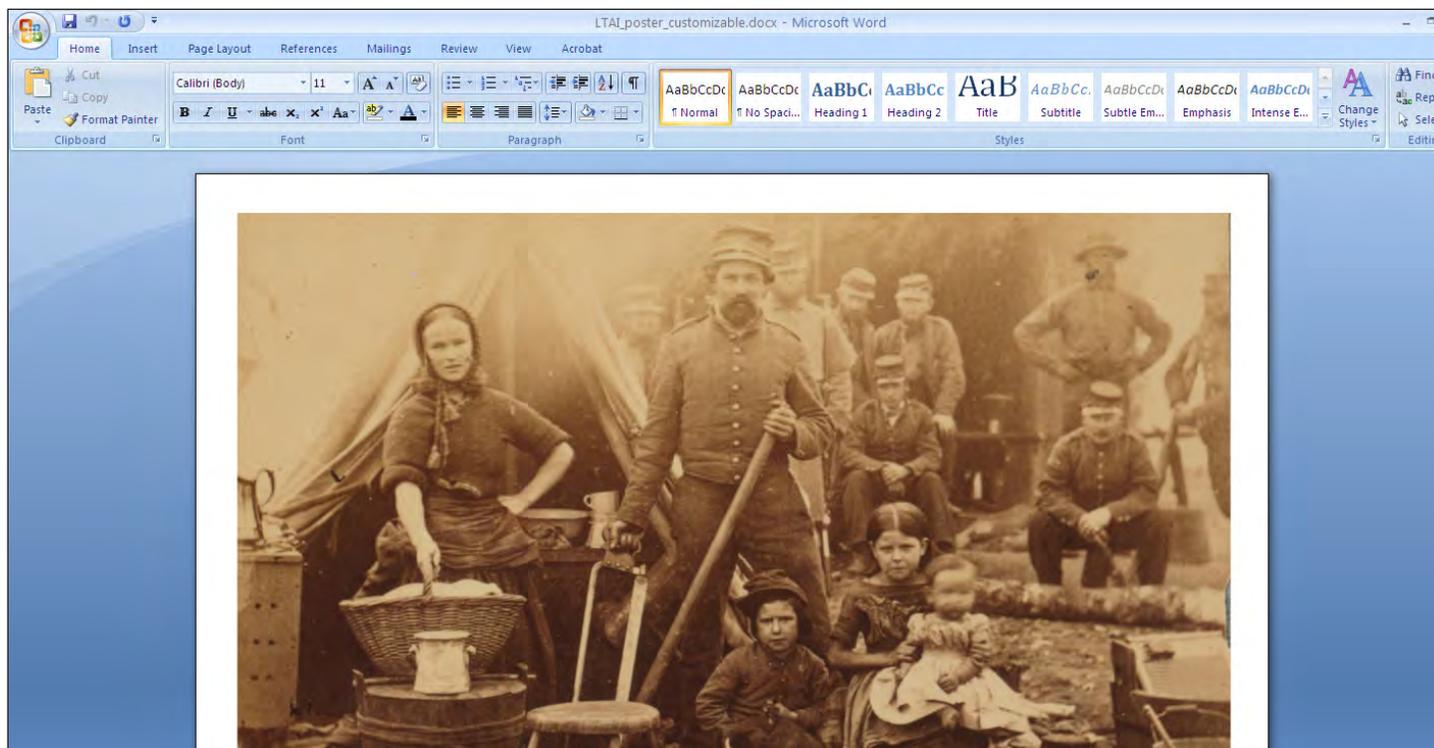


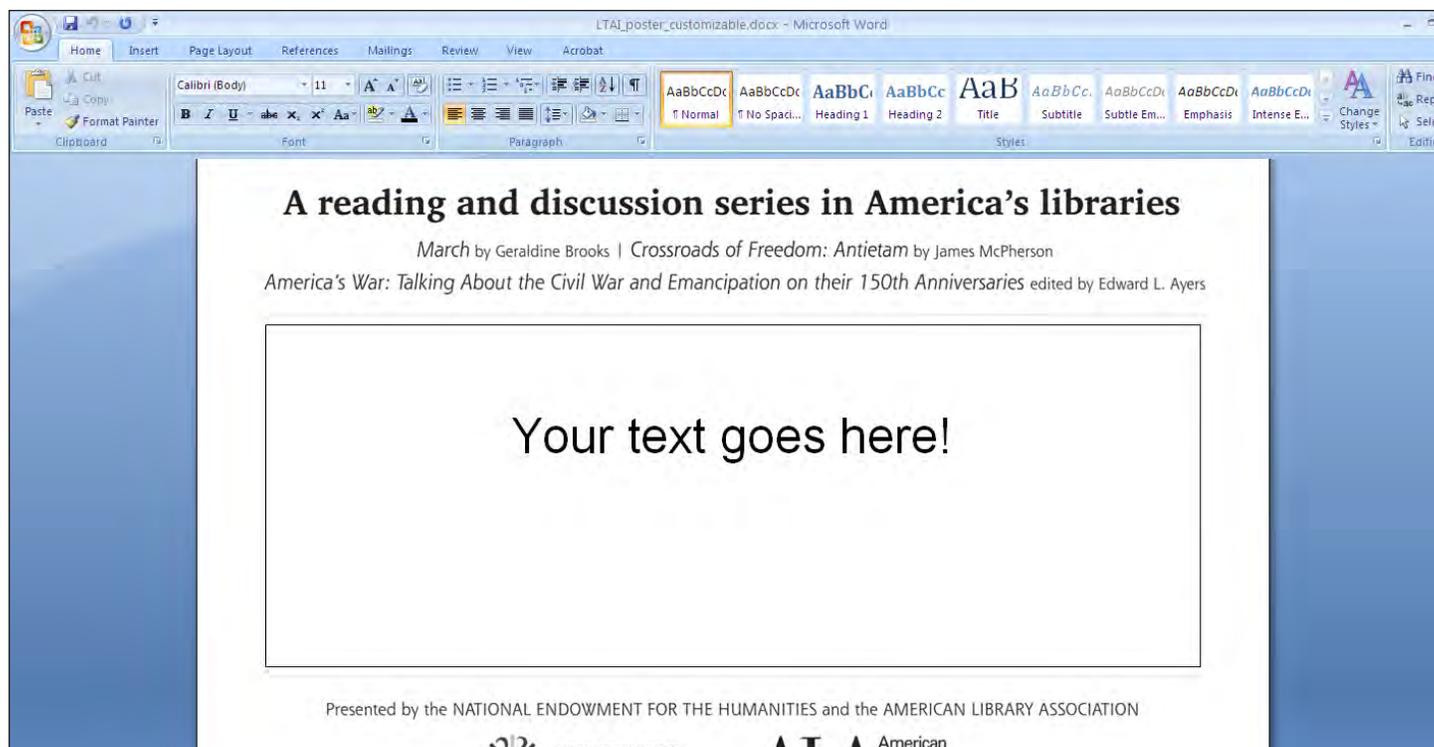
Customizing Microsoft Word Documents

