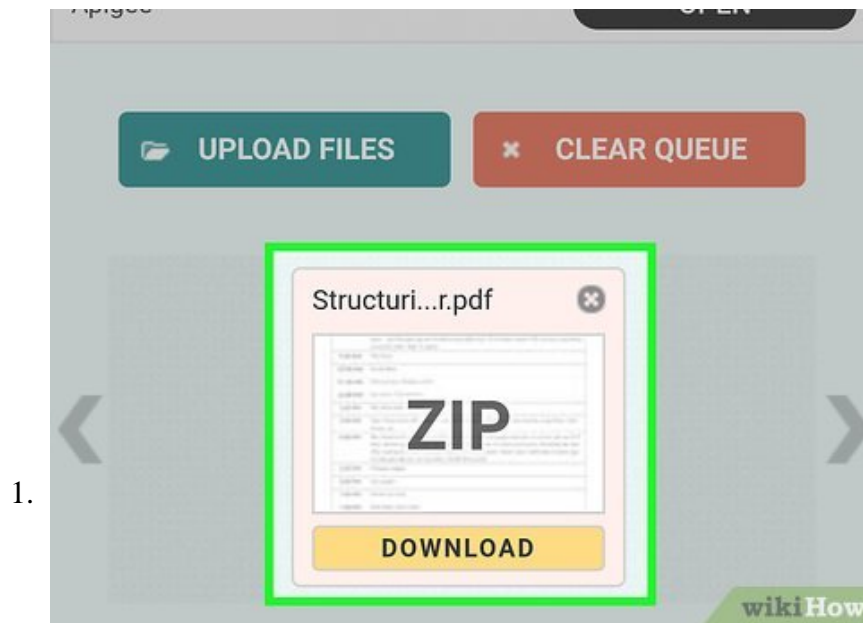


# How to Insert a Multiple Page PDF Into a Word Document

This wikiHow will show you how to insert a multi-page PDF file into a Word document when you're using a computer. You can either convert the pages of PDF into individual image files or insert the whole document as an embedded object. You...

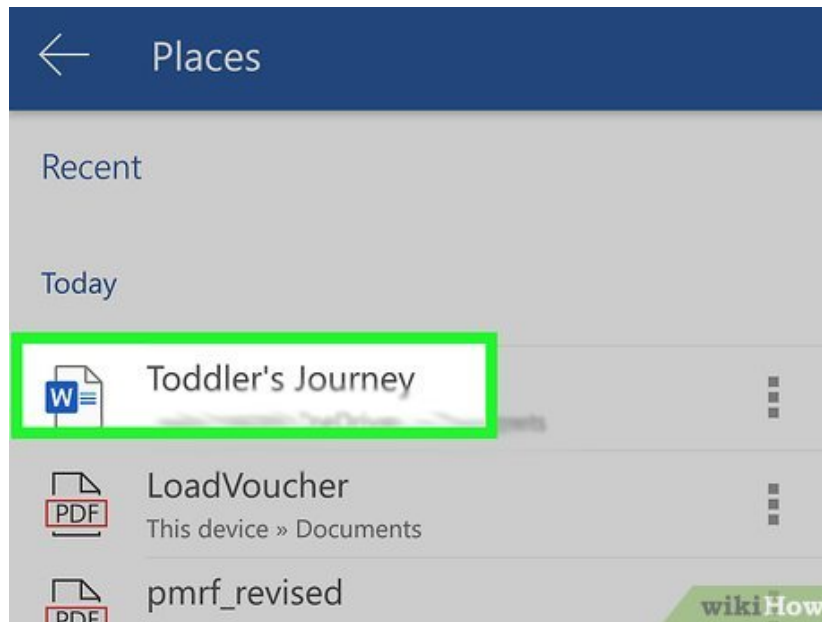
Method 1 of 2:

## Converting a PDF to Images



**Convert your PDF to images.** Using this method, you'll be able to insert each page of the PDF into the Word document as images. There are a couple of options for doing this:

