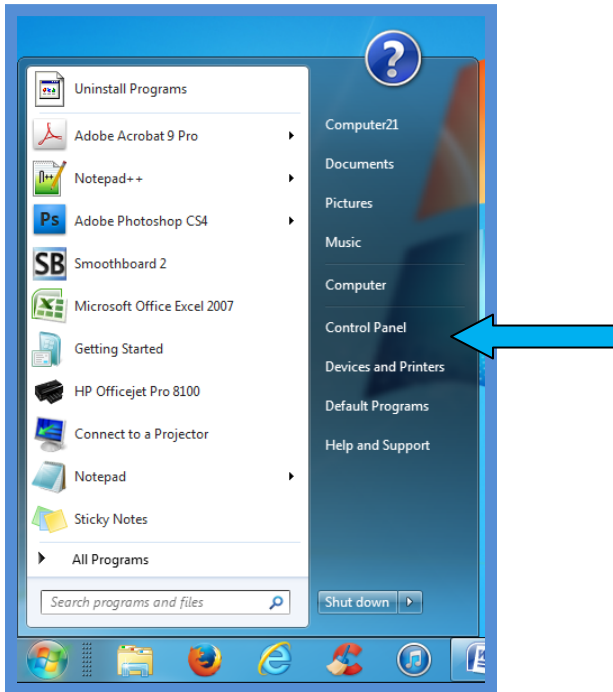


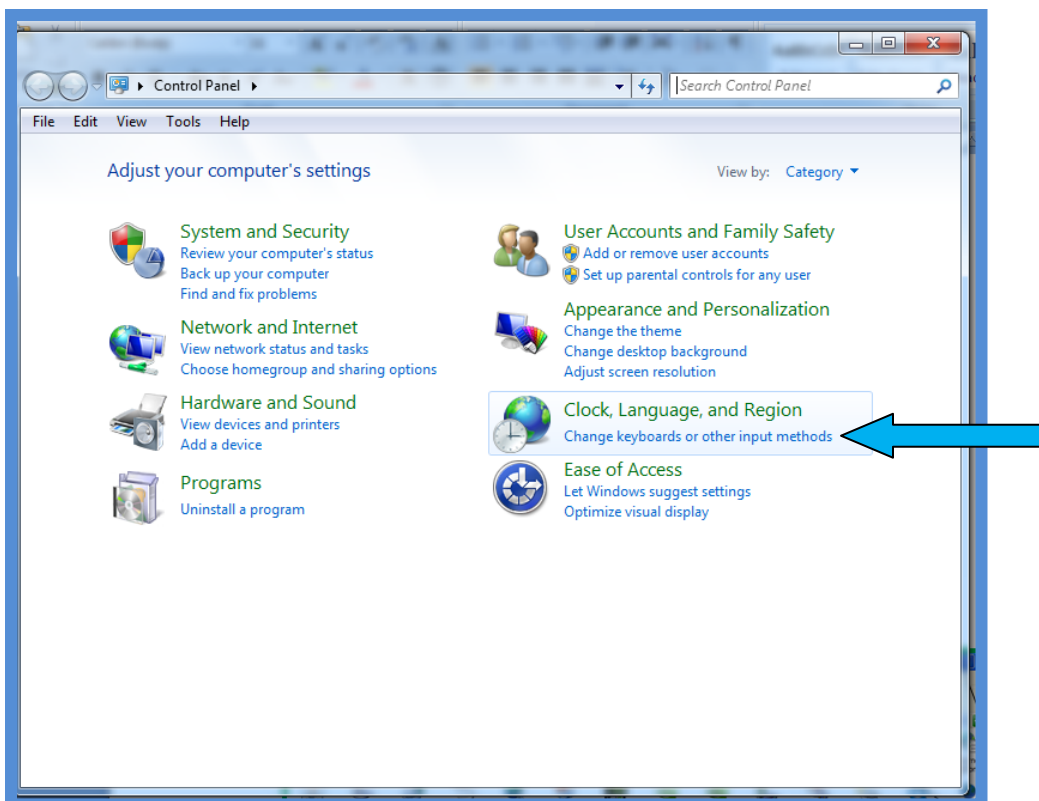
Change Language Settings Practice

1. Open the Control Panel

1. Click start
2. Control panel

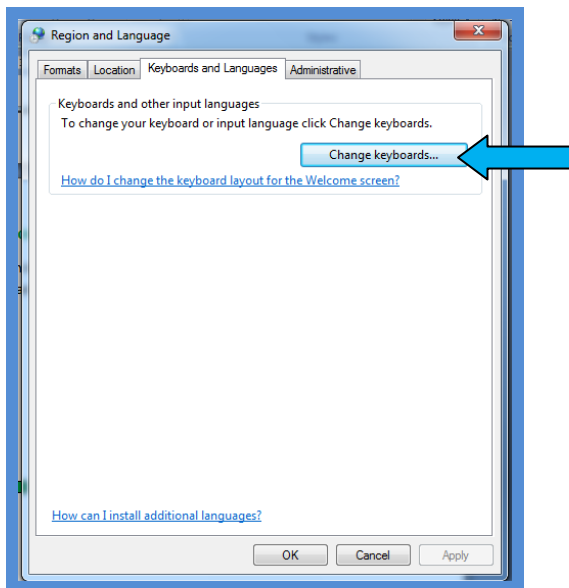


