

How to Edit Word Documents on An iPad

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Different from the iPhone and iPod touch, the iPad was designed for those typists in mind. The screen size, the large virtual keyboard and the support for external keyboards make the iPad the first choice for word processing on the go. For most commoners, that means reading, editing, and saving Microsoft Word documents. Even though there's no Word version for iPads, but by accepting a few compromises, you can still work with Word documents on it.

Want to read Word documents? All you have to do is to transmit your documents into your iPad. The iPhone OS can display them automatically. For instances, you can e-mail documents to yourself as attachments, or use an App. created for scanning and transferring documents, such as Avatron Software's \$10 Air Sharing HD, Good. iWare's \$1 GoodReader, or Readdle's \$5 ReaddleDocs for iPad.

Editing Word documents need some small tricks. Currently, there are two good options, but both come with a confinement: they support only a subset of Word's features. So, no matter what solution you figured out for importing your Word documents, some elements, especially formatting details, may still be lost during translation.



To edit documents with Pages

Apple's \$10 Pages for the iPad support documents in Word format and most Word's major features. For example, you'll find paragraph styles, lists, columns, tables, charts, shapes, and imported graphics, named paragraph styles, headers, and footers. While Pages for the iPad does not support footnotes, endnotes, hyperlinks, tracked changes, and comments, so when you import a Word document, any of these items will be removed. Other elements, like: fonts, grouped objects, and multi-page tables will be altered necessarily.

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