

# Introduction

Use The American Heritage Dictionary writing tool to find the right word fast. Besides looking up definitions and synonyms, you can track down elusive words, brainstorm for ideas, and improve the style and precision of your writing.

*The difference between the right word and the almost right word is the difference between "lightning" and "lightning bug."* —Mark Twain

**Note:** If you have trouble viewing or printing the illustrations in this manual, try changing your Windows display driver to VGA or Super VGA (800x600, 16 colors). Restart Windows and then try viewing the manual. See your Windows documentation for information on changing display drivers.

## About The American Heritage Dictionary

The American Heritage Dictionary for Windows is a desk reference that works the way you do. It simplifies and streamlines your writing tasks, saving you time so you can enjoy its Anagrams and wild-card features. And The Dictionary now has even more features to help you work better, faster and smarter.

The Dictionary now looks up word definitions even faster than before, and the new closest match feature lets you type just the first few letters of a word to simplify look ups. The new Thesaurus has even more words, and the new Word of the Day feature helps you build your vocabulary by letting you learn a new word each time you start The Dictionary.

In addition to The American Heritage Dictionary, this program also includes The Dictionary of Cultural Literacy—a unique reference of ideas, individuals, phrases, and events that no literate American should be without.

If you're a word fan, you can run The Dictionary by itself to look up a word whenever you like. If you're interested in keeping your writing accurate and fresh, you can use it with your favorite Windows word processor to check the words in your letters, reports, short stories, or other writing.

**Check the full dictionary entry of any word.** The Dictionary lists the definition, pronunciation, part of speech, proper usage, hyphenation, and inflections for each word. Even if you don't know the spelling of a word, The Dictionary guides you to it.

**Select from a list of synonyms.** Use the Thesaurus to find a synonym for a word, then use the Dictionary to check its meaning. The Thesaurus now contains antonyms as well.

**Find new or elusive words.** Is the word you're looking for right on the tip of your tongue? Use WordHunter to find the word you want. Think of it as a reverse dictionary—you provide qualities, concepts, or labels, and WordHunter suggests related words. It's a great way to increase your vocabulary and brainstorm for ideas.

**Find whole words from fragments.** You can find words even when you don't know all the letters. For example, if you're looking for seven-letter words starting with *cond-*, enter **cond???** to find a list of words including *condemn*, *condone*, and *conduct*. If you're looking for words that rhyme with *morning*, enter **\*orning** to see a list including *adorning* and *scorning*.

**Listen to the pronunciation of words.** Preparing for an important speech and you're not sure how to pronounce a word? Use the Pronounce feature to hear The Dictionary pronounce the word for you.

**Check for standard and alternate spellings.** You can't remember how to spell *liaison*? You need to use the British spelling of *color* and *honor*? Use the Alternate Spellings option to check these spellings.

**Solve puzzles and word games.** The Dictionary also includes an Anagrams feature, which lets you find words whose letters can be rearranged to form other words. Enter **slate** to find *least*, *stale*, *steal*, *tales*, and *teals*.

# Getting Started

Now that you've been introduced to The American Heritage Dictionary for Windows, you probably want to get started. This chapter tells you how to install and start The Dictionary on your computer, and how to get help when you need it.






*What the fool does in the end, the wise man does in the beginning.* —Proverb

## A Word About Windows

This manual assumes you're already familiar with the basics of Microsoft Windows. If you aren't comfortable using a mouse, pull-down menus, buttons, and other Windows features, refer to the Windows documentation and tutorial.

## Before You Start Using The Dictionary

Before you install The American Heritage Dictionary for Windows, be sure you have the following:

-  An IBM PC or 100% compatible with at least 4MB of RAM
-  A hard disk with the following amount of free disk space: 23.5 MB to install, 23 MB after
-  Windows 3.1 or later
-  A mouse (recommended)
-  A CD-ROM drive and sound card (a Windows MMPC system)

## Installing The Dictionary

You can install the American Heritage Dictionary two ways:

- Standard Installation
- Custom Installation

### Standard Installation

*This install puts all files except the voice database onto your hard disk drive. The advantage of the standard installation is that The American Heritage Dictionary will run faster.*

Follow the steps below for a full install to your hard disk:

- 1 From the Windows Program Manager, choose Run from the File menu.
- 2 Type [CD DRIVE LETTER]:\WINDOWS\SETUP.  
Example: if letter E is the CD-ROM drive, type E:\WINDOWS\SETUP then press the Enter key.
- 3 Choose Standard Installation.
- 4 You may also select StartUp Automatically.

