

# Usage ABBYY converts PDF to Word

ABBYY FineReader is a very effective and efficient PDF file processing and OCR recognition software.

When converting between formats, especially documents, maintaining the font and formatting is important. There are many software or online tools that support us to convert PDF to Word, PDF to Excel file like ABBYY FineReader.

ABBYY FineReader is PDF file processing software, supports many tools to edit PDF content, convert PDF to multiple formats, scan images or PDF files that have been encrypted, copy-protected to any format period to be able to edit. Especially, the software uses OCR technology to comprehensively handle hard-copy PDF documents. The following article will show you how to use ABBYY to convert PDF and images to Word.

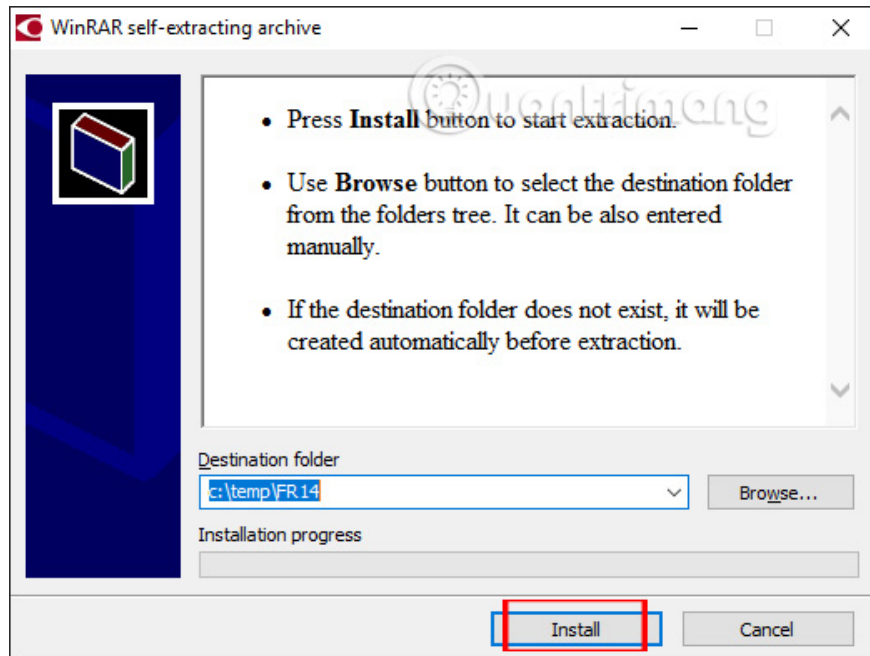
1. Instructions for editing PDF documents online for free
2. How to cut and split PDF files?
3. How to quickly convert Word files to PDF?
4. How to convert PDF files to Word Online very fast

## Instructions for using ABBYY FineReader

### Step 1:

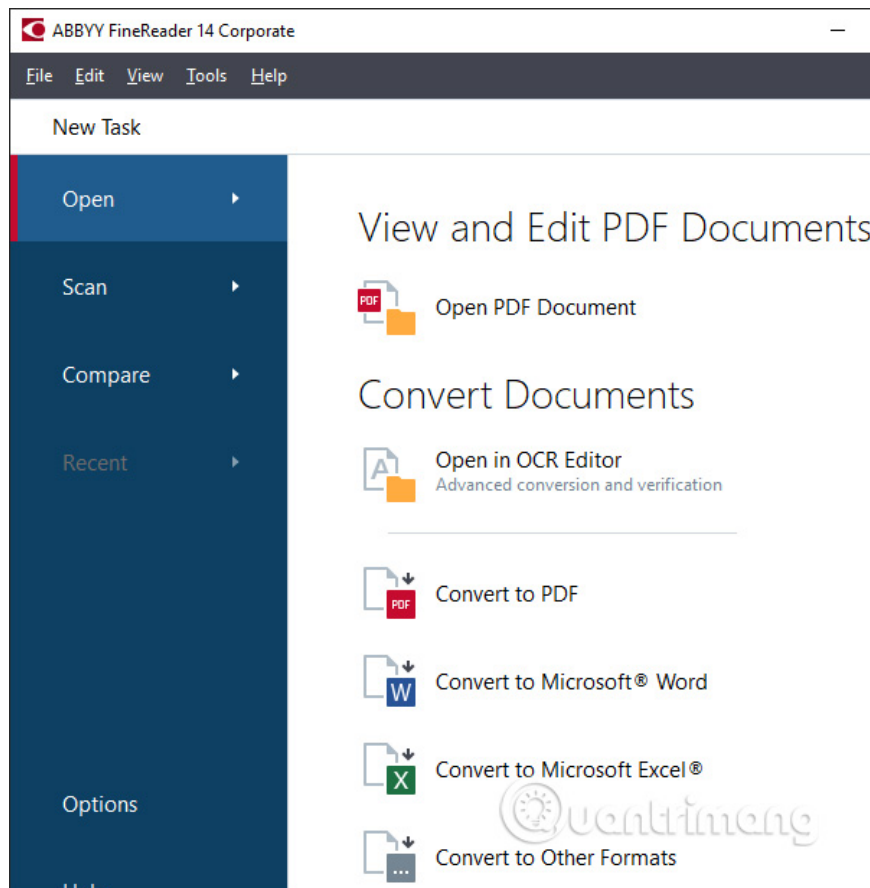
We download the ABBYY FineReader software according to the link below and proceed with the installation as usual.

