

How to change the docx extension to doc

How to change the docx extension to doc. You often use Word to compose documents, to read documents downloaded online and from friends. High versions of Word are available now with the default format is docx, but with many computers using the W versions

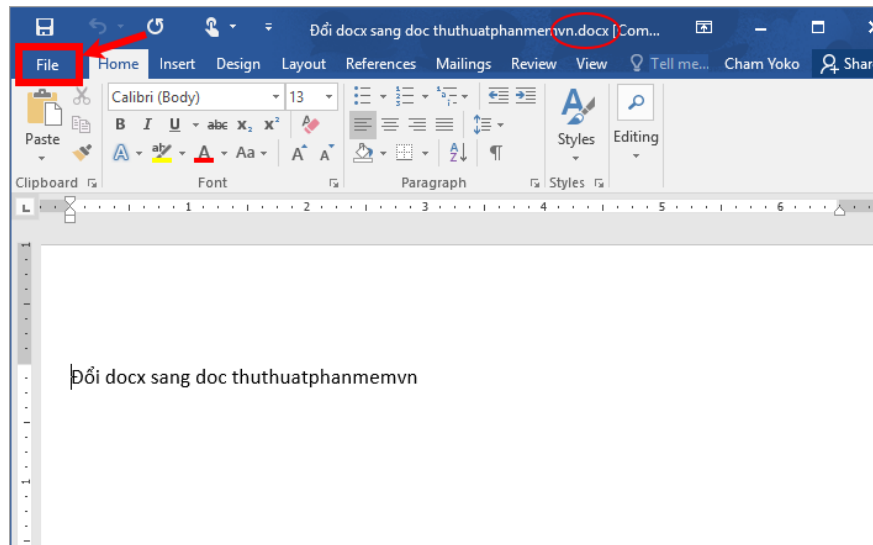
You often use Word to compose documents, to read documents downloaded online and from friends. High versions of Word are currently available with the default format of docx, but with many computers using low versions of Word they cannot read the docx file. So you want to find a way to change the docx extension to doc so you can easily read the file. So please refer to the following article.



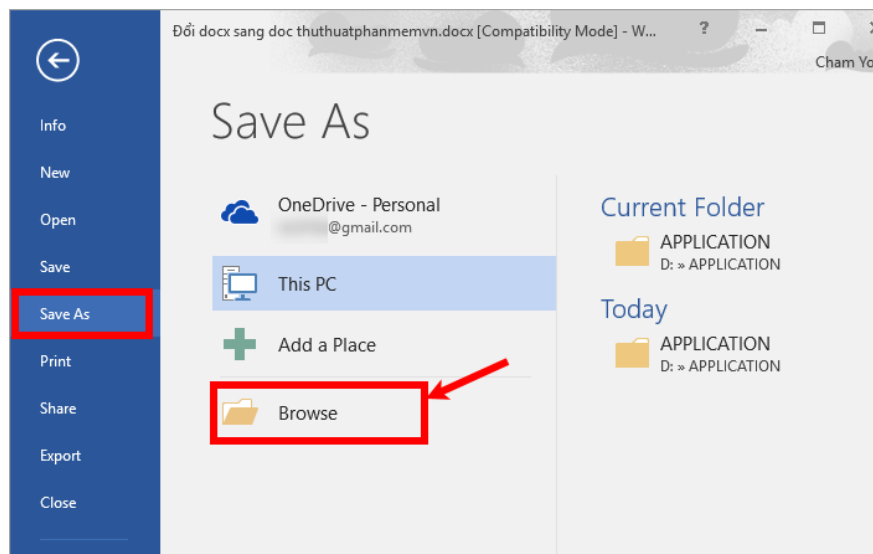
Here the article shared to you three ways to change the docx extension to doc, please follow along.

