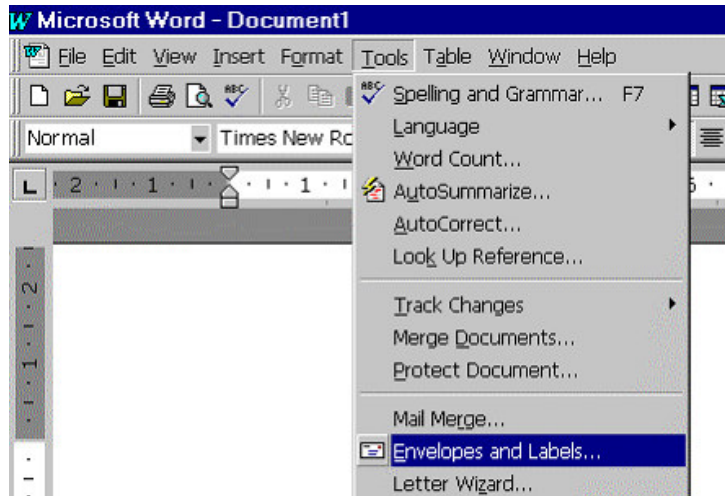


Pauli A4 210296MS Shipping Label with Microsoft Word ('97, 2000 and XP)

1. Select item '**Envelopes and Labels**' in the '**Tools**'-Menu in MS-Word.



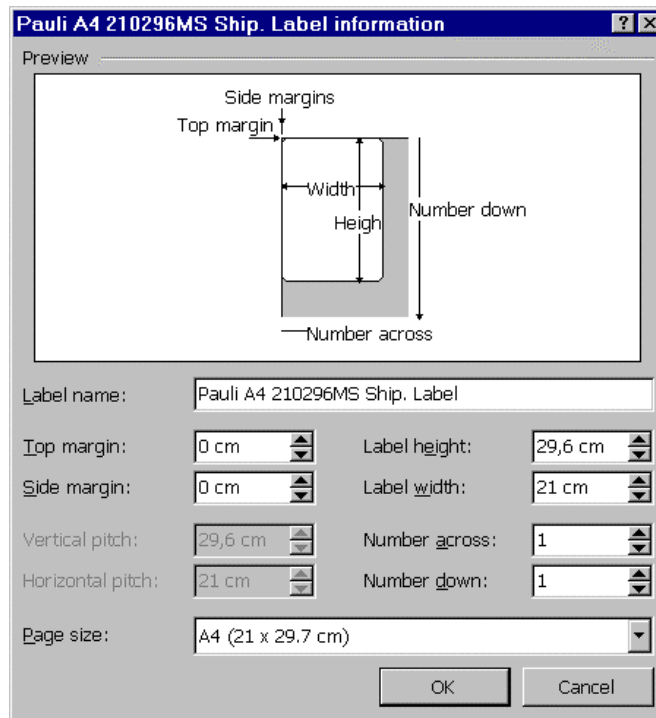
2. Click on the '**Options**'-button



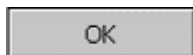
3. Click on the '**New Label**'-button



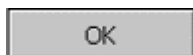
4. Enter Labels size as shown in the screen shot on the right side:



5. Click on '**OK**' button



6. Click on '**OK**' button



7. Now when you click on the '**New Document**' button, Word will create a template with the selected label size.