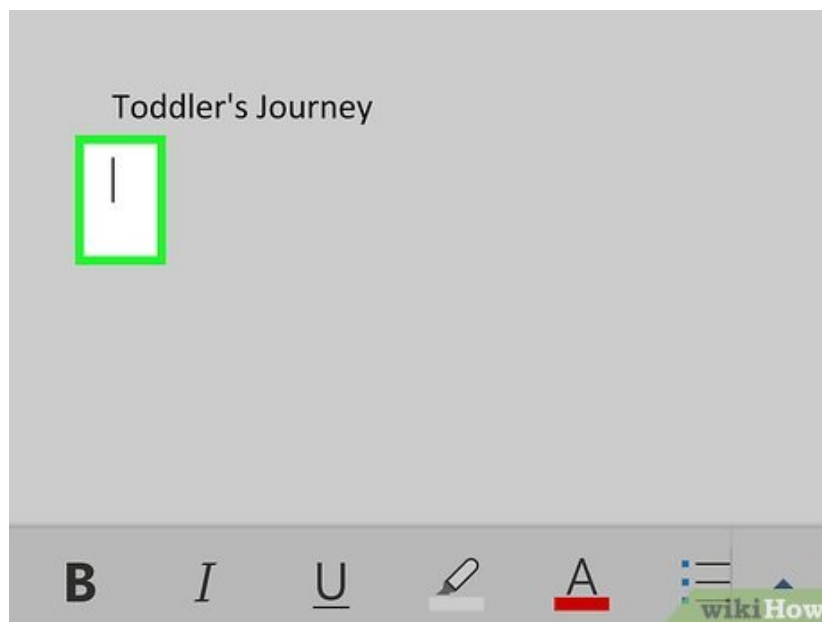
1. If you have the paid version of Adobe Acrobat, you can use use Adobe Acrobat Pro to convert your PDF into images. Open Adobe Acrobat Pro and go to > **Tools > Export PDF** (Windows) or > **File > Export PDF** (Mac). Select to convert the file either JPEG or PNG, and each page in the PDF will save to an image in its own file.
2. If you don't have the paid version of Acrobat, you can convert your PDF into image files for free using PDF to Image in your web browser.
3. Using this method, you'll be able to insert each page of the PDF into the Word document as images.



2.

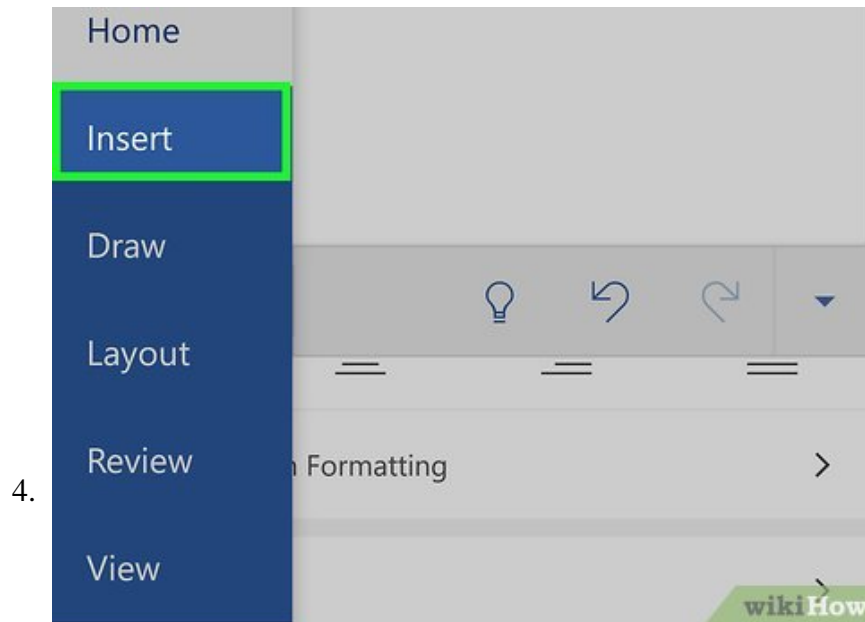
**Open your Word document.** You'll find Word in your Applications folder or in your Start Menu, and you can open the file within the program by clicking the **File** tab or you can find the file in your file browser, right-click, and select **Open With > Word**.

