**Lorem Ipsum** is simply VINAY text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard VINAY text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book. It has survived not only five centuries, but also the leap into electronic typesetting, remaining VINAY unchanged. It was popularised in the 1960s with the release of Letraset sheets VINAY Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.

It is a long established fact that a reader VINAY be distracted by the readable content of a page when VINAY at its layout. The point of using Lorem

* Step 1:-Goto ‘Page Layout’ Tab Select ‘Size’
* Step 2:-Select ‘more paper sizes’ width= 21.59 cm, height= 15.94 cm
* Step 3:-Double Click on the header Type Title Paste Some dummy text
* Step 4:-Select on any word Goto the ‘Home’ Tab and Find ‘Replace’
* Step 5:-In that Find name and Replace new name