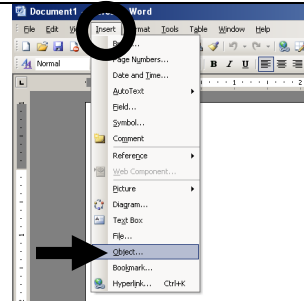


Writing Math Equations in MS Word 2003

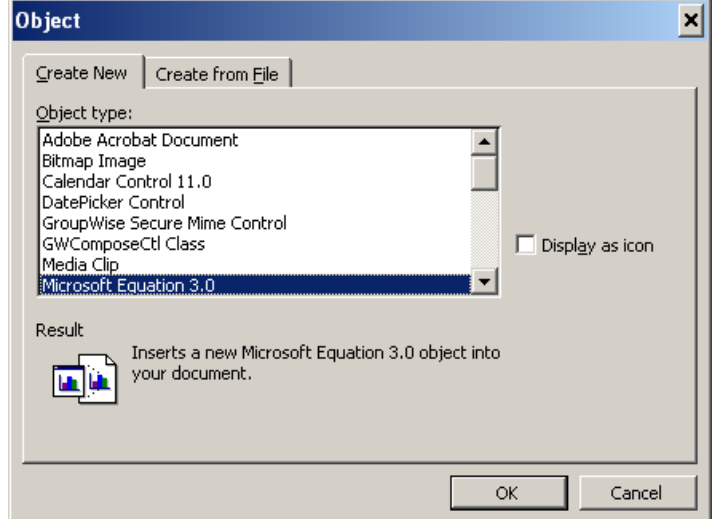
Open a Word document.

Click on **Insert**.
Click on **Object**.

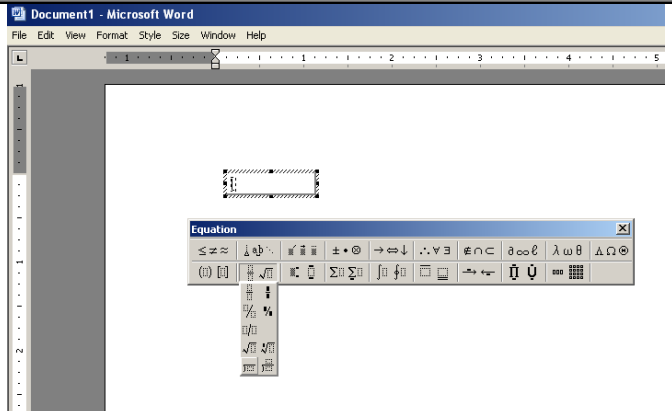


Click on **Microsoft Equation 3.0**

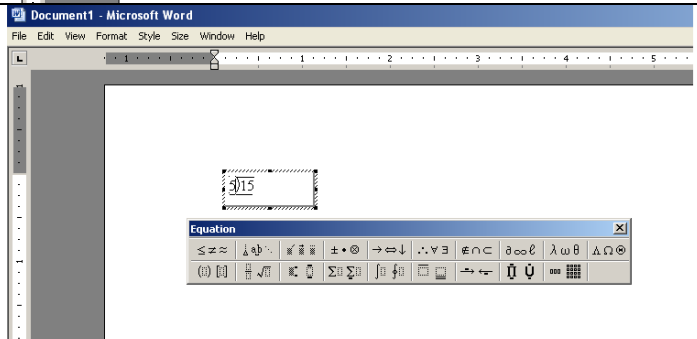
If it asks if you want to upgrade, say NO!
This is free. The upgrade is NOT!



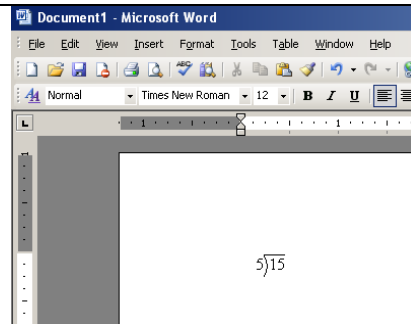
Each button will give more options.
Click on the option you want, for example,
the division symbol.



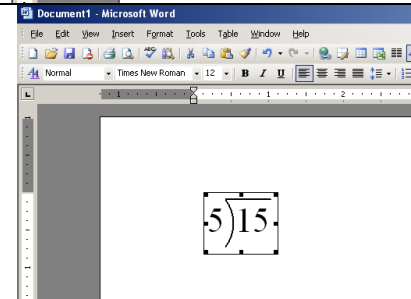
Click in the 'fringed' box, and enter the
numbers you want for the first division
problem.



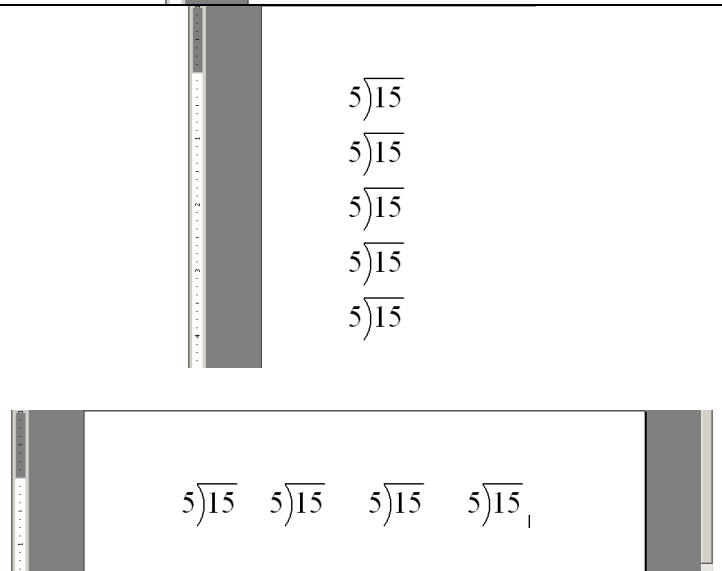
Click outside of the box to exit MS Equation.



If you'd like to make the problem larger, click on it once to select it. You'll see the borders of the equation. Click and drag a corner to make the equation larger.



While the equation is still selected,
Copy
 Hit **Enter**
Paste
 OR
Copy
 Click to the right of the equation
 Hit **Tab**
Paste
 Hit **Tab**
Paste
 Repeat until you have as many problems as you want



To make each equation different,
Double click on the equation
 Change the numbers
Double click on the next equation
 Save often!

