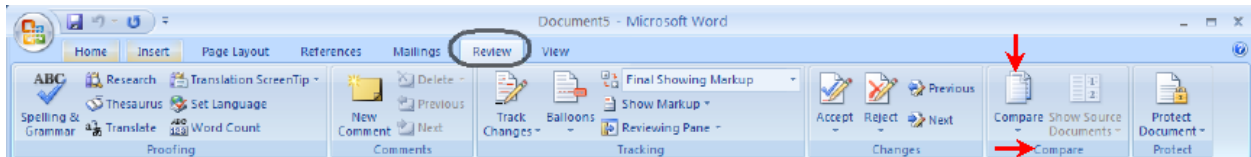


Compare Two Documents: This feature lets you view two documents at once.

1. Click the **Review** Tab, in the **Compare** group, click on **Compare**



2. In the box that opens, use the drop-down box to select your original document. Use the Browse feature to search for more documents.

Use the other drop-down box to select the altered document. Again, use the Browse feature if necessary.

Click **OK**

