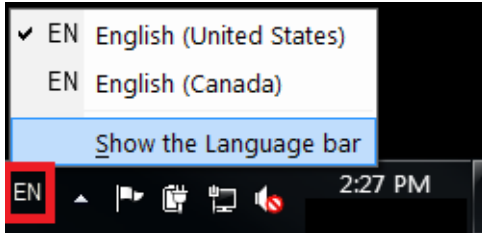
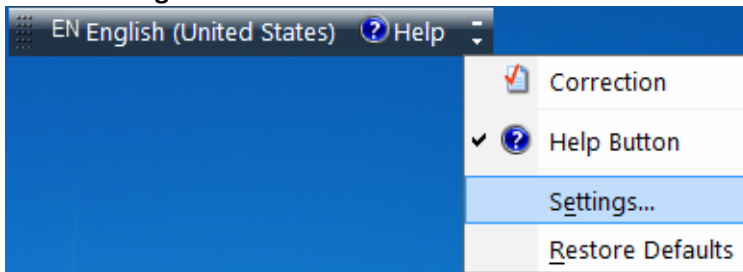


How to Change Keyboard Languages

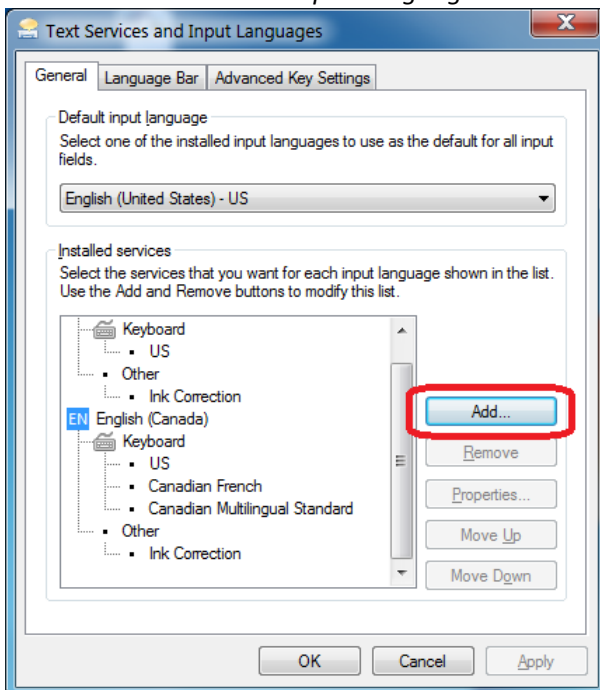
1. Click the **EN** down by the clock (bottom right corner)
2. Select **Show the Languages bar**



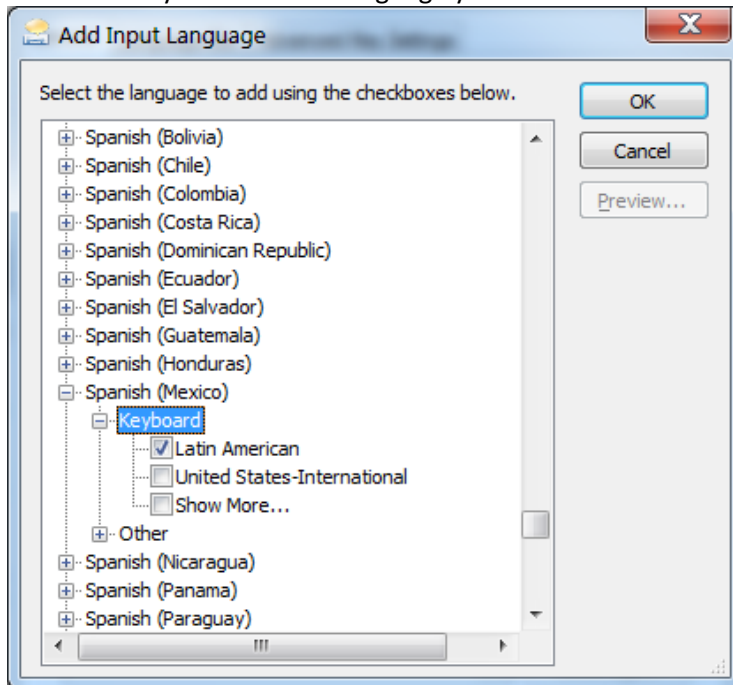
3. At the top center of the screen, click the **down arrow** on the *Languages bar*
4. Select **Settings...**



5. Select the language from the **Default input languages dropdown menu** (go to step 9)
6. **If** the needed language is **NOT** listed in the **Default input languages dropdown menu**, click the **Add** button in the *Text Services and Input Languages* window

