

Convert Comments to Single-Cell Tables  
WordPerfect Magazine  
Tips

I like to use the Comment feature to highlight or explain points in my document to my colleagues. Sometimes I want to be able to print these comments in the rough draft but not the final version. The included COM2TBL.WPM macro lets me do that easily.

The macro first prompts you to save your file, then converts every comment to text and places each comment in a single-cell table.

To run the macro, with your document containing comments on the screen press Macro (Alt+F10), type "com2tbl" and press (Enter). Be sure to save the file with a different name when you're ready to save, or you can print the document without saving it.

*Note: You can easily convert comments to text by pressing Notes (Ctrl+F7), (2) Comment and (3) Convert to Text. However, this inserts the comment into your document without a box around it. Also, this process must be repeated for every comment in your document.*

– Leslie S. Klinger, Los Angeles, CA