



Better writing, better results.

iGroup China·长煦信息技术咨询（上海）有限公司

Grammarly Is Trusted by Over 600 Universities



99%

99% of surveyed students reported an improvement of writing grades



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1. 产品和功能介绍





优秀的日常英文写作辅助工具

Grammarly是一款在线语法纠正和校对工具，支持Windows、Mac、iOS和Android等多个平台。

Grammarly可以帮助您

1. 修正语法、拼写和标点符号错误
2. 提升英语的流畅度和自然度
3. 去除冗余的词汇和句子成分
4. 重写全句，以提升清晰度
5. 对语义不清的单词给出替换词汇
6. 增加词汇和句式的多样性
7. 调整语气
8. 避免使用苛刻或者有伤害的词汇
9. 纠正不恰当的文体风格，并给出整体风格建议等；

对学术写作来说，Grammarly还可以帮助查重。
Grammarly让您的英文写作准确，地道，专业！



- 全球超过3,000 高校在使用Grammarly
- 每日30 million活跃用户
- 2021年福布斯Cloud 100强企业

随时随地，使用便捷， 支持几乎所有浏览器和计算机系统



Grammarly Editor

Grammarly Editor是一个基于网页的在线编辑器，同时可储存文档，在任何支持的浏览器即可直接访问，无需下载任何产品。



浏览器插件 Google Docs

Grammarly在浏览器中为您提供实时写作建议，例如在LMS、电子邮件客户端等英文文段编辑过程中。



Microsoft Office插件

在 Word 或 Outlook 中英文写作时提供实时建议。（不再更新但仍可下载使用）



Android 和 iOS Apps

Grammarly移动输入法与您的所有移动应用程序和移动浏览器无缝集成，因此即使在您的手机上，您在使用Grammarly时也始终看起来优雅而专业。



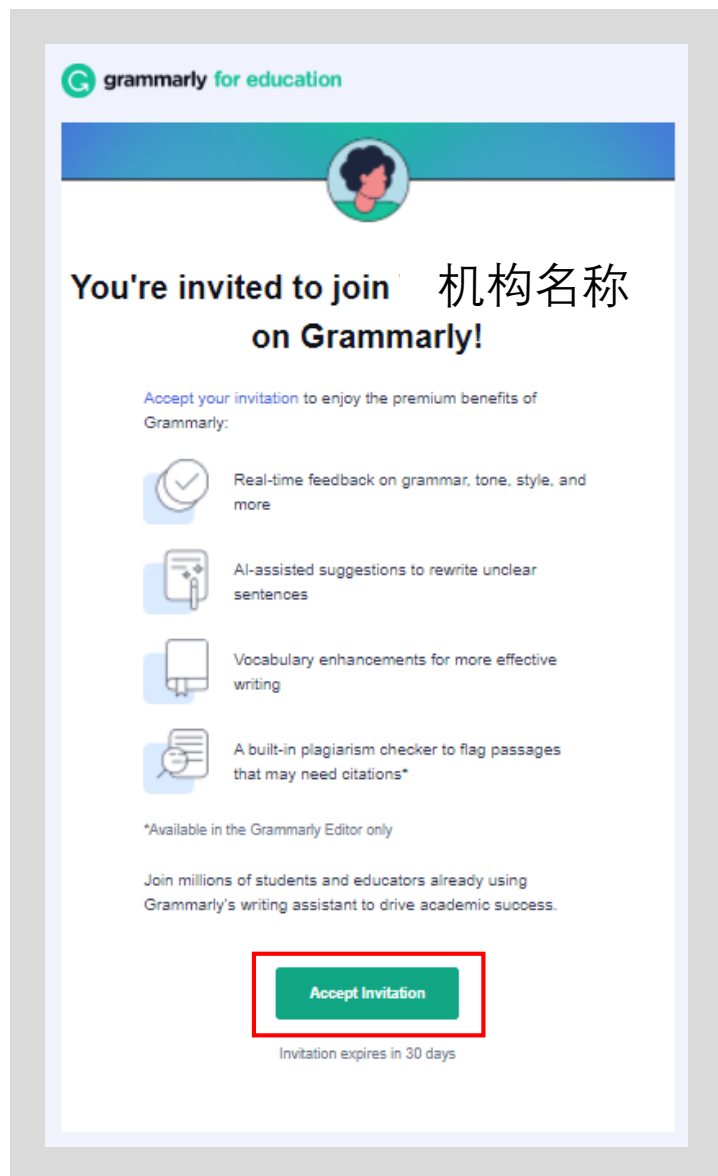
客户端 Apps

您可以在 Mac 或 Windows 上安装 Grammarly 应用程序，支持与大量本地应用程序和网站集成

Grammarly功能特征	Grammarly功能特征细化	Free	Education
Correctness 正确性	Grammar, spelling, and punctuation 语法、拼写和标点符号	√	√
	Consistency in spelling and punctuation 拼写和标点符号的一致性		√
	English Fluency 英语流畅度		√
Clarity 清晰度	Conciseness 简明	√	√
	Full-sentence rewrites 全句重写		√
	Formatting 格式化		√
Engagement 吸引力	Word Choice 词汇选择		√
	Word and sentence Variety 词汇和句式的多样性		√
Delivery 传达方式	Tone detection 语气检测	√	√
	Tone suggestions 语气建议		√
	Inclusive language 包容性的语言		√
Citations 引用	Auto-citations 自动引用	√	√
	Citation style formatting 引用风格格式化		√