### Custom Installation

*This installation allows you to select which parts of the program you install to your hard drive. If you wish, you can install only the Program Files or even just the Word Processor Macros onto your hard disk and leave the American Heritage Dictionary, the Dictionary of Cultural Literacy and Thesaurus files on the CD-ROM disk. The Program files and Word Processor Macros use a little over 2 MB of hard disk space.*

Follow the steps below for a custom installation to your hard disk:

- 1 From the Windows Program Manager, choose Run from the File menu.
- 2 Type [CD DRIVE LETTER]:\WINDOWS\SETUP.  
Example: if letter E is the CD-ROM drive, type E:\WINDOWS\SETUP then press the Enter key.
- 3 Choose Custom Installation.
- 4 At the Custom Install screen, select the parts of the program that you want to install.
- 5 You may also select StartUp Automatically.

If you install The Dictionary in a new directory, you must delete the files in the directory of the earlier version of The Dictionary.

### **Running from the CD-ROM Disk**

The American Heritage dictionary cannot be run from the CD-ROM disk without being installed. Refer to one of the previous sections (Partial Install, Full Install, or Minimal Install) and select the level of installation appropriate for your system.

### **Using Word-Processor Macros**

In order to get a program icon for a macro to install in The Dictionary program group, the Word Processor Macros need to be copied to the hard disk. You can do this during Custom Installation. The WordPerfect Macro specifically has to be on a writable disk. After installing, double-click on the icon for any of the word processor macros in the Program Group to install the macro. Follow the on-screen instructions.

### **If You've Installed Earlier Versions of The Dictionary**

If you've installed earlier versions of The Dictionary, and are now upgrading to The American Heritage Dictionary III, you can install into the existing directory. If you do, the setup program overwrites the earlier versions.

### **Problems Loading AHD3**

If you are unable to run The Dictionary after installing the files, delete the AHD3.INI file in the Windows directory and reinstall. If you continue to have problems call Technical Support.

## **Starting The Dictionary**

### **The Dictionary and Windows**

Once you start The Dictionary, you can set it up to appear as an option on the Control menu in any Windows application.

If you're using The Dictionary with Word for Windows, WordPerfect for Windows, Ami Professional, or WordStar 2.0, see "The Dictionary and Your Word Processor" below.

If you're using The Dictionary with any other Windows application, follow these steps:

- 1 Start The Dictionary. From the Options menu, choose Appear on System Menus. You can also select this option during program installation.

*Note:* The Dictionary must be running for it to appear on the Control menus.

- 2 Press Alt+Spacebar (or click the gray box to the left of the File option) to pull down the Control menu, where you'll find The American Heritage Dictionary as an option.

## The Dictionary and Your Word Processor

If you use Word for Windows, WordPerfect for Windows, Ami Professional, or WordStar 2.0, you can include The American Heritage Dictionary as a menu option in these applications.

- 1 When you run the setup program, select an icon for your word processor.
- 2 Follow the instructions explaining how to install The Dictionary as a menu option.

The American Heritage Dictionary will appear as an option on the Tools or Utilities menus of Word for Windows, Ami Professional, and WordStar 2.0 and on the Macros menu of WordPerfect for Windows.

*Note:* If you install one of these word processors after installing The Dictionary, you must install the macro from the American Heritage Dictionary CD for it to appear on your word processor's menu.

## When You're Finished with The Dictionary

After you've looked up all the words you want, you can do one of two things:

- **Close the Dictionary window.** Click the minimize button to shrink The Dictionary to an icon. (If you want The Dictionary to appear on the Control menu, be sure to minimize it.)
- **Exit from The Dictionary.** Choose Exit from the File menu.