1. You can also use the mobile app and web browser to insert images in your Word document.



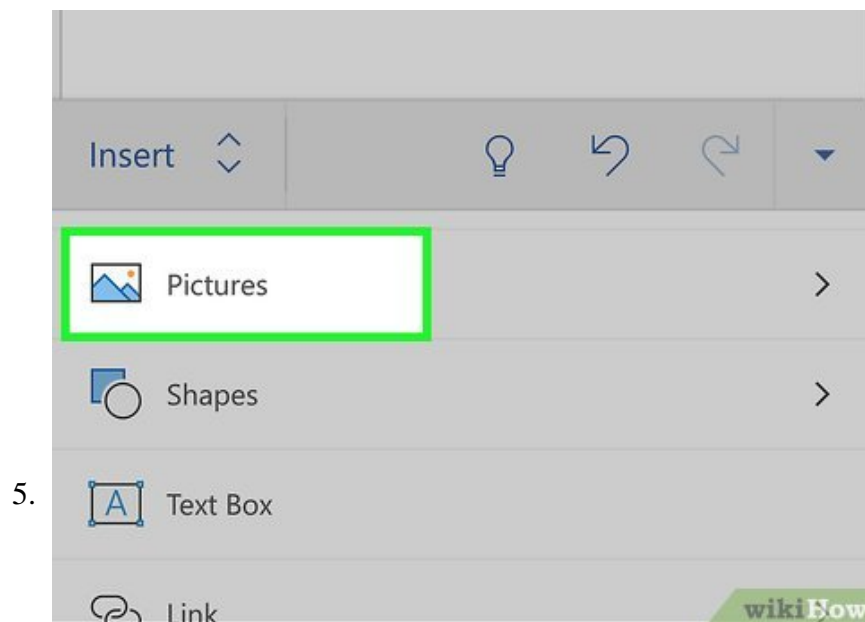
3.

**Click in the document to move your cursor where you want to insert the images.** If you want your PDF images to start on a new page, press **Ctrl + Enter** (Windows) or **Cmd + Return** (Mac) to create a page break.



4.

Click the **Insert** tab. This is the editing ribbon above the document (Windows) or at the top of your screen (Mac).

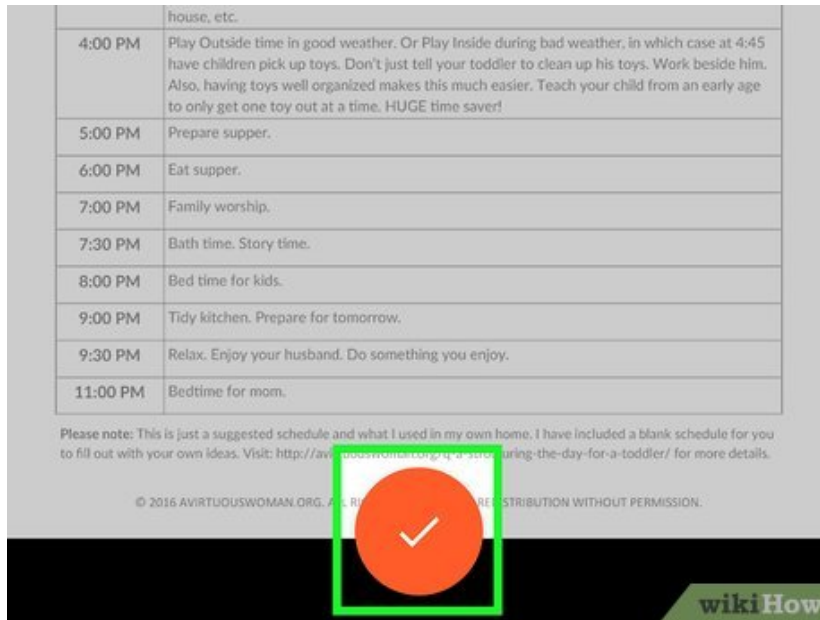


5.

