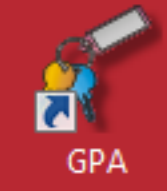
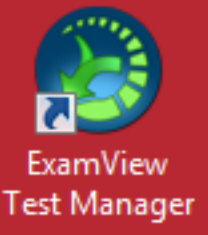
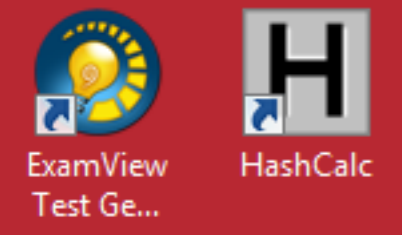
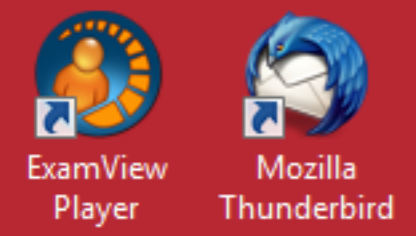
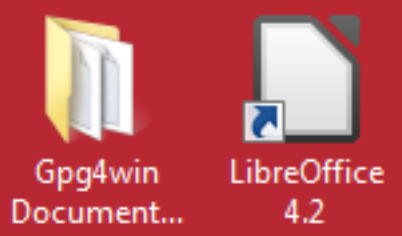
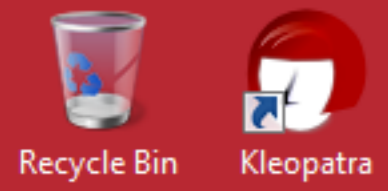


Windows 7 Input Language Change

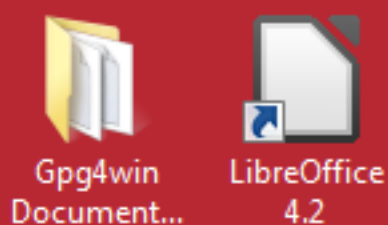
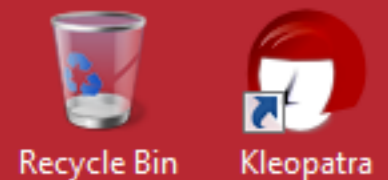
This presentation add the Greek language as an input language. The presentation also uses the character map to select a character.

Preuss

2/14/2014



The presentation uses a full administrator logon.



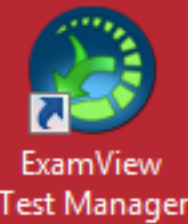
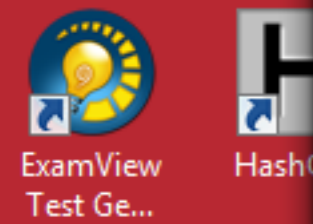
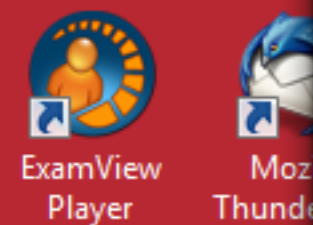
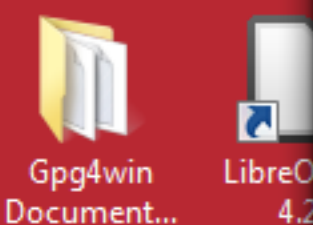
- Notepad
- Local Security Policy
- Getting Started
- Connect to a Projector
- Calculator
- Sticky Notes
- Computer Management
- Event Viewer
- Snipping Tool
- LibreOffice
- All Programs

Search programs and files

- wife
- Documents
- Pictures
- Music
- Computer
- Control Panel
- Devices and Printers
- Default Programs
- Help and Support

Shut down

The presentation opens the Control Panel.



Control Panel

Search Control Panel

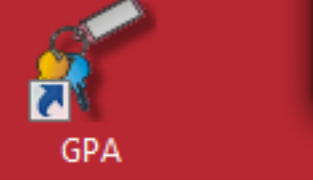
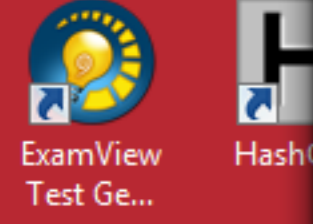
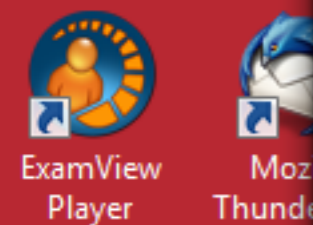
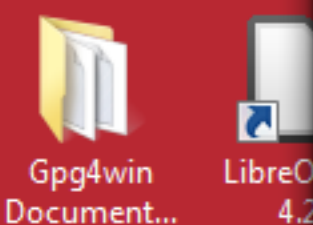
Adjust your computer's settings

View by: Category

- System and Security
 - Review your computer's security
 - Back up your computer
 - Find and fix problems
- Network and Internet
 - View network status and troubleshoot
 - Choose homegroup and sharing options
- Hardware and Sound
 - View devices and printers
 - Add a device
- Programs
 - Uninstall a program
- Ease of Access
 - Let Windows suggest settings
 - Optimize visual display
- Accounts and Family Safety
 - Manage user accounts
 - Remove user accounts
 - Parental controls for any user
- Appearance and Personalization
 - Change theme
 - Change desktop background
 - Change screen resolution
- Language, and Region
 - Change keyboard
 - Change keyboards or other input methods

The presentation will change the View by: in the Control Panel to Small Icons.





