

Table of Contents

WELCOME TO LANGUAGES OF THE WORLD	2
About this Documentation	2
Contacting Transparent Language	3
GETTING STARTED	4
Successful Immersion Approach.....	5
Step by Step Approach.....	12
USING LANGUAGES OF THE WORLD - DETAILED INSTRUCTIONS.....	21
Navigating.....	21
About CheckWords.....	24
About Notes.....	29
Getting Grammar Help.....	33
Linking to Vocabulary of the World.....	34
Listening and Practicing Pronunciation	35
Viewing Illustrations.....	50
Playing Games.....	52
Searching the Text.....	59
Using Bookmarks.....	61
Typing, Copying, Pasting, and Printing.....	62
Customizing	66
Getting Help.....	69
Exiting, Deleting, and Uninstalling.....	82
LANGUAGE-SPECIFIC INFORMATION.....	84
MENUS AND SHORTCUTS.....	127
Menu Commands	127
Keyboard Shortcuts.....	132
TECHNICAL SUPPORT AND TROUBLESHOOTING.....	133
Getting Technical Support	133
Troubleshooting	134
GLOSSARY.....	142
INDEX.....	150

Welcome to Languages of the World

There are dozens of reasons for learning a language. Some people primarily want to quickly and efficiently learn the key phrases needed to travel successfully in another country, while others are looking for the first steps toward real language fluency.

So we've designed Languages of the World to perform a double duty. First, it's specifically designed to make you travel-savvy in the language as rapidly as possible. We think you'll find it very effective.

Second, the material is presented in the full learning environment made famous by Transparent Language's LanguageNow! series of learning products. See "Getting Started" on page 4 for an introduction to the capabilities of this uniquely rich learning system.

We've also included a special Vocabulary of the World flash card program, designed to help you practice and remember the vocabulary you learn with Languages of the World. You'll master new words in no time! Now, learning the basic survival phrases of a language can be an end in itself, or just the beginning of wider and deeper proficiency in the language. It's up to you.

Either way, we at Transparent Language wish you an enjoyable and successful learning experience. Please contact Transparent Language with your feedback, comments, questions, and suggestions. See page 3 for contact information.

About this Documentation

This documentation is designed to be an easily printable manual for Languages of the World Version 4 on Macintosh. Simply open this file in Adobe Acrobat, or in a compatible application which can read .pdf files, and print the file from there. The Acrobat Reader may be included on your Mac OS CD-ROM. If not, it is commonly available as a free download on the Internet. You can print the entire file, or only pages that you choose. Pictures within the file will be printed to the best ability of your printer.

This file contains a Getting Started section with ideas to help you make the most of your time with the program, detailed instructions to help you use all program features, menu descriptions to help you use the program's menus, language-specific information to provide special instructions for specific languages, troubleshooting information to help with problems, a glossary to define important terms, and an index to help you find the information you need. This file is not an installation guide. Installation instructions may be found in the CD insert that comes with Languages of the World.

In addition to this file, Languages of the World has a very detailed on-line Help file with instructions for every feature of the program. To get to the on-line Help from any screen in the program, choose **Help / Help**. The on-line Help contains all the information in this file and more, in an interactive environment. Within the on-line Help, you can jump from topic to topic, search for specific topics, and print any topic you choose.

This document is © Copyright 2002, Transparent Language, Inc. "Transparent Language" is a registered trademark of Transparent Language, Inc. This document contains other product and corporate names, which may be trademarks or registered trademarks of other companies, and which are used only for explanation without intent to infringe.

Contacting Transparent Language

Customer feedback is the most important aspect of the continual process of improving our products. We look forward to your feedback, comments, questions, and suggestions.

Outside the United States or Canada:

Contact your local Languages of the World distributor.

Inside the United States and Canada, please contact Transparent Language:

PHONE:

Customer Service	(800) 567-9619 or (603) 262-6300
Sales	(800) 752-1767
Technical Support	(603) 262-6300

FAX:

Orders, Technical Support	(603) 262-6555
---------------------------	----------------

E-MAIL:

Orders, General Information	info@transparent.com
Comments, Suggestions	president@transparent.com
Technical Support	support@transparent.com

WEB PAGE:

<http://www.transparent.com>

MAIL:

Transparent Language, Inc.
9 Executive Park Drive
Merrimack, NH 03054
USA

Getting Started

Languages of the World immerses you in a foreign language, but don't panic when you first see a screen full of foreign words. You don't have to master everything at once. Our Titles give you all the tools you need to learn at your own pace, and this section of the documentation will show you where to begin. Take your time, learn a few things about the language and this program in each session, and soon you'll accomplish your goals.

