In Word 2007 start at point 2 below. In Word 2019 start at point 1 below. Most versions of Word support this feature but how you find the starting point may vary to the description below.

1) To start the search to find text that is in italics.

Either a) Choose Home, then use the Find drop-down menu and choose Advanced find.

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File	Home	Insert	Draw	Design	Layout	References	Mailings	Review	View	Developer	Help	PDF	Q	Tell me		P₄ Share
Paste	Calib	ri (Body) I <u>U</u> ~;	▼ 11 ab∈ x₂ >	• A A A (Aa ~ & ª <mark>≵</mark> ~ <u>A</u> ~		: • * <u>=</u> • € ≡ ≡ \$≡ •	≣ ∍ ≣ ⊉ ∕ <u>&</u> ~	↓ ¶ ⊞ -	AaBbCcDc 1 Normal	AaBbCcI 1 No Spac	Aa	BbC ding 1	* • •	P Find	d ind dvanced Find
Clipboard	r <u>s</u>		Font				Paragraph	ı	L2		Styles			rs l	→ G	о То

Or **b)** Use the keyboard shortcut Ctrl -F (hold the Ctrl key and the f key down at the same time) and the Navigation option will appear.

Naviga	tion		-	×
			Q	~
Headings	Pages	Results		
Text, comme anything in y	ents, pictur our docun	es Word can find jus nent.	t about	
Use the searce everything e	ch box for t Ise.	ext or the magnifying	glass for	

In the text entry field, you would normally enter the text you would be searching for. In this case there is a drop-down menu to the right of the magnifying glass.



Choose the Advanced Find... option.

2) Either 1 a) or 1 b) will open the Find and Replace dialogue window:

Find and Replace	? ×
Fin <u>d</u> Re <u>p</u> lace <u>G</u> o To	
Fi <u>n</u> d what:	~
More >> Reading Highlight • Find In • Find	Next Cancel

In the bottom left of the dialogue there is a button labelled More > >

Find and Replace	? ×
Fin <u>d</u> Re <u>p</u> lace <u>G</u> o To	
Find what:	~
<< Less Reading Highlight - Fin	d In - Find Next Cancel
Search Options	
Search <u>:</u> All \checkmark	
Match case	Match prefix
Find whole words only	Ma <u>t</u> ch suffix
Use wildcards	Ignore punctuation characters
Find all word forms (English)	☐ Ignore white-space characters
Find	
Format Special No Formatting	

Select this and the dialogue window will show more options:

3) There are quite a few useful options on this dialogue window, such as being able to require the search to find text that only matches the case. However, choose the drop-down menu Format in the bottom left of the dialogue and select Font...



4) Another dialogue window will appear:

Find Font			?	×
Fo <u>n</u> t Ad <u>v</u> anced				
<u>F</u> ont:		Font st <u>y</u> le:	<u>S</u> ize:	
		Desular	0	
Agency FB		Italic	9	Â
Algerian Arial		Bold Bold Italic	10	
Arial Black	¥	Not Bold Y	12	~
Font <u>c</u> olor:	Underline style:	Underline	color:	
No Color 🗸 🗸		V No C	Color	\sim
Effects				
Strikethrough	Shado <u>w</u>	S <u>m</u> all c	aps	
Double strikethrough	Outline	<u>All caps</u>	5	
Superscript	Emboss	<u>H</u> idden	1	
Subscript	Engrave			
Preview				
	AaBbCcYy.	Zz		
Set As Default		OK	Car	ncel

5) Select Italic in the Font style box as shown below:

Find Font			?	×
Font Advanced				
Font:		Font style:	Size:	
		Italic	2.20	
+Headings Agency FB Algerian	^	Regular A Italic Bold	8 9 10	^
Arial		Bold Italic	11	~
Font <u>c</u> olor: No Color	<u>U</u> nderline style:	Underl <u>i</u> ne	color: Color	~
Effects				
Strikethrough	Shado <u>w</u>	S <u>m</u> all ca	aps	
Double strikethrough	Outline	All caps		
Superscript	Emboss	🔳 <u>H</u> idden		
Subscript	Engrave			
Preview				
	AaBbCcYy2	Zz _		
Set As Default		ОК	Car	ncel

6) Now click on OK and this dialogue window closes and you are returned to the preceding dialogue window:

Find and Replace				?	×
Fin <u>d</u> Re <u>p</u> lace <u>G</u> o To					
Find what:					\sim
Format: Font: Italic					
<< <u>L</u> ess <u>R</u>	eading Highlight -	Find In •	<u>F</u> ind Next	Canc	el
Search Options					
Search <u>:</u> All 🗸					
Match case			Match prefi <u>x</u>		
Find whole words only			Match suffix		
Use wildcards			_		
Sounds li <u>k</u> e (English)			Ignore punctua	tion chara	acter <u>s</u>
Find all word forms (English)			Ignore white-sp	ace chara	cters
Find					
F <u>o</u> rmat ▼ Sp <u>e</u> cial ▼	No Forma <u>t</u> ting				

Below Find what: (which you leave empty) it says Format: Font: Italic.

7) Now click on **Find Next** and you will be taken to the first text that is in italics. Click **Find next** again to be taken to the second piece of text that is in italics and so on.