

OctoCyrillic in Word for Windows

Install OctoCyrillic before reading this file.

Preliminary knowledge: basic word processing

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1. Typing OctoCyrillic

Characters that do not appear on your keyboard can be input with Alt codes, which are listed in `cyrcode.doc`. If you have installed multilingual support for Windows 95 or later versions, you should use a western keyboard layout e.g. English or German rather than Russian. Characters can also be inserted from the Insert > Symbol menu.

Accented letters that are commonly used in Slavic languages are precomposed and have a single Alt code. Other accented letters are typed in two or more steps. First you type the base letter, then you add *nonspacing diacritics*. Diacritics for uppercase letters are coded differently from lowercase diacritics: the acute accent on *Ǻ* is placed higher than the one on *ǻ*.

2. Editing and Formating

You may get unexpected results when trying to edit or format multi-character letters made of a base character and one or more nonspacing diacritics like *ǻ* composed of *я* (Alt+0225) and the accent (Alt+0253). Say, you want to copy *ǻ*. Your difficulties begin when you try to highlight it with the mouse: you will not see whether you have highlighted *ǻ* or just *я*. This is the safe way to highlight multi-character letters:

1. Click to the left of the accented letter and put down the mouse.
2. Hold down the Shift key and strike the right arrow as many times as many characters your accented letter is made up of. In this example, *ǻ* is made up of two characters, so you strike twice.

Now you can edit or format your accented letter as you usually do.

3. Search

Paste the accented letter into "Find what" and check the "Match Case" option.

4. Troubleshooting

Some printers will not print nonspacing diacritics if the base character and the diacritic come from different fonts. OctoCyrillic italic diacritics on OctoCyrillic italic characters are fine but OctoCyrillic italic diacritics on OctoCyrillic upright characters or Times New Roman italic characters are not. Documents written in earlier versions of MS Word will not be properly converted into Word 97 or 2000 if OctoCyrillic is associated with Central European, Cyrillic or other nonwestern languages.

5. Legal

Download and use the fonts and their documentation at your own risk. All responsibility is yours.

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