

Creating a document

You can use [TextEdit](#) as a [word processor](#) to create text documents or write HTML.

You can also embed pictures, movies, and other files (including application files) in your text documents.

- Open [TextEdit](#), located in the [Applications folder](#), choose [File > New](#), and type your text.
- To add pictures, movies, or other files or applications, drag them from the [Finder](#) into the document window.
- To save your document, choose [File > Save](#).

[TextEdit](#) can create [Rich Text Format \(RTF\)](#) files and plain text documents. To change the type of all new documents, choose [TextEdit > Preferences](#) and click [New Document](#). Select "Rich text" or "Plain text" under [Format](#).

You can change the type of an individual document using the [Format](#) menu.