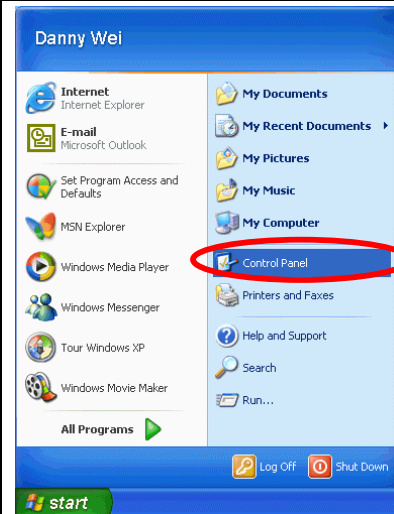


# Steps to Enable Windows XP to Display and Input Chinese Characters

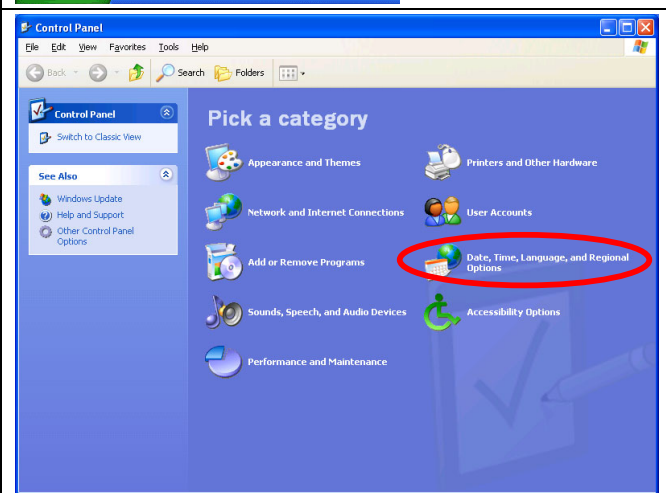
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## A. Enable Chinese support by install East Asian Language files

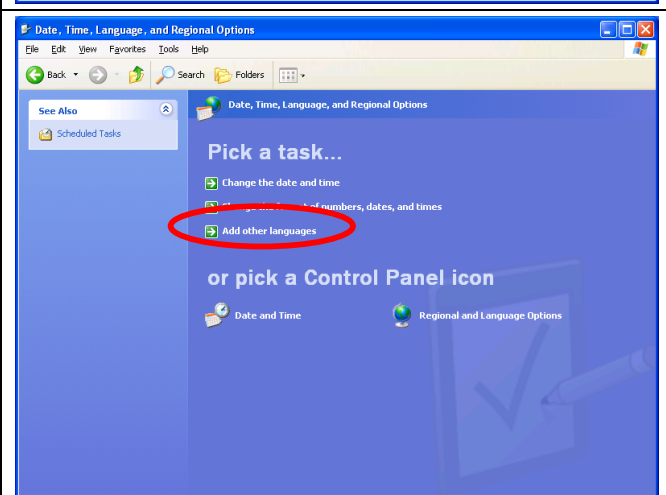
1. From the **Start** menu, choose the **Control Panel**.



2. In the "Control Panel" window, click **Date, Time, Language, and Regional Options** from the "Pick a category" list. (If your Control Panel is in "Classic View", double click **Regional and Language Options** and go to step 4)

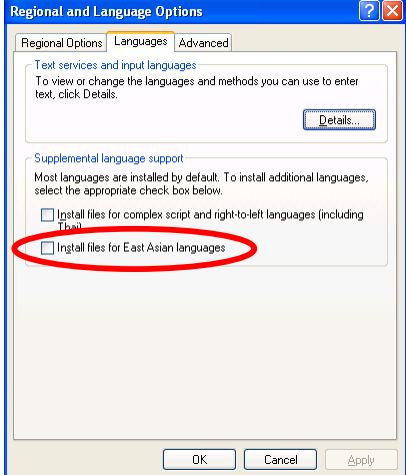
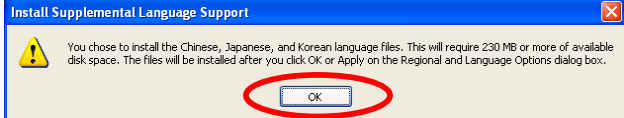
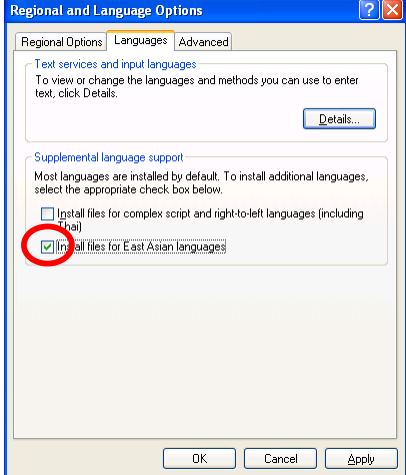
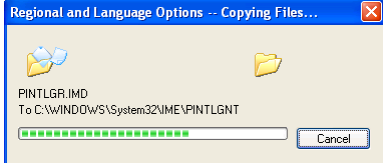
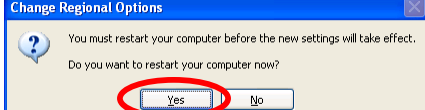


3. Click **Add other languages** from the "Pick a task..." list in the "Date, Time, Language, and Regional Options" window.