3. In the control panel click on the blue text: **change keyboards or other input methods**



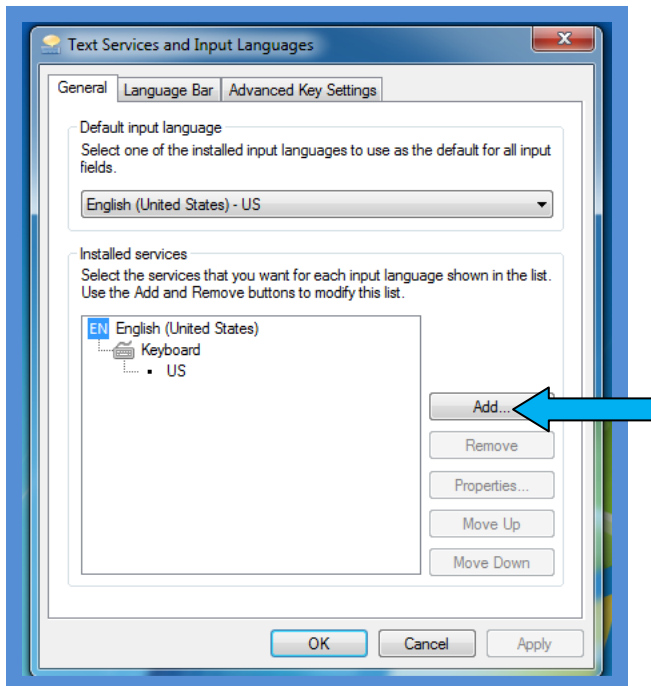
Add the Korean Language Files To Your Computer

