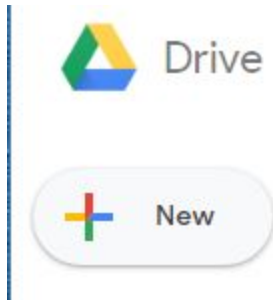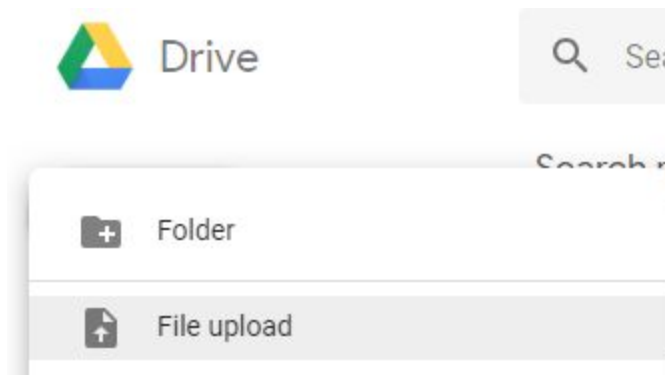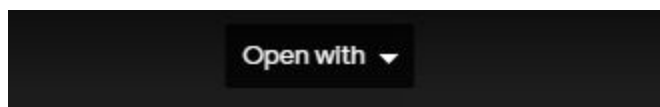# Converting a Word document to a Google document

1. Upload your file to Google Drive. Go into your Drive and click the +New in the left hand corner

2. Then select File upload and search for the file

3. Once uploaded to your Google Drive, open the document from your drive. It should pop up and give you this option at the top

4. Select Open with: Google Docs. From there it will convert it to a Google Doc. You might have to edit it some if there are any formatting issues.