

# Tavultesoft Keyman 6.0

## User's Guide

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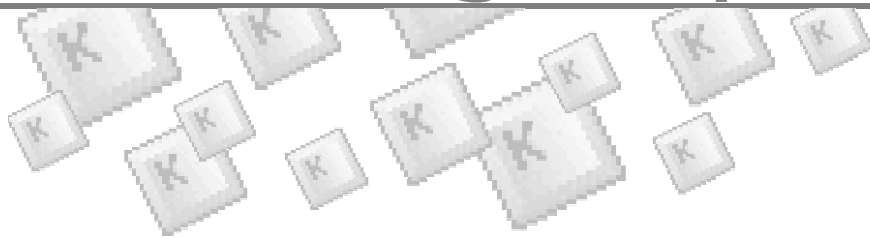
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# Introducing Keyman

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## Introducing Keyman

### Welcome to Keyman

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Keyman is a keyboard management utility that makes it practical to input many different languages in almost any Windows application. Keyman fully supports [Unicode](#)<sup>1</sup>, as well as legacy codepage-based applications.

Keyman includes features such as an on-screen keyboard, phonetic and visual-order input methods, and seamless integration with the Windows XP Language Bar. A full list of features in Keyman 6 is available [here](#).

The companion packages Keyman Developer and Keyman Developer Professional give you the tools to create your own professional keyboard layouts for Windows. [Click here](#) to read more about Keyman Developer and Keyman Developer Professional.

### Supported Platforms

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Keyman 6.0 supports the following operating systems:

- Microsoft Windows 95
- Microsoft Windows 98
- Microsoft Windows Me
- Microsoft Windows NT 4.0 (SP6 and later)
- Microsoft Windows 2000
- Microsoft Windows XP

There are differences in the way Keyman works in some of these operating systems. [Click here](#) to read more information about using Keyman on your operating system.



## What's New

### Text Services Framework support

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Keyman 6.0 supports the new Text Services Framework that is part of Microsoft Office XP. This enables Keyman to integrate with Microsoft Word 2002 much better than previously. [Click here](#) for more information.

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<sup>1</sup><http://www.unicode.org/>

## **Enhanced European keyboard support**

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Keyman 5.0 required you to use a US English keyboard (QWERTY layout) for full compatibility with Keyman keyboards. Version 6.0 now supports any layout you wish to use, and is not dependent on US English in any way.

## **Visual keyboards**

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An on-screen and printable keyboard is now available for Keyman 6.0 keyboards.

## **Add-ins**

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Keyman now supports add-ins for other applications. Included with Keyman 6.0 are add-ins for Word and RichEdit. The RichEdit add-in does not require RichEdit 3.0.

## **Enhanced integration with Windows languages**

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It is now possible to switch Keyman keyboards on automatically when a language is selected as a non-Administrative user.

### **What was new in Keyman 5.0?**

## **Unicode support**

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With the release of version 5.0, Keyman now includes full support for [Unicode](http://www.unicode.org)<sup>2</sup>. Unicode is a character encoding standard that supports most of the world's more common scripts, and includes support for user-defined scripts. Keyman 5.0 keyboards now support input and output of any of the thousands of characters defined in Unicode, including characters outside the Basic Multilingual Plane which are encoded with surrogate pairs.

## **Integration with Windows**

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Keyman 5.0 integrates more tightly with the multilingual features of Windows 9x, Me, NT, and 2000. Keyman 5.0 also features full shell integration, so that you can install a keyboard by simply double-clicking on its icon in Windows Explorer.

## **Keyman Developer**

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From version 5.0 and up, the Keyman Developer (previously TIKE) is a separate application, which must be downloaded and registered independently. This simplifies the deployment of Keyman on the majority of systems, where keyboard development is not required. See the [Keyman Developer website](http://www.tavultesoft.com/keymandev/)<sup>3</sup> for more information.

