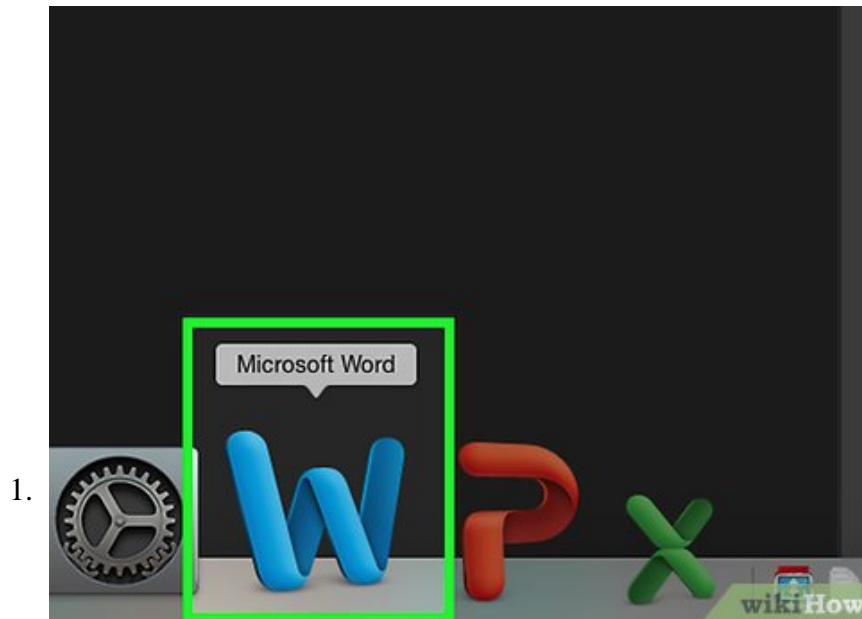


How to Convert an RTF File into MS Word Document

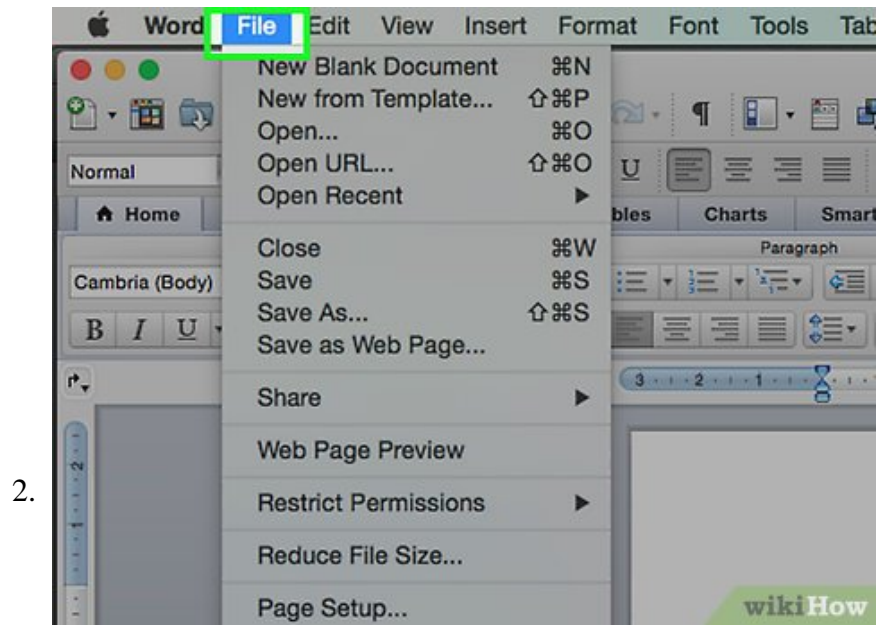
This wikiHow teaches you how to convert an RTF (Rich Text Format) document using Microsoft Word or using Google Docs. Open Microsoft Word. It's a blue app that looks like a book of writing with a white 'W' on it.

Method 1 of 2:

