

Re: using a template to open a text file

Source:

<http://www.tech-archive.net/Archive/Word/microsoft.public.word.conversions/2008-06/msg00024.html>

- *From:* "Graham Mayor" <gmayor@xxxxxxxxxxxxxxxxxxxxx>
 - *Date:* Wed, 25 Jun 2008 17:34:03 +0300
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In Word 2007, even if you change the plain text style, the opening of a text document does not automatically adopt all the settings that may be applied in that style eg a change of font or a size larger than (off the top of my head I think it is) 10.5 points will be ignored even though the stylename is applied.

You could open the document then reset the style to force the document to adopt the changes that you have made to the plain text style i.e. CTRL+A then CTRL+Space, or its macro equivalent, but if you are going that far, you may as well use the automacro to apply the required appearance. Whether you use this or Herb's suggestion of applying normal style, none of it is going to be saved with the file.

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Graham Mayor – Word MVP

My web site www.gmayor.com
Word MVP web site <http://word.mvps.org>
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Herb Tyson [MVP] wrote:

PS... the formatting Word uses for text files is determined by a style. When you open a text file, Word applies the Plain Text style to what you opened. By default, Word is using Normal.dot (or Normal.dotm in Word 2007) for the formatting. So, the approach of applying a template to it would work immediately only if you were to redefine the Plain Text style... which I don't think you want to do.

Rather than that, using Graham Mayor's suggested AutoOpen macro provides one solution.

An easier and perhaps quicker solution would be to press Ctrl+A, then Ctrl+Shift+N, which applies the Normal style to the text document,

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giving you a starting point that has your basic formatting defaults.

Another option is to use Word's AutoFormat command, which will also convert text with hard line breaks into wrapped paragraphs as well as apply heading styles where appropriate (usually): Format – AutoFormat.

"Herb Tyson [MVP]" <herb@xxxxxxxxxx> wrote in message
news:e5onPln1IHA.5560@xxxxxxxxxxxxxxxxxxxxxxxxxxxx

What version of Word? In Word 2003 and earlier, try Tools – Templates and Add-ins – Attach. After specifying the desired template, tick Automatically update document styles.

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Herb Tyson MS MVP
Author of the Word 2007 Bible
Blog: <http://word2007bible.herbtyson.com>
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<tester> wrote in message
news:Ov3XOrk1IHA.4772@xxxxxxxxxxxxxxxxxxxxxxxxxxxx

Is there a way to open a text file and have it pick up the default fonts and page settings? It always opens in word in courier font, whereas my default font is times new roman.

Or would there be a way to run word from a command line, passing in the template I want to use and the file I want to open.