# Exclusion Dictionary

Your Exclusion Dictionary allows you to type in words that you want flagged as misspelled, even if they may not be wrong according to a traditional dictionary. For instance, many people type *manger* instead of *manager*; you can put *manger* in your exclusion dictionary, and it will be flagged as misspelled during spell check.

**Before you get started**…you’ll need to know your username on your computer.

To modify the exclusion dictionary for a language, perform the following steps:

1. Open your Windows browser or File Manager.
2. Copy this address (with *your* username as indicated): C:\Users\*username*\AppData\Roaming\Microsoft\UProof.
3. Paste in your Windows browser or File Manager:
4. Locate the exclusion dictionary for US English: *ExcludeDictionaryEN0409.lex*.

1. Right-click the LEX file, click Open with, and then select a text editor such as NotePad.
2. Add each word that you want the dictionary to flag.
3. When you are finished, click Save on the **File** menu, then click Exit.

**Note:** The exclusion dictionary applies to all of your Office products; so even though you may add it to help you in Word, it will also flag words in Excel and PowerPoint.