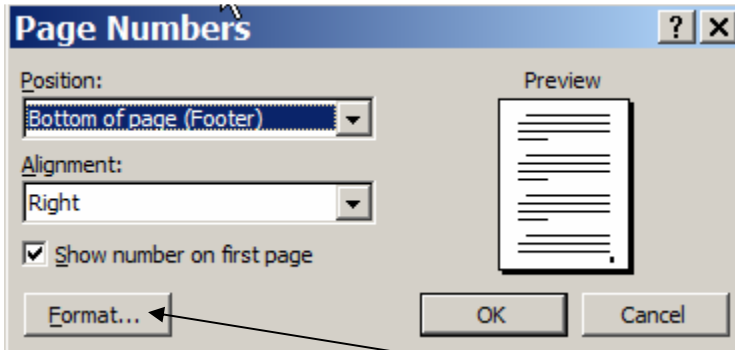


## Page Numbering

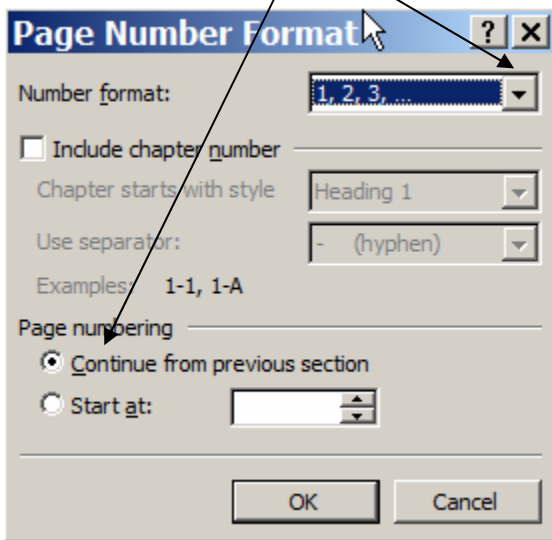
### [Insert] (Page Numbers)

To Insert page numbers click on Insert>Page Numbers. The Page Numbers dialog box will be displayed. Change the position of the Page Numbering by clicking on the Position drop down menu and choosing top or bottom of page. Change the alignment of the numbering (right, left, center) in the alignment box. Change the alignment of the numbering (right, left, center) in the alignment box.



To change the numbering scheme click on the format button.

A Page Number Format dialog box will appear. To change the number format click on the down arrow displaying the format type. The Page numbering can also be specified to continue from previous section or start at a certain number.



When finished click the OK button and the numbers will appear shaded gray in the appropriate location of the document.