

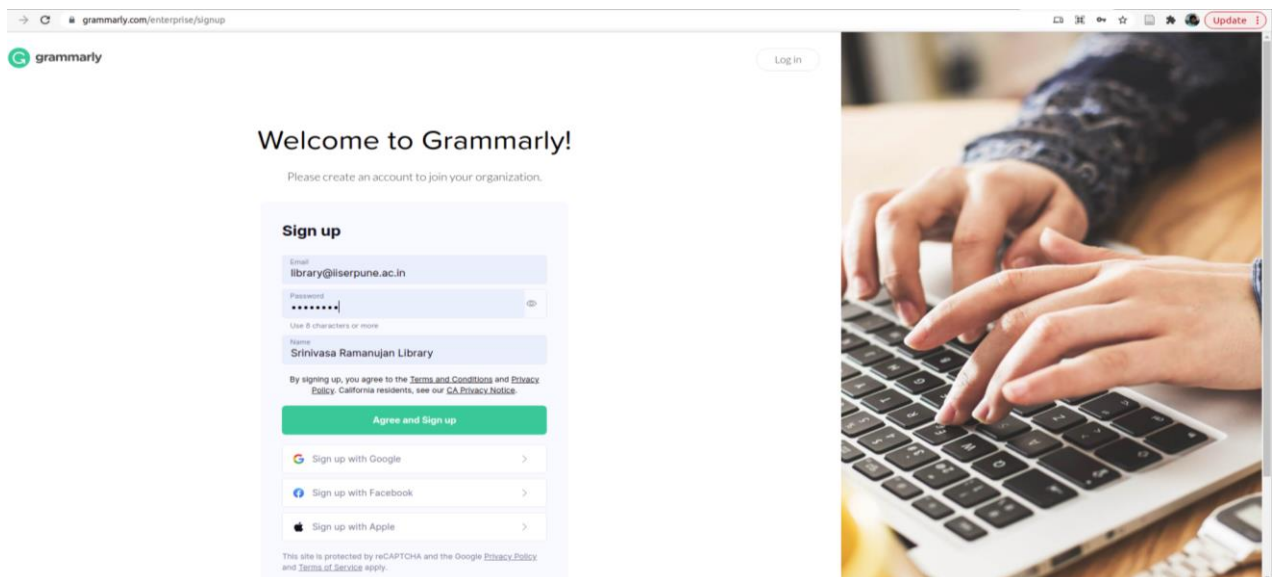
GRAMMARLY USER GUIDE

Introduction:

Grammarly is a cloud-based writing assistant that reviews spelling, grammar, and punctuation in the English language and offers specific suggestions to help improve writing.

Creating a user account:

- Click on the link for Sign-Up: <https://www.grammarly.com/enterprise/signup>
- Register by using institutional email ID:
Enter your name, email (@students.iiserpune.ac.in or @iiserpune.ac.in or @acads.iiserpune.ac.in), and preferred password to sign up for a Grammarly account.



- After clicking signup, an activation email will be sent to the user's institutional email ID.

