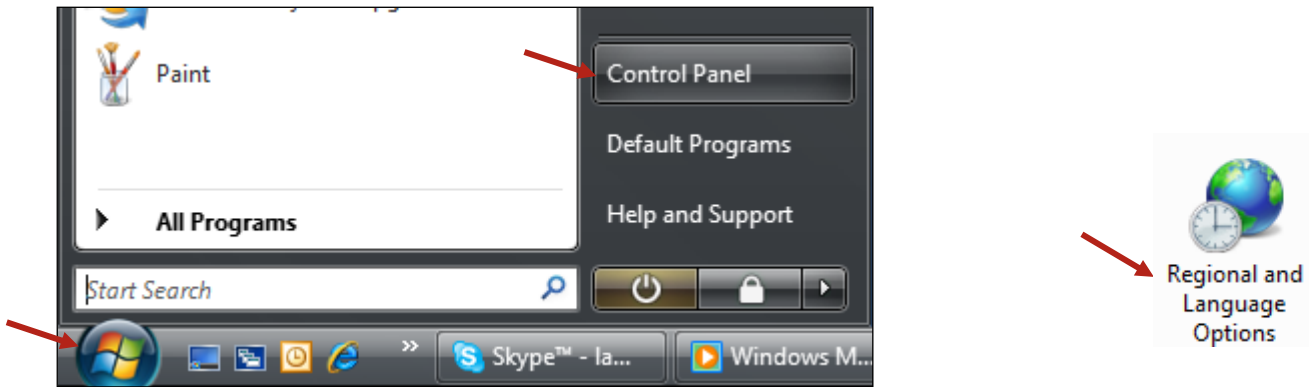
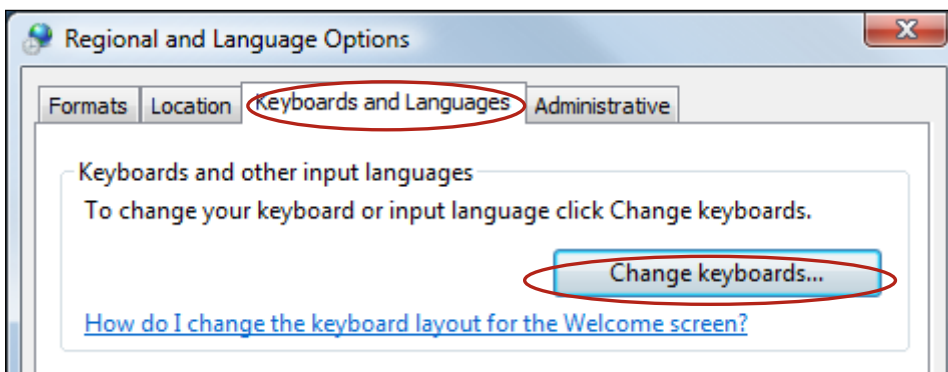


**Character Activation Guide**  
**Simplified Chinese**  
**PC Vista**

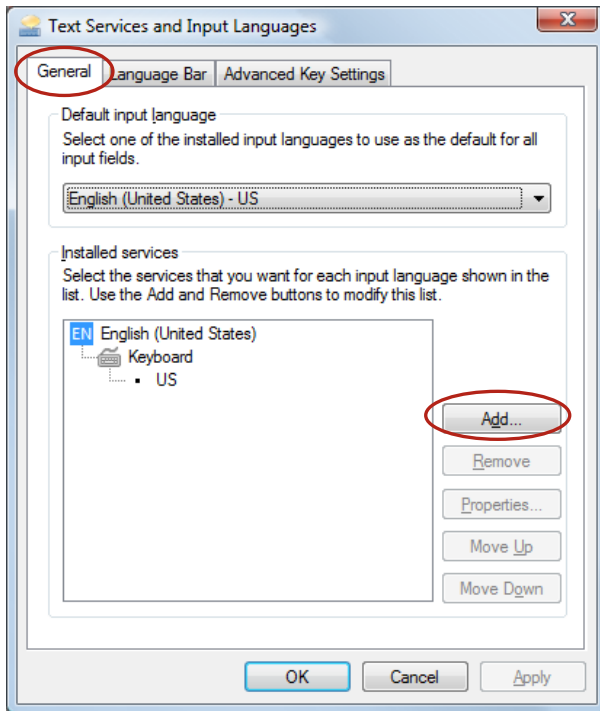
1. Click the **Start** button in the lower left corner of the computer screen. Select **Control Panel**. Then select **Regional and Language Options** (if in Category View, select **Clock, Language, and Region**, then **Regional and Language Options**).



