

## TYPING IN ARABIC (MAC OS X)

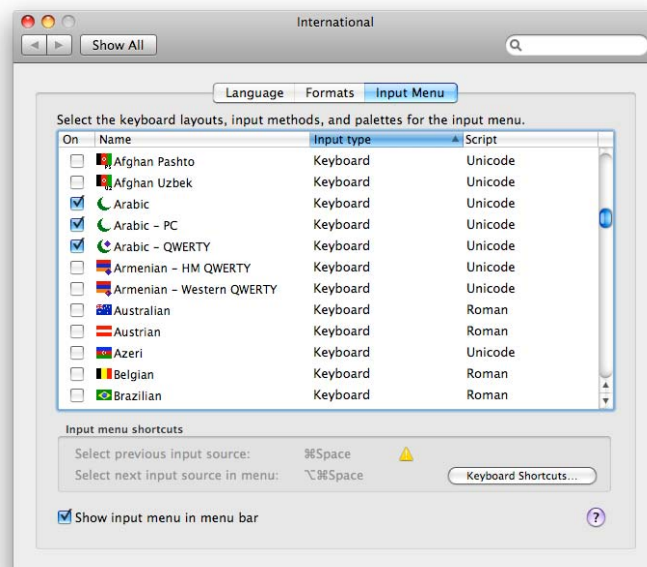
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These instructions will help you set up your Mac for Arabic input. First, you must enable an Arabic keyboard; once you have selected an Arabic keyboard, the Mac will automatically shift text direction to right-to-left format.

### To Enable Arabic Input

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1. Click the **Apple Icon** in the menu bar and go to **System Preferences > International**.
2. Click the **Input Menu** tab.
3. At the top of the menu, select the options that you would like to use.
  - The **Keyboard Viewer** allows you to view the keyboard for the current language you are using on the screen and use it to type.
  - The **Character Palette** displays unusual characters that you may not know how to type. You can type the desired character by selecting it in the palette and pressing the **Insert** button.
  - There are several choices for Arabic because there are several different keyboard layouts available. Suggestion: check them all, try them, and decide which one you prefer to use.
4. Check the box next to **Show input menu in menu bar**.
5. Close International dialogue and the System Preferences.

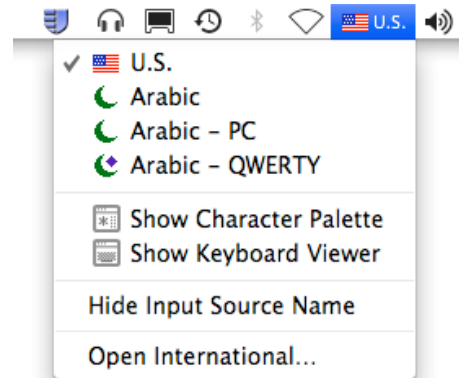


**Note: Leopard (10.5.x) has eliminated a useful option. If you don't have Leopard, you will see "Input source options." You will find it useful to choose "Allow a different input source for each document."**

## To See/Remember How to Type on Different Keyboards

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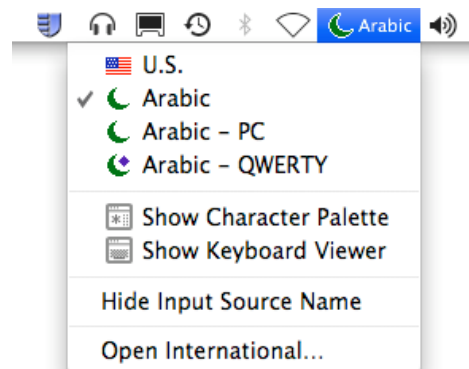
When multiple input choices are active, you should see a flag (usually a US flag if your default input language is American English) on your menu bar. Click on the flag to open a menu. Choose **Show Keyboard Viewer** to see the keyboard layout of the language you have selected.



## To Type in Arabic

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When multiple input choices are active, you should see a flag (usually a US flag if your default input language is American English) on your menu bar. Click on the flag to open a menu. Select the flag / language in which you wish to type.



## Word Processing in Arabic

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Word 2008 supports word processing in Arabic. When you select an Arabic keyboard, Word 2008 will automatically switch the text to right-to-left format.

Apple's TextEdit does support basic word processing in Arabic.

iWork 08's Pages offers more formatting choices.

Mellel (<http://www.redlers.com/mellelmultilingual.html>) and Nisus Writer (<http://www.nisus.com/pro/comparison.php>) offer Word-like capabilities for Arabic.

## **Browser Issues**

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Is your computer set up for Arabic but all you get is gibberish when you surf the WWW? You probably need to change your browser encoding settings.

### Safari

1. Go to View > Text Encoding and try settings until you find one that works. (Remember that you may need to refresh the page after you choose a new setting.)

If nothing works, it's probably not your computer but a problem with the way the page was created. Try a different site.

### Firefox

1. Go to View > Character Encoding and try settings until they work for your page. (Remember that you may need to refresh the page after you choose a new setting.) Try "Unicode" first.

If you still see gibberish after refreshing, keep trying to find an encoding choice that works. If nothing does, it's probably not your computer but a problem with the way the page was created. Try a different site.