1. Click on the **Change Keyboards...** button in the Region and Language dialogue box that opens.

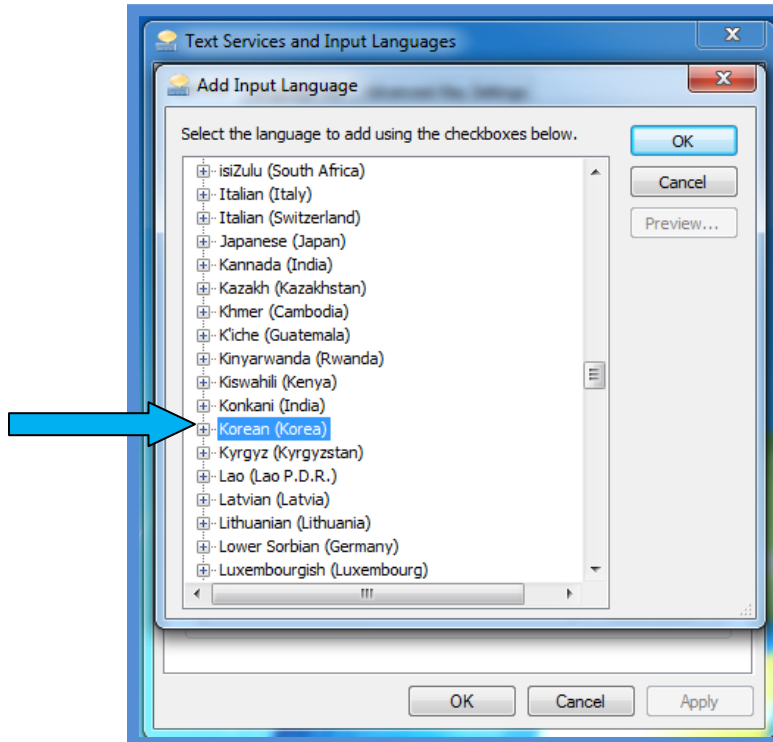


2. Install the Korean Keyboard Input

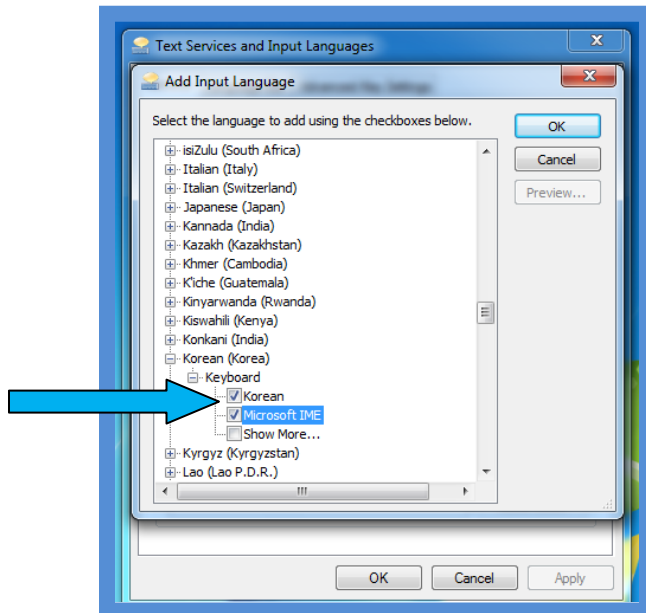
1. Click on **Add** to open the menu of languages that can be added.



