Customizing Your GroupWise User Word List

Quickly add words to your GroupWise Dictionary.

- Start composing a new email message. Make sure you are in the message area of the email.
- Go to the Tools menu and choose Spell Check
- Click No in the dialog box: Spell Checker is completed. Do you want to close Spell Checker?
- Click Customize and choose User Word Lists
- The bottom portion of the dialog box asks for a Word/Phrase - type the word or phrase you would like to add to the word list
- In the Replace with: field - retype the word or phrase you would like to add to the word list
- Click Add Entry

Try typing the new word or phrase in the body of the email. If the word or phrase isn't recognized, close the new email window and open again.