

How To Check Word Count On Google Docs: A Simple Guide

Are you a working professional or a school/college-going students who want to complete their writing task with a specific word count? Well, if your answer comes in this scenario, then Google Docs could be the right option for you, which offers you an exact word count facility, and you can also monitor the live word count while typing.

However, most of them are not aware of them [How To Check Word Count On Google Docs](#), if you too, then don't worry about it. This blog will give you deep insights and step-by-step instructions for checking your word count effortlessly. Read On!



Why Word Count Matters

Word count is not only dedicated to the working professional, but also to many students and bloggers who have to complete the writing task and want to know that its live monitoring is crucial. Sometimes, we write more than the recommended words because of the flow, or sometimes it goes below the specific word count targets, and later than it needs to be fixed by knowing your exact word count manually, but Google Docs has resolved this effortlessly.

Now, let's know its exact steps so that you can easily track your word counts and submit your task with the assigned requirements.

How To Check Word Count on Google Docs

You have to navigate with the step-by-step instructions to check your word count, and also, with these steps, you can monitor it while typing. Let's know it in simple way.

- First, you have to open your document in which you want to monitor your word count.
- Now, go to the tool option, from the top of the menu option in the same document.
- After that, from the drop-down option, you have to click on the Word count option, and here you can see your exact word count information, and also you can know Total characters, Characters with and without spaces, and Number of pages.

How To Show Word Count While Typing

If you want to enable the live word count so that you can identify it while preparing or typing words in your doc, then enable it from the same drop-down option as said above.

After you go to the drop-down option and click on the option called "Display word count while typing", and following this, click the OK button to enable it on your left side of the screen.

Conclusion

In this blog, we have outlined the simple steps for [How To Check Word Count On Google Doc](#), which will help you to organise your document nicely with the correct word counts. If you want to know more about it, then you can click the provided link above.