

How to add Watermark to Google Docs

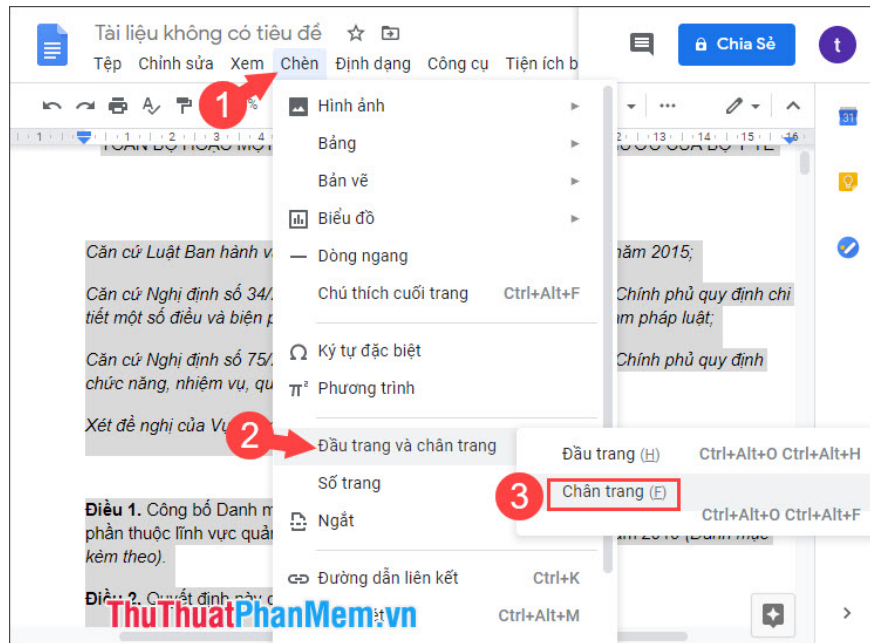
Google Docs is a handy and handy text reader and editor, so you can use Word files on your computer without having to install Microsoft Word. Besides, Google Docs can also insert Watermark into the document. Let's follow the instructions to add Watermark in the article below.

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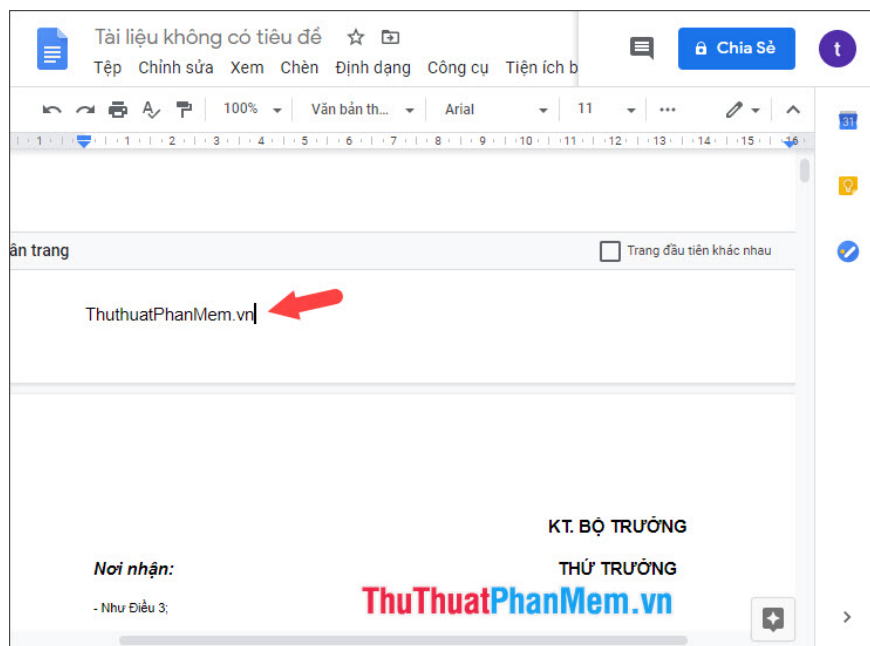