Control Panel > All Control Panel Items

Search Control Panel

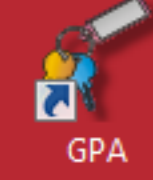
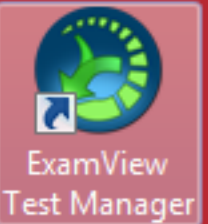
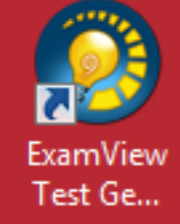
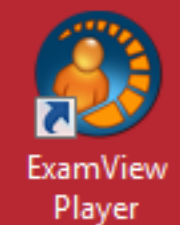
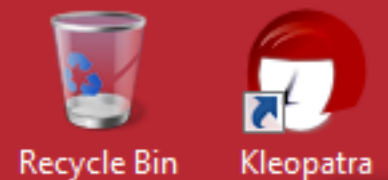
Adjust your computer's settings

The presentation is much happier with the Small icons in the Control Panel.

View by: Small icons

- Action Center
- Backup and Restore
- Color Management
- Default Programs
- Devices and Printers
- Folder Options
- HomeGroup
- Java (32-bit)
- Mouse
- Parental Controls
- AutoPlay
- Credential Manager
- Desktop Gadgets
- Display
- Fonts
- Indexing Options
- Keyboard
- Network and Sharing Center
- Performance Information and Tools
- Power Options
- Region and Language
- Speech Recognition
- Taskbar and Start Menu
- Windows Anytime Upgrade
- Windows Firewall

The presentation selects Region and Language.



Region and Language

Formats | Location | **Keyboards and Languages**

Format: English (United States)

Date and time formats

Short date: M/d/yyyy

Long date: dddd, MMMM dd, yyyy

Short time: h:mm tt

Long time: h:mm:ss tt

First day of week: Sunday

[What does the notation mean?](#)

Examples

Short date: 2/14/2014

Long date: Friday, February 14, 2014

Short time: 4:27 PM

Long time: 4:27:48 PM

[Additional settings...](#)

[Go online to learn about changing languages and regional formats](#)

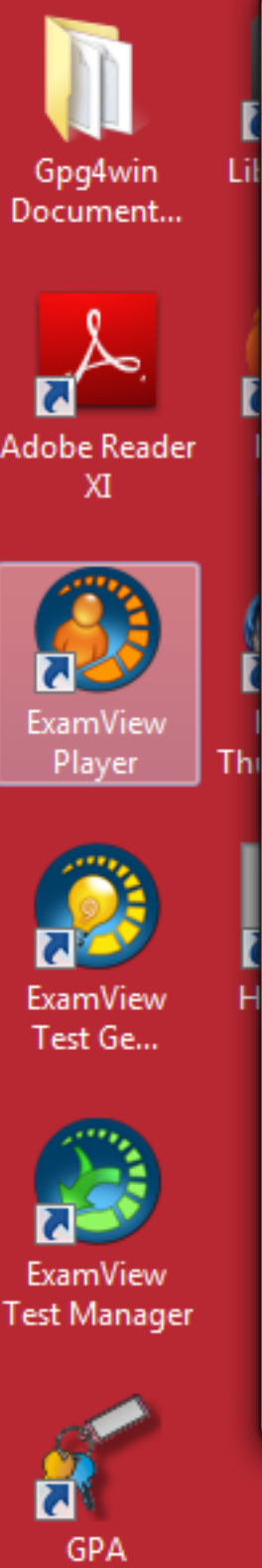
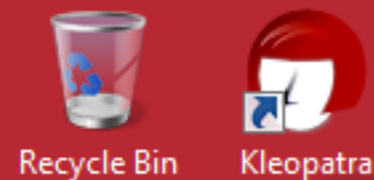
OK Cancel Apply

Search Control Panel

View by: Small icons

- Keyboard
- Network and Sharing Center
- Performance Information and Tools
- Power Options
- Region and Language
- Speech Recognition
- Taskbar and Start Menu
- Windows Anytime Upgrade
- Windows Firewall

The presentation will change to the Keyboards and Languages tab.



Region and Language

Fomats Location Keyboards and Languages Administrative

Keyboards and other input languages
To change your keyboard or input language click Change keyboards.

Change keyboards...

