WordPerfect Office: How do I change the default font in WordPerfect?

- WordPerfect Office Suite

This tutorial will guide you changing the default font in WordPerfect.

Change the Default Font

1. Click on the File Menu and select Document
2. Click on Default Font...
3. Select the font and point size that you would like to set your new default font to
4. If you would like to make this change global so that every new document uses this font, Click on the Settings button and select the "Set face and point size as default for all documents" option.
5. Click on OK

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