NOTION HOW-TO

# How to turn a line into a toggle

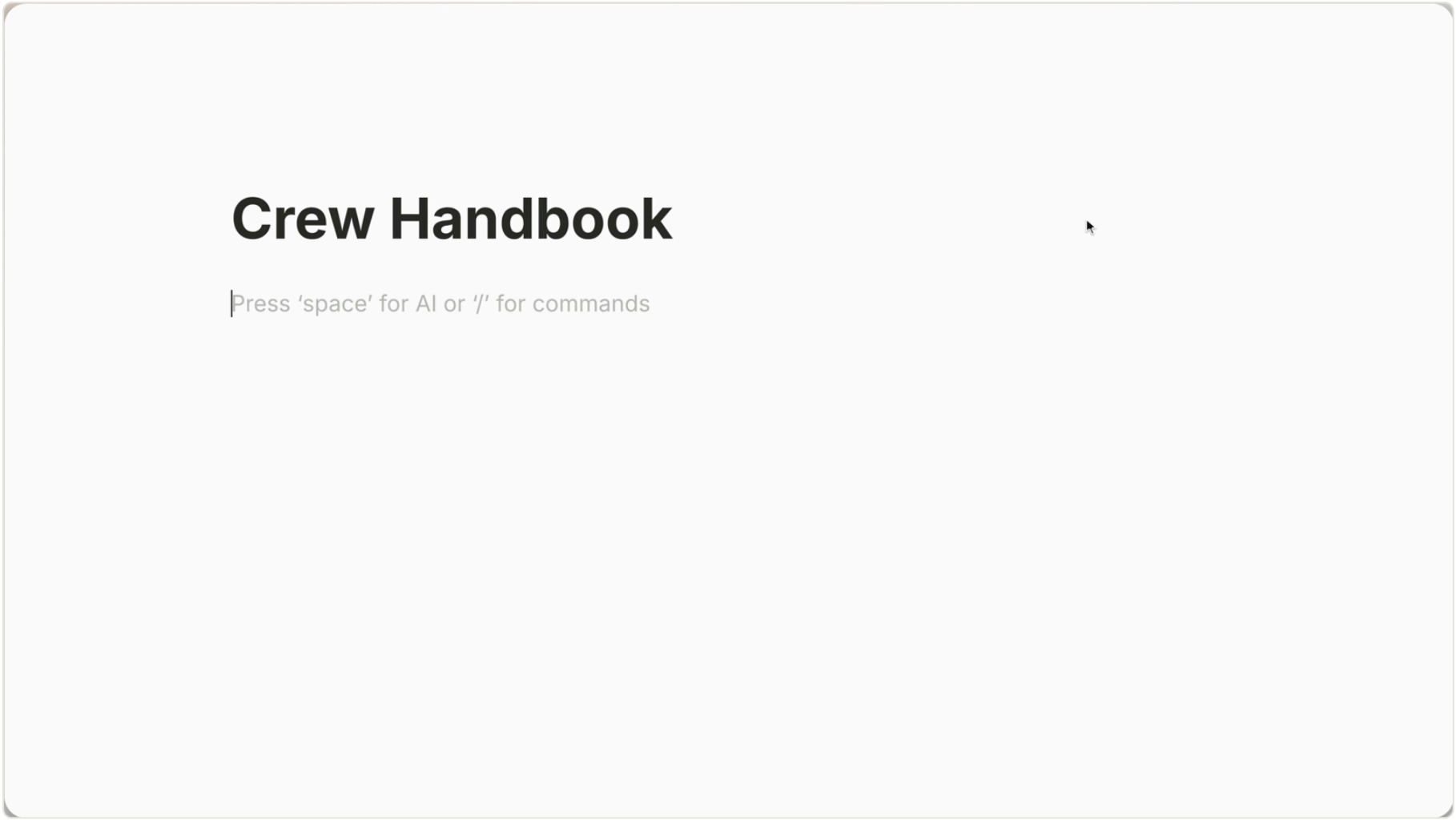
1. Click below the page title
2. Here is a line of text
3. Type /turn toggle and choose Toggle list

3 steps. Watch the video or a step's GIF for the motion; this guide holds each step's result.

