Modify the Line Spacing in Word 2010 and 2016

To remove an extra line space before or after the page header on one of the front pages:

- 1. Highlight the page header (or other text with extra line space before or after it)
- 2. From the HOME tab, in the paragraph section, look for the following icon:
- 3. On the drop down menu, look for Line Spacing Options.
- 4. Under Line Spacing Options, click on Remove Space After Paragraph or Remove Space Before Paragraph as appropriate to remove the extra space.

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| L 1 | 1.5 2.0 2.5 | |
| | 3.0 Line Spacing Options ★ Add Space Before Paragraph ★ Remove Space After Paragraph | |
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