LEXZUR Word Add-on in Microsoft Word Editor

Objectives:

- Using the word add-on in Word for web

Steps:

Word add-on is now embedded in Microsoft Word web-based document editor. This enables you to draft, redline, and collaborate in real-time in addition to inserting clauses, accessing data, and syncing with LEXZUR.

To access it simply choose the document you want from LEXZUR's attachments page, and open it with **Word for the web:**
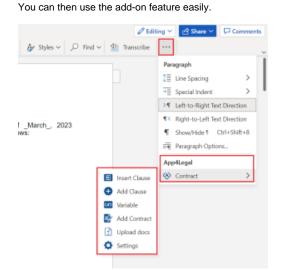

Enable LEXZUR for Word feature simply by clicking **Allow and Continue**

You will be asked then to **log in** using your LEXZUR credentials:

You can then use the add-on feature easily.

Insert a Clause from the system, or add a new clause, add variables, add contracts, and upload documents to LEXZUR.

Learn more about how to use LEXZUR for Word in this **guide**.

For more information about LEXZUR, kindly reach out to us at help@lexzur.com.

Thank you!