

We are currently updating the OP Help Center content for the release of OP 14.19 or "OP 19". OP 19 is a member of the certified OP 14 family of products (official version is 14.19.1), which you may see in your software (such as in Help > About) and in the Help Center tabs labeled 14.19. You may also notice that the version number in content and videos may not match the version of your software, and some procedural content may not match the workflow in your software. We appreciate your patience and understanding as we make these enhancements.

Spell Check in OP

Last Modified on 07/22/2019 10:45 am EDT

Overview

Office Practicum has a Spell Check function built into the software that is particularly helpful when composing visit notes. The standardized dictionary files are housed in the OP installation directory. These files are loaded for the user each time a specific user logs into the system.

Incorrect Spellings

When a word is spelled incorrectly, the user will see the word underlined in red, similar to as in many word-processing programs. When the user right-clicks on the underlined word, a menu displays with some action options:

Conf / Deny	Question / Symptom	Comment
Well Visit: School-age		
Confirms	attends school in appropriate grade for age	Attends <u>preschool</u>
Pert	is academically successful at school without learning concerns	preschool
Pert	is socially successful in school and community environment	Ignore
Pert	is involved in school/community activities	Ignore All
Pert	diet is well balanced with appropriate calcium and protein intake	Add
Pert	brushes teeth and receives regular dental care	Spelling

- A list of possible matches for the incorrectly spelled word. The user may select a word from the list to replace the incorrectly spelled word.
- **Ignore:** remove the red underline and leave the spelling as is.
- **Ignore all:** remove the red underline and leave the spelling as is for all of the instances of this word in the current window.
- **Add:** add the word to the dictionary.
- **Spelling:** opens the **Spelling** window where the user has the option to change the spelling of

the word to other spelling as indicated in the window.