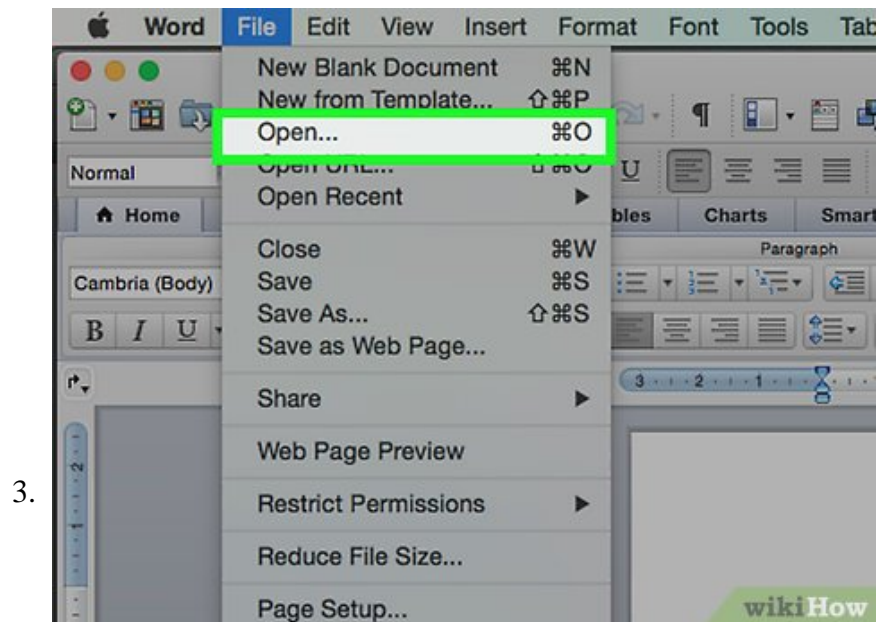
Using Word



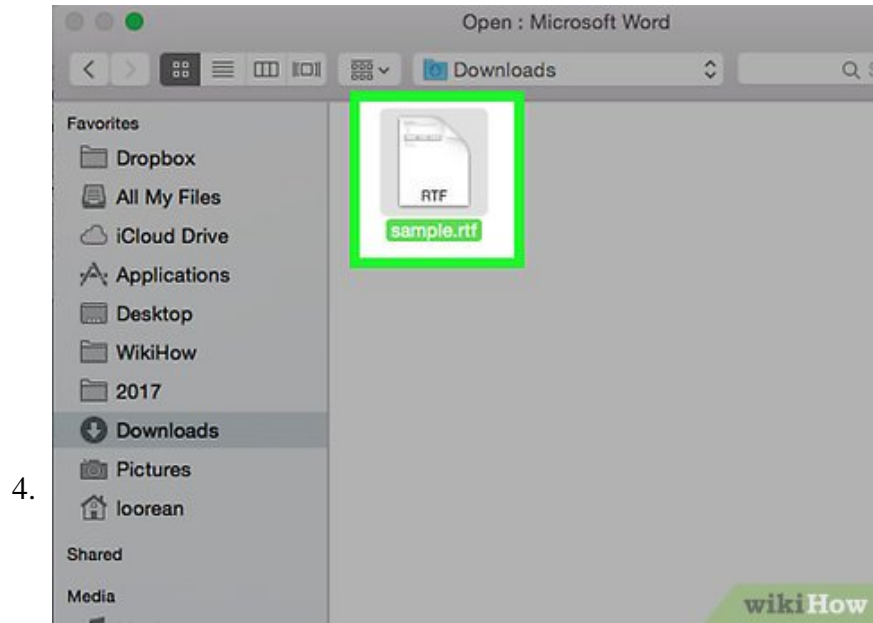
Open Microsoft Word. It's a blue app that looks like a book of writing with a white "W" on it.



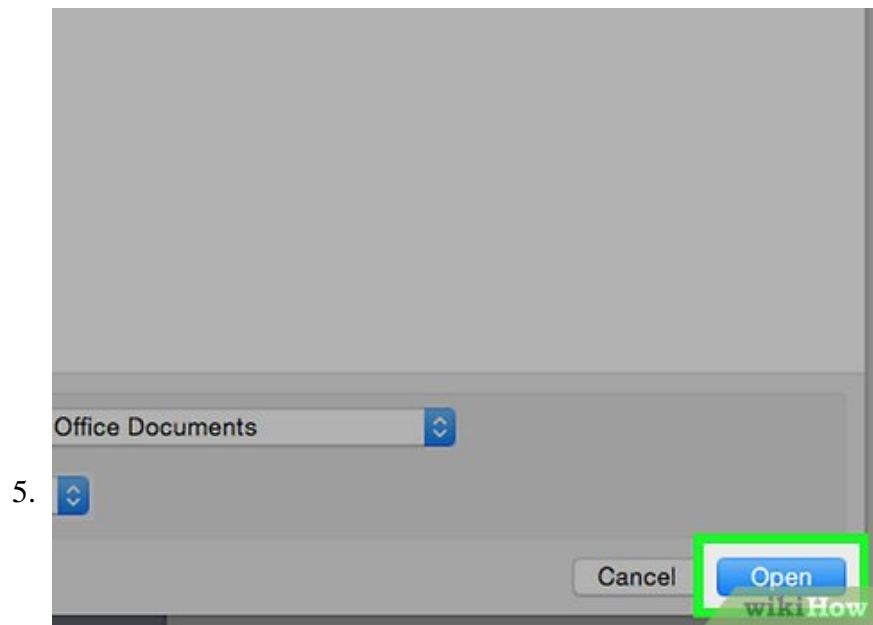
Click on **File** in the menu bar at the top of the screen.



