

## Quick Guide




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### Spell Checker

Mosaic does not have its own spell checker; instead it uses the spell checker included in the Google Chrome / Microsoft Edge browser. This spell checker sometimes needs to be manually enabled before you can use it in Mosaic.




#### Manually enabling the spell checker – Google Chrome

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- Open the **Google Chrome** browser 
- Click on the menu button  in the top right corner
- Select **Settings** from the menu
- Click on **Advanced** ▼ (in menu on left side of screen)
- Click **Languages** (in menu on left side of screen)
- Click the toggle by **Spell check** (  = turned on)
- Make sure the **English (United Kingdom)** toggle is blue

#### Manually enabling the spell checker – Microsoft Edge

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- Open the **Microsoft Edge** browser 
- Click on the menu button  in the top right corner
- Select **Settings** from the menu
- Click **Languages** (in menu on left side of screen)
- Under the Check spelling heading, make sure the **English** toggle is blue (  = turned on)

## Using the spell checker in Mosaic

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Spellings which the browser (Google Chrome / Microsoft Edge) recognises as incorrect will be underlined in red.

- Hover over the word and right click with your mouse
- Left click on the correct spelling option listed, or add the word to dictionary if needed

You must double check the spelling of any words you add to the Google Chrome / Microsoft Edge dictionary.