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<sup>2</sup><http://www.unicode.org>

<sup>3</sup><http://www.tavultesoft.com/keymandev/>



## Registering Keyman

### Who must register?

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Keyman 6.0 may be used for personal (including personal educational) purposes without registration. Otherwise, you may use Keyman for an evaluation period 30 days before either registering or removing Keyman from your computer. See the license agreement for more information. Additionally, registered customers will receive notification of updates (if requested), and benefit from better support.

**Changes from Keyman 5.0:** Keyman 6.0 must be registered for all non-personal use. Keyman 5.0 allowed unregistered educational use.

### Pricing

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The basic registration cost as of July 2002 is US\$39.00. This is unlikely to change in the near future, but you can check [the Keyman web site](#)<sup>4</sup> at any time for up-to-date pricing.

For information about educational pricing and site licenses, please contact us.

### Payment Methods

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The recommended payment method is by credit card over the Internet. You can also order by phone, fax, or mail. See [the Keyman web site](#)<sup>5</sup> for details.

### How to Register

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Keyman 6.0 includes a registration wizard to make registration simple. The registration wizard allows you to pay by credit card, bank cheque, cash or wire transfer.

#### **HOWTO: Register with the Keyman Registration Wizard**

- Start Keyman Configuration
- Click the Register button.
- Follow the steps in the Wizard to select the registration type that suits you best.

### Entering your registration code

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After registering, you will receive a registration code by email from Tavultesoft. You must enter this code into the registration dialog.

#### **HOWTO: Enter your registration code**

- Click here to open the Registration Wizard (or start Keyman Configuration and click **Register**).
- Click **Go to step 3**.

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<sup>4</sup><http://www.tavultesoft.com/keyman/register/>

<sup>5</sup><http://www.tavultesoft.com/keyman/register/>

- Enter your registration details (Name, Organisation, and Registration Code) into the appropriate text fields, and click **Finish**.



## Contacting Tavultesoft

### Before contacting us

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When asking a question about Keyman, or reporting a problem you have found, it will help us to answer your query if you can provide us with the following information:

- Your registration information, if you are a registered user.
- The version of Keyman you are using. You can find this by right-clicking the Keyman icon in the taskbar and choosing **About...**
- Your operating system version, and service pack details (if applicable). This can be found in **Control Panel, System**, under the **General** tab.
- The application you were using Keyman with and its version number (go to **Help, About** in the application to find this).
- Particulars of any keyboard files you were using when you experienced the problem.

### How to contact us

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You can contact us by email, post or fax. Email contact is preferred.

<b>Email address</b>	support@tavultesoft.com
<b>Website</b>	<a href="http://www.tavultesoft.com">www.tavultesoft.com</a> <sup>6</sup>
<b>Postal address</b>	Tavultesoft PO Box 550 Sandy Bay TAS 7006 Australia
<b>Fax</b>	03 9923 6047 (in Australia) +61 3 9923 6047 (international)

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<sup>6</sup><http://www.tavultesoft.com/>

# Using Keyman

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## Getting Started

### Introduction

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Keyman interprets and translates input from the computer keyboard according to a set of rules called a keyboard. These rules are stored in a keyboard file, which a user must download and install in order to type in the language defined by the keyboard.

You must have Keyman running to use a Keyman keyboard.

**Note:** You can have Keyman start with Windows so that you have your keyboards accessible all the time by selecting the **Start Keyman with Windows** option in the Keyman Configuration Options page.

### How a keyboard is distributed

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Keyman keyboards can be distributed either as a keyboard file (.kmx) alone, or as a keyboard package (.kmp), which contains a keyboard file and may also contain fonts, documentation, and other related files.



Keyboard file



Keyboard package

### Where to obtain a keyboard

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Tavultesoft maintains a [list of keyboards](http://www.tavultesoft.com/keyman/downloads/keyboards/)<sup>7</sup> available for Keyman 6.0, in which you can search for a keyboard for a specific language or script.