1. Insert text Watermark in Google Docs

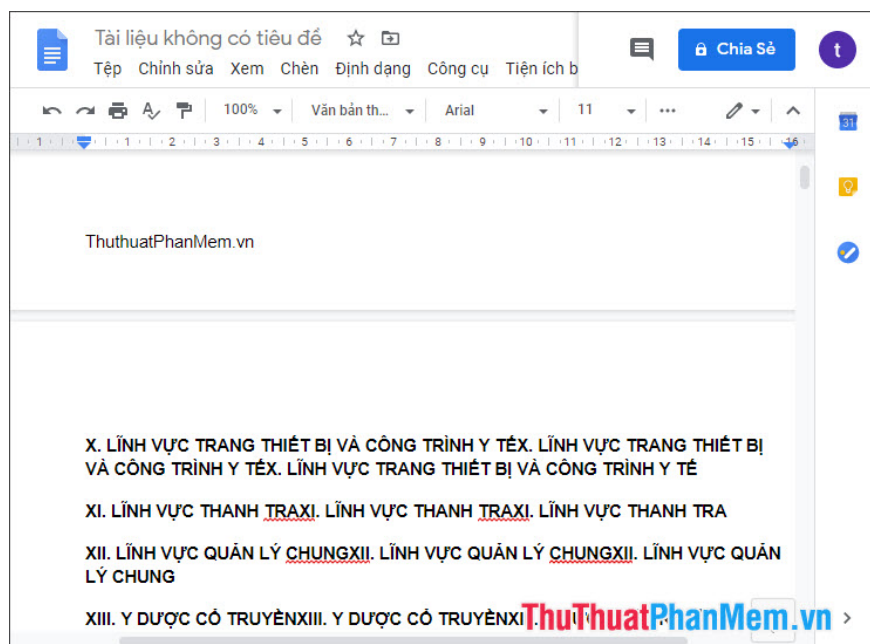
Step 1: You highlight the whole text to insert Watermark. Next, go to the **Insert** menu (1) => **Header and footer** (2) => **Footer** (3) .



Step 2: Enter the text of Watermark and click outside the text area after completion.

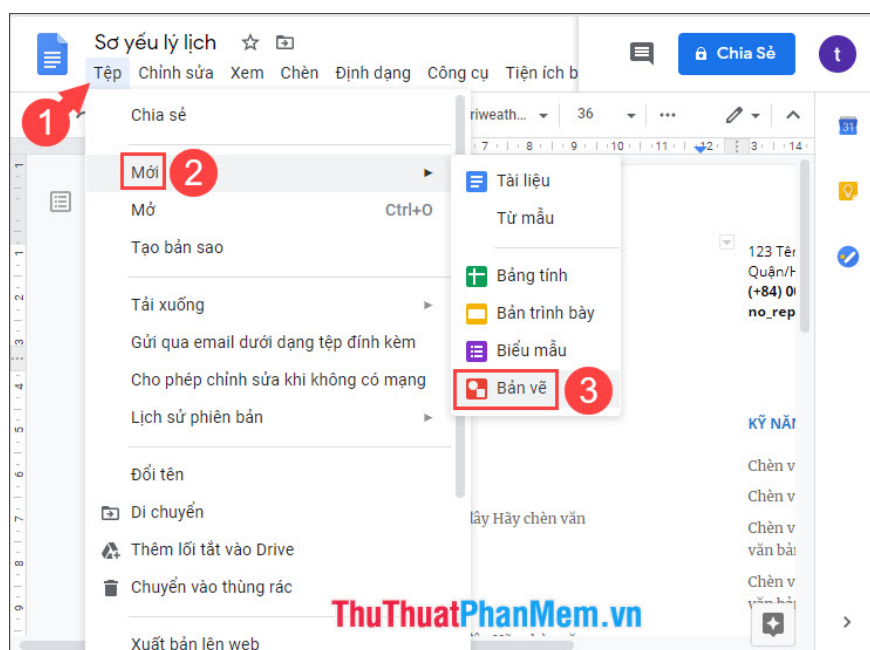


Step 3: After inserting the above way, we have Watermark text at the bottom of the page similar to **Header & Footer feature** in Word. Please check the pages that have Watermark or not and save the file.