2. 账户注册与激活

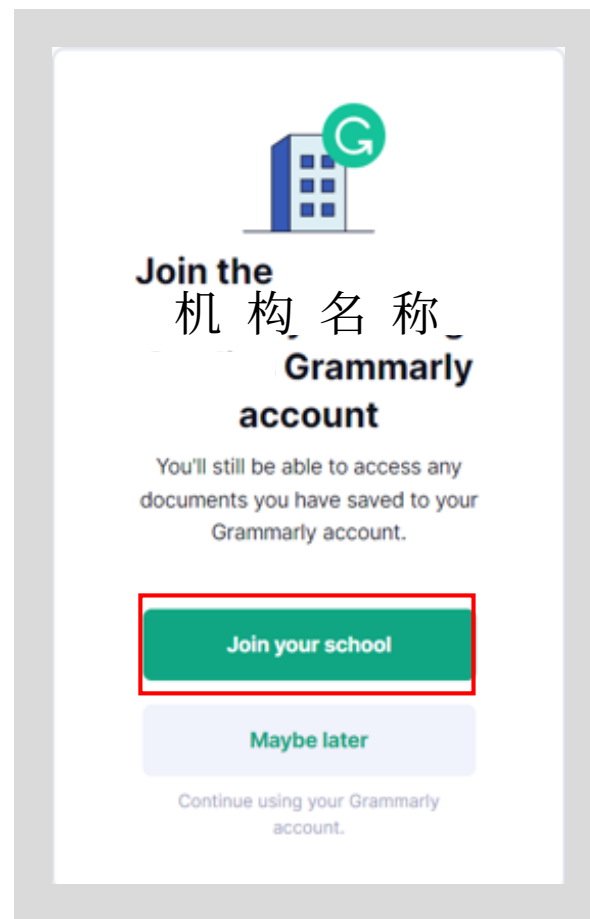
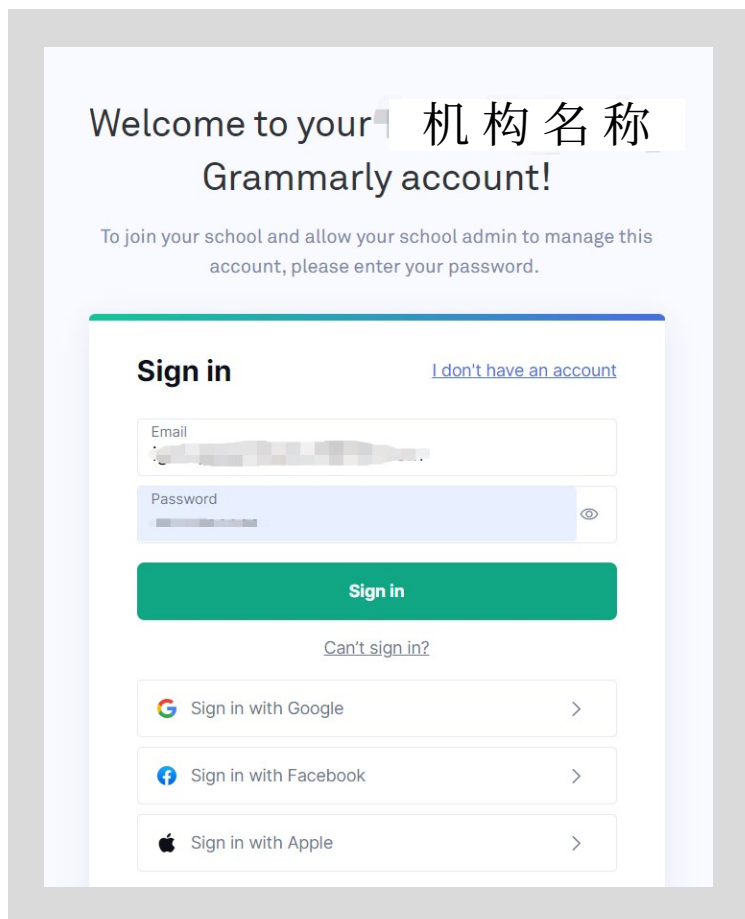




申请账号后，Grammarly系统将会发出邀请激活邮件到您的邮箱 (如左图)，请关注申请时使用的邮箱，注意查收。

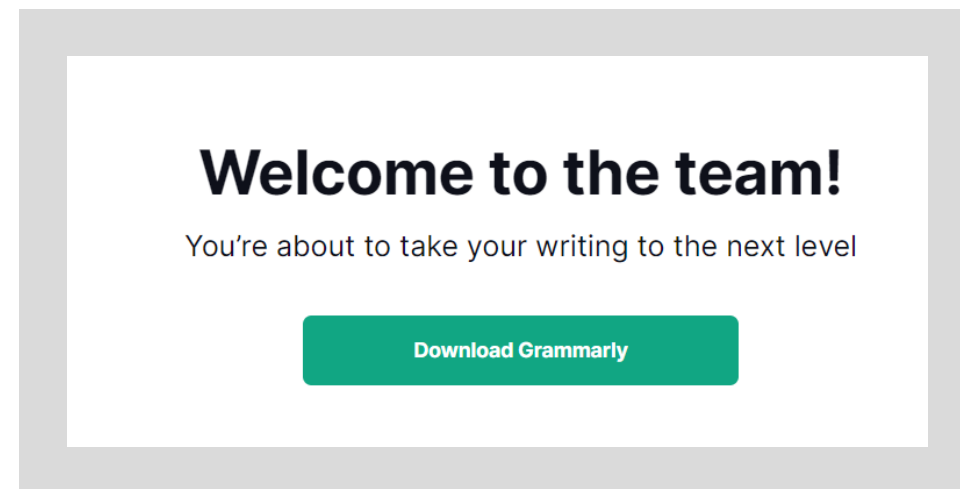
! 如果您没有收到该邮件，请您检查一下垃圾邮件文件夹或其它文件夹。

收到邮件之后，请点击“**Accept Invitation**”跳转至网页



如果您的邮箱之前注册过Grammarly账号，请用邮箱和密码登录，之后会跳转到右图所示界面，点击“[Join your school](#)”

接下来请耐心等待系统加载完毕，出现下图说明您已激活成功



Grammarly Account!

To join your school, please create an account.
Your school admin will manage this Grammarly account.

Sign up

[I have an account](#)

Email

Password

Name

By signing up, you agree to the [Terms and Conditions](#) and [Privacy Policy](#). California residents, see our [CA Privacy Notice](#).

Agree and Sign up

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

You also agree to receive product-related marketing emails from Grammarly, which you can unsubscribe from at any time.

✓ 400+ checks and features

✓ Context-optimized synonym suggestions

✓ Works anywhere you write

"Grammarly quickly and easily makes your writing better."

