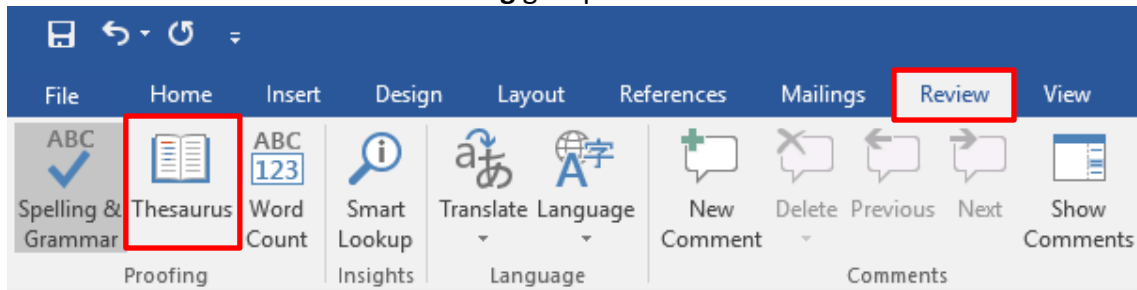


## Thesaurus

The thesaurus enables you to look up synonyms (these are different words with the same meaning), and antonyms are words with the opposite meaning.

Click on the **Review** tab in the **Proofing** group << **Thesaurus**



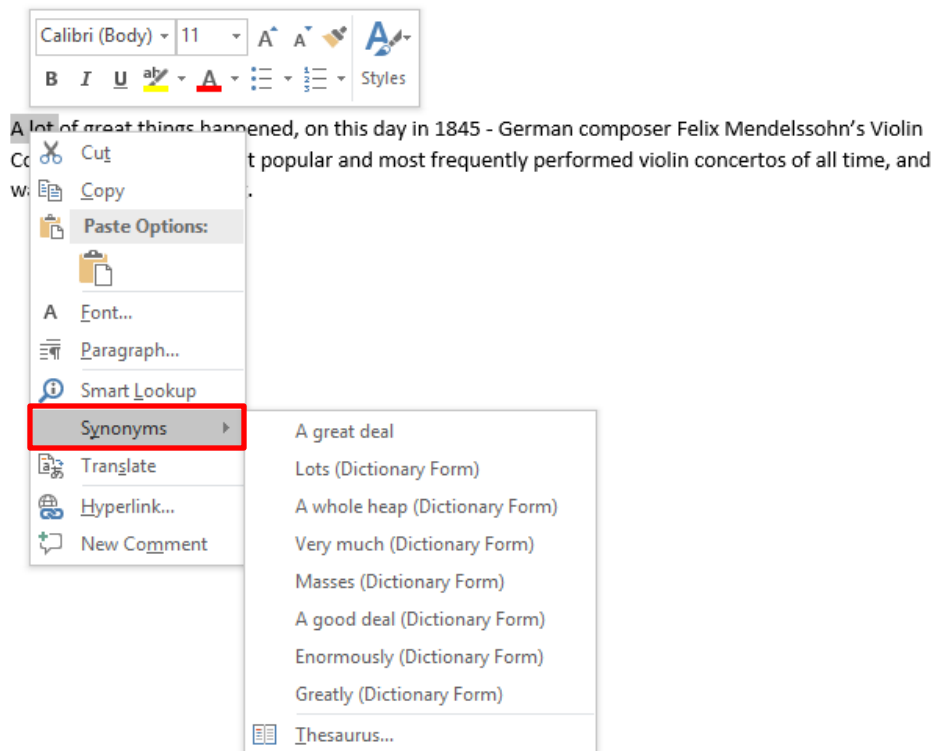
### Example using the Thesaurus

To change the sentence below, the words **a lot** could be changed to something more appropriate;

