

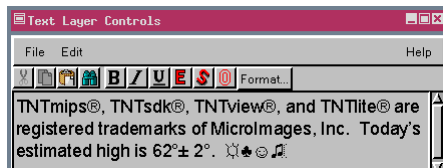
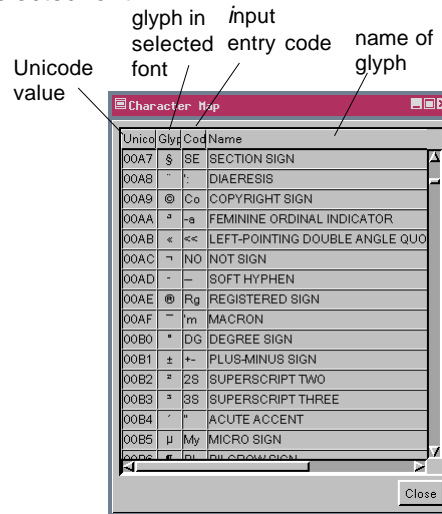
# Use Special Characters

**DID YOU KNOW** . . . you can insert special characters from the Character Map window without typing character codes?

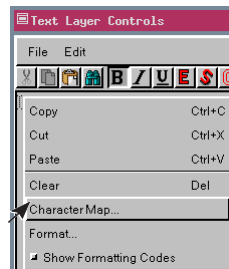
## What Inserting Special Characters Gives You

- Insert special characters into text group or database field
- Scroll through all available glyphs in selected font
- View/use input entry code
- Look up glyphs by Unicode value

All languages have special characters not directly represented on the keyboard. The TNT products provide two means of inserting such special characters. One is by selecting the glyph from the Character Map window and the other is using <F2> and the glyph's corresponding input entry code. The Character Map window lets you scroll through all the glyphs in a font ordered by Unicode value. The Character Map window presents the Unicode value, glyph in selected font, input entry code, and the glyph name in a single row. You can double click anywhere on this row to insert its glyph.



The eight special characters in the screen capture above were selected and inserted from the Character Map window.



The right mouse button menu in the text entry field is shown at the left. You can also open the Character Map from the Edit menu in the same window.

## How to Insert Special Characters from the Character Map

- Right click wherever text cursor has been placed (text block, database field, DataTip prefix/suffix) and choose Character Map from the menu, or choose Character Map from an Edit menu.
- Scroll through the Character Map until you see the desired glyph.
- Double click on the desired row to insert the glyph at the cursor position.
- Note input entry code for future insertion of frequently used glyphs.

## WANT TO KNOW MORE?

See the Technical Guide entitled:

# Inserting Special Characters

