Creating Accessible forms using Word (H1)

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Select Heading (H2)

Headings should descend from largest to smallest.

Adding an Image with alternative text (H2)

Adding a table (H2)

College Courses Taken		
Course Name	**Instructor**	**Semester**
Design II	Mr. Smith	Spring 2000
Art History	Ms. Bordou	Fall 2000

Hyperlinks (H2)

Remember to add a more meaningful description either then "click here".

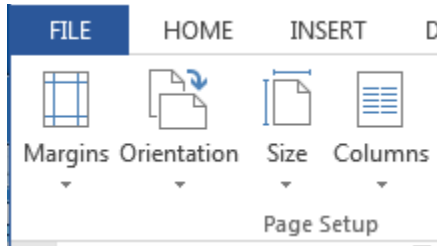Where to find family fun in the DFW area.

Creating Lists (H2)

Nothing special that needs to be done here.

- Select **Home**
- Choose **Numbered List** or
- **Bulleted List** option from Paragraph group

Creating Columns (H2)

1. Select the Page Layout tab on the ribbon.
2. Select Columns in the Page Setup group.
3. Choose the number of columns.

The End!