2. Select the plus symbol next to **Korean** from the list of languages

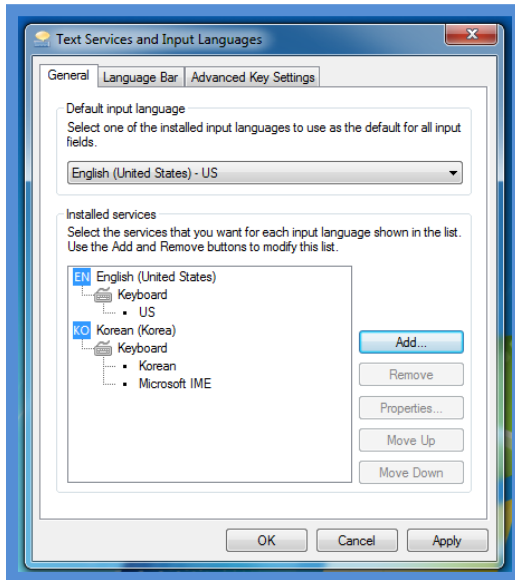


3. Select the check boxes next to **Korean** and **Microsoft IME**

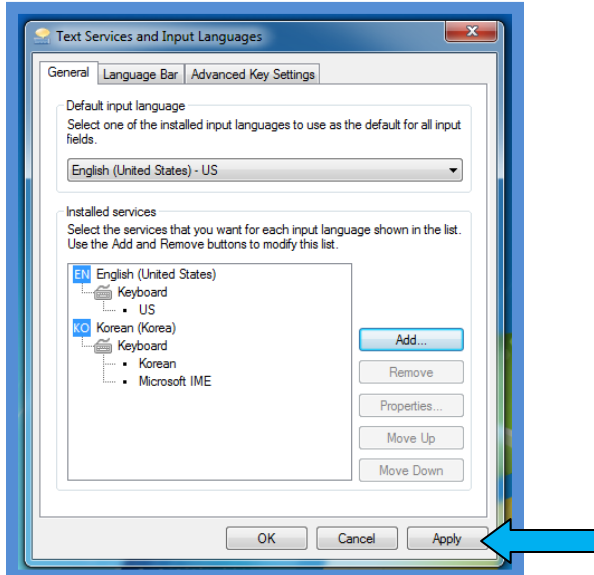


4. Click **OK** to close the dialogue box.

5. Check that your dialogue box looks like the one below:



6. Click **Apply** in the Text services and Input Language dialogue box.



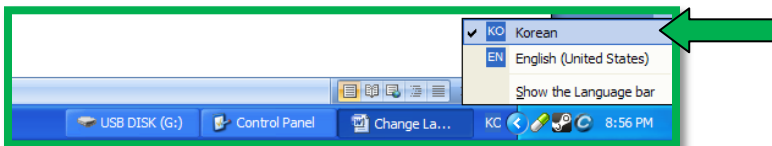
7. Notice that the language bar has now been added to your task bar.



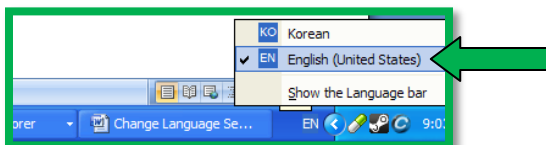
8. Raise your hand and show the teacher your progress. (Don't forget to smile.)

4. Practice Entering Korean Text into a Document

1. Open up a new Microsoft word document
 - a. Click on start in the taskbar → All programs → Microsoft Office → Microsoft office Word 2007.
2. Click on the Language bar in the Taskbar.
3. Select **Korean** from the menu.



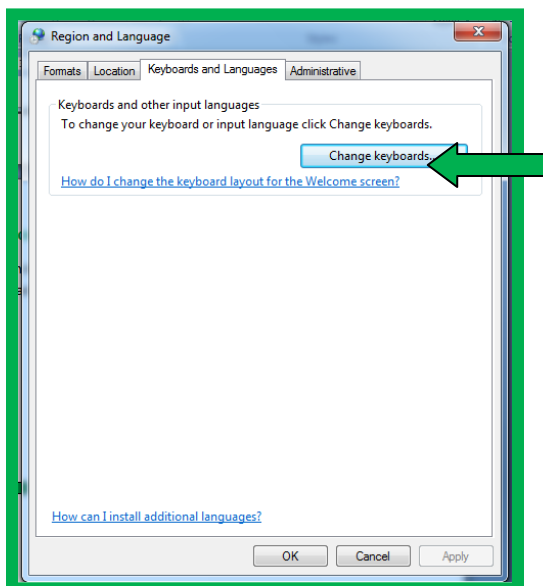
4. Press the **Switch Language to Korean** key on the keyboard. It is the button located to the right of the spacebar.
5. Click on Microsoft Office in the taskbar to activate The Microsoft Word document.
6. Start to type random letters.
7. Notice the Korean Letters that appear.
8. Change the input language back to English by clicking on the language bar and selecting English.