[How do I change the keyboard layout for the Welcome screen?](#)

[How can I install additional languages?](#)

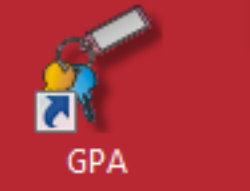
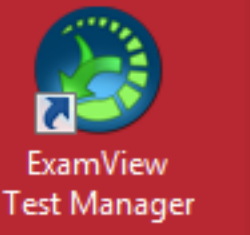
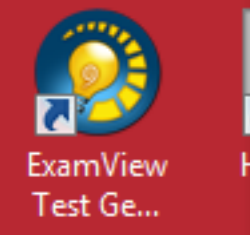
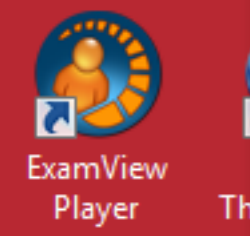
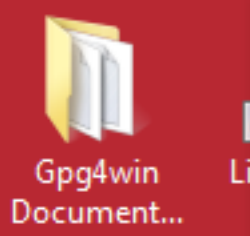
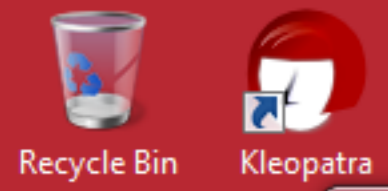
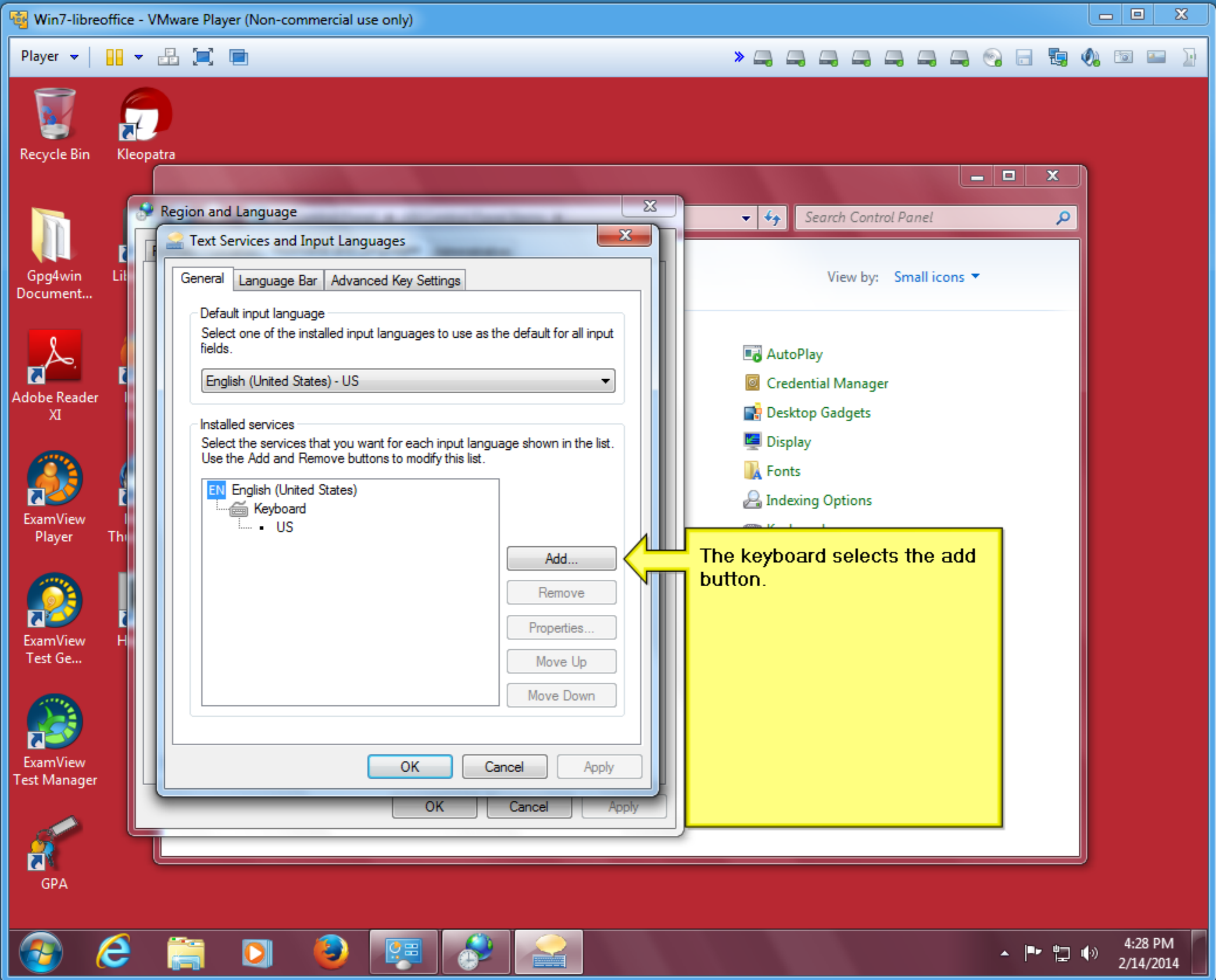
OK Cancel Apply

The presentation selects the Change keyboards button.

Search Control Panel

View by: Small icons

- Power Options
- Region and Language
- Speech Recognition
- Taskbar and Start Menu
- Windows Anytime Upgrade
- Windows Firewall



Region and Language

Text Services and Input Languages

General Language Bar Advanced Key Settings

Default input language
Select one of the installed input languages to use as the default for all input fields.
English (United States) - US

Installed services
Select the services that you want for each input language shown in the list. Use the Add and Remove buttons to modify this list.