Forbes

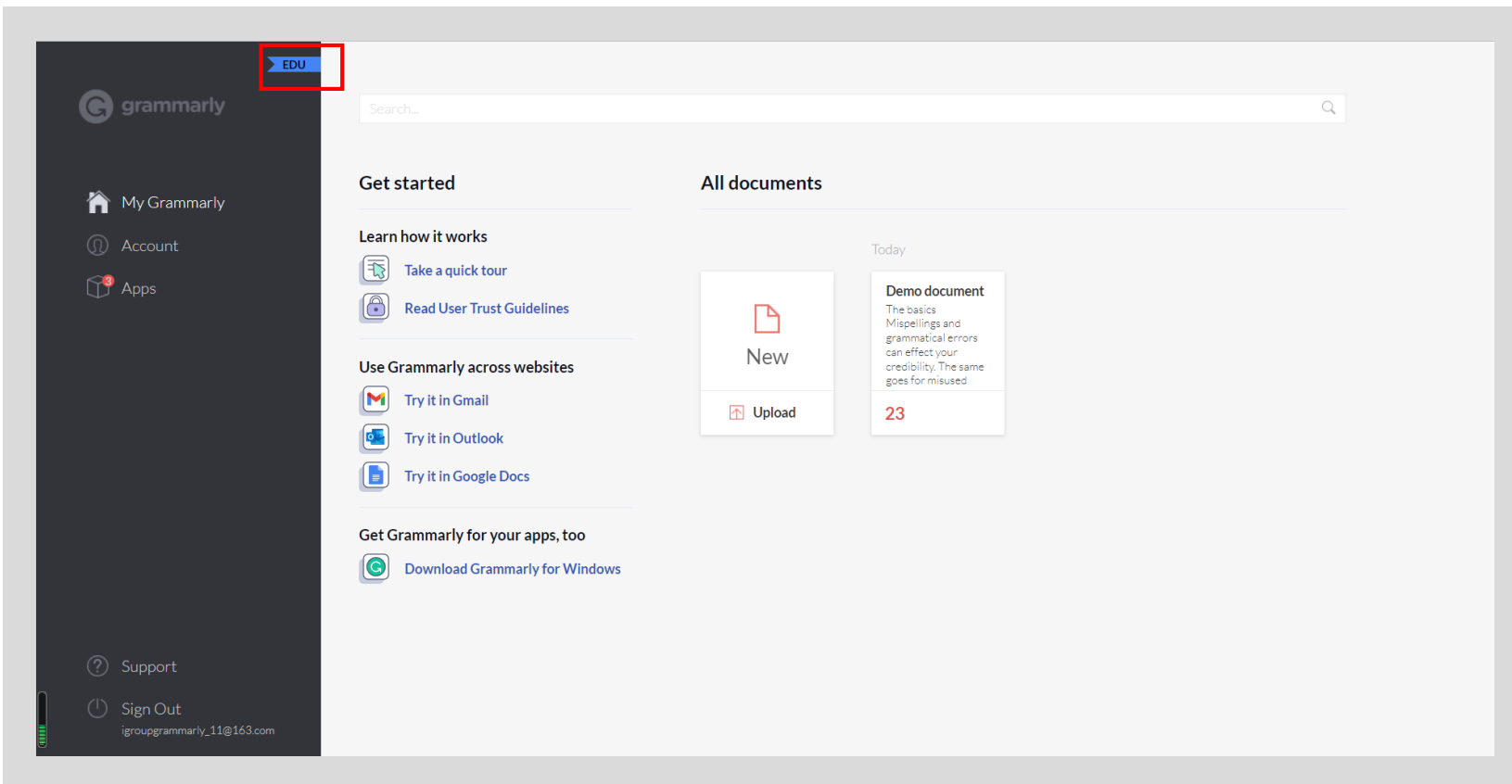
如果您之前未注册过Grammarly账号，请设置您的密码与用户名，然后点击“[Agree and Sign up](#)”

出现下图说明您已激活成功

Welcome to the team!

