# Instructor Setup Guides

## Heading 2

To get started straight away, simply tap any placeholder text (such as this) and start typing.

View and edit this document in Word on your computer, tablet or phone. You can edit text, easily insert content such as pictures, shapes and tables, and seamlessly save the document to the cloud from Word on your Windows, Mac, Android or iOS device.

"Quote"

Want to insert a picture from your files or add a shape or text box? No problem! In the Insert tab of the ribbon, simply tap the option you need.

Find even more easy-to-use tools in the Insert tab, such as tools to add a hyperlink, insert a comment or add automatic page numbering.

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* Use styles to easily format your Word documents in no time. For example, this text uses the List Bullet Point style.
* In the Home tab of the ribbon, take a look at Styles to apply the formatting you want with just a tap.

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