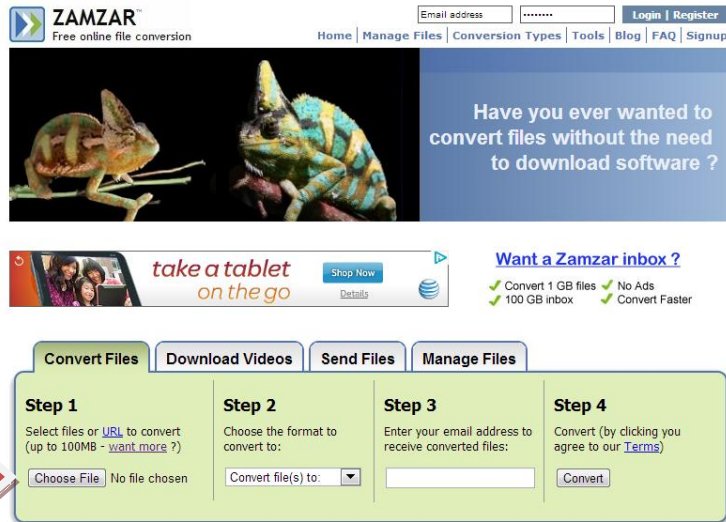


How to use Zamzar.com for converting files

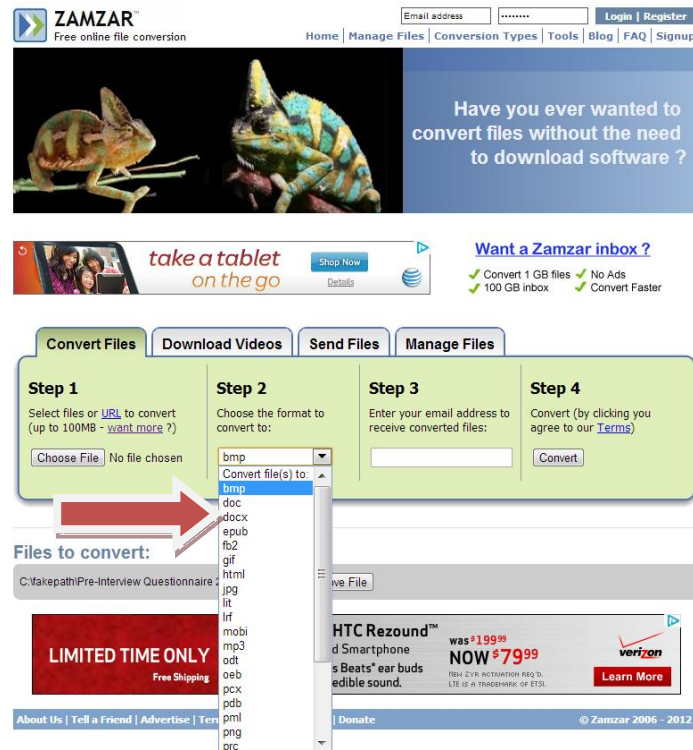
Step 1 First save the document you wish to use to your desktop then upload the Document to the website (see red arrow)

(When using Zamzar you do not need to create an account or sign in, this is a free service for basic converting)




The image shows the Zamzar.com homepage. At the top, there's a navigation bar with links: Home, Manage Files, Conversion Types, Tools, Blog, FAQ, Signup. Below this is a large banner with two chameleons and the text "Have you ever wanted to convert files without the need to download software?". Below the banner is a section with four steps: Step 1: Select files or URL to convert (up to 100MB - want more?). Step 2: Choose the format to convert to: (Convert file(s) to: dropdown). Step 3: Enter your email address to receive converted files: (text input). Step 4: Convert (by clicking you agree to our Terms) (Convert button). A red arrow points to the "Choose File" button in Step 1.

Step 2 Choose the format to convert to (suggestion word doc)



The image shows the Zamzar.com homepage with the "Convert file(s) to:" dropdown menu open. The dropdown menu lists various file formats: bmp, doc, docx, epub, fb2, gif, html, jpg, lit, lrf, mobi, mp3, odt, oeb, pcx, pdb, png, prc. A red arrow points to the "doc" option. Below the dropdown menu, there's a section titled "Files to convert:" with a text input field containing "C:\akepath\Pre-Interview Questionnaire.doc". Below this is a "LIMITED TIME ONLY Free Shipping" banner. At the bottom, there's a "Don't miss out on the latest HTC Rezound™ Smartphone" banner with a "Learn More" button.

Step 3 Enter your email address




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Step 1
Select files or [URL](#) to convert (up to 100MB - [want more ?](#))
 No file chosen

Step 2
Choose the format to convert to:
bmp

Step 3
Enter your email address to receive converted files:

Step 4
Convert (by clicking you agree to our [Terms](#))


Step 4 Select Convert




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Step 1
Select files or [URL](#) to convert (up to 100MB - [want more ?](#))
 No file chosen

Step 2
Choose the format to convert to:
bmp

Step 3
Enter your email address to receive converted files:

Step 4
Convert (by clicking you agree to our [Terms](#))

Continue below...

Step 5 You will receive an email from Zamzar notifying you that your document is ready
Click on the link provided in the email (see **purple arrow**)

Hello from Zamzar !

The file that you submitted for conversion is now available for download from Zamzar - all files will be stored for **1 day** from receipt of this mail.

Grab a Zamzar account !

- It takes **less than a minute** and you'll get:
- Faster conversions (usually delivered in less than 5 minutes)
- Larger conversions - up to 1GB in size
- Personal inbox to manage and store up to 100GB of your files
- No intrusive adverts
- And much more ...

Sign up at: <http://www.zamzar.com/signup/>

Alternatively click on the following link to download a copy of your converted file:
http://www.zamzar.com/getFiles.php?uid=2034097406252001348848296&targetID=KWEBPhg_YfzLmqKFtASr3dr8J5NxiMAmb


The following file was successfully converted from **pdf** to **docx** format:

Pre-Interview Questionnaire 2012-2013.pdf

Want to have access to your files for longer than **1 day** ? Upload your file(s) to [FilePigeon](#) and store your file(s) for **7 days**.

Please do not reply to this automatically-generated email. If you have any questions, please email us at support@zamzar.com

Thanks again for using Zamzar



Step 6 Download the file (**red arrow**)




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convert files without the need
to download software ?



Download your converted file

Click below to download your converted file:

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Pre-Interview Questionnaire (53 KB)
2012-2013.docx

[Download Now](#)



Step 7 Edit the document to reflect your answers, remember to use **12 font/New Times Roman**, then name and “save as” a .pdf