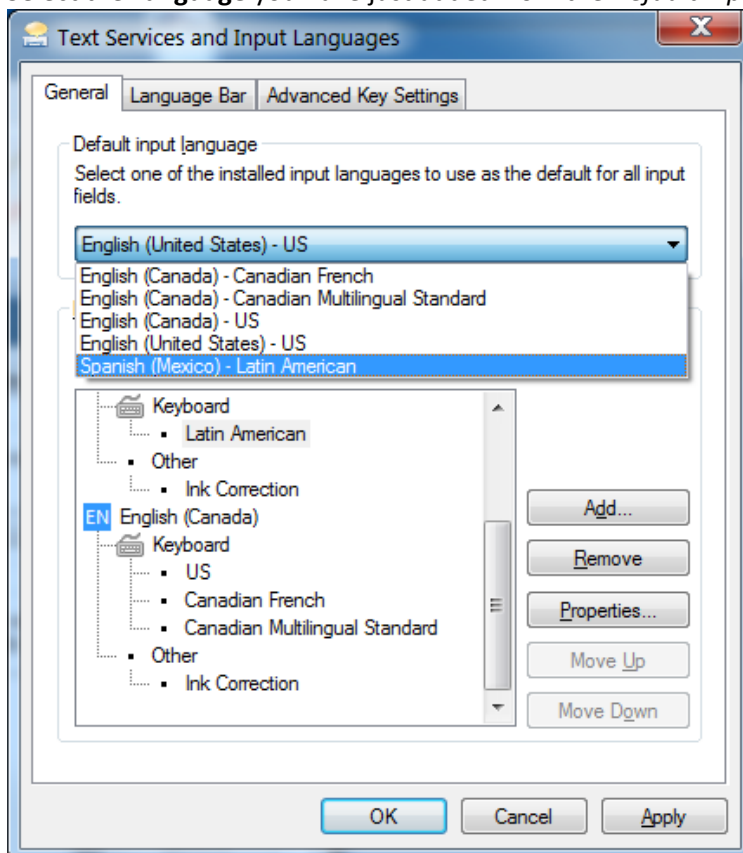


7. Select the Keyboard for the language you need from the list in the *Add Input Language* window



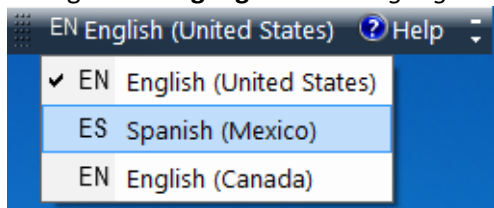
8. Click the **OK** button

9. Select the **Language** you have just added from the *Default input language* dropdown menu



10. Click the **OK** button

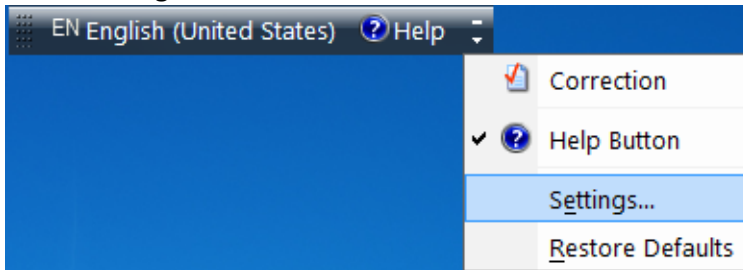
11. Change the **Language** in the *Language bar* (at the top center of the screen) to the one needed



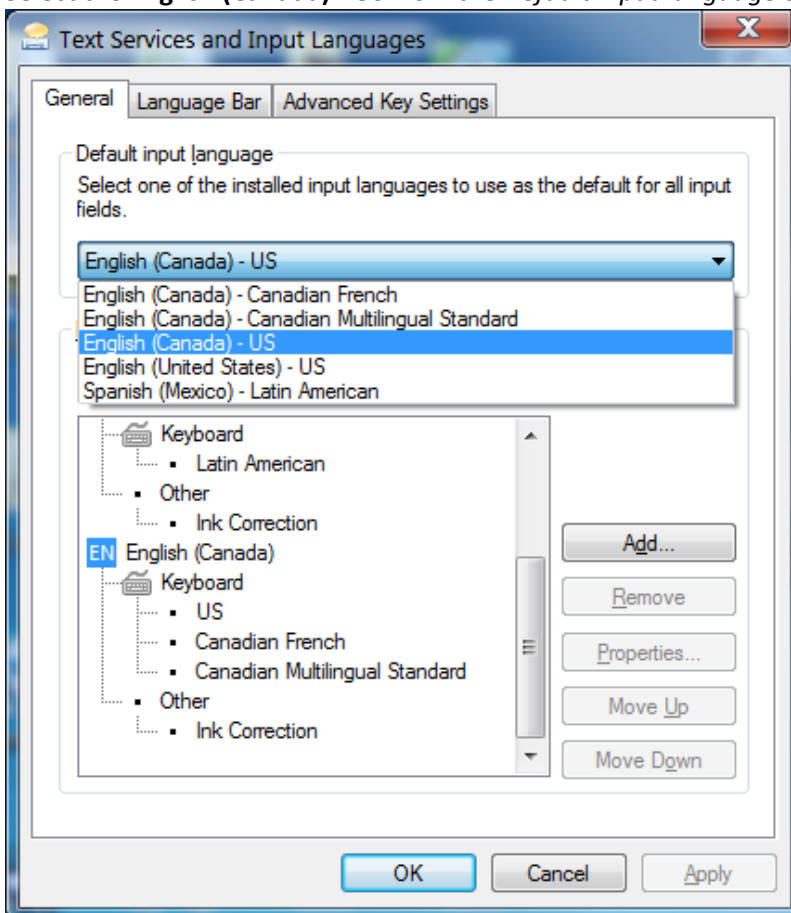
The keyboard will now function as though it has the keys of that language's keyboard.

How to Change the Keyboard Language Back to English

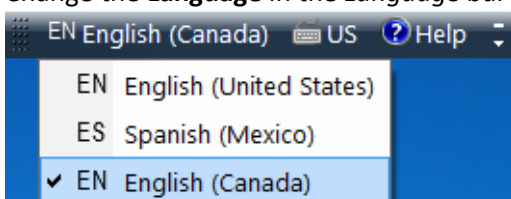
1. At the top center of the screen, click the **down arrow** on the *Languages bar*
2. Select **Settings...**



3. Select the **English (Canada) - US** from the *Default input language dropdown menu*



4. Click the **OK** button
5. Change the **Language** in the *Language bar* (at the top center of the screen) to **EN English (Canada)**



6. Minimize the Languages bar (the – in the top right of the bar)

