

08 Macro Menu – complete macro tool list

The aim of this section is to whet your appetite by offering a macro smorgasbord. The problem with this book is that there are far too many macros, so how do you know what's available that you might find useful for your own particular style of editing? Here I take different topics and simply state what's available related to that topic (i.e. some macros appear in multiple sections below). If something catches your fancy, place your cursor in the macro name (in *italic*) and *InstantFindDown* to search for the details.

Loads of extra (undocumented) macros

I have a huge range of macros that I have never got round to adding to this book. I have therefore added them to the ends of the sections of the menu below. However, the only information available is the single-line descriptor that every one of my macros has – there are **no written instructions...** not yet.

But each has a linked macro name, so that you can download the macro from the WMT website.

If you find a macro that looks really useful, please email me, and I'll see if I can get it written up and put in the book properly.

Hint: Notice that each of the new macros has a date – some go back to 2012. The chances are that the more recent macros are (a) better programmed and (b) likely to be more useful. **Enjoy!**

1. *Bookmarks*

DeleteAllBookmarks – Deletes all bookmarks
BookmarkTempAdd – Adds temporary marker
BookmarkTempClear – Deletes temporary markers
BookmarkToCursorSelect – Selects from temporary marker to cursor
BookmarkTempFind – Jumps to temporary marker

2. *Comments*

New comments system:

QQAddSimple – comment, with various features
QQSwitch – Jumps between QQ comment and comment marker
QQUpdate – Adds a QQ comments
QQAdd – Adds a QQ comment, with various features
SplitScreen – Splits the screen

CommentAdd – Adds a comment
CommentAddMenu – Adds a comment off a menu
CommentAdder – Adds a comment off a menu
CommentAddSimple – Adds a new comment with a standard text item added
CommentAddFromFile – Adds a comment from a file of ready-made comments
CommentPicker – (similar but for PDFs) Copies a comment out of a list of comments
CommentPickerInserter – (ditto) Copies a comment from a list and paste into text
CommentCopier – Creates an author query list, with space for author's reply, plus a file of each comment's context
CommentCollectTabulated – Collects all comments into a table
CommentListNumbered – Lists all comments in file with index numbers
CommentNumbering – Adds or removes comment initials and numbers, e.g. [PB1]
AddCommentMarkersInText – Adds comment initials and numbers to text
CommentInitialFandR – Finds and replaces comment initials
CommentInitialReplaceAll – Changes all comment initials
CommentContextCopier – Copies all paragraphs containing comments into a new file
MultiFileComment – Lists all comments in a set of files

CommentNext – Jumps to next comment

[CommentPrevious](#) – Jumps to previous comment

[CommentsPane](#) – Opens and closes the comments pane

[CommentJumpInOut](#) – Jumps into and out of comment text

[CommentChangeScope](#) – Reduces or extends the scope of a comment

[CommentNameChanger](#) – Changes the name attached to comments

[CommentTextNormalise](#) – Gets rid of ‘funny effects’ in the comment boxes

[DeleteComments](#) – Deletes all comments

[DeleteCommentsSelectively](#) – Accepts track changes of specific author/editor

[CommentBracketsToBubbles](#) – Copies text in square brackets and into comment bubbles

[CommentBubblesToBrackets](#) – Copies comments into brackets in running text

[CommentsAddIndexOnInitials](#) – Adds serial number to initials in all comments

[CommentsDeleteAllNotTagged](#) – Deletes all comments NOT starting with a specific tag

[CommentsDeleteSelectively](#) – Deletes all comments that DO have a specific tag

[CommentAddAndPasteSelected](#) [22.10.22] – Copies text, adds a comment and pastes text

[CommentDeleteMoveNext](#) [17.05.22] Deletes current comment and moves to the next comment

[MultiFileCommentTabulated](#) [28.04.22] Collects all comments in a set of files into one big table

3. Document analysis

[MegAlyse](#) – Launches a selected series of analysis macros

[UKUScount](#) – Has the author predominantly used UK or US spelling?

[UKUShighlight](#) – Marks US spellings within UK text and vice versa

[IZIScount](#) – For UK spelling, has the author predominantly used -is- or -iz- spellings?

(For editing, you can use IStoIZ and IZtoIS to implement your decision.)

[ProperNounAlyse](#) – Alerts you to possible proper noun misspellings, showing their frequency

(For editing, ProperNounToFRedit can be useful.)

[FullNameAlyse](#) – Creates a frequency list of all full names, e.g. Joe Bloggs, K Smith, Paul Edward Beverley

[SpecialWordSpellAlyse](#) – Does a ProperNounAlyse of all long ‘spelling error’ words

[HyphenAlyse](#) – Shows the frequency of word pairs in hyphenated, two-word and single-word form

(For editing, HyphenationToFRedit can be useful.)

[HyphenationToStylesheet](#) – Takes items from the HyphenAlyse list, ready for the word list of a stylesheet

[WordPairAlyse](#) – Shows the frequency of word pairs that are never hyphenated (e.g. can not/cannot)

[CapitAlyse](#) – Analyses words with initial capitals (or not)

[AccentAlyse](#) – Compares words that consist of the same letters, but with different accents

[AccentedWordCollector](#) – Collects all the accented words in a text

[AAAnalyse](#) – Highlights a/an errors: a onion, an pear, an union, a hour, a HTML, an UFO, a O, an P, a H, an U

[DocAlyse](#) – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

[DocAlyseForMac](#) – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

[DocAlyseForThinMac](#) – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

etc

[DocAlyseForVeryThinMac](#) – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

Eq(n) etc

[NumberTextFigureCount](#) – Counts numbers as figures vs. words

[SerialCommaAlyse](#) – Highlights things that might be lists with serial commas (or not)

[CenturyAlyse](#) – Analyses how centuries are formatted in a document

[DayDateAlyse](#) – Lists words out of a proper noun frequency list

[ListAlyse](#) – Makes a list of all the ‘list’ items – then you can analyse them!

[FormatAlyse](#) – Highlights various formatting features to make you aware what’s been used

[StyleEffectDetector](#) – Reports the style and effects applied to the text

[CatchPhrase](#) – Searches for and counts repeated phrases

[DuplicateSentenceCount](#) – Counts frequency of any duplicated sentences

[WordGraph](#) – Gives a visual indication of the occurrences of a word or phrase

[PunctuationFormatChecker](#) – Variously highlights italic/roman punctuation
[HighlightOddPunctuationFormat](#) – Highlights oddly formatted punctuation marks
[RomanPunctuationHighlight](#) – Finds roman punctuation that follows italic text
[WhatChar](#) – Shows ASCII and Unicode numbers and names of character at the cursor
[Chirimbolos](#) – WhatChar in Spanish by Marcela Ronaina

[SerialCommaHighlight](#) – Highlights or underline text that appears to have a serial comma
[SerialNotCommaHighlight](#) – Highlights or underlines text that appears not to have a serial comma
[SerialCommaCounter](#) – Counts serial (or not) commas in lists
[SpecialSortsLister](#) – Creates a list of all the special sorts in a file
[SpecialCharList](#) – Creates a list of the Unicode characters in the document
[TextProbe](#) – Finds funny character codes
[FieldAlyse](#) – Counts all fields of different types

[SentenceAlyse](#) – Analyses the size of sentences
[ItalicWordList](#) – Creates a list of all words in italic
[ListofHeadings](#) – Creates a list of all headings
[ListAllHeadings](#) – Creates a list of all headings by style name
[StyleDetector](#) – Displays or speaks the current style name
[FontColourReader](#) – Reads style font colour + any applied colour
[PhraseCount](#) – Counts a series of selected phrases
[CountPhrase](#) – Counts the word or phrase selected
[HyphenSpaceWordCount](#) – Counts hyphenated word forms
[ItalicCount](#) – Counts the number of words that are in italic
[MultiFileCount](#) – Counts words in a group of files
[WordTotaler](#) – Adds up word numbers in selected texts

[HighlightLongQuotesDouble](#) – Highlights all extra-long quotes (double)
[HighlightLongQuotesSingle](#) – Highlights all extra-long quotes (single)

[HighlightIndentedParas](#) – Highlights all indented paragraphs
[HighlightAllQuestions](#) – Highlights all sentences ending with a question mark
[LongSentenceHighlighter](#) – Highlights all sentences more than a certain length
[LongParagraphHighlighter](#) – Highlights all paragraphs more than a certain length
[ParagraphLineLengthHighlighter](#) – Highlights any paragraphs longer than a number of lines
[LongSentenceCheck](#) – Colours long sentences
[FrequencySentenceLength](#) – Creates a histogram of sentence length
[HighlightDuplicateSentences](#) – Highlights pairs of identical sentences within a document

[DuplicatedWordsHighlight](#) – Adds a highlight to any duplicate words in a text, e.g. ‘the the’
[DuplicatedWordsFind](#) – Jumps to the next duplicated word pair: ‘the the’ and ‘and and’ etc
[FindRepeatedWords](#) – Finds words that are repeated in a given range
[RepeatedWordsInSentences](#) – Highlights any words duplicated within given sentences
[RepeatedWordsInParagraphs](#) – Highlights any words duplicated within given paragraphs
[MacroRunNoTC](#) – Runs an analysis on track-accepted text
[TooDifficultWordHighlighter](#) – Highlights any words not included in a given word list

[ChronologyChecker](#) – Copies paragraphs containing date references into a new file

[HeadingLister](#) [11.01.14] – Create a list of all coded headings
[InitialCapAlyse](#) [17.09.18] – Highlight possible capitalisation inconsistency
[UnitsAlyse](#) [07.03.22] – Counts the number of items that look like units

4. Fields

[URLink](#) – Makes the URL/email at the cursor a clickable link
[URLinker](#) – Finds URLs in the text and links them
[URLunlinker](#) – Unlinks all the URLs in the selection or the whole file