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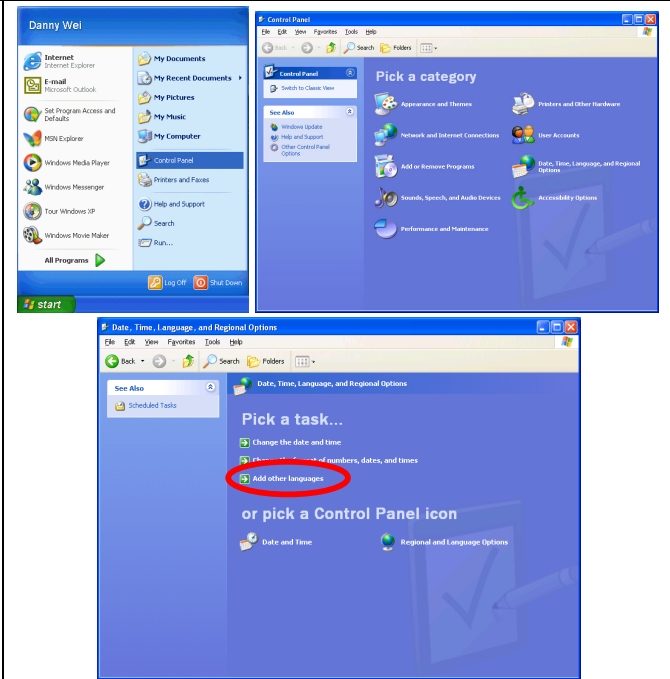
<p>4. In the "Regional and Language Options" window, "Languages" tab, check the check-box for <b>Install files for East Asian languages</b>. (If the check-box is already checked, go to section B)</p>	
<p>5. Click <b>OK</b> to close the "Install Supplemental Language Support" warning window.</p>	
<p>6. While the "Install files for East Asian languages" check-box is checked, click <b>OK</b> to close "Regional and Language Options" window.</p>	
<p>7. Now wait for Windows to copy the files to your system folder.</p>	
<p>8. Click <b>Yes</b> to restart the computer. (Please save all your unsaved documents before you restart the computer.)</p>	

# Steps to Enable Windows XP to Display and Input Chinese Characters

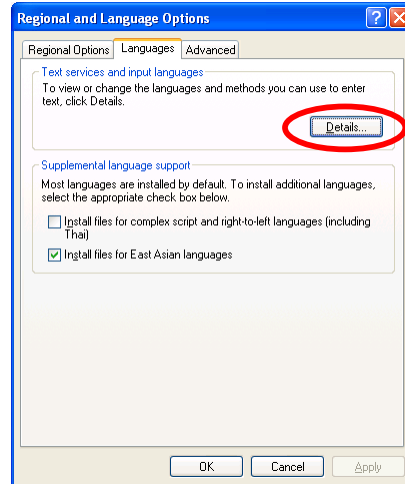
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## B. Add and setup Chinese language input service

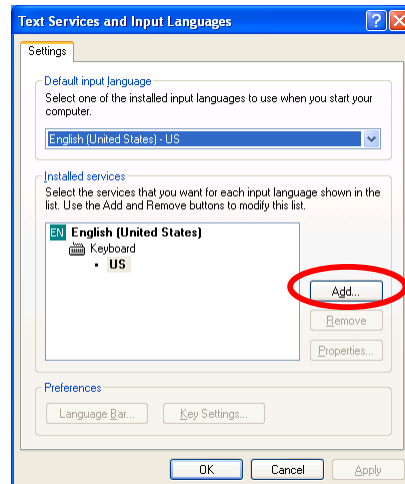
1. After the computer has been restarted, repeat steps 1, 2, and 3 in section A to bring up "the Regional and Language Options" window.



2. In the "Regional and Language Options" window, "Languages" tab, click the **Details** button under the "Text services and input languages" section.