- EN English (United States)
 - Keyboard
 - US

- Add...
- Remove
- Properties...
- Move Up
- Move Down

OK Cancel Apply

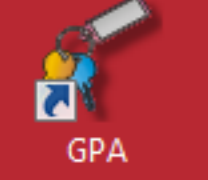
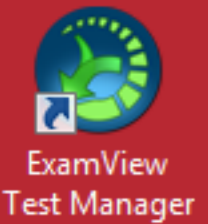
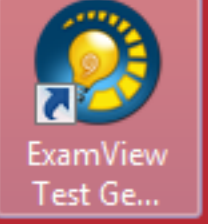
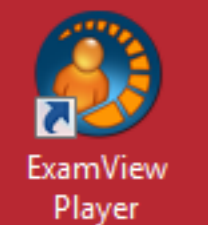
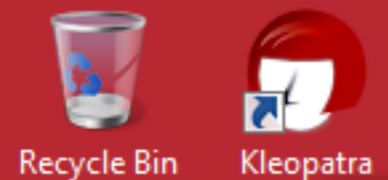
OK Cancel Apply

The keyboard selects the add button.

Search Control Panel

View by: Small icons

- AutoPlay
- Credential Manager
- Desktop Gadgets
- Display
- Fonts
- Indexing Options



Region and Language

Text Services and Input Languages

Add Input Language

Select the language to add using the checkboxes below.

- Galician (Galician)
- Georgian (Georgia)
- German (Austria)
- German (Germany)
- German (Liechtenstein)
- German (Luxembourg)
- German (Switzerland)
- Greek (Greece)
 - Keyboard
 - Greek
 - Greek (220)
 - Greek (220) Latin
 - Greek (319)
 - Greek (319) Latin
 - Greek Latin
 - Greek Polytonic
 - US
 - Show More...

OK Cancel Preview...

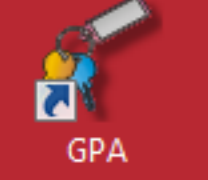
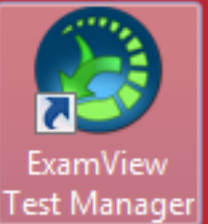
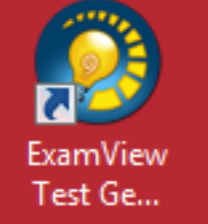
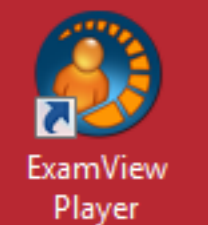
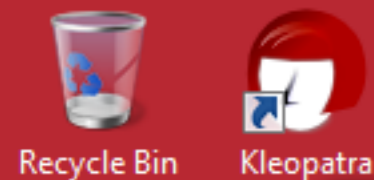
OK Cancel Apply

Search Control Panel

View by: Small icons

- AutoPlay
- Credential Manager
- Desktop Gadgets
- Display
- Fonts
- Indexing Options
- Keyboard
- Network and Sharing Center
- Performance Information and Tools
- Power Options
- Region and Language
- Speech Recognition
- Taskbar and Start Menu
- Windows Anytime Upgrade
- Windows Firewall

The presentation checks the Greek keyboard option.



Region and Language

Text Services and Input Languages

General Language Bar Advanced Key Settings

Default input language
Select one of the installed input languages to use as the default for all input fields.

English (United States) - US

Installed services
Select the services that you want for each input language shown in the list. Use the Add and Remove buttons to modify this list.

- EL Greek (Greece)
 - Keyboard
 - Greek
- EN English (United States)
 - Keyboard
 - US

Add...
Remove
Properties...
Move Up
Move Down

OK Cancel Apply

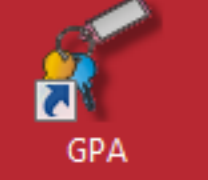
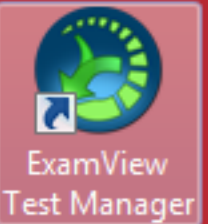
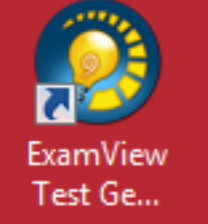
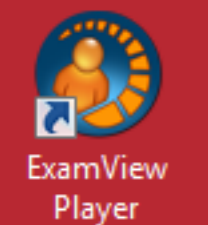
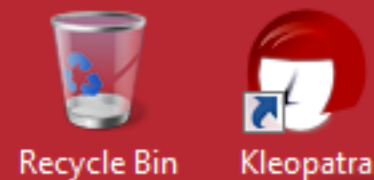
Search Control Panel

View by: Small icons

- AutoPlay
- Credential Manager
- Desktop Gadgets
- Display
- Fonts
- Indexing Options
- Keyboard
- Network and Sharing Center
- Performance Information and Tools
- Power Options

Both keyboards are now available. The presentation is only able to read US English. The presentation selects English and clicks the Move Up button. Then select the apply button.

This makes English the default language.