[EmailLinker](#) – Finds email addresses in the text and links them
[URLshrinker](#) – Reduces the extent of a URL link to just the selected text
[UnlinkCitationsAndRefs](#) – Unlinks reference citations (ignoring equations)
[DeleteAllLinks](#) – Deletes all hyperlinks
[DeleteSomeLinks](#) – Deletes hyperlinks that are not URLs
[ReferenceCheckWeb](#) – Checks whether each of the URLs in the text appears in the references list
[MendeleyPunctuationCorrection](#) – Moves punctuation marks to before the note indicator
[FieldsUnlink](#) – Unlinks all fields except equations

[AutoListOff](#) – Changes auto-bulleted listing to real bullets

[CitationFieldsUnlink \[27.02.14\]](#) – Selective field unlinking
[DeleteAllHyperlinks \[30.06.12\]](#) – Unlink all hyperlinks including footnotes
[InsertFigureRefs \[21.02.18\]](#) – Adds hyperlinked reference to all figures
[InsertHeadingRef \[18.02.18\]](#) – Adds a hyperlinked reference to a heading
[InsertTableRefs \[21.02.18\]](#) – Adds hyperlinked references to all tables
[UnLinkAllFields \[30.10.12\]](#) – Unlinks all fields and hyperlinks
[UnlinkSomeFields \[31.10.12\]](#) – Delete hyperlinks that are not URLs
[URLlinksVisible \[01.05.21\]](#) – Unlinks all the URLs in the selection or the whole file

5. Figures and tables

[FigCallouts](#) – Figures call-out inserter
[FigStrip](#) – Strips out all figures and leave a callout
[DeleteAllFigures](#) – Deletes all images that seem to have a figure caption
[DeleteAllInlineImages](#) – Deletes absolutely all images
[DeleteAllImagesAndCloseUp](#) – Deletes all images and closes the gaps
[DeleteAllImagesAddCallout](#) – Deletes all figures and leaves a callout for each
[TableCallouts](#) – Inserts table callout
[TableEdit](#) – Edits items in the cells of some or all tables
[TableEmDasher](#) – Changes empty cells and cells with hyphen/en dash to an em dash
[TableStripper](#) – Strips out all tables into a separate file
[TablesToTabText](#) – Converts all tables into tab-separated text
[CellsAddChar](#) – Checks that there is a full point ending each cell
[TableCellsInitialCaps](#) – Applies an initial capital to every cell in the selected range
[TableBordersToggle](#) – Switches table borders and rules on and off
[PictureShow](#) – Switches pictures on and off

[TablesMarkAllEmptyCells \[09.06.22\]](#) – Adds some dummy text into every empty cell

6. File handling

[MultiFileCopier](#) – Saves a folder full of files into a new folder, adding ‘ PB_01’ to each name
[SaveAsWithIndex](#) – Saves the current file, adding a suffix
[OpenMySize](#) – Opens the window to a particular size, position and magnification
[MultiFileFRedit](#) – Multifile version of FRedit
[MultiFilePDF](#) – Saves a folder full of files as PDFs
[MultiFileText](#) – Collects text plus simple formatting from multiple files
[MultiFileTextForMac](#) – Collects text plus simple formatting from multiple files
[MultiFileWord](#) – Concatenates multiple files (i.e. including formatting and images)
[MultiFileReferenceCollator](#) – Collects all references (or foot/endnotes) from multiple files
[MultiFileShowHiddenText](#) – Unhides hidden text in multiple files
[MultiFileCount](#) – Counts words in a group of files

[CopyTextSimple](#) – Creates a text-only copy, with some features preserved
[CopyTextVerySimple](#) – Creates a text-only copy, with no features preserved

[ChapterChopper](#) – Chops text into chapters
[FileChopper](#) – Chops text into a number of smaller file using page breaks
[FileLister](#) – Lists all files in a folder

LinesToParagraphs – Converts lots of individual lines of text into paragraphs

TheBook – Loads two named files, and opens them on screen at a given size and zoom

LoadTheseFiles – Loads all the files listed in a file list

BackupIndexed [18.01.21] – Saves an indexed copy of the current file

FolderAddress [15.01.21] – Locates the folder of the current file

LoadFilesInList [20.06.22] – Loads a series of files in a Word file list

MultiFilePageCount [30.03.21] – Counts pages in a group of files

MultiFileTextSimple [27.06.19] – Collects text plus simple formatting from multiple files

MultifileXML [01.09.21] – Save a folder full of files as XMLs

WhatFolder [10.02.21] – Loads the clipboard with the address of folder of this file

WhatFolderMac [10.02.21] – Loads the clipboard with the address of folder of this file

7. Formatting

StrikeSingle – Toggles strikethrough attribute on and off

StrikeAndColour – Adds strikethrough and font colour to selected text

StrikeThroughAllURLs – Strikes through all URLs to protect them from changes

EquationsStrikeThroughAll – Applies strikethrough to all equations in the text

CodeSegmentProtect – Applies strikethrough to computer code sections

EquationsHighlightAll – Highlights all maths items

SpaceEquationsInPara – Adds spaces to MathType equation in this para if necessary

EquationSpacer – Adds spaces either side of equations that butt up to some text

EquationsConvertAll – Converts all Equation Editor items to their text equivalent

QuotationMarker – Applies strikethrough to all quotes and displayed text to protect them

FontEliminate – Restores anything in one specific font to the default font

FunnyFontFind – Finds the next paragraph that has mixed fonts

FunnyFontClear – Makes all text in the selection the same font

FontHighlight – Highlights all fonts not named in the list

FontLister – Lists all font names in selected text or whole file

FontFind – Finds text in a given font name in selected text or whole file

FontFunniesClearThisOne – Makes the selected text into the default font

FontFunniesClearAll – Changes all text in this specific font into the default font

HighlightNotThisSize – Highlights all text NOT the same size as the current text

StyleCopy – Copies style

StylePaste – Pastes style

PasteWithEmphasis – Pastes with emphasis

PasteUnformatted – Pastes unformatted

ClipToText – Gets pure text from PDFs and websites

UnifyFormatBackwards – Makes start of paragraph (or selection) same format as the end

UnifyFormatForwards – Makes end of paragraph (or selection) same format as the start

JustifyOFF – Turns this format off on all paragraphs

FirstNotIndent – Removes first line on all paragraphs that follow a heading

DoubleSpaceAfterSentence – Ensures that every sentence has two spaces after it

FormatRemoveNotURLs – Removes all styles and formatting except URLs

Boldiser – Toggles bold for next character or selected text

Italiciser – Toggles italic for next character or selected text

BoldKill – Remove bold from selected text or current line

ItalicKill – Removes italic from selected text or current line

[ItaliciseVariable](#) – Runs along the line to find alpha characters and italicises them all
[ItaliciseOneVariable](#) – Runs along, finds groups of alpha chars and and italicises (or italicises a selection)
[ItalicisePhrase](#) – Selects text up to next punctuation mark and makes it italic
[ItalicBinomial](#) – Italicises biological binomial species names
[Romanise](#) – Removes italic from the next set of italic characters
[NormaliseText](#) – Sets Normal style and removes (some) formatting
[PunctuationItalicOff](#) – Un-italicises all commas, etc. not followed by italic text
[PunctuationBoldOff](#) – Un-bolds all commas, etc. not followed by bold text
[UnderlineOnlyItalic](#) – Removes all underlining, then underlines all italic text
[UnderlineStyle](#) – Changes the underline style of underlined text

[SuperscriptSwitch](#) – Toggles subscript -> superscript
[SubscriptSwitch](#) – Toggles superscript -> subscript
[SuperscriptSwitchOld](#) – Toggles superscript on/off
[SubscriptSwitchOld](#) – Toggles subscript on/off

[BoldFirstOccurrence](#) – Emboldens the first occurrence of words in a list
[ListItemNumberFormatter](#) – Formats the numbering of the current list item
[DisplayedTextFormat](#) – Removes quotes and romanises and trims trailing spaces

[ParagraphEndChecker](#) – Highlights the end of all possibly punctuation-less paragraphs

[ShowFormatting](#) – Displays all formatting or just paragraph marks
[ShowFormattingMenu](#) – Displays (or not) various formatting markers, and the highlighting

[BordersAddToText](#) – Changes underlined+highlighted text to coloured borders
[BordersAllOff](#) – Removes border attributes from some or all text

[ParaSplitJoin](#) – Splits the para after current word or joins to next para

[FormatNumbers](#) – Formats number at cursor or numbers within a selection

[RemoveNumbersFromHeadings](#) – Removes automatic numbering from headings

[SuperscriptNumberFormatter](#) – Corrects spaces + punctuation on superscripted numbers

[AllCapsToItalic](#) [08.08.22] – Finds words in all caps and makes them italic
[AllCapsToItalicNext](#) [11.08.22] – Finds next word in all caps and makes it italic
[BackgroundTest](#) [11.04.20] – Removes all background colours
[FontUnify](#) [26.08.17] – Restore selection to same font size
[FormatCopy](#) [25.06.13] – Copy format of paragraph
[ListAllStyles](#) [12.01.21] – Creates a list of all styles name
[OddQuoteSpacingCorrectAll](#) [09.11.22] – Corrects the odd spacing on quotation marks (due to RTL fonts)
[PatternClear](#) [13.03.14] – Remove shading and other funny colours!
[RaiseLowerClear](#) [28.07.14] – Change weird super/subscript format to proper ones
[SigloSmallCaps](#) [24.02.22] – Finds "siglo" and small-caps the IVX following
[StrikeItalicParagraphs](#) [04.11.22] – Add single strike to all italic paragraphs (headings)
[StrikeDouble](#) [15.08.17] – Adds or removes double strike-through
[StyleFollowingHeadings](#) [13.04.18] – Sets the style of the paragraph after each heading
[WhitenBlueParas](#) [01.06.20] – No comment!

