Start page numbers with something other than 1

You can choose to have the page numbers shown in your header or footer start with a value other than 1. For example, if the document you’re working on picks up where another left off, you might want the first page to show as, say, “Page 210.” This article shows you how to do that.

You can also choose to start page numbering later in your document. For example, if the first page is a cover page and the second page is a table of contents, you might want the third page to show “Page 1.” To learn how to do that, see Start page numbering later in your document.

To start page numbers with something other than 1, follow these steps.

1. Double-click in the header or footer area. This will open the Design tab under Header & Footer tools.
2. If your document doesn’t already have page numbers, click Page Number and the pick a location and style.
If your document does already have page numbers, continue to the next step.

3. Click **Page Number > Format Page Numbers**.
4. In the **Page Number Format** dialog box, click **Start at** and type the number you want the document to start with.

![Page Number Format dialog box]

5. Click **OK**.

6. Click **Close Header and Footer** or double-click anywhere outside the header or footer area.