Step 1 of 3

# Click below the page title

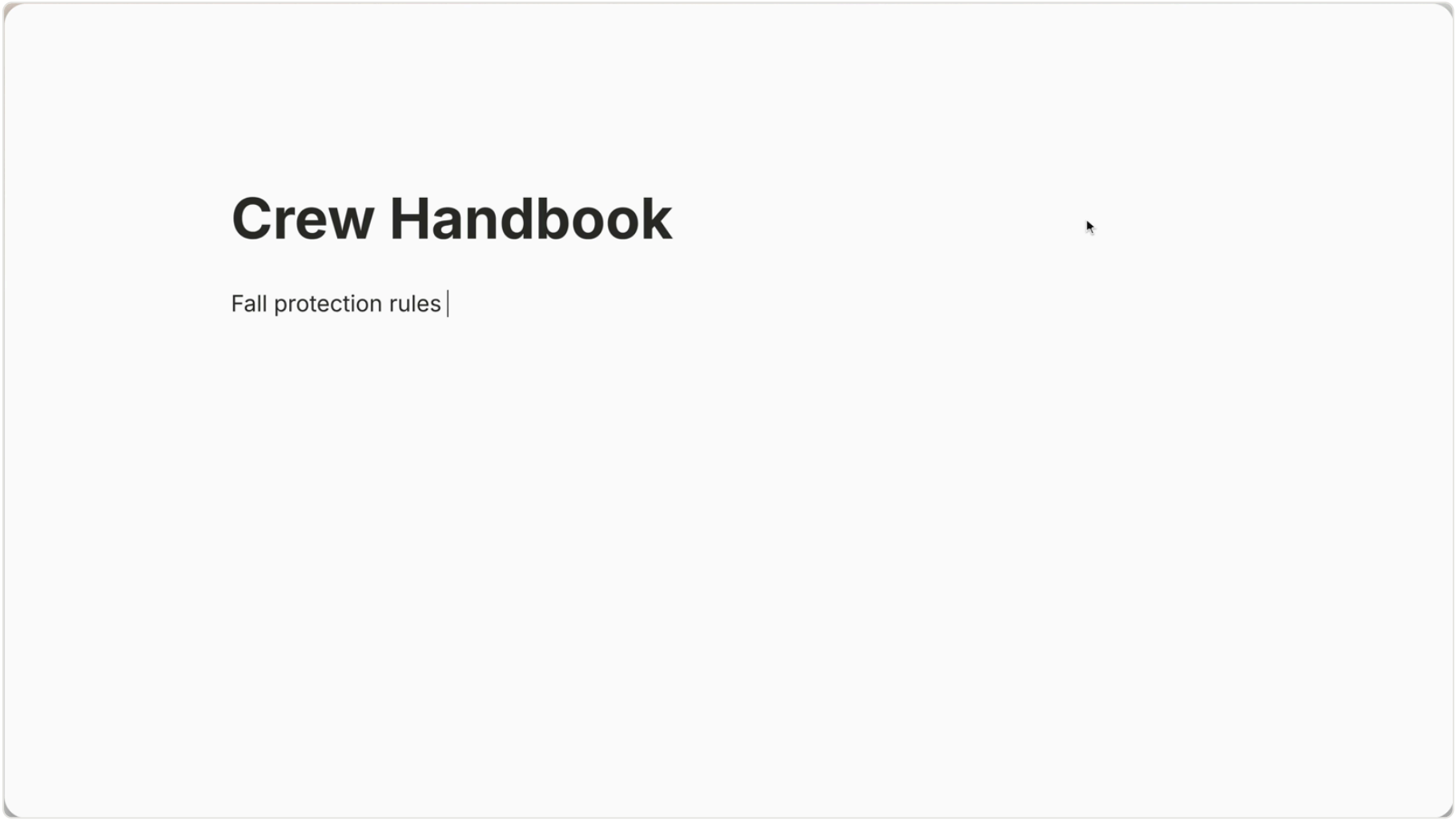
Put your cursor on the empty line where it should go.



Step 2 of 3

# Here is a line of text

As a toggle it can hold the details under it.



Step 3 of 3

# Type /turn toggle and choose Toggle list

An arrow appears on the left. Click it to open the toggle and add what goes inside.