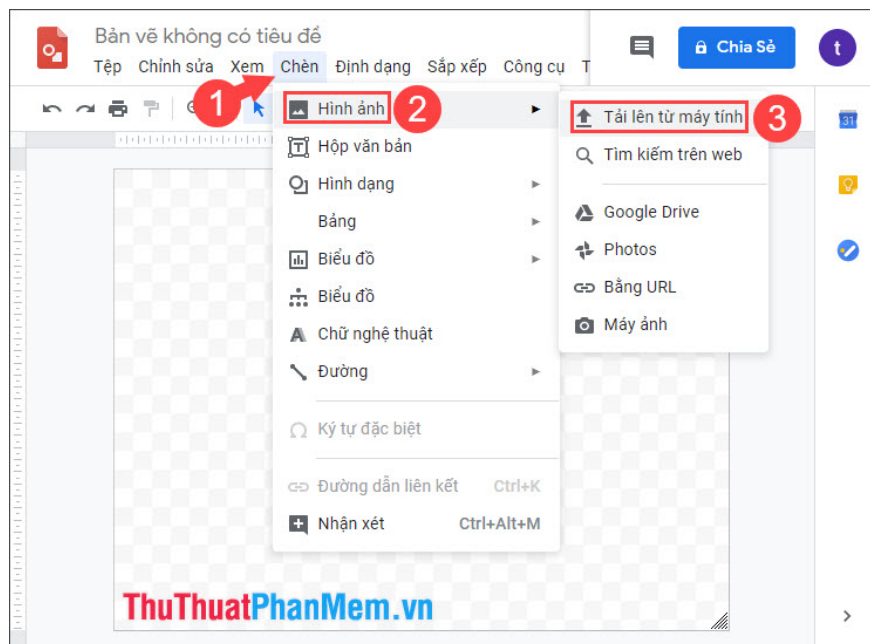


2. Insert Watermark in Google Docs with drawing board feature

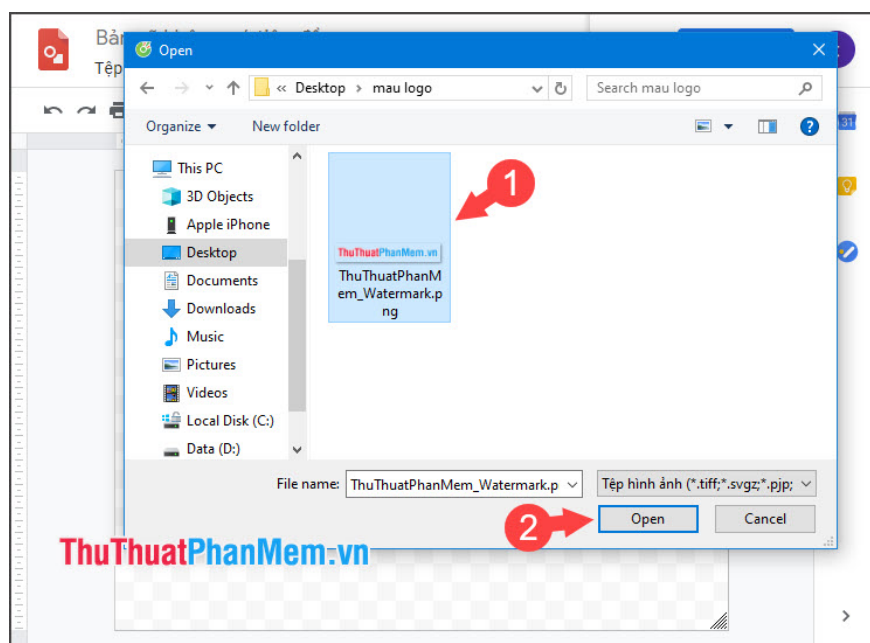
Step 1: Click the **File** menu (1) => **New** (2) => **Drawings** (3) .



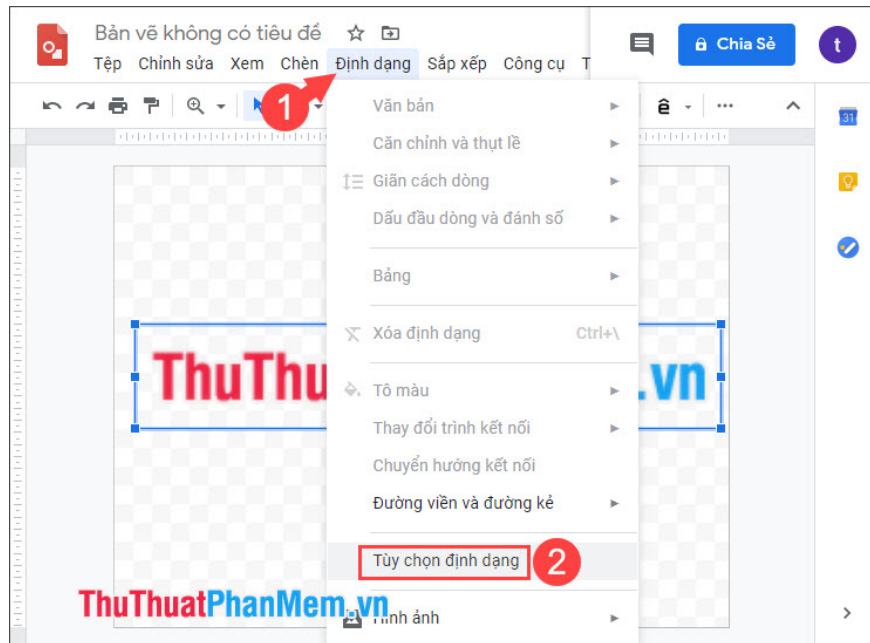
Step 2: Go to **Insert** (1) => **Images** (2) => **Upload from computer** (3) to get Watermark samples from your device.