Method 1: Change the tail by saving the file (Save as)

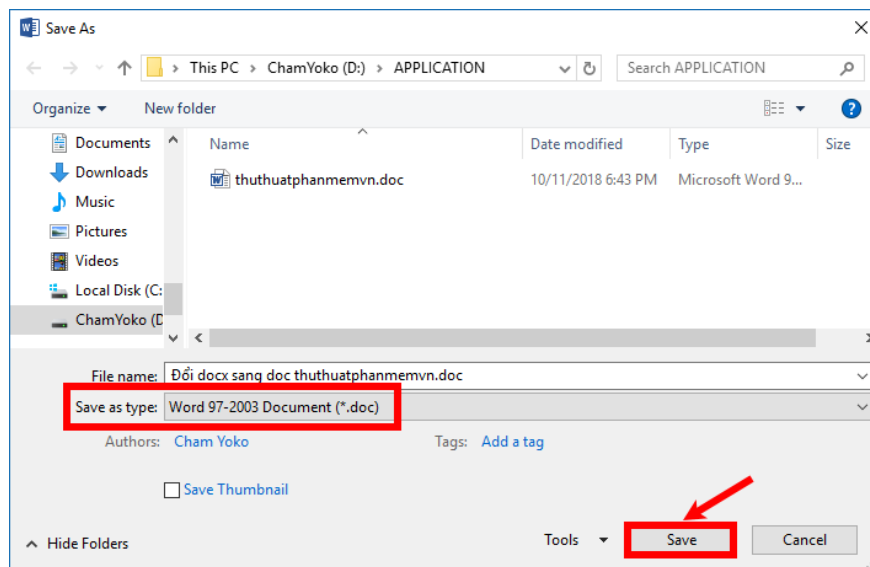
Step 1 : You open the .docx file format with Word versions from 2007 and above. On the interface of Word, select the **File** tab .



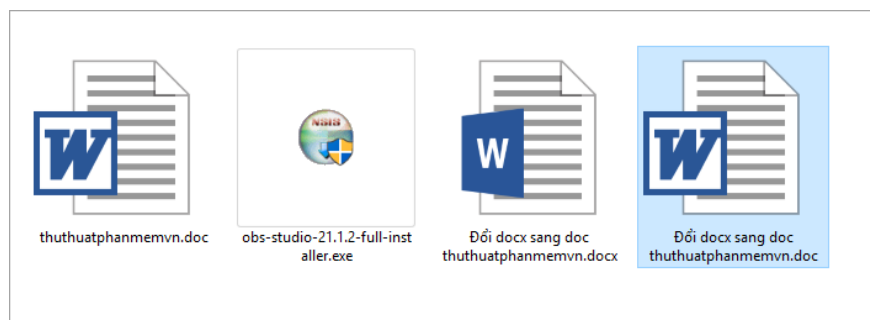
Step 2: Select **Save As** -> select the location where you want to save the file, if you want to save the file on your computer, select **Browse** .



Step 3: The **Save As** window appears , select the folder you want to save the file to, and then name the file in the **File name** box . To change the docx extension to doc, in the **Save as type** box, select **Word 97-2003 Document** and then click **Save** .



So you open the directory where the file is saved and the docx file will be converted to doc.



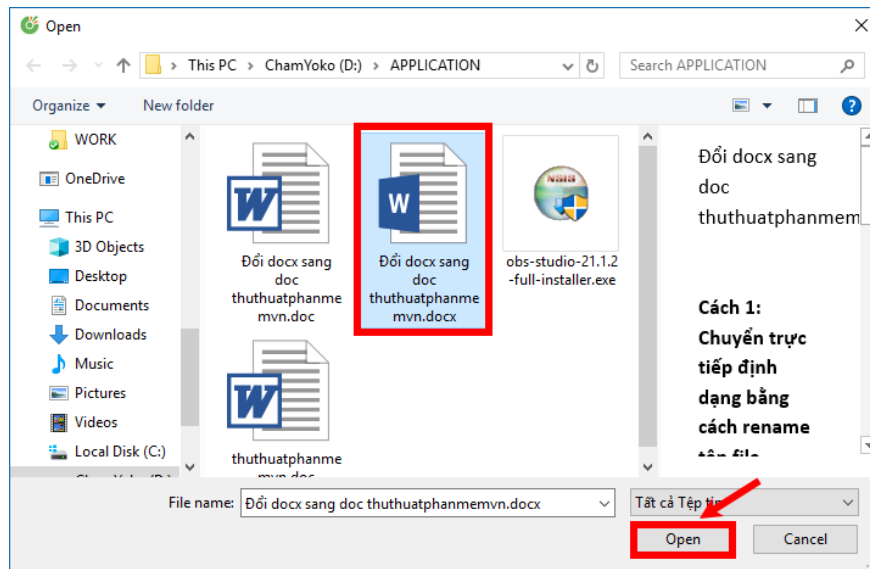
Method 2: Use the direct conversion site

