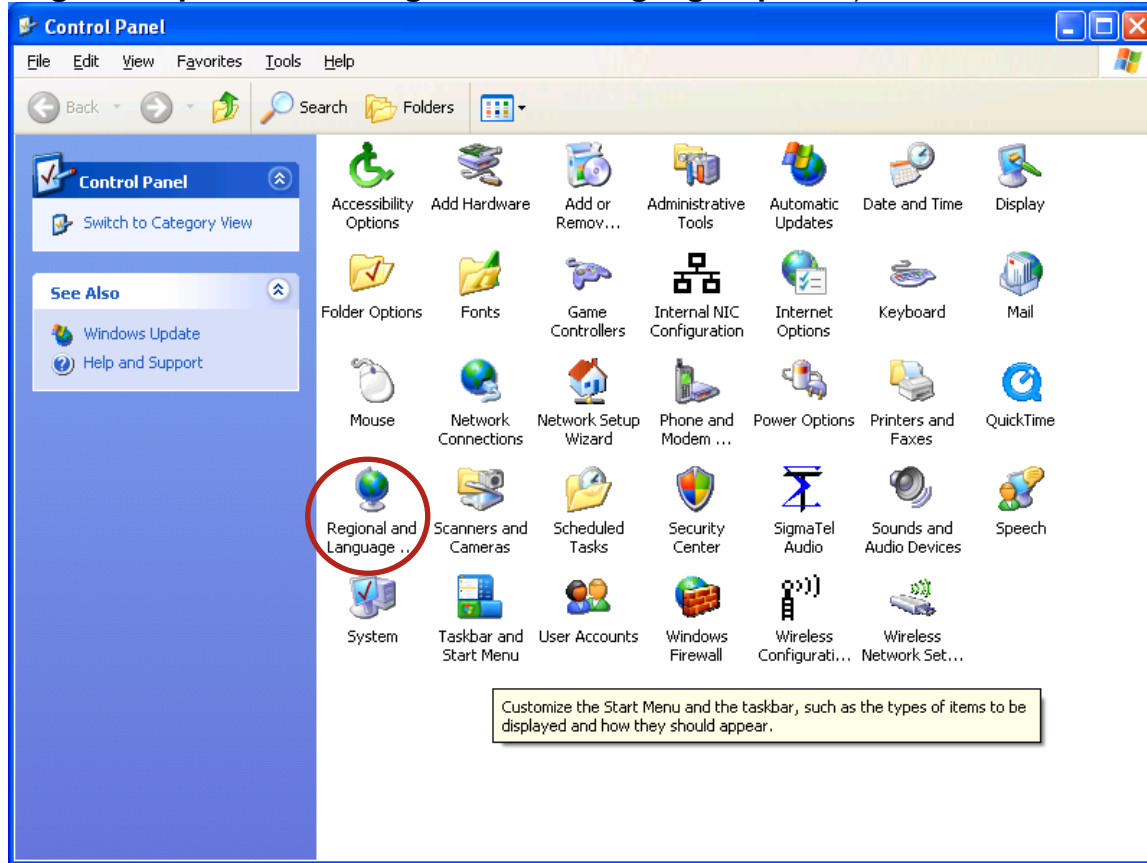


## Character Activation Guide Simplified Chinese PC XP

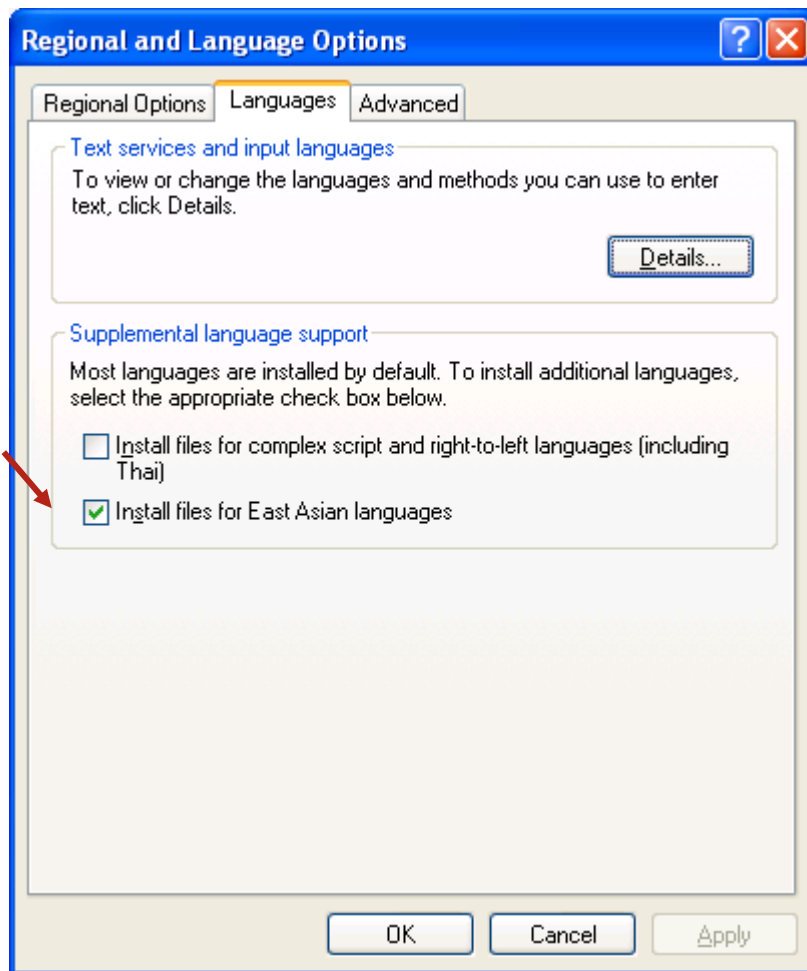
1. Go to the **Start** menu and open the **Control Panel**.
2. Select **Regional and Language Options** (if in Category View, select **Date, Time, Language, and Regional Options**, then **Regional and Language Options**).



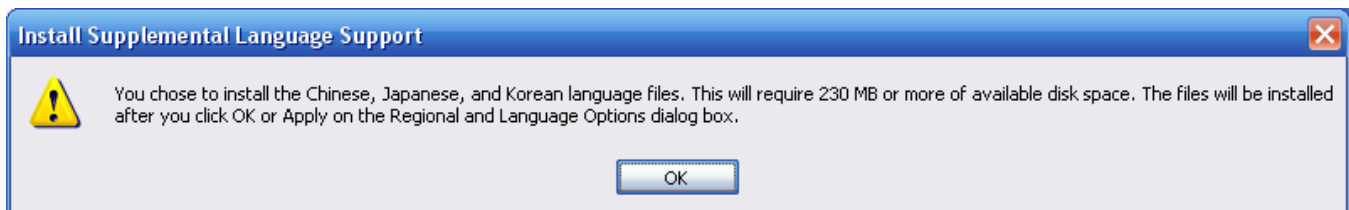
3. The **Regional and Language Options** window will appear. Choose the **Languages** tab.

If **East Asian languages** are not already installed on the computer:

1. Click on **Install files for East Asian Languages**. Click **Apply**.



2. The **Install Supplemental Language Support** window will appear. Click **OK**.

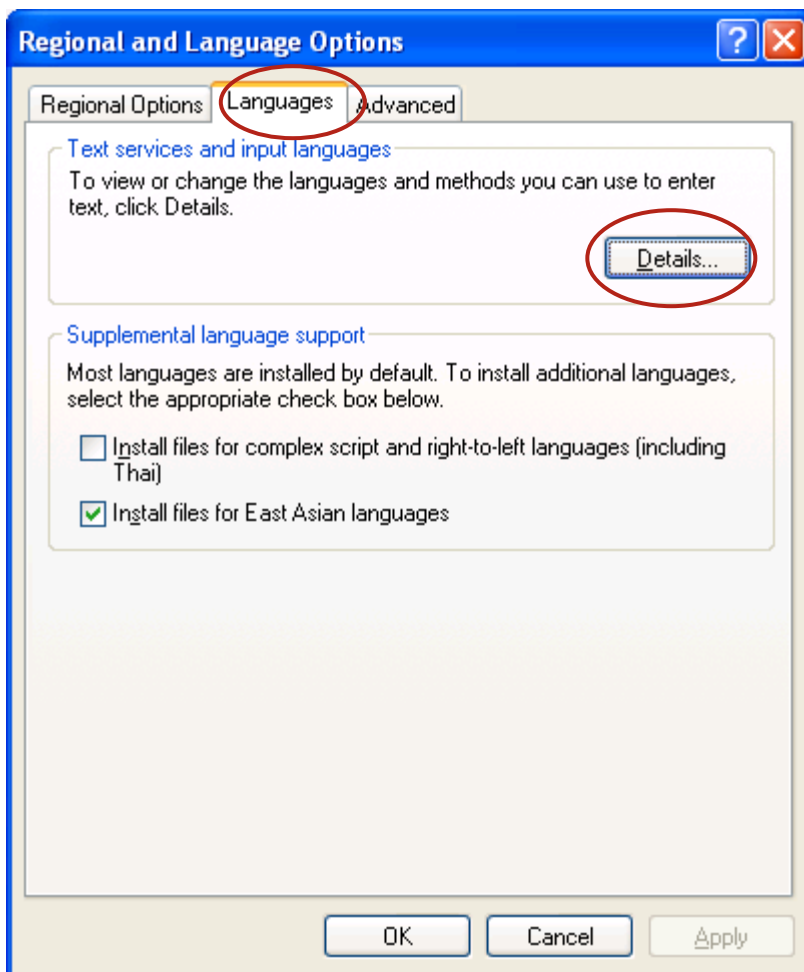


3. The **Regional and Language Options** window will reappear. Click **Apply**.

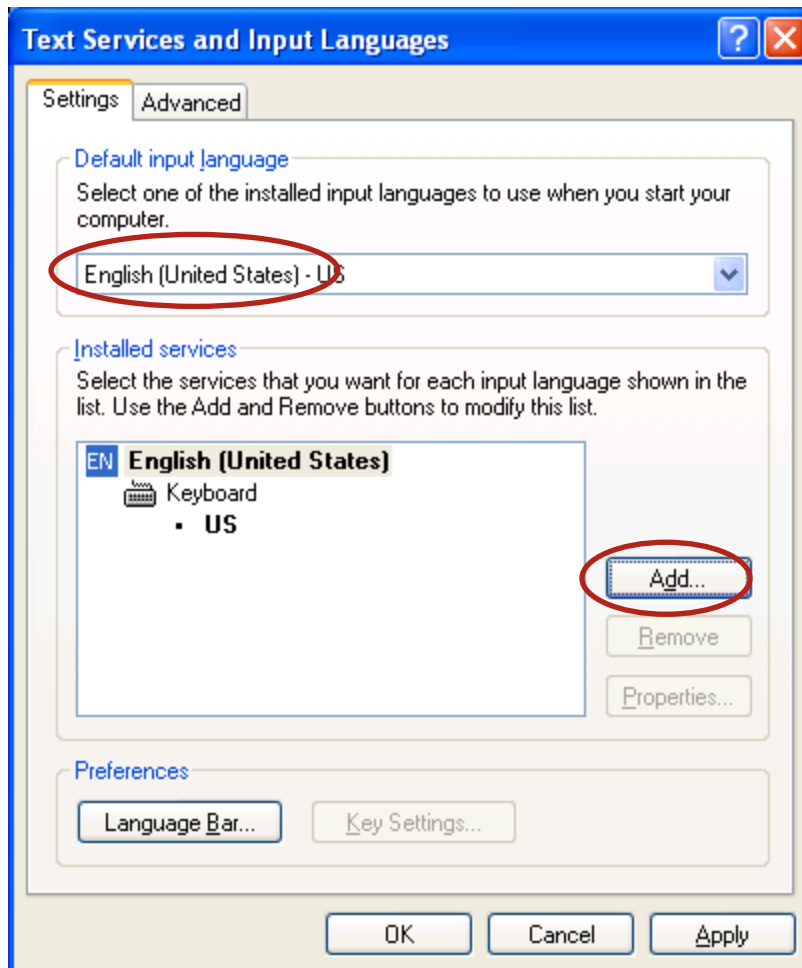
4. After the files are installed, if you get a message about restarting your computer, do so.
5. After the computer has restarted, return to the **Languages** tab of the **Regional and Language Options** window.

**Continue with Character Activation:**

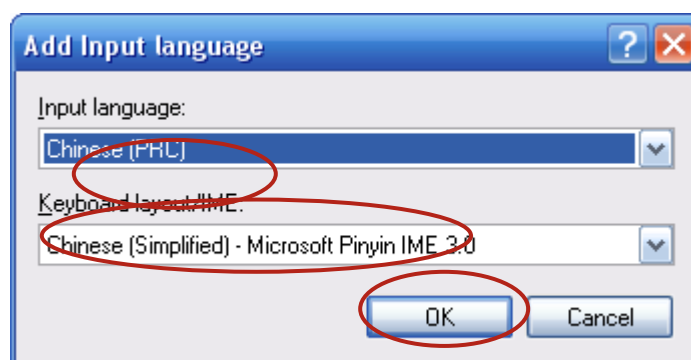
1. On the **Languages** tab of the **Regional and Language Option** window, choose **Details**.