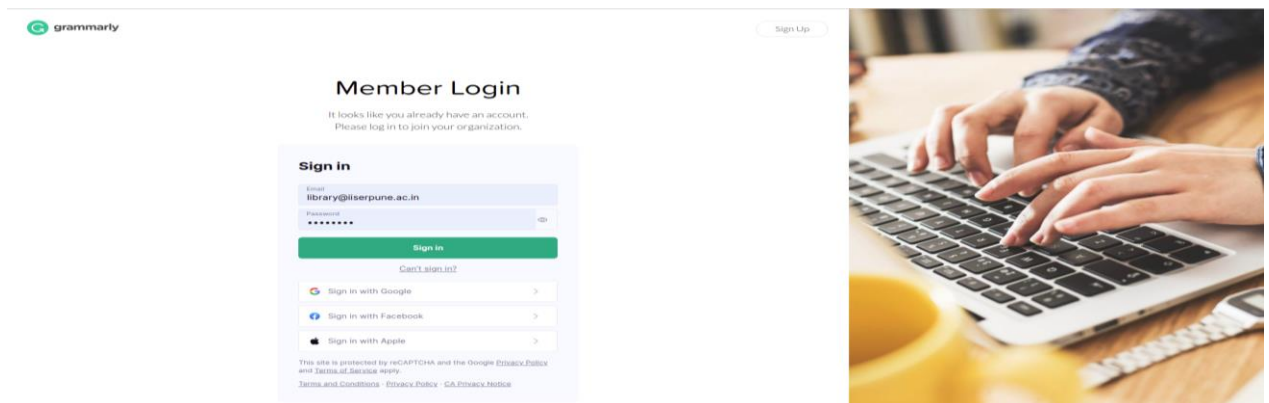
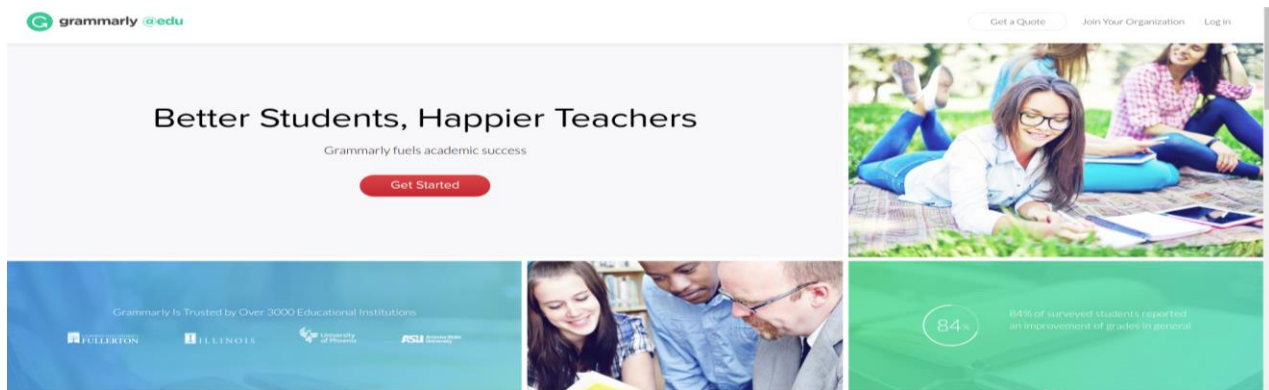
Please Note: @edu credential verification/activation email will be sent to the user's institutional email ID. Users are advised to check the spam folder in case the link is not received in the INBOX.

After login, users will land on the page - 'Grammarly Editor', which is easy to use and can be explored by the user. The MS Word Plugin can be downloaded from the support page from the link <https://www.grammarly.com/office-addin>

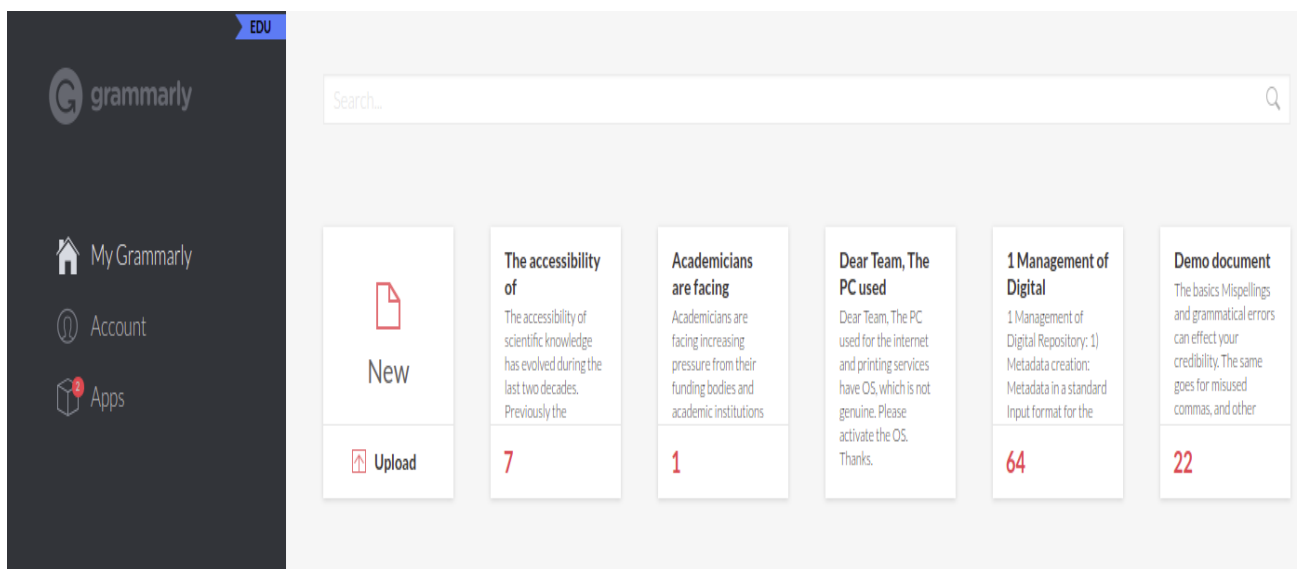
Note: Plugin does not work on MAC/IOS devices.