There are many websites that help you convert docx to doc including Convertio, a site to convert docx to doc online for free with a maximum file size of 100MB.

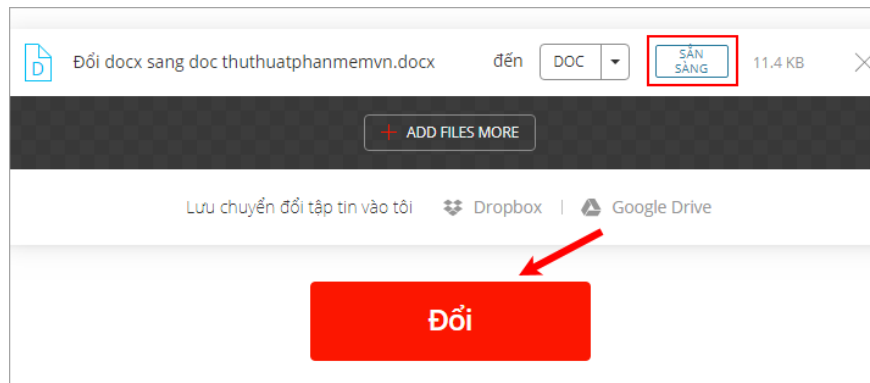
Step 1: Go to the Convertio page <https://convertio.co/vn/docx-doc/>, on the interface you choose where to store the docx file to change. Conversion supports you to convert documents from computers, dropbox, google drive, url. If you want to transfer the docx file on your computer, then select **From computer**.



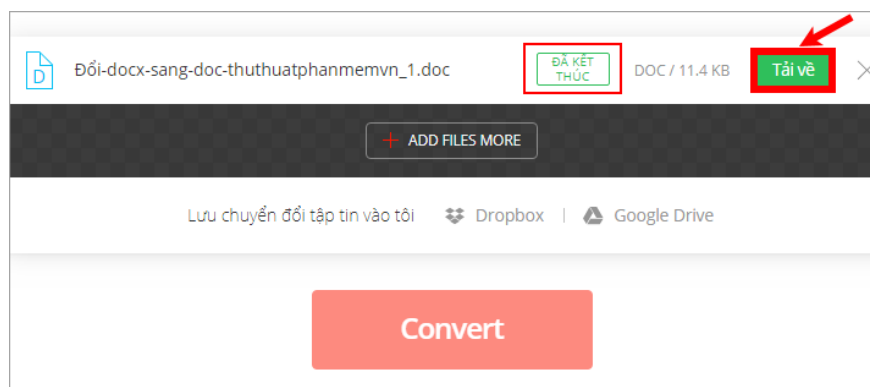
Step 2 : Open the **Open** window , browse to the folder containing the docx file and select the docx file to change, then click **Open** .



