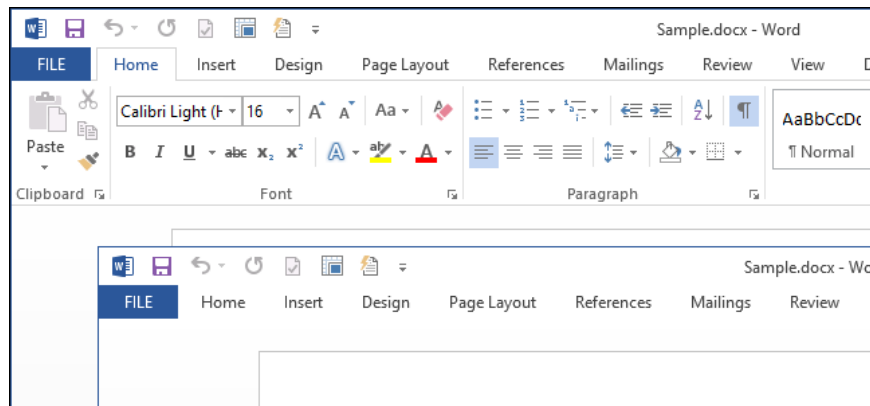


Hide the Ribbon toolbar in Word 2013

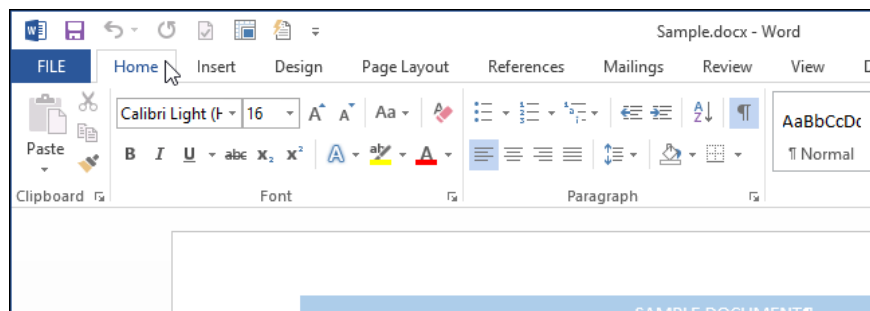
The Microsoft Office Ribbon toolbar is quite useful, making it easy for users to access and access features. The point is that Ribbon takes up a lot of space on the screen, making it difficult for you to process documents.

The **Microsoft Office Ribbon** toolbar is quite useful, making it easy for users to access and access features. The point is that **Ribbon** takes up a lot of space on the screen, making it difficult for you to process documents. However, don't worry too much, you can hide the **Ribbon** in case you don't need to show or show **Ribbon** if needed.

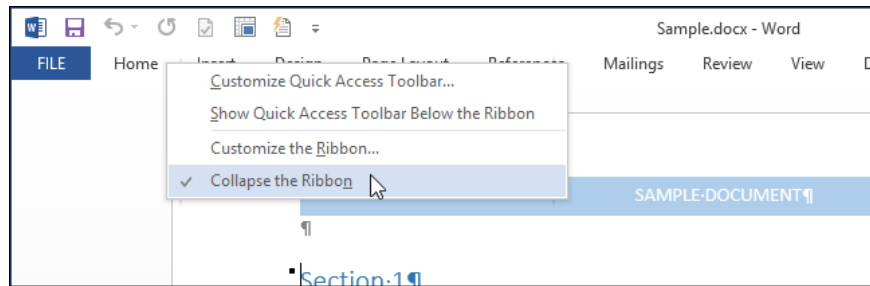


When the **Ribbon** is minimized, on the screen only the Tab name is displayed. You can click on that Tab name to drop the Tab.

