


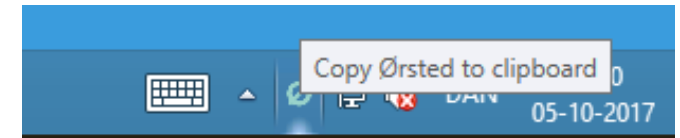


Two ways to correct Ørsted to Ørsted

1. Manually correction

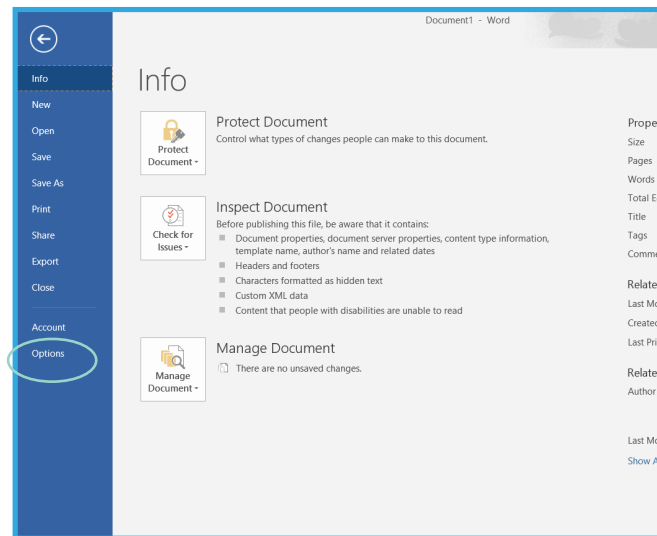
To write Ørsted with the Ø, on a non-Danish keyboard, you can at any time use an application, that is installed and running on all Ørsted computers by default.

The application is in your notification area (where you also see battery and PC volume), and looks like this: 
To use it, simply left-click it, and it will copy "Ørsted" to your clipboard, so you can use the CTRL+V command, or right click and choose "paste" in any text field.

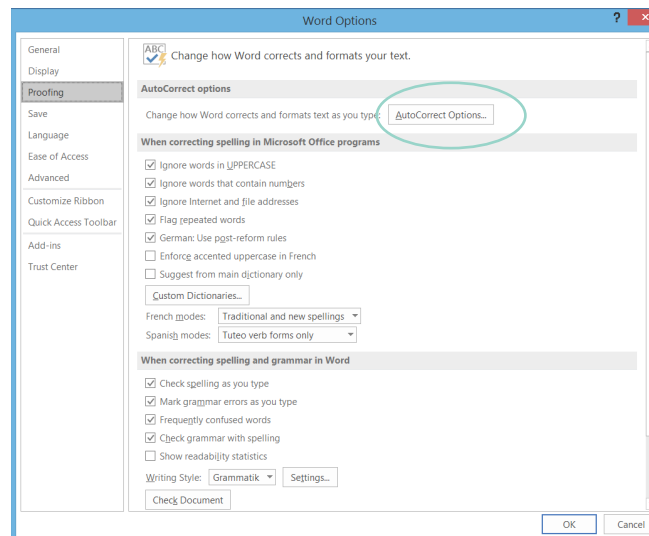


You can now paste the name into any program that can handle text.

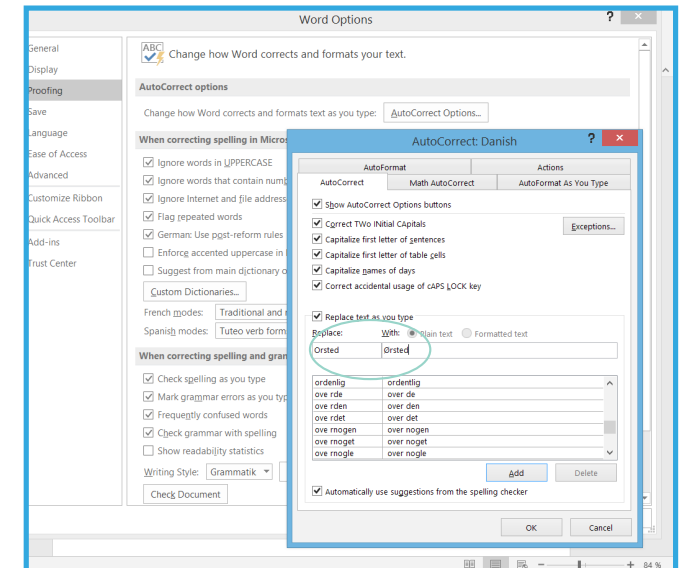
2. Auto correction



1. In Microsoft Word, go to File > Options.



2. Go to Proofing > AutoCorrect Options



3. Now fill "replace" with Ørsted and "With" with Ørsted, click Add and your writing automatically will be changed onwards in Microsoft Word documents.