# **Heading one style for this document**

Heading designations in a document are an organizational and accessibility feature. Headings help identify sections of a document. Heading levels help the reader recognize the levels of importance within a document. Short documents should have one Heading

Heading designations in a document are an organizational and accessibility feature. Headings help identify sections of a document. Heading levels help the reader recognize the levels of importance within a document. Short documents should have one Heading

## **Heading two style**

Other headings identify and highlight other main ideas within a document

### **Heading three style**

This document is using 9 point Georgia for Normal text. The Headings are Georgia Bold at 18 point, 16 point and 14 point.

The co-brand is PNG format. To change, select and activate the first header. Right click on the image and pull down to Change Picture. Navigate to your co-brand and select.

The second and subsequent pages have Page x of y in the lower left footer.

The footer information is 7 point Franklin Gothic Book Regular.