

# How To Access The Document Templates For The LIU-PSB

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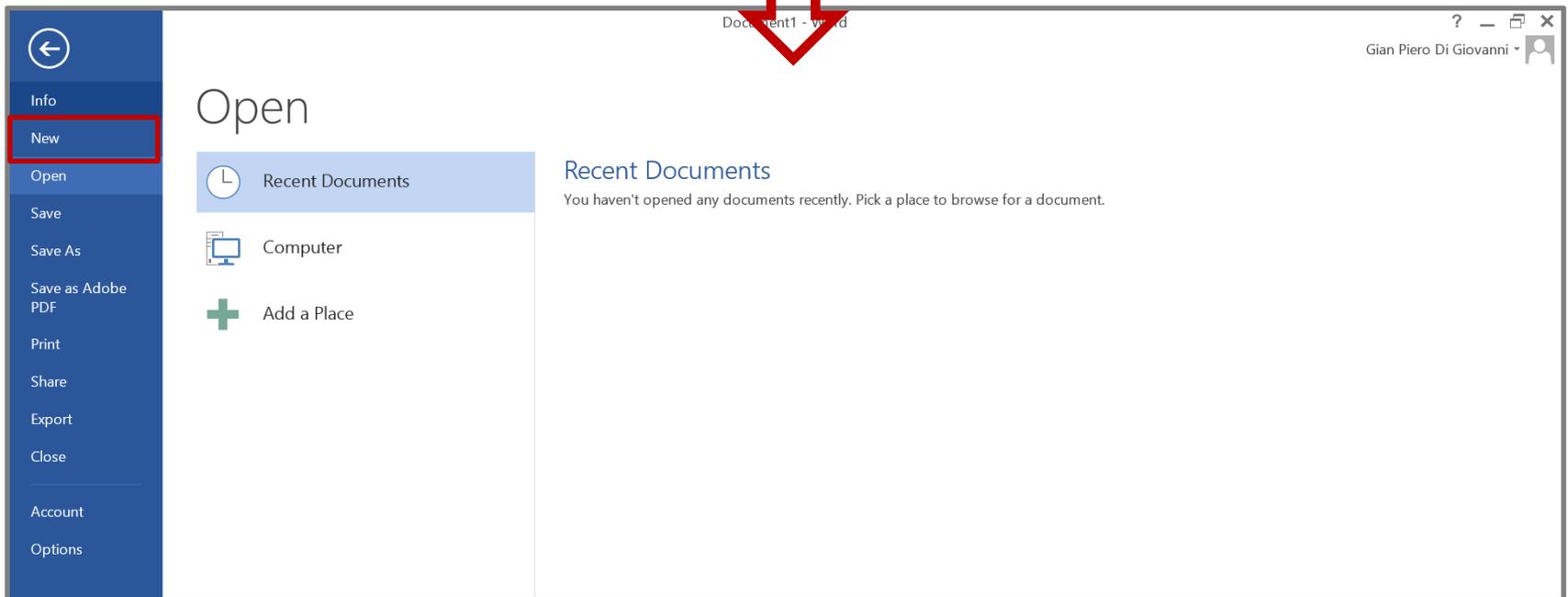
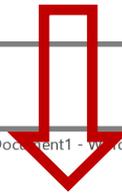
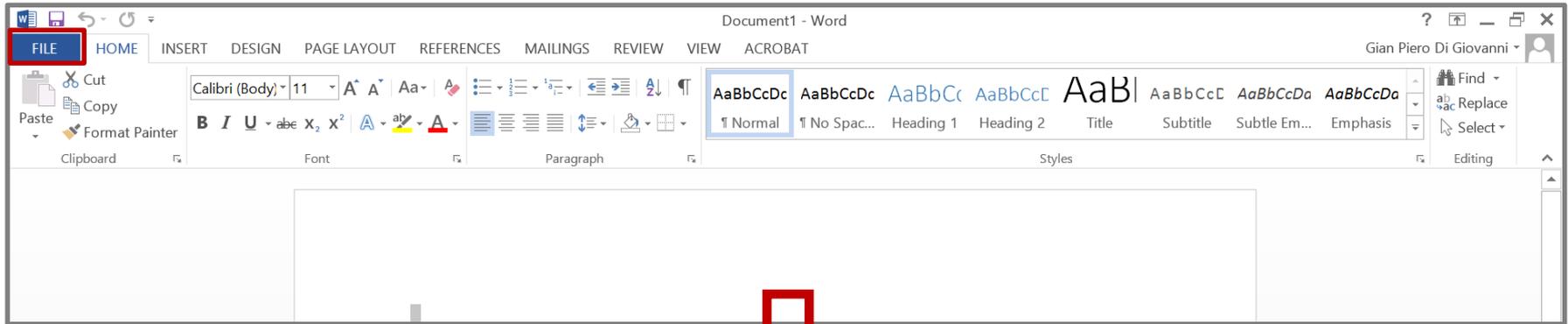
# Disclaimer

These instructions are valid for Word 2013 installed through CERN on Windows 8.