## Getting Help

You can get help anytime you're working with The Dictionary. Choose Help to find information about completing Dictionary tasks; using the buttons, menu options, and shortcut keys; and pronouncing the words you look up. Choose the Help buttons for help when you're working with WordHunter, Word of the Day, and Anagrams.

If you can't find the information you need in the online help or in this manual, you can call SoftKey International Inc.'s Technical Support department. Before you call, however, be sure to have the following information handy:

- The version of The American Heritage Dictionary you're using.
- The amount of RAM on your system.
- A description of the problem and the exact wording of any error messages.

Contact Technical Support at:  
(404) 428-0008  
9:00 am to 8:00 pm Monday through Friday  
(Eastern Standard Time)

Send correspondence to:  
SoftKey International Technical Support  
450 Franklin Road, Suite 100  
Marietta, GA 30062

For information regarding replacement diskettes, contact Customer Service at:  
(800) 227-5609  
9:00 am to 6:00 pm Monday through Friday  
(Eastern Standard Time)

# A Quick Tour

If you're a word lover, you're probably ready to navigate The American Heritage Dictionary and explore its contents. Even if you want to get right to work, take this quick tour to learn your way around.

*Good things, when short, are twice as good.* —Gracián

## Getting Around The Dictionary

**Menu bar** This shows you The Dictionary menus. Select a menu using one of these methods:

- Use the mouse to click on the name of the menu.
- Press Alt and the underlined letter of the word on the menu you want to display. For example, type Alt+E to work with the Edit menu options.

**Current word** The word you want to look up in The Dictionary. If you've saved a word on the Clipboard, it automatically becomes the current word when you start up.

**Buttons** Select a button to work with The Dictionary:

<b>Dictionary</b>	Look up the definition of the current word.
<b>Thesaurus</b>	Find synonyms for the current word.
<b>Split</b>	Split the screen to see both definitions and synonyms for the current word.
<b>Copy</b>	Copy the current word, or selected text from the definition or the browse/search list to the Clipboard.
<b>Pronounce</b>	Listen to the pronunciation of the current word.
<b>Previous (&lt;&lt;)</b> and <b>Next (&gt;&gt;)</b>	Check the word in The Dictionary before or after the current one.
<b>WordHunter</b>	Search for a word by typing one or more words you expect to find in its definition.
<b>Anagrams</b>	Find words you can make from the letters in the current word or any group of letters you enter.
<b>Browse</b>	See a list of all the words in The Dictionary.
<b>Results</b>	See the current list or scroll through all available lists.
<b>History</b>	See a list of the last few words you looked up.

**To select a button:**

- Use the mouse to click on the button, or
- Press Alt and the underlined letter on the button. For example, type Alt+T to select the Thesaurus.

**Definition window** If you're working with The Dictionary, this is where you see the definitions for the current word. If the entire definition doesn't fit in the window, use the scroll bar to see all the information, or click in the definition and then use Page Up and Page Down keys on your keyboard.

**Thesaurus window** If you choose Thesaurus from the Options menu, this is where you see the synonyms for the current word. You can keep this window open by selecting the Split button.

**Browse list** The Browse list contains all the words in the dictionary. Use the scroll bar or click in the Browse List and then use the Up and Down Arrow keys to browse through the words.

### To highlight a word:

- Click on the word with your mouse
- Use the Arrow keys to move the highlight bar, or
- Type the first letters of the word group. For example, type **be** to go to the words starting with "be."

### To look up a word:

- Double-click on it with your mouse, or
- Highlight the word, and then press Enter or select the Dictionary or Thesaurus button.

## Looking Up Words: What Does That Word Mean?

Now that you know your way around The Dictionary, you can get to the fun part and start looking up words. Make sure you see the Dictionary window on your screen, then try the following exercise.

- 1 In the current word area, type a word that's always intrigued you. For example, you might know that sitting around twiddling your thumbs means wasting time, but what does *twiddle* mean anyway? Type **twiddle** to find out.
- 2 Press Enter (or select the Dictionary button) to see the definition of twiddle—*to turn over or around idly or lightly; fiddle with*—in the Definition window.
- 3 If you're not sure of a spelling, you can enter something similar, and The Dictionary suggests alternate words. For example, enter **twittle**, and The Dictionary suggests *twiddle*. Select a word from the Alternates list to see its definition.
- 4 If a definition contains a word you want to look up, double-click on it to see its definition.

