

# How to frame text in Word

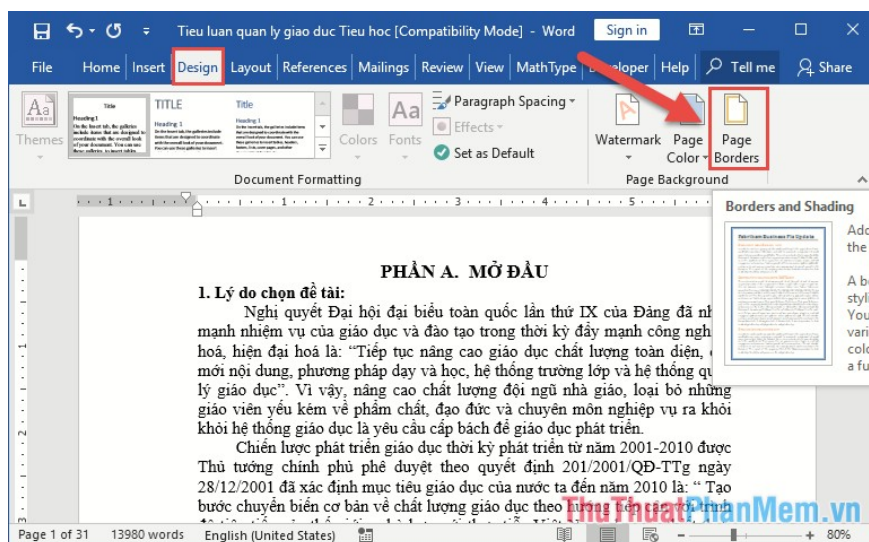
How to frame text in Word In this article, you can frame the cover page, the whole document or just framed a paragraph in Word.

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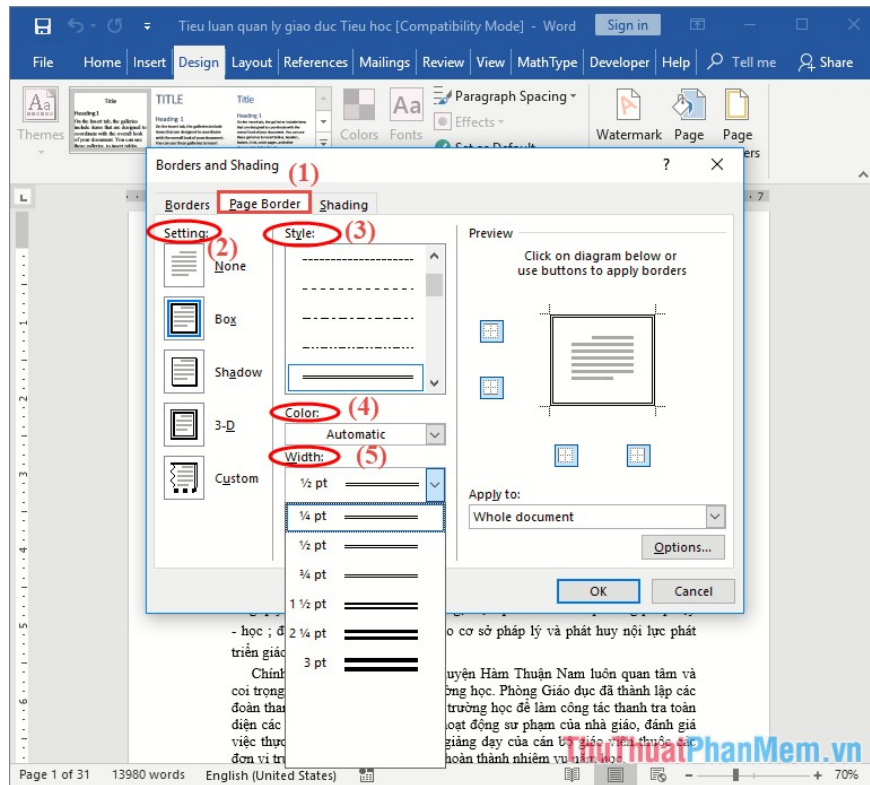
## Frame the cover of the text