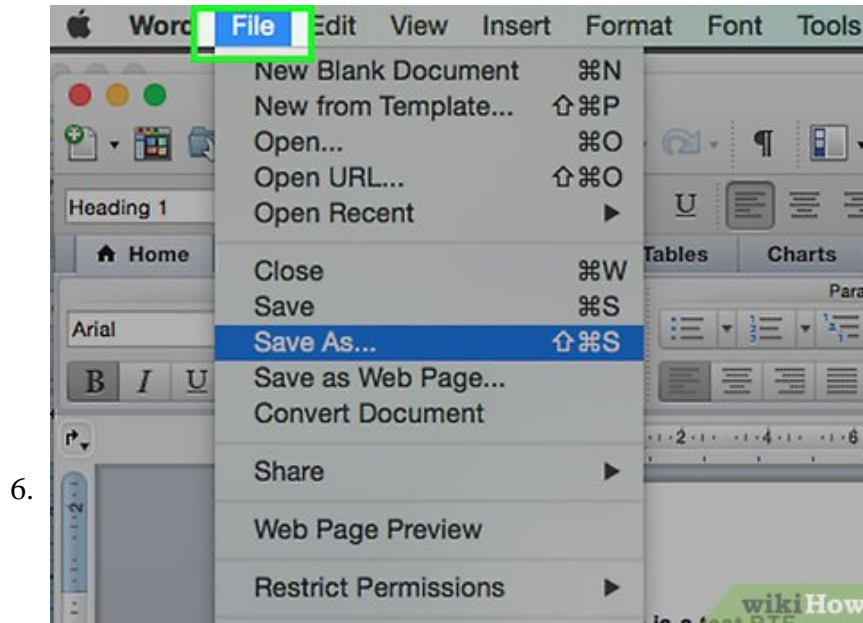
Click on **Open...**.



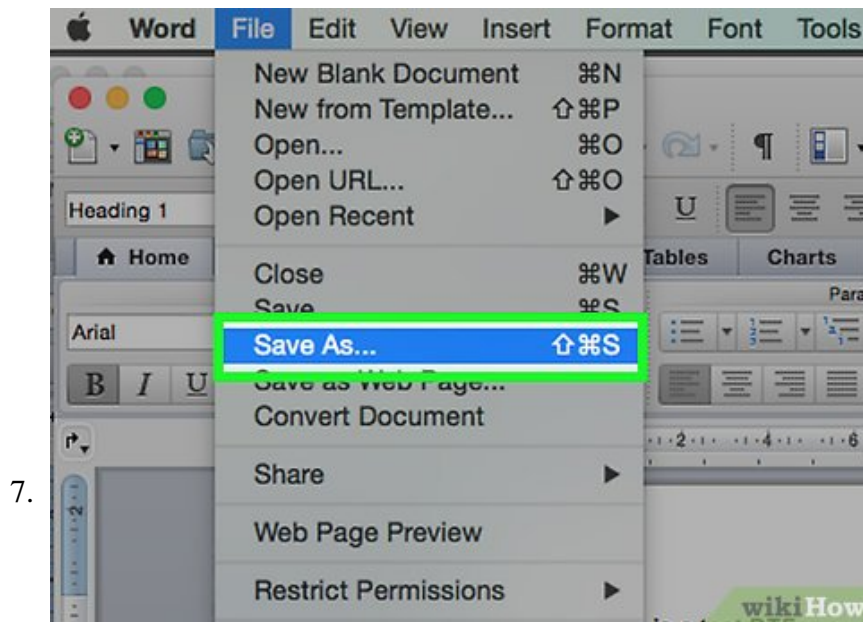
Select the RTF file you want to convert.



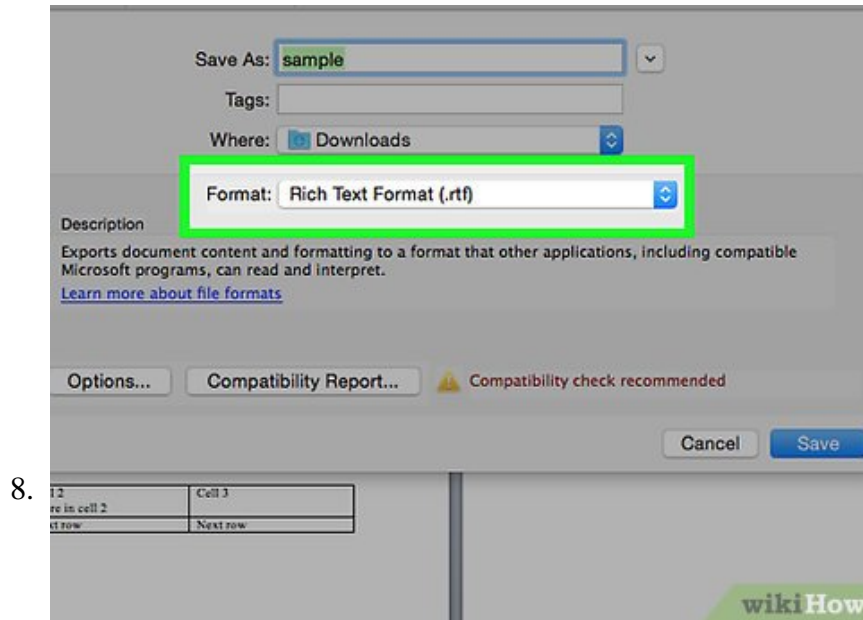
Click on **Open**. The RTF file will open into Microsoft Word.



