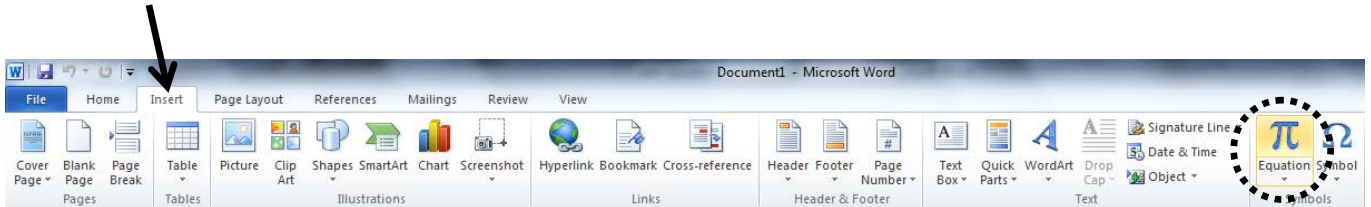


Adding Equations to a Document

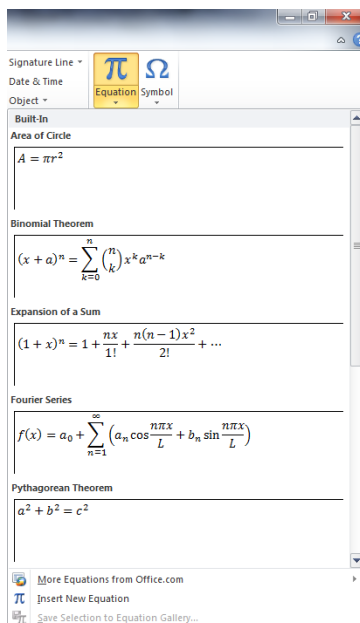
Microsoft Word

NOTE: Make sure your cursor is located where you would like to add the equation.

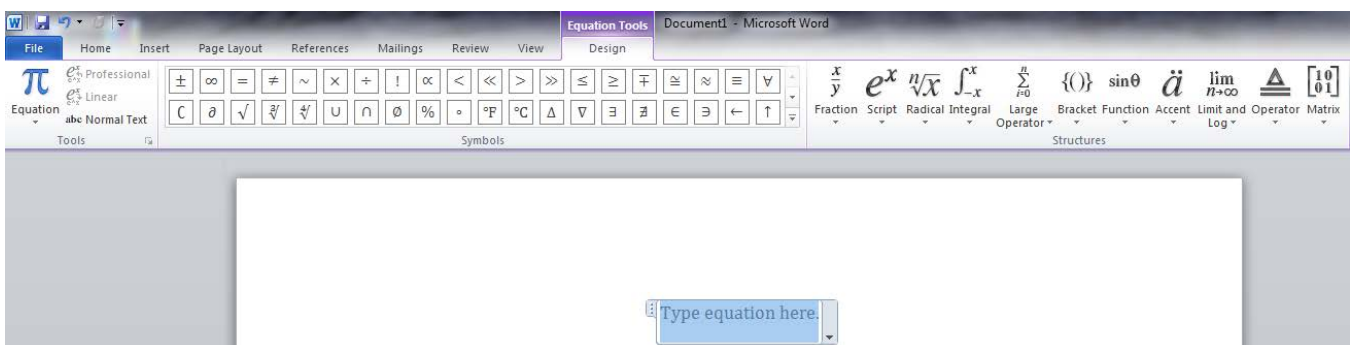
1. Click **Insert > Equation**



2. Or click the drop arrow underneath the equation button to choose from a built-in equation



3. Use the Equation tab to make up your equation.



4. When finished click outside the equation box.

Note: **To edit** an equation **double click** on the equation and the equation editor will pop up again.