8. Global changes

[FRedit](#) – Does scripted global find and replace
[FReditSelect](#) – Run FRedit, but only on multiply selected text
[FReditHeadingsOnly](#) – Run FRedit, but only on similarly formatted text
[FReditListRun](#) – Loads, runs and closes a specific FRedit list
[FReditListMenu](#) – Provides a menu to run different FRedit lists
[FReditCopy](#) – Copies word to make FRedit list item

[FReditCopyPlus](#) – Copies word to make FRedit list item and highlight and case insensitive

[FReditCopyWholeWord](#) – Creates FRedit item for whole-word F&R

[FReditListProcess](#) – Tidies up a FRedit list from cursor downwards

[FReditSame](#) – Creates FRedit item with ^& (i.e. replace with itself, ready for format/highlight change)

[FReditSwap](#) – Swaps the two sides of a FRedit item

[FReditSimple](#) – Performs a list of F&Rs (a FRedit trainer)

[MiniFRedit](#) – Adds attributes to certain words

[FReditListChecker](#) – Checks for possible anomalies in a FRedit list

[HyphenationToFRedit](#) – Takes items from HyphenAlyse list (or ProperNounAlyse list), ready for the FRedit list

[ProperNounToFRedit](#) – Picks up alternative spellings in a PN query list for a FRedit list

[FReditListCreate](#) – Adds text to list items and applies formatting

[SpellingSuggest](#) – Creates a FRedit list item using Word's alternate spelling

[QuotationMarker](#) – Applies strikethrough to all quotes and displayed text to protect them

[TaggedTextToSmallCaps](#) – Finds tagged text, lowercases it and changes to small caps

[AcronymsToSmallCaps](#) – Finds all acronyms (in text or selection) and changes to small caps

[UnitSpacer](#) – Finds all numbers with a unit and adds a thin space

[SuperSubConvert](#) – Changes weird super/subscript format to proper ones

[SymbolToUnicode](#) – Converts Symbol font characters to Unicode characters

[TagsShowHide](#) – Changes tags into hidden text and then reveals them again

[MatchSingleQuotes](#) – Checks whether single quotes match up

[MatchBrackets](#) – Checks whether brackets match up

[MatchDoubleQuotes](#) – Checks whether double quotes match up

[QuoteMarkEmbedder](#) – Changes double quotes inside double quotes to singles

[EnclosureFixer](#) – Checks and corrects the order of enclosures – brackets, braces and parentheses

[ChapterChopper](#) – Chops a book file into a set of chapter files

[FileChopper](#) – Chops text into a number of smaller file using page breaks

[MultiChoiceTidierGlobal](#) – Lowercases first word and remove end spaces and punctuation

[MultiChoiceTidierSingle](#) – Lowercases initial character of answer and remove end spaces and punctuation

[FReditListRun](#) – Loads, runs and closes a specific FRedit list

[FReditListMenu](#) – Provides a menu to run different FRedit lists

[HeadingStyler](#) – Styles all headings by depth of section number

[BodyTexter](#) – Applies 'Body Text' to every paragraph in 'Normal'

[StyleBodyIndent](#) – Adds body style generally, plus 'No indent' after headings

[FormatHeadwords](#) – Adds a character style to the first word of every para in a given style

[IndentChanger](#) – Changes paras of one indent value to another

[FirstLineIndentToTab](#) – Changes all first-line indents to a tab

[TableStripper](#) – Strips out all tables into a separate file

[BoxTextIntoBody](#) – Copies text out of textboxes, then delete the boxes

[ComboBoxAccept](#) – Finds combo boxes and replaces them with the currently selected text

[MultiFileAcceptTrackChanges](#) – Accepts track changes in multiple files

[ItalicParaDelete](#) – Deletes all paragraphs that are mainly in italic

[HighlightWithTrackChange](#) – Use allcaps, smallcaps, underline for tracking highlighting

[CapitaliseUndoubler](#) – Finds doubled capital letters and corrects them

[HardSpaceAfterSuperscriptNumbers](#) [17.11.22] – Switches space to hard space after all superscripted number

[HeadersFootersRemove](#) [11.11.22] – Removes all headers and footers in all sections

[QuoteSingleToDoubleGlobal](#) [08.11.22] – Changes single quotes to double, avoiding apostrophes
[HighlightMissingDialoguePunctuation](#) [22.09.22] – Highlights missing dialogue punctuation (from an idea by Katherine Kirk)
[OddQuoteSpacingCorrectAll](#) [09.11.22] – Corrects the odd spacing on quotation marks (due to RTL fonts)
[WelcheKorrigiere](#) [02.08.22] – Finds "welche" after a comma and corrects it
[OddQuoteSpacingCorrectDouble](#) [22.07.22] – Corrects the odd spacing on double quotation marks
[HeHisHide](#) [08.06.22] – Adds StrikeThrough to any 'He' or 'His' as first word of sentence
[ItalicSpeechToSingleQuotes](#) [04.05.22] Finds italic text, Romanises it and adds single quotes
[OddQuoteSpacingCorrect](#) [02.09.21] – Corrects the odd spacing on single quotation marks
[TimestampRemover](#) [29.08.21] – Deletes all timestamps of the form: nn:nn:nn<sp>
[FunnyDashToEnDash](#) [06.08.21] – Changes all funny dashes to proper en dash
[FootnoteTidy](#) [30.07.21] – Checks each footnote
[CheckCapSentences](#) [18.06.21] – Forces an initial capital on every sentence
[InitialCapAllCapsWords](#) [03.06.21] – Initial caps the all-caps words in a document
[FontMixHighlight](#) [17.05.21] – Highlights paragraphs with mixed fonts, showing odd fonts
[FontMixFind](#) [16.05.21] – Finds the next paragraph that has mixed fonts
[SanthoshQuoteSelect](#) [25.01.21] – Changes existing single quotes into doubles
[EquationsAllItalic](#) [02.11.20] – Makes all equations in the current selection italic
[StrikeAllHighlightText](#) [25.10.20] – Adds strikethrough to all highlighted text
[ChatFormatter](#) [23.10.20] – Load, run and close a specific FRedit list
[CleanUp](#) [10.06.20] – Cleans up a file by F&R
[ProcessMyList](#) [17.09.18] – Italicise the first word of each paragraph
[SmallCapsToProperNoun](#) [11.02.18] – Changes every small caps word into initial cap + lowercase
[GreekHighlighter](#) [05.11.17] – Finds unicode Greek sections of text and highlights them
[ShapeShowHide](#) [29.08.17] – Makes all shapes distinguishable
[ShapeShowScrollDown](#) [30.08.17] – Makes all shapes clearly visible
[ShapeShowScrollUp](#) [30.08.17] – Makes all shapes clearly visible
[SpaceEquationsInPara](#) [08.06.17] – Adds spaces to MathType equation in this para if necessary
[HeaderToChapterTitle](#) [13.05.17] – Copies the header and make it the chapter title
[ItalicisePatternedText](#) [20.05.17] – Italicises all text in the document in current background pattern colour
[TitleConsistenciser](#) [18.05.17] – Applie general formatting of heading to tagging and section number
[SpacesInThousands](#) [29.11.16] – Changes four-figure numbers from comma to space.
[TitleCapAllItalic](#) [29.11.16] – Changes all italic titles to title capitals.
[SuperscriptHighlightSmart](#) [25.09.15] – Highlight all superscript numbers according to type
[ZeroIndentFirstLine](#) [29.03.15] – Zero indent on paragraph after heading
[TimecodeEditor](#) [22.10.14] – Increment/decrement timecode in a file
[SubscriptNumbersRoman](#) [02.08.14] – Make all subscript numbers roman
[SuperscriptMinus](#) [25.10.13] – Convert superscripted hyphens to minus signs
[FReditOne](#) [08.11.13] – Copy one F&R to the top of the list
[StrikeAllColouredFonts](#) [23.05.13] – Add strike-through to all coloured text
[SmallBullets](#) [10.05.12] – Change auto bulleted list to small bullets
[TagALLbulletLists](#) [30.04.12] – Add tags to all bullet lists

9. Text cleaning after conversion from PDF or OCR

[PDFsoftHyphenRemove](#) – Unhyphenates split words
[PDFhardHyphenRestore](#) – Hyphenates falsely concatenated words
[PDFHyphenRemover](#) – Finds all end-of-line hyphens, joining back to the next word
[PDFHyphenChecker](#) – Checks the line-end hyphenation of a converted PDF
[PDFunderlineToLigature](#) – Restores underline characters into ligatures
[PDFfunniesToLigatures](#) – Restores ligatures that have been converted to odd characters
[LigatureConverter](#) – Replaces funny codes for fi/ff/fl/ffi in converted PDF
[PDFspellAll](#) – Underlines all 'spelling errors'
[PDFspellIgnoreProperNouns](#) – Underline all spelling errors except proper nouns

[PDFrunningHeadHighlight](#) [09.04.21] – Locates running heads and highlights/enlarges page number
[PDF_LigatureConvert](#) [20.02.17] – Replace underlines with fi/ff/fl/ffi in converted PDF
[PDFsurveyor](#) [08.11.13] – Identify PDF conversion problems
[PDFpager](#) [14.05.12] – Highlights page numbers of text from a PDF

10. Highlighting (and colouring)

HighlightMinus – Removes or add highlight in a choice of colours

HighlightPlus – Adds highlight in a choice of colours

ColourMinus – Removes or add font colour in a choice of colours

ColourPlus – Adds font colour in a choice of colours

ColourToggle – Turns red text on/off

Un – Removes highlight and font colour of this colour

UnHighlightAndColour – Removes all highlight/colouration of the current colour

HighlightAllOff – Removes all highlighting, including in boxes

UnHighlightExcept – Removes all highlights except one/two chosen colours

SelectiveUnColourUnHighlight – Removes highlighting + colouration, but only on non-program text