You can install a keyboard directly from the site or download it and install it from your computer. For more information, read the keyboard installation help topic.

### Keyboards from previous versions

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Keyman 6.0 can load keyboards from Keyman 5.0 and later. Keyboard files from version 4.02 or earlier versions of Keyman cannot be used with version 6.0. If you have such a keyboard that you would like to use with Keyman 5.0, you should try to contact its author to see if they have the keyboard available for Keyman 5.0.

Keyman Developer is required to recompile earlier keyboard files into Keyman 6.0 format.

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<sup>7</sup><http://www.tavultesoft.com/keyman/downloads/keyboards/>

## Installing a Keyboard

### **Installing a keyboard from the Tavultesoft website**

The [Tavultesoft website](http://www.tavultesoft.com/)<sup>8</sup> has a list of Keyman keyboards for many languages. You can install a keyboard from this webpage simply by clicking on it. Or, you can save the keyboard to your hard disk and follow the steps below to install it from your computer.

### **Installing a keyboard from your computer**

The simplest way to install a keyboard or keyboard package is to open it from Windows Explorer. You can also install a keyboard from the Keyman Configuration dialog, by clicking the **Install** button in the Keyboards tab, and selecting the keyboard in the resulting dialog.

### **The install process**

After you have selected a keyboard for installation, Keyman will present you with a dialog (see Image 1, below) that displays some details about the keyboard. If you wish to display additional details about the keyboard, click the Advanced button.

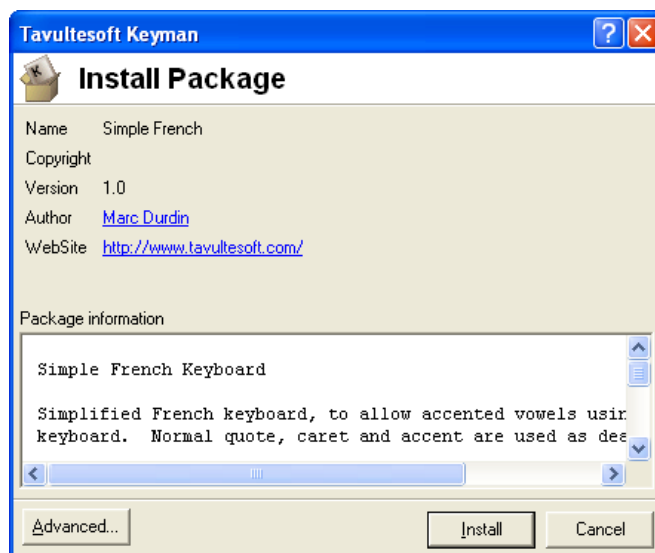


Image 1: Keyboard install dialog box

Keyboards are available in a single keyboard form (.kmx file) or in a package form (.kmp file). A package can include fonts, documentation and multiple keyboards. Many keyboards available on the Tavultesoft website are in the form of packages.

### **Using Keyman keyboards in place of Windows keyboards**

Windows has a list of languages you can install on your computer. When you select one of these languages, Windows chooses a default keyboard for that language. Keyman lets you use a Keyman keyboard instead of the Windows default keyboard for any language.

In Keyman 6, there are two methods of using Keyman keyboards in place of Windows keyboards.

<sup>8</sup><http://www.tavultesoft.com/keyman/downloads/keyboards/>

**HOWTO: Use a Keyman keyboard in place of a Windows keyboard (Recommended method)**

- Start Keyman Configuration.
- Select the Languages tab.
- In the table that appears, select the language for which you wish to always use a Keyman keyboard.
- Click in the last column or press F2 to select the Keyman keyboard.
- Click the OK button to save your selection.

**HOWTO: Use a Keyman keyboard in place of a Windows keyboard (System shadow keyboard method)**

- For details on the advanced "System shadow keyboard" method, [click here](#).

