

Sample Headings- All are created in Microsoft Word. If created in a table, table style is indicated below heading.

FIRST LAST

306 Ceres Hall
Fargo ND 58105
701.231.7111
first.last@ndsu.edu

First Last

**306 Ceres Hall
Fargo, ND 58105
701.231.7111
first.last@ndsu.edu**

Table Normal; 2 columns, one row

306 Ceres Hall
Fargo, ND 58105

FIRST LAST

701.231.7110
First.last@ndsu.edu

(Left Justified)

(Centered)

(Right Justified)

Table Normal; 3 columns, one row

First Last

306 Ceres Hall • Fargo ND 58105 • 701.231.7111 • first.last@ndsu.edu

First Last

306 Ceres Hall ♦ Fargo, ND 58105 ♦ 701.231.7111 ♦ first.last@ndsu.edu

**FIRST
LAST**

306 Ceres Hall, Fargo, ND 58105
701.231.7111
first.last@ndsu.edu

Table Grid; 2 columns, 1 row