Article Side

Quick Tips to Fix Microsoft Office Compatibility Issue by Kellymarion

Article published on April 4th 2012 | Computer

By nature, human being has always been enticed by new happenings, technologies, events and products. He/she always tries to experience with new elements. The trend goes with computing well. The launch of every new version of Office creates the wave that wants to shroud him/her entirely. But a major concern which gives him a setback is â€˜Compatibilityâ€™. Often a user needs to sen his produced content or presentation to othersâ€™ PCs that donâ€™t bear the same version of Office. Als at offices a user needs to work on different PCs or laptops that lack the newer version. So learning breakthrough for will benefit a user to stay productive amidst diverse versions of the Office product.

This computer support article is devoted to fix compatibility problems when a user jumps from the older to the latest Office version. Needless to say that Microsoft Office 2007 and 2010 house a pack of new features and functionality to lure the generation next, but what about compatibility? Here are quick tips for dealing with compatibility issues that might stem up with the latest versions of Word, Excel, PowerPoint, and Outlook.

File format is the apparent feature which is based on the Extensible Markup Language (XML) to integrate greater simplicity, generality and usability of documents over the Internet. The new formats are indicated by an â€œxâ€• in the file extension. For example: Word documents: .docx, Excel workbooks: .xlsx, PowerPoint presentations: .pptx, and so on and so forth. Now come to the problem and solution part. The change can create problem when a file created in Office 2007/2010 is opened with previous version say Office 2003 or 2000, and a compatibility error may flash on the screen. Microsoft got it early, and offered a setting via which one can change the format while saving a document. Suppose if there is a Word file then selecting Word 97-2003 Document (*.doc) from the â€˜Save As Typeâ€™ drop-down list can fix the compatibility problem.

For making a default change in Office 2007/2010, one can proceed as: Office>program name> Options and select â€œSaveâ€• in the left pane. Choose Word 97-2003 Document (*.doc) from the Save Files In This Format drop-down list. One can set the default to always save files in the old Office 2003 format. Word Document (*.docx), Word Macro-Enabled Document (*.docm), Word Macro-Enabled Template (*dotm), web Page, Filtered (*.htm, *.html), are among other useful formats. When a user saves a file in the old format that was originally created in the new format, he/she may get a message advising that some of the formatting and features that are only supported by Office 2007 programs will be lost. Alternatively, use Office 2007 compatibility mode that will restrict the usage of features like SmartArt diagramming tool that arenâ€™t supported by the previous version of the Office program. Instead, youâ€™ll use the diagramming tool from Office 2003 so that the diagrams you create can be edited in the older version of the program. The compatibility mode feature will automatically kicks in while opening a file or new document from an old-format. For permanent solution, it is better to download and install suitable Compatibility Pack as offered by Microsoft to make older version go in sync with new formats and features. It will allow users of Office XP or Office 2003 to open, edit, save and even create files in the new XML-based formats.

Instant and reliable computer support service, from brands and independent service providers, is also available to guide layman users. Experts can take the remote access of their computer or laptop to troubleshoot the problem. They can configure compatibility mode or install compatibility pack as per demand. One can also seek help to update and upgrade the Office suite in a quick and easy manner.

Computer help guide offered by Microsoft and Microsoft Certified Network eases the job for those who are interested in PC repair and troubleshooting services. One can exploit their know-how

solutions and video tutorials to get relief from the Office compatibility issues. Before downloading any service pack or third-party add-ons one should affirm about the minimum system configuration required to run it. Microsoft too offers Program Compatibility Assistant an automatic tool to detect and fix problems with older programs. However, if the issue is serious, the tool might warn users or block the program from running.

Article Source:
http://www.articleside.com/computer-articles/quick-tips-to-fix-microsoft-office-compatibility-issue.htm - Article Side

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Article Keywords:
Computer Support, Computer Help, Computer Support Service, Remote Computer Support

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