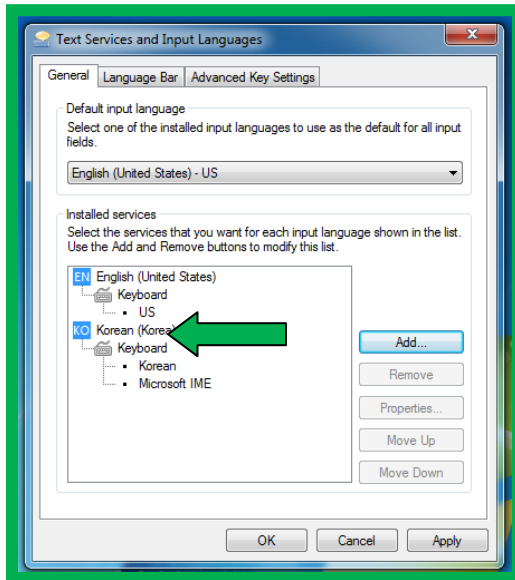
9. Click on Microsoft Office in the taskbar to activate The Microsoft Word document.
10. Start to type random letters.
11. Notice that the letters are changed back into English.

5. Removing Korean as an Input Language

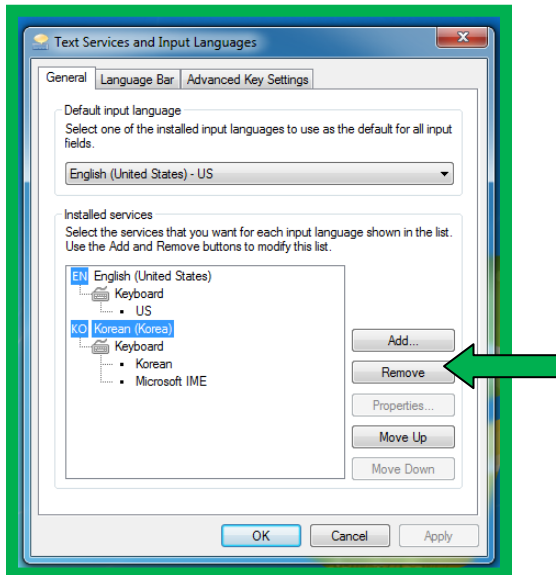
1. Once again open up the **control panel** and select **Change keyboards or other input methods**.
 - a. Start → Control Panel → Change keyboards or other input methods
2. Click on change keyboards...
3. Click on the details button.



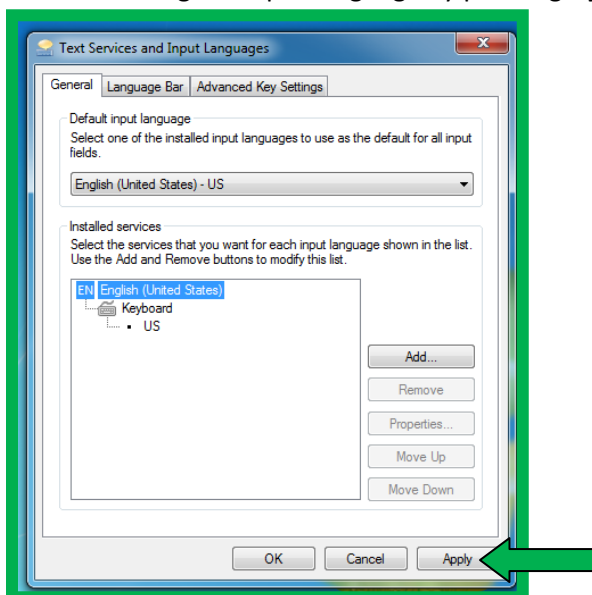
- Click on **KO Korean** in the text services and Languages Dialogue box to select it.



- Click on **Remove** in the same dialogue box.



- Finish removing the input language by pressing **Apply** at the bottom of the dialogue box.



- Select **OK** to close the dialogue box.