

Installing the keyboard

The installation program in the zip file is called Papyro Coptic (US).exe. Please extract it from the zip file before using it.

Before installing the keyboard, you need to set up Windows to use Greek (even if you are installing only a Coptic keyboard). If you have already installed any Windows Greek keyboard, ancient or modern, you can skip this step. Otherwise, go to the Windows 10 Start menu, then to Settings (the gearwheel icon) – Time & Language. Click on the + sign next to Add a preferred language. You will find Ελληνικά listed. Select it and click on Next. In the list that appears, uncheck all the options that are not greyed out – you only need to install Basic typing. Click on Options, wait while the file downloads, and then close the window.

Two Windows functions, SmartScreen and User Account Control, must be switched off before you open the installer program, as follows.

In the current version of Windows 10 (2004), in the Start menu type
smartscreen

You will see an item called App and Browser Control. Open it. Under ‘Check apps and files’, select Off. You can safely ignore the warning that comes up.

In Windows 8 you can simply turn SmartScreen off. Windows 7 does not have SmartScreen.

In the Windows 10 Start menu type
User Account Control

This will take you directly to User Account Control Settings. Move the slider control to the bottom of its travel. Click on OK. You will be prompted to restart the computer; please do this before continuing.

The procedure is the same in Windows 8. In Windows 7, go to Control Panel – User Accounts.

Now double click on the icon of the installer program Papyro Coptic (US).exe. You will be offered the option of installing the keyboard; choose this. If when running the installer you get an error message about not having permission, *right*-click on the installer icon and choose ‘Run as Administrator’ from the menu.

It may be necessary to restart the computer again to make the new keyboard appear on the taskbar.

Please note that the current version of Windows 10 (2004) has a fault that causes the Input Indicator – that is, the display of which keyboard you are using – to vanish from the taskbar. This may be rectified in future versions. If you don’t see any indication of language at the bottom right of the screen – ENG, FR, DE etc. – at the bottom right of the screen, you can rectify this by making the Language Bar visible. To do this, go to Settings – Devices and click on Typing in the left column. In the window that appears, click on Advanced keyboard settings. Here, click in the box next to Use the desktop language bar when it’s available, so that a check mark appears. Close all windows, and you should now see an indicator on the taskbar which you can click on to change languages. Clicking on the abbreviated language – EN, EL etc. – changes languages. Clicking on the little keyboard icon next to it lets you select different keyboards for that language if you have installed several, for example modern Greek as well as Papyro Greek.

Using the keyboard

The keyboard layout is shown in the image Papyro Coptic (US Mac).jpg. We advise you to print this and use it as a guide.

Accents and other symbols that go above or below letters are shown above or below a dotted circle. Type these symbols after the letters.

Symbols shown in green are got by holding down the Alt Gr key, or this and the Shift key, while hitting the appropriate key. For example, to type koppa hold down Alt Gr while typing q. To write capital Koppa hold down Alt Gr and Shift while typing q.