Step 1: Download the customizable Word file.

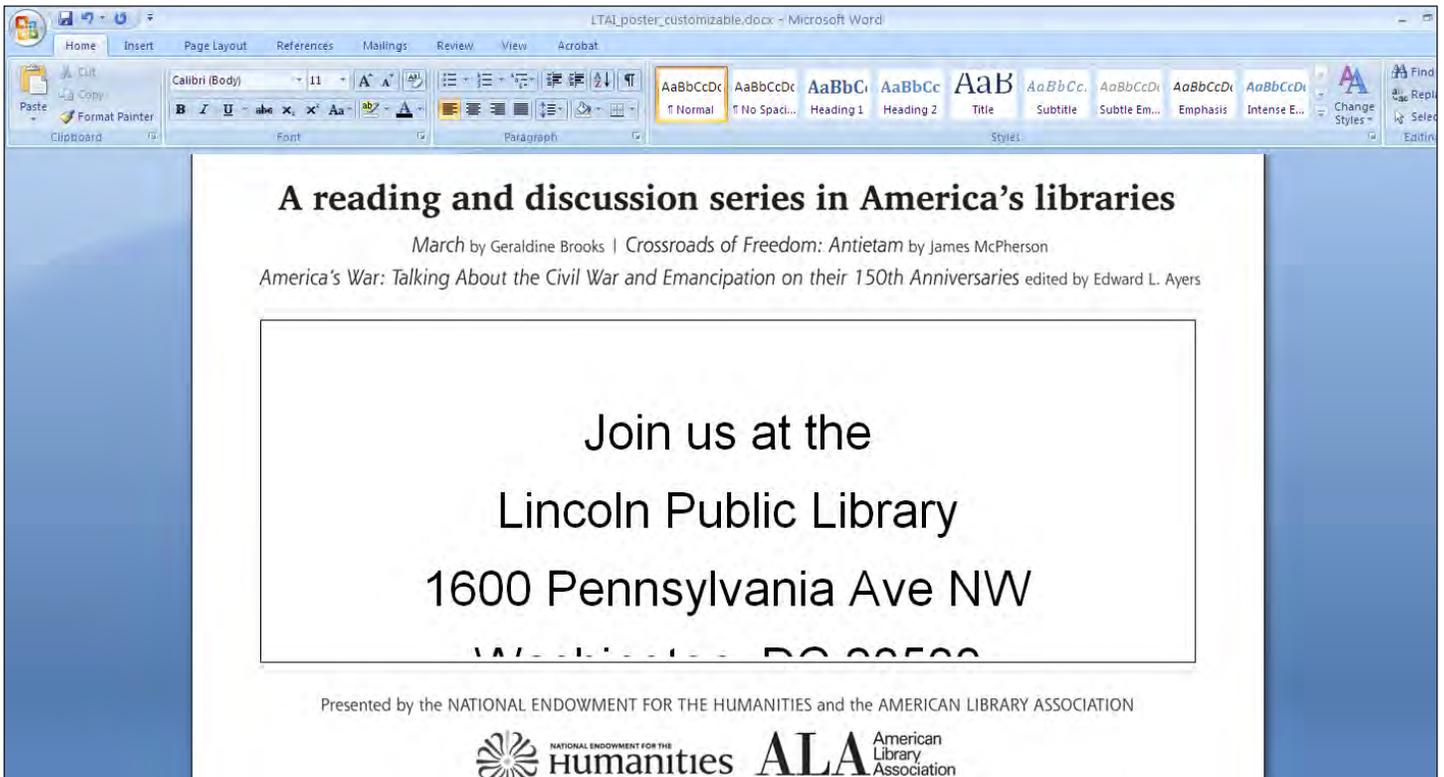
Step 2: Open the document in Microsoft Word.



