Now we can prevent eLUNa from translating certain parts of a document, e.g. footnotes.

The procedure is as follows:

- 1. In the Word document, select the portion to be left untranslated
- 2. In menu Home>Font, check the box Hidden.
- 3. The selected text is now hidden (usually displayed in Word in dotted underline)
- 4. Upload the document to eLUNa: the hidden text won't be displayed
- 5. After exporting your translation to Word, select the whole text and, in the Font menu, uncheck the box Hidden
- The document now contains your translation plus the portion in the original language

