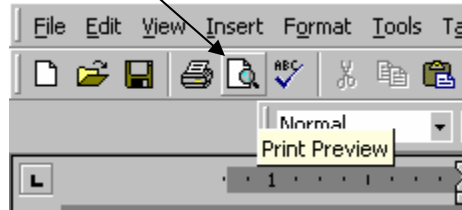
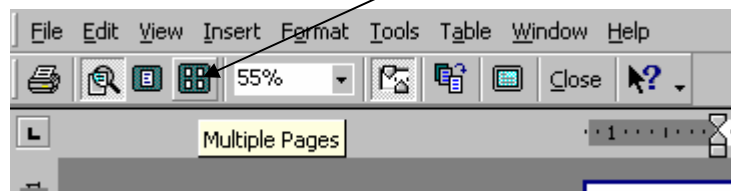


Previewing an Entire Document

- Click on **Print Preview** button.

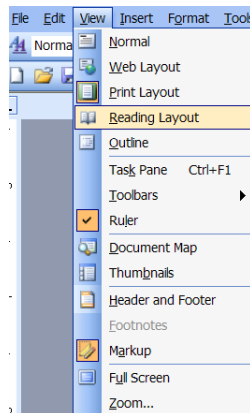


- On the Print Preview toolbar, click on **Multiple Pages** button.



All of the pages of your Microsoft Word Document in that file are displayed on the screen for you to preview.

In Word 2003, Reading Layout is available.
Click on **View** and from the drop-down list,



Reading Layout.