1. Download ABBYY FineReader software



## Step 2:

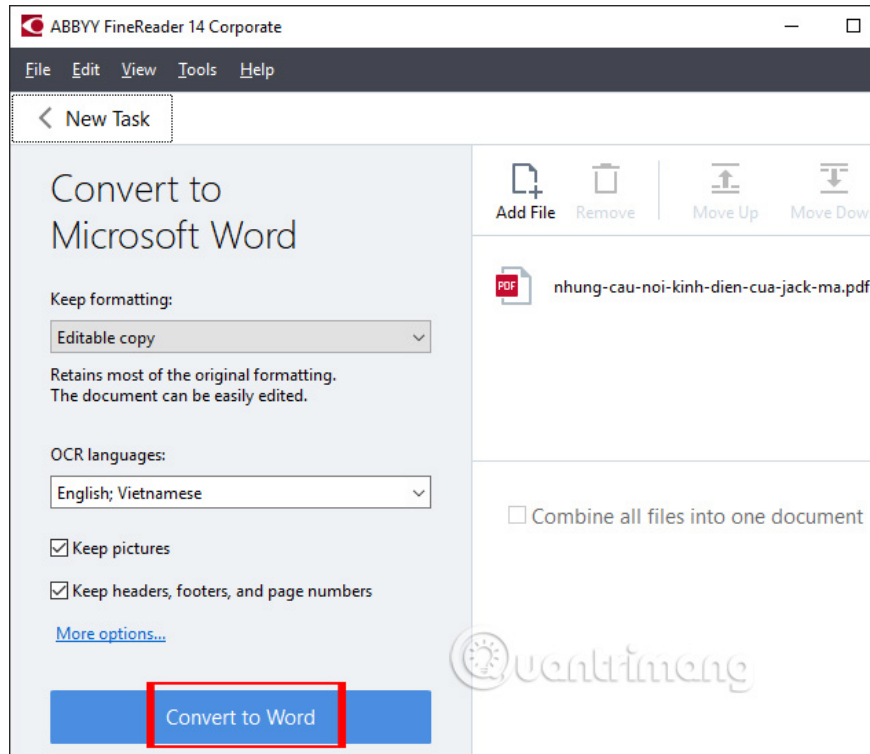
Start the software and you will see the main interface of ABBYY FineReader. Here we click on **the Convert to Microsoft Word tool**.