You're about to take your writing to the next level

Download Grammarly

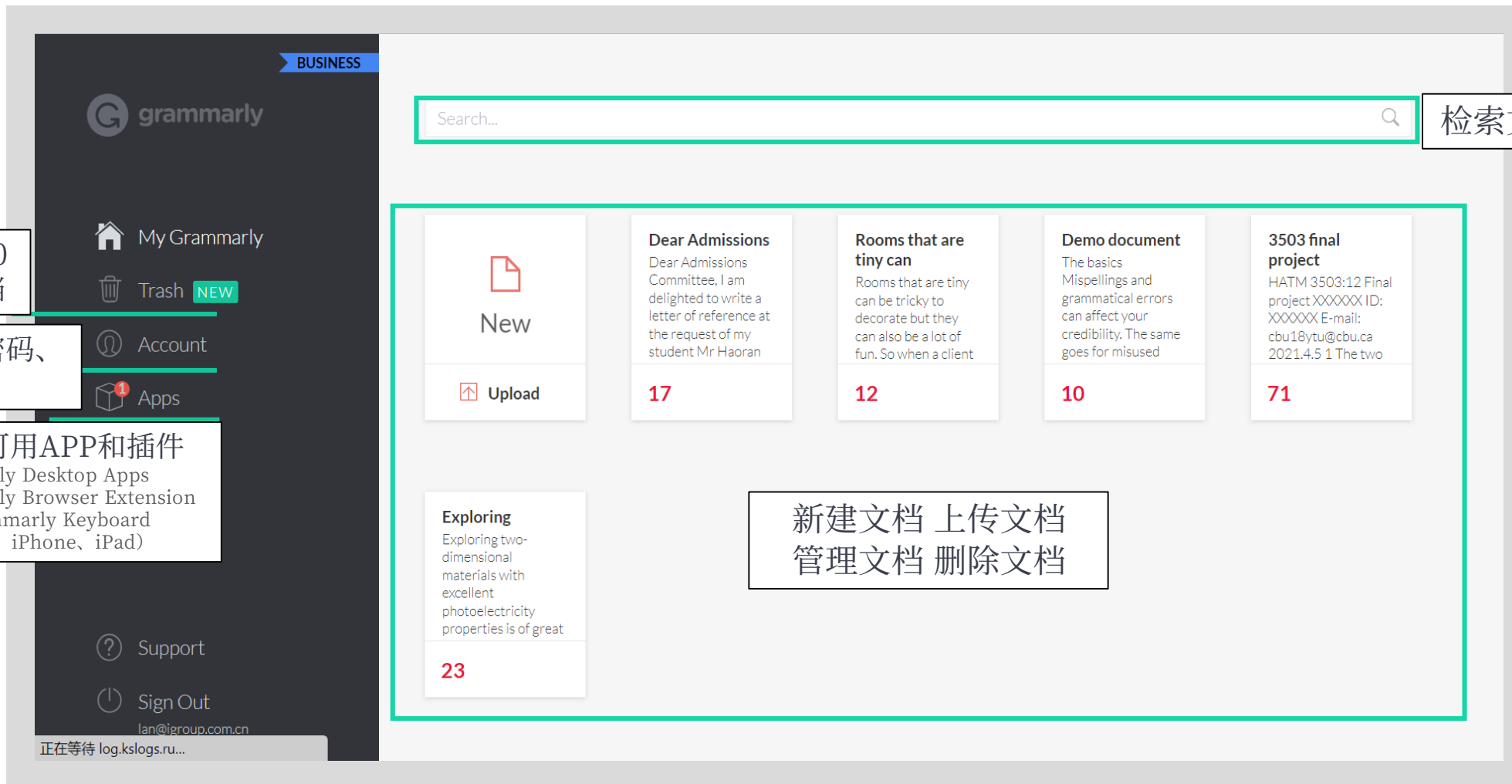


前往<https://www.grammarly.com/signin>
登录Grammarly账号

登录后的用户界面如左图，有“EDU”标识
说明您的教育版账号已激活成功

3. Grammarly Editor





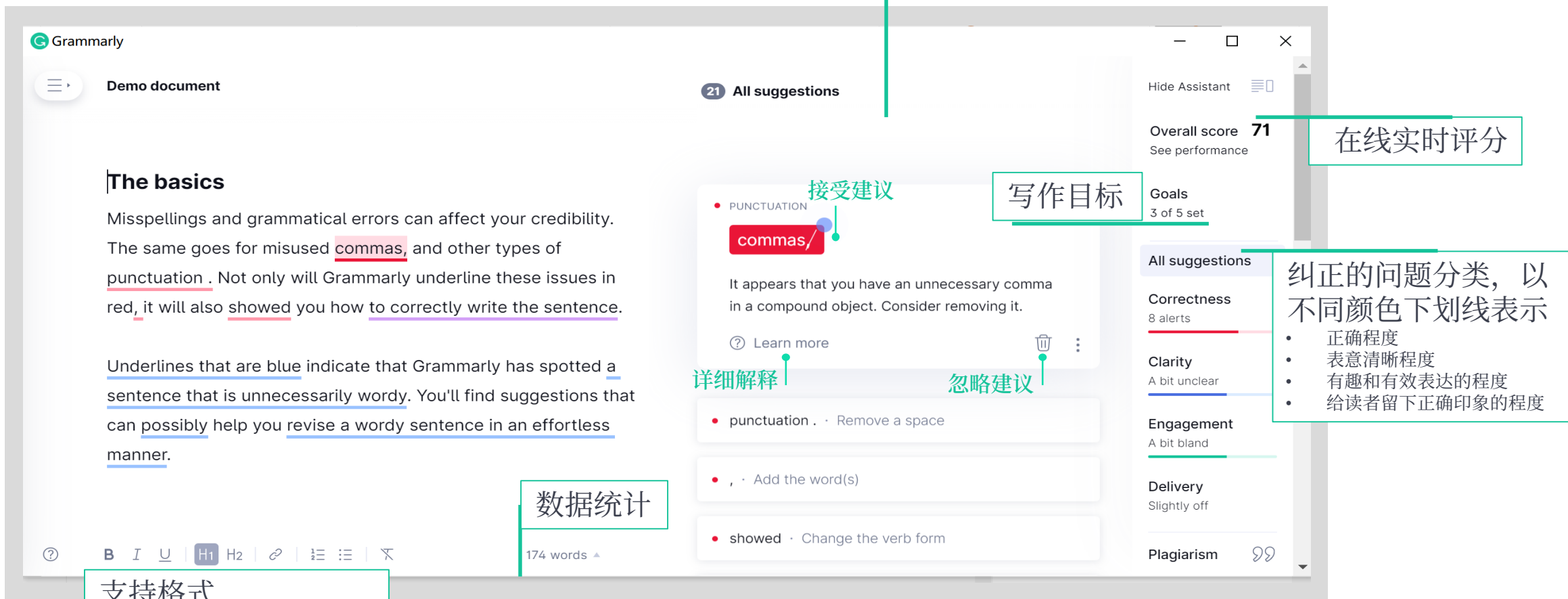
垃圾箱，存放30天内删除的文档

账户设置，如密码、写作设置等

查看下载可用APP和插件

- Grammarly Desktop Apps
- Grammarly Browser Extension
- The Grammarly Keyboard (Android, iPhone, iPad)

Grammarly Editor支持上传的文档格式有Microsoft Word (.doc, .docx)、OpenOffice (.odt)、.txt和.rtf。下载的文档格式为.docx。



实时纠正

在线实时评分

写作目标

纠正的问题分类，以不同颜色下划线表示

- 正确程度
- 表意清晰程度
- 有趣和有效表达的程度
- 给读者留下正确印象的程度

接受建议

详细解释

忽略建议

数据统计

支持格式

- 粗体和斜体文字
- 编号列表和项目符号列表
- H1和H2标题
- 链接

“Grammarly 的界面设计非常简洁，很像在线写作网站的风格，文档也都会自动保存在网站内，供你随时编辑和查看，如果没有太多格式的要求，你完全可以直接在 Grammarly 上写作。”

当Grammarly在文本中检测到书写问题时，您将看到红色、蓝色、绿色或紫色的下划线。点击任何带下划线的单词或短语即可查看Grammarly的建议。

Rooms that are tiny can be tricky to decorate but they can also be a lot of fun. So when a client challenged us to give her pocket size space a summer makeover for under \$500 dollars, we just couldn't say no. Transforming a very small space doesn't have to blow your budget. Small things like finding a vintage piece of furniture from a relative or adding a fresh coat of paint to your own dated items can add a stylish splash to any abode.