ClearHighlightAndColour – Removes all highlighting, colouration and (optionally) underlining

HiLightON – Adds highlight in currently selected colour

HiLightTurquoise – Adds highlight in turquoise

HiLightOFF – Removes highlight (text colour) from selected text

HiLightOffALL – Removes ALL highlights (text colour) from whole text

HiLightOffCurrentLine – Removes highlight (text colour) from selected text or current line

HighlightSame – Highlights all occurrences of this text in this colour

HighlightOffWord – Removes highlight from all occurrences of this word

FontColourSame – Colours all occurrences of this text in this colour

HighlightFindDown – Selects the next piece of highlighted text

HighlightFindUp – Selects the previous piece of highlighted text

SelectNextHighlight – Selects the next piece of highlighted text

SelectPreviousHighlight – Selects the previous piece of highlighted text

FindColouredText – Finds coloured text

FindColouredTextUp – Finds coloured text

HighlightLister – Lists all the highlight colours used

HighlightListerDeLuxe – Lists all the highlight colours used and which are not used

HighlightWordList – Highlights (and/or colours) all the words/phrases in a list

HighlightCertainCharacters – Highlights certain characters with attributes

HighlightAllItalic – Highlights all text in italic

CopyHighlightedTextSentences – Copies sentences containing highlighted text into a new file

CopyHighlightedTextParagraphs – Copies paragraphs containing highlighted text into a new file

RevisionHighlight – Highlights all the edits in a text

CountWordsInHighlightColour – Counts the number of words in a given highlight colour or all highlighted words

HighlightWithTrackChange – Use allcaps, smallcaps, underline for tracking highlighting

HideShowText – Makes body text invisible (therefore emphasises other elements, e.g. text boxes)

BordersAddToText – Changes underlined+highlighted text to coloured borders

BordersAllOff – Removes border attributes from some or all text

Confusables – Highlights/colours list of words in confusables file

[HighlightComments \[12.11.22\]](#) – Highlights all comments with specific prefix

[HighlightToStyles \[03.08.21\]](#) – Finds highlighted text and does things to each colour

[HighlightOffNextWord \[15.05.21\]](#) – Unhighlights the next word that has some highlighting

[HighlightOffNext \[15.05.21\]](#) – Unhighlights the next area of highlighting

[TrackColourOff \[04.09.19\]](#) – Switch off background colour from track on/off macro

[FindNonBlackFont \[25.10.17\]](#) – Finds next non-black font

[HighlightEditGrey \[06.09.13\]](#) – Highlight current edit in light grey

[HighlightEditYellow \[06.09.13\]](#) – Highlight current edit in yellow

11. Internet

[URLlauncher](#) – Launches successive URLs from the text
[BLcatalogueFetch](#) – Launches selected text to the British Library catalogue
[DictionaryFetch](#) – Launches selected text to dictionary.com
[GoogleFetch](#) – Launches selected text to Google
[GoogleFetchQuotes](#) – Launches selected text – with quotes – to Google
[GoogleFetchCookie](#) – Launches selected text to Google website with cookie prompt
[GoogleBooksFetch](#) – Launches selected text to Google Books
[GoogleScholarFetch](#) – Launches selected text to Google Scholar
[GoogleFetchUS](#) – USA
[GoogleFetchQuotesUS](#) – USA
[GoogleFetchAU](#) – Australia
[GoogleFetchCA](#) – Canada
[GoogleFetchQuotesCA](#) – Canada
[GoogleFetchDE](#) – Germany
[GoogleFetchQuotesDE](#) – Germany
[GoogleFetchIN](#) – India
[GoogleFetchIE](#) – Ireland/Eire
[GoogleFetchNL](#) – Netherlands
[GoogleFetchQuotesNL](#) – Netherlands
[GoogleFetchSA](#) – South Africa
[GoogleFetchES](#) – Spain
[GoogleFetchNZ](#) – New Zealand
[GoogleMapFetch](#) – Launches selected text to Google Maps
[BibleHubFetch](#) – Launches Bible references or Bible quotes on BibleHub
[BibleGatewayFetch](#) – Launches Bible references on BibleGateway
[RAefetch](#) – Launches selected text on Real Academia Española
[DTMEfetch](#) – Launches selected text on DTME
[NgramFetch](#) – Launches selected text on Google Ngram
[GoogleTranslate](#) – Launches selected text to Google Translate
[LawDictionaryFetch](#) – Launches selected text to Dictionary.Law website
[MacquarieFetch](#) – Launches selected text to the Macquarie dictionary
[DictionaryFetchByLanguage](#) – Checks the current word in a language-related dictionary
[MerriamFetch](#) – Launches selected text to Merriam-Webster
[MerriamLegalFetch](#) – Launches selected text to Merriam-Webster legal website
For Merriam-Webster subscribers only:
[MerriamUnabridgedFetch](#) – Launches selected text to Merriam-Webster unabridged website
[MerriamCollegiateFetch](#) – Launches selected text to Merriam-Webster collegiate website
[MerriamThesaurusFetch](#) – Launches selected text to Merriam-Webster thesaurus website
[MerriamMedicalFetch](#) – Launches selected text to Merriam-Webster medical website

[OneLookFetch](#) – Launches selected text to OneLook
[OUPFetchPremium](#) – Launches selected text to OUP
[PubMedFetch](#) – Launches selected text to PubMed
[ThesaurusFetch](#) – Launches selected text to thesaurus.com
[WikiFetch](#) – Launches selected text to Wikipedia
[DictionaryMultipleFetch](#) – Launches selected text to dictionary.com and other dictionaries
[SomethingFetch](#) – Launches selected text to Xyz website.
[SomethingFetchAlt](#) – Launches selected text to Xyz website.

12. Language

[UKUShighlight](#) – Marks US spellings within UK text and vice versa
[LanguageHighlight](#) – Highlights all text not in main language
[LanguageSetUS](#), [LanguageSetUK](#) – Sets language for whole document
[LanguageSetUK](#) – Sets language as UK English
[LanguageSetUS](#) – Sets language as US English

[LanguageToggle \[29.10.21\]](#) – Toggles the language setting of (part selected) text

13. Lists

[SortIt](#) – Sorts the selected text

[DuplicatesRemove](#) – Removes duplicate items from a list

[SortNumberedList](#) – Sorts numbered list, ignoring the number at the beginning

[SurnameSorter](#) – Sorts a name list on surname, but allowing for postfixes

[SortOnTextAfterDelimiter](#) – Sorts the selected list based on second 'field'

[BibSortWithDittos](#) – Sorts bibliographic list including ditto marks

[CitationListSortByYear](#) – Sorts items in a citation list in the text by date

[SortListInText](#) – Sorts items in a list in the text alphabetically

[SortAndRemoveDups](#) – Sorts the selected text and removes duplicate items

[SortCaseSense](#) – Sorts into separate lists: Lcase/Ucase

[SortTextBlocks](#) – Alpha sorts blocks of text by first line

[ReverseList](#) – Reverses the order of items in a list (just the actual order, not alphabetically)

[ListBulleter](#) – Adds a bullet to every paragraph in a list

[TagBulletLists](#) – Adds tags to all bullet lists

[AutoListOff](#) – Changes auto-bulleted listing to real bullets

[ListItemNumberFormatter](#) – Format the numbering of the current list item

[AutoListLcaseAll](#) – Lowercases initial letter of all auto-bulleted/numbered list items

[AutoListLcaseOne](#) – Lowercases initial letter of one auto-bulleted/numbered list item

[VerseListFormat](#) – Formats list(s) or poem verse(s) with manual linebreaks

[BoldFirstOccurrence](#) – Emboldens the first occurrence of words in a (glossary) list

[ContentsListChecker](#) – Confirms the page numbers in the contents list

[ContentsListerByNumber](#) – Creates a contents list from numbered headings

[ContentsListerByStyle](#) – Creates a contents list from numbered heading style

[ContentsListerByTag](#) – Creates a contents list from tags, <A>, etc

[AcronymAlyse](#) – Lists all acronyms, with frequency

[AcronymLister](#) – Lists all acronyms

[AcronymFinder](#) – Finds a group of words that might match an acronym

[AcronymDefinitionLister](#) – Creates a list of acronyms with definitions

[ListAllColouredWords](#) – Creates an alphabetic list of all words in the selected font colour

[ListHighlightedText](#) – Lists alphabetically any text that is highlighted

[ListAllLinks](#) – Creates a list of all the URLs in a file, both the visible text and the underlying URL

[ListSemicolon](#) – Adds semicolons to bulleted list

[SemicolonEndPara](#) – Lowercases first character and adds semicolon at end

[ListLowercaseNoPunct](#) – Lowercases initial character and removes end punctuation

[ListUppercaseNoPunct](#) – Uppercases the initial character and removes end punctuation

[ListLowercaseSemicolon](#) – Adds semicolons to bulleted list and lowercases initial character

[FullPointOnBullets](#) – Finds bullet items and ensures they have a full point

[IndexElide](#) – Adds elision to an index

[ListHighlighter](#) – Highlights all 'short' paragraphs in a text in order to locate lists

[ParaWordLengthHighlighter](#) – Highlights all paragraphs of a range of word lengths

[CustomKeys](#) – Opens the Customize Keyboard dialogue box

[KeystrokeLister](#) – Creates a tabulated list of custom key allocations

[KeystrokesMacroSave](#) – Creates a list of all macro keystrokes

[KeystrokesMacroRestore](#) – Applies keystrokes from a list of macros and keystrokes

[KeystrokesSaveAll](#) – Creates a list of all user-defined keystrokes

[KeystrokesRestoreAll](#) – Creates keybindings from a list

MacroVersionChecker – Checks version dates of all your macros against MacroList
MacroUpdater – Updates to the current macro text, preserving the keystroke

ListOfTextParas – Lists all paragraphs (pure text) starting with certain text

ListOfParas – Lists all paragraphs (formatted text) starting with certain text

ListHighlightedOrColoured – Lists (alphabetically) text with font colour or highlight

