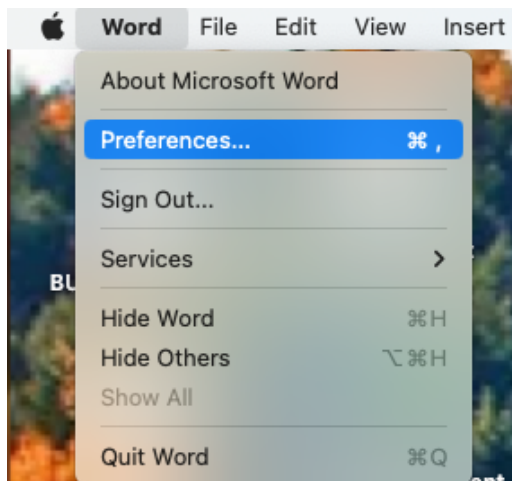


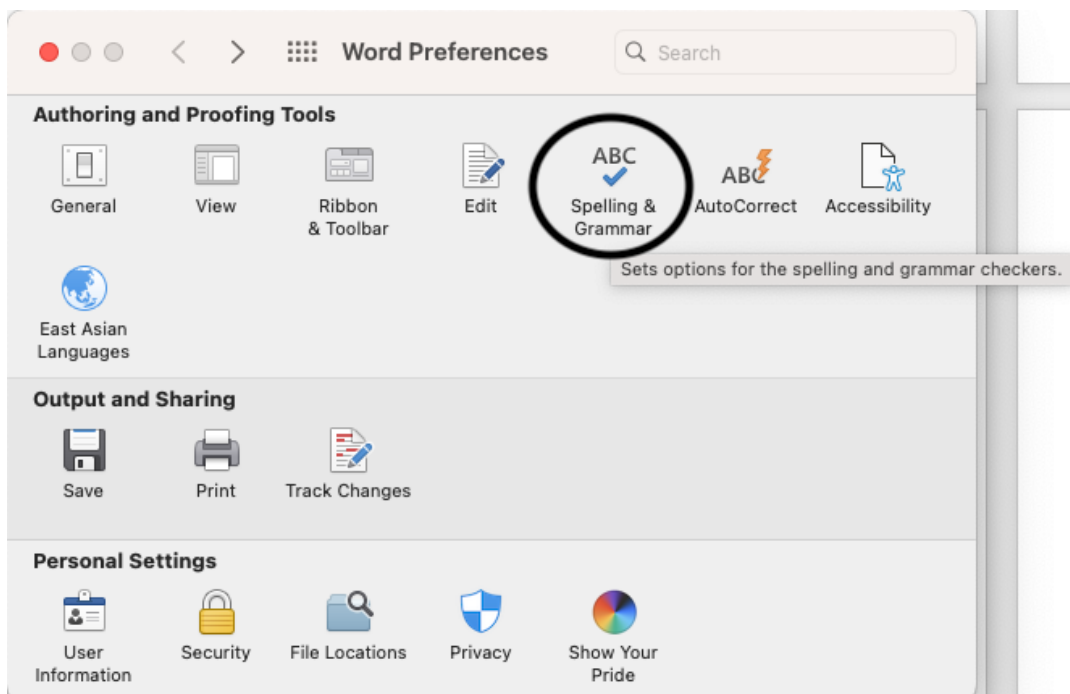
Spellcheck Tutorial

This tutorial shows you how to revise your Spellcheck preferences so that it will also check any words in all capital (uppercase) letters. That will help you detect possible misspellings on your title page and throughout the text. Many students have misspelled their own name or words in their thesis/ dissertation title for years, and it's partly because Spellcheck is set to ignore words in uppercase letters.

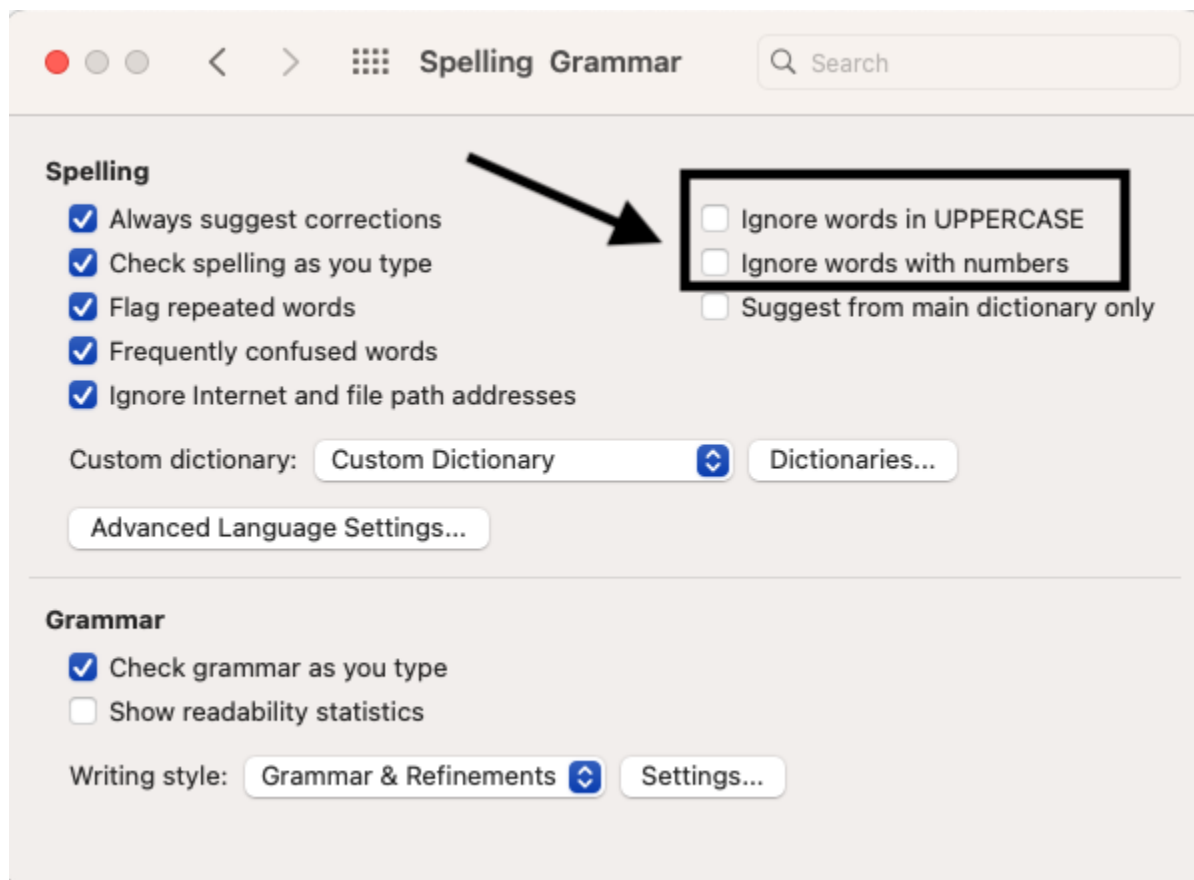
When you are in your Word file, go to the upper left and click on Word so the pulldown menu appears, and then click on Preferences



When the next window opens, click on the Spelling and Grammar icon



When the window opens, **uncheck** the two boxes in the column on the right set to Ignore Words in Uppercase, and Ignore Words with Numbers.



Your version of Word will periodically be updated. You should get into the habit of looking at your preferences now and then, just to make sure that some update hasn't reset those two boxes and you're no longer checking words in all caps, etc.

One side effect of this is that any acronym or abbreviation you use in your work will also now be flagged as misspelled. To stop this, put your cursor on the acronym/abbreviation (making sure you have spelled it correctly first) and do a right click with your mouse.

When the menu appears, click on “Ignore All” and the red squiggle should disappear for that and all subsequent uses of the acronym. Click on “Add to Dictionary” so that spellcheck will not consider the word misspelled on subsequent openings.

LIST OF ABBREVIATIONS

AAV.....	Adeno-associated virus
ANOVA.....	Analysis of variance
CA.....	<u>Cornu Ammonis</u>
<u>CaImAn</u>	Calcium imaging analysis
CaMKII.....	Calcium-calmodulin-dependent protein kinase II
<u>DAPI</u>	4',6-diamidino-2-phenylindole
DG.....	Dentate gyrus
GABA.....	Gamma-aminobutyric acid
GCaM.....	Green calmodulin protein
<u>GECI</u>	Genetically encoded calcium indicator
<u>GFP</u>	Green fluorescent protein
HCR.....	Hybridization chain reaction
<u>LEC</u>	Lateral entorhinal cortex
LED.....	Light emitting <u>diode</u>
LFP.....	Local field potential
LSL.....	Lox-stop-lox
MAN.....	Memory-associated <u>neuron</u>
<u>MEC</u>	Medial entorhinal cortex
mRNA.....	Messenger ribonucleic acid