Click on **File** in the menu bar at the top of the screen.

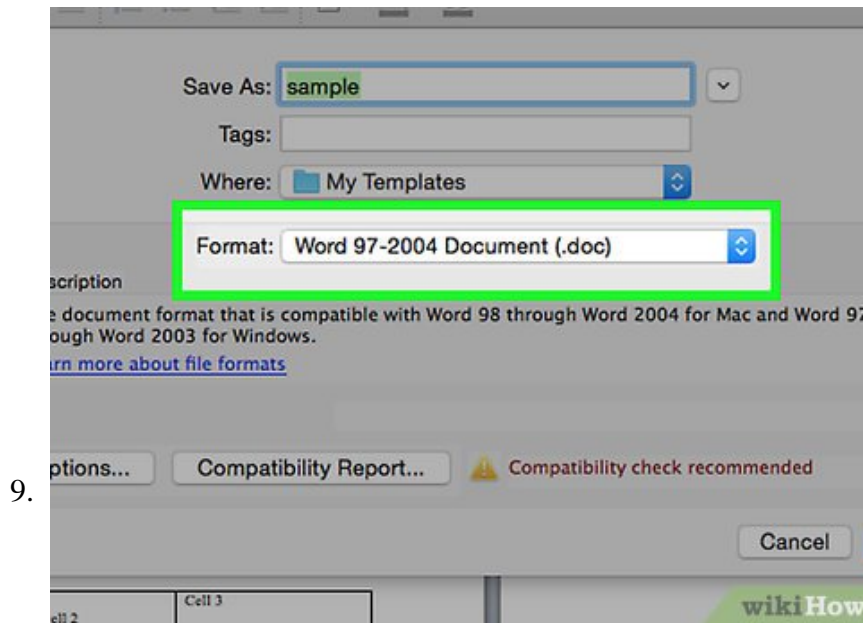


Click on **Save As...**.

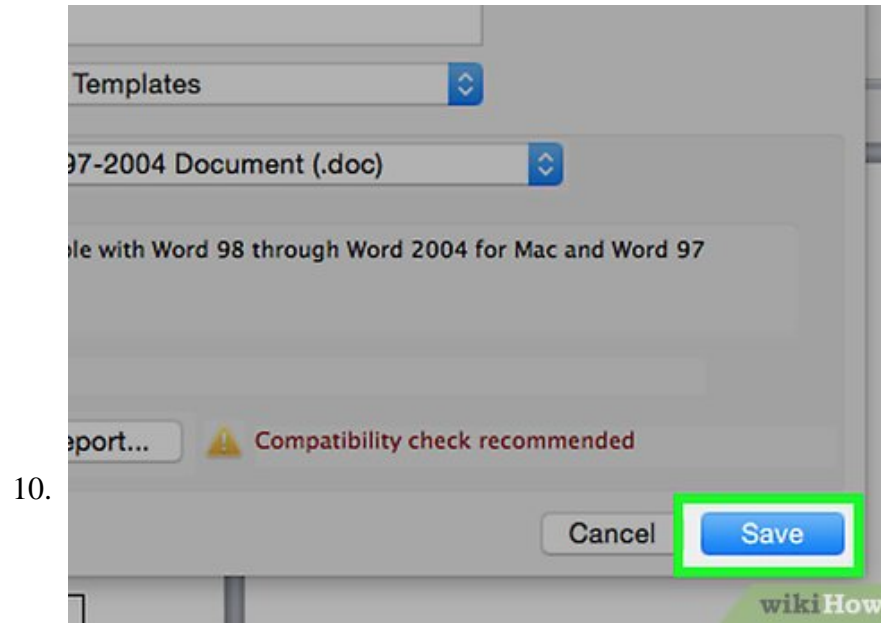


Click on the "File Format:" drop-down menu.

1. On some versions of Word, the file format drop-down menu isn't labeled. If so, simply click the drop-down menu that says "Rich Text Format (.rtf)" to select another file format.



Click on **Word Document (.docx)**.

