Title that indicates purpose

Description of intended audience.

# Overview

General description/introduction that provides context

## Description of Operation (e.g. ingredients list)

When you introduce bulleted lists, always have some kind of introductory text, and it can be this short. With bulleted lists, you can:

* Finish sentences
* Include periods
* Choose not to include periods
* Make your first letter a capital or choose not to

Write preview of major steps here. It’s like a transition to the next section.

### Warning/Tip

For now, don’t worry about formatting it in a cute little box or anything like that. I want you to focus on the content.

## Subheading to introduce procedure

Repeat the preview of major steps right here:

1. Always use styles for effective content reuse and single sourcing.
2. Always include the name of the assignment and your name in the header.
3. Always include page numbers if there’s more than one page.
4. Always follow instructions very carefully.
5. If your numbered steps go higher than 7, break your procedure up into modules. Studies by Dr. Robert Horne show that humans have a hard time following anything longer than 7 to 9 steps.

## Conclusion or Next Steps

For this assignment, you can be creative and have fun in this brief section. You can write something as simple as this: Now that you have completed [insert procedure subheading], you are ready to do [this] or [that]. For more information, go to [totally bogus URL] or contact me at [totally bogus email address]. The purpose of this section is to provide closure or move your reader along to the next step.