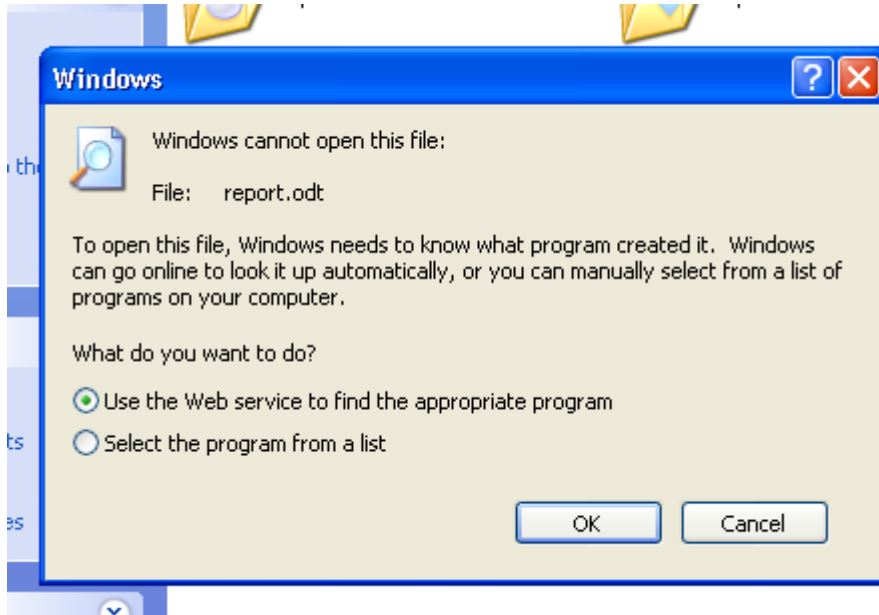# Why should I use Apache OpenOffice?

Apache OpenOffice is the leading **open-source office software suite** for **word processing**, **spreadsheets**, **presentations**, **graphics**, **databases** and more. It is available in **many languages** and works on all **common computers**. It stores all your data in an **international open standard format** and can also read and write files from other common office software packages. It can be downloaded and used completely **free of charge** for **any purpose**.

Reading ODF Documents (*.odt, *.ods, *.odp) with Apache OpenOffice

"Windows cannot open this file"

Does this look familiar?

When you try to open an ODF (Open Document Format) document, but you have no application installed that understands ODF, then Windows gives you the above dialog box and offers to show you other applications that can read ODF.

If this happened to you, then we can help. Apache OpenOffice is the award-winning, free office suite that can read ODF documents, as well as Microsoft documents.

What are ODF documents?

ODF is an ISO Interational Standard format for office documents, created in 2006. ODF files have the following file extensions:

- *.odt (word processor documents)
- *.ods (spreadsheet documents)
- *.odp (presentation documents)

The advantage of ODF is that it is not tied to any one office applicatation suite. It is an open standard that any company can implement in their software. OpenOffice uses ODF format as its default document format. Most other word processors, of recent vintage, also have the ability to import and export ODF.

Apache OpenOffice

Apache OpenOffice is the leading open-source office software suite for word processing, spreadsheets, presentations, graphics, databases and more. It is published by the non-profit Apache Software Foundation. OpenOffice is available in many languages and works on all common computers. OpenOffice can work with ODF documents as well as documents from other common office software packages. It can be downloaded and used completely free of charge for any purpose.

If you want to read more about Apache OpenOffice, you can look here.

So what do I need to do to read my ODF document?

Download Apache OpenOffice and install it on your machine. It only takes a few minutes to download and install. Once you have it installed you will be able to read and write ODF documents.

Download is 130 MB – 8 to 10 minutes

Installing Open Office

OpenOffice.org 3.4.1 Installation Preparation

Thank you for downloading OpenOffice.org 3.4.1.

Apache OpenOffice™

The installation files must be unpacked and copied to your hard disk in preparation for the installation. After that, the OpenOffice.org installation will start automatically.

Click 'Next' to continue.

Apache Incubator Project
incubator.apache.org/openofficeorg

Next >   Cancel

OpenOffice.org 3.4.1 - Installation Wizard

Customer Information
Please enter your information.

Apache OpenOffice™

User Name:
M Salter

Organization:
5thWheelForums.com

Install this application for:
● Anyone who uses this computer (all users)
○ Only for me (M Salter)

OpenOffice.org 3.4.1

< Back   Next >   Cancel

OpenOffice.org 3.4.1 - Installation Wizard

Setup Type

Choose the setup type that best suits your needs.

Apache OpenOffice

Please select a setup type.

◉ **Typical**

The main components will be installed. Recommended for most users.

○ **Custom**

Choose which program features you want installed and where they will be installed. Recommended for advanced users.

OpenOffice.org 3.4.1

[< Back] [Next >] [Cancel]

OpenOffice.org 3.4.1 - Installation Wizard

Apache OpenOffice ™

Installation Wizard Completed

The Installation Wizard has successfully installed OpenOffice.org 3.4.1. Click Finish to exit the wizard.

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incubator.apache.org/openofficeorg

[< Back] [Finish] [Cancel]