Once you have associated your Keyman keyboard with a language, you can switch between languages using the Left-Alt+Shift combination; the language in effect at the moment will be displayed in the language indicator in the system tray (or in the Language Bar in Windows XP). Keyman will automatically select the keyboard you associated with any particular language.



## Using a Keyboard

### Activating the keyboard

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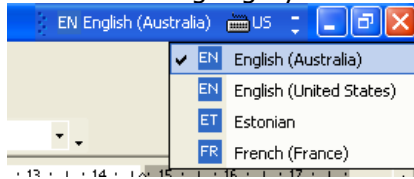
Before you can type with a keyboard, you must activate it. Because each application can have a different keyboard selected, you must make sure the correct application is active before activating a keyboard.

Keyman 6.0 can automatically switch on a Keyman keyboard whenever a particular language is selected. Details on how to do this are in the keyboard install help page. In this situation, switching on a Keyman keyboard is as simple as selecting the language with the Windows language indicator or the Language Bar in Windows XP.

With Word 2002 and other recent applications, Keyman supports an important new integration model through the Text Services Framework (TSF). You can use the TSF for any Unicode Keyman keyboards. To use the TSF with Keyman, activate keyboards through the Language Bar. For more information on the TSF, read this topic.

**HOWTO: Select a Keyman keyboard with the Language Bar (Word 2002 and other TSF-enabled applications)**

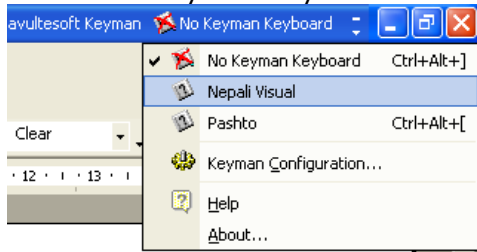
- Select the language you wish to type in from the Language Bar.



- Select **Tavultesoft Keyman** from the list of input methods for the language.

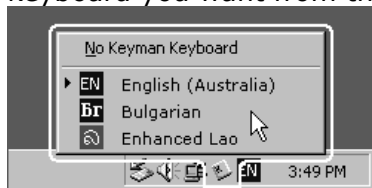


- Select the Keyman keyboard from the Keyman menu in the Language Bar.



**HOWTO: Select a Keyman keyboard with the Keyman keyboard selector (all other applications)**

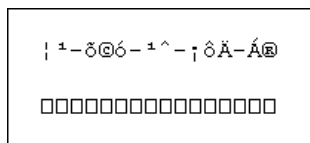
- There are two possible icons in the task tray: the Windows language selector, and the Keyman keyboard selector.
- First, choose the language you wish to use.
- Click on the keyboard indicator in the taskbar status area, and select the keyboard you want from the menu.



**Selecting a font**

Depending on the application and the keyboard you are using, it may be necessary to select an appropriate font that can display the characters used by the keyboard.

If the output from the active keyboard is a series of rectangles, or gibberish characters, make sure you are using a font that is compatible with the keyboard.



Gibberish output with an incompatible font selected

In Microsoft Word, you can also have problems with fonts if you have the wrong language selected. Read FAQ001 for instructions on how to avoid this.



## Removing a Keyboard

### **Disabling a keyboard**

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If you just want to remove a keyboard from the keyboard selection menu, but wish to keep it available for use later, you should disable the keyboard rather than uninstalling it. In the Keyman Configuration dialog, clear the check mark beside the name of the keyboard in the list of installed keyboards and select **OK**. The keyboard will no longer appear in the menu. You can enable the keyboard again by checking it in the list.

### **Uninstalling a keyboard**

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Uninstalling a keyboard will remove it from your system, so that you must reinstall it in order to use it again. You can do this either through the Keyman Configuration dialog or the Control Panel Add or Remove Programs applet.

**Note:** If you have turned off the option **List keyboards in 'Add or Remove Programs' Control Panel applet**, then the second method here will not apply to you.

