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Always on Top

Webster's New World Word Wizard allows you to look up words you may come across in other programs quickly and easily. Simply choose to have the **Word Wizard Dictionary** window appear on top of any other programs that you're running at the same time. To do this:

1. Click **Options** at the top of the **Word Wizard Dictionary** window.
2. Click **Always on Top** on the list of **Options**. The next time you click **Options**, you'll notice a check mark next to **Always on Top**.

To switch back and forth between the **Word Wizard Dictionary** and other programs, place the cursor on the window of whichever program you want to use and click.

To stop the **Word Wizard Dictionary** window from always appearing on top, click **Always on Top** again to remove the check mark.

Also See:

[Use with Other Programs](#)

Exit

To quit the **Word Wizard Dictionary**:

1. Click **Options** at the top of the **Word Wizard Dictionary** window.
2. Click **Exit** on the list of **Options**.

Find a Word

There are two ways you can look up a word:

1. Type a word in the Find a Word field

When you first run the **Word Wizard Dictionary**, the word "wizard" will be highlighted in the **Find a Word** field.

To look up a different word, simply begin typing the word you want to find. When you're done typing, press the **Enter** key on your keyboard to display the word's definition.

If the word in the **Find a Word** field is not highlighted, you will need to highlight it before entering a new word. Place the cursor anywhere on the word and either double-click the left mouse button or swipe the cursor across the entire word while holding the left mouse button down. You may then type a different word in the **Find a Word** field. Again, when you're done typing, press the **Enter** key on your keyboard to display the word's definition.

2. Use the Scroll Bar

Click the button to the right of the **Find a Word** field -- the one with the upside down triangle on it. This will cause a list of all the words in the **Word Wizard Dictionary** to appear. Place the cursor on the slider button (that's the button that rides up and down on the side of your window like an elevator) and hold the left mouse button down. As you move the mouse up or down, you can scroll through all of the words in the **Word Wizard Dictionary** to find the one you're looking for. When you find the word you want, release the mouse button and move the cursor over the word to highlight it. Click on the word to call up its definition.

Tip

If you don't know how to spell the word you want to look up, you can use a combination of these two methods. Begin typing the word -- even if you have to guess what the first letter might be. You'll notice that as soon as you begin typing, the list of all the words appears, showing the words that are closest to what you've typed. You may then scroll through this list looking for the word you want following the steps described in **Use the Scroll Bar** above.

Also See:

[Use with Other Programs](#)
[Words You Found](#)

Minimize

If the **Word Wizard Dictionary** window is taking up too much space on your screen but you don't want to exit yet, you may minimize it by clicking the **Minimize** button (that's the button in the upper right hand corner with the flat dash on it). To access the **Word Wizard Dictionary** after it's minimized, simply click the **Word Wizard Dictionary** button on the taskbar at the bottom of your screen.

Pronunciation Key

If you need help figuring out how to pronounce a word, use the **Pronunciation Key**. To display the **Pronunciation Key**:

1. Click **Options** at the top of the dictionary window.
2. Click **Pronunciation Key** on the list of **Options**.

The **Pronunciation Key** will remain displayed so you can refer to it while looking up words. If the **Pronunciation Key** window is in your way, you can click its title bar and drag it to a different location on your desktop. You may close this window by clicking the **Close Window** button (that's the one in the upper right hand corner with the "X" in it).

Use with Other Programs

You can look up words you find in other programs without retyping them by using the **Copy and Paste** controls.

To do this, perform the following steps:

1. Make sure the **Word Wizard Dictionary** is running before you start the other program! You may also want to make sure **Always on Top** is selected from the list of **Options**.
2. Use your mouse to highlight the word from the other program that you want to look up. Try it now!
Use your mouse to highlight this word: highlight
3. Press and hold down the "**Ctrl**" key on your keyboard. While you're holding this key down, also press the "**C**" key on your keyboard.
4. Release both keys.
5. Place the cursor in the **Find a Word** field and double-click the mouse.
6. Press and hold down the "**Ctrl**" key on your keyboard. While you're holding this key down, also press the "**V**" key on your keyboard.
7. Release both keys. The word you want to look up should appear in the **Find a Word** field.
8. Press the **Enter** key on your keyboard to call up its definition.

Note:

This will only work for true text. Many programs use "word-art" instead of true text. Word-art is actually a picture that looks like a word. Word-art cannot be copied and pasted into the Word Wizard Dictionary using this method.

Also See:

[Always on Top](#)

[Find a Word](#)

Words You Found

Each time you run the **Word Wizard Dictionary**, the words you looked up are saved on a list. To display this list, click the button to the right of the **Words You Found** field -- the one with the upside down triangle on it.

Place the arrow over the word you want to look up. When the word is highlighted, click the mouse button to call up it's definition.

If the **Words You Found** list becomes really long, a slider bar will appear on the right side of the list. You can look for a word on this list by scrolling through it. Place the arrow over the slider button (the one that rides up and down like an elevator on the side of your window). Press and hold the left mouse button down. Then move the mouse up or down to scroll through the list. You can also click on the up or down buttons (they're the ones at the top and bottom of the scroll bar with the little triangles in them) to scroll through the list.

Once you find the word you're looking for, click on it to call up its definition again.

Also See:

[Find a Word](#)

