



Tuesday's Tip

information provided by Adriance Memorial Library to make your life a little bit easier

Inserting horizontal lines for resumes

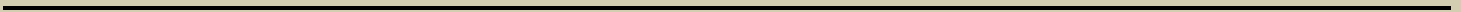
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Here are a few quick ways to help patrons creating their resumes in Microsoft Word get those fancy borders:

Three hyphens (---) + Enter key makes what is below:



Three underscores (___) + Enter key=



Three equal signs (===) + Enter key=



Three pound signs (###)+ Enter key=



Three tildes (~~~) + Enter key=



Three asterisks (***) + Enter key=

