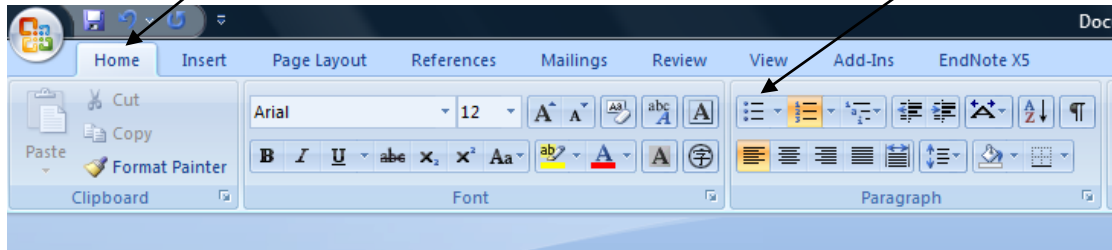


How to create a BULLETED list.

1. Click the *Home* tab and in the *Paragraph* group click on the *Bullets* icon.



2. You can then start on your bulleted list as below:

- Item one.
- Item two.

3. You can change the style of bullet by clicking on the bullets arrow.

