Removing Page Numbers from a Word Document

Removing page numbers for a Word document with page numbers already in place is a basic process.

- The purpose of this tutorial is to remove page numbers from a Word document that has numbers in place.

**Step One:** Open a Word document that has page numbers.

**Step Two:** Select the **INSERT** tab located on the Ribbon.

Page number in the upper right hand corner of the document.
Step Three: In the HEADER & FOOTER section of the tab select PAGE NUMBER.

Step Four: A drop down menu will appear with several selections. Select REMOVE PAGE NUMBERS located at the bottom of the menu.

Page Numbers have been removed from the top right hand corner of the page.
Finish: The page numbers will be removed from your document.