See page 2 for instructions.

I double clicked into the header section and chose “Header”, “Blank (Three columns).”

I then selected the right-hand [Type text] and typed the word “Page”.

Now you place your cursor in the header and

1. Add a space after the word “Page” (A couple of students last semester didn’t do this).
2. Now choose “Page Number”, “Current Position” and “Plain Number”.