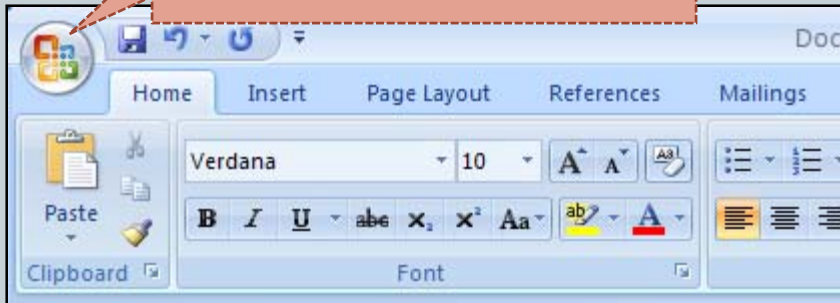
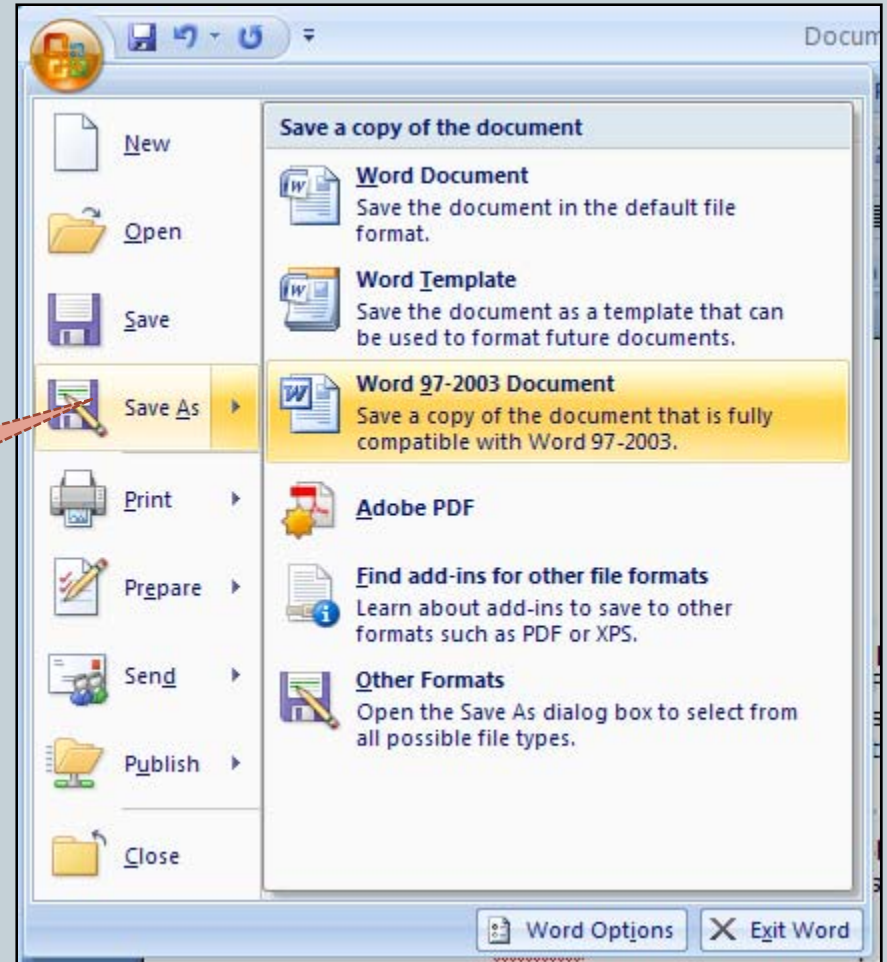


