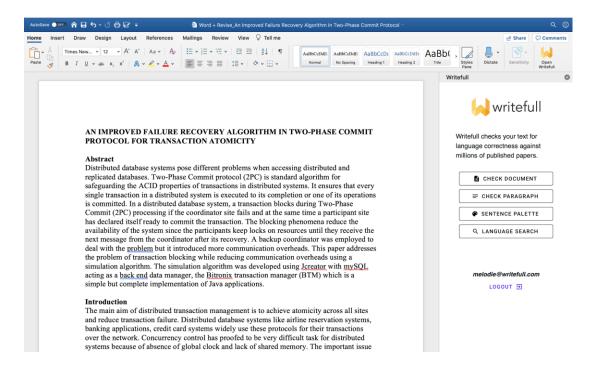# Introduction to Writefull for Word

Writefull for Word gives language feedback on the text you write in your Word document, checking for correctness of grammar, word use, style, and more. It also offers a database with authentic language of scientific texts, which you can browse and incorporate to your own text. Writefull has been developed especially for researchers, and its feedback is tailored to academic writing. For more information, see https://writefull.com/

Once you have installed the Writefull for Word add-in, the Writefull icon will appear on the right-hand side of the toolbar. Simply click on the icon to open Writefull and access the four features that it offers: Check Document, Check Paragraph, Sentence Palette, and Language Search.

Checking your Document and/or Paragraph

What you see

You can choose to see Writefull's language suggestions for your entire text by clicking 'Check Document', or for the paragraph that you are in by clicking 'Check Paragraph'. The language suggestions for your entire document/paragraph will then appear in the right-hand side panel, and you can go through them by scrolling down. Below is an example of a language suggestion given by Writefull.

The problematic word(s) within the original text is/are shown in bold and underlined in red. By clicking on it, you will see its location in context within the Word document. Immediately below is/are the replacement word(s) suggested by Writefull, highlighted in green with a percentage number assigned. This percentage indicates the confidence level of the models, i.e. shows you how confident Writefull is that the suggestion should be accepted.

Accepting Writefull's suggestions

You can accept Writefull's suggestions simply by clicking on each suggestion's greenbar. Each accepted suggestion is then directly incorporated to your Word document. If you don't agree with a suggestion, you can simply ignore it. If you don't accept a suggestion, no changes will be made to your Word document.

Using the Sentence Palette

The Sentence Palette is a collection of example phrases that are very commonly used in academic writing. Simply click on 'Sentence Palette' and browse for example phrases to convey a particular meaning within a specific section of a scientific paper (e.g. to introduce the aim of your study in your introduction), as shown below.

Introduction	Topic Importance	This paper `outlines` / `proposes` / `presents` / `discusses` / `…`
Literature	Study Aim	This paper provides `an overview of` / `a review of` / `…`
Methods	Terminology	The aim of this work is to `extend` / `widen` / `contribute to` / `our knowledge of …`
Results	Paper Structure	
Findings		This work aims to `validate` / `call into question` / `assess` / `the theory of …`
Conclusion		
Acknowledgements		This `investigation` / `study` / `analysis` / `was carried out to …`
Connectors		

You can hover on the sentence(s) that you like and click to incorporate directly to your text. Before doing this, always make sure that your cursor is at the relevant place in your Word document, so that the sentence is incorporated at the right place.

TIP: Within the Sentence Palette, 'Connectors' shows example words and phrases that you can use to frame the narrative of your paper, for example when introducing a new line of argument, expressing a cause and effect relationship, or concluding a section.

Using the Language Search

By searching a very large database of scientific papers, the Language Search shows you how certain words and phrases are typically used in academic writing, and in what different contexts. You can click on 'Language Search' and type your chunk of text at the top (in 'Search academic texts…'). Press Enter to see the search results.

You can do a range of different searches, as shown under 'Examples' and as follows.

Find example sentences

This search shows you how a particular chunk of text is used in scientific texts, and how often. Simply enter your text and find example sentences containing it, retrieved from the database of scientific papers. You can browse through the sentences, and click on each one to get expanded context. The chunk itself is in bold and highlighted in yellow. The example text below, 'affected by the changes', has been found 53 times in the database.

affected by the changes appears **53** times

:int edition of the encyclopædia was not **affected by the changes** . Individuals wishing to edit the Britar

ITV's early-morning programme. The Lorraine segment has not been **affected by the changes** . At weekends, ITV Breakfast airs children's programming, a simulcast

round 320 companies will potentially be **affected by the changes** . The Coalition, led by Tony Abbott, wer

' the provision of ecosystem services is **affected by the changes** in (i) above; and To identify the charac

relengths - and the way this exchange is **affected by the changes** in the Earth's atmosphere caused by hum

of the islands. The Bonin white-eye was **affected by the changes** that caused those extinctions, and has l

vho were the people being most strongly **affected by the changes** to manufacturing and trade referred to :

Find synonyms in context

This search shows you words that can be used instead of others in a given context, without changing the meaning of the sentence. This is very useful when you want to add variety to your vocabulary, to avoid using the same words too many times in your text. Simply enter your chunk of text, with asterisks around the word(s) that you want to replace with a synonym. In the example below, Writefull tells me that synonyms of the verb 'affect' in the phrase 'to affect changes' are 'control', 'modify', 'determine', 'guide', 'alter', etc.

```
←    to *affect* changes|
to control changes (18%)
to modify changes (16%)
to determine changes (14%)
to guide changes (14%)
to alter changes (10%)
to influence changes (6%)
to transform changes (6%)
to form changes (6%)
to shape changes (6%)
to decide changes (2%)
```

Note that the list of synonyms appears in order of preference (from top to bottom) by Writefull, as also shown by the percentages on the right. The higher the percentage, the more confident Writefull is that the suggestion is the right synonym for your text. You should review these suggestions carefully - you may like the second or third suggestion better than the first in the context of your document!

