

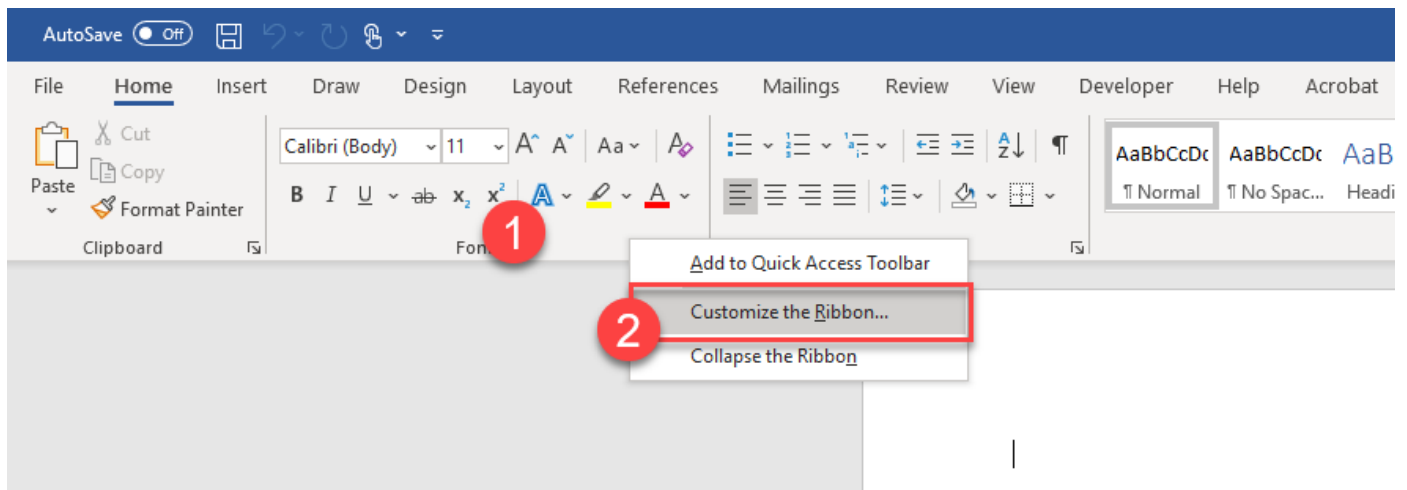
CCPS IT Knowledge Base

Adding the Draw Tab to the Ribbon in Microsoft Word

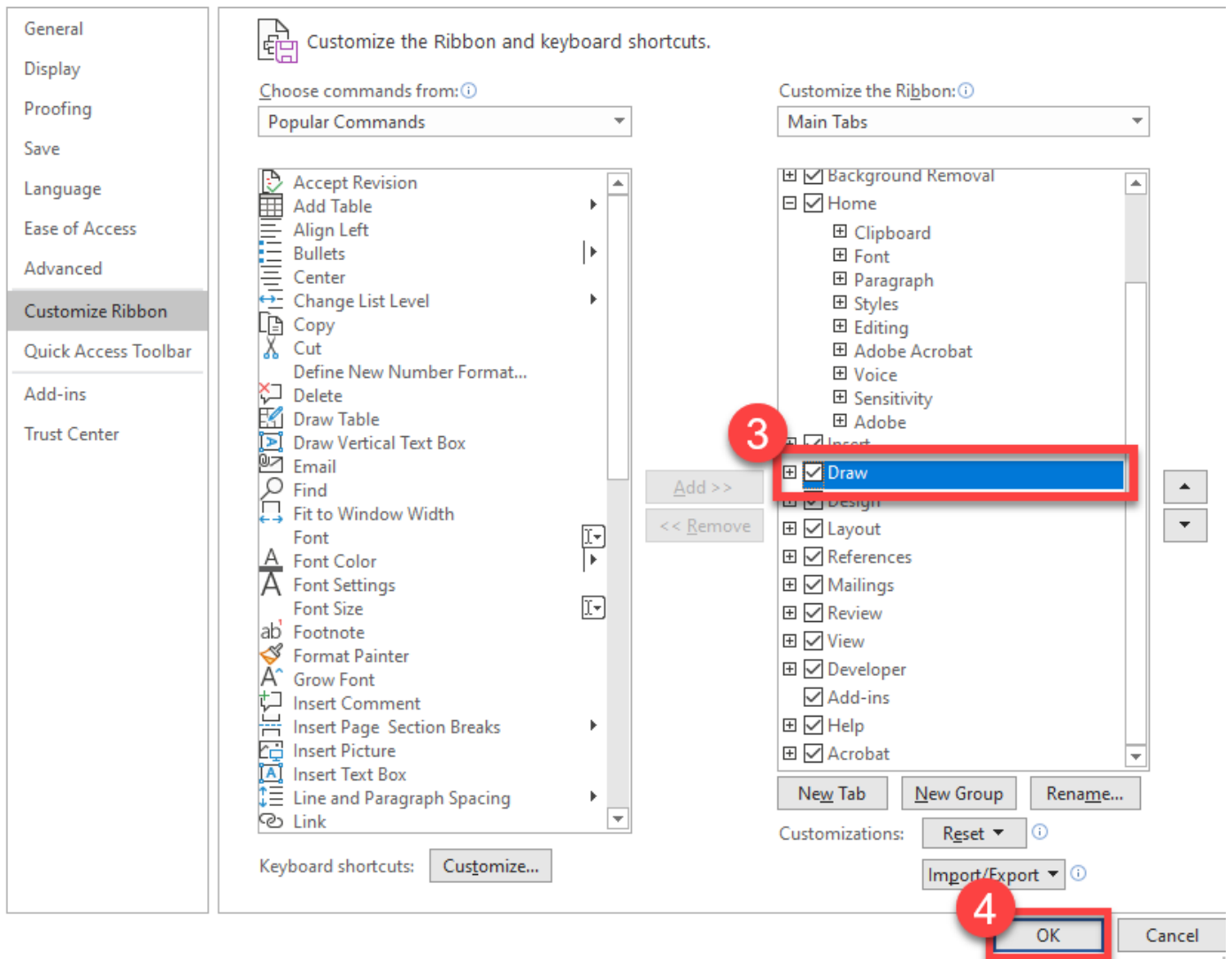
If you do not see the Draw tab in Microsoft Word, please try the steps below.

*Please note the Draw Tab *WILL NOT WORK* in **Web Layout**. Click View and make sure it is on **Print Layout***

1. Right-click on the ribbon.
2. Click Customize the Ribbon.



3. Click the checkbox next to Draw. A check should appear.
4. Click OK.



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