Not everyone learns the same way, so we've divided our suggestions into two categories. The first describes the successful immersion approach for which Languages of the World was designed. We encourage you to get right into the language and work with our Titles. We also describe a step-by-step approach for people who prefer more structured lessons.

Choose one of the options below:

Successful Immersion Approach Page 5

Step-By-Step Approach Page 12

Whichever you choose, remember to be flexible. Create your own exercises as well as using ours. Above all, have fun and learn!

Note: This section of the documentation is an overview of how to learn with Languages of the World. See the rest of this documentation for detailed instructions on using the features mentioned in this section.

Successful Immersion Approach

If you've ever been frustrated with traditional language learning, or if you're a new learner who can't wait to get right into the language, you'll appreciate Languages of the World's unique successful immersion approach. We developed this program knowing a strict, drill-and-test approach to language learning doesn't work for everyone. By experiencing a foreign language in a natural context in Languages of the World Titles, you'll learn much more thoroughly and pleasantly than by rote memorization and grammar drills. Languages of the World is also an ideal way to practice on a regular basis, so language stays with you longer.

Before you begin:

Open a Title following the instructions on page 21. Titles are the foreign language texts used by Languages of the World. Titles come with translations, grammar information, sound, and illustrations. You must open a Title before you do any other activities.



An important reminder - Language learning takes time, even with the best programs. Be prepared to repeat exercises several times before you master all the material. **Do not give up:** by using Languages of the World on a regular basis, you will make progress! We recommend using Languages of the World every day or at least every other day for a minimum of 15 minutes at a time. You will learn more with frequent, short sessions than by studying for hours one day then waiting weeks for your next session. It is also a good idea to regularly review what you have studied.

Choose an activity set below:

Reading and Understanding	Page 6. Do this activity set first. When you feel comfortable with it, go on to the other activity sets in any order.
Working with Words	Page 7.
Hear It and Say It	Page 8.
Fun with the Language	Page 9.
Gaining Grammar	Page 10.
Test Your Understanding	Page 11.

Reading and Understanding

Building vocabulary and comprehension through direct exposure to the language is the central concept of Languages of the World. This topic introduces you to the basics of the language and of the Languages of the World program.

- Open a Title following the instructions on page 21. Titles are the foreign language texts used by Languages of the World. Titles come with translations, grammar information, sound, and illustrations. In Languages of the World, each Title is named after the language it teaches. You must open a Title before you do any other activities.
- Start reading the Title. For words you don't know, look at the word and Segment translations. At first, you may have to look for every word, but soon you will recognize words that appear often.
- If you feel overwhelmed, stop. Put a Bookmark at your place, so you can find it easily, then work with the text up to that point. You don't have to master an entire Title at once; focus on a page, a paragraph, or whatever you are comfortable with.
- Read your section three times. Highlight Segments and phrases to see how groups of words work together.
- CheckWords mark words to focus on. Mark any interesting words you find as CheckWords. The lesson "Working with Words" on page 7 describes many uses for CheckWords.
- Notes capture your thoughts. While reading, make Notes of questions or ideas you have. Move from Note to Note to review. Print your Note List to study away from the computer.
- If the language you are learning includes a Grammar Basics file, read the Alphabet topic in Grammar Basics for help on any letters you don't know. For some transliterated languages, Grammar Basics also includes information about the transliteration.
- View the illustrations to get a visual context for the Title, then read the text again. This step will help you get an overview of what the Title is about.

Working with Words

Languages of the World has many ways to help you focus on specific words.