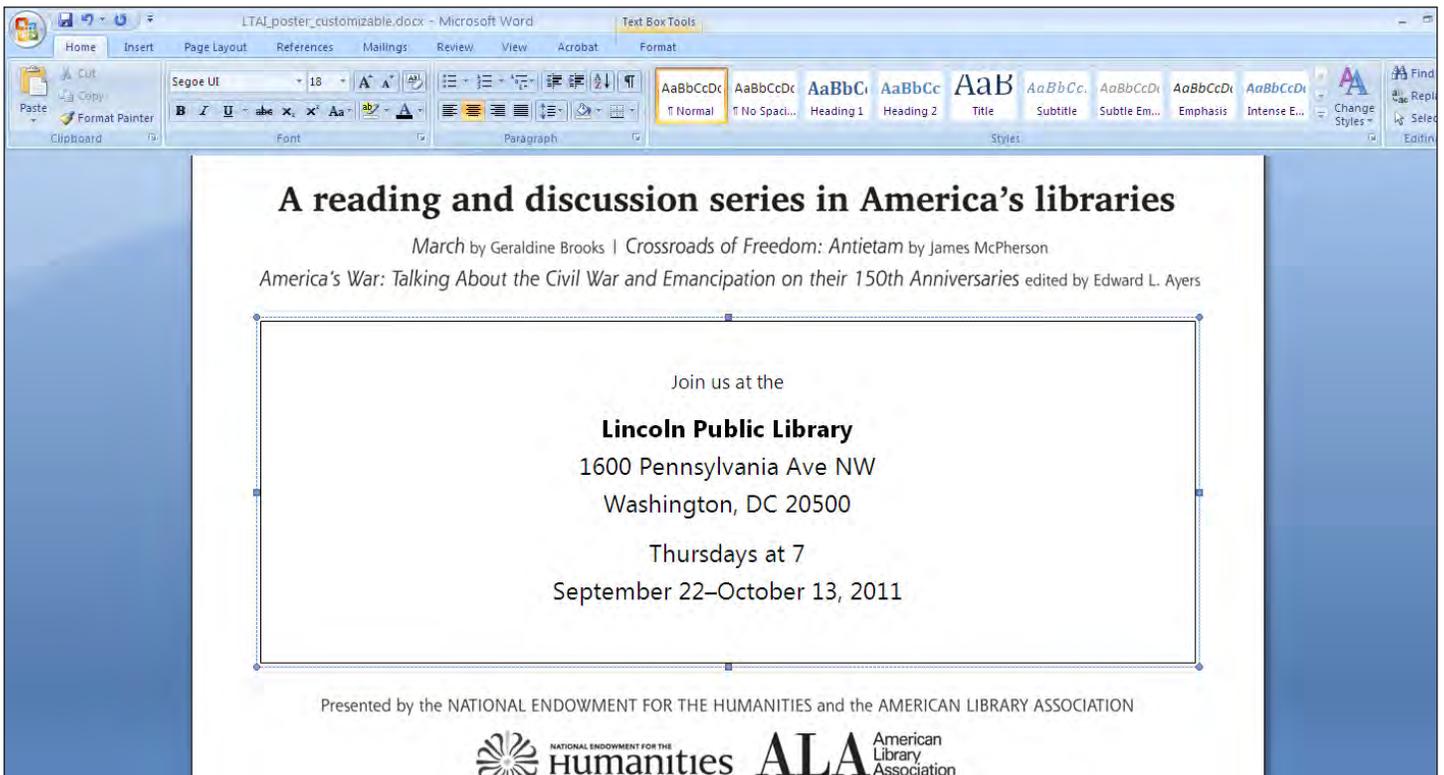
Step 3: Scroll down toward the end of the page, until you see “Your text here!”



Step 4: Double click on the text, then type your text in.



Step 5: Format your text. You can change the fonts, font sizes, font colors, and font attributes (such as bold or italic).



Step 6: The finished product.

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