You can use the above procedure to look up words or phrases in the Dictionary of Cultural Literacy as well. First, you'll need to open that reference.

### To use the Dictionary of Cultural Literacy:

- 1 Choose Dictionary of Cultural Literacy from the References menu.
- 2 Type **greenhouse effect** in the current word box and press Enter to see its definition.
- 3 To switch back to the American Heritage Dictionary, simply select it again from the References menu

The currently active dictionary has a check mark next to its name in the References menu, and its name appears in the title bar of the program.

## Finding Synonyms: Isn't There a Better Word?

If you want to enliven your writing or broaden your vocabulary, you'll enjoy using the Thesaurus. The Thesaurus lists synonyms (words that have the same meaning) and antonyms (opposites) for words.

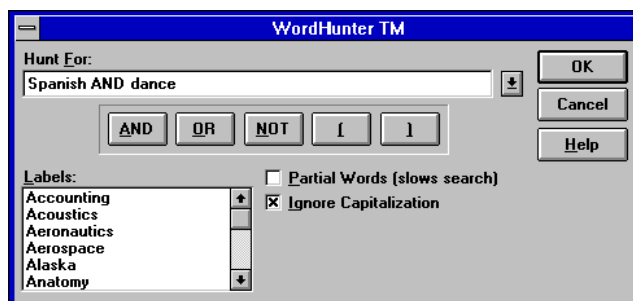
Try the following exercise:

- 1 Suppose you're writing a letter to recommend someone for a job or a promotion, and you want to describe her work as excellent. You've already used *excellent* in the letter, so you'd like to use a fresher word. Type **excellent** as the current word and select the Thesaurus button. Then check the Thesaurus window to see a list of synonyms. You could describe your friend or co-worker as *extraordinary*, her work as *marvelous*, or even *stupendous* or *superb*.
- 2 Now you want to use another word like *excellent*, but closer in meaning to *superb*. Double-click on **superb** to a list of its synonyms.

## Finding Words: What's the Right Word?

With The Dictionary, you enter words and look up definitions. With WordHunter, you enter definitions and find words. It's a great way to build your vocabulary, and to find those elusive words that don't immediately come to mind.

- 1 Suppose you're writing an account of a trip to Spain, and you're trying to remember the name of the dance you watched one night in Barcelona. Select the WordHunter button, then type **Spanish AND dance** as the words you want to hunt for in the WordHunter window.



- 2 Choose OK to see a list of Spanish dances, such as *bolero* and  *fandango* in the Results list.
- 3 Now suppose you were traveling on business, and you know there's a word for that kind of trip, one that probably uses *trip* or *tour* in its definition. Select the WordHunter button, and type **trip OR tour** in the WordHunter window. Then press Enter.
- 4 You see the words that match your criteria in the Results list. Scroll down the list of words to find the one you were looking for—*junket*. Select **junket** to see its definition.
- 5 Now you want an informal term to end the account of your trip. Use one of WordHunter's labels to help you. Select the WordHunter button, type **trip AND**, then click the Labels arrow. Scroll down until you see *Informal*, and select that. Then choose OK to see a list of informal terms for a trip—*hop* and *whirl*.

## Working with a Word Processor

Now that you're familiar with The American Heritage Dictionary, use it as a stand-alone desk reference, as you would a printed dictionary. You'll also find it a valuable tool with your word processor.

When you're editing brochure copy or writing a letter to the editor, and come to a word you want to look up, choose American Heritage Dictionary from the Control menu, or from a menu in your word processor. You'll then have full access to The Dictionary.



## Looking Up Words in a Document

- 1 When your document contains a word or phrase that you want to look up, select the text. For example, suppose you're writing brochure copy and want to make sure you're using the word *scintillating* correctly. Select **scintillating** in your document.
- 2 Choose American Heritage Dictionary from the Tools, Macros, or Utilities menu. The Dictionary automatically looks up *scintillating*:

If you want to work with The Dictionary from the Control menu, check Appear on System Menus on The Dictionary's Options menu. Copy the text from your document to the Clipboard. Start The Dictionary to look up the word on the Clipboard.