### Step 3:

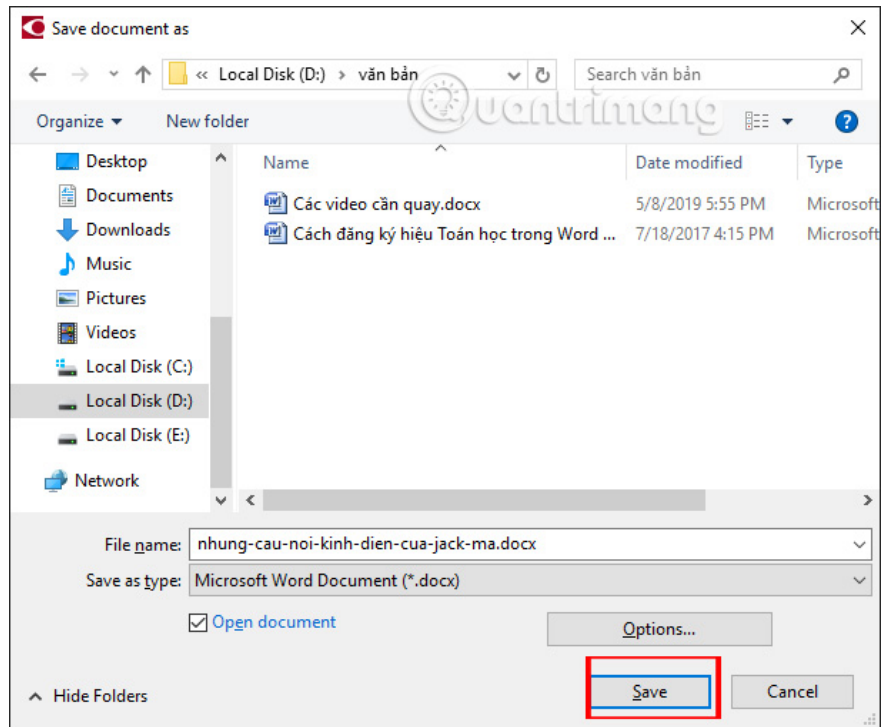
Display the folder to select the file you want to convert to Word file. We **select the PDF file** we want to convert to a Word file.

Switch to the new interface, click **Add File** to add a new file if users need to convert multiple files at once. Click **Convert to Word** to proceed with the conversion.

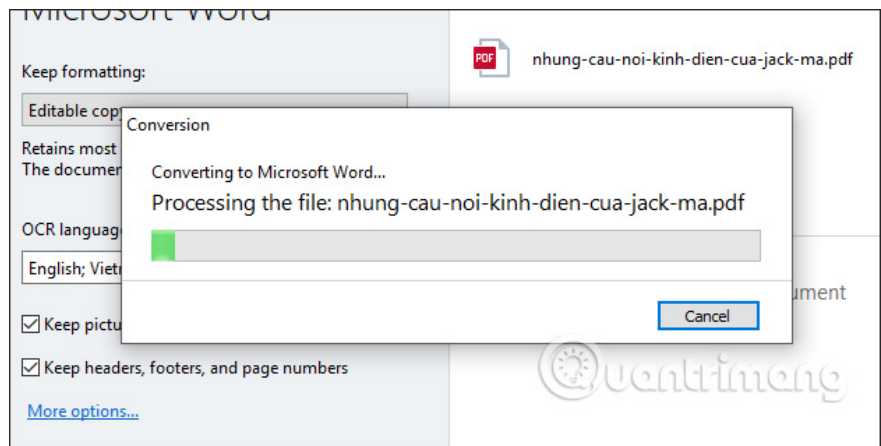


### Step 4:

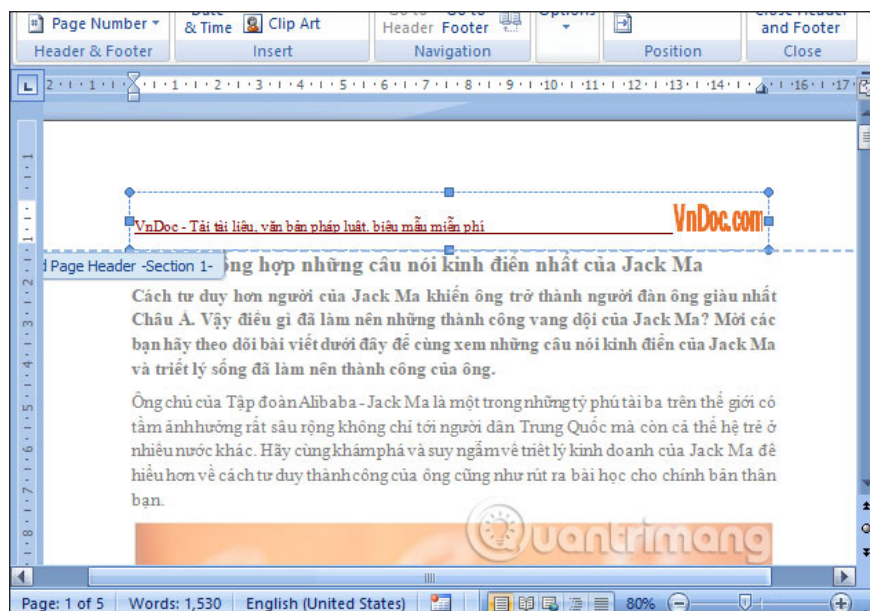
Display the folder on the computer so we can **save the Word file** to the computer and then click **the Save button** to save it.