ListOfList – Lists all items in a list that contain a particular text

CopyToList – Copies selected text into a list file

AddWordToStyleList – Adds the selected text to the style list file (similar but with formatting)

AlphaHeadersOnIndex – Adds alpha headers to an index

FontColourDocumentSplit – Splits a document into coloured and not coloured

[ListLowercaseComma \[09.02.21\]](#) – Add commas to bulleted list + lowercase initial char

[QuoteExtractor \[23.03.20\]](#) – Copies paragraph that contain italic text and are indented or contain quotes

[MakeOKwordsList \[26.10.19\]](#) – Makes a list of all words not highlighted

[CopyToListTitles \[15.10.17\]](#) – Copies selected text into a list file

14. Notes

NotesEmbed – Embeds footnotes or endnotes

NotesUnembed – Unembeds footnotes or endnotes

NotesUnembedBySections – Unembeds endnotes that are numbered in sections

RenumberNotes – Renumbers all note numbers

NotesInlineToEmbed – Copies square bracketed notes into embedded notes

NotesCopyToInline – Copies notes into inline notes in square brackets

NoteFootEndSwitch – Switches individual footnote <-> endnote (in note or in text)

RenumberSuperscript – Renumbers all superscript numbers

ListRenumber – Makes all following numbered items in a list consecutive

NoteJumper – Jumps back and forth between notes and main text

FootnoteNext – Jumps to next footnote

FootnoteNextUp – Jumps to previous footnote

FootnoteEndnoteFiddle – Tidies up start/end of each footnote or endnote

FootnoteNumberNotItalic – Makes changes to all footnotes

NoteDeleteDblSpace – Deletes double spaces from endnotes

EndNoteFiddleSuperscript – Makes changes to superscript on all endnotes

FootnoteFiddleStartSpace – Removes initial space from each footnote

DeleteAllFootnotes – Deletes all footnotes

DeleteAllEndnotes – Deletes all endnotes

FootnoteAdd – Creates a new footnote (in a given style and/or sq. brackets)

EndnoteAdd – Creates a new endnote (in a given style and/or sq. brackets)

SuperscriptNumberFormatter – Corrects spaces + punctuation on superscripted numbers

[NoteRelocater \[01.02.18\]](#) – Takes footnotes out into the running text

15. Numbering and lettering

NumberDecrement – Subtracts one from the following number (or subtracts a specific number)

NumberIncrement – Adds one to the following number (or adds a specific number)

LetterDecrement – Picks up the current character and replaces with the alphabetically previous character

LetterIncrement – Picks up the current character and replaces with the alphabetically next character

NumberToFigure – Converts the next number, looking through the text, to a figure

NumberToText – Converts next number into text

NumberToTextMultiSwitch – Finds a number, then calls MultiSwitch to change it

TextToNumber – Finds numbers expressed in words + converts to figures

FigTableBoxLister – Finds figure/table/box elements and their citations, to spot missing elements

CaptionsListAll – Lists all paragraphs with bold Figure, Table, Box

ColumnTotal – Do the numbers in this column agree with the total?

NumberTaller – Sums the numbers within the selected text (or checks the sum)

AlphabeticOrderChecker – Finds any suspicious non-alphabetism

AlphaOrderChecker – Creates an alpha-sorted version of selected text showing changes

AlphabeticOrderByLine – Finds any suspicious non-alphabetism

FindNextNumber – Jumps from one number to the next – section, fig, table etc

FindPreviousNumber – Jumps back to the previous number

NumberSequenceCheckerSimple – Checks consecutivity of simple numbering

NumberSequenceCheckerDecimal – Checks consecutivity of numbering containing a decimal point

NumberSequenceCheckerHierarchical – Checks the sequence of hierarchical section numbers

AddSectionNumber – Adds indexed section number

NumberParasAuto – Adds hierarchical section numbering

NumberParasTagged – Adds numbering to first-level headings tagged with <a>

TypeSectionNumber – Adds a section number to the current heading

FindNextBigText – Searches down for a bigger than Normal font (related to above macro)

NextNumber – Finds next section number

NextNumberPlus – Finds next section number (can't remember what the difference is, sorry!)

NextNumberPlusUp – Finds previous section number

NextNumberUp – Finds previous section number

[SectionNumberChecker](#) [16.02.11] – Check the sequence of section numbers

16. References

CitationAlyse – Checks citations against references

ShortTitleAlyse – Analyses short titles to check references against citations

ShortTitleUnderline – Underlines the current author name(s)

CitationListSortByYear – Sorts items in an in-line citation list in the text by date

SortListInText – Sorts in-line citations in a list in the text alphabetically

VancouverCitationChecker – Finds all citations and creates a list in citation order

VancouverAllCited – Creates a numerical list of all cited Vancouver reference numbers

ShortTitleLister – Creates a list of the named references in the notes

AuthorDateFormatter – Checks/corrects author/date formatting of reference list

AuthorInitialCapitalReferences – Changes author surnames in all capitals to initial capital

EtAlElision – Crops multi-authors in refs lists to a given number before 'et al'

EtAlCitationElision – Crops multi-author citation in the text to single name + 'et al'

HighlightMultiAuthorCitations – Finds and highlights all the multi-author citations in the text

AuthorNameSwap – Changes the order of author surname and initials/given name

SwapNames – Changes the order of author surname and initials/given name

AuthorForenamesInitialiser – Changes author forenames to initials

AuthorsNotAllCaps – Changes author surnames to initial cap only (e.g. SMITH, J. to Smith, J.)

AuthorCaseChange – Lowercases author surnames (e.g. SMITH, J. to Smith, J.) in references list

AuthorNameReinsert – Replaces the dash-and-comma for the author's name (comma)

AuthorNameReinsert – Replaces the dash-and-comma for the author's name (parenthesis)

YearMoveToEnd – Moves the year to end of the reference

InitialSwapper – Swaps initials and surname (P.E. Beverley -> Beverley, P.E.)

InitialSwapperReverse – Swaps initials and surname (Beverley, P.E. -> P.E. Beverley)

ReferenceNameDateMover – Moves forename/initials to before surname or move year to end

ShortTitleLister – Creates a list of the named references in the notes
ReferenceNameFinder – Gets date from reference and adds after author citation
ReferenceDateShift – Moves date from end of reference to after author
MultiFileReferenceCollator – Collects all references (or foot/endnotes) from multiple files
ReferencesCollator – Finds all reference lists, and colours, collates and sorts them
MultifileTrackChangeReport – Creates a file of sentences containing TCs in multiple files

NamesReverse [13.06.22] – Switches two names and adds (or removes) the comma
AuthorSurnameSwap [19.05.21] – Moves author surname in a list to the beginning of the line
CitExtraBits [04.07.20] – Creates a list of all citations
RefCitationConvert [04.04.20] – Converts superscripted ref. citations to bracketed
MultiFileReferenceCheck [11.03.20] – Collects references, adds chapter labels, and sorts
InitialiseFornamesInList [10.02.20] – Changes forenames within a list to initials
ListSurnameSwap [29.01.18] – Swaps forename first to surname first in selected text
FootnoteReferenceExtract [11.03.17] – Extracts references from footnotes, leaving Harvard citation
SurnamesAllCaps [18.09.15] – Capitalise all the surnames in a refs list
SurnamesInitialCapital [18.09.15] – Initial capital all the surnames in a refs list
NameSwitcher [27.07.15] – Changes "surname, forename(s)/initials," to other way round
EtAlElisionSharman [02.03.15] – Crop multi-authors to a given number before 'et al'
NameToInitial [02.03.15] – Change given name to initial, then jump on to next
MoveNextName [02.03.15] – Jump on to the next word that could be a forename
EtAlReducer [13.02.15] – Reduce the number of names before "et al"
GivenNameToInitials [27.03.14] – Reduce given names to initial only
FindRefName [18.07.12] – Jump to the first named Vancouver ref, e.g. [Bever09]

17. Speed editing

(Video: youtu.be/SfU0gT8VAk4)

MultiSwitch – Switches the word(s) at the cursor with the alternate from your own list
WordSwitch – Scripted single-word switching (less useful than MultiSwitch?)
SearchThenMultiSwitch – Finds one of your words, then calls MultiSwitch to change it
SearchThenChange – Finds one of the words from a list, then changes to its alternate
CharacterSwitch – Scripted character switching
ClipboardLoader – Puts text in clipboard from a menu
ClipStore – Copies the selected text into a clip list
ClipPaste – Collects and pastes an item from a clip list
ClipPaste_1 – Collects and pastes a numbered item from a clip list

TypeA – Types 'a' or 'A', (or 'an' or 'An') between two words
ArticleChanger – Types, deletes or switches articles 'the'/'a'/'an'
TypeThat – Types 'that' between two words
ThatWhich – Changes 'that' to 'which' and vice versa

DeleteOneWord – Deletes current word, but no punctuation (was called DeleteWord)

NumberDecrement – Subtracts one from the following number (or decrease the letter by one, alphabetically)
NumberIncrement – Adds one to the following number (or increase the letter by one, alphabetically)
NumberToFigure – Converts the next number, looking through the text, to a figure
NumberToText – Converts next number into text
NumberToTextUK – Converts next number into text
NumberToText2 – Converts next number into text
NumberToTextUK2 – Converts next number into text
NumberToTextCMOS – Converts next number into text, using e.g. "fourteen hundred"
NumberToTextMultiSwitch – Finds a number, then calls MultiSwitch to change it
ZifferWort – Converts the next number (1 to 12) into German text
TextToNumber – Finds numbers expressed in words + converts to figures