Click **Pictures**. You'll see this to the right of your cursor between the drop-down for *Tables* and *Online Pictures*.

1. Your file browser will open.

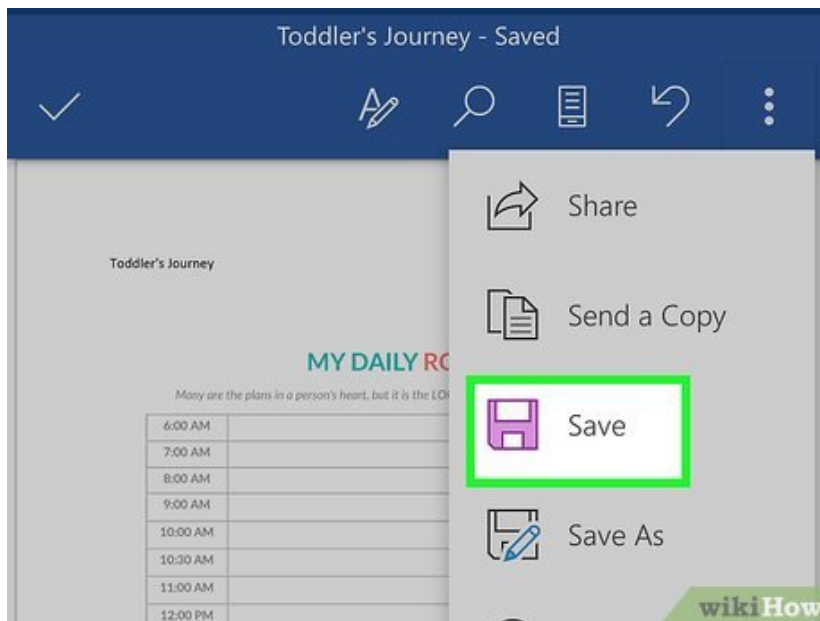
6.



**Navigate to and double-click your image file.** You can press **Shift** and single-click your first and last page image and **Insert** to upload the entire PDF at once, or you can double-click a single image to upload for now and repeat this process to upload the entire PDF.

1. You can insert a page break between files if you're having trouble with the formatting by pressing **Ctrl + Enter** (Windows) or **Cmd + Return** (Mac).

7.

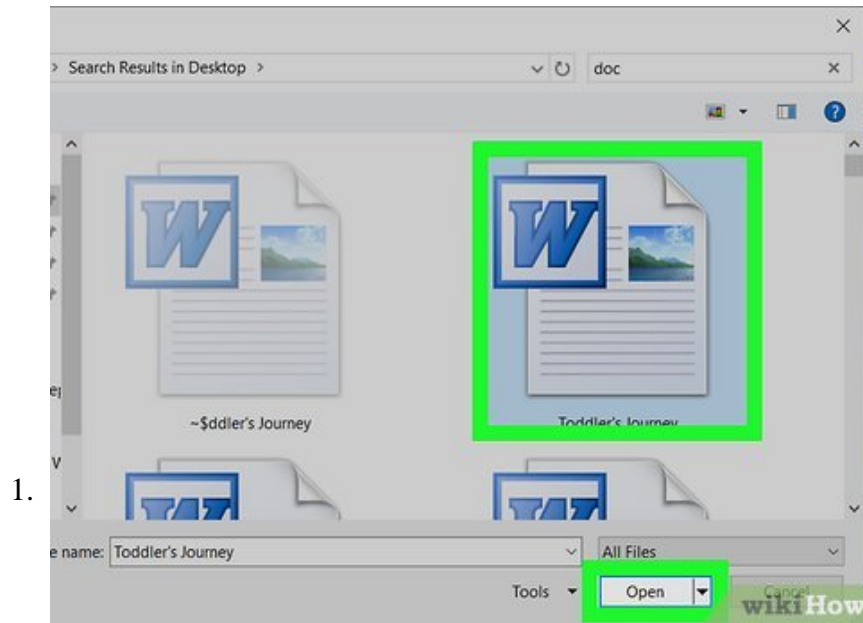


**Repeat the steps for inserting a picture if necessary.** After you've uploaded an image, you might need to create a page break before clicking **Picture** in the Insert tab again.

