Keyboard navigation for v3.x.x

WProofreader add-on for rich text editors is a 2-in-1 solution that combines spell & grammar check as you type and in-dialog modes and can be conveniently integrated in any HTML editable tag or modern rich text editor (RTE).

WProofreader is compliant with the Web Content Accessibility Guidelines (WCAG) and Section 508 and comes along with keyboard navigation. Users with limited abilities can proofread, switch between the modes, tweak settings and complete other tasks using keyboard shortcuts only.
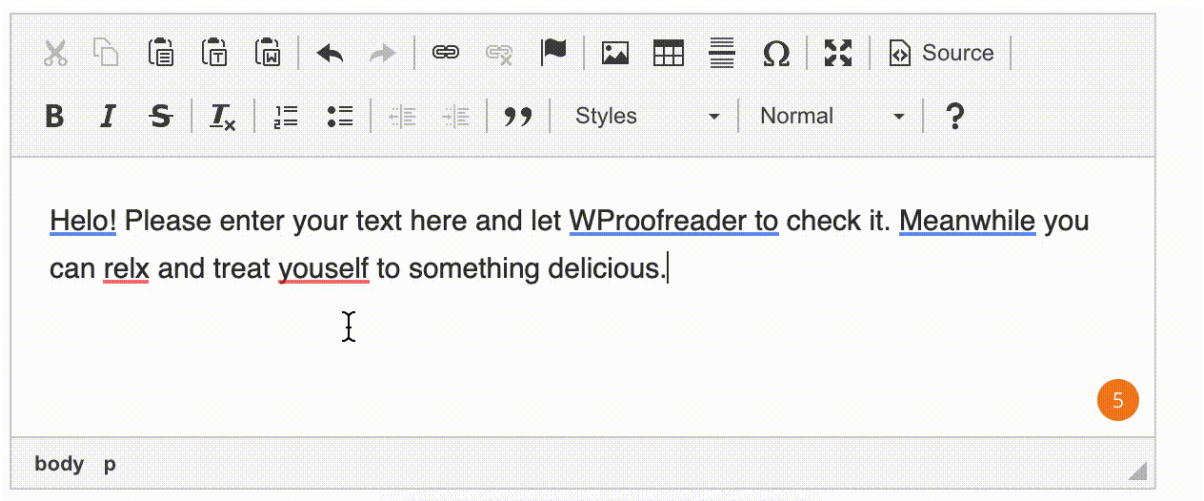
This guide is for WProofreader users and developers integrating WProofreader into their clients' infrastructure. Check the below keyboard commands to use WProofreader.

Prerequisites

Version	VERSION 3.0.0+
Theme	Standard
Rich text editor	CKEditor 4
Language	English

Proofreading in the as you type mode

WProofreader checks users' texts in editable HTML tags and rich text editors for spelling, grammar, and punctuation errors while the user is typing. The orange badge in the bottom right corner of the text box displays the total number of grammar, spelling and punctuation issues found in the active element. If there are no issues, you can see the tick sign on the badge.

Accessing more features

Users can access more WProofreader features through the badge, in particular:

- switch to Proofread in-dialog mode,
- tweak spelling ignore options,
- create and manage dictionaries,
- set the language for proofreading.

Press Tab to navigate to the badge. You'll see a badge highlighted with a circle around it. Then press Enter or Space to open the badge and switch to Proofread in dialog mode, the Settings dialog, toggle Proofreader options.

> ⚠ On MacOS laptops, only Space can be used to open the list of languages. However, this depends a lot on the system preferences.

Keyboard commands to **access** more WProofreader options:

Keyboard command	Description
and arrow key	Move between items

Enter / Space	• Disable / enable WProofreader • Activate the Settings dialog • Switch to Proofread in dialog mode
Esc	Close WProofreader menu

Check the video below to use keyboard navigation to access all the capabilities of the WProofreader user interface.

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Proofread in dialog mode

To switch to Proofread in dialog mode from the as-you-type mode, press Tab to highlight the badge. Then press Enter or Space to display the badge actions. Use the Left / Right arrow key to navigate to the **Proofread in dialog** icon and press Enter or Space .

With the below commands, users can accept/ignore WProofreader suggestions, add words to dictionary.

Keyboard command	Description
Left / Right arrow key	Move between grammar and spelling issues found. The selected issue is highlighted.
Up / Down arrow key	Navigate inside the suggestion area: • move between WProofreader suggestions; • select **Add word** or **Ignore all** actions.
Enter / Space	Accept a suggestion, confirm action.

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Tweaking settings

To access WProofreader settings, press Tab to highlight the badge. Then press Enter or Space to display the badge actions. Use the Left / Right arrow key to navigate to the **Settings** icon and press Enter or Space to open the Settings dialog.

Also, you can access the **Settings** from the Proofread in dialog mode. Keep pressing Tab or Shift + Tab for backwards until you focus on the **Settings** icon. It will be highlighted. Then press Enter or Space to confirm.

Spelling ignore options

Use Tab to navigate between **Ignore options** in the Settings dialog. Select the desired option and press Space to enable/disable it. The changes are applied automatically.

Keyboard command	Description
Tab / Shift + Tab	Move between **Ignore options** forward or backward.
Space	Enable/disable the desired ignore option.

Language

Take the steps below to select a language for proofreading.

- Use Tab to navigate to the **Language** section in the Settings dialog.
- Press Enter or Space to open the list of available languages.
- Use the Up / Down arrow key to select a desired language.
- Press Enter or Space to confirm the action.
- Press Escape to exit the Settings dialog.

Check the video below to see how to access and work with settings.

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Dictionary

In the Dictionaries settings, users can create new dictionaries, connect or delete existing ones, add or remove words from the dictionaries.

Create or connect dictionary

To create or connect a dictionary:

- Open the Settings dialog and navigate to **Go to Dictionary** by continuously pressing Tab.
- Press Enter or Space to open Dictionary settings.
- Press Tab to navigate to the **Enter a dictionary name** field and type in a name for your dictionary.
- Select **Create** or **Connect** and confirm your action by pressing Enter or Space. As a result of this action, you'll either create a new dictionary or connect an existing one.

Add word

To add a new word to a user dictionary, use Tab and navigate to the **Enter a new word** field. Type a new word and press Tab to move to the **Add** button. Confirm the action by pressing Space. Once the word is added, you'll see a confirmation message *"Word added"*.

Delete word

To delete a word from the dictionary, use the Up / Down arrow key to move between words and choose a word you want to remove. Confirm the deletion by pressing Space or Enter. Once the word is deleted, you'll see a confirmation message *"Word deleted"*.

Rename dictionary

To rename the dictionary, navigate to Dictionary settings using Tab and select **Rename** from the list**.** Confirm the action by pressing Space / Enter. Once the dictionary is renamed, you'll see a confirmation message *"Dictionary renamed".*

Disconnect dictionary

To disconnect the dictionary, navigate to Dictionary settings using Tab and select **Disconnect** from the list. Confirm the action by pressing Space or Enter. Once the dictionary is disconnected, you'll see a confirmation message *"Dictionary disconnected"*.

Check the video below to see how to manage dictionaries using keyboard navigation.

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About

WProofreader version and copyright info is presented in the Settings dialog. You may find it useful when providing information about your system to our support team.