Find words in context

This search shows you words that are commonly used instead of others in a given context, and how often. Unlike 'synonyms in context', those may not be synonyms - which means that using them as replacements may change the meaning of your sentence. This is a useful search to do when you have a chunk of text in mind, but don't know what words would fit naturally within it.

To do this search, simply enter your text including an underscore in place of the word for which you want to get suggestions. In the example below, Writefull tells

me that 'affected' is most commonly used before the phrase 'by the changes', followed by 'caused', 'driven', 'inspired', 'influenced', etc.


```
←    _ by the changes

affected by the changes (21%)

caused by the changes (19%)

driven by the changes (10%)

inspired by the changes (6%)

influenced by the changes
(5%)

induced by the changes (4%)

triggered by the changes (4%)

followed by the changes (3%)

generated by the changes (3%)

produced by the changes (3%)
```

As you can see, some of these words have different meanings. So you should make sure that you choose a suggestion that conveys the right meaning for your sentence. Similar to the above, it won't always be the first!

Compare words in context

This search shows you how two different words are used in a given sentence, and how often. This is useful when you are not sure which of two words you have in mind fit better in a particular context. Some word pairs can be very confusing because they have the same meaning but different grammatical patterns (e.g. quantity/amount), or look and sound very similar (e.g. affect/effect).

To do this search, simply enter your text including the two alternative words separated by a slash. In the example below, Writefull tells me that 'affected' is much

more commonly used than 'effected' when followed by 'by the changes' in the database. The very high confidence percentage for 'affected' shows very clearly which one of the two I should use in my sentence!

To see expanded context for each example sentence, simply click on it.

Compare phrases

This search shows you how two different phrases are used in a given sentence, and how often. Similar to 'compare words in context', it is useful when you are not sure which of two phrases fit better in a given context (for example if they look and sound similar).

To do this search, simply enter the two alternative phrases separated by 'vs'. In the example below, Writefull tells me that 'to conclude' is much more commonly used than 'in conclusion' in the database of scientific papers, so it is probably the better option. Again you can see expanded context for each example sentence by clicking on it.

in conclusion 1261 (14%)

to conclude 7669 (86%)

Life and published a memoir, Talking as Fast as I Can. Her third book, **In Conclusion**, Don't Worry About It was published in 2018. Lauren Helen Graham was

indistinguishable from its transformed image is called mirror symmetric. **In conclusion**, a line of symmetry splits the shape in half and those halves should

natural phenomena or aircraft, took an unusual position on the case: " **In conclusion**, although conventional or natural explanations certainly cannot be ruled

wider focus on security) and inconsistent battery life was also panned. **In conclusion**, it was argued that the Moto G4 Plus was better value at the same price

with a deluge of blood wash away the present and restore the past.". **In conclusion**, the following quote sums up Xaltotun's relationship with the plotters

the least satisfying number and is best thought of as a bonus track". **In conclusion** he said "(the album) is as satisfying as his other mega-star-studded

frame rate advantage over its competitors due to its lower resolution. **In conclusion**, the S9 was deemed to be a better "all-round" phone, but the P20 Pro

series naming their titles with two digit numbers (i.e. 07, 08) and **in conclusion** would seem that PES was a year behind FIFA (to non-fans which had no

incorporating ontogenetically variable characteristics, which led Pu et al. **to conclude** that they were distinct taxa. Timeline of oviraptorosaur research Pu

∀x∃y(Px → (Wy & M(yx))) therefore ∃y∀x(Px → (Wy & M(yx))) It is fallacious **to conclude** that there is one woman who is the mother of all people. However, if

there it is" or "and there you have it." Typically, someone says it **to conclude** a set of simple instructions or when a result is reached. The meaning

the defending champion. The season is scheduled to begin on 3 May and **to conclude** on 22 September. The 2018 Úrvalsdeild kvenna is contested by ten teams

the Yemeni Unity Cup. The competition started in February and is set **to conclude** in May. "Yemeni Unity Cup 2010". www.goalzz.com. Unity Cup results RSSSF

Rattlers defeated the Philadelphia Soul by a 48–39 score in ArenaBowl XXVI **to conclude** the league's playoffs. The league dropped to 14 teams during the offseason

Bhog (n. 'pleasure' or 'delight', v. 'to end' or' **to conclude** ') is a term used in Hinduism and Sikhism. In Sikhism, it is used for obs

revealed that the prehistoric community was used to process food and allow **to conclude** basic pottery knowledge among the cave inhabitants. Hunugalagala excavation

Any questions?

Please contact us at support@writefull.com