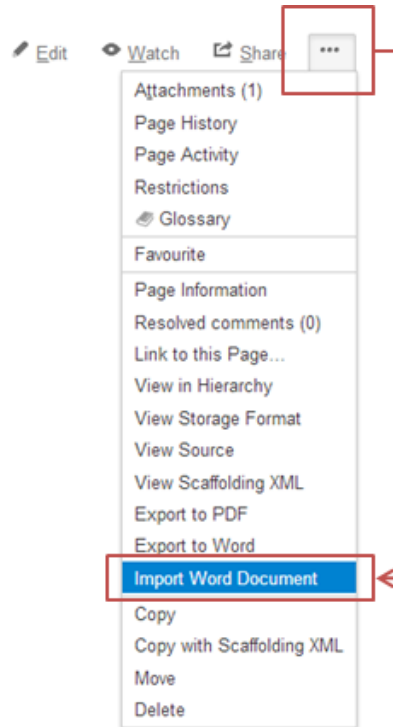


Import a Word Document into Confluence

Import a Word document

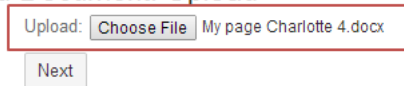
1. Create a page in Confluence or go to an existing page (not edit it).

2. Choose [blocked URL](#) > **Import Word Document**



3. Choose **Browse** and locate the Word document you want to import then choose **Next**.
The import document options appear.

Import Word Document: Upload



4. Enter a **title** for the new page.

5. Choose **where** you want to import the file

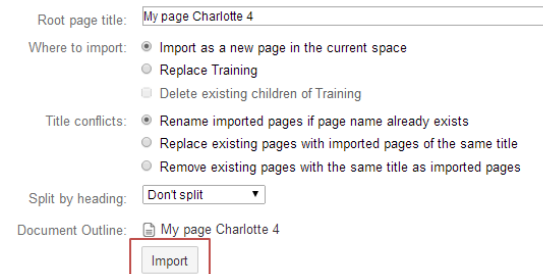
6. Choose whether to create a single page or multiple pages based on the heading styles in the file (this option is only available if the file contains heading styles).

7. Click **Import**.

Pages

Training

Import Word Document: Configuration



When the upload has finished, pages will be created with the content of the Word documents. You can then view and edit this page as normal. There's no connection between the original Word document and this page.