Step 1: Go to Design tab -> Page Borders:

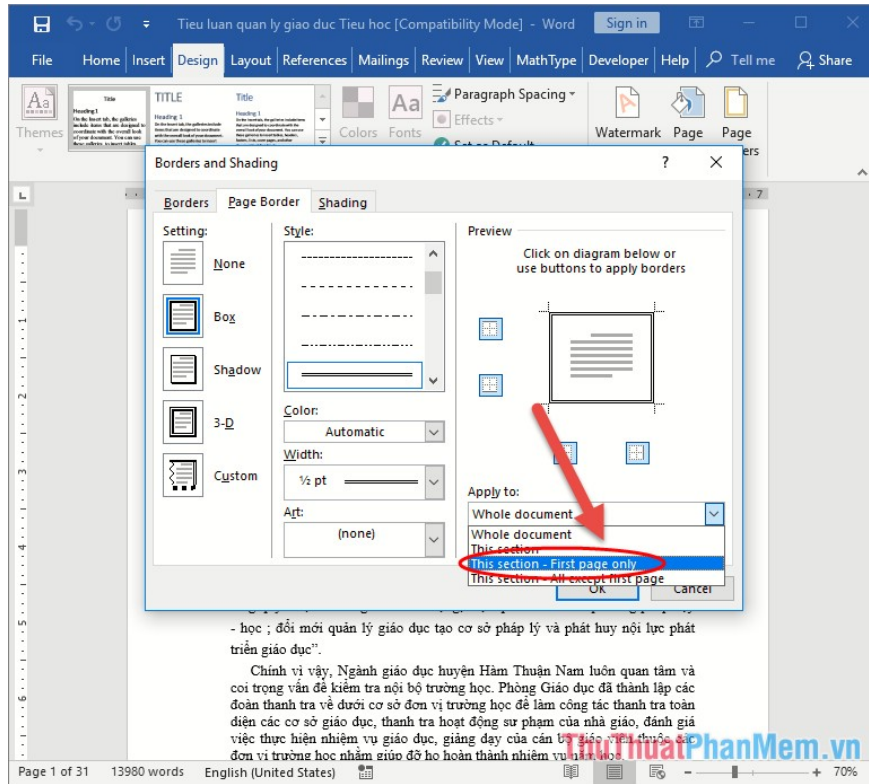


**Step 2:** The dialog box appears, click the **Page Border** tab including the following options:

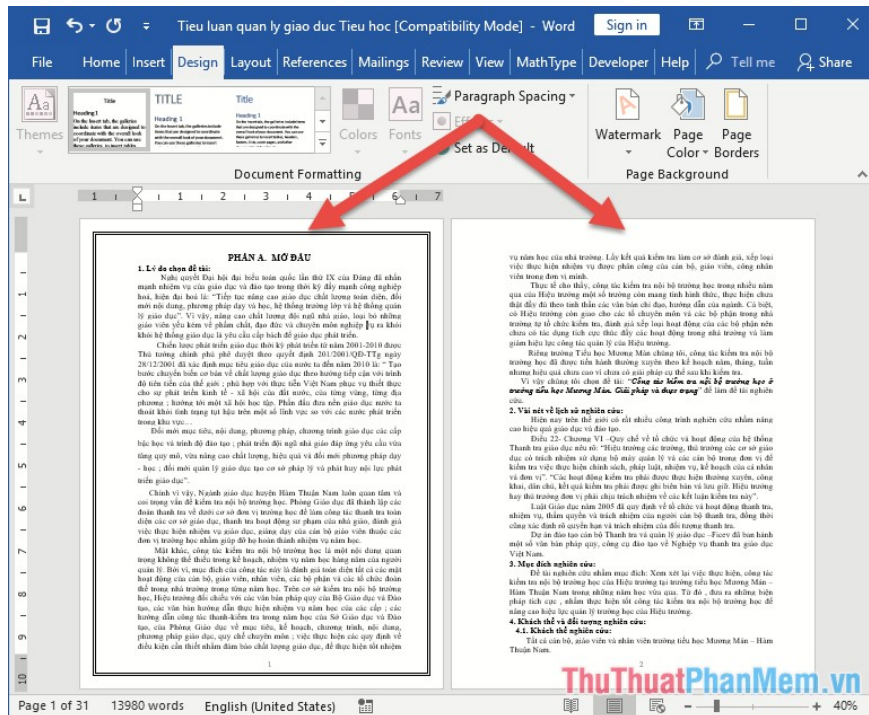
- **Setting:** Selecting framed style: shading style .
- **Style:** Select the type of border to frame.
- **Color:** Select the color for the border.
- **Width:** Select the type of border on the thickness and the number of borders surrounding the text