Correctness

2 alerts

红色：单词拼写、语法和标点符号错误

Clarity

A bit unclear

蓝色：帮助您的文档更容易被理解

Engagement

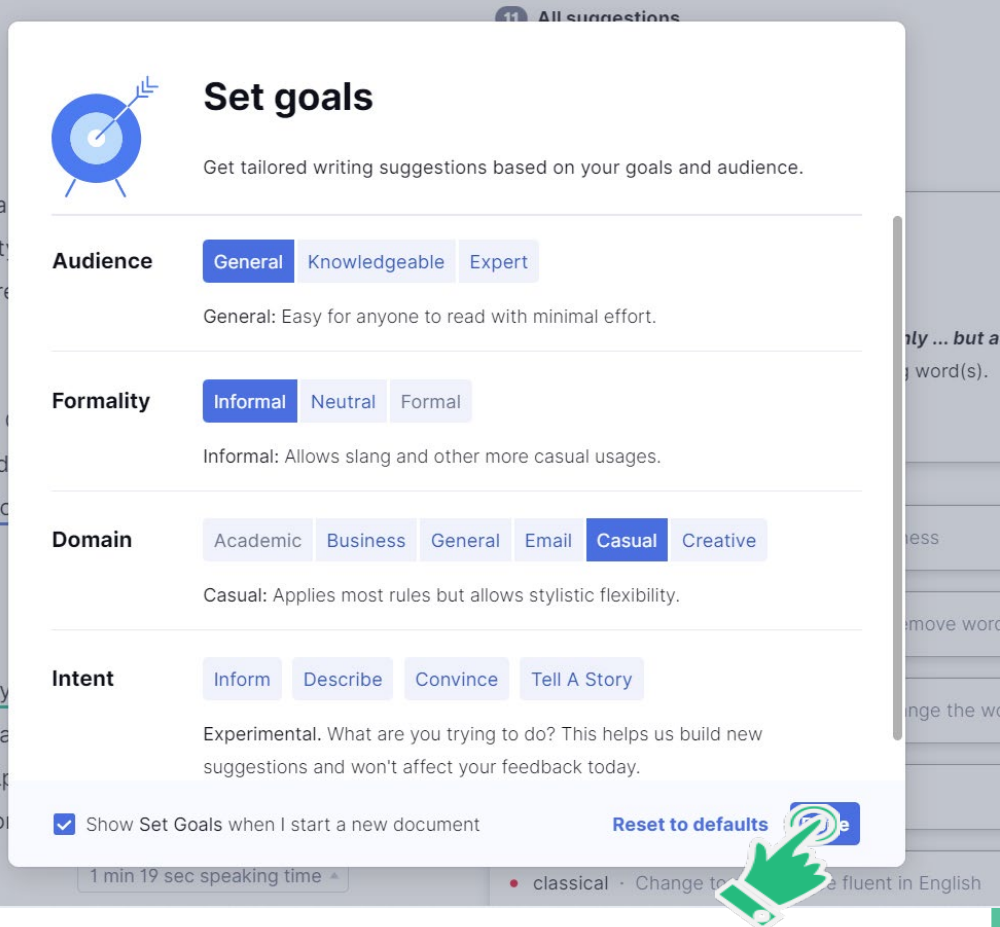
A bit bland

绿色：帮助您的文档更有趣更有效表达

Delivery

Slightly off

紫色：帮助您给读者留下正确的印象



借助“设定目标”功能，Grammarly可以为您的读者和写作风格提供量身定制的写作建议。除了文档的领域或类型外，您还可以选择目标读者、形式、正式程度和写作意图。此时，自定义默认目标的选项不可用。您需要调整每个文档的目标。

设定写作目标

Audience——受众

在选择此设置之前，请确定您的目标受众是谁。选择适当的选项将有助于Grammarly提供关于可读性和清晰度的定制反馈。（影响可读性和清晰度建议）

Formally——正式程度

您写作的形式会根据具体情况而变化。这种设置可以帮助Grammarly理解俚语或口语的使用是否适合特定的文档，或者您的写作是否过于正式。（影响表达方式建议）

Domain——类型

此设置允许Grammarly根据文档类型提供反馈。我们目前提供六个写作类型——常规（默认）、学术的、商务的、电子邮件、创造性的、休闲的。如果您不确定该选择哪种风格，那么常规（默认）模式是一个很好的开始。（影响正式程度和受众的可选项）

Intent——意图

意图设置目前不会影响所提供建议的列表，但它们可以帮助我们了解您希望在将来看到的反馈类型。

表现分数

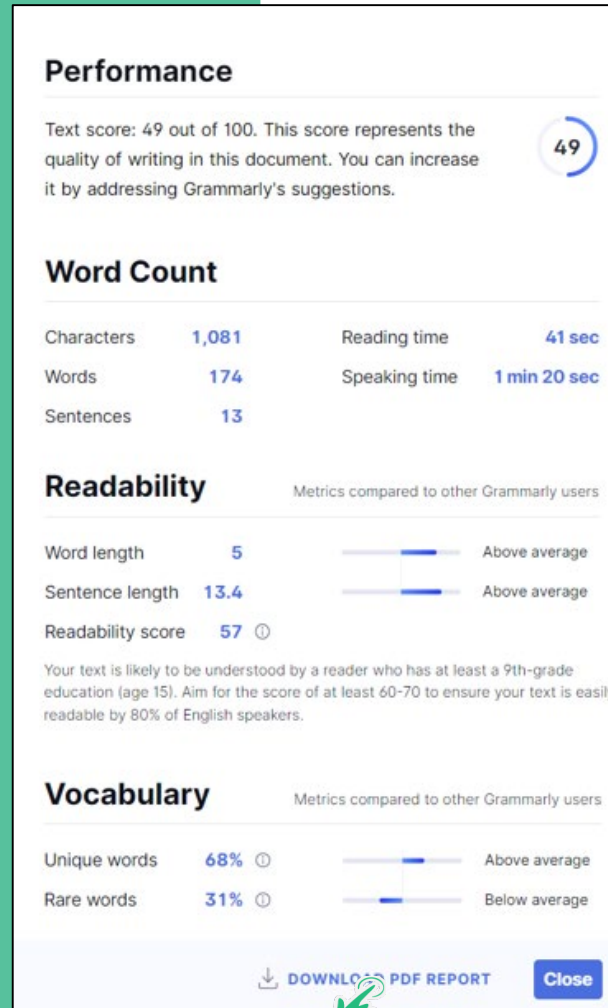
Grammarly根据总字数、检测到的写作问题的数量和类型计算文档的准确度水平。

Grammarly将您的文档的准确性水平与用户设置相同目标的所有其他文档的准确性水平进行比较。

例如，90分意味着您在文档中的写作要比其他90%具有相似目标的文档中的写作更准确。

要查看您的表现分数，请在Grammarly编辑器中打开任何文档，并单击“**Overall score**”。这里还允许你检查文档的统计数据，如可读性得分和词汇使用情况。

如果您想下载您文档评分各项统计的PDF报告，请点击“**Overall Score**”，然后在弹出窗口中点击“**Download PDF Report**”。



Performance

Text score: 49 out of 100. This score represents the quality of writing in this document. You can increase it by addressing Grammarly's suggestions. 49

Word Count

Characters	1,081	Reading time	41 sec
Words	174	Speaking time	1 min 20 sec
Sentences	13		

Readability Metrics compared to other Grammarly users

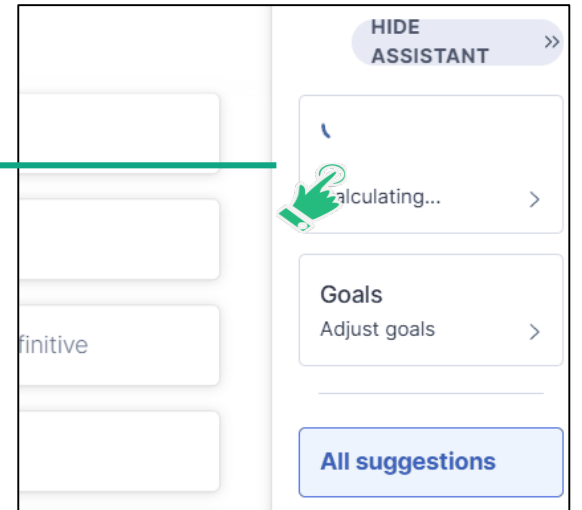
Word length	5	Above average
Sentence length	13.4	Above average
Readability score	57	

Your text is likely to be understood by a reader who has at least a 9th-grade education (age 15). Aim for the score of at least 60-70 to ensure your text is easily readable by 80% of English speakers.

