

## INSTRUCTIONS FOR USE OF ANCIENT GREEK KEYBOARD

### WHAT YOU HAVE:

1. Keyboard Cover - This orange plastic "skin" fits over the alphanumeric keys of your desktop keyboard whenever you want to use the Ancient Greek entry system. You may easily remove it when not in use and store it on the clear plastic mounting.
2. Keyman Software - This software is suitable for use with Windows 98 and Windows ME. It consists of three files, *keyman5-0-112-0.exe*, *Ancient Greek.kmn* and *Ancient Greek.kmx*.
3. Font File - The letters that you mentioned, e and o with a long vowel bar above them are not part of the Greek Century font, nor any standard font used with Windows ME. So I found one that has them--colorfully named "Et tu, Brute?" (file name: *S-Latin.ttf*). You'll need to switch to this font for these two letters (both upper and lower case) ONLY. Not used for anything else.

### SOFTWARE INSTALLATION

1. Font Installation. Copy the *S-Latin.ttf* font file from the CD into the C:/Windows/Fonts folder. This automatically installs it.
2. Keyman Software Installation. Create a file anywhere on your C: drive for storing these three files. Use any name you wish.

Click on the *keyman5-0-112-0.exe* file. This runs a standard install program.

### INSTALLING THE KEYBOARD

Click on the *Ancient Greek.kmx* file. This brings up an Installation Dialog box. Follow the simple instructions to install the file. It allows you to create a "hot key" that you can use to switch to the Ancient Greek system any time you want. If you want to do this, I don't recommend using the Key Pad or F keys.

Then go to the Control Panel and open the Keyboard section. This opens a dialog box called Keyboard Properties. Select the tab marked Language and click on the Change... command button.

This opens another dialog box labelled Text Services with a single tab card named Settings. Click on the Add... command button.

This opens a dialog box labelled Add Input Language. In the Input Language box, use the drop-down list to select "Greek"

Then check the Keyboard Layout/IME box and use the drop-down list to select

"Ancient Greek".

Click on OK to close this dialog. Then click on Apply and OK to close the Text Services box. Then click on OK to close the Keyboard Properties box. Also close the Control Panel.

Now go to the Start menu and select Programs/Tavultesoft Keyman/Keyman Configuration. Check the box next to "Ancient Greek" if it is not already checked. On the Options tab, you may create another "hot key" for switching from Ancient Greek to the regular English keyboard layout.

Click OK to close this box.

### **USING THE ANCIENT GREEK KEYBOARD.**

From the Start menu, select Programs/Tavultesoft/Keyman.

This launches the keyboard software and puts an icon shaped like a keyboard key (with the letter K in the middle) in the lower right corner of your command bar. If you wish you can set this to always happen when you start Windows ME.

Click on the icon and select Ancient Greek.

Open a Word document and select the WP Greek Century font.

Your keyboard now types Greek following the keyboard cover layout.

The Greek is on the left hand side of the keys. It is set up so that the default is lower case and the shift key produces upper case letters.

To create letters with accents on them, first select the accent mark (nothing happens), then select the vowel. This types both the vowel and the accent mark at the same time. This is why the accent marks are on keys called "dead keys"

To select the English letters without turning off the Ancient Greek keyboard, hold down the right Alt key and then hit the normal English key for lower case and right Alt/Shift for upper case. Remember to change the font or it will continue inputting Greek.

To use the long vowels, use the right Alt key and then the long vowel key. Remember to change the font.

To type a French/German letter with an accent, select the accent mark. (The varia, dasia and dialytika for Greek serve as the grave, acute and diacritical accents for any Latin script language). Nothing happens. Then hold down the right Alt key and hit the selected Latin letter. This enters both the letter and the accent. Remember to change the font.

Remember, you are always welcome to call me if you end up in what we call the "MS swamp".