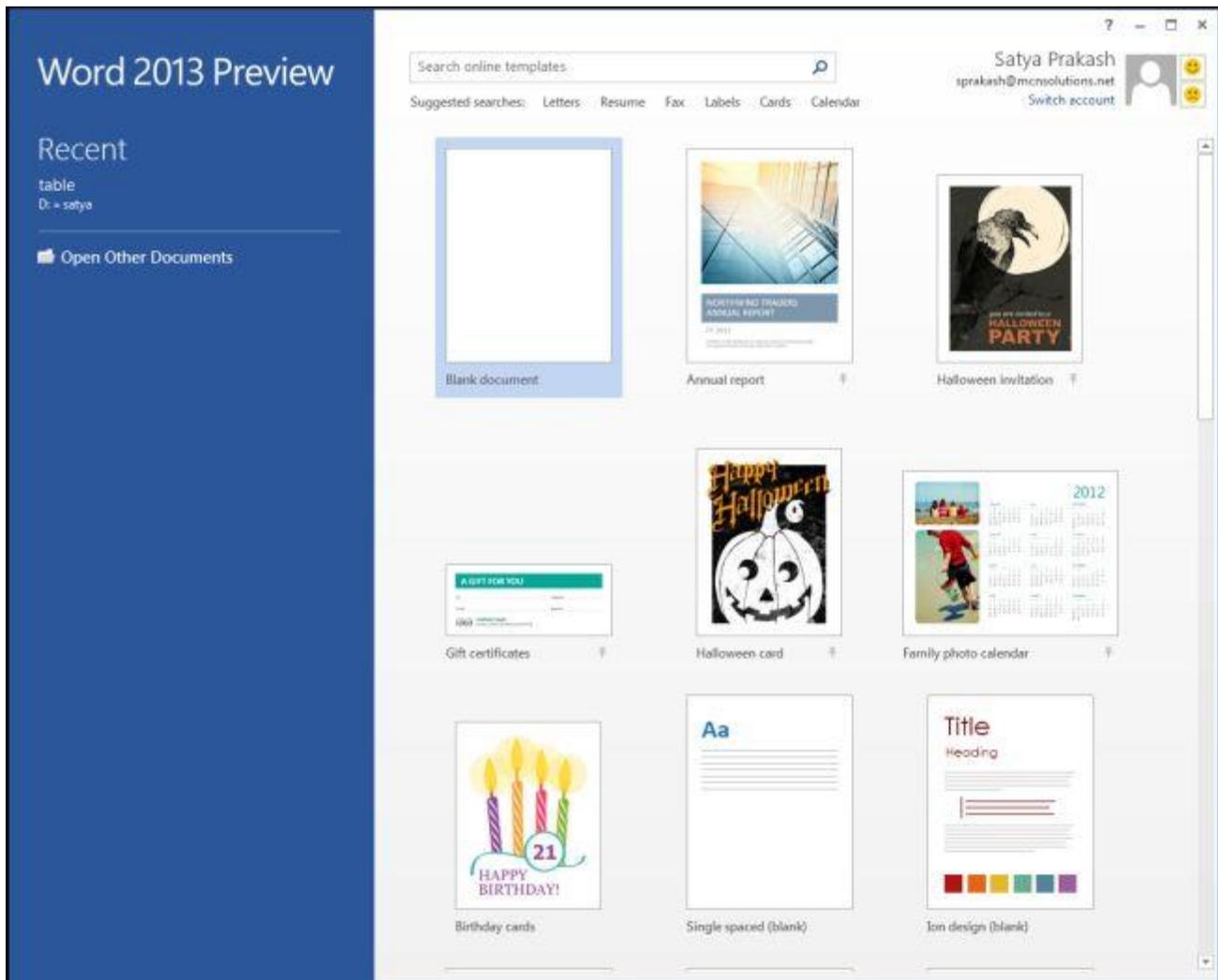


Disable the Start Screen in Microsoft Word

In the earlier versions of Office, programs always start with a blank page. But since Office 2013 the suite loads from a Start screen. Following is a description of how to disable the start screen and open a blank document directly in Word.

Note: When you open Word 2013 or 2016, it opens with the start screen like this:



Now if you want to open a blank Word document directly, then do the following to disable the start screen in Word 2013/2016.

1. Open the application
2. Click on the blank Word document.
3. Click on the **File** button.

4. Click the **Option** button.
5. The **Word options window** will be open. Choose the **General** section if it is not selected by default.
6. In the right column of the Word options window, find and uncheck the **Show the Start screen when this application starts** option. (It will appear in the Start up options.)
7. Finally click the **Ok** button in the Word options window to save the setting.
8. Now when you open Word, you will be taken directly to a blank page.