North Spencer County School Corporation Technology Tips

Monday, May 21, 2007

Vol. 1, Issue 12

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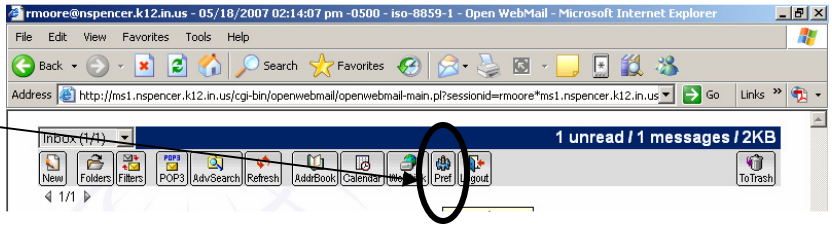
Open WebMail's Spell Check

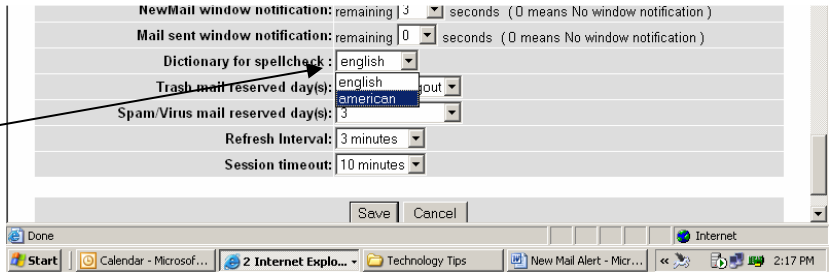
Did you notice the "Spell Check" feature in Open WebMail that appears when you compose a new message? Did you also notice it says "english" to the chagrin of our English teachers? ☺ Well, we can't fix that, but we can show you how to use Open WebMail's spell check in case you haven't tried it.

Since we're not in Great Britain or other countries of the Commonwealth, let's get into American English.

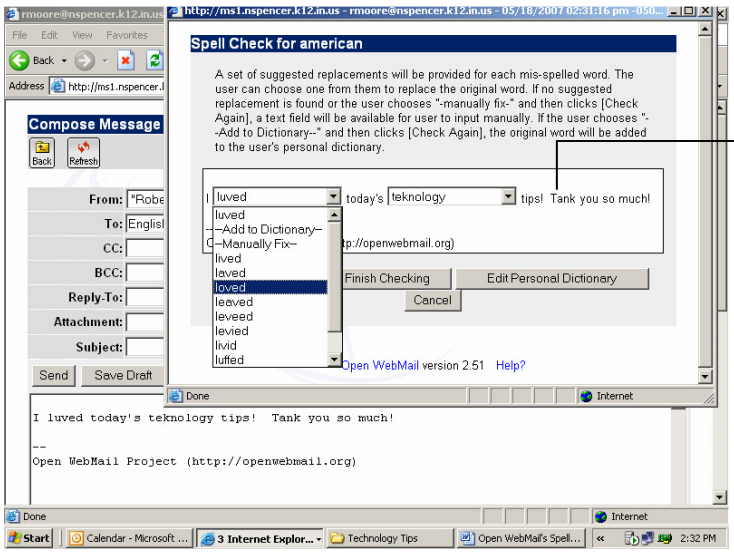
1. Go to the **Pref**erences.



2. Scroll down to **Misc Options** and find the line that reads **Dictionary for spellcheck**. Change "english to "american." Click **Save**.



Now, before you send a message, you can do a quick check on your spelling. After you're done composing and before you send, click the **Spell Check** button. You can use the down arrow next to a questionably-spelled word to keep it, add it to the dictionary, manually fix it, or choose a replacement.



Be careful, though. If you have a correctly-spelled word (such as "Tank") and you really mean to use another word (such as "Thank"), Spell Check will that that one slip by. So, make sure you check your work the old-fashioned way, too!