**Step 3:** After making the selection, to frame a cover page in the full text in the **Apply** section to select **This section - First page only** -> click **OK**:

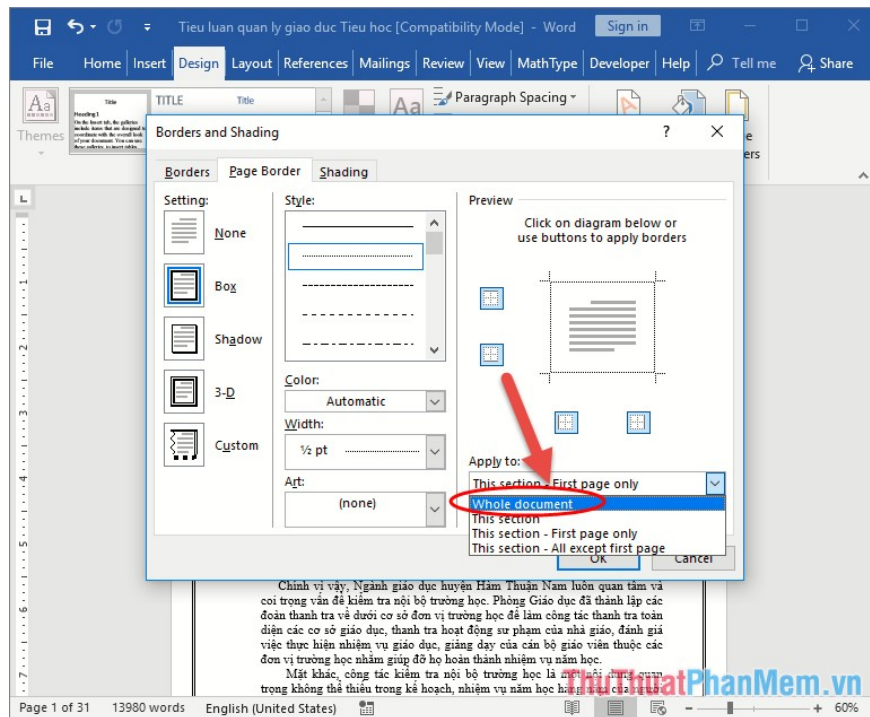


The result you have framed for the first page in the text:

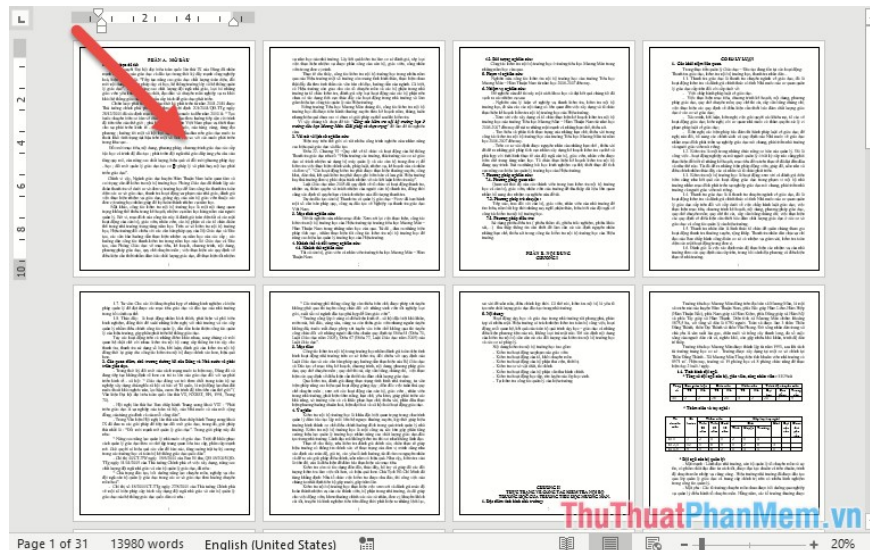


Create a frame for the whole text

To create a frame for the entire document you make the same options as the frame for the first page in the text, but only in the **Apply to** select **Whole Document** value :