- Start reading the Title. When you see an interesting word, or a word you don't know, make it a CheckWord. Click on each CheckWord in the CheckWords tab to see it in context in the Title. This step fixes the words in your mind.
- Find each CheckWord in the text and attach a Note to help you remember its meaning. For example, it may look like a related English word. You can use the commands Copy Note, Find Word (or Find Root), and Paste Note to attach the same Note to several occurrences of the same word.
- Print your CheckWord List and Note List to study away from the computer.
- Open the Sound Palette and use it to listen to each CheckWord. Use SlowSound to listen closely to each sound.
- Practice pronouncing your CheckWords with the Sound Palette. Look at the context and meaning of each word as you say it. Compare your pronunciation with the native speaker's.
- Use the Listen & Speak activities to practice Word Dictation and Word Pronunciation with **CheckWords** as the Segment Range. These exercises reinforce listening, spelling, and speaking skills. Don't worry if your waveform and pronunciation graphs don't match the native speaker's exactly; variation is normal. Try to get the same general patterns.
- Play Crosswords with CheckWords as the Segment Range. Use sound and clues as often as you need. The Crosswords game is good for beginners: the format is familiar, translations and sound are available, and each word helps with connected words.
- Play Vocabulous! with your CheckWord List. Use the reference panels and sound as often as you need.
- Hide the Word Meaning panel and read the Title using just the Segment translations for help. Figure out which words mean what in the Segment. Restore the Word Meaning panel to check your answers.
- Export your CheckWord List and import it in Vocabulary of the World for further practice.
- Reread your section of the Title. Many CheckWords you didn't know before will now be familiar.

Hear It and Say It

Communication is the goal of learning a foreign language. These activities prepare you for conversations by helping you understand and speak more than one word at a time.

- Reread your section of the Title. Listen to the words continuously as you read. (You can adjust the word pace if needed.) This step helps you associate the spoken word with its written form.
- Listen to the words again, and this time use SlowSound to listen closely to each sound of each word. You can also listen to individual parts of words, if you choose.
- Listen to the Title Segment by Segment, then listen to the whole Title read continuously. Words may sound different as part of a Segment than when spoken alone.
- Open the Sound Palette to pronounce Segments within the context of the Title.
- Use Sentence Pronunciation to practice saying Segments. Pick **Up To Current Segment** or **Entire Title** as the Segment Range. As you speak, try to match the rhythm of the native speaker. Don't worry if your waveform or pronunciation graphs don't match the native speaker's exactly; variation is normal. Try to get the same general patterns.
- Use Conversation Practice to take part in a foreign language dialog. This activity is a great rehearsal for real-life conversations.
- Listen to the Title with your eyes closed. Don't worry if you don't understand every word. Just try to follow the basic ideas. Go back to the Title for help with words or Segments that gave you trouble.



Find a native speaker or a fellow learner with whom to practice your newfound communication skills! Holding a real foreign conversation is a fun and rewarding way to learn.

Fun with the Language

When you feel comfortable in a Title, use the games to reinforce what you've learned. Crosswords and Vocabulous!® build vocabulary, Unscramble and Plug-n-Play teach syntax skills, while Segment Unscramble improves listening comprehension and knowledge of paragraph structure.



Don't worry about score when you play games; just concentrate on learning. Use Practice mode if you don't want to keep score at all. Choose the Segment Range that best fits your needs.

- Play Crosswords. Use sound and clues as often as you need. The Crosswords game is good for beginners: the format is familiar, translations and sound are available, and each word helps with connected words.
- Play Vocabulous!. Use the reference panels and the sound as often as you need. If you get three words wrong, Vocabulous! recycles them until you get them right. This repetition is a great learning tool, so don't be discouraged even if you get your first three words wrong. Think of them as three words you'll know better next game!
- Use the Find Root feature to build a CheckWord List of different forms of the same verb. Play Vocabulous! with that list to practice verb conjugations. The game teaches you when each form is used as well as what it looks like.
- Play Unscramble to practice sentence structure. Use the Segment translations and sound as often as you need.
- Play Plug-n-Play. This challenging game has no translations, so use the context of the Segments to determine which word goes where.
- Play Segment Unscramble. This game is a fun way to practice listening comprehension and paragraph structure.

Gaining Grammar

Memorizing grammar rules is less important than experiencing the language. In your native language, you don't think "I need the third person plural of an indicative past tense verb." You fill in the word that sounds right. After reading a Title, you may already have a feel for the grammar of your foreign language. These activities strengthen that grammar knowledge.

- To see grammar in the context of the language, read a section of the Title, paying attention to the comments in the Grammar panel.
- If the language you are learning includes a Grammar Basics file, link to Grammar Basics to read more about individual parts of speech. Don't memorize the Grammar Basics information. Read it once to get a basic understanding, then use it as a reference when needed.
- Make a CheckWord List of words that are the same part of speech. (To find the words, you can look in the Grammar panel to see information on part of speech, or use the Find Grammar Link feature, if it applies to your language.) Look at these CheckWords in the CheckWords tab and make Notes about their similarities. Do they have similar endings or prefixes? Do they appear in similar situations? Are they in the same position in a sentence? Print your Note List to study.



