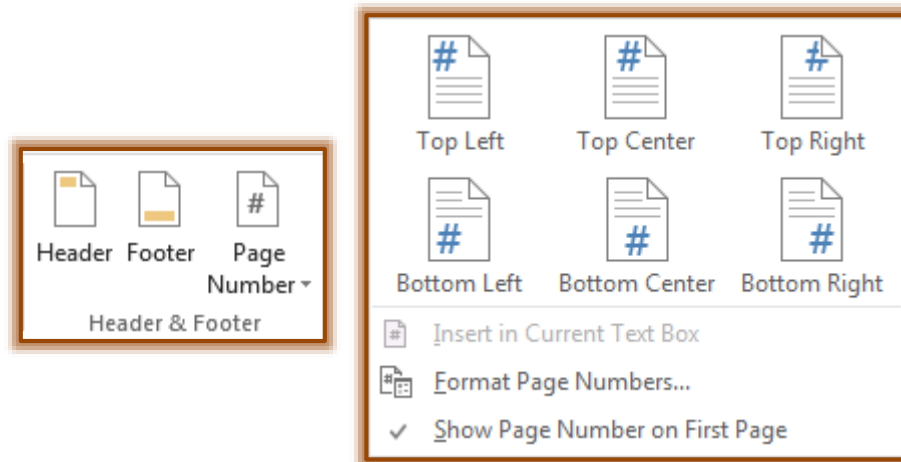


Publisher-Page Numbers

Page numbers are inserted into the Header or Footer area of a page. When they are inserted using this method, each page is numbered consecutively. Page number options can be changed that determine the beginning number and the style for the numbers.

Insert Page Numbers

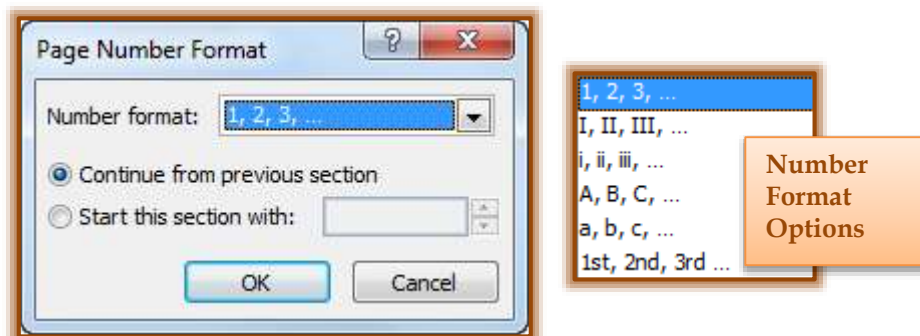
- Click the **Insert Tab**.
- In the **Header and Footer Group**, click the **Page Number** button (see illustration below).
- A gallery of different page number location will display (see illustration below).



- Click one of the options to insert the page number at the location indicated.
- The **Show Page Number on First Page** option is used to determine whether the page number will appear on the first page of the publication.
 - A check mark indicates that the page number will appear on the first page.
 - Remove the check mark so that the page number will not appear on the first page.

Format Page Numbers

- Click the **Format Page Numbers** link to open the **Page Number Format** dialog box (see illustration below).



- Click the **Number Format** list arrow to select a different format for the numbers.
- Click **Start this section with** to choose a different starting number for the pages.
- Click the **OK** button to exit the dialog box.