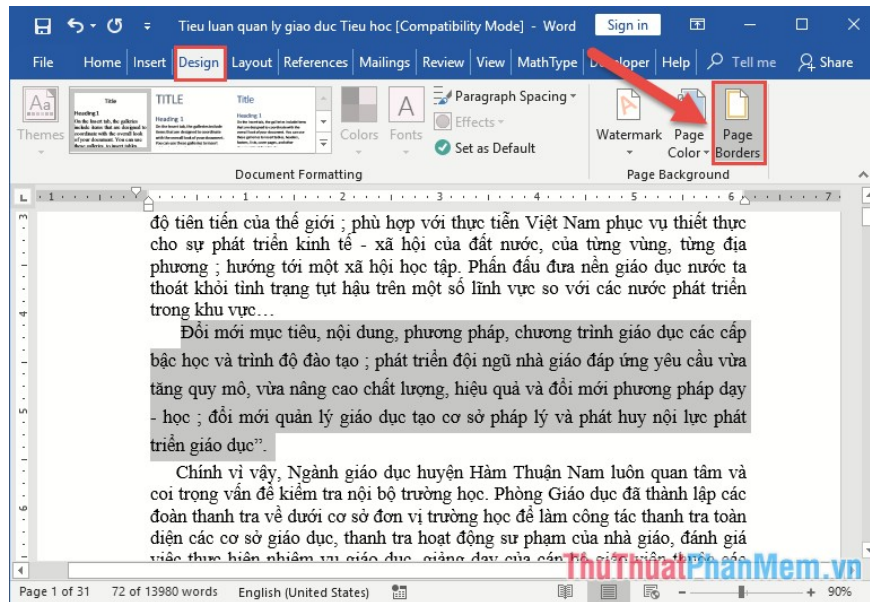
The result you have framed for your entire text:



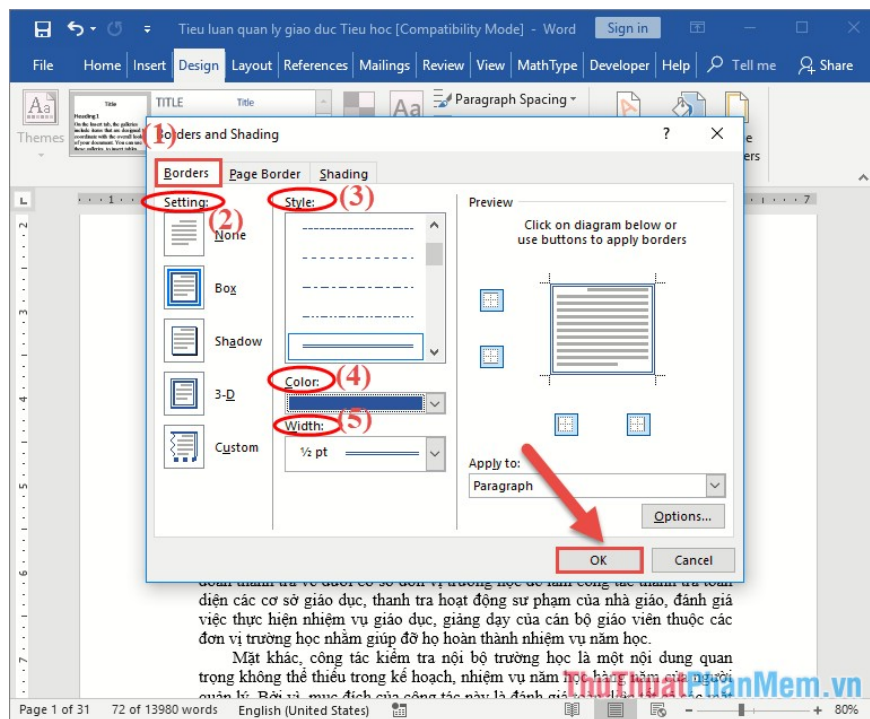
## Create a frame for a paragraph in the text

