

Download How To Make A Word Document On Mac

By Geetesh Bajaj, James Gordon . In Office 2011 for Mac, Word features a fast, new way to make a Table of Contents (TOC). If you've been using Heading styles throughout your document, the process is entirely automatic. Caution: When you create a password for a document, write down the password and keep it in a secure place. If you lose the password, you can't open or gain access to the password-protected document. Passwords in Excel for Mac and Word for Mac have a 15-character limit. The Microsoft Word document format is widely used in many corporate and educational environments, particularly where the Windows platform is dominant. For Mac users who work with the Pages app for word processing, a simple option to improve cross-platform document readability and compatibility is to Introduction. Microsoft Word is currently the most widely-used word processor on the market. Because it is so common, the .doc format has become the de facto format for text documents.