1. When you're done inserting pictures, make sure you save the file by clicking **File > Save**.

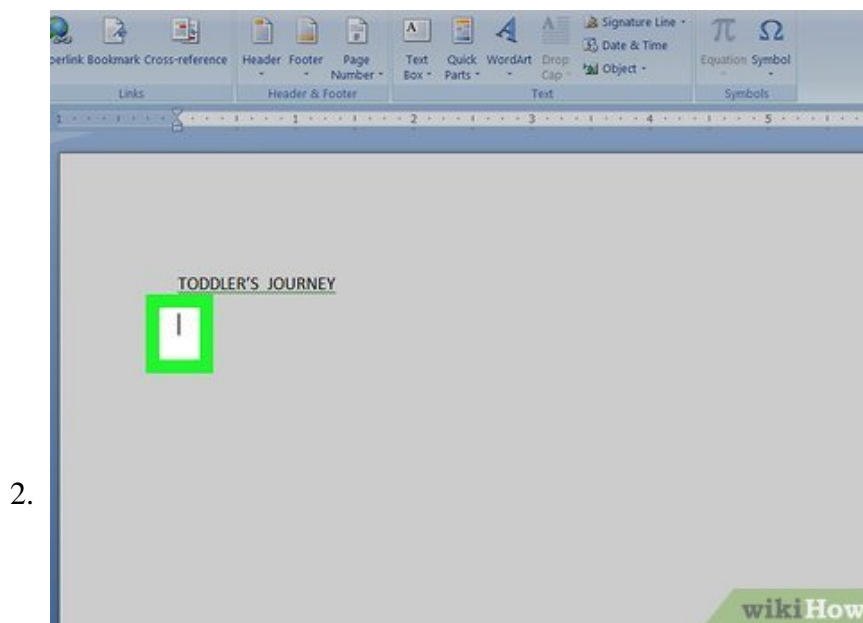
Method 2 of 2:

## Inserting as an Object



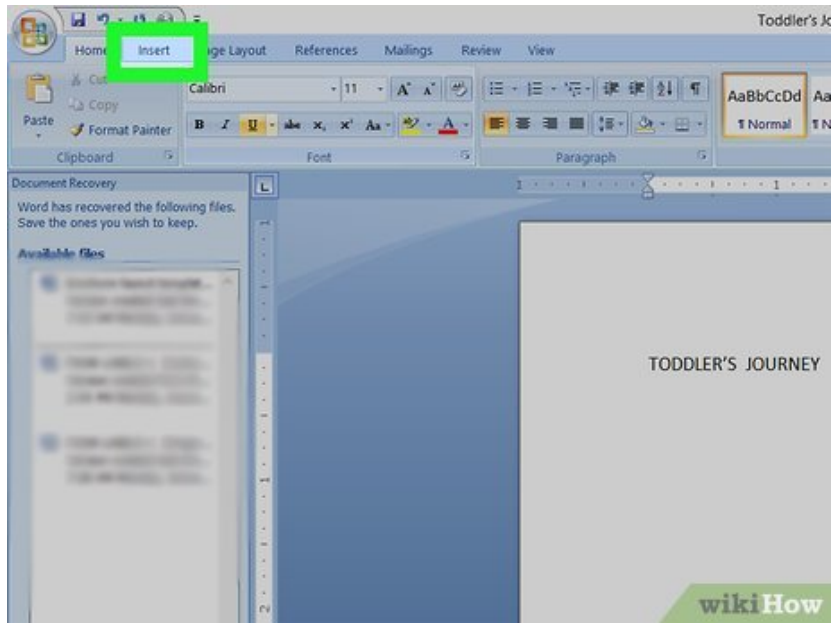
**Open your Word document on your computer.** You'll find Word in your Applications folder or in your Start Menu, and you can open the file within the program by clicking the *File* tab or you can find the file in your file browser, right-click, and select **Open With > Word**.

