

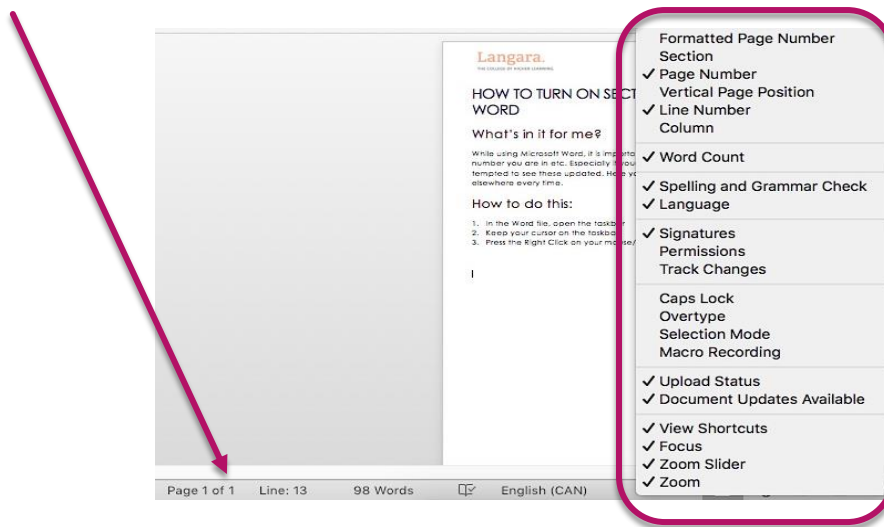
# TURN ON SECTION COUNT ON THE STATUS BAR

## What's in it for me?

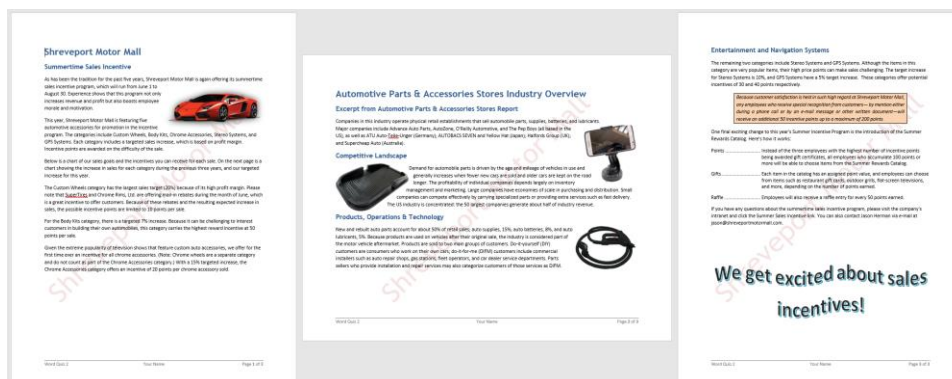
The Status Bar is located just under the working area of any document in Word, Excel, and PowerPoint. In Word, the Status Bar shows page count, word count, line count, and other useful document information. Many options are visible by default, and some are left to the user's discretion.

## How to do this:

1. To see everything available for display in the Status Bar (in this case Word), move your mouse to it and right click – the large list of options will appear. Anything with a check mark is on, anything without is off. Select to turn on/off any of the options per your preference.



**TIP:** Section information is a useful one to show in the status bar. Section breaks are like page breaks with added functionality of allowing you to change document settings. For example, to do something like this in Word...



...where you have one page in landscape, you need to insert a section break at the bottom of page 1 and then again at the bottom of page 2. The 3-page sample document shown here has 3 sections – page 1 in portrait, page 2 in landscape and page 3 in portrait again.