To make this step easier, focus on a narrow category: singular nouns or present tense verbs rather than just nouns or verbs, etc.

- Hide the Grammar panel and try to find several words that are the same part of speech. Mark them as CheckWords, then restore the Grammar panel to verify your answers.
- Hide the Grammar panel and the Root Word panel. Guess the part of speech of several words and type your answers in the Note tab. For conjugated verbs, type the infinitive as well. Restore the hidden panels and check your answers.
- Use the Find Root feature to build a CheckWord List of different forms of the same verb. Play Vocabulous! with that list to practice verb conjugations. Go back to the Title, find your CheckWords, and rewrite each Segment in a different tense to practice more.
- Play Plug-n-Play and Unscramble using your knowledge of grammar to decide which word goes where.

Test Your Understanding

When you've worked with a Title long enough to have a good grasp of the meaning and vocabulary, you can test your understanding in many ways.

- Test your knowledge of how words work together by hiding the information in the Segment panel. Read the Title and type Notes with your own Segment translations. Restore the Segment panel and check your understanding.
- Choose **View / Zoom Title** to hide all the reference panels at once. Read as much of the Title as you can. Mark words you don't know as CheckWords. Choose **View / Zoom Title** again to restore the reference panels. Find your CheckWords and review their translations.
- Use Conversation Practice to take part in a foreign language dialog. This exercise is a great way to sharpen the kind of listening and speaking skills you need to converse in a foreign language.



Your computer has infinite patience, so take as much time as you need with your answers. After practicing a while, you'll find the dialogs going much smoother, and you'll build your confidence for conversations with real native speakers.

- Play Vocabulous! using **All** for the Word Length and **Entire Title** for the Segment Range. It's a real educational challenge! Mark words you don't know as CheckWords so you can study them later.
- Have a friend who knows the language write Notes with questions about the Title. Edit the Notes to add your answers, then check with your friend to see if you were correct.
- Visit the Transparent Language web page, <http://www.transparent.com>, and see if there are any Title-based quizzes or general language proficiency tests available for your language to measure your language knowledge. There may be other language activities at the site as well.
- Print the Title to read before class, on the subway, or any other time you want to practice but can't be at your computer. The printed Title will not have translations, so mark words you don't know and find them next time you use the program to see their meanings.
- Use Vocabulary of the World to test your vocabulary knowledge. Export a CheckWord List and import it in Vocabulary of the World, then play the Flash Cards game to build your word recognition skills.
- Make a CheckWord List of important words and a Note List of important phrases and their translations. Print your CheckWord List and Note List and take them with you if you go on a trip to a foreign country. Try to use the words and phrases when you speak to native speakers. If you need a reference, check your lists!

Step by Step Approach

This topic provides step-by-step lessons to direct your language learning with Languages of the World. All the lessons are based on the Title text; the games, grammar files, and other features are supplemental supports. These exercises start with letters, then move to words, Segments, and grammar, so as not to overwhelm you.

Before you begin:

Open a Title following the instructions on page 21. Titles are the foreign language texts used by Languages of the World. Titles come with translations, grammar information, sound, and illustrations. In Languages of the World, each Title is named after the language it teaches. You must open a Title before you do any other activities.



An important reminder - Language learning takes time, even with the best programs. Be prepared to repeat exercises several times before you master all the material. **Do not give up:** by using Languages of the World on a regular basis, you will make progress! We recommend using Languages of the World every day or at least every other day for a minimum of 15 minutes at a time. You will learn more with frequent, short sessions than by studying for hours one day then waiting weeks for your next session. It is also a good idea to regularly review what you have studied.

Choose a lesson below. You can adapt our suggestions to suit your needs.

Lesson 1: Learning Letters	Page 13.
Lesson 2: General Comprehension	Page 14.
Lesson 3: Building Vocabulary	Page 14.
Lesson 4: Listening Comprehension	Page 15.
Lesson 5: Word Pronunciation	Page 15.
Lesson 6: More Fun with Words	Page 16.
Lesson 7: Focus on Segments	Page 16.
Lesson 8: Communicating	Page 17.
Lesson 9: Expanding Comprehension	Page 18.
Lesson 10: Learning Grammar	Page 19.
Lesson 11: Grammar Practice	Page 19.
Lesson 12: Test Yourself	Page 20.

