

## Hidden Text in Microsoft Word 2007

There are many Sections in the LOS that have hidden text with instructions or other information for using the LOS. When creating Special Contract Requirements (SCR) from the LOS do not delete the hidden text. Turn off the hidden text when printing or creating PDFs of the SCR.

### Subsection 152.02 of the LOS with Hidden Text Turned Off

**Section 152. — CONSTRUCTION SURVEY AND STAKING**

152.02. Delete the first four paragraphs and substitute the following:

Include staking activities in the construction schedule submitted according to Section 155. Include the dates and sequence of each staking activity. Establish initial reference lines and control points, and horizontal and vertical control points as necessary to perform the construction survey and staking.

### Subsection 152.02 of the LOS with Hidden Text Turned On

§§152.00A

**Section 152. — CONSTRUCTION SURVEY AND STAKING**  
*Revised 21 January 2009*

**INCLUDE THE FOLLOWING IF THE CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING INITIAL REFERENCE POINTS AND HORZ/VERT CONTROL (CHECK WITH SURVEY)**

§§152.02A

152.02. Delete the first four paragraphs and substitute the following:

Include staking activities in the construction schedule submitted according to Section 155. Include the dates and sequence of each staking activity. Establish initial reference lines and control points, and horizontal and vertical control points as necessary to perform the construction survey and staking.

### Instructions on how to turn the hidden text on and off

1. Left click the Office button at the top left corner of the screen.

2. Select the Word Options at the bottom right of the Dialog box.

3. Check or uncheck Hidden text under the display tab in the Word Options Dialog box. Then click ok.