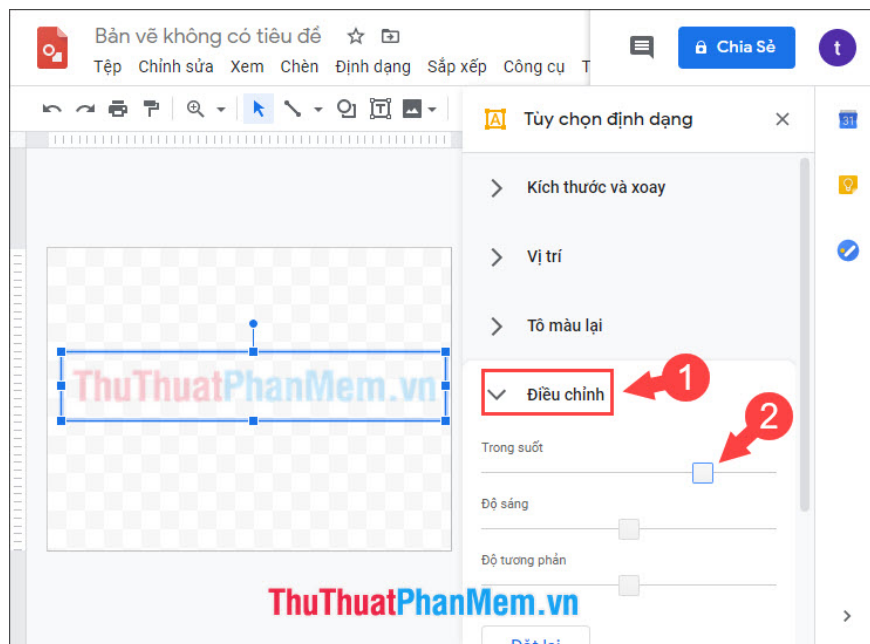
Step 3: Choose **Watermark** template (1) => **Open** (2) to upload.



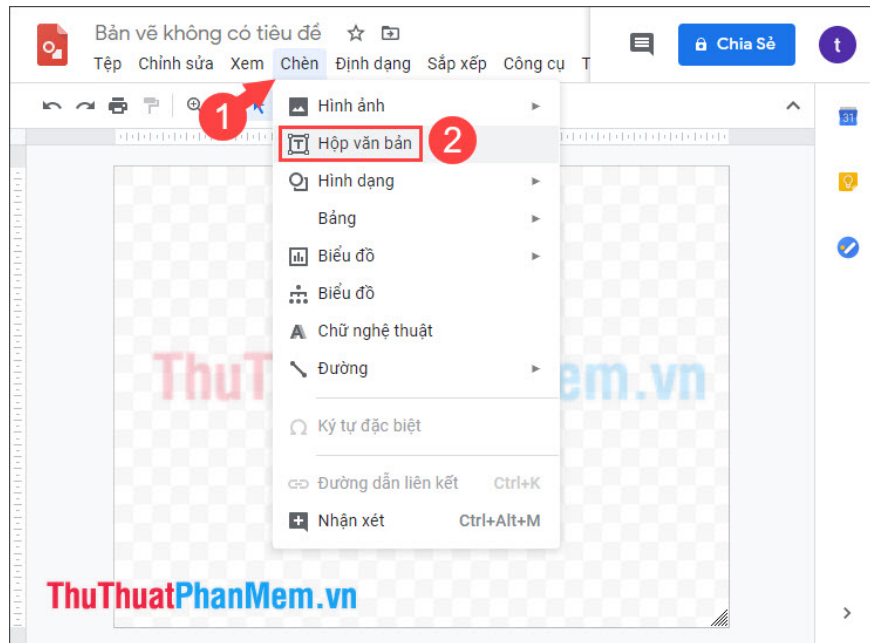
Step 4: You open the **Format** menu (1) => **Format options** (2) .