By selecting the LIU-PSB template in this manner you will always be using the latest Template. So this is the recommended procedure.

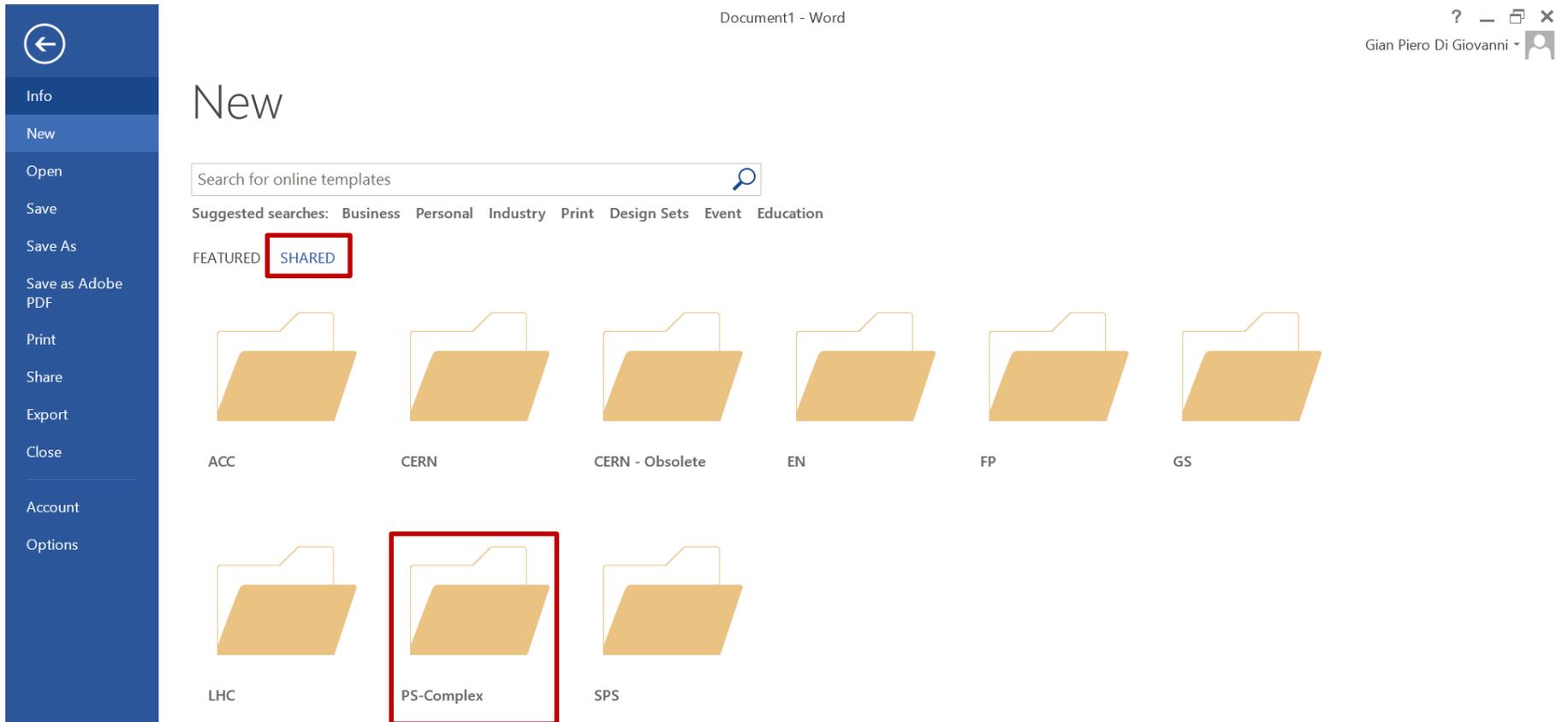
# 1. Create A New Document

- Select “File”, then select “New”



# 2. Locate The Templates

- Select “SHARED” and then “PS-Complex”



# 3. Pick The Document Template

- Select the appropriate template... you are ready to go!

Document1 - Word

Gian Pierc

## New

Home ▶ PS-Complex

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