## Using Words from The Dictionary

You may decide you prefer a word The Dictionary suggests over the one in your document. For example, you might want to use the definition of *scintillating* in your brochure document.

To copy a word or phrase from The Dictionary, follow the steps below:

- 1 Highlight *To throw off sparks; flash* from the definition of *scintillating*.
- 2 Press the Copy button.
- 3 Return to your document and move the cursor to the place where you want the text to appear. Then choose Paste from the Edit menu to insert *To throw off sparks; flash* in your document.

# Using The Dictionary

*The essence of knowledge is, having it, to apply it...* —Confucius

## All About The Dictionary

You can look up definitions for words in The American Heritage Dictionary in a number of ways:

- 🔍 Type the word in the current word area on The Dictionary screen. Then press Enter or choose the Dictionary button.
- 🔍 Scroll through the Browse list, Results list, the Definition window, or Thesaurus window to find the word you want. Double-click on the word to select it or choose the Dictionary button.
- 🔍 In your word processing document, highlight the word you want to look up. Choose American Heritage Dictionary from a menu. The Dictionary displays the definition of the current word. For other Windows applications, copy the word to the Clipboard before you look it up in The Dictionary.

## Word Definitions

When you look up a word in The Dictionary, you get more than the definition. Here's what you find in a typical dictionary entry:

<b>Headword</b>	The word you're looking up, broken into syllables.
<b>Pronunciation</b>	A guide to the pronunciation of the word.
<b>Parts of speech</b>	The word's grammatical label, such as noun or verb.
<b>Inflections</b>	Other forms of the word, such as plural nouns.
<b>Definitions</b>	Meanings for each sense of the headword.
<b>Idioms</b>	Idiomatic or slang expressions using the current word.
<b>Phrasal verbs</b>	Idiomatic expressions using verbs.

If the definition text is longer than the window, use the scroll bar or Page Up and Page down.

### Spelling

The Dictionary can help you with spelling. If you're not sure how to spell a word, enter your best guess. Type the misspelled word **recieve** as the current word. The Dictionary lists a few alternatives, including *receive*, the correct spelling.

### Abbreviations

The Dictionary provides definitions for abbreviations. For example, if you want to know what CPU stands for, type **cpu** as the current word.

### Biographical Entries

The Dictionary lists biographical entries, including the person's vocation, date of birth, and date of death. For example, to find out when Davy Crockett was born, type **crockett** as the current word.

### Geographical Entries

Use The Dictionary to look up geographical information. For example, to learn where Kitty Hawk is, type **kitty hawk** as the current word.

## Universities and Colleges

The Dictionary provides information about America's two- and four-year colleges and universities. For example, you can find out the enrollment of Stanford University. Type **Stanford\***, and then check the Results list to find *Stanford University*. Select it to see information about the university.

## Indo-European Roots

The Dictionary includes information about Indo-European roots. Type a root followed by a hyphen (-), such as **gwei-**, as the current word, or select it from the Results or Browse list to see its definition.





If a word is derived from an Indo-European root, the root appears at the end of the definition. For example, if *gwei* is the root of *vivid* and *revive*, and you look up *vivid*, at the end of its definition, you see information about *gwei*.

## Additional Definition Information

The Dictionary includes etymologies, usage notes, regional notes, word history, and antonyms.



## The Thesaurus

You can look up synonyms for words in The American Heritage Dictionary in a number of ways:

-  Type a word in the current word area on The Dictionary screen; then choose the Thesaurus button.
-  To split the screen between the Dictionary and Thesaurus, select the Split button. You then see both definitions and synonyms for the current word.
-  When you're working with the Thesaurus, scroll through the Browse or Results list or Definition window to find the word you want. Select a word to see its synonyms.
-  In your word processing document, select the word you want to look up. Choose American Heritage Dictionary from the appropriate menu to start The Dictionary. Choose the Thesaurus button to look up synonyms for the word.