Lesson 1: Learning Letters

Any language is less intimidating when you can break it into letters, its smallest elements. Some languages, like Russian and Ukrainian, use unfamiliar characters. Others, like Arabic and Japanese, are presented in Languages of the World using transliterated alphabets. Still others, like Spanish, look like English but sound different. Knowing letters is a first step towards reading and speaking words.

1. Open a Title following the instructions on page 21. Titles are the foreign language texts used by Languages of the World. Titles come with translations, grammar information, sound, and illustrations. In Languages of the World, each Title is named after the language it teaches. You must open a Title before you do any other activities.
2. Look at the first few sentences of the Title. Can you recognize the letters that make up the words? Do you have an idea how they sound? Listen to each word to see if you were close. You can also listen to individual parts of words to hear certain letter combinations.
3. Say the sound of each letter. Many may sound the same as in your native language. When you know which letters fall into this category, you have a list of foreign letters you already know! Other letters may sound different than you expect. Say these letters a few extra times.



Don't worry about sounding silly - only your computer will hear you! Also, you don't have to memorize the entire alphabet at once. Just learn enough to be comfortable looking at the text.

4. If the language you are learning includes a Grammar Basics file, open Grammar Basics and read the Alphabet topic for information about all the letters. If your language is transliterated, review the information about transliteration in Grammar Basics, too.
5. Search the Title for words that contain a letter you want to study, and mark them as CheckWords. (Use the Find Word feature and the wildcard character to help you. A search on *a* finds words which contain the letter a, etc.)
6. Find each CheckWord in the text and listen to it, focusing on the sound of the letters. Use SlowSound if the words are too fast. Pay attention to whether the letter sounds different at the beginning, middle, or end of a word, or when next to certain other letters. You can also listen to individual parts of words to hear certain letter combinations.
7. For non-transliterated languages with an unfamiliar alphabet, such as Russian, Ukrainian, Belorussian, Bulgarian, or Serbian, type the alphabet in a Note then print it. On that paper, practice hand writing each letter several times.
8. Go on to Lesson 2: General Comprehension on page 14.

Lesson 2: General Comprehension

With Languages of the World, the reference panels on the Reading screen contain all you need to read the text without constantly fumbling through grammar books and dictionaries. This exercise builds comprehension and introduces you to reading with Languages of the World.

1. Pick a section of the Title to study. Set Bookmarks at the beginning and end of your section, so those locations will be easy to find.

Whenever these Getting Started instructions refer to "your section", it means the section of text that you choose now. The first time you do these lessons, you may want to use the first set of common phrases in the Title. After that, choose any section of the text. It can be a dialog, a set of phrases to practice, or part of the regular text. A paragraph is often a good length, but you could use a full page or just a couple sentences, depending on how comfortable you are with the language. If you are preparing for a trip or another specific goal, you might pick a section of text which relates to it.

2. Read the Segment translations (in the Segment panel) for your section of the Title. When you know the meaning, you have a basis to understand the foreign text.
3. Read your section in the foreign language three times. Look in the Word Meaning and Segment Meaning panels as often as you need. Each time you will need the translations a little less.



If you want to quickly move from Segment to Segment, press the Tab key.

4. Look at the illustrations to get a visual context for your section.
5. When you understand the meaning of your section and recognize some words, go on to Lesson 3: Building Vocabulary.

Lesson 3: Building Vocabulary

Building vocabulary and comprehension through direct exposure to the language is the central concept of Languages of the World. This lesson helps you focus on certain words.

1. Read your section in the Title. Any time you see an interesting foreign word, make it a CheckWord. CheckWords are words that you want to focus on. They are stored in special CheckWord Lists, which you can use in various activities.
2. Click on the CheckWords tab to view your CheckWord List. Click on each CheckWord to see it in context. This step helps fix the words in your mind. You can also print your CheckWord List to study away from the computer.
3. Find each CheckWord in the text and think of a way to remember its meaning. For example, it may remind you of a silly pun or rhyme, or it may look like a related English word. Create a Note that includes your memory helper.
4. Export your CheckWord List, and import it in Vocabulary of the World, so you can practice your words with the Flash Cards game.
5. Reread your section. When you come to a CheckWord, your Note will remind you of its meaning. When you're done, go on to Lesson 4: Listening Comprehension.

