Cisco Webex Teams

Format Messages in Cisco Webex Teams

You can make your messages easier to read by adding rich text formatting such as headers, bold, and other styles. Alternatively, you can use Markdown if you want to manually add formatting in a wider range of styles.

Windows

Select and then choose the formatting that you want to use. You can add headers and lists or apply bold, italic, and underline styles.

If you want more control over the formatting, click , and select Markdown enabled. You can't use both methods of formatting messages in the same message. If you switch to Markdown after applying any rich text formats, you'll lose those styles.
Mac
Select \( \text{T} \) and then choose the formatting that you want to use. You can add headers or apply bold, italic, and underline styles.

If you want more control over the formatting, click \( \text{σ} \), and select \textit{Markdown enabled}. You can't use both methods of formatting messages in the same message. If you switch to Markdown after applying any rich text formats, you'll lose those styles.

Web
On Webex Teams for Web, you can only format your text manually.

As you write your message, click \( \text{σ} \) and use the formatting menu to style your text.