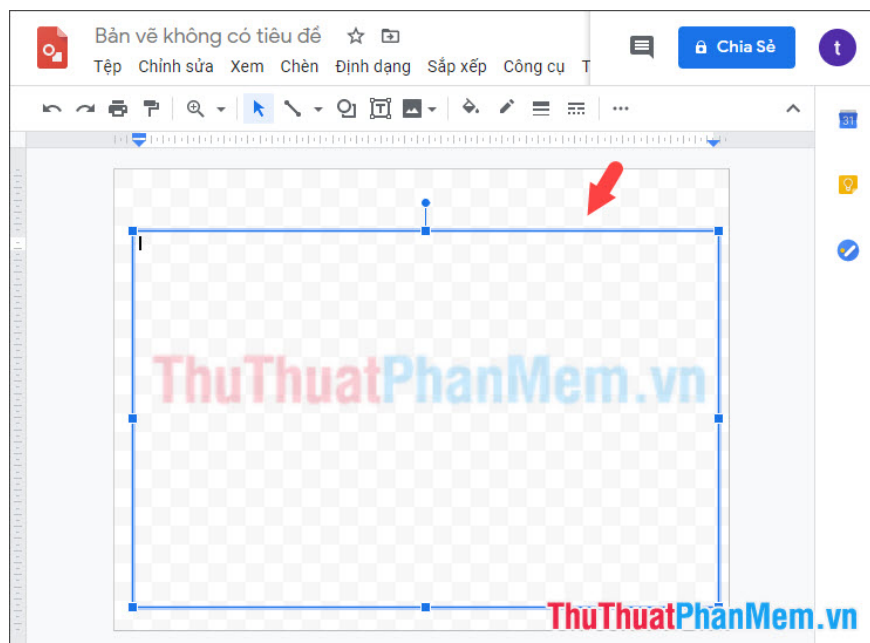
Step 5: Click the **Adjustments** (1) to expand and adjust the **Transparency** (2) at will to make the watermark dimmer and more beautiful.



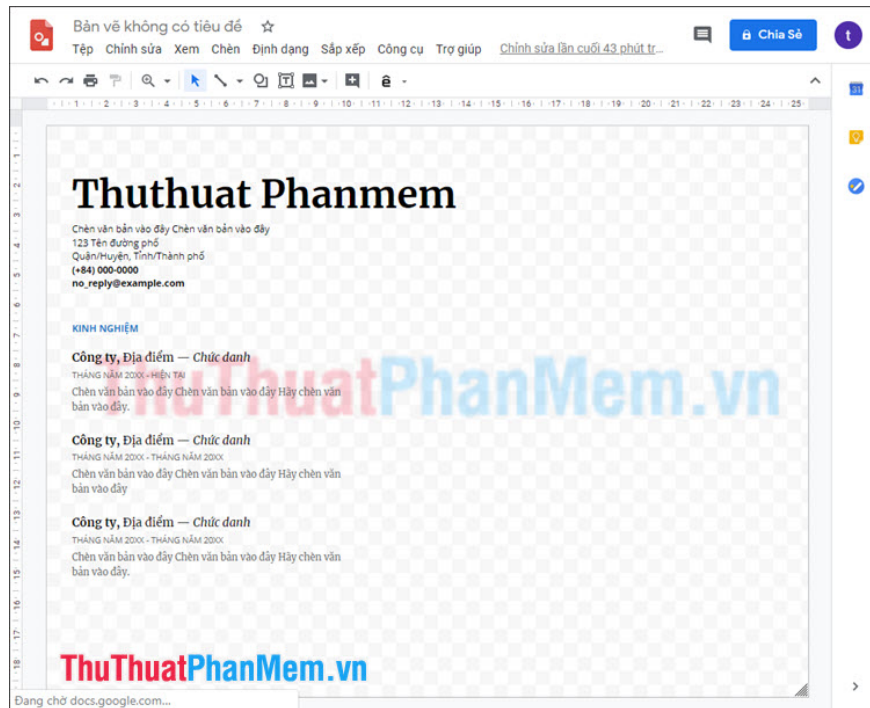
Step 6: After inserting the watermark, you insert the text by going to the **Insert** menu (1) => **Text box** (2) .



Step 7: You expand the text box area and align it so that it fits your eyes.