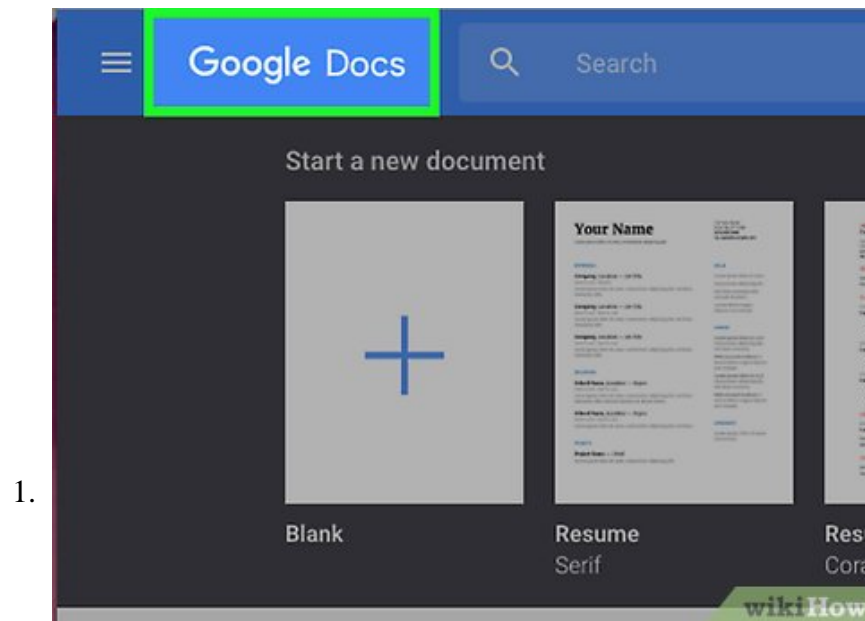


Click on **Save**. The RTF file has been converted to a Microsoft Word document.

1. If a warning regarding the document format pops up, click on **OK**.

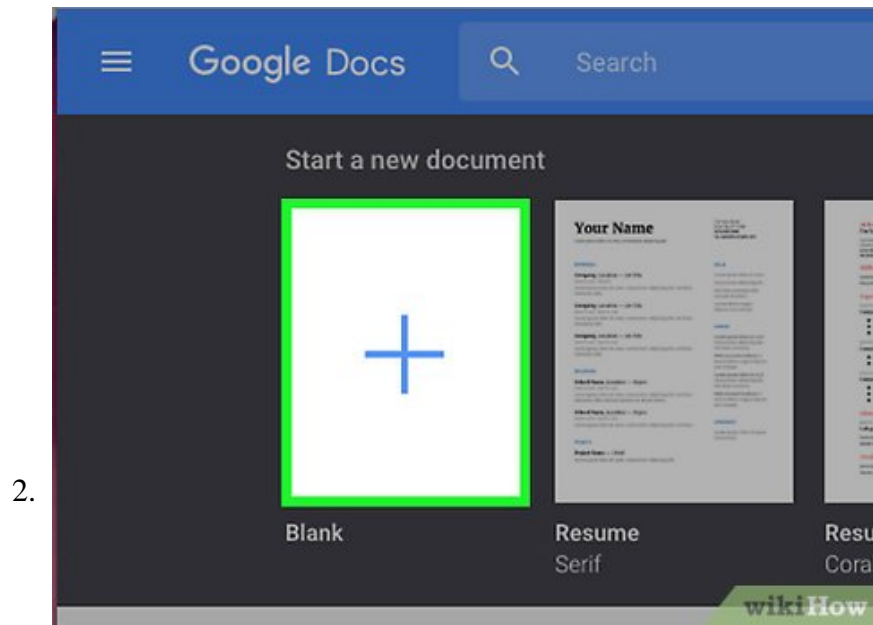
Method 2 of 2:

Using Google Docs



Go to <https://docs.google.com> in a browser. This opens the Google Docs website.

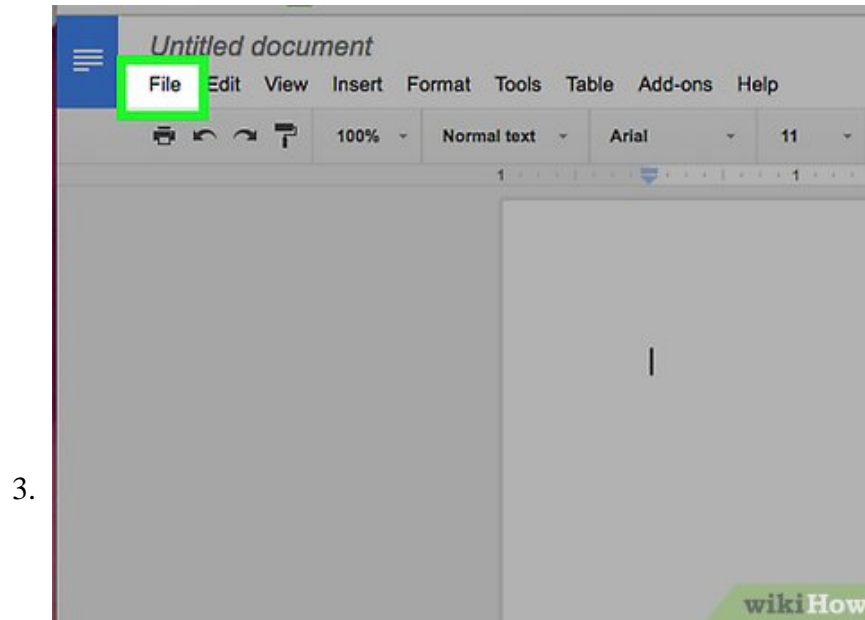
1. If you're not logged in automatically, log in or create a free Google account.



