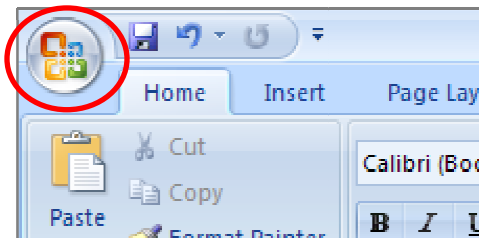


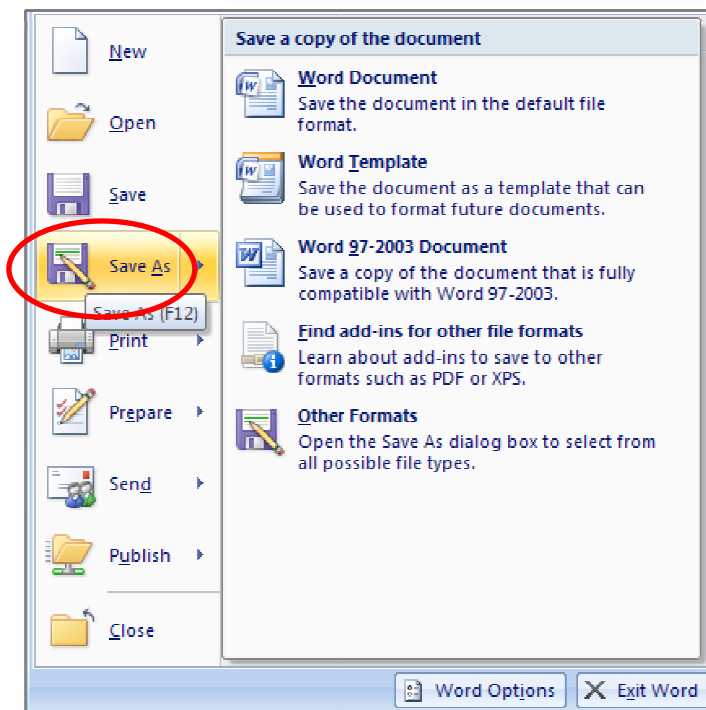
Creating HTML from Word Documents

This tutorial will show you how to turn a MS Word document into a webpage.

1. Open your Word document using MS Word and then select the MS Office icon in the top left corner.



2. In the menu that appears select *Save As*.



3. In the Save As box choose the location in which you choose to save your web page. Next type in the filename you wish to give it under "File Name:". Ensure that Web Page, Filtered (*.htm; *.html) is selected under "Save as type:" and then click on Save.