Vocabulary Metrics compared to other Grammarly users

Unique words	68%	Above average
Rare words	31%	Below average

[Download PDF Report](#) [Close](#)

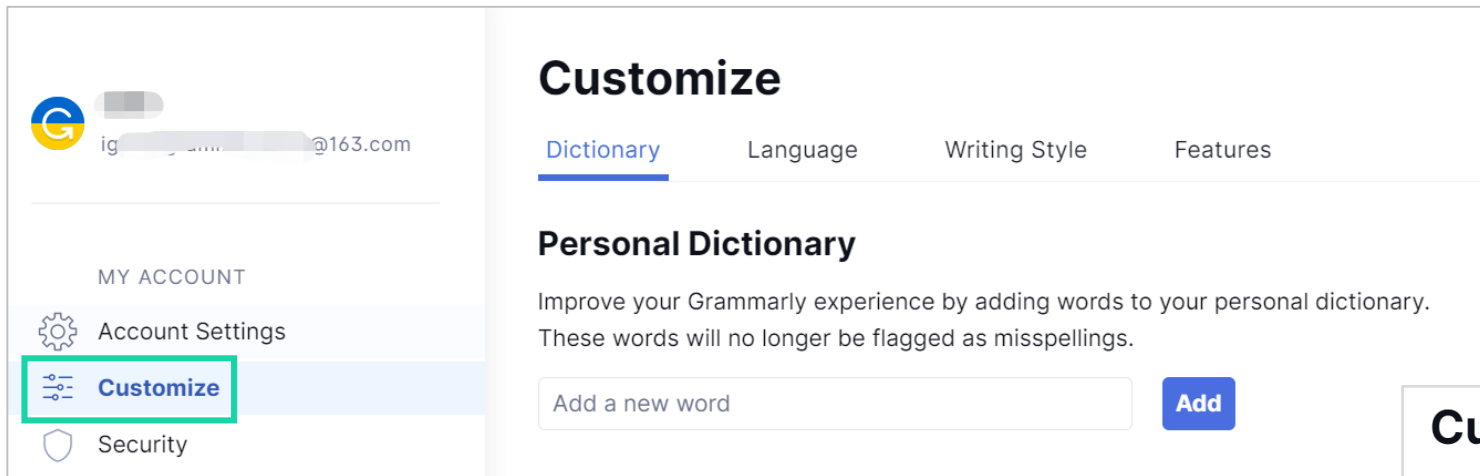


HIDE ASSISTANT >>

Calculating... >

Goals
Adjust goals >

[All suggestions](#)



Dictionary 个人词典

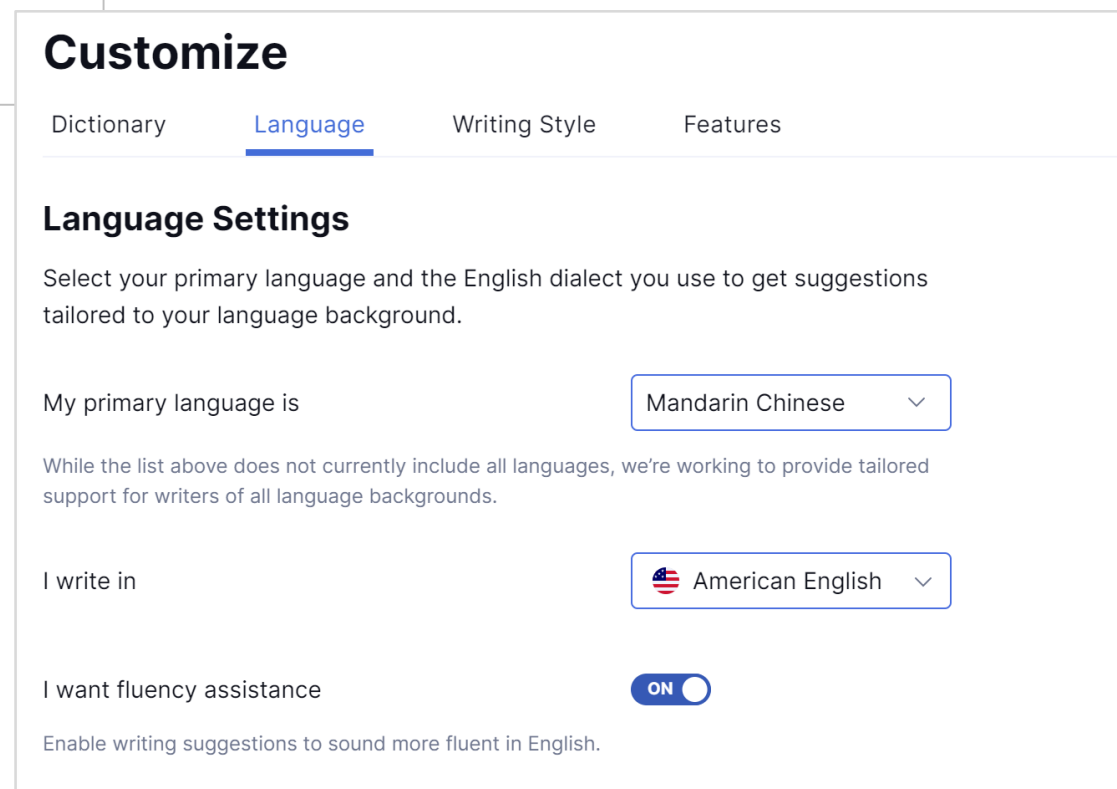
用户可以添加特定名词到个人词典中，如专有名词、特殊缩写。添加后，该名词不会在Grammarly产品中被标记为拼写错误。

Grammarly会为**母语**非英语的用户检查常见错误，对特定母语用户（包括普通话），还能得到针对性的写作意见

Grammarly会按照用户设置的**写作语言**检查文章内单词拼写、语法和标点符号。

Language 语言设置

- 母语
- 写作语言
- 是否需要写作助手增加表达的流利性



Customize Writing Styles 写作风格设置

Dictionary Language Writing Style

Manage stylistic suggestions to better fit your writing style. Make sure to reload any tabs or apps where you're using Grammarly for your settings to take effect.

Search suggestion types Category All Categories

SETTING	SUGGESTION TYPE	EXPLANATION	CATEGORY
<input type="checkbox"/>	Add transition words for clarity	Suggests adding transition words to improve paragraph flow.	Clarity
<input checked="" type="checkbox"/>	Avoid biased language (age)	Suggests alternatives to potentially biased language related to older adults.	Inclusive language
<input checked="" type="checkbox"/>	Avoid biased language (disability)	Suggests alternatives to potentially ableist language.	Inclusive language
<input checked="" type="checkbox"/>	Avoid biased language (family)	Suggests alternatives to potentially biased language related to parenting and family systems.	Inclusive language
<input checked="" type="checkbox"/>	Avoid biased language (gender)	Suggests alternatives to potentially gender-biased and non-inclusive phrasing. Example	Inclusive language

