

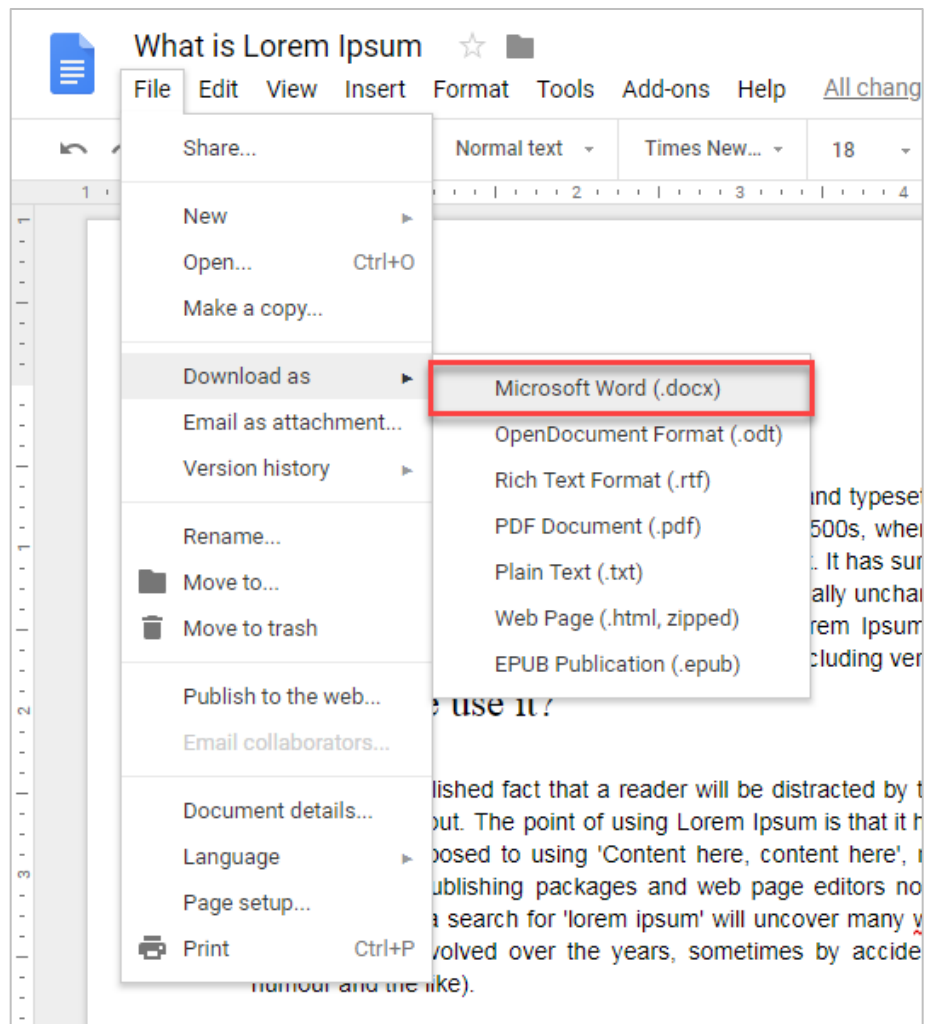
EXPORTING A GOOGLE DOCS DOCUMENT TO WORD DOCUMENT FORMAT

Blackboard supports text file formats, which include Word and PDF files. If using Google Docs to create coursework, use Google Docs' export feature to download the online document to Word file format.

USE WORD OR PDF FILES TO SUBMIT YOUR WRITTEN WORK TO BLACKBOARD

To export a Google Docs document to a Word-formatted file, do the following:

1. Click **File**
2. Select **Download as**
3. Click **Microsoft Word (.docx)**



INSTALLING OFFICE 365

All CSUDH students and staff are eligible to use Office 365 at [no cost](#). To [access and install Office 365](#), login to [MyCSUDH](#) and click the **Office 365** icon found in the Software Launch pad.

FOR ADDITIONAL ASSISTANCE WITH INSTALLING OFFICE 365, PLEASE CONTACT [IT USER SERVICES](#).