

## Grammarly

### A writing tool

Grammarly is a writing tool which helps users to detect grammatical errors.

Copy and paste a piece of writing onto Grammarly to view a performance report on spelling, punctuation and grammar errors.

Select the underlined words to view Grammarly's suggestions on how to improve the writing.

## Step 1 - Create an account

Access Grammarly at <https://www.grammarly.com/>

Select the free option

Create your account by entering your email, a password and your name

The free version will check grammar, punctuation and spelling but you can upgrade to the Premium version at a cost. The Premium version will also detect clarity, engagement, delivery and plagiarism.

## Step 2 - Getting started

### Setting the language preferences

In the top left corner click the G symbol



Scroll down to 'Language preference' and click to select the preferred choice



Upgrade to premium



Language preference

Subscription

Log out

-  American English
-  British English ✓
-  Canadian English
-  Australian English

## Step 3 - Using Grammarly

**Demo document**

Grammarly is a tool which helps users to detect grammatical errors. Copy and past a piece of writing onto Grammarly to view a in performance report in relation to spelling, punctuation and grammar errors.

**Select the underlined words to view Grammarly's suggestions on how to improve the writing.**

**All alerts**

- past · Correct your spelling
- a in · Change the article
- CLARITY: CONCISENESS
  - in relation to → about to with concerning

The phrase *in relation to* may be wordy. Consider changing the wording.

**Hide Assistant**

Overall score **85**  
See performance

Goals  
5 of 5 set

**All alerts**

Correctness  
2 alerts

Clarity  
A bit unclear

Engagement  
Very engaging

Delivery  
Just right

Premium  
Advanced alerts

Click on the underlined words to view the mistake.

Grammarly explains the reason for the mistake and provides suggestions on how to improve

Select 'Overall score' for feedback on word count, readability and vocabulary use

A word of caution. Just like any writing checker, Grammarly can make mistakes, so consider the highlighted suggestions carefully before accepting the changes.