How do I install an alternate language keyboard for cataloging?

Applies to

- Connexion client
- WorldShare Record Manager

Answer

Both Connexion client and WorldShare Record Manager support cataloging of non-latin scripts. Here are the instructions to add a language keyboard to Windows 10 computer.

1. Click the Windows logo to open the Start menu, and select Settings from the there.
2. In the pop-up Settings window, select the Time & language option.
3. Select the Region & language option on the left side.
4. On the right side, you will see several options. Find Languages, and click Add a language.

When cataloging in the alternate language, if the characters do not display properly, you will need to change to a font that supports the script. In Connexion client to change the font, click Tools > Options > Font Tab, and select a font from the list that supports your language.

If your having difficulty finding a font that displays the characters, try using the ALA BT Courier font.

Additional information

If you’d tried other fonts including ALA BT Courier, and are still having display issues, contact OCLC Support.