Lesson 4: Listening Comprehension

In the real world, you'll encounter foreign language spoken as often as written. This lesson focuses on recognizing words read out loud.

1. Read your section of the text and listen to the words to get a feel for the sound. Adjust the word pace if the sound is too fast. When you hear a word that sounds interesting, add that word to your CheckWord List.
2. Find each CheckWord in the text and double-click on it to hear the word. Listen closely to the sounds.
3. Open the Sound Palette and use it to listen to each CheckWord. Look at the waveforms to see where stress is placed. You can also listen to individual parts of words to hear certain letter combinations.
4. Use SlowSound to listen closely to each sound in a word. Set the SlowSound Rate at a comfortable pace.
5. Practice Word Dictation with CheckWords as the Segment Range. This exercise reinforces both listening and spelling skills. To expand your vocabulary, practice Word Dictation again with **Up to Current Segment** as the Segment Range.
6. Go back to the Reading screen and listen to the words in your section again. Close your eyes to see how well you understand.
7. Listen to the words of the section three more times, reading along as you listen. Your listening comprehension will improve each time. When you finish, go on to Lesson 5: Word Pronunciation.

Lesson 5: Word Pronunciation

Being able to speak foreign words on your own is an important achievement.

1. Read your section of the text and listen to the words to get a feel for their sound. Adjust the word pace if the sound is too fast.
2. Open the Sound Palette and pronounce each word in your section. Look at the context and meaning of each word as you say it. Compare your speech with the native speaker's pronunciation audibly, by clicking the  button, and visually, by looking at the Speech Correctness Meter, waveforms, and pronunciation graphs. Make a CheckWord List of words you want to practice more.
3. Use Word Pronunciation with **CheckWords** as the Segment Range. Compare your speech with the native speaker's pronunciation. Don't worry if your waveform and pronunciation graph don't match the native speaker's exactly; variation is normal.
4. To expand your vocabulary, practice Word Pronunciation again with **Up to Current Segment** as the Segment Range.
5. Return to the Title. Read and listen to the words of your section. Stop the sound and use the Sound Palette to record any word you want. Then go on to Lesson 6: More Fun With Words.

Lesson 6: More Fun With Words

When you feel comfortable in a Title, use the games to reinforce what you've learned. Crosswords and Vocabulous!® are good for building vocabulary.



Don't worry about score when you play games; just concentrate on learning. Use Practice mode if you don't want to keep score at all.

1. Create a new CheckWord List and add words you want to practice.
2. Play Crosswords with **CheckWords** as the Segment Range. Use sound and clues as often as you need. The Crosswords game is good for beginners, because the format is familiar, translations and sound are available, and each word that you answer correctly helps with connected words.
3. Play Vocabulous! with your CheckWord List. Use the reference panels and the sound as often as you need.



If you get words wrong, Vocabulous! recycles them until you get them right. This repetition is a great learning tool, so don't be discouraged even if you get your first words wrong. Think of them as words you'll know better next game!

4. Review the game words, then reread your section on the Reading screen. The words you practiced will be more familiar.
5. Play the Flash Cards game in Vocabulary of the World with an exported CheckWord List.
6. Go on to Lesson 7: Focus on Segments.

Lesson 7: Focus on Segments

After you've learned some words, the challenge is to put them together in a way that makes sense. In the Titles used by Languages of the World, words are grouped into Segments and phrases for you to study.

1. Turn on Segment Highlighting and Phrase Highlighting, if they are not already on. Read your section and compare word meanings with the translations of the Segment as a whole. Notice the differences, particularly with idiomatic phrases.
2. Make Notes to help you remember those differences.
3. Play Unscramble with your section as the Segment Range. This game helps you get a feel for sentence structure. Use the Segment translations and sound as often as you need.
4. Play Plug-n-Play with your section. Use the context of the Segments to determine where to place each word.
5. Play Segment Unscramble. Listen to the sound to help you put the Segments in their proper order.
6. Reread your section. When you're comfortable with the Segments, go on to Lesson 8: Communicating.

Lesson 8: Communicating

Communication is the goal of learning a foreign language. To converse, you need to understand and speak more than one word at a time.

