# [Checking spelling and grammar] How to use "SPEGRA Checker (English version)"

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#### 1 Introduction

The Excel add-in obtained from the Internet cannot be used unless it is unblocked. Therefore, open the property window of the .zip file/Excel add-in file and unblock it. It can be used.

#### 1.1 Add-in features

This tool is add- in file for Microsoft Excel. This add- in has the following functions.

- Spell and grammar check function
  - This add-in use Microsoft Word "checking spell and grammar" function to check spell and grammar.

    And, save a list of the check result to the desktop as Word file.
  - There are two types of execution range: "Book" and "1 sheet".

Proof settings depend on MS Word's menu File> Option> Proof.

When you set up the add-in, "Check spelling and grammar" is added to the shortcut menu.

#### 1.2 What this add-in can solve

Excel cannot usually check grammar.

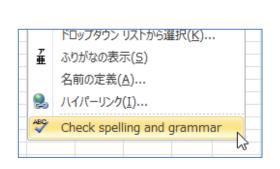
But, you can use this add-in to perform a grammar check on an Excel file.

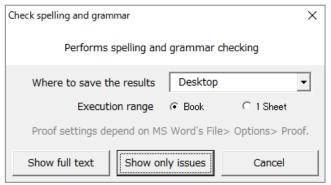
#### 2 Function

#### 2.1 Overview

After installing SPEGRA Checker, when you right-click on the Excel window to display the shortcut menu, [Check spelling and grammar] is displayed.

Spelling and grammar are checked for the entire workbook of the selected Excel file, and a list of check results is displayed as the Word file. There are two types of results display: "Show full text " and "Show only issues ". There are two types of execution range: "Book" and "1 sheet".





# 2.2 Change the option settings of Word by running the add-in.

In order to make the pointed out part visible when the Word file of the check result is opened, the following one grammar proofreading option settings are changed when the "Check spelling and grammar" function is executed.

\* Set "Check spelling as you type" ON.

# 3 How to install / uninstall

# 3.1 Step 1: Unblock add-in files

The Excel add-in obtained from the Internet cannot be used unless it is unblocked.

Therefore, open the property window of the .zip file/Excel add-in file and unblock it. It can be used.

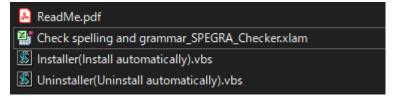
(Right-click the file and select Properties to display the following property screen.)



#### 3.2 Step 2: How to install / uninstall

You can install the add-in by running "Installer(Install automatically).vbs".

You can Uninstall the add-in by running "Uninstaller(Uninstall automatically).vbs".



If you want to add it manually, search the web for "How to Install and Use Excel Add-ins".

# 4 Operating environment

- •Excel2010, Excel2013, Excel2016, Excel2019
- •Confirmed the operation on Windows 10
- •Microsoft Excel and Word are required for operation.

# 5 Usage conditions

This program is freeware. Copyright is owned by toowaki.

Reprint freely. Also, please do not tamper with or change the add-in attached to this software.

# 6 Exemption

The author does not take any responsibility for any damages caused by using this program. Use this program at your own risk.

#### 7 Contact

If you have any requests, please email toowaki.fc2@gmail.com.

# 8 History

日付	内容	Ver.	編集者
2020/7/10	Created English version of SPEGRA Checker.	1.0	toowaki
2020/7/12	Changed the proof setting to not be selected in this add-in.	1.1	