

# How to separate the background from photos on Word

To separate photos from the background users can use the tools available in Word with a simple way to do.

If you want to remove the background from the image, you will often think of professional image editing tools such as Photoshop. However, if the user needs to separate the background from a simple image, with a background that is not too complicated or too much detail to edit, you can use the Word tool. Or hesitate to install photo editing software that can use Photoshop Online from TipsMake.com

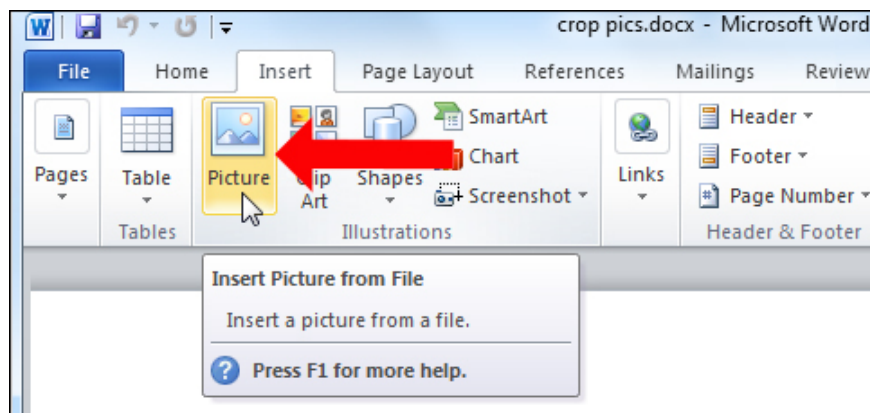
On Word 2010 onwards, has added Remove Background feature, delete the background from the image inserted in Word. The tool available on Word's toolbar and its implementation is not too complicated. Photos after splitting the background you can insert another wallpaper, or paste the image into another area. The following article will show you how to get background from photos on Windows.

1. How to replace art background image with PicsArt
2. The divine tool separates the photo background with just a click of the mouse that is available on Photoshop CC

## Instructions for separating the background from photos on Word

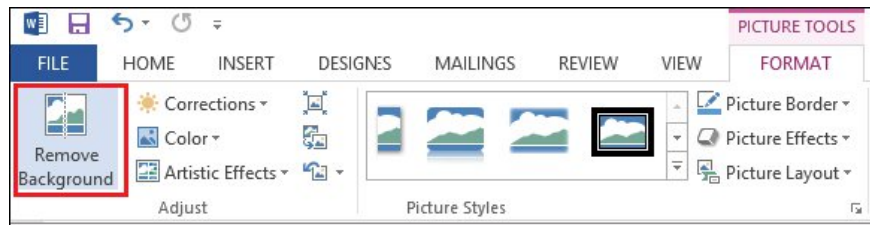
### Step 1:

First, **click Insert** and then click **Picture** to insert the image into Word, then click on the image to proceed with image editing.