Region and Language

Text Services and Input Languages

General Language Bar

Default input language
Select one of the installed input languages.
English (United States) - US

Installed services
Select the services that you want for each input language shown in the list.
Use the Add and Remove buttons to modify this list.

EN	English (United States)	Keyboard	US
EL	Greek (Greece)	Keyboard	Greek

Properties...
Move Up
Move Down

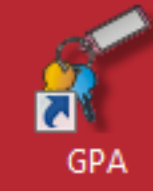
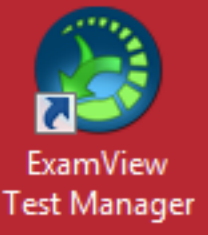
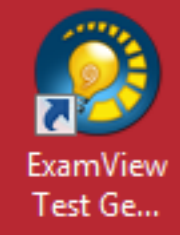
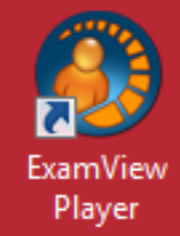
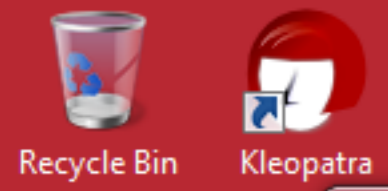
OK Cancel Apply

View by: Small icons

- AutoPlay
- Credential Manager
- Desktop Gadgets
- Display
- Fonts
- Indexing Options
- Keyboard
- Network and Sharing Center
- Performance Information and Tools
- Power Options
- Region and Language
- Speech Recognition
- Taskbar and Start Menu
- Windows Anytime Upgrade
- Windows Firewall

The presentation selects the Language Bar tab.

English is now the default language.



Region and Language

Text Services and Input Languages

General | **Language Bar** | Advanced Key Settings

Language Bar

- Floating On Desktop
- Docked in the taskbar
- Hidden

- Show the Language bar as transparent when inactive
- Show additional Language bar icons in the taskbar
- Show text labels on the Language bar

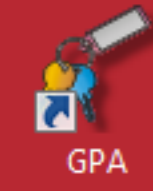
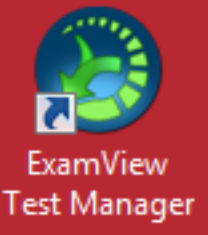
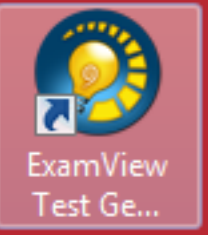
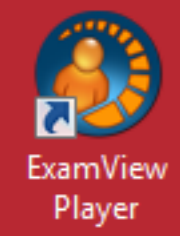
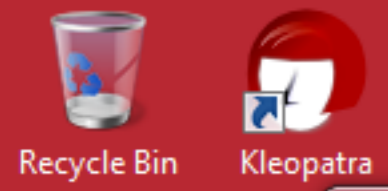
OK Cancel Apply

Search Control Panel

View by: Small icons

- AutoPlay
- Credential Manager
- Desktop Gadgets
- Windows Firewall

The presentation checks the option to 'Show additional Language bar icons in the taskbar'. Then select the apply button.



Region and Language

Text Services and Input Languages

General Language Bar Advanced Key Settings

To turn off Caps Lock

Press the CAPS LOCK key Press the SHIFT key

Hot keys for input languages

Action	Key
Between input languages	
To English (United States) - US	
To Greek (Greece) - Greek	

Change Key Sequence...

OK Cancel Apply

Search Control Panel

Small icons

Network and Sharing Center

Performance Information and Tools

Power Options

Region and Language

Speech Recognition

Taskbar and Start Menu

Windows Anytime Upgrade

Windows Firewall

The presentation did not make any changes to the Advance Key Settings tab.

The presentation closes all the Control Panel windows.



Recycle

Gpg4w
Docume

Adobe R
XI

ExamVi
Playe

ExamVi
Test G

ExamVi
Test Mar

GPA

Untitled 1 - LibreOffice Writer

File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

Page 1 / 1 | 0 words, 0 characters | Default Style | English (USA)

The presentation opens a word processor.

Note the current language abbreviation listed below.





Untitled 1 - LibreOffice Writer

File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

abcde

Page 1 / 1 | 1 words, 5 characters | Default Style | English (USA)

The presentation enters some letters of the alphabet using the language shown below.





Recycle

Gpg4w
Docume

Adobe R
XI

ExamVi
Playe

ExamVi
Test G

ExamVi
Test Mar

GPA

Untitled 1 - LibreOffice Writer

File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

abcde

Page 1 / 1 | 1 words, 5 characters | Default Style | English (USA)

The presentation clicks on the language name shown below. The presentation clicks on EL Greek to change the language.

