

In this article, we'll describe three ways to convert your documents using This help content & information General Help Center experience. This help content & information General Help Center experience. Converting a PDF to a Word document isn't as difficult as it sounds. Once you click 'File upload,' a window will open allowing you to navigate through your computer's files. Clear search StepUpload the Word Document. Click on the 'New' button then select 'File upload,' and choose your Word document to upload. There are multiple ways to achieve it. Find the Word document you want to convert, select it, and click 'Open.' Search.