The file conversion process takes place shortly thereafter.

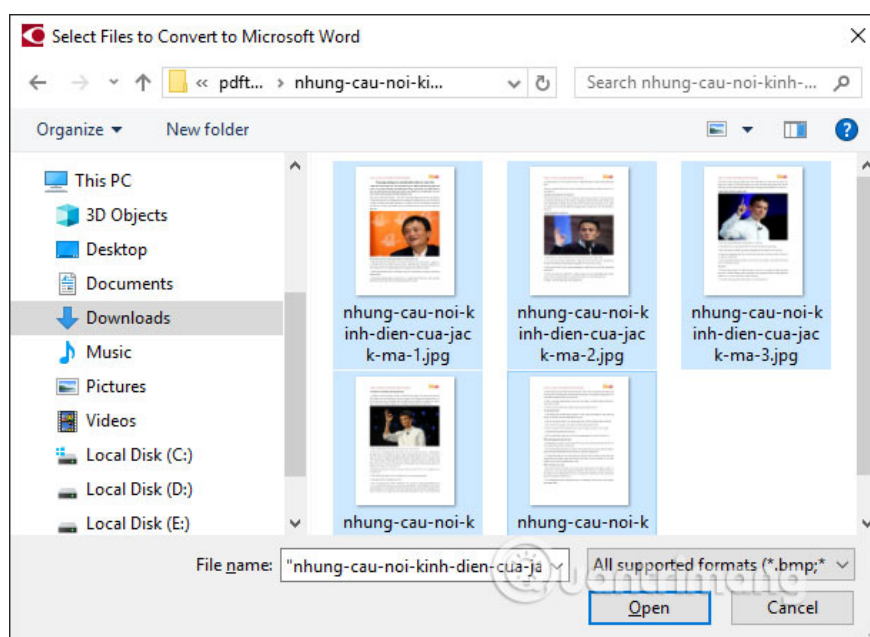


As a result we will see the Word file converted from the PDF file. Images in the content remain the same, the content layout, the font format has not been changed. We can change any content we want.



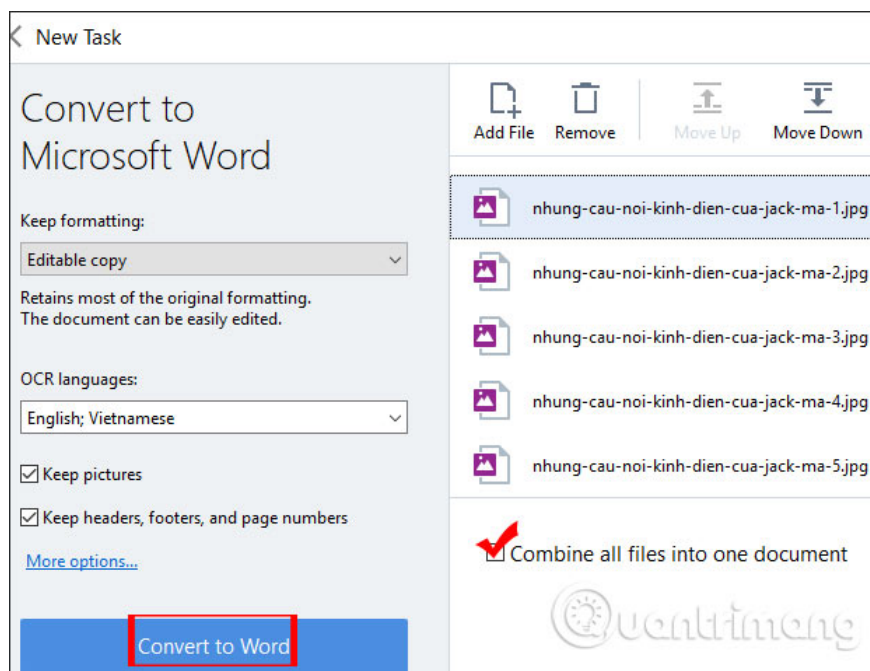
### Step 5:

To **transfer images to Word** , also click the Convert to Microsoft Word option. Select the images you want to convert to PDF.