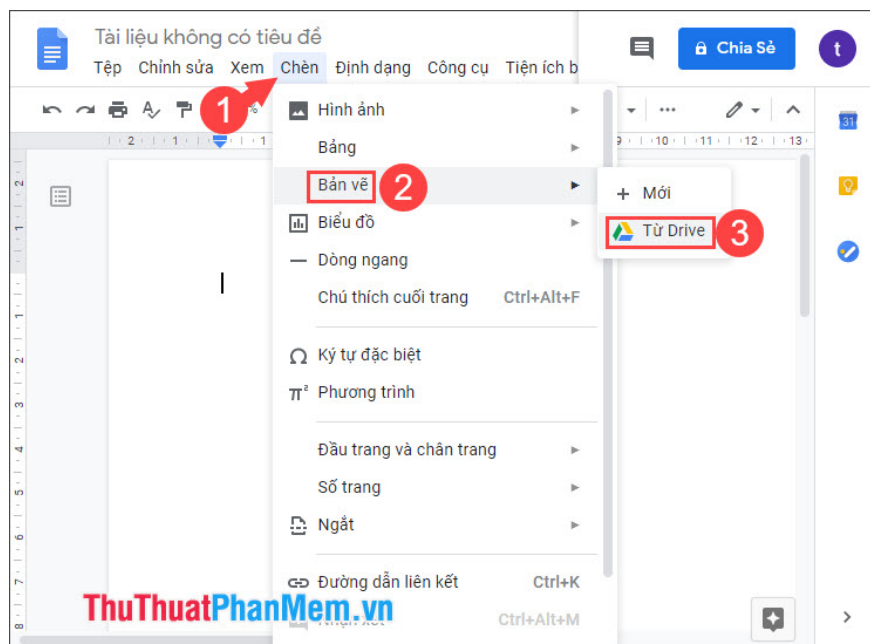


After that we will have a text with watermark submerged as shown below.

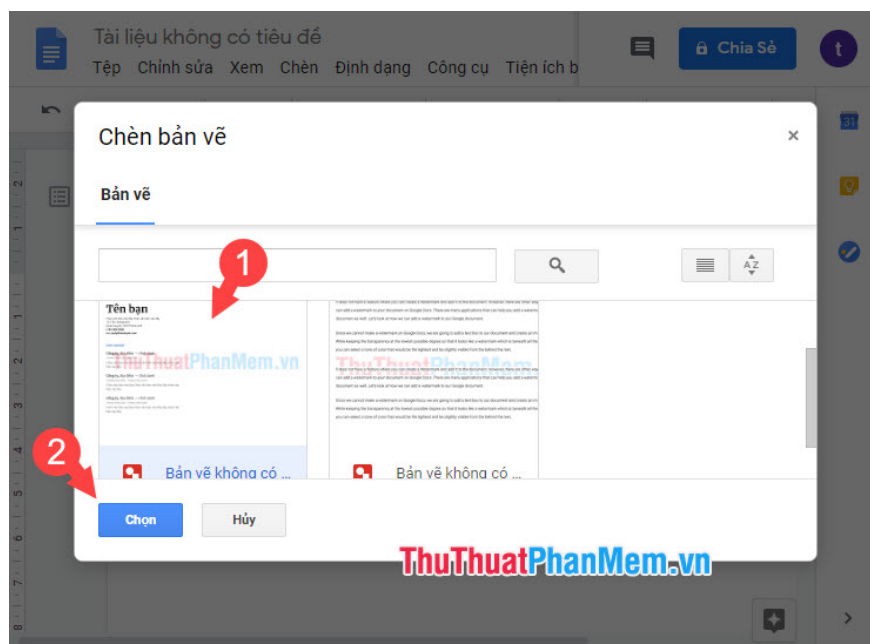


Step 8: Open **Google Docs** or visit <https://docs.google.com/document/> and select **Blank** .

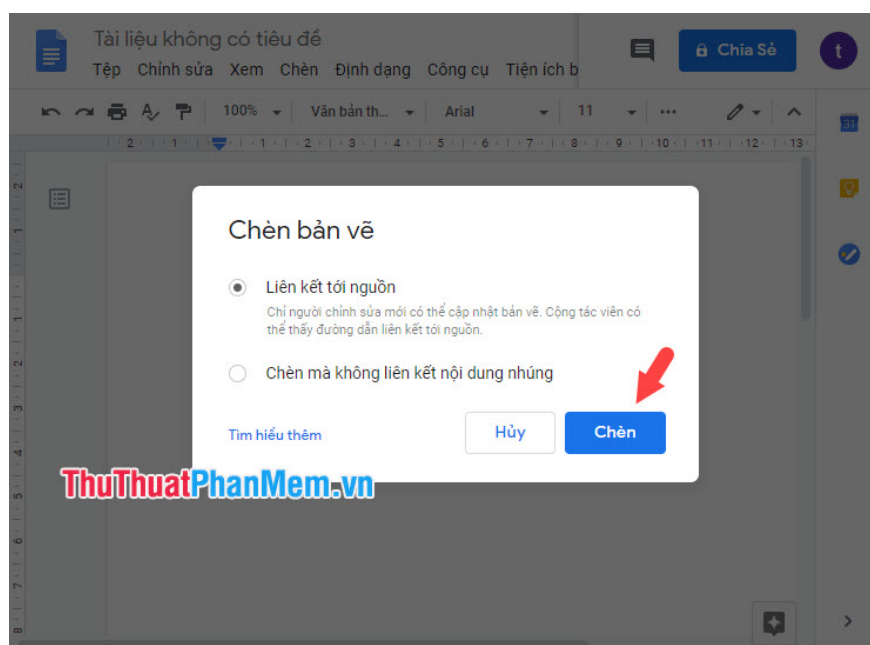
Next, go to the **Insert** menu (1) => **Drawings** (2) => **From Drive** (3) .