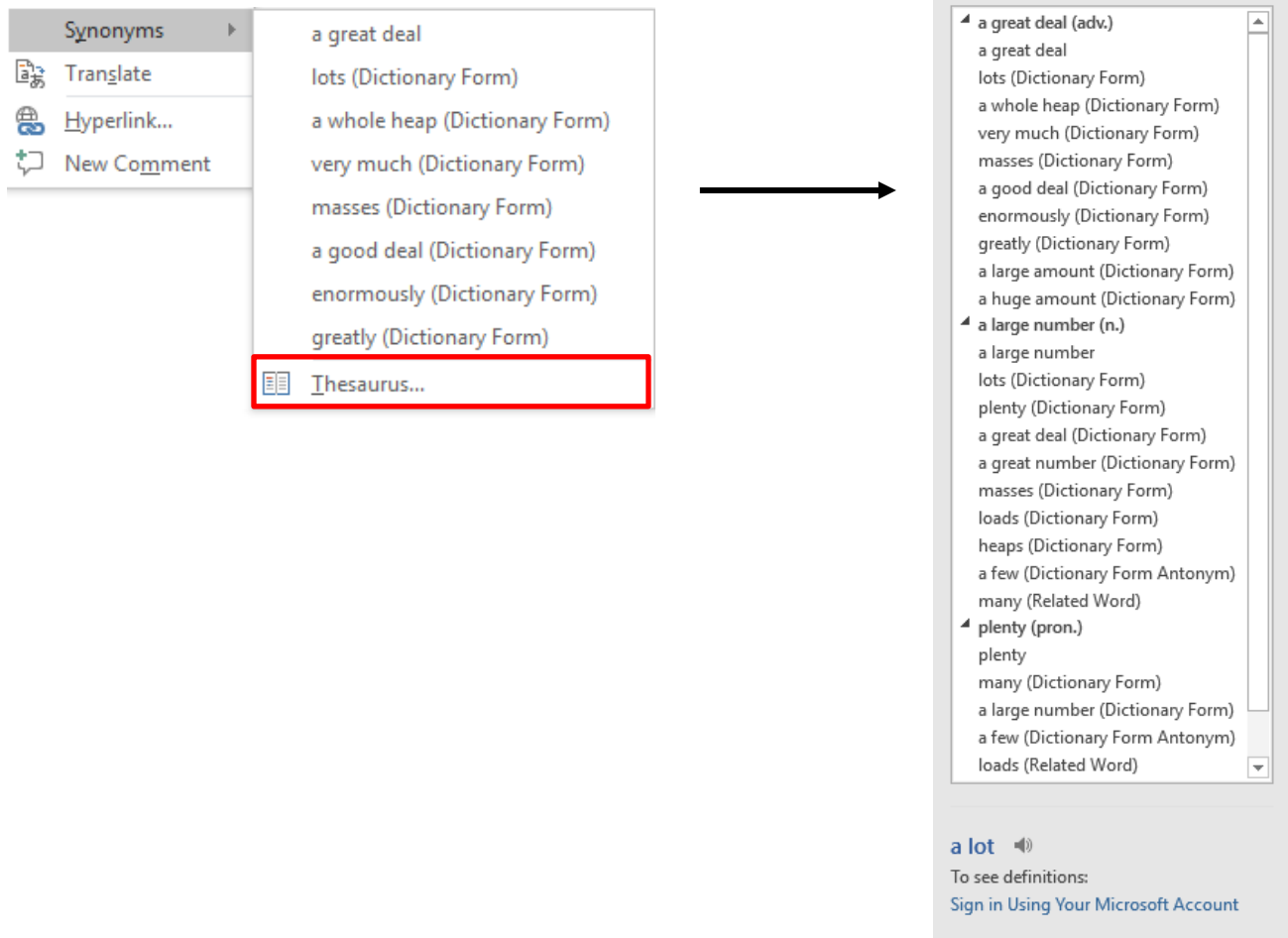
***A lot** of great things happened, on this day in 1845 - German composer Felix Mendelssohn's Violin Concerto, one of the most popular and most frequently performed violin concertos of all time, and was first played in Leipzig.*

a lot

**Right click** on the word and the following box will appear << **Click on Synonyms** << **Select** a word.



Select **Thesaurus** at the **bottom** of the **box** << a **list of words** will **appear** to the **right of your screen**.



To **insert** the **new wording** you want to use << **Right click** on it << **Choose Insert** and the new wording will be inserted over the original word.