1. You can't do this using the mobile app or a web browser version of Word.<sup>[1]</sup>



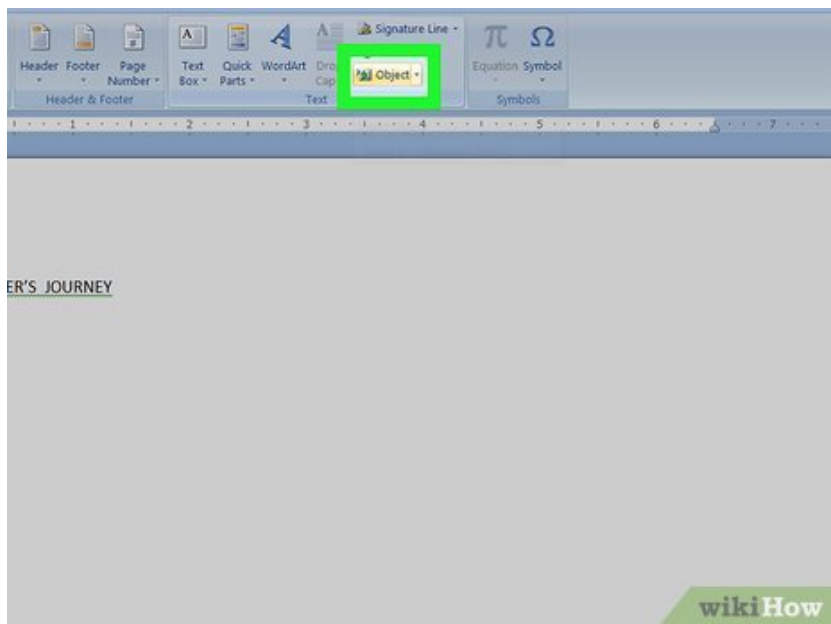
**Click in the document to move your cursor where you want to insert the PDF.** If you want your PDF to start on a new page, press **Ctrl + Enter** (Windows) or **Cmd + Return** (Mac) to create a page break.

3.

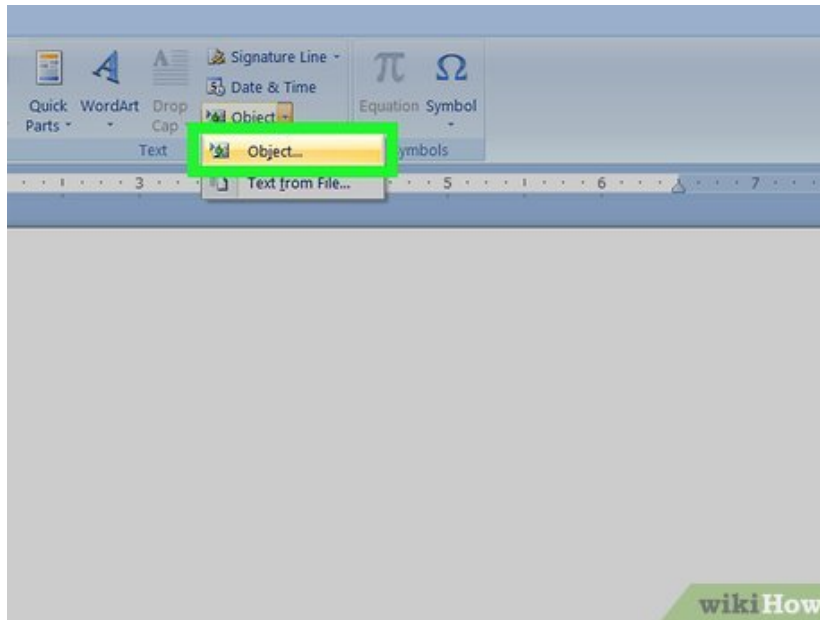


Click the **Insert** tab. This is in the editing ribbon above the document (Windows) or at the top of your screen (Mac).