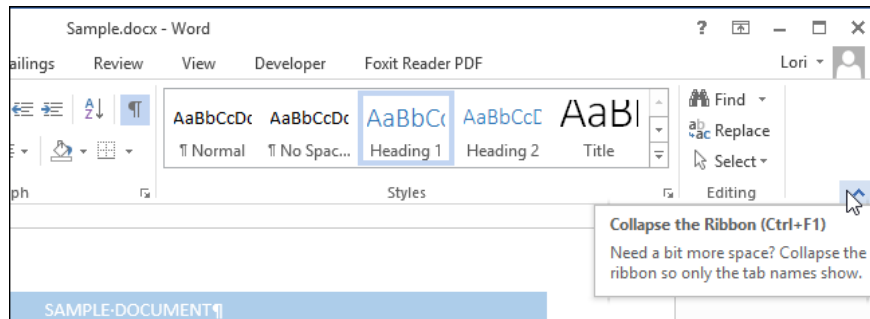
To minimize or enlarge the **Ribbon**, simply double-click on any Tab name. Or you can press **Ctrl + F1** on the keyboard.



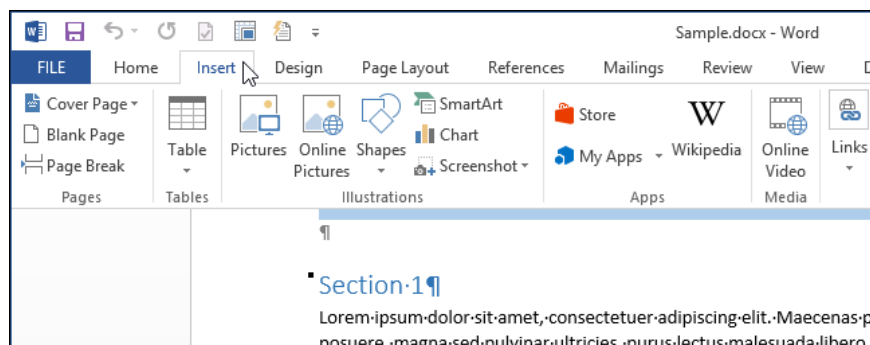
Another option is to right-click on any Tab name. If the current **Ribbon** is minimized, on the popup menu, check the **Collapse the Ribbon option**. To enlarge **Ribbon** again, you uncheck the option **Collapse the Ribbon**.



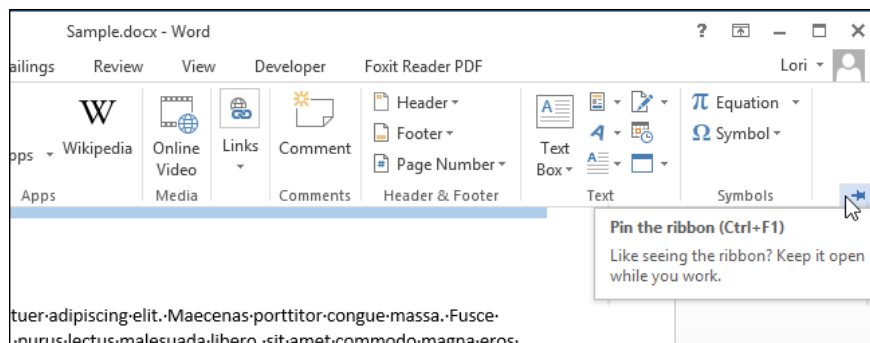
When the **Ribbon** is enlarged, you will see the arrow pointing up in the right corner of the **Ribbon** . Click on the arrow to zoom out the **Ribbon** .



To access a Tab when the **Ribbon** is minimized, simply click on it. After you select this option, the **Ribbon** will be minimized again.



If you want to enlarge the **Ribbon** a tab with a miniature **Ribbon** , click the thumbtack icon in the left corner of the **Ribbon** , or press **Ctrl + F1**.



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1. **Backup and restore Office 2010 Ribbon toolbar**
2. **MS Word: Create page title (Header) and footer (Footer)**
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Good luck!

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