Using the Spell Checker

1. As you compose an email spelling errors are show as you type by underlining the questionable words with a red squiggly line.
2. To fix a spelling error, right click on the underlined word. On the pop-up screen select the correct word to change it. If your word is spelled correctly, you might want to select Add to Dictionary. Use the Languages selection to change from the default language (usually English) to the language you are typing in.
3. Once all the words are corrected, you are ready to send your email message.