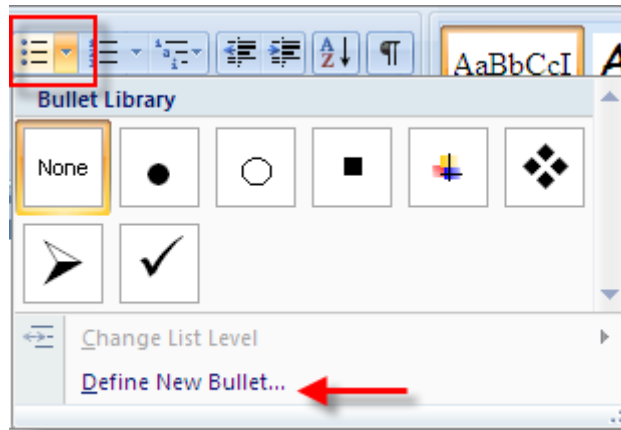


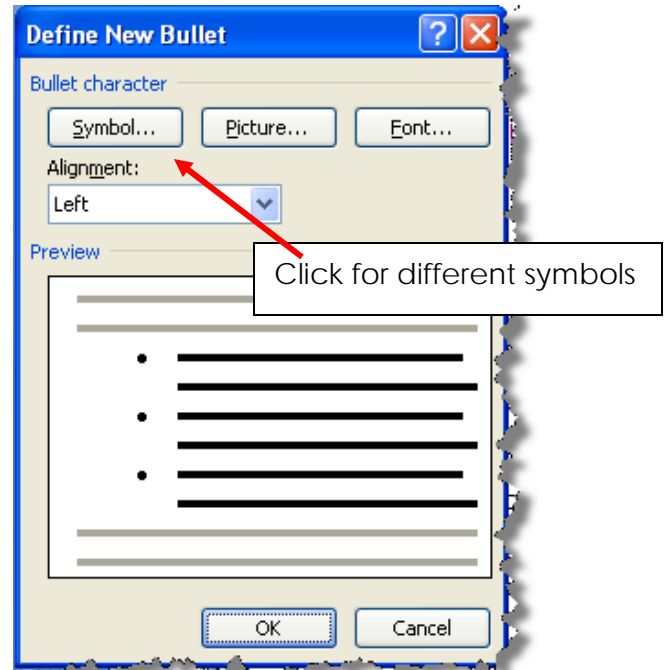
BULLETS & NUMBERS NOTES

Bullets

Home tab → Paragraph group

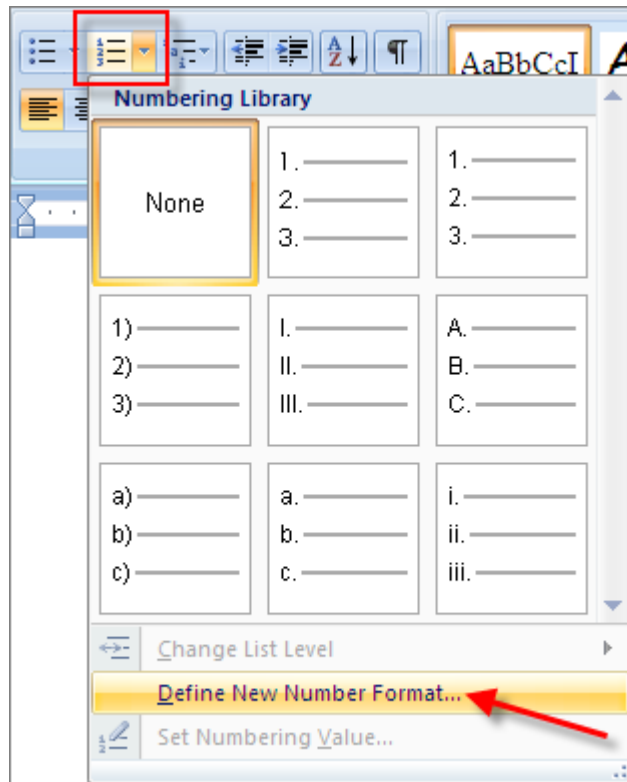


For more click **Define New Bullet**



Numbers

Home tab → Paragraph group



For more click **Define New Number Format**