## Using Wild Card Characters

You can use wild card characters to find words that start with or end with certain letters, or contain letters in a certain order just what you need to master crossword puzzles. Enter combinations of letters and wild card characters:

-  Use a question mark to stand for a single character. For example, to find a five-letter word ending in *-eme*, type **??eme** and press Enter. Then check the Results list to see the word *theme*.
-  Use an asterisk to stand for an indefinite number of characters. For example, to find words that start with *cross*, type **cross\*** and press Enter. You see a long list of words, including *cross-examine* and *crossbow*.

## Using Word of the Day

It's easy to improve your vocabulary with Word of the Day. Each time you open The Dictionary, you'll see a new word and its definition.


**To use Word of the Day:**


- 1 Start The American Heritage Dictionary.
- 2 Choose Word of the Day from the Options menu to see a new word and its definition.
- 3 Click on the Pronounce button to hear the word.
- 4 Click on the check box next to Show Word of the Day at Startup.
- 5 Select a difficulty level for the words—Intermediate, Advanced, or Expert—from the drop-down list.
- 6 If you like, click on Next Word to see another word.
- 7 When you are done viewing words, click OK.

When you start The American Heritage Dictionary, you'll see the Word of the Day and its definition, along with all of the options described above

## Using the Pronounce Feature

You can listen to the pronunciation of many of the words in The Dictionary.

 In the current word area, type a word and press Enter.

 To hear the word's pronunciation, click the Pronounce button. (If the Pronounce button is grayed, a pronunciation is not available for that word.)

If you want to hear words pronounced automatically whenever you look them up, you must select Auto Pronounce On 1, 2, or 3 (for the number of times you want the word pronounced) on the Options menu.

Voice recording and compression technology are provided under license from White Eagle Systems Technology, Inc.

## Browsing Through the References

Sometimes you find great words by accident, when you're simply browsing through the dictionary or thesaurus. The American Heritage Dictionary lets you work this way, too. The Browse list displays all the words in the dictionary. You can do any of the following to browse the words:

- 📖 Select the Previous or Next button to see the word in The Dictionary before or after the current one.
- 📖 Select the Browse button to list all words in The Dictionary. Use the scroll bar or arrow keys to scroll the list. As you drag the elevator along the scroll bar, you see a window showing your location in The Dictionary. For example, when you scroll to the beginning of the E's, the window shows E.
- 📖 In the Browse list, type a letter to move to a section of the list. For example, type **c** to see the entries that begin with **c**. Or type the first few letters of a word, such as **ci**, to see words such as *cicada* and *cilantro*.
- 📖 To see a list of the last few words you looked up, select the History button next to the current word.  
*You can select any word in the Browse, Results, or History list to check definitions and synonyms.*

## WordHunter

WordHunter lets you brainstorm by entering associated qualities, labels, and definitions to find the words you want. Select the WordHunter button to find dictionary definitions containing the words you specify.

- 📖 Type a single word, such as *advertising*, to search for associated words and phrases, such as *commercial*, *hype*, and *soft sell*.

- 📖 Enter more than one word to refine your search. Use AND, OR, or NOT between each word.

*To insert AND, OR, or NOT between words, select the appropriate button, or press Alt+A, Alt+O, or Alt+N. You can also type AND, OR, and NOT if you like.*

**Use AND to narrow your search.** To search for words only having to do with television advertising, for example, enter advertising AND television.

**Use OR to broaden your search.** For example, type **advertising OR television** to find words containing either advertising or television in their definition. The results contain advertising words like jingle and slogan, but also words like video and broadcast.

**Use NOT to narrow your search.** For example, type **advertising NOT television** to find words containing advertising but not television in their definition. You come up with advertising words like ballyhoo and promotion, but not television words like commercial.

**Use parentheses to further refine your search.** For example, enter **advertising AND (television OR print)** to find entries that contain the word advertising and also television or print.

- 📖 Find words relating to certain subjects by choosing an appropriate label from the Labels list. Click the Labels arrow to see a list of possible categories.