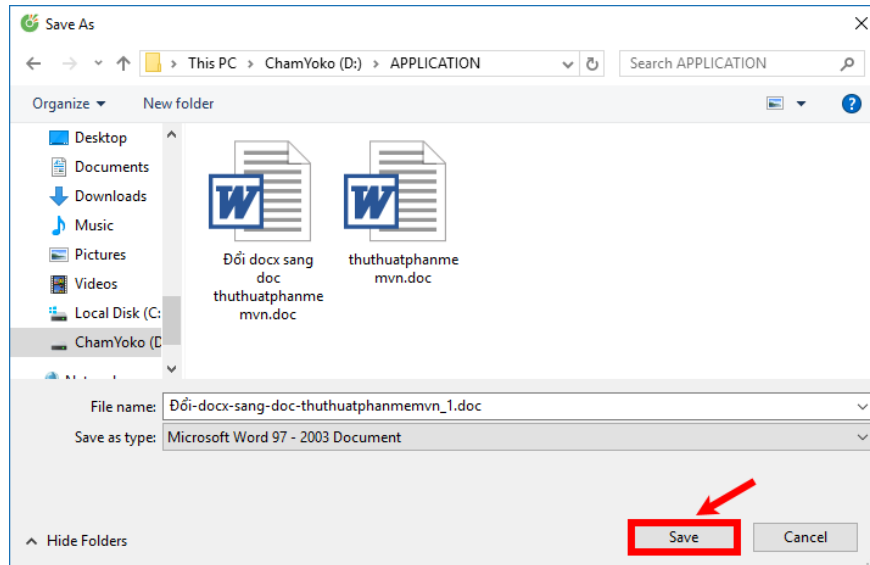
Step 3 : After the file has uploaded (**ready**) you select **Convert** to Convertio start converting docx to doc.



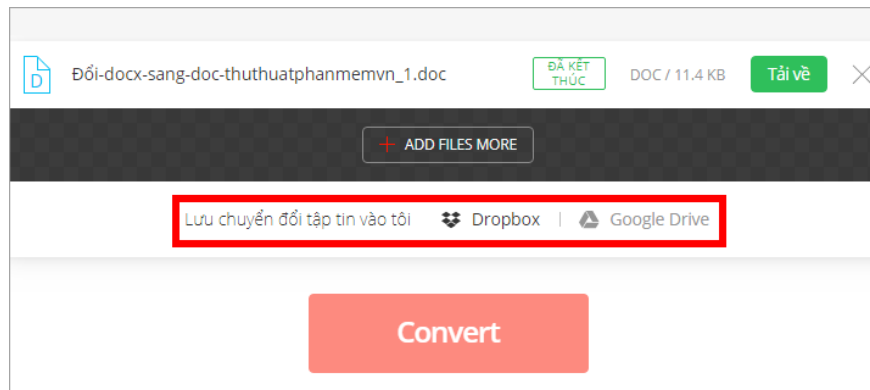
You wait for the site to change its tail after the message appears to **be finished**, select **Download** to download the converted doc file to your computer.



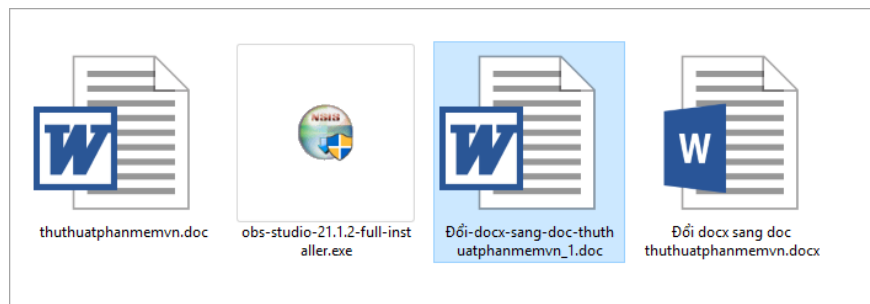
The **Save As** window appears, navigate to the folder containing the doc file and click **Save** .



You can save converted doc files to cloud storage applications dropbox, google drive by clicking on **Dropbox** or **Google Drive**.



So the docx file has been converted to doc.



Above TipsMake.vn has shared with you 2 ways to change the docx extension to doc quickly, hope you will choose the appropriate docx to doc conversion method to use. Good luck!

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tips and guides. Thank you for reading and for following us regularly.