#### **HOWTO: Uninstall a keyboard with the Keyman Configuration dialog**

- Start the Keyman Configuration dialog.
- Select the keyboard in the list of installed keyboards, and click the Uninstall button.
- If the keyboard was installed as part of a package, you may be given the option to keep any fonts that were installed with the keyboard. If you have any documents that use these fonts, you should choose to retain them, or your documents may become unreadable.

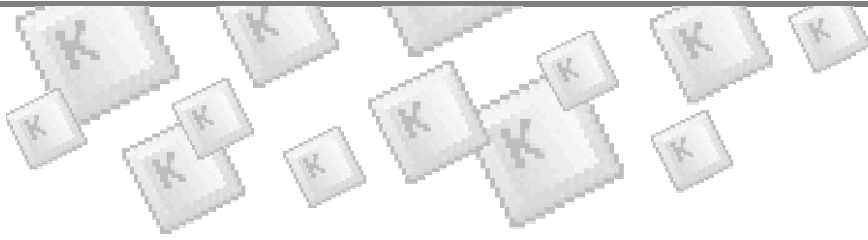
#### **HOWTO: Uninstall a keyboard with Control Panel**

- Open the Add/Remove Programs Properties dialog from Control Panel or click [here](#).
- Look for the keyboard you wish to remove in the list--its name will be prefixed with 'Keyman Keyboard'--and choose **Add/Remove**.
- If the keyboard was installed as part of a package, you may be given the option to keep any fonts that were installed with the keyboard. If you have any documents that use these fonts, you should choose to retain them, or your documents may become unreadable.



# Other Topics

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## Uninstalling Keyman

### Uninstalling Keyman

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We hope you will never need to uninstall Keyman! If you have had any problems with Keyman, please contact technical support on [support@tavultesoft.com](mailto:support@tavultesoft.com) as we are always happy to help.

Uninstalling Keyman will remove all keyboards that have been installed. However, you will be given the option of removing or retaining any fonts that may have been installed with Keyman Keyboards. If you have any documents that use these fonts, you should choose not to uninstall the fonts, or your documents may become unreadable.

#### **HOWTO: Uninstall Keyman (Windows 2000 or Windows XP)**

- Open the **Add or Remove Programs** applet from Control Panel or [click here](#).
- From the list, select **Tavultesoft Keyman**, and click **Change/Remove**.
- Follow the prompts to uninstall Keyman.

#### **HOWTO: Uninstall Keyman (other versions of Windows)**

- Open the **Add or Remove Programs** applet from Control Panel or [click here](#).
- From the list, select **Tavultesoft Keyman**, and click **Add/Remove**.
- Follow the prompts to uninstall Keyman.



## Keyman Developer

### What is Keyman Developer?

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Keyman Developer is a program with which you can create keyboards for use with Keyman. Some of the major features Keyman Developer includes are:

- Creation of Keyman 6.0 keyboards and packages
- Keyboard wizard for quick construction of simple keyboards
- Integrated keyboard testing and debugging facilities
- Visual keyboard editor
- Keyboard design tutorials and help
- Powerful keyboard design programming language

Although earlier versions of Keyman included most of the functionality of Keyman Developer, with version 5.0 it was made into a separate application, which both simplifies Keyman deployment and reduces the size of Keyman.

With version 6.0, Keyman Developer became available in two editions: Standard and Professional. For a comparison of the features included in each edition, visit the [Keyman Developer comparison page](#)<sup>9</sup> on the Tavultesoft website.

### **How can I obtain Keyman Developer?**

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Keyman Developer is a shareware product, and can be downloaded from [the Keyman Developer website](#)<sup>10</sup> for evaluation. After a trial period of 30 days, you must either register Keyman Developer or remove it from your computer. See the documentation accompanying Keyman Developer for details about registering it.

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<sup>9</sup><http://www.tavultesoft.com/keymandev/compare.php>

<sup>10</sup><http://www.tavultesoft.com/keymandev/>

