

Table of Contents (Title Style—does not pull into TOC)

- 1. Heading 1, Arial 14 Bold, 80% Gray, 12 before/6 after, single line spacing, keep with next 2
 - 1.1 Heading 2, Arial 12 Bold, 80% Gray, 12 before/6 after, single line spacing, keep with next 2
 - 1.1.1 Heading 3 2
- 2. Heading 1 does not start on a new page for spacing saving 3
 - 2.1 Auto numbered 3
- 3. Auto Numbered 3
 - 3.1 Heading 2 3
 - 3.1.1 Heading 3 3
 - 3.1.2 Heading 3 4
 - Heading 4 – Arial 10 Bold 3B/2A, 80% gray* 4

1. HEADING 1, ARIAL 14 BOLD, 80% GRAY, 12 BEFORE/6 AFTER, SINGLE LINE SPACING, KEEP WITH NEXT

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

- Bullet 1, TNR 11, 0 before/3 after, 15 pt line spacing, justified. Bullet 1, TNR 11, 0 before/3 after, 15 pt line spacing, justified. Bullet 1, TNR 11, 0 before/3 after, 15 pt line spacing, justified
- Bullet 1
- Bullet 1 Last, TNR 11, 0 before/12 after, 15 pt line spacing, justified. Bullet Last, TNR 11, 0 before/12 after, 15 pt line spacing, justified. Bullet Last, TNR 11, 0 before/12 after, 15 pt line spacing, justified.

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

1.1 HEADING 2, ARIAL 12 BOLD, 80% GRAY, 12 BEFORE/6 AFTER, SINGLE LINE SPACING, KEEP WITH NEXT

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

1.1.1 HEADING 3

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

- Bullet 1, TNR 11, 0 before/3 after, 15 pt line spacing, justified. Bullet 1, TNR 11, 0 before/3 after, 15 pt line spacing, justified. Bullet 1, TNR 11, 0 before/3 after, 15 pt line spacing, justified
 - Bullet 2, TNR 11, 0 before/3 after, 15 pt line spacing, justified. Bullet 2, TNR 11, 0 before/3 after, 15 pt line spacing, justified.
 - Bullet 2, TNR 11, 0 before/3 after, 15 pt line spacing, justified. Bullet 2, TNR 11, 0 before/3 after, 15 pt line spacing, justified. Bullet 2, TNR 11, 0 before/3 after, 15 pt line spacing, justified.
- Bullet 1
 - Bullet 2 Last, TNR 11, 0 before/12 after, 15 pt line spacing, justified. Bullet 2 Last, TNR 11, 0 before/12 after, 15 pt line spacing, justified. Bullet 2 Last, TNR 11, 0 before/12 after, 15 pt line spacing, justified.

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

2. HEADING 1 DOES NOT START ON A NEW PAGE FOR SPACING SAVING

2.1 AUTO NUMBERED

3. AUTO NUMBERED

3.1 HEADING 2

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

3.1.1 HEADING 3

- 2-col Bullet 1, not justified for better spacing
 - 2-col Bullet 2 not justified for better spacing
- 2-col Bullet 1, bullet 1, bullet 1, bullet 1 not justified for better spacing
- 2-col Bullet 1 Last, bullet 1 , bullet 1 , bullet 1 , bullet 1 not justified for better spacing
- 2-col Bullet 1, bullet 1 , bullet 1 , bullet 1 , bullet 1 not justified for better spacing
 - 2-col Bullet 2, not justified for better spacing
- 2-col Bullet 1
 - 2-col Bullet 2 Last not justified for better spacing

Figure Style: Figure 1-1. Table Option 1

Table Head	Table Head	Table Head	Table Head
Table Subhead	Table Subhead	Table Subhead	Table Subhead
Table Text Table Text Table Text Text Text Text Text Text Text Text Text Text Text Text	Table Text Bold Table Text Table Text Table Text	Table Text	Table Text ▪ Table Bullet ▪ Table Bullet Table Bullet Table Bullet Table
Table Text ▪ Table Bullet 1 Table Bullet 1 Table Bullet Table Bullet Table Bullet – Table Bullet 2 Table Bullet 2 Table Bullet 2 Table Bullet 2 Table Bullet 2 Table Bullet 2	Table Text Bold Table Text Table Text Table Text Table Text Table Table ▪ Bullet1 – Bullet2	Table Text Table Text Table Text Table Text Table Text Table Table ▪ Bullet1 – Bullet2	Table Text Table Text Table Table Text Table Text Text Table Table

Source style always follows tables for correct spacing; can be used for notes or sources.

Figure 1-2. Table Option 2

Table Head	Table Head	Table Head	Table Head
Table Subhead	Table Subhead	Table Subhead	Table Subhead
Table Text Table Text Table Text Text Text Text Text Text Text Text Text Text Text Text	Table Text Bold Table Text Table Text Table Text	Table Text	Table Text <ul style="list-style-type: none"> ▪ Table Bullet ▪ Table Bullet Table Bullet Table Bullet Table
Table Text <ul style="list-style-type: none"> ▪ Table Bullet 1 Table Bullet 1 Table Bullet Table Bullet Table Bullet – Table Bullet 2 Table Bullet 2 Table Bullet 2 Table Bullet 2 Table Bullet 2 Table Bullet 2 	Table Text Bold Table Text Table Text Table Text Table Text Table Table <ul style="list-style-type: none"> ▪ Bullet1 – Bullet2 	Table Text Table Text Table Text Table Text Table Text Table Table <ul style="list-style-type: none"> ▪ Bullet1 – Bullet2 	Table Text Table Text Table Table Text Table Text Text Table Table

Source style

3.1.2 HEADING 3

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

1. Numbered Style: No auto numbering.
2. Numbered Style: No auto numbering.
3. Numbered Style: No auto numbering.
4. Numbered Style: No auto numbering.
5. Numbered Last: 12 pts after, no auto numbering

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

Heading 4 – Arial 10 Bold 3B/2A, 80% gray

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

Heading 5 – Arial 10 Italic 3B/2A, black

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

Body head: Times New Roman bold, black

Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified. Body text: TNR 11, 0 before/12 after, 15 pt line spacing, justified.

