Readme for Numbering Tutorial

Charles Kenyon

This package contains a document which is the primary tutorial. It is named “**Document with numbering tutorial.docx**.”

It also contains a Quick Style Set template. It is named “**Numbering Tutorial Quick Style Set 1.dotx**.” This is ancillary to the tutorial but

**Both of these are self-documenting.** You should double-click on the template to create a new document with directions. When placed in the appropriate folder it will show up under the Quick Style Sets on the Design tab. If applied to any document the numbered heading styles will be active in the document.