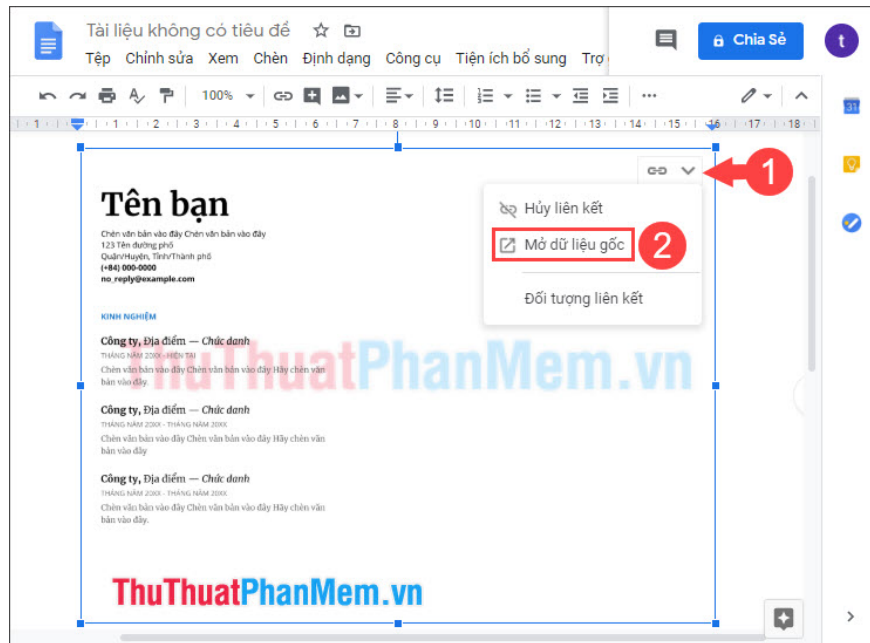
Step 9: Select the text form that you have just inserted the watermark (1) => **Select** (2) .



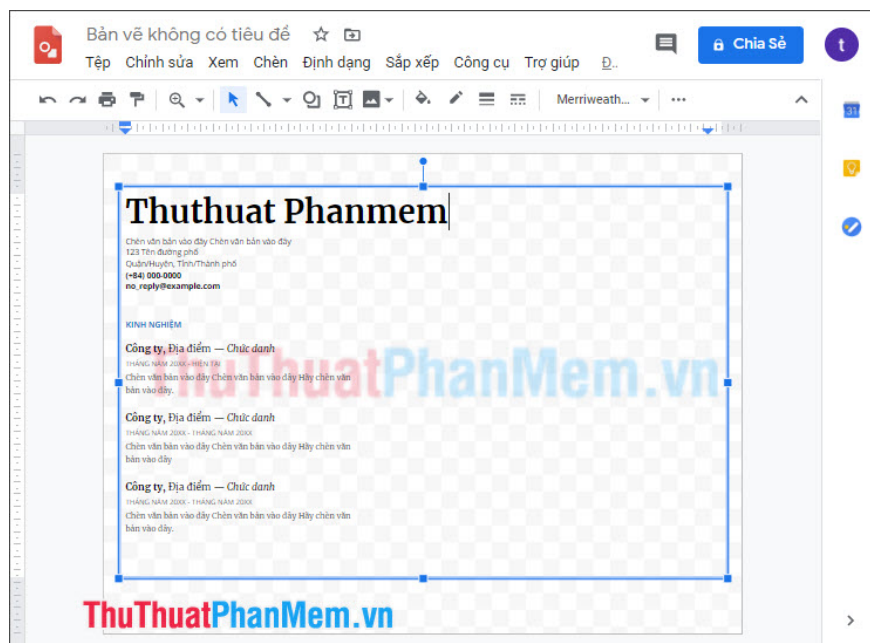
Next you choose **Link to source** and click on **Insert** .



