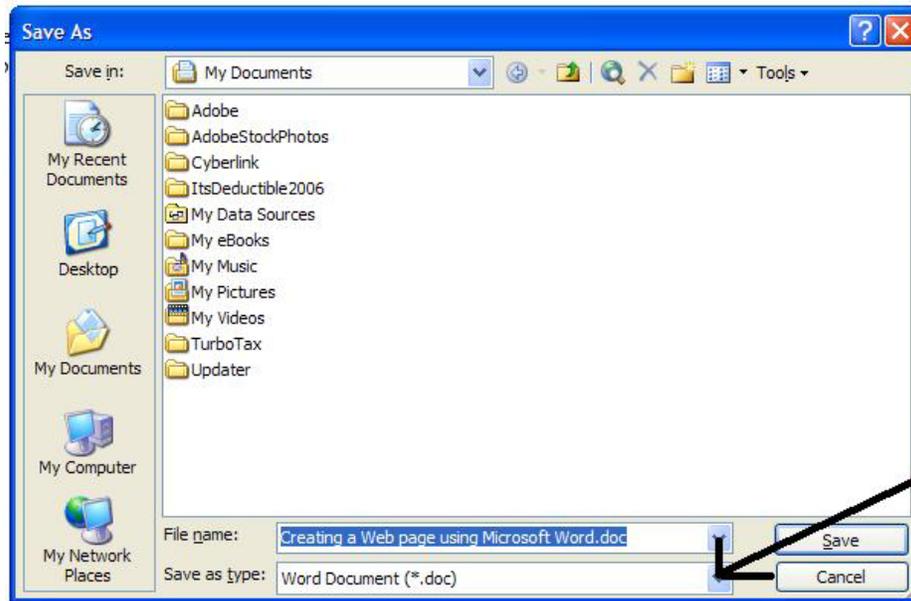
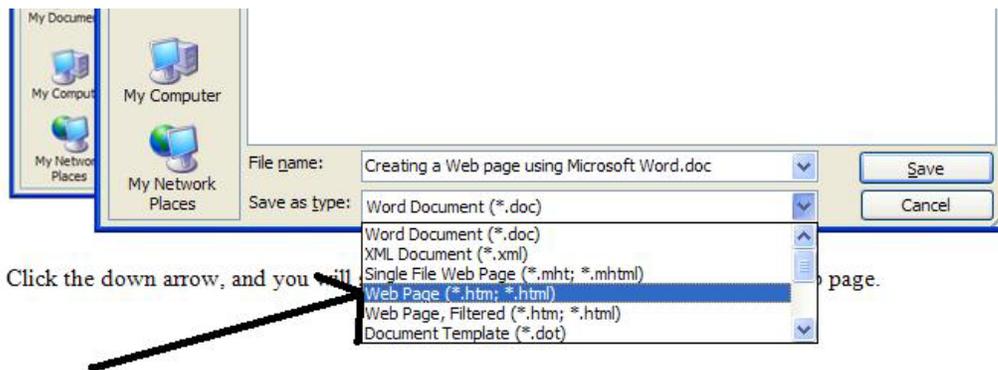


Creating a Web page using Microsoft Word 2003

To create a webpage using Microsoft Word is very simple. The key is in how you save it. When you go to File – Save As, Down in the lower portion there is a bar marked Save – As Type.



Click the down arrow, and you will see that one of the types you can choose is Web page.



This will save any Word document as a webpage, and it will open in a web browser, such as FireFox or Internet Explorer. Links to pages that already exist can easily be created by going to the Insert Menu, and clicking on Hyperlink.