My Teacher Can't Open My Open Office Document

If your teacher tells you they can't open your document because it doesn't have a file extension:

Open the document

Click the File menu, then "Save As".

Make sure the box next to "Automatic File Extension" is checked. Then click Save.

Save As					? 🔀
Save in:	📋 My Documents	~ (G 🕫 B	• 🖽 🥙	
My Recent Documents Desktop My Documents My Computer	Demotivators Comparison of the formation	;			
My Network	File name: Save as type:	Untitled 1 ODF Text Document (.odt)		~	Save Cancel
		Automatic file name extension			
		Edit filter settings			