

## **Add the Merriam-Webster Dictionary to Your Taskbar**

If you are working in a Microsoft Office program (Word, Excel, or PowerPoint), you probably know that you can check on a word's spelling by highlighting the target word and then pressing F7. In addition, you can do a grammar check by using Alt+F7. By right-clicking on a word in Microsoft Office, you have access to a lookup function as well as a list of synonyms for the target word.

There are times, however, when it would be great to have an outstanding dictionary ready for your immediate access, especially if you are reading an article from the Internet. Merriam-Webster is one of the best and is available for free from <http://www.merriam-webster.com/>.

Follow these steps to place the dictionary on your Taskbar:

1. Once you access the Website, click on the menu tab (3 horizontal dots) in the upper right corner of the Edge browser window.
2. Click on *Open with Internet Explorer*.
3. After the Website arrives in Internet Explorer, click on the cog wheel in the upper right corner of the IE browser window.
4. Click on *Add site to Apps*.
5. Find the Website in the Apps menu (Windows key), right-click on it, then *more*, then *pin to Taskbar*.