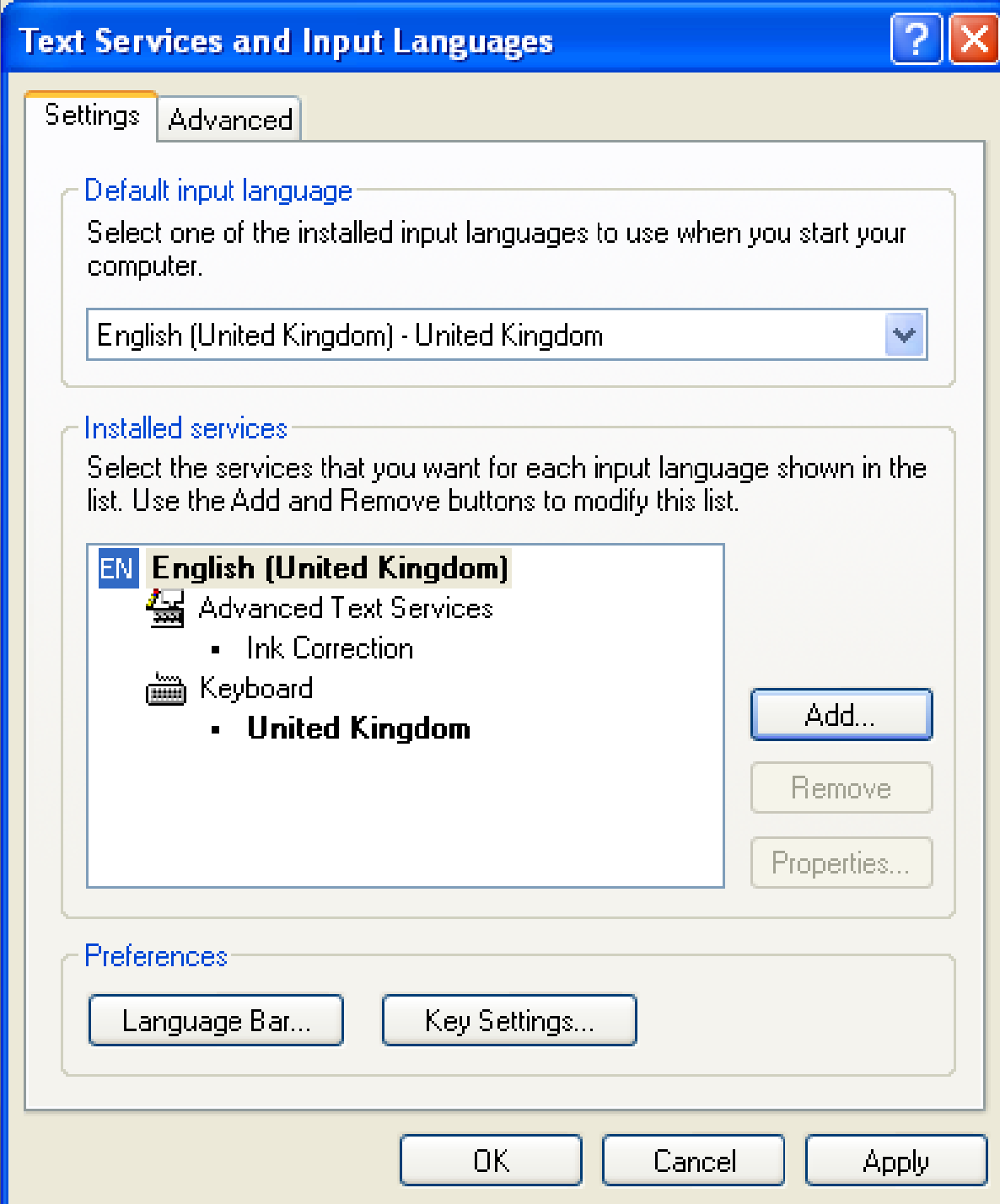


TYPING IN GREEK

Loading Greek onto your computer

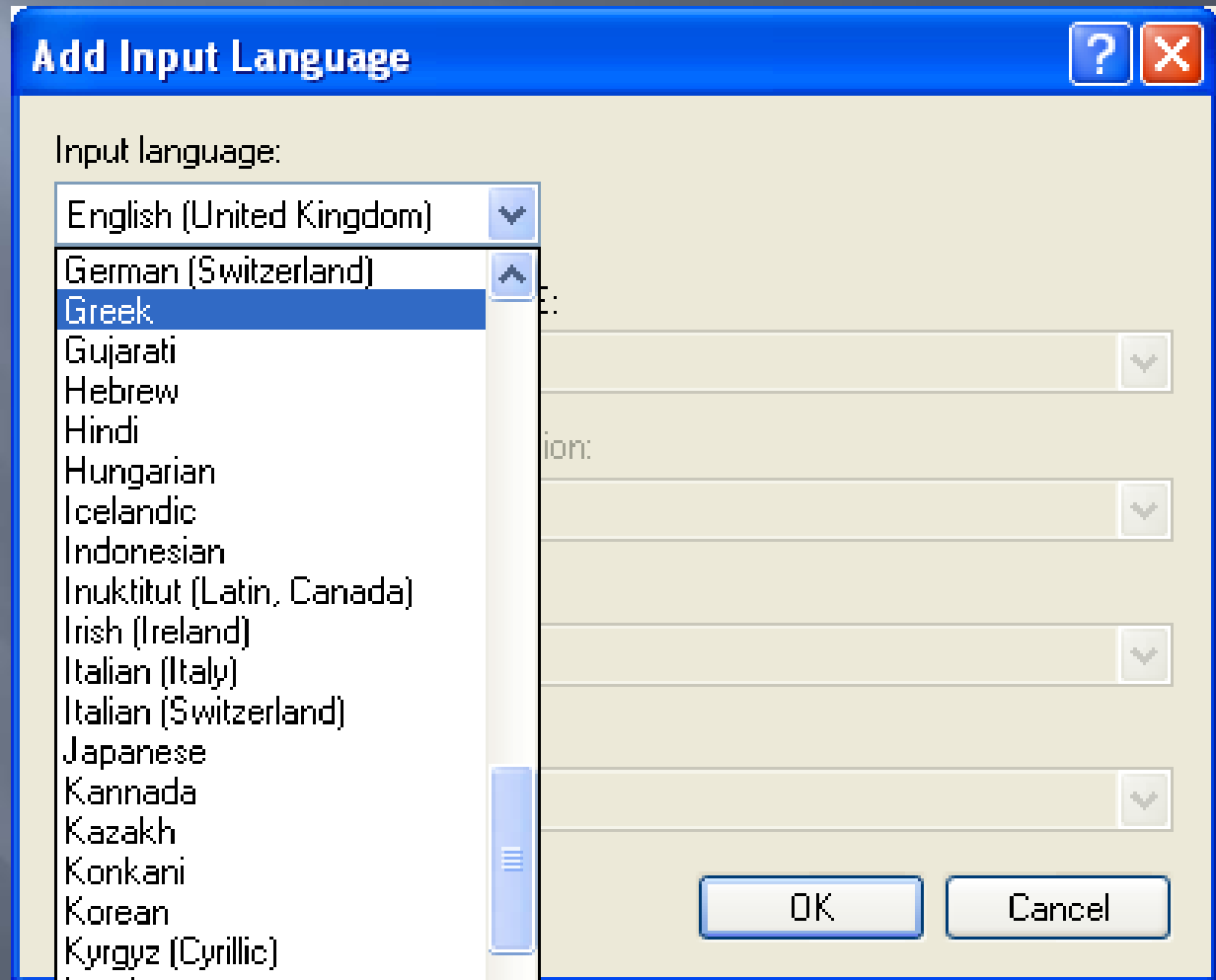
- ▣ Before you can begin typing in Greek you must first load the Greek font onto your computer.
- ▣ To do this:
 - Access your control panel
 - Access Regional and Language options
 - Access Languages
 - Under 'text services and input languages' click details
 - ▣ You may have to go through a different route to find the right box depending on your system. You should eventually reach a box looking something like the following:

Loading Greek onto your computer



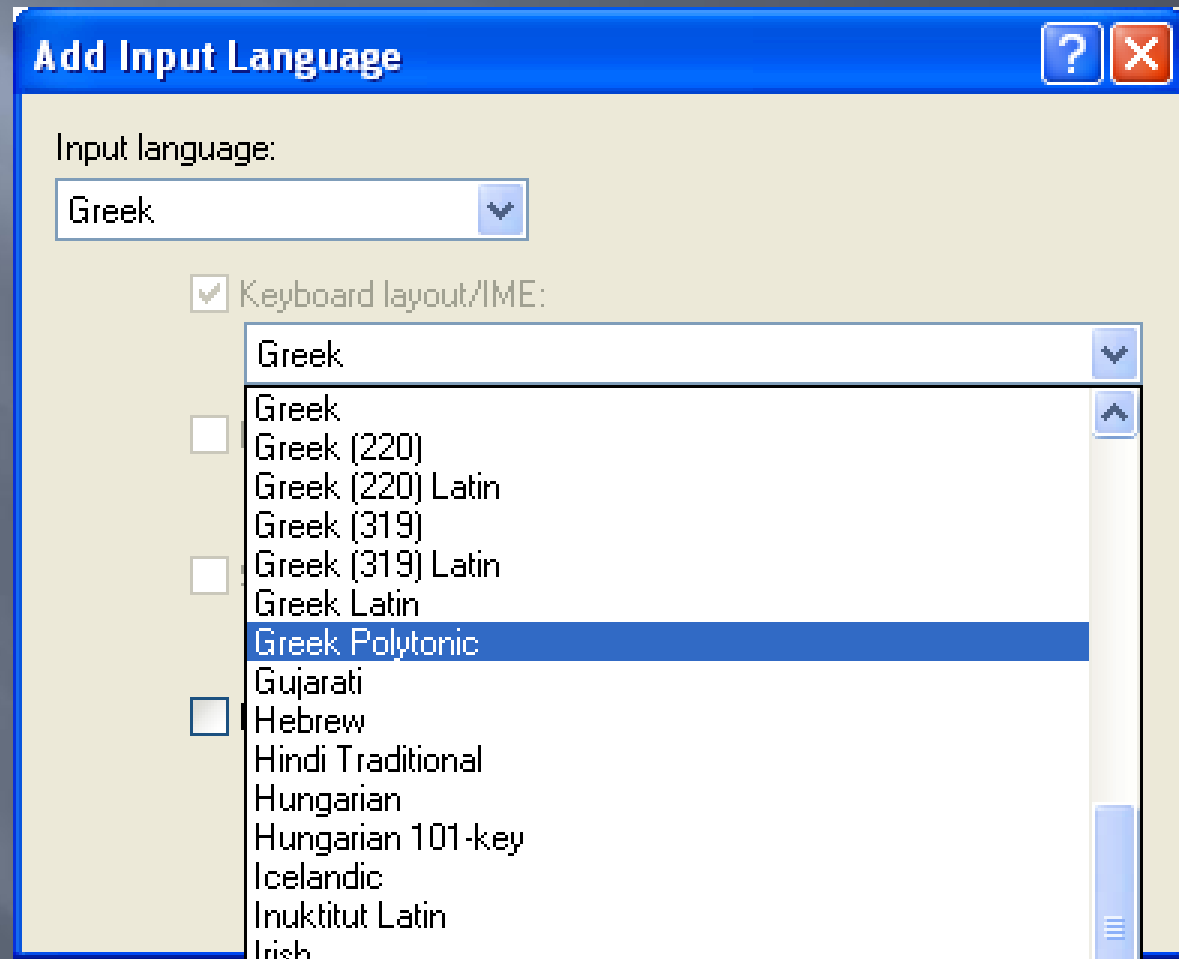
Loading Greek onto your computer

- Click on 'add' and scroll down to select 'Greek'



