Formatting

How do I change the font for an entire screenplay?

What you probably don't want to do is just Select All and hit the Font button — that will apply a new font over any existing formatting.

What you want to do is change the underlying formatting for the document. Do that by going to **Document > Change Document Font**.

You can also use **Format > Element Styles > Modify Element Style > Normal Text** and change the font. Changing the font for Normal Text will affect all other element styles based on it (meaning any of the built-in elements). This has the same effect as Change Document Font.

To change the font for all future documents, set the font under **Preferences > General > Default font for new documents**.

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