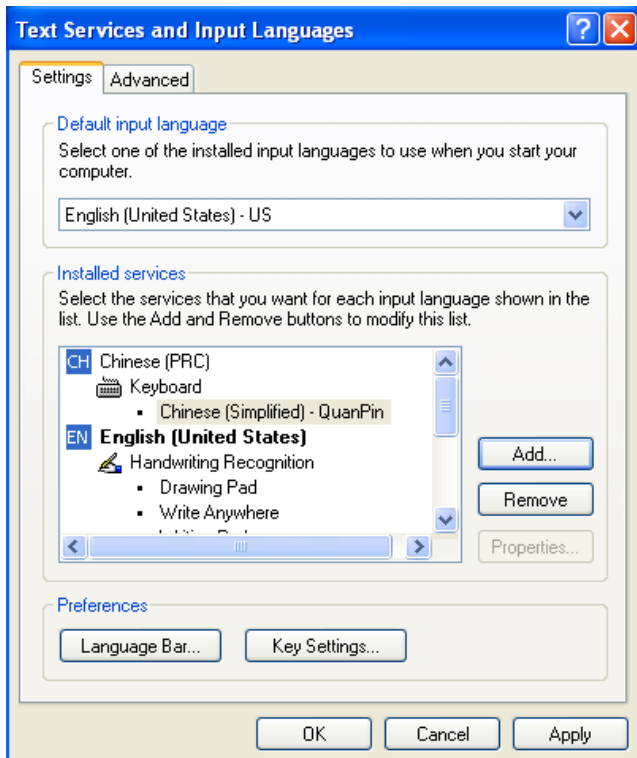
2. The **Text Services and Input Languages** window will appear. In the **Settings** tab make sure the **Default input language** is English then click **Add**.



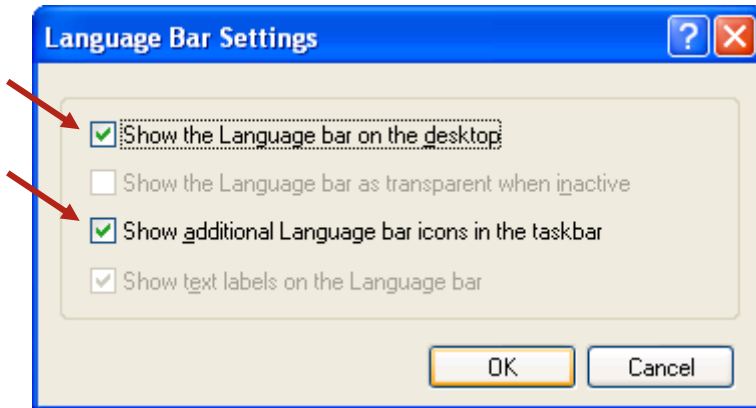
3. On the **Add Input Language** window, choose **Chinese (Taiwan)** for **Input language** and **Microsoft New Phonetic IME 2002a** for **Keyboard layout/IME**. Click **OK**.



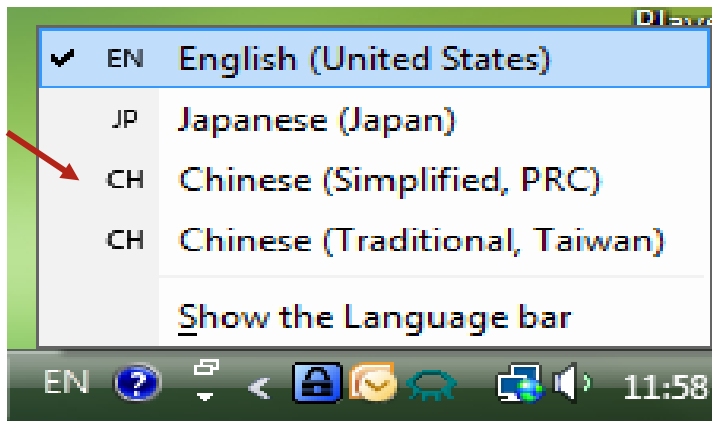
4. The **Text Services and Input Languages** window will reappear. Check that **Chinese** is added in the **Installed services** box.
5. Click on the **Language bar** button.



6. In **Language Bar Settings** select **Show the language bar on the desktop** and **Show additional Language bar icons in the taskbar**.
7. Click **OK**.



8. The **Text Services and Input Languages** window will reappear. On the **Settings** tab, click **Apply**, then click **OK**.
9. If the **Regional and Languages Option** window reappears, click **OK**.
10. On the desktop taskbar, click on the **EN** icon. Select **Chinese (Simplified, PRC)**.



11. The icon to the right of the **CH** icon will allow you select an input type and set other preferences.



12. Practice with the character input system before the test by taking the STAMP practice test (<http://www.avantassessment.com/stampdemo1.php>) or by using a Word document or a text edit program.