CharToAcute – Adds an acute accent to the next vowel

CharToGrave – Adds a grave acute accent to the next vowel

CharToCircumflex – Adds a circumflex to the next vowel

CharToUmlaut – Adds various accents

CharToVariousAccents – Adds various accents

CharToMacron – Adds a macron accent to the next vowel

HighlightFindDown – Selects the next piece of highlighted text

HighlightFindUp – Selects the previous piece of highlighted text

SelectNextHighlight – Selects the next piece of highlighted text

SelectPreviousHighlight – Selects the previous piece of highlighted text

SwapCharacters – Switches characters either side of cursor

SwapPunctuation – Swaps the punctuation at the end of some words

SwapPreviousCharacters – Switches the two characters in front of the caret

SwapWords – Swaps adjacent words, including formatting

SwapThreeWords – Swaps three adjacent words (chips and fish -> fish and chips)

CaseNextChar – Changes case of the next character

CaseNextWord – Changes case of initial letter of next word or selection

CaseThisWord – Changes initial case of current word and jumps to next word

CaseSecondNextWord – Changes case of next-but-one word

CapperMax – Uppercases initial letter of all major words (title case)

CapperMin – Lowercases initial letter of capitalised words (sentence case)

TitleHeadingCapper – Uppercases initial letter of all major words in heading (so-called ‘title case’)

TitleUnCapper – Uppercases initial letter of heading only on very first word (so-called ‘sentence case’)

HeadingSentenceCase – Sentence-cases this selection or paragraph (but not acronyms)

TitleInQuotesCapper – Uppercases initial letter of all major words between quote marks (so-called ‘title case’)

TitleInQuotesCapperGlobal – Uppercases initial letter of all major words between quote marks (so-called ‘title case’)

TitleInSquaresCapperFR – Title-cases words of a title between square brackets (in French or English)

AddQuotesAndTitleCap – Puts quotes on sentence, then makes it title case

TitleRemoveQuotesAndCaps – Removes quotes from current sentence, then makes it lowercase

VerbChanger – Changes “(to) splodge” <-> “(of/for) splodging”

ParticipleChanger – Toggles between past to present participles

VerbChangerNL – Changes Dutch verbs in current sentence

VerbChangerNLglobal – Changes Dutch verbs through the whole file

SpellingSuggest – Checks/corrects spellings, and for FRedit list adds suggested change

Pluralise – Converts the word at the cursor to its plural form (-s, -oes, ches and -ies)

Hyphenate – Hyphenates two words

PunctuationToSingleQuote – Changes next quote mark to single

PunctuationToDoubleQuote – Changes next quote mark to double

PunctuationToMultiplySign – Changes next x or X to multiplication sign

PunctuationToSingleQuoteDE – Changes next quote mark to German single

PunctuationToDoubleQuoteDE – Changes next quote mark to German double

PunctuationToSingleQuoteFR – Changes next quote mark to French single

PunctuationToDoubleQuoteFR – Changes next quote mark to French double

PunctuationToSinglePrime – Changes next quote mark to single prime

PunctuationToDoublePrime – Changes next quote mark to double prime

QuotesAddDouble – Adds double quotes to the current word or phrase

QuotesAddSingle – Adds single quotes to the current word or phrase

DoubleQuotesToSingle – Changes all occurrences of a specific phrase from double to single curly quotes

CommaAdd – Adds a comma after the current word

CommaAddUSUK – Adds a comma (taking account of US/UK punctuation conventions)

PunctuationOffRight – Removes the punctuation off a word end (and quote off beginning)

PunctuationOffNearHere – Removes the punctuation near the cursor

PunctuationOff – Delete the next punctuation item

QuotesOffBothEndsDouble – Removes double quotations marks from both ends of a text

QuotesOffBothEndsSingle – Removes single quotations marks from both ends of a text

ScareQuoteAdd – Add single quotes round a word

DoubleQuotesSingleTopical – Changes double quotes around current text to singles

QuoteCopier – Copies text from one quote pair to the next

MoveToNextQuote – Moves cursor to the next quote pair

TypeTimesX – Types '(×2)' then moves back to the number, ready to increase it

DeleteSentenceAfterQuote – Deletes rest of sentence after current quote

FinalCharDelete – Removes the final character or punct off a word

JoinTwoWords – Joins two words

WordPairPunctuate – Makes word pair hyphenated or single word

PunctuationToEnDash – Changes next hyphen/em/en dash to an en dash

PunctuationToEmDash – Changes next hyphen/em/en dash to an em dash

PunctuationToNonBreakingEnDash – Changes next hyphen/em/en dash to a non-breaking en dash

PunctuationToNonBreakingEmDash – Changes next hyphen/em/en dash to a non-breaking em dash

PunctuationToHyphen – Changes the word break punctuation to a hyphen

PunctuationToMinus – Finds punctuation and changes to minus sign

PunctuationToSpace – Changes the next punctuation item to a space

PunctuationToThinSpace – Changes the next punctuation item to a thin space

PunctuationToComma – Changes the next punctuation item to a comma

PunctuationToFullPoint – Changes the next punctuation item to a full point

PunctuationSwap – Swaps the next punctuation mark

ExclamationMark – Makes adjacent words into sentence end

FullPoint – Makes adjacent words into sentence end

QuestionMark – Makes adjacent words into sentence end

Semicolon – Makes adjacent words into semicolon separated

Dash – Removes punctuation, add dash and lowercases next char

EmDashUnspaced – Removes punctuation, adds unspaced em dash and lowercases next char

Colon – Makes adjacent words into colon separated

Comma – Makes adjacent words into comma separated

CommaInDialogue – Gives adjacent words a comma link

FullPointInDialogue – Makes adjacent words into sentence end

ProperToPronoun – Changes the next proper noun to a personal pronoun

AddTextRoundText – Adds text at either end of a word or phrase (can delete punctuation)

ParenthesesAdd – Puts parentheses round the current word or phrase

ParenthesesEtcPairDelete – Removes the following pair of parentheses or quotes, etc.

AutoCurlyQuotesOFF – Switches off auto curly quotes

AutoCurlyQuotesON – Switches on auto curly quotes

FrenchQuotes – Switches UK quotes to French quotes

GermanQuotes – Switches UK quotes to German quotes

Ampersand – Changes ampersand (&) to 'and'

ColonUnbold – Romanises bold colons that are followed by roman text

ItalicQuoteToggle – Toggles between italic and single quote

NonCurlyApostrophe – Adds non-curly single quote

NonCurlyQuote – Adds non-curly double quote

SelectWord – Selects current word

SelectSentence – Selects current sentence

SelectParagraph – Selects current paragraph

TagSelectedOrItalic – Adds red tags to the selected text or italic text

TagSelectedOrBold – Adds red tags to the selected text or bold text

[AllCapsToInitialCap](#) – Initials-caps any words in all caps
[DeleteRestOfSentence](#) – Deletes from the end of the current word to the end of the sentence
[DeleteToNextPunctuation](#) – Deletes from the end of the current word to next punctuation mark
[DeleteRestOfLine](#) – Deletes from the beginning of the current word to the end of the line
[FinalPhraseMoveForward](#) – Cuts the final phrase of a sentence and pulls it to just after the cursor-word

[SearchTheseWords](#) – Finds the next occurrence of any of a list of words

[CompareTexts](#) – Compares copied text (i.e. clipboard contents) with selected text
[CompareTextsOLD](#) – Selects non-identical texts (was called IdenticalTextCheck)

[OxfordCommaSelectiveDelete](#) – Moves to next Oxford comma and/or deletes current comma first
[RulersShow](#) – Switches Word's ruler on and off
[However](#) – Starts a sentence with 'However', and removes the later "however"
[SmallCapWord](#) – Makes the current word smallcaps
[MoveToStart](#) – Move the selected text to the beginning of the sentence
[ReplicateThisEdit](#) – Replicates the change just made, through the rest of the file

[AbbreviationAdd](#) [15.06.22] – Creates an abbreviation of roughly selected text (in parenthesis)
[ApostropheS](#) [13.06.20] – Adds an apostrophe before the s
[AsWellAsToAnd](#) [24.09.22] – Changes 'as well as' to 'and', and the comma, if necessary
[BorderParaOffSelective](#) [06.08.11] – Removes the borders applied to the paragraph
[CaseThisWordJumpNextWord](#) – [31.01.21] – Changes case of initial letter of word and jump to next word
[ColonLowercaseAll](#) – [23.07.22] – Changes the initial letter after every colon to lowercase
[ColonUppercaseAll](#) – [23.07.22] – Changes the initial letter after every colon to uppercase
[CopyIntelligent](#) [19.12.18] – Sets up copy assuming word or paragraph
[DeleteBackToSentenceStart](#) [23.04.21] – Selects from current word to end of sentence
[DeleteLine](#) [10.10.16] – Delete current line
[DeleteQuote](#) [08.07.13] – Go to next quote mark and delete it
[DeleteThisChar](#) [26.09.17] – From the cursor, it tries to delete one of the listed characters
[DeSexer](#) [18.01.20] – Finds one of your words, then calls MultiSwitch to change it
[DialoguePunctuationSwitch](#) [12.09.19] – Switches adjacent word link between comma and full point
[EditStyle](#) [27.07.10] – Pull up Edit style dialogue box
[EmailAddress](#) [05.02.21] – Puts my email address into the clipboard
[Equation](#) [03.01.10] – Insert an equation
[FindChapterFileName](#) [09.03.21] – Looks back up, to find the chapter title
[FindSamePageLine](#) [17.12.12] – Finds the same place in another file by page and line
[FindUnderline](#) [26.02.13] – Find underlined text
[FormatText](#) [15.10.21] – Formats a word/selection of whole words
[FourDigitHundreds](#) [04.10.22] – Changes four-figure numbers to words
[FullPointMissing](#) [06.08.15] – Add a full point to the next line that doesn't have one
[GermanAccusative](#) [18.06.21] – Forces the accusative -en ending to the current word
[GermanDative](#) [18.06.21] – Forces the dative -em ending to the current word
[HyphenationRestore](#) [04.02.13] – Unhyphenate split words
[IncJump](#) [27.01.17] – Adds one to the following number (or increase the letter) then jumps
[IncludeBracketInSentence](#) [24.08.12] – Move the full point to after the bracketed reference
[InitialCapWord](#) [18.09.15] – Initial capital word at cursor
[InitialiseOne](#) [24.01.19] – Initialise one word then skip one
[ItaliciseVariable](#) New [26.06.13] – Run along to find alpha chars and italicise them
[ItaliciseWord](#) [08.08.14] – Italicise current word and move on
[ItalicOffWord](#) [18.05.17] – Removes all italic and underline from selected text (or current word)
[JumpToSentenceEnd](#) [22.07.15] – Move to the end of the current sentence
[LineConvert](#) [15.07.21] – Converts 'poetry' line ends in selected text to new paragraphs
[ListItemFinderShort](#) [28.08.14] – Jump to an auto-list number
[LocalFandR](#) [26.09.17] – Does a find and replace, but only on the selected text
[LowercaseHeading](#) [06.09.11] – Lowercase caption/heading and find the next one
[NonCurlyDoubleQuote](#) [01.01.10] – Type a non-curly double quote
[NoteMarkerMoveEndSentence](#) [19.04.21] – Moves the foot/endnote marker to the end of the sentence