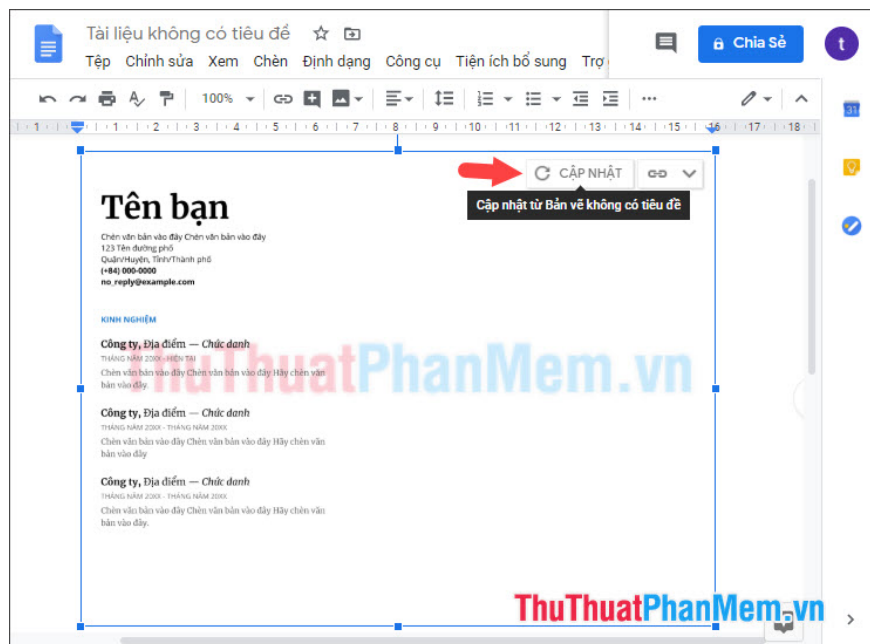
Step 10: So we have sample text with watermark in Google Docs already. To edit the content of the text, click the icon **Link (1)** => **Open original data (2)** .



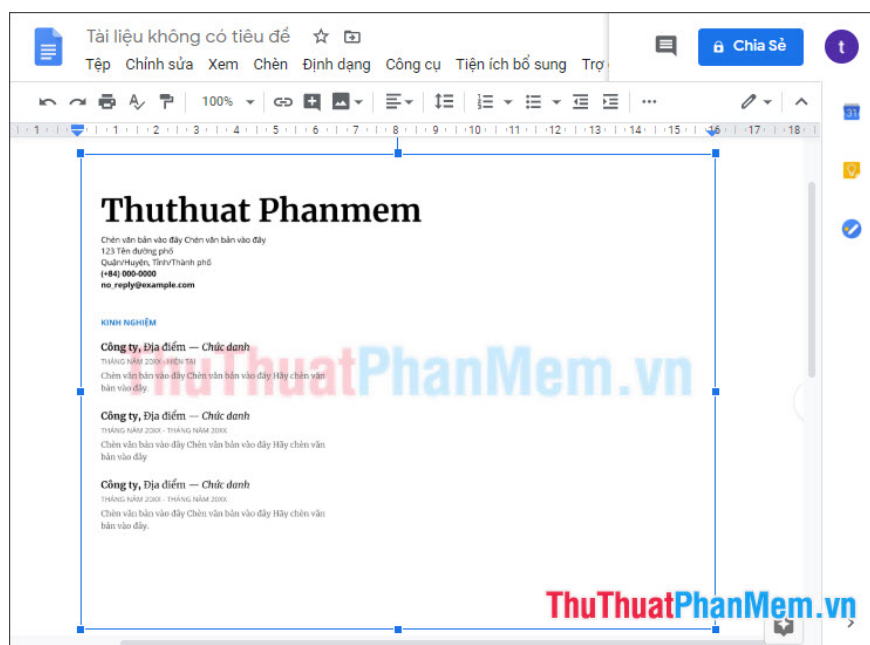
Then you go to the **Drawings** and you should change the content. Your text will be automatically saved.



Step 11: Click the **UPDATE** button next to the **Link** icon to update the changes.



And finally we have completed the text with the watermark inside Google Docs.



Through the instructions in the article, you will certainly no longer have difficulty when you want to insert Watermark in Google Docs. Good luck!

You finished reading the article "**How to add Watermark to Google Docs**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.