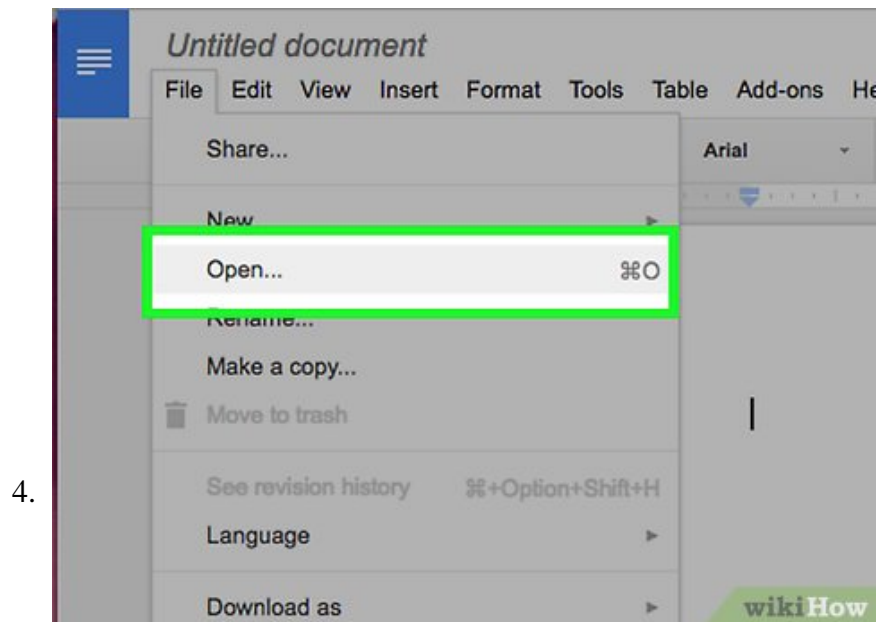
Click on



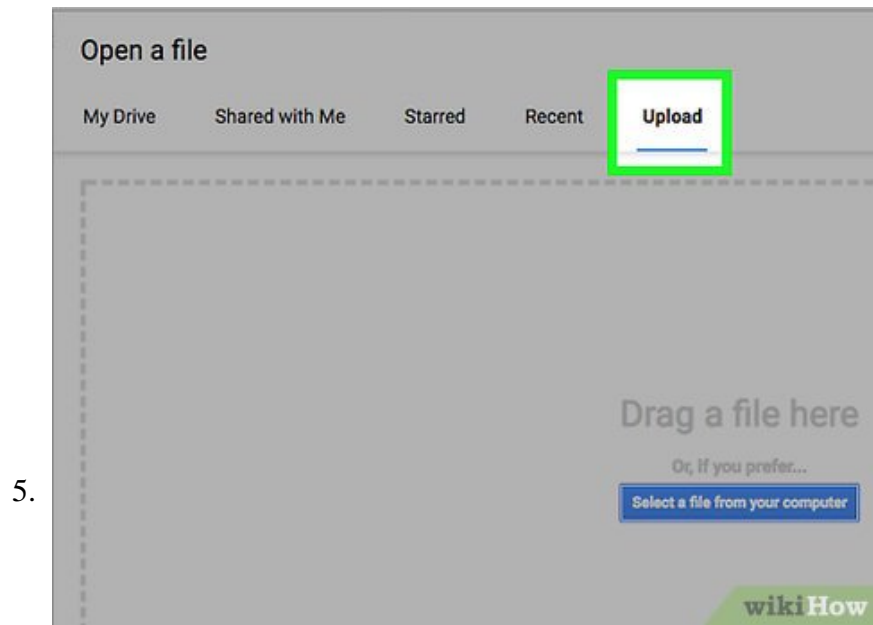
. This ? symbol is located in the lower-right section of the page and creates a new document.



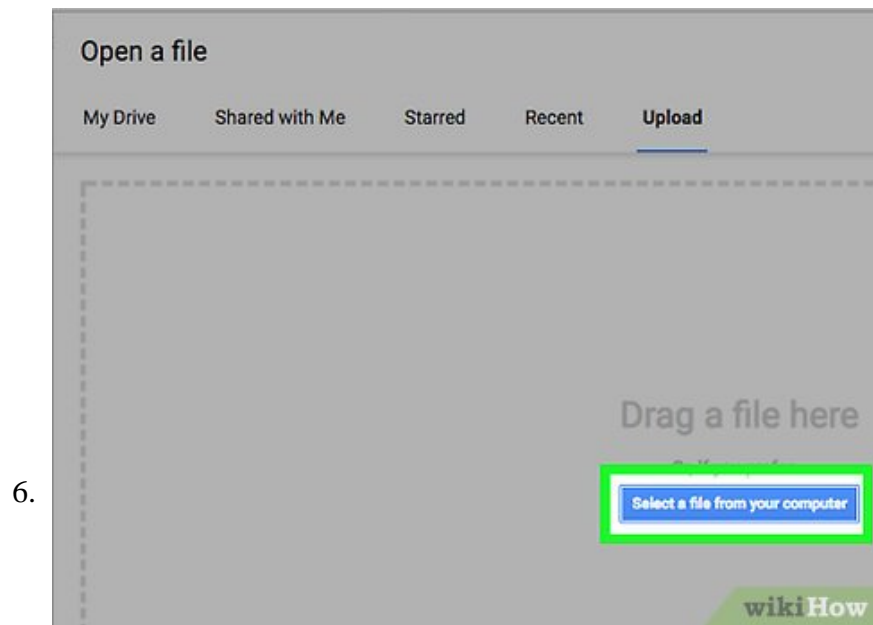
Click on **File** in the upper-left of the window.