[ParaDelete \[29.10.21\]](#) – Deletes the current paragraph
[ParaSplitJoin \[13.09.19\]](#) – Splits the para after current word or joins to next para
[PDFunderlineFR \[16.03.14\]](#) – Find underline word
[PluraliseDE \[23.05.21\]](#) – Toggles the ending plural/singular
[PunctuationAfterCitation \[17.10.22\]](#) – Moves the next punctuation mark to after the citation
[PunctOffRightGo \[17.09.10\]](#) – Remove the final character or punct off a word and move on
[PunctuationToHyphen2 \[02.01.14\]](#) – Change the word break punctuation to a hyphen (tracked)
[PunctuationToTimesSign \[06.06.20\]](#) – Changes the next 'x' to a times sign
[SelectPara \[24.11.10\]](#) – Selects current paragraph
[SelectToSentenceEnd \[23.04.21\]](#) – Selects from current word to end of sentence
[SentenceReverse \[02.10.22\]](#) – Switches the order of the two sentences in the bullet point
[SpeciesAbbreviator \[12.03.22\]](#) – Adds genus and species to the text, pulling data off a file
[SplitLine \[09.06.20\]](#) – Splits an email
[TagListBulletsAll \[15.07.17\]](#) – Find all bullet lists and tag them
[TagListLettersAll \[15.07.17\]](#) – Find all lettered lists and tag them
[TagListNumbersAll \[15.07.17\]](#) – Find all numbered lists and tag them
[TenseChanger \[18.01.20\]](#) – Finds one of the words from a list, then changes to its alternate
[TickInsert \[07.05.22\]](#)– Adds a bold red tick
[TOCupdate \[16.12.13\]](#) – Update (and customise) the table of contents
[TypeBy \[07.11.19\]](#) – Types 'by' between two words.
[TypeThis \[19.12.14\]](#) – Type something and maybe highlight the line
[WordsMoveLeft \[15.04.21\]](#) – Moves the partly selected words one word left
[WordsMoveRight \[15.04.21\]](#) – Moves the partly selected words one word right

18. Speed navigating around the text

[NavPaneWidth](#) – Widens the navigation pane
[NavPaneCustomize](#) – Opens the navigation pane where and how you want

[SmartFinder](#) – Finds this text/note/page/date/heading/format etc, etc immediately

[MultiSearchLoader](#) – Loads text segments into MultiSearch
[MultiSearch](#) – Searches for a set of words in proximity
[MultiSearchUp](#) – Searches for a set of words in proximity

[FindSamePlace](#) – Finds the same place in another open file
[FindInProximity](#) – Finds certain words within a given word range
[FindInContextLoad](#) – Loads name and date ready for FindInProximity macro

[FindFwd](#) – Finds next match forwards, case insensitively
[FindFwdCase](#) – Moves forward to next match, case-sensitively
[FindBack](#) – Next find backwards
[FindBackCase](#) – Next case-sensitive find backwards
[FindReplaceGo](#) – Finds, replaces and moves to the next match
[FindReplaceStay](#) – Finds and replaces but doesn't move to next
[FindClip](#) – Finds whatever is in the clipboard
[FindClipTop](#) – Jumps to the top, and finds whatever is in the clipboard

[InstantFindDown](#) – Finds selected text (or word at the cursor) downwards, optionally leaving a bookmark
[InstantFindUp](#) – Finds selected text (or word at the cursor) upwards, optionally leaving a bookmark
[InstantFindDownWild](#) – Finds selected text downwards with wildcards set on
[InstantJumpDown](#) – Finds selected text (or word at the cursor) downwards, but not changing the Find text
[InstantJumpUp](#) – Finds selected text (or word at the cursor) upwards, but not changing the Find text
[InstantFindTop](#) – Jumps to the top and then seeks the text that was at the cursor
[InstantFindBottom](#) – Jumps to the bottom and then seeks the text that was at the cursor

[PrepareToReplaceDown](#) – Copies text into the F&R box
[PrepareToReplaceFromTop](#) – Copies text into the F&R box from top
[PrepareToReplaceWithMarker](#) – Copies text into the F&R box from top leaving marker

FindInDeletedText – Searches only the deleted (track changed) text

JumpNextAppliedStyle – Jumps to the next applied style

ToCback – Jumps back to table of contents

CommentNext – Goes to next comment

CommentPrevious – Goes to previous comment

CommentsModernCollect – Extracts modern comments with format and colouring

CommentsModernDelete – Deletes current comment or all comments

ChangeNext – Finds next edited item (but not a comment)

ChangePrevious – Finds previous edited item (but not a comment)

CommentJumpInOut – Jumps into and out of comment text

TableNext – Jumps to next table

TablePrevious – Jumps to previous table

BordersNext – Finds next paragraph with borders

BordersPrevious – Finds previous paragraph with borders

AbbrSwap – Swaps abbreviation into or out of brackets

BookmarkTempAdd – Adds temporary marker

BookmarkTempClear – Deletes temporary markers

BookmarkToCursorSelect – Selects from temporary marker to cursor

BookmarkTempFind – Jumps to temporary marker

FindNextBigText – Searches down for a bigger than Normal font

SearchTheseWords – Finds the next occurrence of any of a list of words

[FindBackWild \[09.01.21\]](#) – Next find wild backwards

[FindFwdWild \[09.01.21\]](#) – Next find wild forwards

[MoveWordLeft \[30.11.19\]](#) – Moves current word one word to the right

[MoveWordRight \[30.11.19\]](#) – Moves current word one word to the left

[NoteNext \[05.03.12\]](#) – Jump to next note

[NotePrevious \[05.03.12\]](#) – Jump to previous note

[ReviewPaneToggle \[03.03.22\]](#) – Opens and closes the track change review pane

[StylesPaneCustomize \[29.07.22\]](#) – Moves the Styles pane where and how you want

19. Spelling

UKUScount – Has the author predominantly used UK or US spelling?

UKUShighlight – Marks US spellings within UK text and vice versa

IZIScount – For UK spelling, has the author predominantly used -is- or -iz- spellings?

(For editing, you can use *IStoIZ* and *IZtoIS* to implement your decision.)

SpellingErrorLister – Generates an alphabetic list of all the different spelling ‘errors’ (according to MS Word)

SpellAlyse – Complete spellchecking system

SpellingErrorListerBilingual – Generates an alphabetic list all the bilingual spelling ‘errors’

ProperNounAlyse – Alerts you to possible proper noun misspellings, showing their frequency

(For editing, *ProperNounToFredit* can be useful.)

FullNameAlyse – Creates a frequency list of all full names, e.g. Joe Bloggs, K Smith, Paul Edward Beverley

SpecialWordSpellAlyse – Does a ProperNounAlyse of all long ‘spelling error’ words

HyphenAlyse – Shows the frequency of word pairs in hyphenated, two-word and single-word form

HyphenationToFredit – Takes items from HyphenAlyse list (or ProperNounAlyse list), ready for the Fredit list

WordPairAlyse – Shows the frequency of word pairs that are never hyphenated (e.g. can not/cannot)

AccentAlyse – Compares words that use the same letters, but with different accents

AccentedWordCollector – Collects all the accented words in a text

AAAnAlyse – Highlights a/an errors: a onion, an pear, an union, a hour, a HTML, an UFO, a H, an U

DocAlyse – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), benefit(t), Fig(ure), Eq(n)

DocAlyseForMac – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

DocAlyseForThinMac – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

DocAlyseForVeryThinMac – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

SpellcheckWordUK – Spellchecks single word UK

SpellcheckWordUS – Spellchecks single word US

DeleteAllSpellingErrors – Deletes all spelling errors from a file (why?!)

SpellingShowToggle – Switches visible spelling error indication on and off

[ExceptionsListEdit](#) [27.05.20] – Allows the user to edit, add to or replace the exceptions list

[SpellCheckerPlus](#) [27.05.20] – Spellchecks from cursor, using multiple languages

[SpellCorrection](#) [13.02.12] – Prepare highlighted word to be corrected throughout the text

[SpellListAdd](#) [03.06.11 modified Version 28.11.11] – Take current word and add to FRedit list

[SpellListAll](#) [09.05.11 modified Version 28.11.11] – Create a FRedit list for all coloured words

20. Tagging and caption formatting

(Much done globally using *FRedit*, but...)