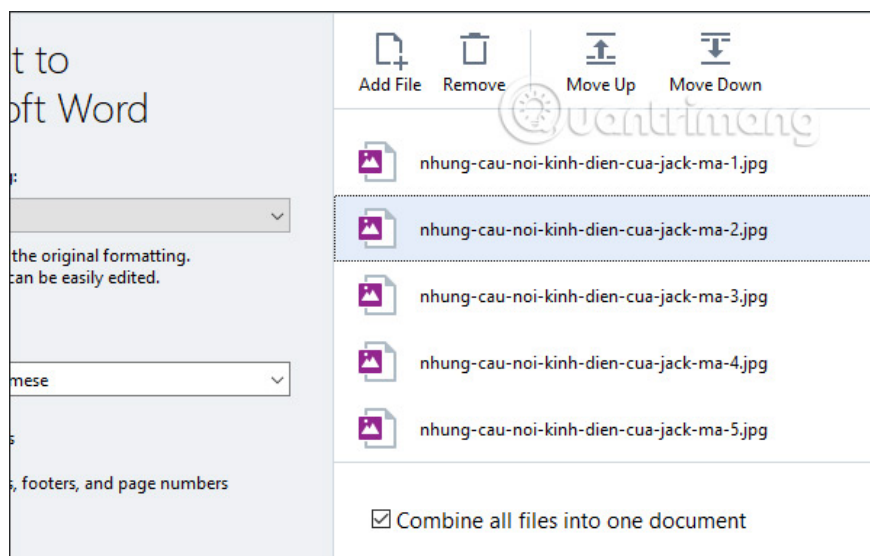


### Step 6:

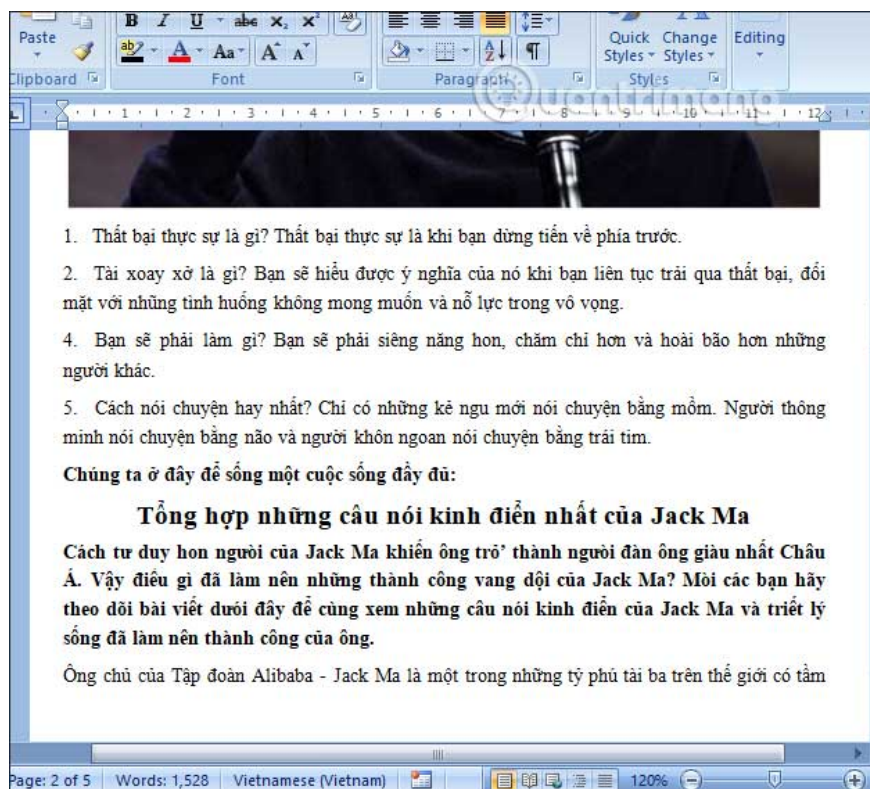
By default ABBYY FineReader will split each image into separate Word files. If the user wants to **merge them into a Word file** , select **Combine all files into one document** . Then click Convert to Word to convert.



If you want to delete a file from the conversion process, click and then click **Remove** . When merging into 1 file, ABBYY FineReader will match each image file. You can press Move Up or Move Down to **change the position** , or **manually move the image** position with the mouse.



As a result, you will get the Word file as shown below. The pages will be sorted in the order that the user has set before converting. For example, the Word version has changed the order of pages.



ABBYY FineReader software has a very simple interface, the items are arranged separately according to the needs of users such as editing PDF files or converting to Excel and Word files. ABBYY FineReader generally convert files without font errors, changing the format or layout of content.

I wish you all success!

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