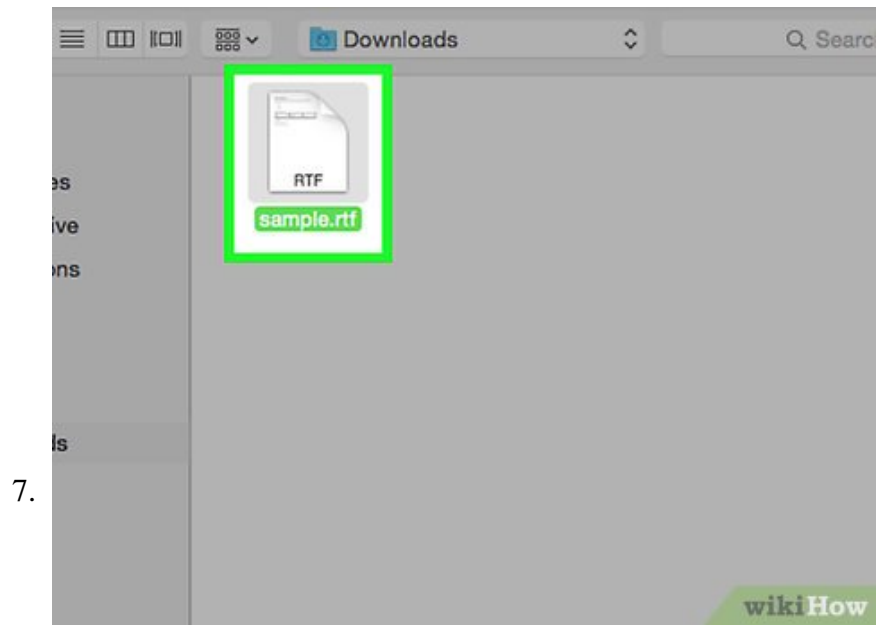
Click on **Open...**.



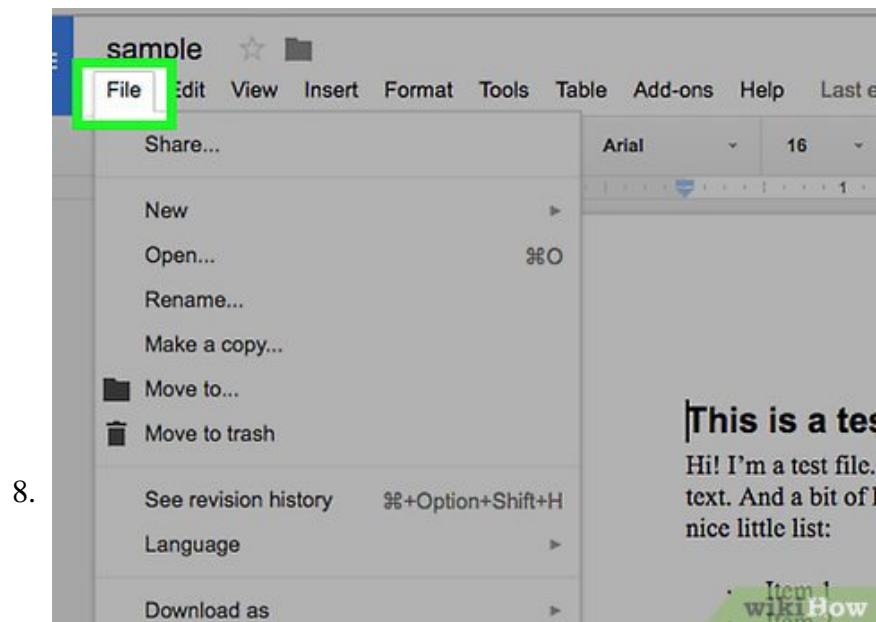
Click on the **Upload** tab at the top-center of the window.



Click on **Select a file from your computer** in the center of the window.