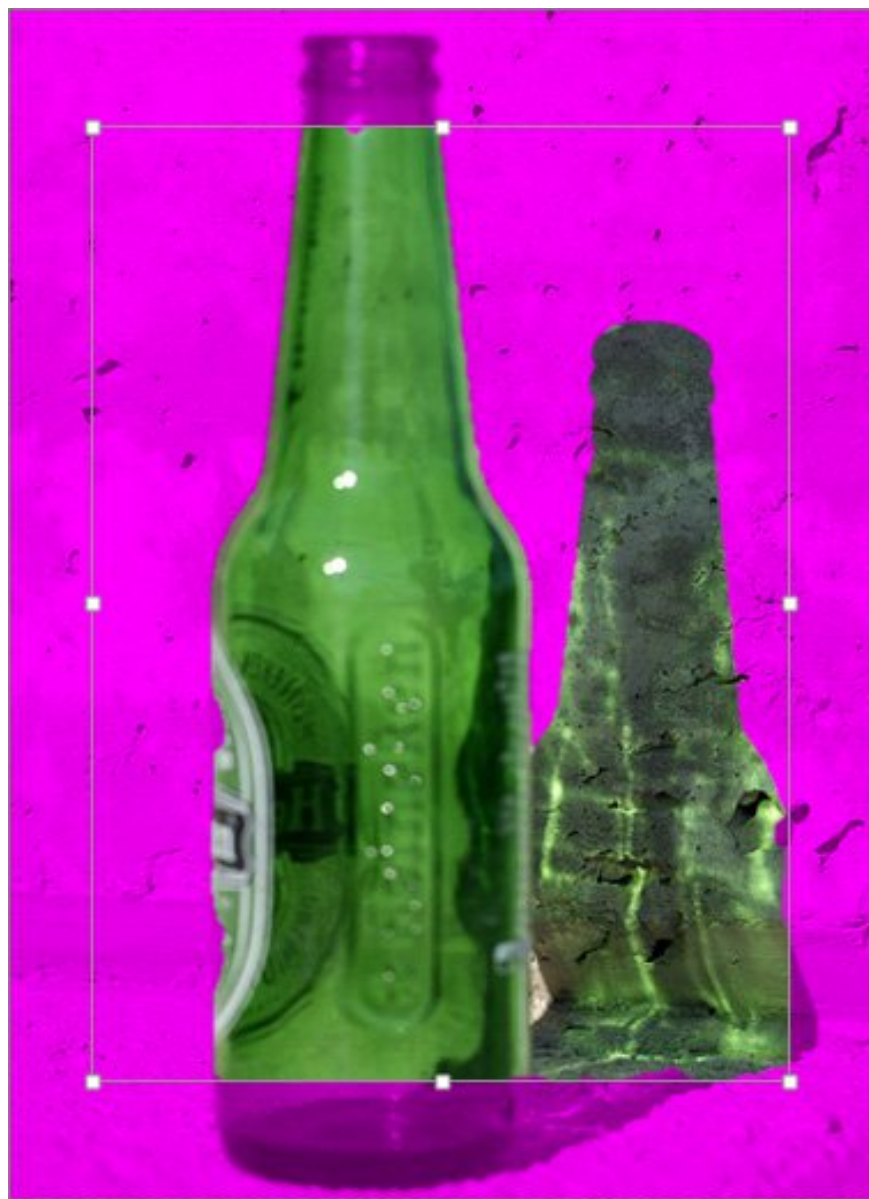
### Step 2:

Next click on the **Format tab** and then look at the toolbar below, click on **Remove Background** on the left side of the screen.



### Step 3:

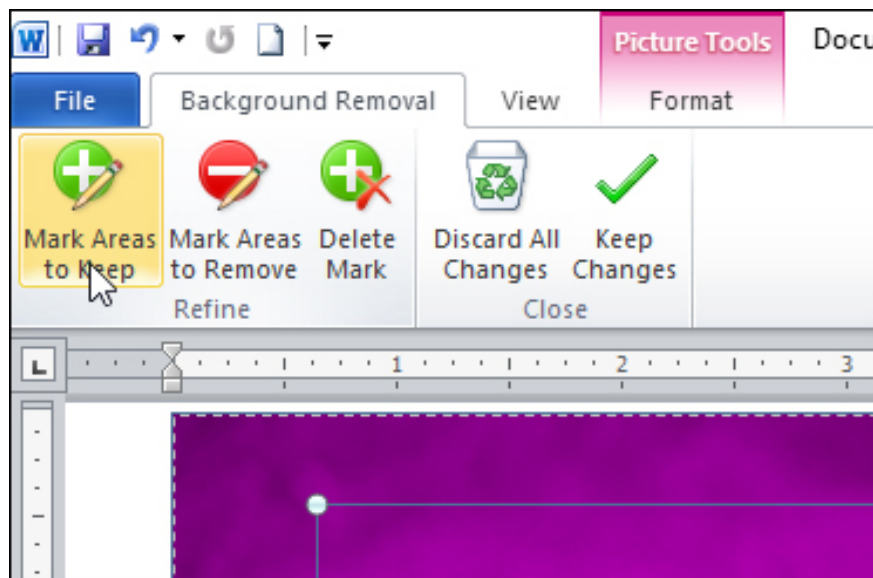
Now Word will automatically identify the subject and the background is denoted by the pink section below. Although Word will choose to lack or exceed the background or subject, you can customize it to fit your needs.



We can **drag the frame** to change the subject or the background we want to delete depending on our discretion.

