NSW Department of Education

Heading guidelines

Use these guidelines to apply the correct heading structure to your content.

Screen readers can identify up to 6 headings - heading 1 (H1) to heading 6 (H6). Think of heading levels as subheadings that define content relationships.

How to use them

Headings should always be nested correctly. For example, H1 should be followed by H2, H2 should be followed by H3, H3 should be followed by H4 and so forth. For example, H3 cannot follow H1.

Only use heading styles for headings, don't use it to visually format content that wouldn't make sense as a heading.

The first heading level in your content must be H2 as H1 is the page title.

Use a **lead paragraph** before H2.

On Adobe Experience Manager, if you have more than one H2 on a **standard page**, it will automatically become an anchor link.

All headings, including page titles, must be in sentence case unless they contain proper nouns. Check the **content style guide** for use of capitals.

Example of "On this page" auto-generated H2 index:

Automatically-generated anchor links on Adobe Experience Manager created by heading 2 titles.

Live example

Heading 2

Heading 3

Heading 4

Heading 5

Heading 6

Paragraph (body content)

How-to guides

Learn how to add and edit headings in your content using our guides:

- **Adobe Experience Manager - structure your page using headings**

Category:

- Communication and engagement

Topics:

- Communications

Business Unit:

- Communication and Engagement

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