

**WCS Bookkeepers’ Blogs**

**Karen Widener, Technology Secretary/Bookkeeper**

# Current Forum questions/Topics:

**Why is my spelling/grammar checker not working in Word?**

# Solutions:

Our forum question comes to us from Kellie Phillips at the SBO who not only encountered this issue but also solved it. (I love those kinds of problems and solutions!) If you are typing in Word and your spell check is not working, try the following:

* While you are in the document, **Go to File**
* Then **Options**
* Then **Proofing** (This is where you will check all of your proof setting)

In Kellie’s situation, the document she was creating had to be typed in uppercase but her settings were selected to ignore words in uppercase so the spell checker was ignoring all words typed in all caps.

**Thank you Kellie for providing the problem AND the solution for today’s topic!!**



## **Additional Comments**: