

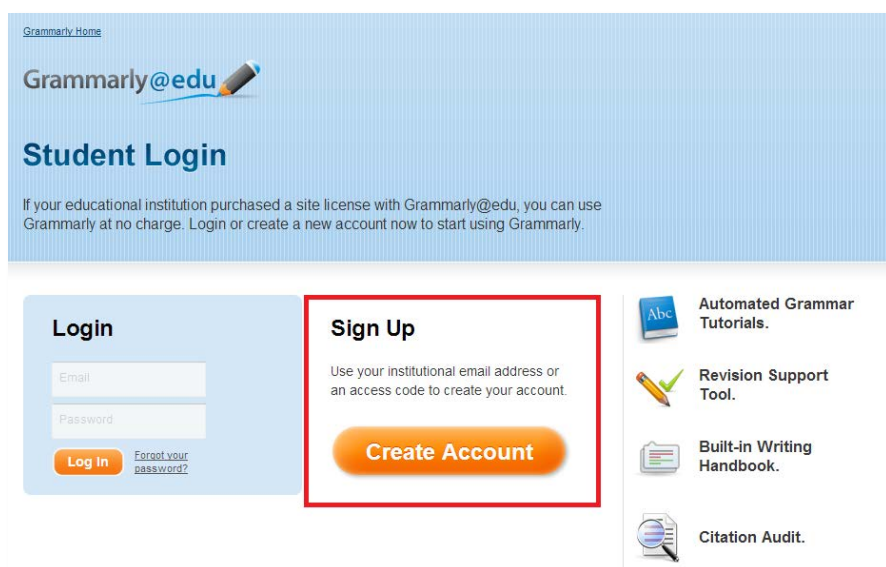
Grammarly User Guide

Introduction

Grammarly is an online tool that can check 250 grammar points in emails, application letters and assignments. It also tracks your most frequent mistakes so you can focus on your main improvement areas.

Create your account and login

1. Enter the URL www.grammarly.com/edu/students. The Student Login window appears.
2. Click [Create Account](#).



[Grammarly Home](#)

Grammarly@edu

Student Login

If your educational institution purchased a site license with Grammarly@edu, you can use Grammarly at no charge. Login or create a new account now to start using Grammarly.


Login

[Log In](#) [Forgot your password?](#)


Sign Up

Use your institutional email address or an access code to create your account.


[Create Account](#)




Automated Grammar Tutorials.



Revision Support Tool.



Built-in Writing Handbook.



Citation Audit.

3. Complete the online form. [Create your account to access advanced editing features.](#)

NOTE: You MUST use your student or staff email address when creating your account.

Enter the [Access Code](#) provided here Access code: chZTkCSoid3TtUM4

4. . Click [Continue](#).

Grammarly

Help / Support Log in

Create your account to access advanced editing features:

- ✓ Detailed error descriptions and correction advice
- ✓ Citation suggestions to avoid plagiarism
- ✓ Vocabulary enhancement tools

Your name

E-mail

Your University Email

Please make sure you entered your email correctly

Re-enter Email

Your University Email

Preferred password

Access code (optional)

Do NOT share your code with others

Continue

Features and Benefits

You are 60 seconds away from making your writing error-free!

150+ Grammar Checks

Check your text for the proper use of advanced grammar rules. Get accurate error explanations.

Plagiarism Detection

Find borrowed text before it gets you into trouble. Automatically generate references.

Vocabulary Enhancement

Use words that make an impact. Liven up your sentences and improve readability with context-optimized word choice suggestions.

Contextual Spell Check

Spot correctly spelled words used in the wrong context. No more embarrassing typos like then-than, to-two-too, lose-loose.

VeriSign Secured

McAfee SECURE

TESTED 13-AUG

5. Use your account [email](#) and [password](#) to login to Grammarly.

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Create Account

Automated Grammar Tutorials.

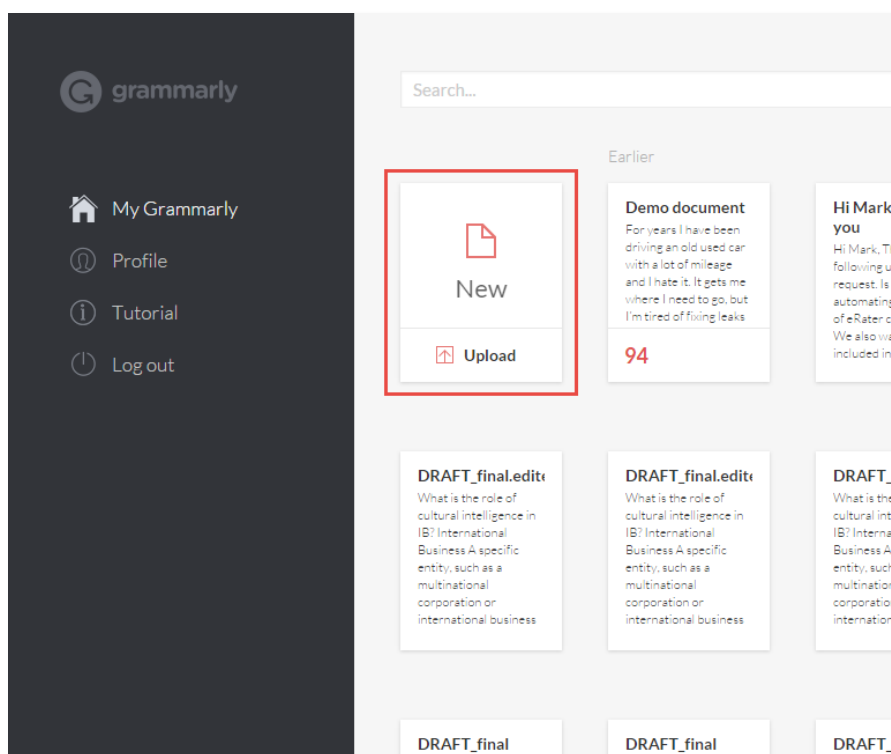
Revision Support Tool.

Built-in Writing Handbook.

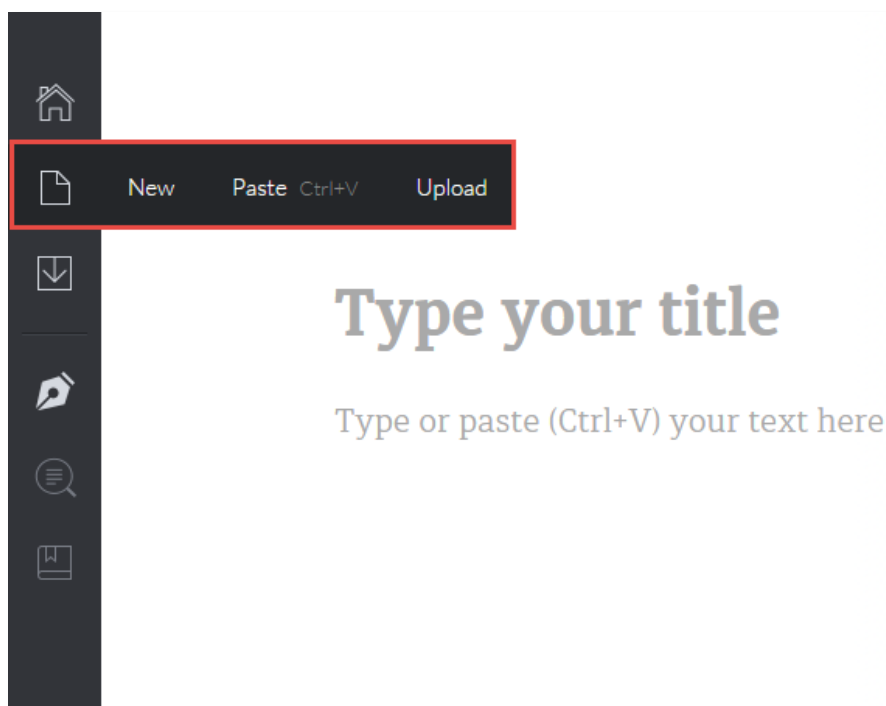
Citation Audit.

Check your work

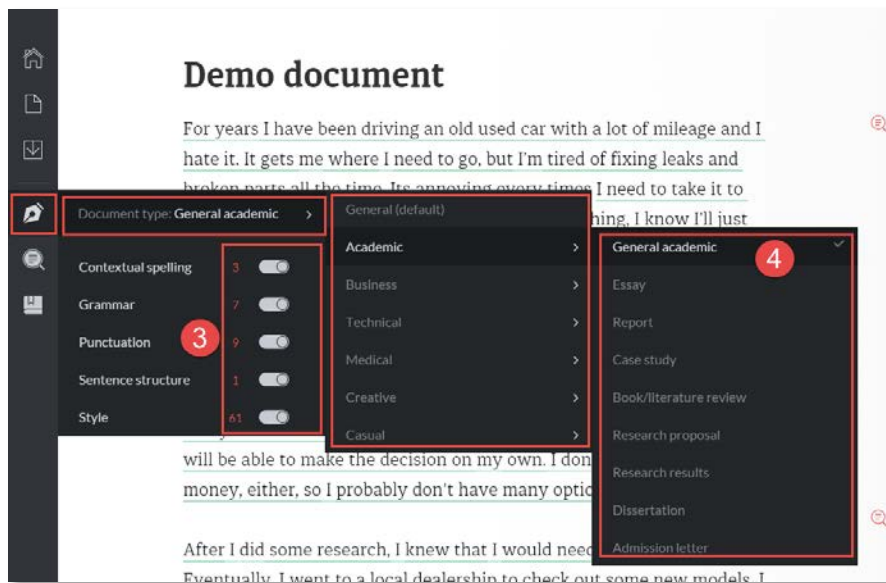
1. Click [New](#).



2. Apply your text using [Paste](#) or [Upload](#).

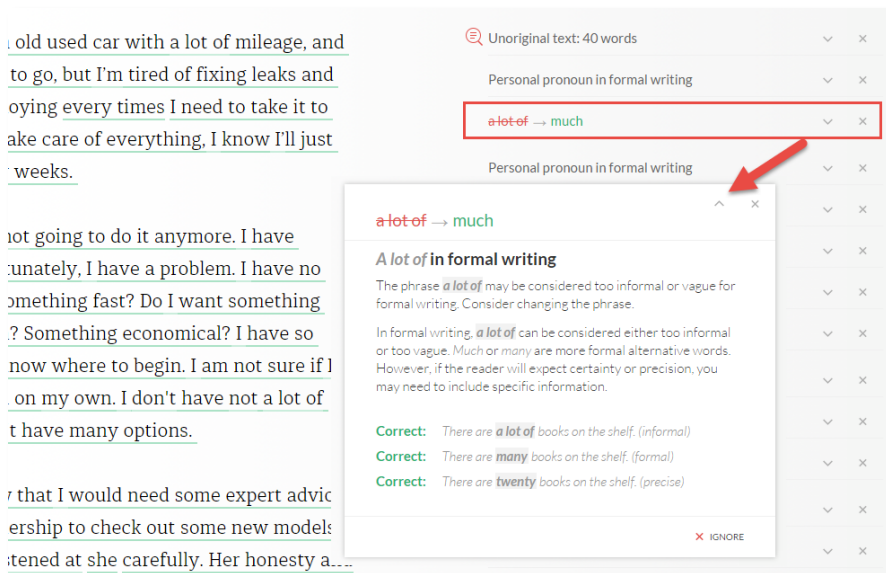


3. Turn on the checking options.
4. Choose the most appropriate document type.

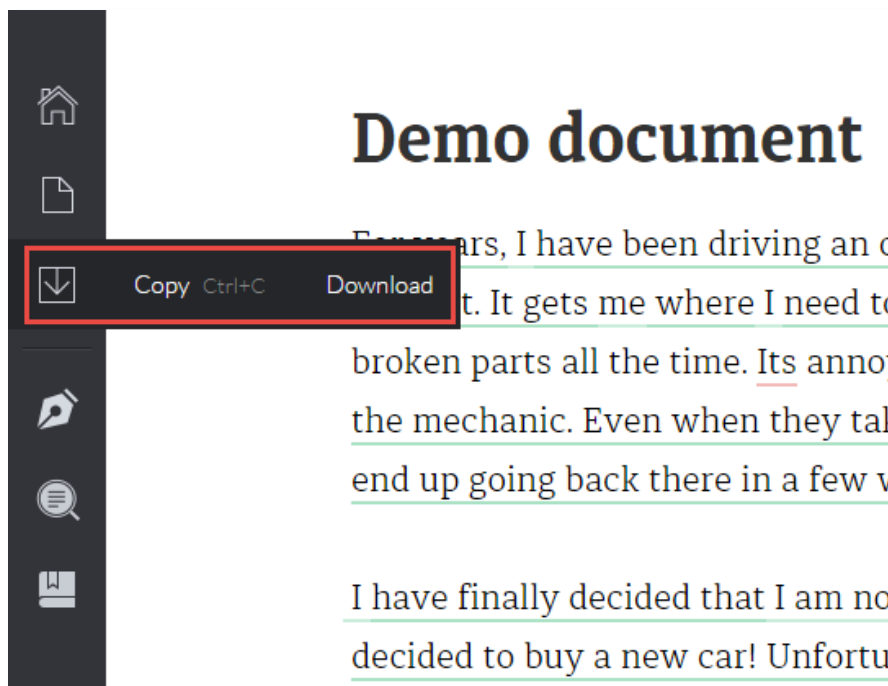


NOTE: The optimal document type is General academic (default)

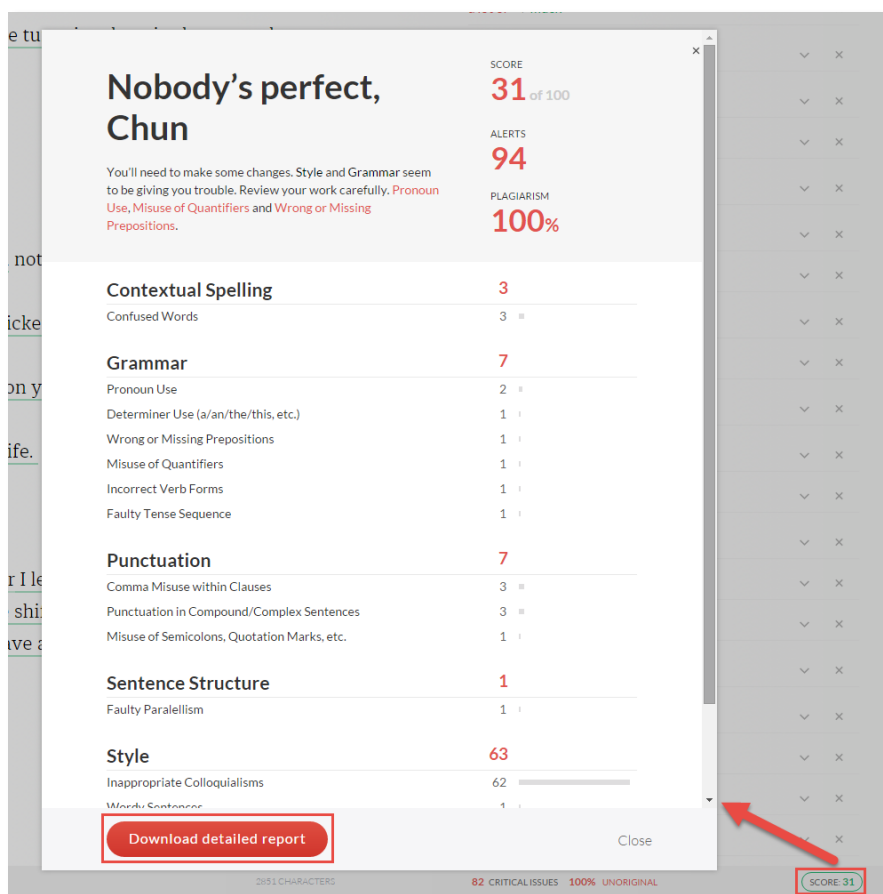
5. Click on suggestions to accept them or click X to ignore them. Click v to expand the explanation card.



6. On completion [Download](#) or [Copy](#) your text.



7. [Download detailed report](#) for your reference.






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- If you have any questions email your tutor to schedule a meeting. Take your report with you.
 - You may also choose to upload your file to Turnitin.
-

Grammarly Application

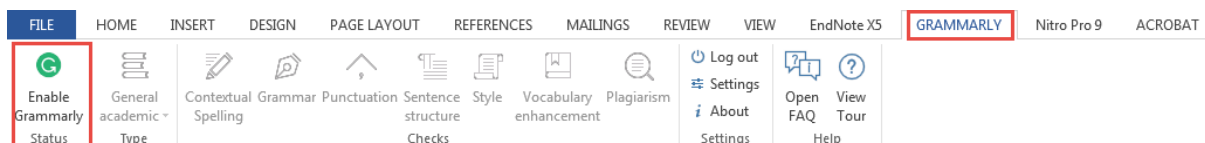
1. Download the Grammarly application here: <http://www.grammarly.com/office-addin/windows>. Click [Download Grammarly Now](#)



2. Follow the online instructions   



3. Grammarly will appear in your toolbar when you open Microsoft Word and Microsoft Outlook. Select [Enable Grammarly](#).



NOTE: Please note that while Grammarly is enabled, not only is the Undo button not working, but the "undo" history is also not kept. This means that any changes made to the document while Grammarly is active cannot be undone even after you disable Grammarly. However, after Grammarly is disabled, all further changes to the document can be undone with the native Undo button.