TagList – Adds tags to a current numbered or bulleted list

TagBulletLists – Adds tags to all bullet lists

TagA – Adds a tag <A> to the current paragraph

CodeBoldParas – Tags/codes every bold heading

TableSpaceBeforeHeading – Adds a blank line where a numbered heading follows a table

AutoTagger – Automatically tags/codes all styled headings

FigTabBoxTagger – Adds tags to the captions of all figures, tables and boxes

ListOfTaggedHeadings – Lists all tagged headings, <A>, , etc

TagSelectedOrItalic – Adds red tags to the selected text or italic text

TagSelectedOrBold – Adds red tags to the selected text or bold text

ItalicBoldTagger – Adds red tags to all italic and/or bold text

TagVariousAttributes – Adds red tags to all italic/bold/sub/superscript text

TagNI – Adds an <ni> tag after every heading

TagChecker – Checks the continuity of a paired tag, e.g. ,

TagHighlighter – Highlights all of the ranges a paired tag, e.g. ,

FullPointOnCaptions – Finds captions and ensures they have a full point

[HeadingTagAndFormat](#) [02.06.18] – Tags and formats the chapter title

[RedTagger](#) [28.10.20] – Colours all tags red

[StyleCoder](#) [02.12.19] – Adds style codes to every paragraph

[TagAPlus](#) [27.05.21] – Adds a tag to the current paragraph, in bold and red

21. Textboxes

SetTextBoxStyle – Applies style to all textboxes

TextBoxFrameCut – Removes textboxes and frames

ComboBoxAccept – Finds combo boxes and replaces them with the currently selected text

22. Track changes

TrackChangeShowHide – Sets up track changes to taste

TrackChangeDisplaySelect – Cycles through track change display levels

TrackChangeDisplaySwitch – Switches track change displays: Simple <=> AllMarkup

AcceptTrackedFormatChanges – Accepts just the formatting track changes, leaving all other track changes

AcceptSpecificTrackChange – Accepts all occurrences of one specific track change

AcceptTrackingSelectively – Accepts track changes of specific author/editor

TrackAcceptMoveOn – Accepts change and moves to the next

TrackSimplifier – Accepts certain types of tracked features

[MultiFileAcceptTrackChanges](#) – Accepts all track changes in multiple files
[MultifileTrackChangeReport](#) – Creates a file of sentences containing TCs in multiple files

[ShowHideAllTracking](#) – Toggles showing both track changes and comments on and off
[ShowHideTracksOnly](#) – Toggles showing just track changes on and off

[ConsolidateTracking](#) – Turns an instance of split tracking into one single change
[TrackChangeAccept](#) – Accepts the track changes on the current line
[TrackChangeReject](#) – Rejects the track changes on the current line

[TrackChangeCounter](#) – Counts all the edits in a document
[CopyAllEditedSentences](#) – Copies all sentences that have tracked edits in them
[TrackDateTimeList](#) – Lists the date and time of all track changes

[FandRdespiteTCsSelective](#) – Does current F&R despite track changes (selective)
[FandRdespiteTCsGlobal](#) – Does current F&R despite track changes (global)

[CompareNow](#) – Creates an instant comparison of two open Word files

[FindInDeletedText](#) – Searches only the deleted (track changed) text

[VisibleTrackOff](#) – Visible reminder that track changes is off
[VisibleTrackOff2](#) – Visible reminder that track changes is off – using different formatting
[VisibleTrackOff3](#) – Visible track change reminder – using wiggly lines!
[VisibleTrackOff4](#) – Visible track change reminder – using yellow background
[TrackOnOffVisible](#) – Switches tracking on/off with visible background
[TrackOnOffVisibleMac](#) – Switches tracking on/off with visible background (for Mac)
[BackgroundColourOnOff](#) – Switches background colour on/off
[BackgroundColourOff](#) – Remove background colour
[BackgroundColourAllOff](#) – Removes all background colours

[HighlightAllTrackedText](#) [15.04.22] – Highlights (and/or font colours) all tracked text
[MarkupModeSwitch](#) [12.10.22] – Switches between inline and in-balloon markup
[TrackChangeOptions](#) [16.07.15] – Set up track changes to taste
[TrackChangeReport](#) [27.02.18] – Creates a file of sentences containing TCs
[TracksInlineToggle](#) [07.03.22] – Toggles track change deletions between bubbles and inline
[ReviewPaneToggle](#) [03.03.22] – Opens and closes the track change review pane

23. Information

[CopySelectedForCompare](#) [23.10.21] – Copies the selected text to a specified file
[LongParagraphHighlighterChars](#) [23.06.21] – Highlights all paragraphs more than a certain length
[AbstractAndKeywordCount](#) [09.04.21] – Counts abstract word numbers and keyword items
[PageCountBySection](#) [03.04.21] – Counts the pages between section headings
[PhrasesInSentences](#) [25.10.20] – Lists all sentences containing a give phrase
[CountTwoPhrases](#) [28.09.20] – Counts this and that word or phrase
[LongQuoteNext](#) [01.08.20] – Jumps to the next long quotation
[NTaddress](#) [26.06.20] – Locates your Normal template folder
[QuotationMarkErrorFinder](#) [28.05.20] – Moves to the next mismatched double quotes
[HighlightOddQuotations](#) [25.05.20] – Marks all quotes + displayed text
[MenuItemMaker](#) [13.04.20] – Creates a histogram of paragraph length
[LongParagraphCheck](#) [25.03.20] – Colour long sentences
[ParaSentenceLengthHighlighter](#) [16.05.19] – Highlights paragraphs with too many sentences
[FontNameAndSizeReader](#) [21.11.18] – Reads style font Name + any applied Name
[CountWordsToCursor](#) [29.01.18] – Counts how many words in the paragraph up to the cursor
[FeatureCounter](#) [24.08.17] – Counts various feature of the current Word file
[SymbolShowNumber](#) [28.10.13] – Type out the 'unicode' of the symbol font character
[maxWordsInPara](#) [03.03.13] – Count max number of words in a paragraph

[HighlightAllSentences \[01.02.10\]](#) – Adds two font colours to show sentences

24. Odds and sods

[WhatsAppTextFormat](#) – Converts text from Word to WhatsApp formatting

[ForumTextFormat](#) – Converts text from Word to CIEP Forum and vice versa

[DictaFRedit](#) – Adds features to Word 365 Dictate, and cleans up its errors

[CountDownVisible](#) – Shows a statusbar and Big Text countdown to zero

[OvertimeBeep](#) – Sounds warning beep on overtime

[OvertimeBeep2](#) – Sounds warning beep on overtime and gives visual clue

[MaggyIt](#) – Creates a Maggyed version of the current file

[CloneWordFile](#) – Creates a clean copy of a corrupted file, including paragraph styles plus bold, italic etc.

[CloneWithEquations](#) – Creates a clean copy of a corrupted file, including formatted equations

[TweetCheck](#) – Highlights paragraphs longer than 140 characters

[AutoCorrectItemsDeleteAdd](#) – Optionally deletes all items, then adds new items

[AutoCorrectItemsList](#) – Lists all current autocorrect items

[CountRemainder](#) – Counts words below the cursor

[CountRemainderSimple](#) – Counts words below the cursor

[AlphaHeadersOnIndex](#) – Adds alpha headers to an index

[MacroLauncher](#) – Offers a list of macros to launch (was called MacroMenu)

[MacroFetch](#) – Fetches the macro named in the clipboard or at the cursor

[MacroFetchUpdate](#) – Updates an existing, preserving the keystroke

[MacroNameToLink](#) – Makes URL for macro name in clipboard or at cursor and puts in clipboard

[CountChapterPages](#) – Counts pages in chapters of the text

[CountSectionWords](#) – Counts words in sections of text between headings

[TitlesShowHide](#) – Toggles between light grey font colour text and full colour

[TitlesReveal](#) – Switches the next light grey font colour to full colour

[FixedFontRed](#) – Sets font to an 'almost' red font colour

[FixedFontBlue](#) – Sets font to an 'almost' blue font colour

[FixedFontBlack](#) – Sets font to an 'almost' black font colour

[FixedFontSwitch](#) – Switches font colour red > blue > black > red

[CopyFormattedTextNotesBoxes \[09.02.19\]](#) – Creates a new document of the formatted main text + formatted notes text

[DeleteBlankReports \[12.06.19\]](#) – Delete any table containing a blank Teacher-comment

[DeleteThisFileNOW \[27.01.20\]](#) – Close file WITHOUT SAVING - BEWARE!!

[DisplayWindow \[23.10.20\]](#) – Displays copied screengrab of window

[DocumentAdd \[28.01.15\]](#) – Adds document at specific window size

[DraftViewToggle \[05.12.18\]](#) – Switches between draft view and print view

[EmailQuoter \[02.07.18\]](#) – Chops and indents quoted email

[EmailSplit \[02.05.20\]](#) – Splits a quoted email [not in book]

[KeyBindings2 \[12.04.13\]](#) – Add keybindings to macros on various keys

[KeystrokesRestoreAll_Mac \[26.07.17\]](#) – Creates keybindings from a list

[NavPaneLoad \[10.04.21\]](#) – Copies selected text into the F&R box

[OpenmySize \[03.11.17\]](#) – Opens the window to a particular size, position and magnification

[PB_CleanUp \[13.06.20\]](#) – Cleans up a file by F&R

[SearchHierarchically \[20.11.17\]](#) – Finds

[SentencesToParas \[17.05.21\]](#) – Splits all sentences into individual

[smArtCollector \[28.01.20\]](#) – Dunno

[smArtCollector2 \[28.01.20\]](#) – Dunno

[SmartEditing \[16.04.22\]](#) – Switches off Microsoft's so-called "smart" editing features

[SpeakText \[01.02.10\]](#) – Speaks current text

[StrikeThroughFirstLastWord \[25.10.19\]](#) – Underlines the first and last words of every paragraph

[TheEmailFormatter \[25.02.21\]](#) – Tidies up an email text and adds ">" symbols as quoting

[WindowSize \[05.02.15\]](#) – Size window how I like it

[WordDisplay \[30.03.14\]](#) – Type out word at big size