How to Use Grammarly

- Go to URL: www.grammarly.com/edu, Click on sign-in

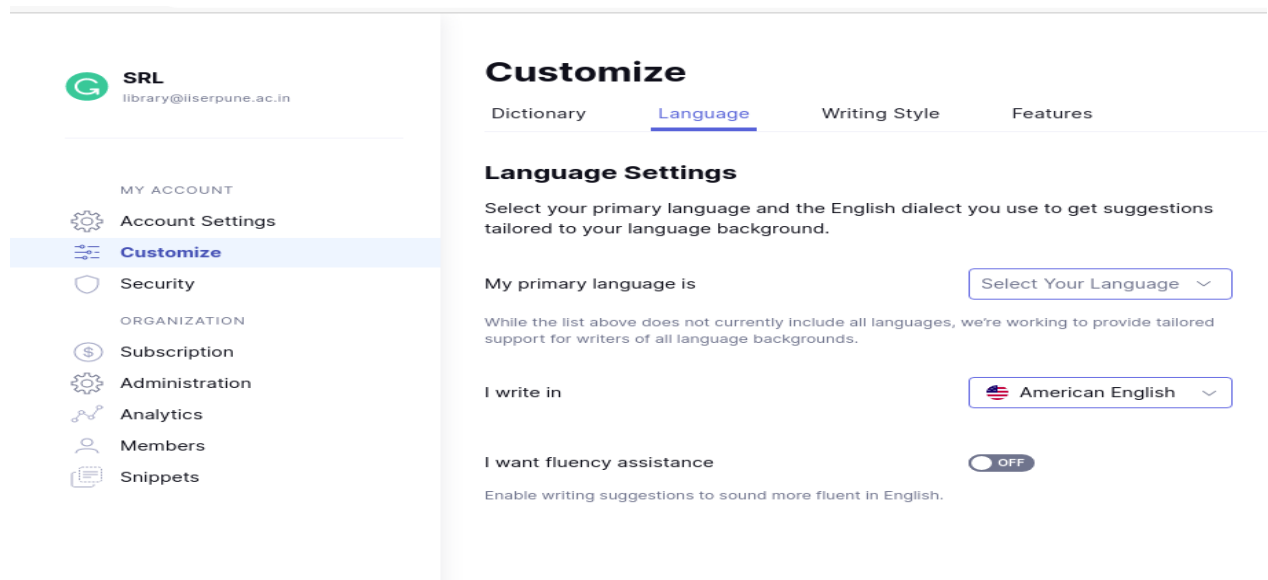


- After login, Grammarly home page will get opened.



- One can create a new blank document or upload an existing document to edit it with Grammarly.

- Document format for uploading should be Microsoft Word (.doc, .docx), OpenOffice (.odt), .txt, & rtf.
- Select the language type in the customize section:
<https://account.grammarly.com/customize> Accounts > Customize > Language Preference



The screenshot displays the Grammarly account customization interface. On the left, a sidebar menu includes 'MY ACCOUNT' with options like 'Account Settings', 'Customize' (highlighted), 'Security', and 'ORGANIZATION' with options like 'Subscription', 'Administration', 'Analytics', 'Members', and 'Snippets'. The main content area is titled 'Customize' and has tabs for 'Dictionary', 'Language' (selected), 'Writing Style', and 'Features'. Under 'Language Settings', it prompts the user to select a primary language and an English dialect. The primary language is currently set to 'Select Your Language' and the dialect is 'American English'. There is also a toggle for 'I want fluency assistance' which is currently turned 'OFF'.

For tutorial, please visit: <https://support.grammarly.com/hc/en-us/articles/360003474732>

For more details on Grammarly subscribed by the library, please visit:

<https://www.iiserpune.ac.in/library/research-support-services/research-tools>