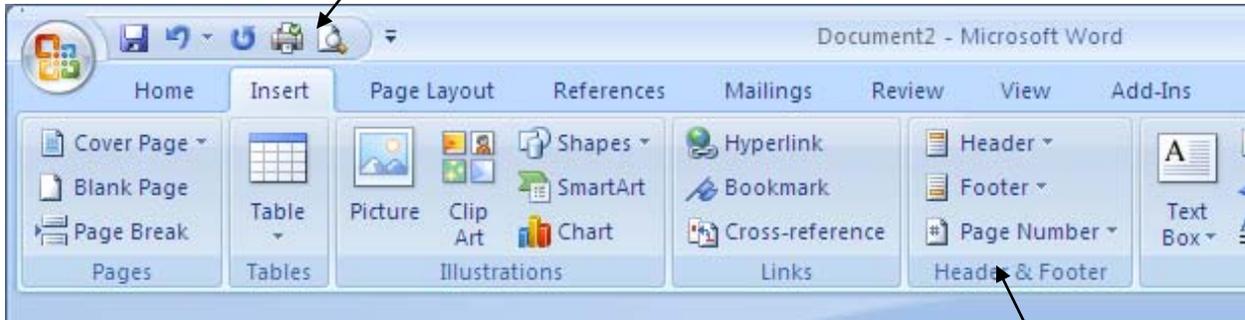


To add page numbers

Go to "Insert".



Go to Page Number.

Select "Top of Page".

Select "Plain Number 3".

You should see the page number at the top of the page.

You should also see a dotted blue line indicating that you are in the header.

The cursor should be flashing right next to the page number.

Type in your last name, then hit the space bar one time.

Even though you didn't change any settings, you are now in the "design" tab.

Click on "different first page", then click on "close header". This step will make it so that the page number does not show up on the first page. You should see your name and page number showing up beginning with page 2 and continuing through to the end of your paper.