- ✓ EN English (United States)
- EL Greek (Greece)
- Show the Language bar





Recycle

Gpg4w
Docume

Adobe R
XI

ExamVi
Playe

ExamVi
Test G

ExamVi
Test Mar

GPA

Untitled 1 - LibreOffice Writer

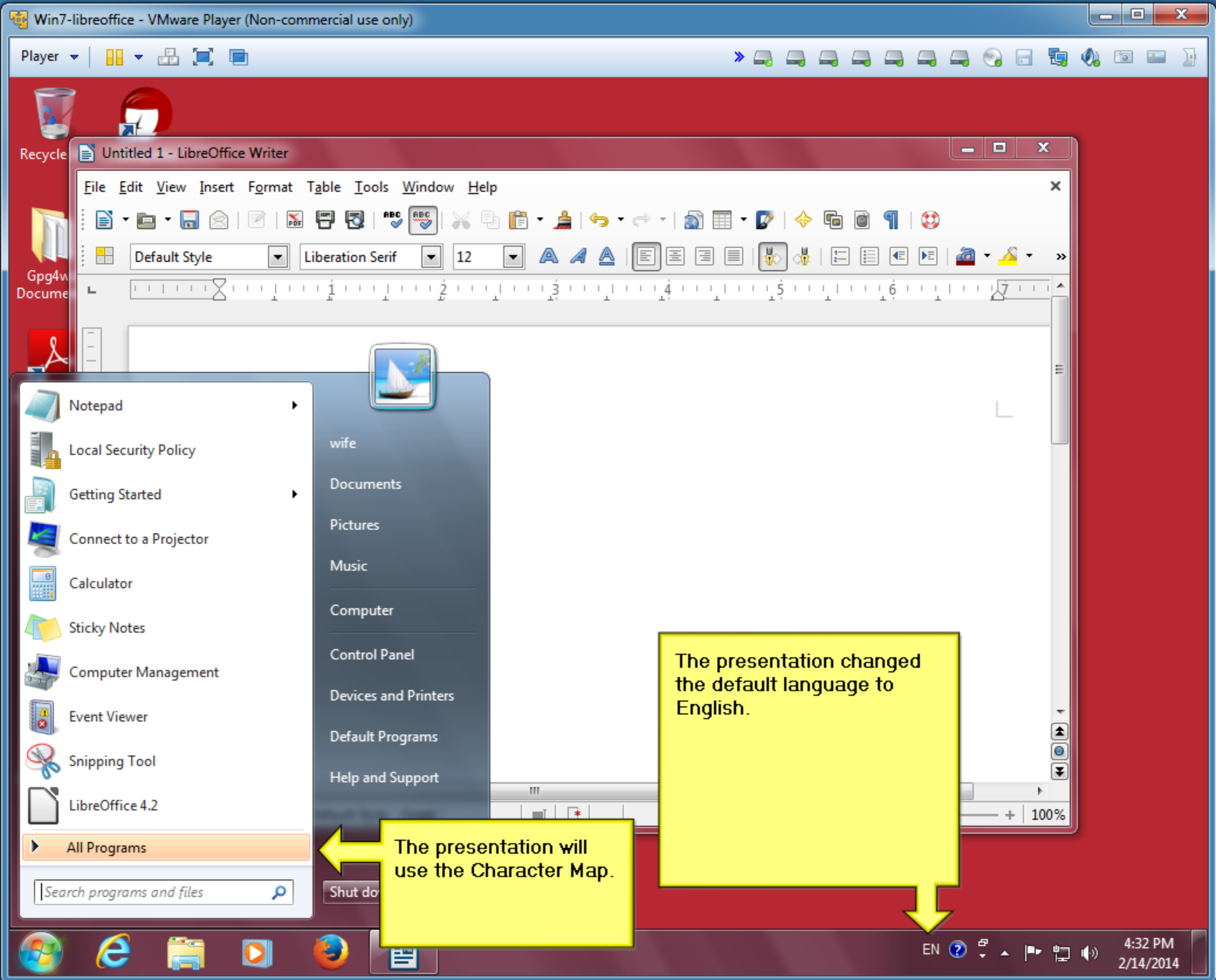
File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

abcde
Αβψδε

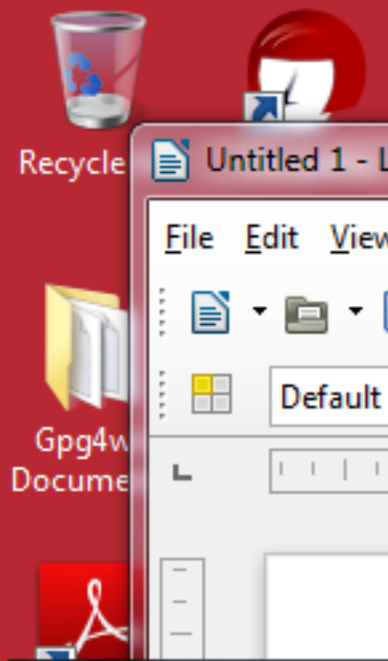
Page 1 / 1 | 2 words, 10 characters | Default Style | Greek | 100%

The presentation entered the same letters as above using the language listed below.



The presentation changed the default language to English.

The presentation will use the Character Map.



