

# Open Word file when blocked, locked or error

We are familiar with Office 2007, 2010 their interface is easy to manipulate and use. At interface 2013, 2016, some features are smarter but hidden. So when some of the corrupted files need reinstallation, it is difficult to find.

This article will guide you how to open a Word file that is corrupted or blocked (maybe because of a password setting, or due to a low-life version that can't open, or because there are too many formulas in Word files).

Picture 1 of Open Word file when blocked, locked or error

When opening the error file word as above. There are 3 ways you can try the following:

## Option 1:

Step 1: Select the right mouse button on the error **file / Properties / Unblock / Apply**

Picture 2 of Open Word file when blocked, locked or error

Step 2: Start / Select All Programs / Microsoft 2013, 2016

Step 3: Open blank (1 blank file) / Select File / Open / Open the corrupted file / Open

=> Done

## Method 2:

Step 1: Open the corrupted file / File / option

Picture 3 of Open Word file when blocked, locked or error

Step 2: Go to the tab Trust Center / Trust Center Settings

Picture 4 of Open Word file when blocked, locked or error

Step 3: Go to the Trusted Locations / Add new location... tab

Picture 5 of Open Word file when blocked, locked or error

Step 4: Select Browse to browse to the folder containing the files you need to open / select Subfolders of the example location are also trusted / OK.

Picture 6 of Open Word file when blocked, locked or error

This method 2 helps you to open all files or subdirectories in the folder you have selected (you can also select the root directory as hard disk partitions) and will not be blocked anymore.

### **Method 3:**

If your file cannot be opened due to a lower life, it cannot open a higher life. You just need to report to the sender to let you convert .docx to .doc extension when sending the file.

I wish you a good job

You finished reading the article "**Open Word file when blocked, locked or error**" 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.