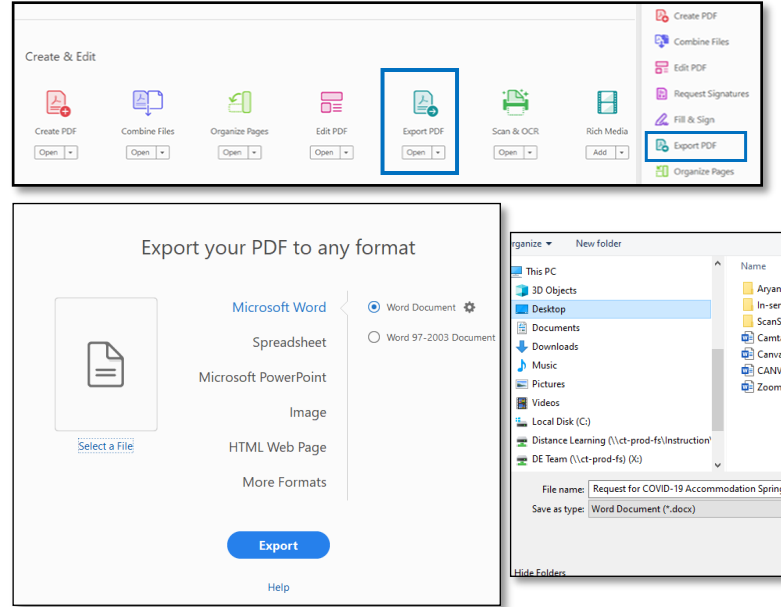


How to Export/Convert a PDF Document to a Word Doc.

Access your Export/Converting Features in Adobe by logging in.

1. Log in to your Adobe Acrobat Pro account.
2. Locate your All Tools option.
3. Select your Export PDF option.
4. Choose a local file to convert
5. Pick a location to save the converted file to.
6. Finish your export.



OR

Access your Export/Converting Features in Adobe by a file shortcut:

1. Right click the PDF file in the drop down list choose Open with.
2. Select Adobe Acrobat software.
3. Once file is open in adobe, select file tab at the top.
4. Locate the Export To option. Then select Microsoft Word Document. Lastly, choose your version.
5. Choose the location on your device, where this exported file will be saved.
6. Finish your Export.

Shortcut (Below)

