

## Where is the Word Count Function in WordPerfect®?

• WordPerfect Office Suite

## **Document Properties**

- 1. Click on File, Properties.
- 2. Click the Information tab. All counts performed on the document are displayed here.

## **Word Count Function**

(WordPerfect 11 or later)

- 1. Click on the Tools menu
- 2. Select Word Count/Info

To view a video of this function in use, click here.

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