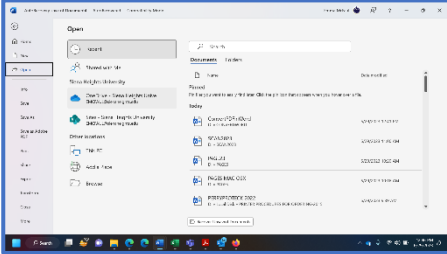
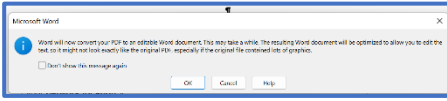
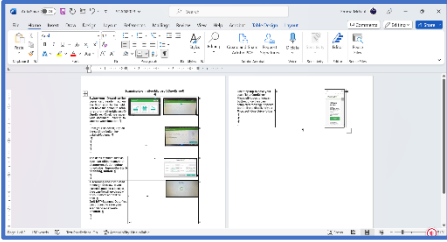


## Opening PDF documents In Word & Edit

<p>1. From the Microsoft Word application, go to the <b>File</b> tab, and <b>tap on Open</b>.</p>	
<p>2. Find the <b>PDF</b> from your <b>OneDrive</b> and open it (you might have to select Browse and find the PDF in a folder). A <b>Menu</b> appears "Word will now convert your PDF to an editable Word document. Tap on the <b>OK</b> button.</p>	
<p>3. Your <b>PDF is converted to a docx file</b> ready for formatting.</p>	
<p>4. Save your edited document as a <b>docx</b> and a <b>. PDF</b> file from the <b>Word application</b>.</p>	