4.

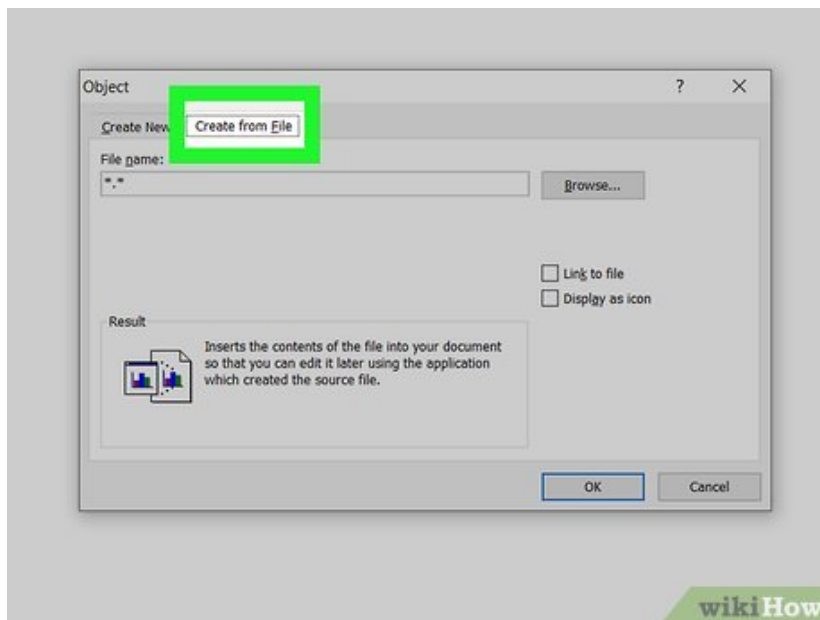


Click the **drop-down arrow next to Object**. You'll find this under the 'Date and Time' button near the right side of the window.



5.

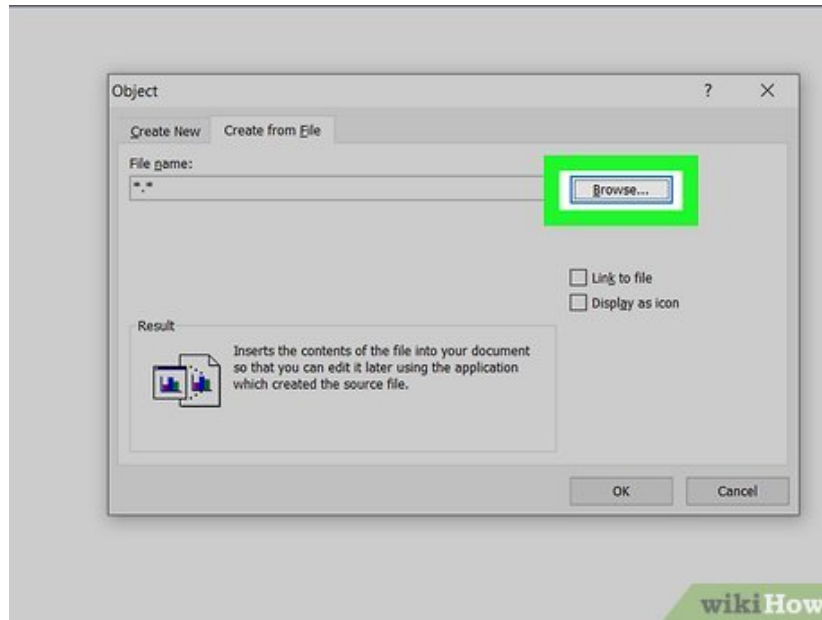
Click **Object**. This is usually the first option in the drop-down menu.



6.