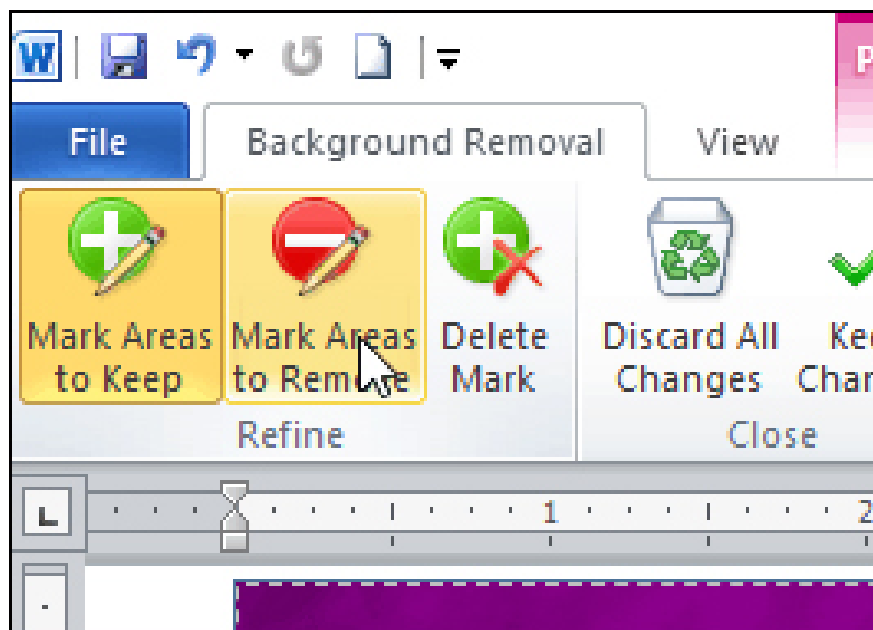


If you want to select the subject area more carefully, you can use the tools above, click **Mark Areas to keep** to select the area you want to keep. Then create a straight line at the subject you want to keep.



**Step 4:**

To delete areas you click on **Mark Areas to Remove** then use the mouse to draw straight lines to the region you want to delete.

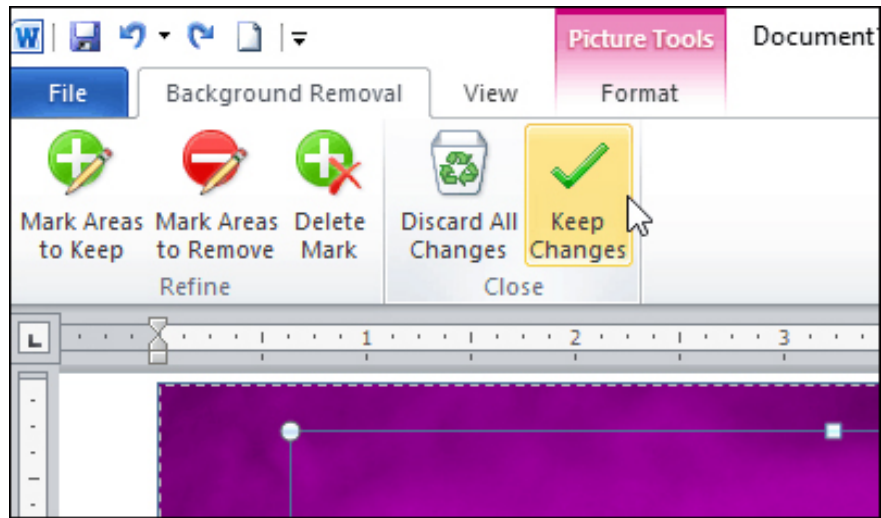


We will then see the plus mark as the area you want to keep and the minus mark are the areas you want to delete.



**Step 5:**

After you have corrected the areas you want to grab and want to delete additional backgrounds, click **Keep Changes** or click on any blank area around the image. Word will proceed to separate the background for the image



To retrieve images on Word, the user right-click and choose **Save as Picture** , at **Save as type** you choose **PNG** format and save to have the image with transparent background. If saved as JPG or other format, the background image will be white. After that, we can insert another wallpaper for the image, and blend the image into another image as you like.



Of course, compared to Photoshop, separating the background from the image on Word is not really standard, it needs to be edited. However, if your images are not too complicated, do not require high requirements, especially need to be done quickly without installing additional image editing software, then using Word to get the background from the image is an opinion. useful.

## **Video tutorial separating photo background on Word**

See more:

1. How to insert text into images on Word
2. Inserting letters, logos sink into Microsoft Word 2013
3. How to center the cell in the table on Word

I wish you all success!

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