**Tutorial D1 Using Spell Check (11 points)**

1. To access spell check, go to your ribbon and select the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ tab.
2. What group is the spell check button within?

1. Once spell check finds a misspelled word, what options do you have within the spell check dialog box (5 options)?



1. You also have other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ if you select the options button.
2. You can change how Publisher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and formats text.

1. In the spell check more options dialog box, one can choose to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or not ignore certain words.
2. One can even set up custom \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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