Untitled 1 - LibreOffice Writer

File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

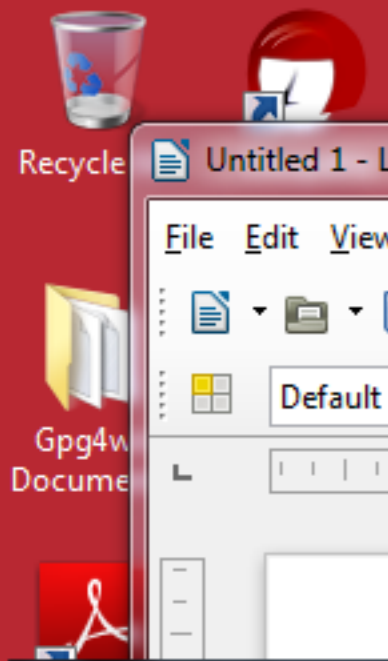
1 2 3 4 5 6 7

Adobe Reader XI
Default Programs
Desktop Gadget Gallery
Internet Explorer
Microsoft Security Essentials
Mozilla Firefox
Mozilla Thunderbird
Windows Anytime Upgrade
Windows DVD Maker
Windows Fax and Scan
Windows Media Center
Windows Media Player
Windows Update
XPS Viewer
7-Zip
Accessories
CrypTool
ExamView Pro Test Ger
Games
Gpg4win

wife
Documents
Pictures
Music
Computer
Control Panel
Devices and Printers

100%

The presentation selects Accessories.



Untitled 1 - LibreOffice Writer

File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

1 2 3 4 5 6 7

100%

wife

Documents

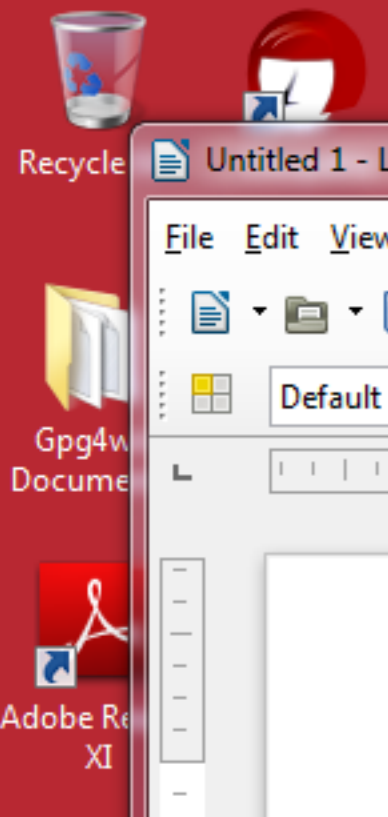
- Sound Recorder
- Sticky Notes
- Sync Center
- Windows Explorer
- WordPad
- Ease of Access
- System Tools
 - Character Map
 - Computer
 - Control Panel
 - Disk Cleanup
 - Disk Defragmenter
 - Internet Explorer (No Add)
 - Private Character Editor
 - Resource Monitor
 - System Information
 - System Restore
 - Task Scheduler
 - Windows Easy Transfer R
 - Windows Easy Transfer

Back

Search programs and files

Shut down

The presentation selects System Tools. Then, the presentation selects Character Map.



Untitled 1 - LibreOffice Writer

File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

abcde
Αβψδε

Character Map

Font: Arial

!	"	#	\$	%	&	'	()	*	+	,	-	.	/	0	1	2	3	4
5	6	7	8	9	:	;	<	=	>	?	@	A	B	C	D	E	F	G	H
I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	[\
]	^	_	`	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p
q	r	s	t	u	v	w	x	y	z	{		}	~		ı	ç	£	¤	¥
ı	§	¨	©	ª	«	¬	-	®	¯	°	±	²	³	´	µ	¶	·	,	¹
º	»	¼	½	¾	¿	À	Á	Â	Ã	Ä	Å	Æ	Ç	È	É	Ê	Ë	Ì	Í
Î	Ï	Ð	Ñ	Ò	Ó	Ô	Õ	Ö	×	Ø	Ù	Ú	Û	Ü	Ý	Þ	ß	à	á
â	ã	ä	å	æ	ç	è	é	ê	ë	ì	í	î	ï	ð	ñ	ò	ó	ô	õ
ö	÷	ø	ù	ú	û	ü	ý	þ	ÿ	Ā	ā	Ă	ă	Ą	ą	Ć	ć	Ĉ	ĉ

Characters to copy : [] [Select] [Copy]

Advanced view

U+0021: Exclamation Mark

Page 1 / 1 | 2 words, 10 characters | Default Style | 100%

The Character Map provides access to many special characters.



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File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

abcde
Αβψδε

Character Map

Font: Arial

!	"	#	\$	%	&	'	()	*	+	,	-	.	/	0	1	2	3	4
5	6	7	8	9	:	;	<	=	>	?	@	A	B	C	D	E	F	G	H
I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	[\
]	^	_	`	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p
q	r	s	t	u	v	w	x	y	z	{		}	~		ı	ç	£	¤	¥
ı	§	¨	©	ª	«	¬	-	®	¯	°	±	²	³	´	µ	¶	·	,	¹
º	»	¼	½	¾	¿	À	Á	Â	Ã	Ä	Å	Æ	Ç	È	É	Ê	Ë	Ì	Í
Î	Ï	Ð	Ñ	Ò	Ó	Ô	Õ	Ö	×	Ø	Ù	Ú	Û	Ü	Ý	Þ	ß	à	á
â	ã	ä	å	æ	ç	è	é	ê	ë	ì	í	î	ï	ð	ñ	ò	ó	ô	õ
ö	÷	ø	ù	ú	û	ü	ý	þ	ÿ	Ā	ā	Ă	ă	Ą	ą	Ć	ć	Ĉ	ĉ

Characters to copy : [] [Select] [Copy]

Advanced view

U+00F6: Latin Small Letter O With Diaeresis Keystroke: Alt+0246

The presentation chose a character by clicking on the character. Then the presentation selected the select button.