1. Read your section again, and listen to each Segment pronounced to get a feel for the rhythm of native speech. Words in a Segment may sound different than when read alone.
2. Use Sentence Pronunciation with your section as the Segment Range. Compare your speech with the native speaker's. Don't worry if your waveform doesn't match the native speaker's exactly; variation is normal. Try to get the same general pattern.
3. Use Conversation Practice to take part in a foreign language dialog. This exercise is a great way to sharpen the kind of listening and speaking skills you need to converse in a foreign language, because it teaches you what to say as well as how to pronounce it.



Your computer has infinite patience, so take as much time as you need with your answers. After practicing a while, you'll find the dialogs going much smoother, and you'll build your confidence for conversations with real native speakers.

4. Return to the Title and listen to the Segments pronounced continuously as you read your section. Stop the sound and use the Sound Palette to practice pronouncing any Segment you want.
5. Find a native speaker or a fellow learner with whom to practice your newfound communication skills! Holding a real foreign conversation is a fun and rewarding way to learn. When you feel comfortable, go on to Lesson 9: Expanding Comprehension.

Lesson 9: Expanding Comprehension

By now, you know your section of the Title well. It's time to take what you've learned and move on in the text.

1. Put a Bookmark at the end of your section, then read further in the text. When you see words you know, keep reading. Look at the reference panels for help with unfamiliar words.
2. Read as far as you are comfortable. It may be another paragraph, another page, or more. Put a Bookmark where you stop reading. The text between the Bookmarks will be your new section.
3. Go back to your first Bookmark, then repeat the previous lessons with your new section of text. To make this step easier, do the following:
 - Use Bookmarks to mark important locations, such as the beginning and end of your section.
 - Use **Find / Go to Location** to go to specific Segments.
 - Use the menu commands Copy Note, Find Word (or Find Root), and Paste Note if you want to attach the same Note to several occurrences of a word.
 - Use the **From ___ to ___** Segment Range when using games or Listen & Speak. Fill in the Segment numbers of your section.
4. When you have a grasp of the meaning and vocabulary of the whole Title, go on to Lesson 10: Learning Grammar.

Lesson 10: Learning Grammar

Memorizing grammar rules is less important than experiencing the language. In your native language, you don't think "I need the third person plural of an indicative past tense verb." You fill in the word that sounds right. After reading a Title, you may already have a feel for the grammar of your foreign language. This lesson strengthens that grammar knowledge.

1. To see grammar in the context of the language, read your section of the Title, paying attention to the comments in the Grammar panel.
2. Pick an interesting word and see what part of speech it is by looking in the Grammar panel. If your language includes a Grammar Basics file, you can also link to Grammar Basics to read about that type of word. You don't have to memorize the Grammar Basics information. Read it once to get a basic understanding, then use it as a reference when needed.
3. Find words that are the same part of speech and mark them as CheckWords. Look at the words in the CheckWords tab and notice similarities. Do they have similar endings or prefixes? Do they appear in similar situations? Are they in the same position in a sentence? To make this step easier, focus on a narrow category: singular nouns or present tense verbs rather than just nouns or verbs, etc.
4. Make Notes about your observations. Use the menu commands Copy Note, Append Note, Find CheckWord, and Paste Note to attach these Notes to appropriate words. Print your CheckWord List and your Note List to study away from the computer.
5. Repeat this lesson with different types of words, then go on to Lesson 11: Grammar Practice.

Lesson 11: Grammar Practice

You can practice your grammar many ways with Languages of the World.

1. Reread your section three times, looking at the grammar comments and your Notes when you need.
2. Pick a type of word, then play Crosswords and Vocabulous! using a CheckWord List of words of that part of speech as the Segment Range. Focus on endings, prefixes, or other elements that mark the words as being a certain type.
3. Use the Find Root feature to build a CheckWord List of different forms of the same verb. Play Vocabulous! with that list to practice verb conjugations. The game teaches you when each form is used as well as what it looks like.
4. Hide the Grammar panel then try to find several examples of a certain part of speech. Restore the Grammar panel to see if you were correct.
5. Play Unscramble and Plug-n-Play using your knowledge of grammar to place words correctly. When you're ready, go on to Lesson 12: Test Yourself.

Lesson 12: Test Yourself

When you've worked with a Title long enough to have a good grasp of the meaning and vocabulary, you can test your understanding in many ways.

