

Click the icon below to view the video TechTip and click open



## Microsoft Office 2007 File Format Converter, The Compatibility Pack

TechTip:

How to download the Compatibility Pack, so that Office 2007 files can be opened in Office 2003

**\*Below are the written instructions depicted in the video, under the "click here" icon!\***

**\*If you do not have this converter downloaded, you will not be able to open 2007 files if your version of office is 2003. This download only affects Word, Excel, PowerPoint.\***

Steps to downloading the converter:

1. Go to [WWW.Microsoft.com](http://WWW.Microsoft.com)
2. Under destinations and events, click DOWNLOAD CENTER
3. When The next page opens, under POPULAR DOWNLOADS, click on:  
>Microsoft Office Compatibility Pack for Word, Excel, and PowerPoint 2007 File Formats
4. Next, click DOWNLOAD, when the file download security box comes up, click RUN
5. It may take a few minutes for the converter to download.
6. After it is finished downloading, another security box will pop up, click RUN
7. Once it is finished installing, you will have to accept the terms, MAKE SURE YOU CHECK THE LITTLE BOX, and hit continue
8. When the installation complete box appears, click ok.

*If you have any questions, about this TechTip or any from the past weeks, please let us know!*