

MSWord Spellchecker

While typing, any word spelled so that it does not match the internal dictionary will be marked with a wavy red line. You may correct the spelling or if you want to always use this word spelled in this manner, you may add it to the internal dictionary. This is usually used to enter proper names.

To Correct the Spelling:

1. Right click within the 'marked' word.
2. Click Tools...click Spelling and Grammar.
3. There will be a correct spelling in the 2nd box. You may select to ignore, to change or to autocorrect.
4. Or if the word's spelling is one you want to keep, click Add and it will be added to the internal dictionary.

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