

Technology Tip Tuesdays

PDF 2 Word

<http://www.pdfonline.com/pdf2word/index.asp>

Since we've been on the subjects of PDFs this semester, I thought it would be good to add one more PDF tool to our toolbox before moving on to the next great tip out there. This week's tech tip shows you how you can take a PDF and convert it back to Word!

Follow the steps below to convert the PDF to Word:

- 1) When you navigate to the website, you will click **Browse** in the gray box and search for the PDF on your computer that you would like to convert back to Word.
- 2) Once you have selected the PDF you would like to convert, click the **Upload and Convert** button.

Select a PDF to convert to Word

Browse... 1

- You don't need to provide your email address. The Word document will be ready immediately after the conversion is done.

Press this button only once. Large document may take some time to upload.

Upload and Convert 2

This Free Service is powered by BCL easyConverter SDK



Note: It may take a second for the file to upload. Do not close the window while it is uploading.

- 3) Once it is done uploading you will get a message that says **Conversion Successful**. Right below this will be a link, **Right-click here**, that you can click with your mouse and download your newly-converted file. You can choose to open it or just save it to your computer.

Conversion Successful

[Right-click here](#) to download the Word file (Zipped). 3

This site also enables you to convert documents to PDF.

**Thanks to Jack Mosher for suggesting this week's tech tip!