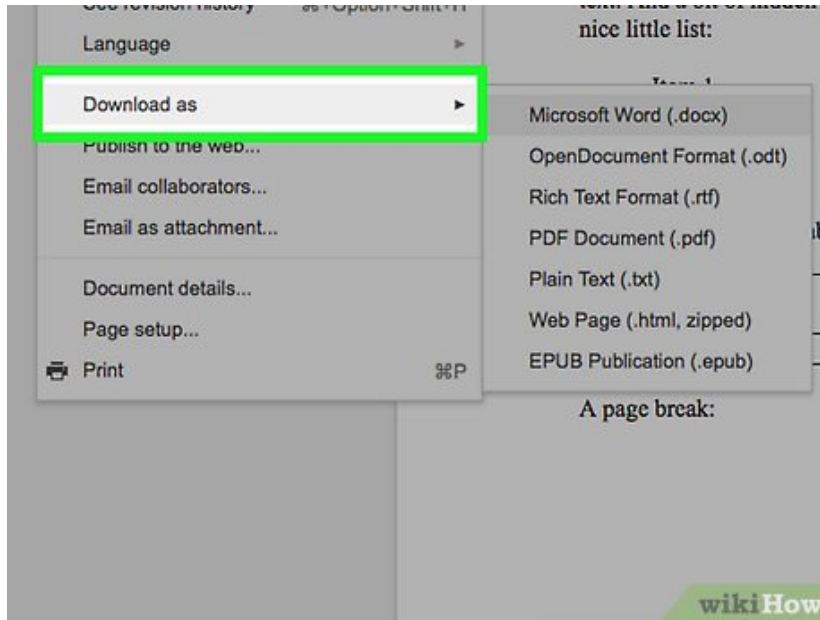


Select the RTF file you want to convert.



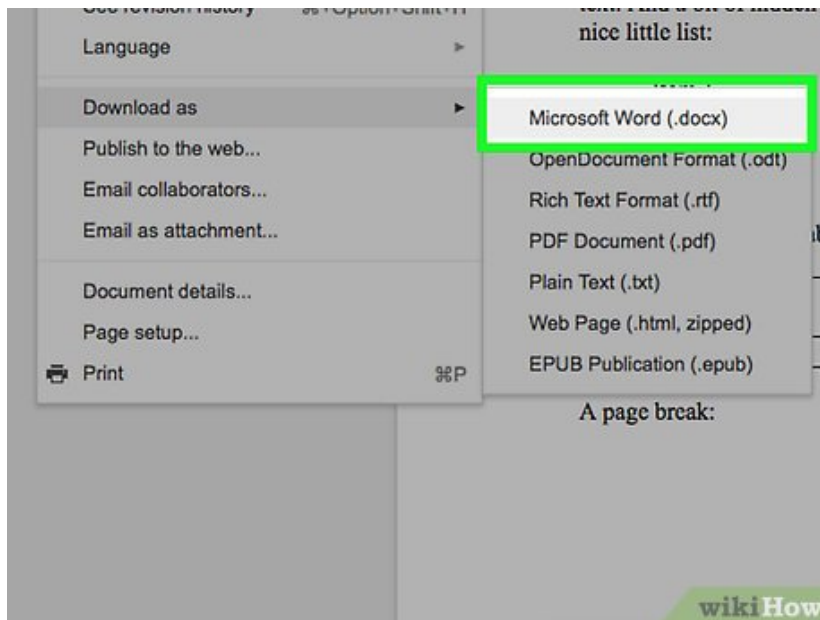
Click on **File** in the upper-left of the window.

9.



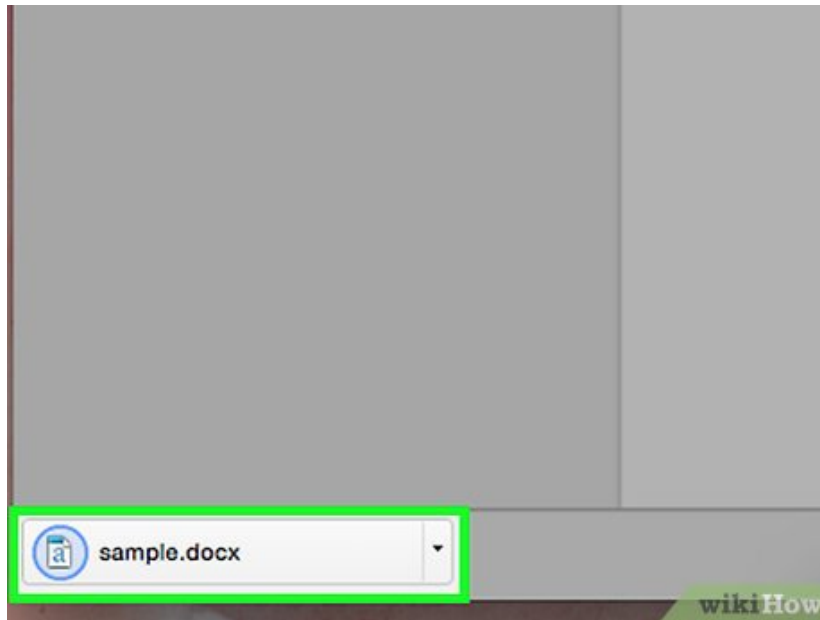
Click on **Download As**.

10.



Click on **Microsoft Word**.

11.



Name the document and click on **Save**. The RTF file has been saved a Microsoft Word document.

You finished reading the article "**How to Convert an RTF File into MS Word Document**" 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.