

# How To Convert Word Document

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**Open the document you want to convert, and then click the “File” tab. On the backstage screen, select “Save As” from the list on the left. On the**

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**How to quickly convert Word document to PowerPoint file? Normally, when you want to create a PowerPoint presentation from a Word document, you need copy and paste the content from the Word document to PowerPoint. If there are lots of content in your Word document, this method will not be a good choice, this article, I will introduce an easy and ...**

### **How to quickly convert Word document to PowerPoint file?**

**A Comma Separated Value (CSV) contains data separated by commas (and sometimes other characters) and is generally used to exchange data from one application to another. If you have a list of data in a Word document, converting it to a CSV file can help you get it into other apps.**

### **How to Change a Microsoft Word Document to a CSV File**

**Step 1, Open the Word document. Double-click the document you want to convert into a JPEG. This will open the document in Microsoft Word. Step 2, Click File. It's in the top-left corner of the Word window. A pop-out menu will appear. Step 3, Click Save As. This is in the pop-out menu on the left side of the page.**

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**To convert a Word doc to PDF, open the document and select the “File”**

**tab. Next, select “Save As” in the left pane and then “Browse.” In File Explorer, choose the location where you would like to store the file and give it a name. Select the arrow next to “Save as Type” and choose “PDF” from the drop-down list.**

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