

Document Statistics in MSWord 2007

As you type text, Word 2007 displays the number of pages and words in your document at the left end of the bottom Status bar. You can also view the number of words in a paragraph in the document by selecting the particular paragraph. The number of words in the selected paragraph or sentence will be presented as a fraction of the total number of words in the total document. Example, if the document shows 90 words and the selected paragraph has 30 words, it will be shown on the Status bar as Words: 30/90.

For additional statistics click Review and select Word Count in the Proofing group. You may select or deselect info to be included in the Statistics Report.

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