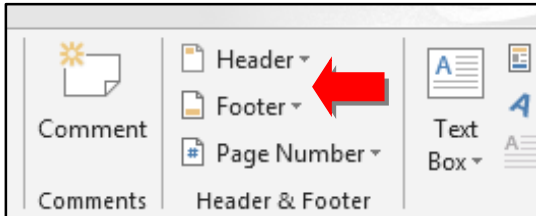


Add a Header or Footer

1. Select the **Insert** tab.



2. Select **Header** or **Footer**.



3. Select the header or footer style.

