

Microsoft® Word for Windows 2.0

with Hebrew Language Support

User's Guide Supplement

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New Terminology & Bi-Directional Concepts

Hebrew Word introduces several new terms to the vocabulary of Word for Windows. The terms *Hebrew*, *English*, *language*, *direction*, *RTL*, *LTR*, and *run*, and their related bi-directional concepts, are discussed below.

Language

There are two keyboard languages in Hebrew Word: *Hebrew* and *English*. These refer to both a keyboard language and the order of character entry for that language.

The term *Hebrew* refers to the Hebrew keyboard language and the "*right-to-left*" order of that language. *English* designates the English keyboard language and its order, from "*left-to-right*."

In Hebrew Word, a new Language button is found between the Font Size and Bold buttons in the middle of the ribbon. The Language button toggles between Hebrew and English keyboard languages.

When you select the Hebrew keyboard language, text entry is always "right-to-left." Conversely, when using English keyboard language, text entry is always "left-to-right."

See Chapter 6 on "Using Hebrew Word" for more information on the Language button.

Direction

While *language* specifies keyboard language (and the order of character entry), *direction* is the reading order of your text in paragraphs, columns, etc. To accommodate both Hebrew and English languages, Hebrew Word is *bi-directional*, and allows you to mix languages and text directions within your documents.

You can create documents that contain both Hebrew and English languages, and that read both "right-to-left" (the reading order of Hebrew) and "left-to-right" (the reading order of English). All of Word for Windows' basic text editing and formatting features are adapted to provide this bi-directionality.

Throughout this manual, "*right-to-left*" direction is referred to as *RTL*, and "*left-to-right*" direction is referred to as *LTR*. To specify direction, new left- and right-pointing Direction buttons are found on the far right of the ribbon.

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