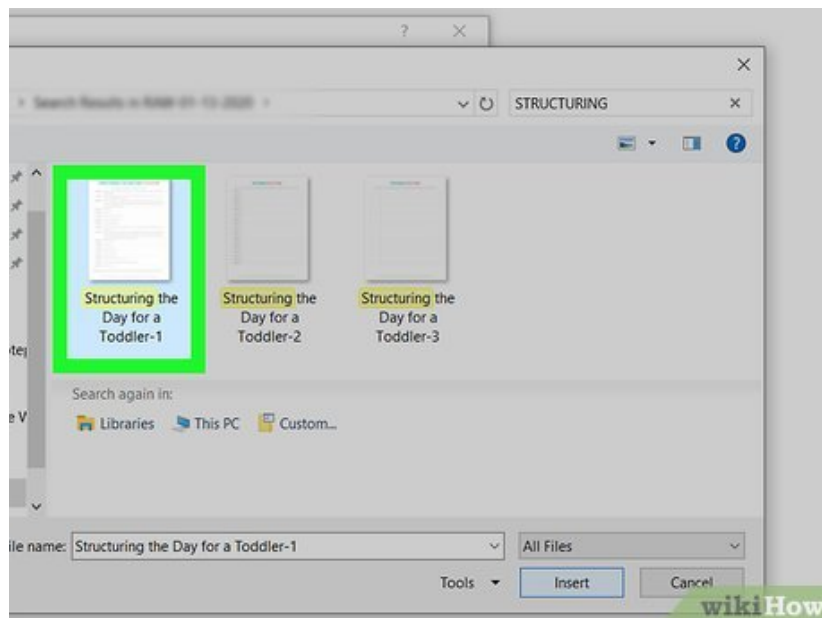
Click the **Create from File** tab. You'll see this at the top of the window that pops-up.

7.



Click **Browse**. Your file browser will open and you can find the PDF that you want to insert.

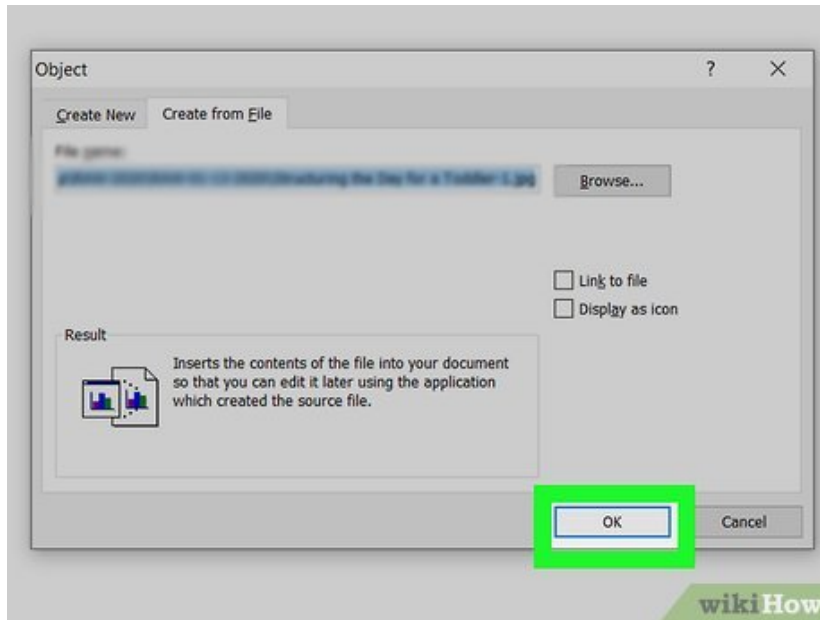
8.



**Navigate to and double-click your file.** Instead of double-clicking the file to select it, you can also single-click it and click **Open** in the lower right corner of the current window.

1. If you would rather have a PDF icon appear instead of the document text, make sure you check the box next to "Display as logo" in the previous step.

9.



Click **Ok**. The first page of the PDF will display in the text at your cursor.

1. After inserting the object, make sure you save your document by going to **File > Save**.

You finished reading the article "**How to Insert a Multiple Page PDF Into a 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.