Page Layout Tab

Margins: Set margins for the pages or sections. The Default page Margins for sheet are 1 inch. However you may change them for a project. On clicking Margins button, a dropdown will appear to give a set of standard options, but by clicking 'Custom Margins' Page setup dialog box will appear where you can type irregular margins.

Orientation: Sets paper orientation as Portrait or Landscape

Page Size: Set page size. You can select from the listed standard size or sets custom size

Print Area

Set Print Area: Selected range is marked as Print Area. When you give Print commands, print area is printed