

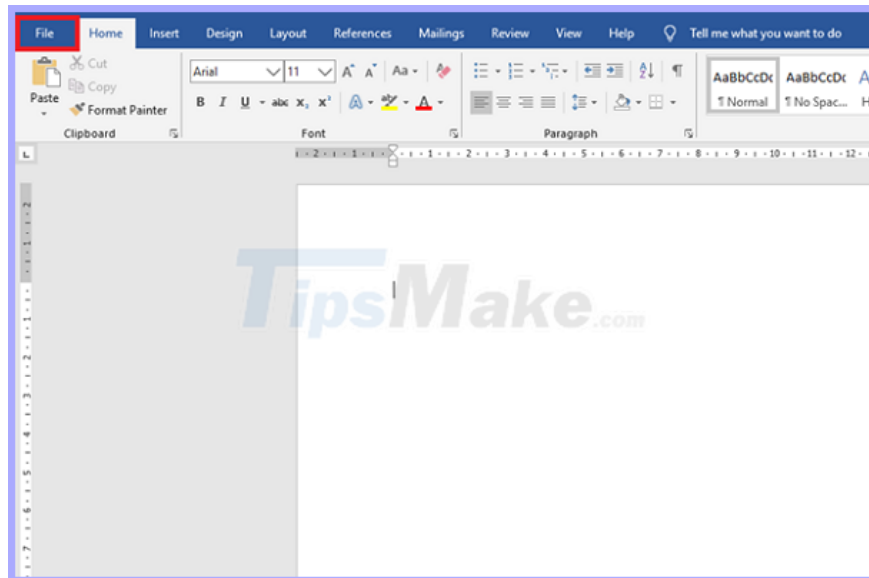
How to recover unsaved Word files due to sudden shutdown

Instructions on how to recover unsaved Word files due to a sudden shutdown that readers may not know. again.

Don't worry, you can retrieve these data easily. Please follow the following article to account for help you know how to recover Word files!

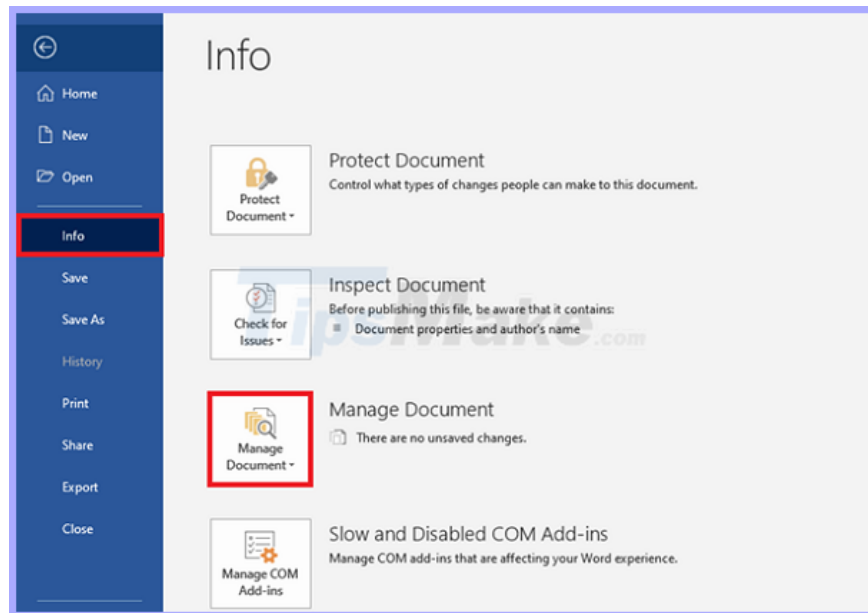
Step 1:

First you need to open any Word file. Then select the File tab in the toolbar.



