

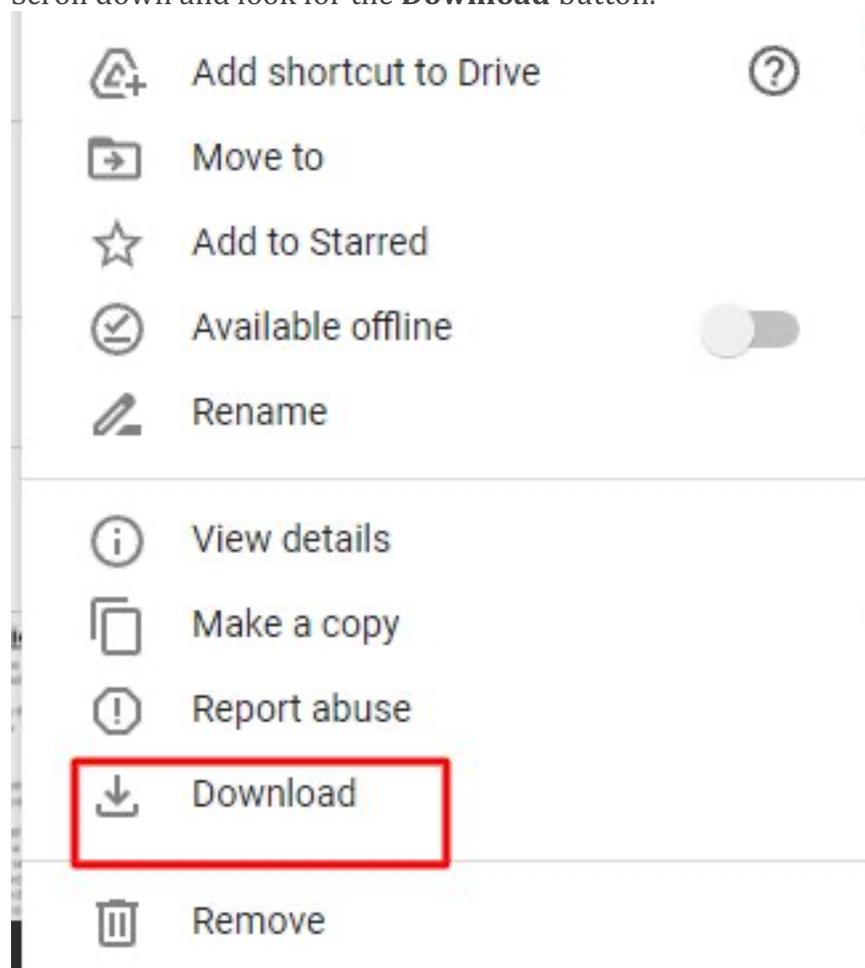
## Converting from Google to Microsoft

The procedures below will allow you to download a Google Doc, Google Sheet, or Google Slides and automatically convert them into their Microsoft Office counterpart such as Microsoft Word, Microsoft Excel, or PowerPoint.

Go to Google Drive.

Right-click on the file.

Scroll down and look for the **Download** button.



Click on that button and your file will start downloading and converting.