Customize Feature 特色功能

Dictionary Language Writing Style Features

Snippets

Create and insert text snippets to save time

Shortcuts

Assign shortcuts to work faster with snippets

View snippet list

Create new snippet

写作风格设置允许用户自定义开启或关闭的Grammarly预设的建议类型，包括但不限于：

- 被动语态
- 牛津逗号
- 词语选择与句子变化
- 填充词或多个从句
- 人称代词
- 以介词结尾的句子

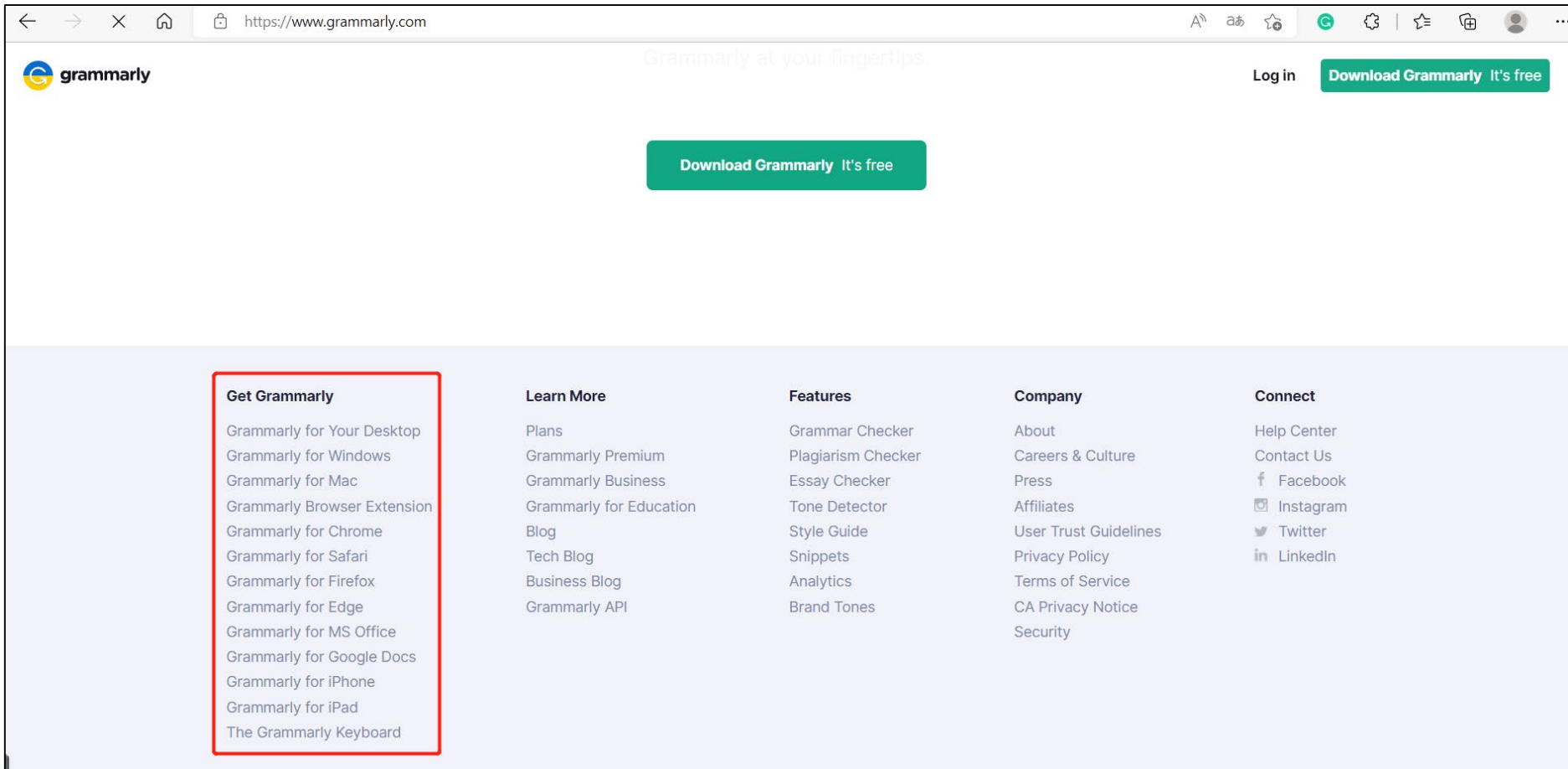
Snippets 片段

Snippets（片段）指的是可重复使用的短语、句子和段落。

Grammarly允许用户保存这些片段，可以在使用时快速插入以节省时间。

4. Grammarly Apps及插件





在Grammarly官网 (<https://www.grammarly.com/>) 的最下方【**Get Grammarly**】板块中可下载所有Grammarly产品。！ 请注意部分插件须达到相应的终端设备要求和网络环境要求才能正常使用。



点击文本旁的Grammarly浮标检测文本，可在大量本地应用程序中使用

The basics

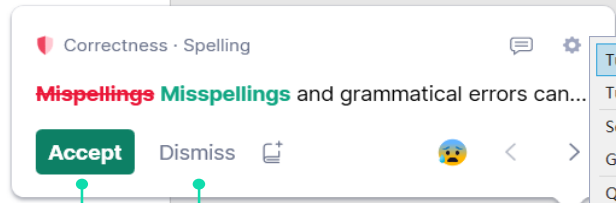
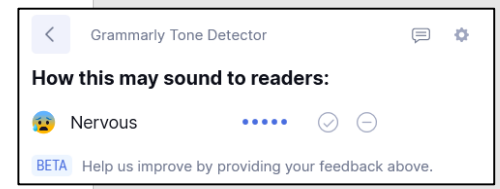
Mispellings and grammatical errors can effect your credibility. The same goes for misused commas, and other types of punctuation. Not only will Grammarly underline these issues in red, it will also showed you how to correctly write the sentence.

Underlines that are blue indicate that Grammarly has spotted a sentence that is unnecessarily wordy. You'll find suggestions that can possibly help you revise a wordy sentence in an effortless manner.

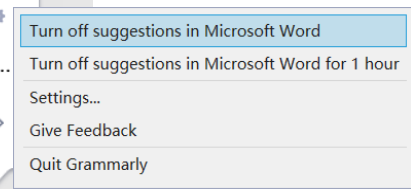
But wait...there's more?

Grammarly Premium can give you very helpful feedback on your writing. Passive voice can be fixed by Grammarly, and it can handle classical word-choice mistakes. It can also help with inconsistencies such as switching between e-mail and email or the U.S.A. and the USA.

It can even help when you wanna refine ur slang or formality level. That's especially useful when writing for a broad audience ranging from businessmen to friends and family, don't you think? It'll inspect your vocabulary carefully and suggest the best word to make sure you don't have to analyze your writing too much.



