Good morning and welcome to Tech Tip Tuesday (T^3)

Convert a PDF to an editable Google Doc

1. Uploads the PDF to your Google Drive (New >> File Upload)
2. Right Click on the PDF in your Google Drive that you want to convert
   a. Select "open with" >> "Google Docs"
3. The converted file will now appear in your Google Drive as a Google Doc
4. The cleaner the original PDF is the better the conversion will be.
   a. Run the spell checker to clean-up errors in converting words from the PDF to Google Doc.

o Google will also convert
   o MS Word Docs to Google Docs >> Select "open with" >> "Google Docs"
   o MS Excel Workbooks to Google Sheets   >> Select "open with" >> "Google Sheets"
   o MS Power Points to Google Slides >> Select "open with" >> "Google Slides"

Enjoy
Joe