Save a Word 2007 with an RTF extension

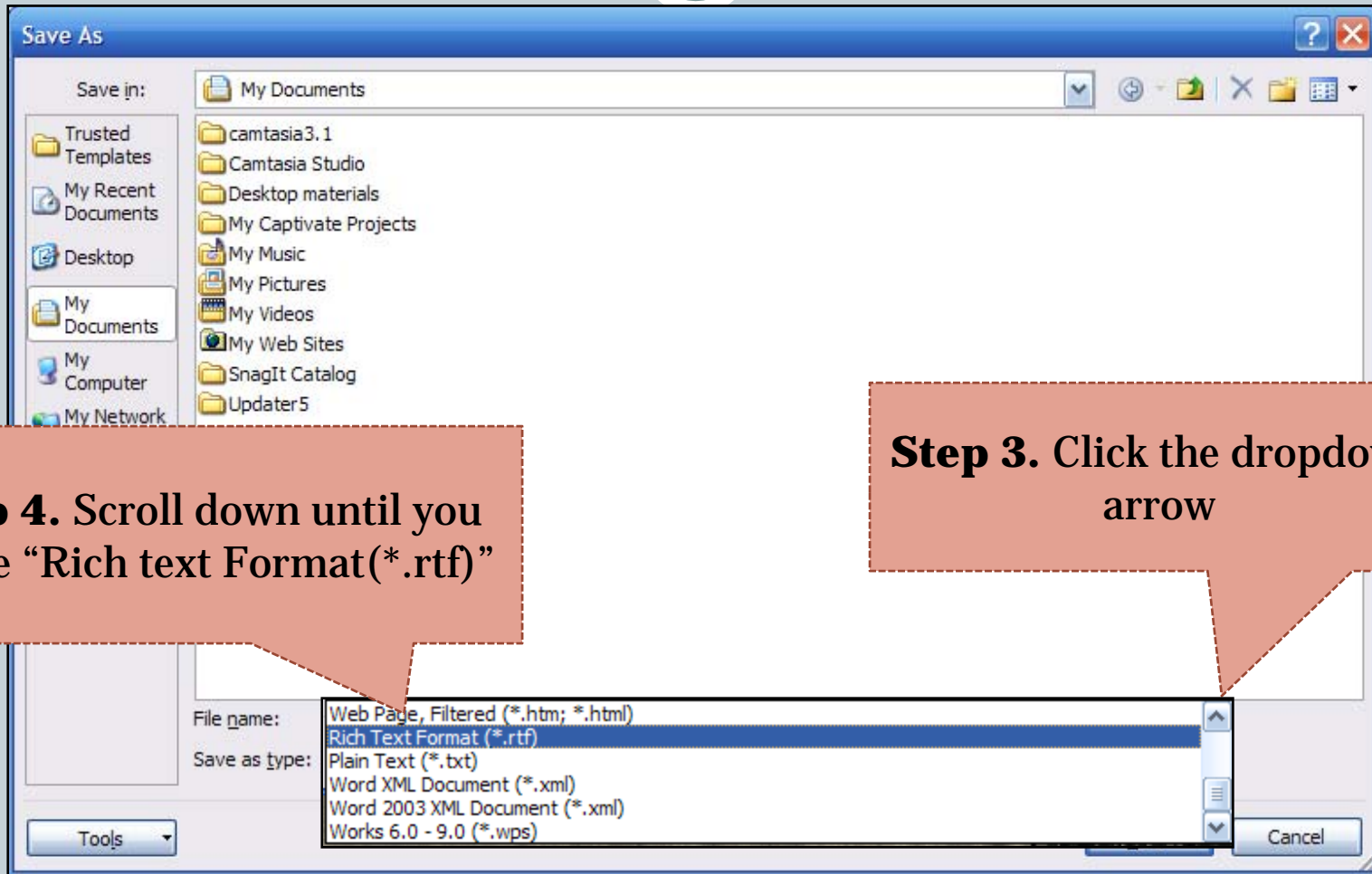
Step 1. Click the Word 2007 File button



Step 2. Click the “Save As” Word 97-2003 Document button



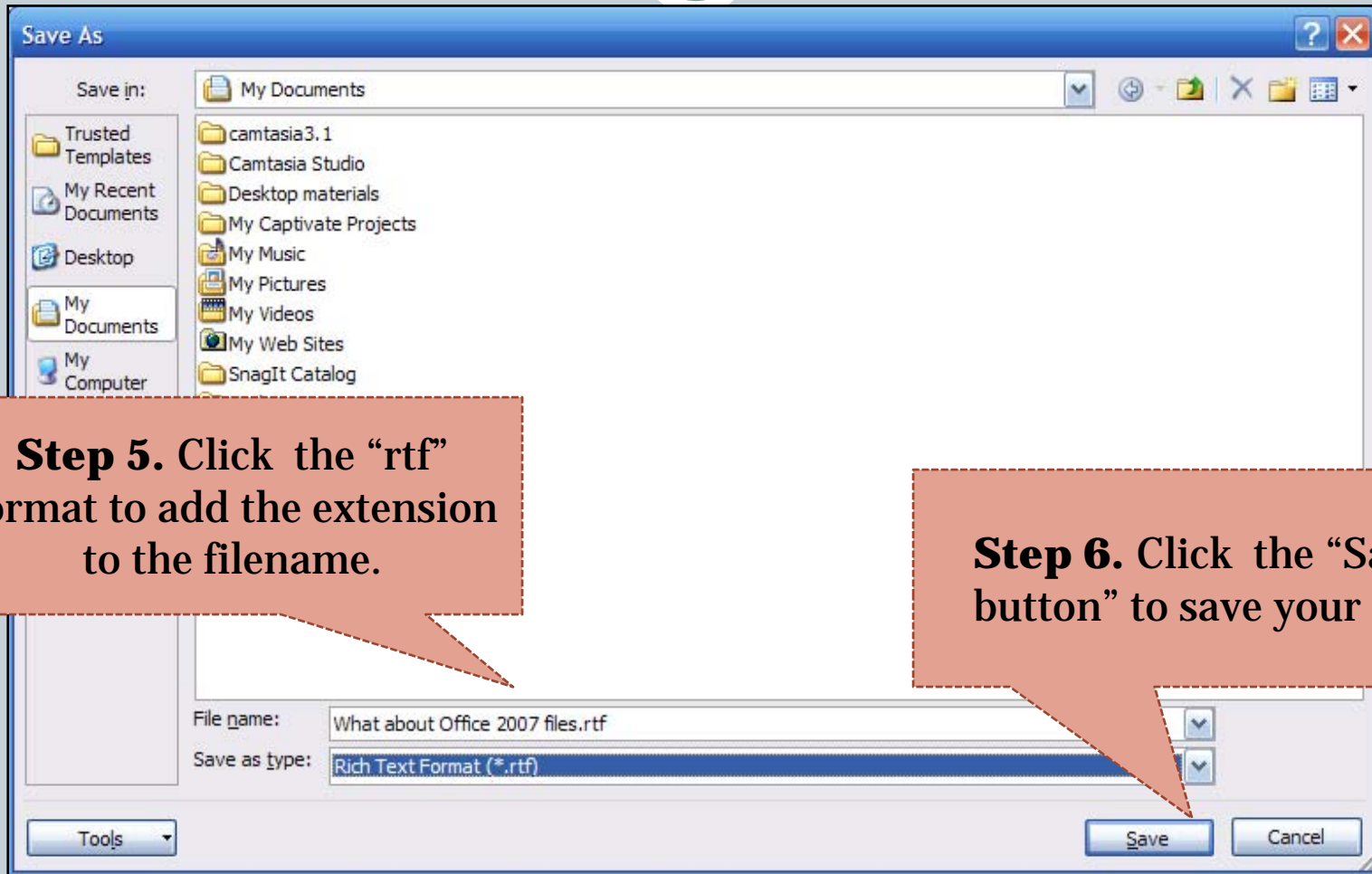
Save a Word 2007 with an RTF extension



Step 4. Scroll down until you locate "Rich text Format (*.rtf)"

Step 3. Click the dropdown arrow

Save a Word 2007 with an RTF extension



Step 5. Click the “rtf” format to add the extension to the filename.

Step 6. Click the “Save button” to save your file