

# Quark Tips

## USING A WILD CARD CHARACTER

The Castle Press  
 1222 North Fair Oaks Avenue  
 Pasadena, CA 91103  
 800-794-0858  
 www.castlepress.com

### GLOSSARY

**Wild Card Character** A special keystroke that is recognized by the program for a certain function.

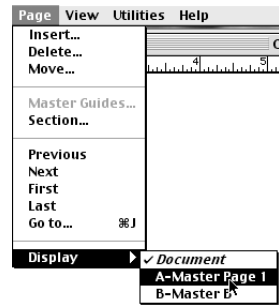
To search for a word when you are unsure of its spelling, you can specify a wildcard character in the Find What field by entering Command-Shift-?. The character displays as \? in the Find What field under Edit → Find/Change.

An example would be to enter Analy\?e in the Find What field and it would find both Analyze and Analyse. You cannot enter the wildcard character in the Change To field.

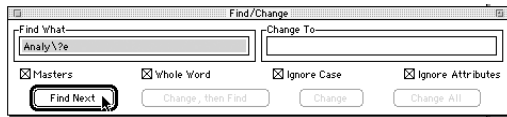
QuarkXPress does not search master pages during a document search. You must first display a master page (Page → Display), and check Masters in the Find/Change palette to find and change character attributes.



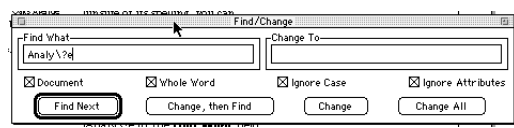
A Find/Change



C Display Master Page



D Find What on the Master Pages



B Type wild card in Find What field