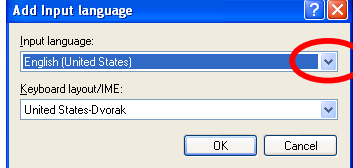
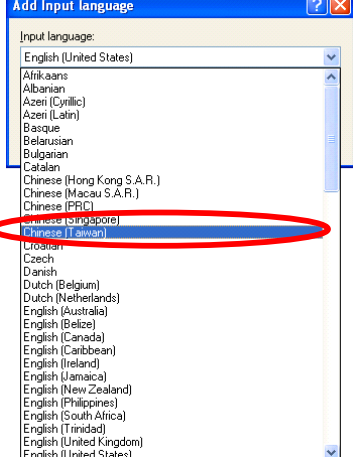
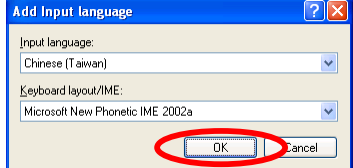
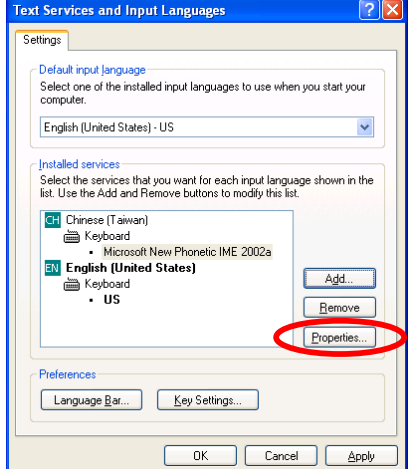
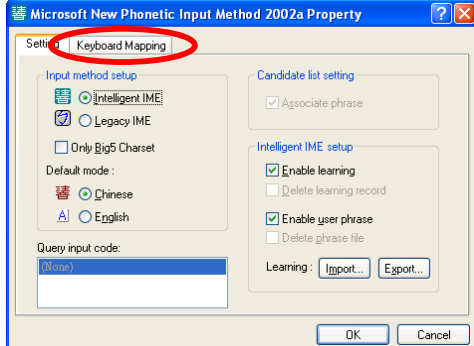


3. Click the **Add...** button in the "Text Services and Input Languages" window to add a new language input service.



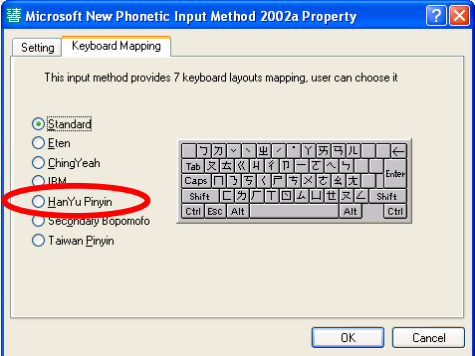
# Steps to Enable Windows XP to Display and Input Chinese Characters

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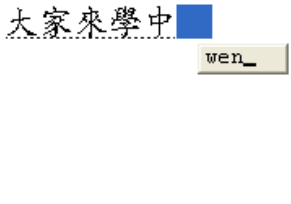
<p>4. Click the down arrow (▼) to expand the "Input language" drop-down box.</p>	
<p>5. Select <b>Chinese (Taiwan)</b> from the drop-down list.</p>	
<p>6. Make sure the <b>Microsoft New Phonetic IME 2002a</b> is in the "Keyboard layout/IME" drop-down box, and then click <b>OK</b>.</p>	
<p>7. While "Microsoft New Phonetic IME 2002a" is highlighted, click the <b>Properties</b> button.</p>	
<p>8. Click on the <b>Keyboard Mapping</b> tab to switch to the "keyboard layout mapping" page.</p>	

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<p>9. Select the keyboard layout you prefer (e.g., <b>HanYu Pinyin</b>) then click <b>OK</b>. (or select <b>Standard</b> for zhuyin)</p>	
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## C. Using Windows XP to type Chinese characters

<p>1. Click the <b>EN</b> icon on the right of the Taskbar. (You can also use <b>Left Alt+Ctrl</b> to switch between input languages)</p>	
<p>2. Choose <b>CH Chinese (Taiwan)</b> from the pop-up menu to enter the Chinese language input mode. (You may display a "floating language bar" by right-click <b>EN</b>, and choose <b>Restore the language bar</b>.)</p>	
<p>3. Open a word processor (e.g., Notepad, Word, etc.) to type Chinese characters. Anything you type now will show in a floating window and convert to a Chinese character.</p>	
<p>4. Before hitting "Enter", press <b>left arrow</b> key to see other character choices. Press the down arrow key (or select a number, or use a mouse click) to select any character. Hit <b>Enter</b>. If the displayed character has a dash line underneath, hit Enter again. 5. You can toggle between Chinese input and English input by hitting the <b>Shift</b> (or <b>Ctrl+Space</b>) key. 6. To insert Chinese punctuation, press <b>Ctrl+Alt+Comma</b>.</p>	