To frame any text in the text, do as follows:

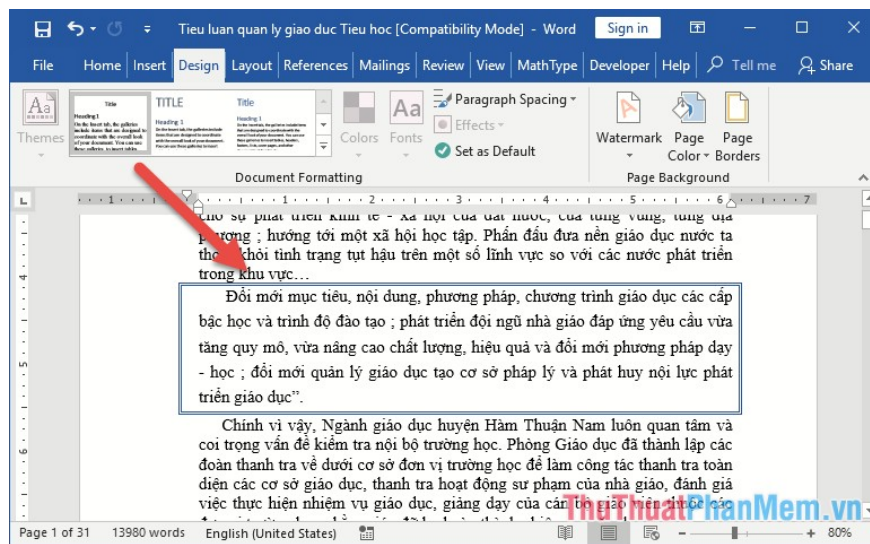
Select the text to be framed -> go to the **Design** tab -> **Page Border**:



The dialog box with selection of **Borders** tab -> the options is similar to framing the whole document -> click **OK**:

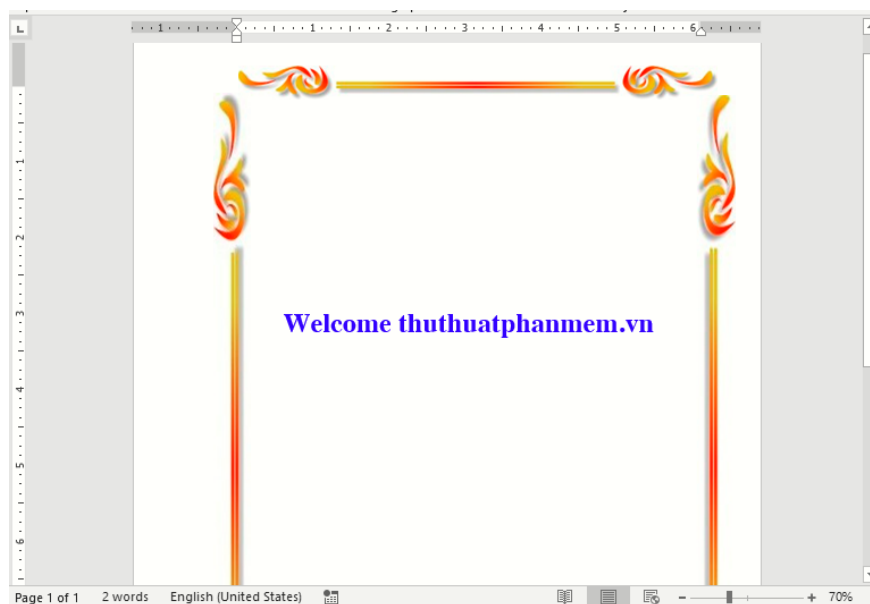


The result you have framed for 1 paragraph in a text:



## Use available borders

In addition to self-framing text, you can use existing borders for your text:



Download the text border here:

This way you can frame any paragraph in your document. Good luck!

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