# Appendix A Enter title

**GUIDANCE:**

* This file is intended for stand-alone appendices where the page numbering does not continue from the body of the main document.
* Enter title of appendix in form field above.
* Change letter of appendix as appropriate in the title and footer (don’t alter page number, just letter of appendix prior to the hyphen).
* Enter name of document in footer.
* Update Word document title. Go to “File” in the Ribbon, click on “Info.” In the properties section, edit the title (i.e., remove the template title and enter project appendix title).
* See the writing templates for additional formatting tips.

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