For example, you can find archaic words related to a subject. Type **evening** and double-click *Archaic* from the Labels list to find archaic words relating to evening, such as *even* and *vesper*.


- 📖 Search for partial words by selecting the Partial Words check box. Although this option slows down the search, you could type **round** as your search criteria, and get definitions containing *round* as part of a word, such as *around*, *surround*, or *rounded*.


- 📖 When you check Ignore Capitalization, WordHunter finds words that match whether they're in upper or lower case.

## Anagrams

Use Anagrams to find words in other words or group of letters. Anagrams is the perfect aid for Scrabble® or other word games. Select the Anagrams button, and then type a word to find all the words that can be made from the one you entered.

 Enter any word, such as **stable**, and press Enter. *Stable* has a few anagrams, including *bleats* and *tables*.

 Select Full Word to search only for anagrams containing all the letters of the word you entered.

 To find anagrams containing a minimum number of letters, enter that number. For example, if you want to see five-letter words using the letters in *stable*, type **5** as the minimum number.

## Notes on the Results List

When you use any option such as WordHunter, Anagrams, Alternate Spellings, Synonyms, or wild-card characters, The Dictionary includes the words it finds in the Results list. You can scroll through the list and double-click words that you want to look up.

Cycle through different Results lists by selecting the Results button or by picking it from Change Results List on the Options menu. For example, select the Results button to see the last list of alternate spellings, then the last list of anagrams you looked up.

## Menu Commands

### File Menu

**Exit** Choose Exit to quit the program.

### Edit Menu

**Copy** Choose Copy to copy the current word or selected text to the Clipboard.

**Copy Results List** Choose this option to copy the current Results list to the Clipboard.

**Paste** Choose Paste to paste the contents of the Clipboard, up to 60 characters, in the current word area.

### References Menu

Lists the currently available dictionaries—The American Heritage Dictionary and The Dictionary of Cultural Literacy. A check mark appears next to the active reference. If you are currently viewing The American Heritage Dictionary, for example, and wish to look up a word in The Dictionary of Cultural Literacy, select this dictionary from the References menu.

### Options Menu

**Alternate Spellings** To check a word's correct spelling or alternate spellings, type the word, then select Alternate Spellings from the Options menu. For example, type **counsel**, and The Dictionary suggests *consul* and *consol*. Type **sycology**, and The Dictionary suggests the correct spelling, *psychology*.

**Dictionary** Choose Dictionary to look up the definition of the current word.

**Thesaurus** Choose Thesaurus to look up synonyms for the current word.

**Split Screen** When checked, this option splits the dictionary window so you can see definitions and synonyms at the same time.

**Change Results List** Choose one to change the results being displayed:

<b>Alternates</b>	See the list of words found the last time The Dictionary found alternate spellings.
<b>Anagrams</b>	See the list of words found the last time you used Anagrams.
<b>Wild Card</b>	See the list of words found the last time you used wild card characters.
<b>WordHunter</b>	See the list of words found the last time you used WordHunter.
<b>Closest Match</b>	See a list of the closest matching words as each letter is typed.

You can also cycle through these lists by choosing the Results button.

**Always on Top** Choose this option to keep The Dictionary icon on the top level of the display.

**Appear on System Menus** Choose this option to include The American Heritage Dictionary as an option on your system menus for any Windows applications.

**Auto Lookup** Choose this option to have The Dictionary look up the text in the Clipboard at start up.

**Change Font Size** Choose this option to change the size of the font in the Definition window.

**Word of the Day** Select this command to see a new word and its definition. For a complete explanation of how to use the Word of the Day to improve your vocabulary each time you start The American Heritage Dictionary, see the "Using Word of the Day" section earlier in this document.

**Auto Pronounce** Choose one of the following options to enable or disable automatic word pronunciation. (**Note:** The Pronounce button is grayed if a pronunciation is not available for the current word.)

- Off** Disables automatic word pronunciation.
- On - 1** Enables automatic word pronunciation and pronounces the current word once.
- On - 2** Enables automatic word pronunciation and pronounces the current word twice.
- On - 3** Enables automatic word pronunciation and pronounces the current word three times.

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