Word Processing

Word Processing software automatically corrects spelling and grammatical mistakes. If content needs to be replicated, there are options known as **'copy'** and **'paste'** that allow you to do this without re-typing the content. You can print documents and make several copies too. It is easier to read a word-processed document than a handwritten one, making it effectual for paperwork. You can add images to your document as well, provided by certain features on word processors.