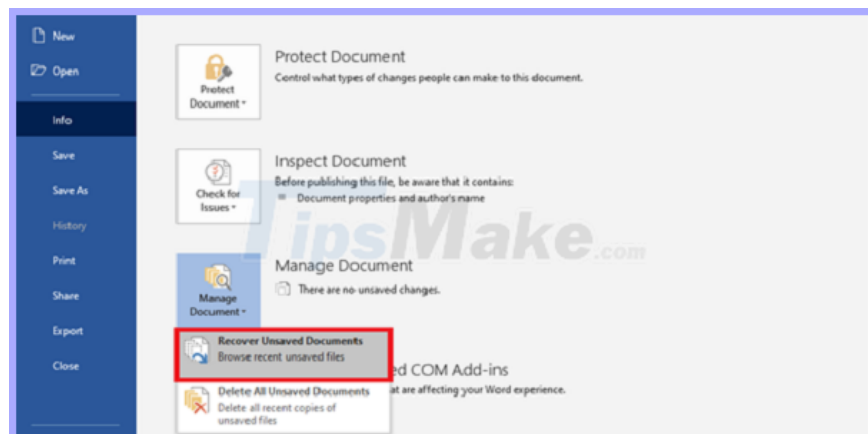
Step 2:

Next, you select the Info tab in the list on the left side of the screen. Then select the Manage Document box in the Info tab.



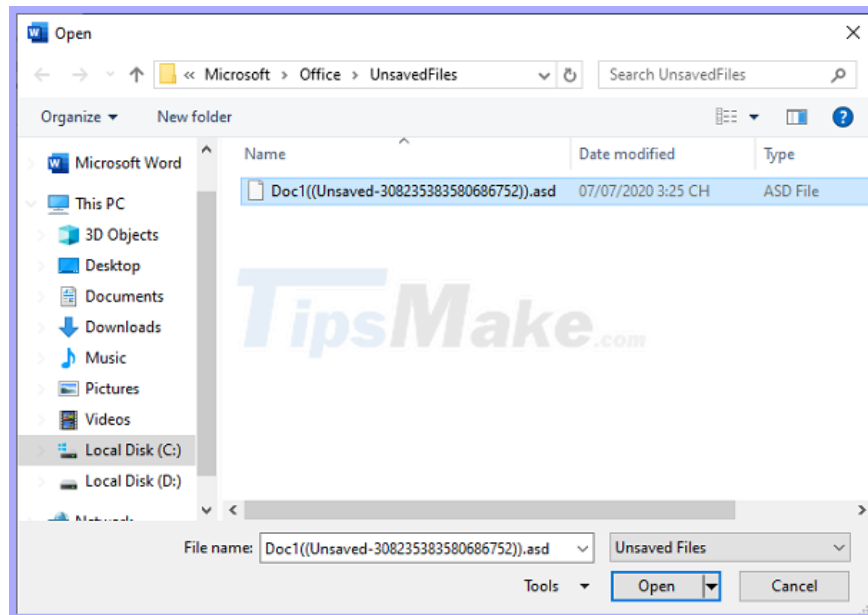
Step 3:

At this time, the scroll bar appears. You choose Recover Unsaved Documents.



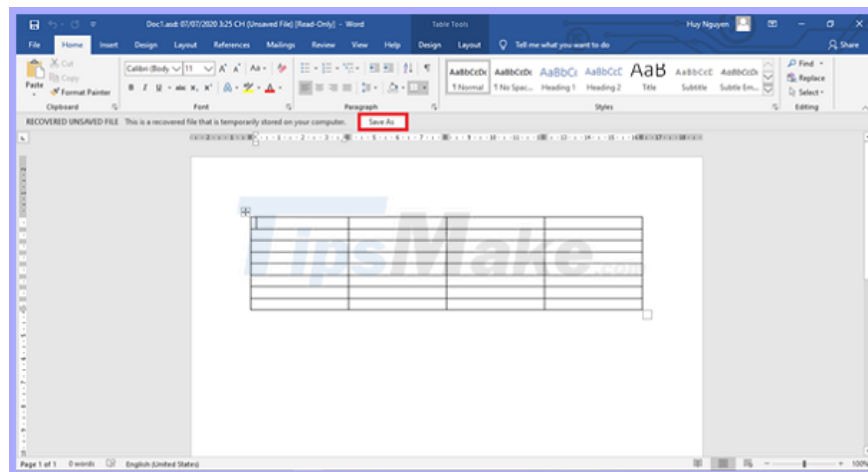
Step 4:

At this point, the UnsavedFiles window appears. You see if there is a file that you want to recover, click the file and then Open.



Step 5:

At this time, the file has been restored and opened. Now you can save the file by clicking the Save As button. The Save As dialog box will appear for you to rename and choose a location to save the file.



Thus, the article above has instructed you on how to recover unsaved Word files due to sudden shutdown. Hopefully the article will help you regain data when this is the case.

You finished reading the article "**How to recover unsaved Word files due to sudden shutdown**" 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.