接受建议 忽略建议



在当前应用程序中关闭检测

在当前应用程序中关闭检测

Grammarly for Microsoft Office



文件 开始 插入 设计 布局 引用 邮件 审阅 视图 Grammarly

Close Grammarly Adjust Goals All Issues Correctness Clarity Engagement Delivery Style Deactivated Guide Suggestions Plagiarism Settings About Support

Grammarly>Open Grammarly 检测文本

The basics ↵
Mispellings and grammatical errors can effect your credibility. The same goes for misused commas, and other types of punctuation . Not only will Grammarly underline these issues in red, it will also showed you how to correctly write the sentence. ↵

Underlines that are blue indicate that Grammarly has spotted a sentence that is unnecessarily wordy. You'll find suggestions that can possibly help you revise a wordy sentence in an effortless manner. ↵

But wait...there's more? ↵
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Grammarly

• CORRECTNESS: SPELLING

~~Mispellings~~ → Misspellings

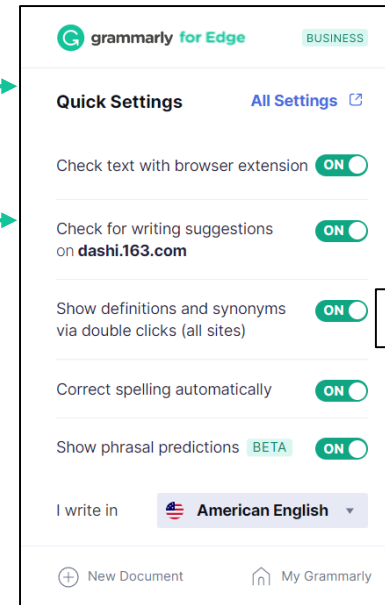
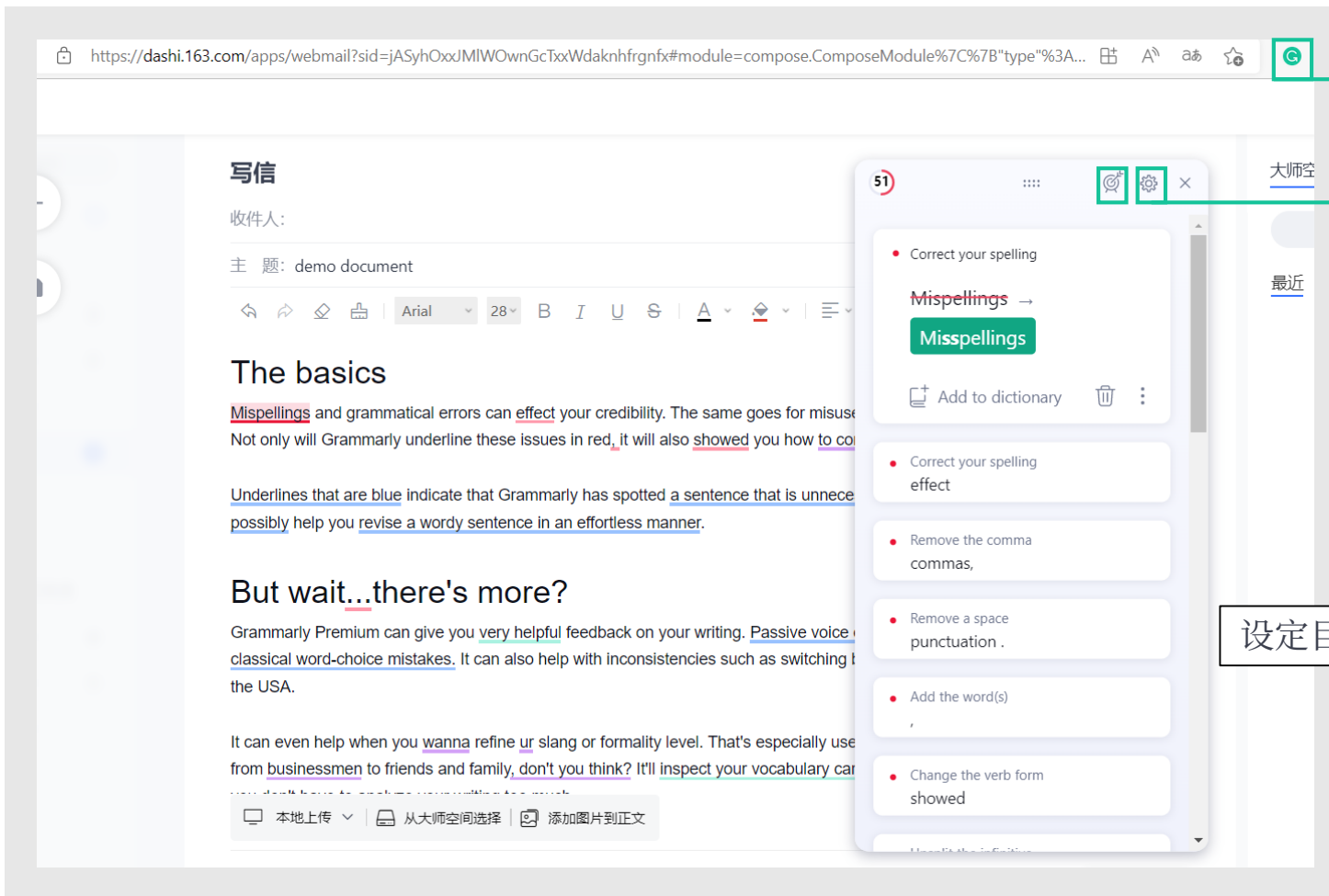
If you don't want **Mispellings** to be marked as misspelled in the future, you can add it to your personal dictionary.

• effect · Correct your spelling

• effect · Correct your spelling

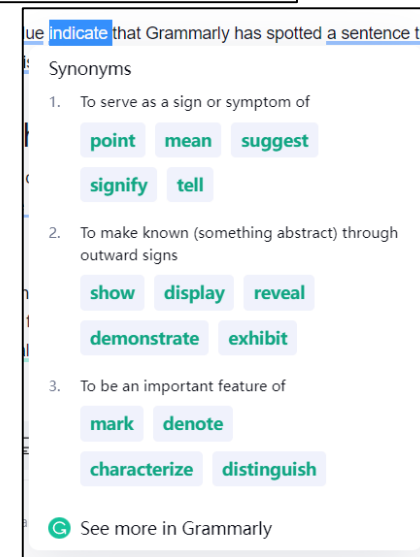
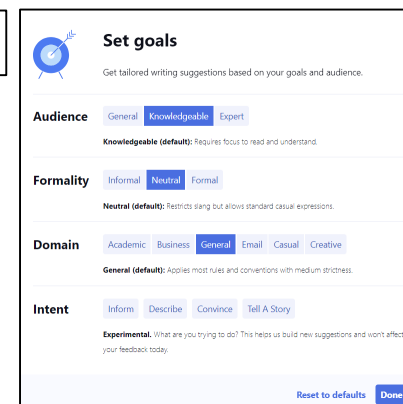
• commas, · Remove the comma

24 All issues



双击单词可显示同义词

设定目标



使用方法1: Grammarly应用程序, 可保存文本

使用方法2: 集成输入法, 实时检测输入文本