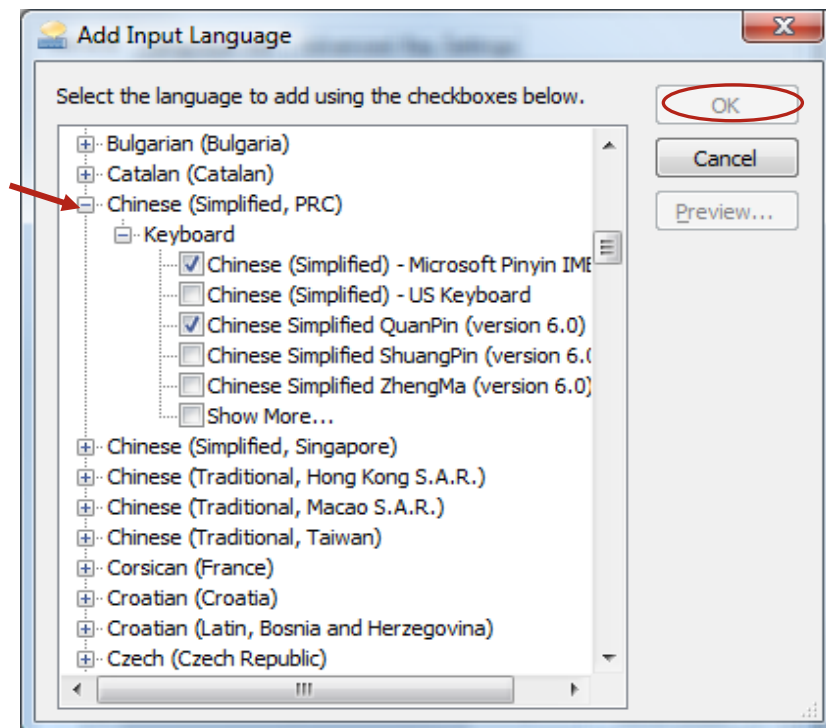
2. Choose the **Keyboards and Languages** tab and click **Change keyboards**.



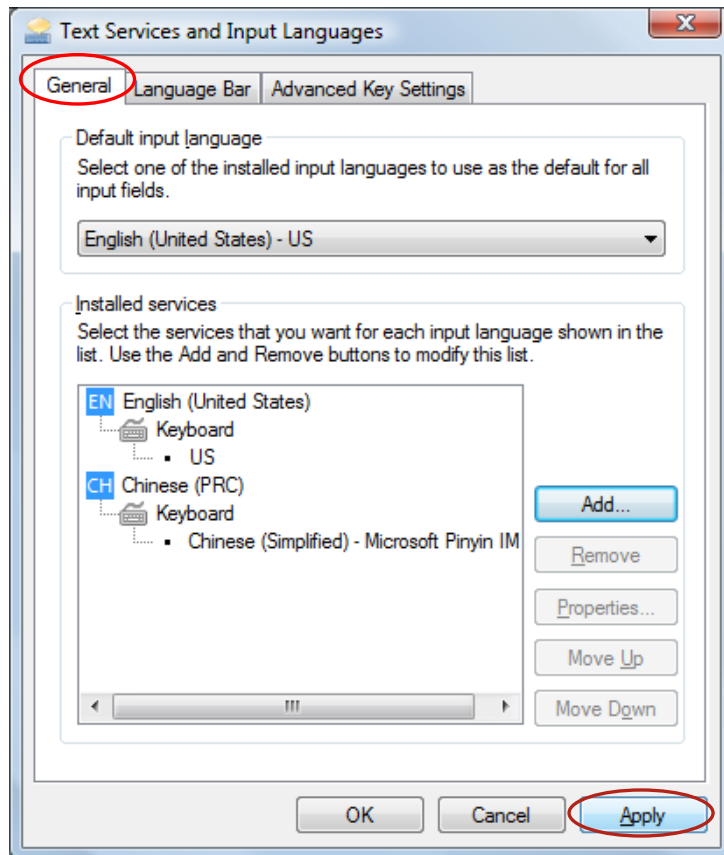
3. Choose the **General** tab and click **Add**.



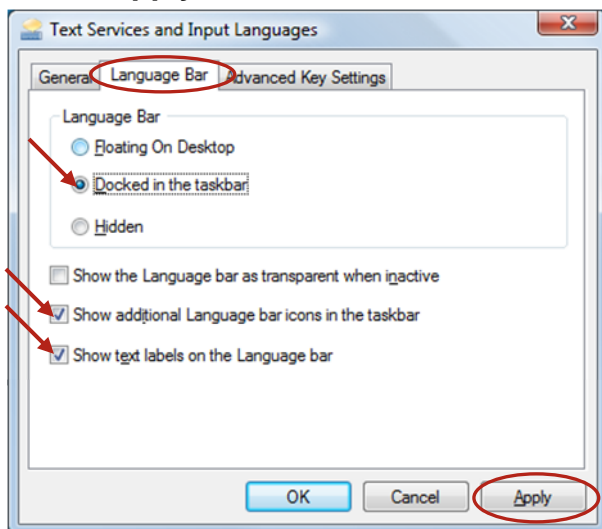
4. From the **Add Input Language** window, select **Chinese (Simplified,PRC)**, select **Keyboard**, then click the checkboxes for the preferred input types. Click **OK**.



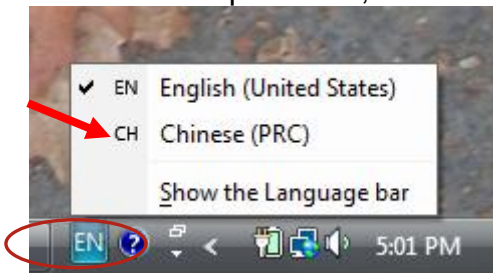
5. In the **Text Services and Input Languages** window and **General** tab, click **Apply**.



6. In the **Text Services and Input Languages** window and **Language Bar** tab, select
  - Ⓒ **Docked in the taskbar**
  - Show additional Language bar icons in the taskbar**
  - Show text labels on the Language bar**
7. Click **Apply**.



8. On the desktop taskbar, click the **EN** icon, then click to select **CH**.



9. Click the icon to the right of **CH**, then select an input style.



10. Practice typing pinyin and choosing your characters from the pop-up screen.

1 不 2 部 3 布 4 步 5 补 6 簿 7 捕 8 埠 9 卜

(<http://www.avantassessment.com/stampdemo1.php>)