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File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

abcde
Αβψδε

Character Map

Font: Arial

Î	İ	Đ	Ñ	Ò	Ó	Ô	Õ	Ö	×	Ø	Ù	Ú	Û	Ü	Ý	Þ	ß	à	á
â	ã	ä	å	æ	ç	è	é	ê	ë	ì	í	î	ï	ð	ñ	ò	ó	ô	õ
ö	÷	ø	ù	ú	û	ü	ý	ÿ	Ā	ā	Ă	ă	Ą	ą	Ć	ć	Ĉ	ĉ	
Ċ	ċ	Č	č	Ď	ď	Ě	ě	Ĕ	ĕ	Ė	ė	Ę	ę	Ě	ě	Ĝ	ĝ		
Ğ	ğ	Ġ	ġ	Ģ	ģ	Ĥ	ĥ	Ħ	ħ	Ĩ	ĩ	Ī	ī	Ĵ	ĵ	Ĭ	ĭ		
Ĳ	ĳ	Ĵ	ĵ	Ķ	ķ	ĸ	Ĺ	ĺ	Ł	ł	Ł	ł	Ł	ł	Ł	ł	Ł	ł	
Ŋ	ŋ	Ñ	ñ	Ŋ	ŋ	Ō	ō	Ŏ	ö	Ŏ	ö	Œ	œ	Ŕ	ŕ	Ŗ	ŗ	Ŗ	ŗ
Ś	ś	Ŝ	ŝ	Ş	ş	Š	š	Ţ	ţ	Ť	ť	Ŧ	ŧ	Ũ	ũ	Ū	ū	Ŭ	ŭ
Ū	ū	Ŭ	ŭ	Ų	ų	Ŵ	ŵ	Ŷ	ŷ	Ÿ	Ź	ź	Ż	ż	Ž	ž	ı	İ	ı
Б	б	Ь	ь	С	с	Д	д	А	а	Q	Э	Θ	ε	ƒ	ƒ	ƒ	ƒ	ƒ	ƒ

Characters to copy: ü

U+00FC: Latin Small Letter U With Diaeresis Keystroke: Alt+0252

This is the only character the presentation wants. The presentation selects the copy button.



Untitled 1 - LibreOffice Writer

File Edit View Insert Format Table Tools Window Help

Default Style Liberation Serif 12

abcde
Αβψδε
ü

Character Map

Font: Arial

Î	İ	Đ	Ñ	Ò	Ó	Ô	Õ	Ö	×	Ø	Ù	Ú	Û	Ü	Ý	Þ	ß	à	á
â	ã	ä	å	æ	ç	è	é	ê	ë	ì	í	î	ï	ð	ñ	ò	ó	ô	õ
ö	÷	ø	ù	ú	û	ü	ý	ÿ	Ā	ā	Ă	ă	Ą	ą	Ć	ć	Ĉ	ĉ	
Ċ	ċ	Č	č	Ď	ď	Ě	ě	Ĕ	ĕ	Ė	ė	Ę	ę	Ě	ě	Ĝ	ĝ		
Ğ	ğ	Ġ	ġ	Ģ	ģ	Ĥ	ĥ	Ħ	ħ	Ĩ	ĩ	Ī	ī	Ĭ	ĭ	Į	į		
Ĵ	ĵ	Ķ	ķ	ĸ	Ĺ	ĺ	Ł	ł	ŀ	Ł	ą	Ł	ł	Ń	ń	Ņ			
ŋ	Ń	ń	ň	Ň	ň	Ō	ō	Ŏ	ö	Ŏ	ö	Œ	œ	Ŕ	ŕ	Ŗ	ŗ	Ŕ	ŕ
Ś	ś	Ŝ	ŝ	Ş	ş	Š	š	Ţ	ţ	Ť	ť	Ŧ	ŧ	Ũ	ũ	Ū	ū	Ŭ	ŭ
Ū	ū	Ŭ	ŭ	Ů	ů	Ŵ	ŵ	Ŷ	ŷ	Ÿ	Ž	ž	Ž	ž	ı	İ	ı	İ	ı
Б	б	Ь	ь	С	с	Д	д	А	а	Q	Э	Ө	ε	ƒ	ƒ	ƒ	ƒ	ƒ	ƒ

Characters to copy : ü

U+00FC: Latin Small Letter U With Diaeresis Keystroke: Alt+0252

Page 1 / 1 | 3 words, 11 characters | Default Style | 100%

The presentation pasted the character into the document.