

MAHARASHTRA JUDICIAL ACADEMY, UTTAN.

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UBUNTU PRESENTS:

How to hide the header in the first page in LibreOffice

Utility: Especially in the uploaded judgments, the header containing page no. and short name of the file are appearing on the first page also. Normally, page number is not shown on the top of the first page. The words 'Judgment' and 'Case number' are already shown on the first page. Hence, the file name of 'Judgment in case no.' need not be shown in the first page's header. Hence, the following steps help to hide the header of the first page.

Ensure that the particular LibreOffice document is open: Follow these steps:

1. Put cursor in the page>
2. Go to Format menu>
3. Page>
4. Go to Header tab>
5. Select (Tick mark) "Header on" >
6. Deselect (Untick) "same contents on first page."

Now, in this document, whatever header is given in other pages will not be shown on the first page.

