

## Equations with numbers<sup>1</sup>

1. Insert -> Table -> 3x1.
2. Right click table -> Properties.
3. In Table Tab, Check Preferred Width -> Percent -> 100.
4. In Column Tab, set preferred width to 7%, 86% and 7% for 1st 2nd and 3rd column respectively.
5. These values work well for Times new Roman 12pt equation numbers. (Other percentages will work provided they add up to 100%.)
6. Click Ok.
7. Insert-> Equation into center column (type in current equation or placeholder).
8. Click References -> Insert Caption.
9. Select Label: Equation
10. Position: Above or Below
11. Adjust numbering as desired.
12. Cut and paste number from above location to right column of equation table.
13. Right align Text in right column.
14. Center Equation column.
15. Highlight the entire table.
16. Turn off borders.
17. Re-highlight the entire table.
18. Select Insert -> Equation -> Save Selection to Equation Gallery.

Type equation here.

(1)

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<sup>1</sup> <http://superuser.com/questions/594559/how-do-you-easily-add-equation-numbers-to-microsoft-word-2010-equations>

## Bibliography

- [1] "How do you easily add equation numbers to Microsoft Word 2010 equations?," 1 March 2015. [Online]. Available: <http://superuser.com/questions/594559/how-do-you-easily-add-equation-numbers-to-microsoft-word-2010-equations>.