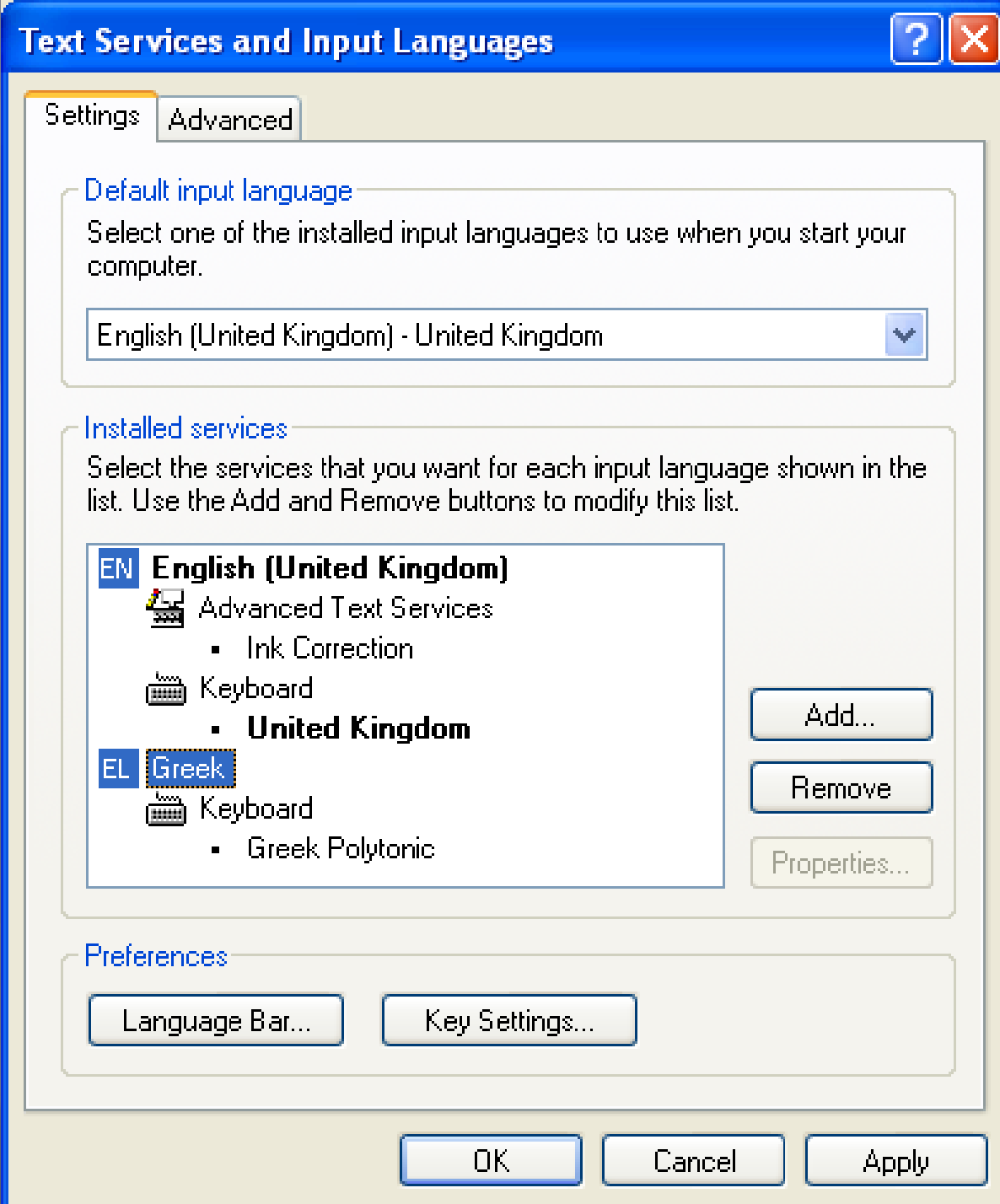
Loading Greek onto your computer

- ▣ Now click on keyboard layout/IME.
- ▣ Scroll down to the Greek options
- ▣ You must select Greek 'Polytonic' (this is the keyboard system that works best)



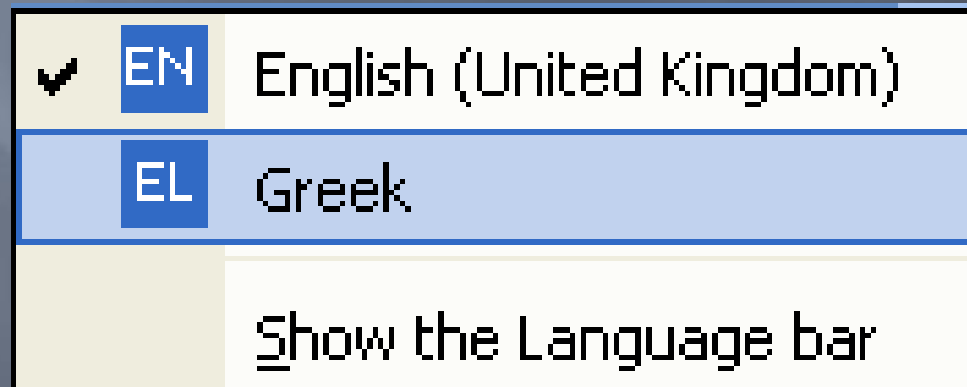
Loading Greek onto your computer

- ▣ Click 'ok'
- ▣ You will now see that 'Greek' has been loaded onto your computer
- ▣ Click 'apply'



Accessing Greek

- ▣ To type in Greek, you will need to change the language. You can do this one of two ways.
 - Change the language from 'EN' on the bottom right of the bottom toolbar to 'EL'
 - Or simply press ALT+Shift: this rotates between loaded languages



Typing in Greek

- ▣ Now you have a polytonic font loaded onto your computer, you can now type in Greek. Note these two points first though:
 - Palatino Linotype is the best font for typing in Greek: I recommend changing all your Greek to this font for this course (it is also the font that works on the widest variety of computer systems)
 - The keyboard will be different for Greek. Note the keyboard guide on the following slide

- ▣ Another guide for polytonic Greek can be found at <http://www.biblicalgreek.org/links/fonts/keyboard.html>

Enter accent and breathing keys before vowels.



▣ Key to remember at this level:

- Breathing is essential: no breathing or wrong breathing means the word is incorrect and you WILL lose marks
- Accents are essential when typing Greek. Please do not forget them
- Typing in Greek takes practice ... so practice!