1. Test your knowledge of how words work together by hiding the Segment panel. Read the Title and type Notes with your own Segment translations. Restore the Segment panel and check your understanding by comparing your Notes to the actual translations.
2. Hide the Word Meaning panel. Read the Title using just the Segment translations for help. Figure out which words mean what in the Segment. Restore the Word Meaning panel to check your answers.
3. Choose **View / Zoom Title** to hide all the reference panels at once. Read as much of the Title as you can. Make a CheckWord List of words you don't know. Choose **View / Zoom Title** again to restore the reference panels. Find your CheckWords and review their translations.
4. Print the Title to read before class, on the subway, or any time you want to practice but can't be at your computer. The printed Title will not have translations, so mark words you don't know and find them next time you use the program to see their meanings.
5. Use Vocabulary of the World to test your vocabulary knowledge. Export a CheckWord List of words you're learning and import it in Vocabulary of the World. Play the Flash Cards game to see how well you really know the vocabulary!
6. Go to the Transparent Language web page, <http://www.transparent.com>, and see if there are any Title-based quizzes, general language proficiency tests, or other activities available for your language to measure and expand your language knowledge.

Congratulations! You've finished this set of lessons. Continue learning with Languages of the World on your own, or check out other ideas in the Successful Immersion Approach on page 5. You may also want to read the Hints lists that start on page 70.



Most importantly, go out and practice your language skills in the real world. The more you use them, the more you'll learn!

Using Languages of the World - Detailed Instructions

Navigating

Opening Titles

Titles are the foreign language texts used by Languages of the World. Titles come with translations, grammar information, sound, and illustrations. In Languages of the World, each Title is named after the language it teaches. You must open a Title before you do any other activities.

To open a Title from the Opening screen:

1. If you did not copy the multimedia files for the Title to your hard drive during installation and you want to hear sound or see illustrations for the Title after it opens, put the CD-ROM for that Title in the drive. If your Languages of the World program has more than one CD-ROM, use the one marked with the name of the Title you are opening. For an add-on Title, use that Title's CD-ROM. (If you did copy the multimedia files to your hard drive during installation, you do not have to put the CD-ROM in the drive.)
2. Do one of the following:
 - Double-click on the name of a Title in the list.
 - Click on the name of a Title, then click **Open**.
 - If you want to open a Title to a particular activity, such as a game, Listen & Speak, or Conversation Practice, click on the name of a Title then click on the appropriate button on the right-hand side of the screen. We recommend you become familiar with the Titles themselves before you use these options.
 - If you want to open a Title installed in a different folder, click **Browse**, then locate the Title.

The Title will open and the Reading screen will appear.

To open a Title from any screen:

1. If you did not copy the multimedia files for the Title copied to your hard drive during installation and you want to hear sound or see illustrations for the Title after it opens, put the CD-ROM for that Title in the drive. If your Languages of the World program has more than one CD-ROM, use the one marked with the name of the Title you are opening. For an add-on Title, use that Title's CD-ROM. (If you did copy the multimedia files to your hard drive during installation, you do not have to put the CD-ROM in the drive.)
2. Choose **File / Open a Title**. The Macintosh Open File dialog box appears.
3. Click on the name of a Title, then click **Open**.

The Title will open and the Reading screen will appear.

Installing Add-On Titles

Add-on Titles must be installed before you can open them in Languages of the World.

To install add-on Titles on your hard drive:

1. Put the Title CD-ROM in the drive. You will see a window with one or more icons:



Note: If the icon appears as  and you also see a folder called TL4, double-click on the TL4 folder to open it and install the Title from inside that folder.

2. Drag the Title icon(s) into the **Titles** subfolder inside the folder on your hard drive where Languages of the World is installed.
3. If you also see any files with the extension **.sty** on the Title CD-ROM, drag those files into the **Styles** subfolder inside the **Titles** folder on your hard drive. Not all Titles have style files. The Title or Titles will be available next time you open the Languages of the World program.

If you prefer, you can also install the multimedia files for the Title. Doing so requires a considerable amount of additional disk space, but will allow you to hear sound and use the multimedia without putting the Title CD-ROM in the drive. It may also enhance the performance of the multimedia files. If you choose not to install the multimedia files, you will still be able to hear sound and use the multimedia by putting the correct CD-ROM in the drive.

To install the multimedia files for an add-on Title:

1. Close Languages of the World if you have it open, and install the Title as usual.
2. Look in the folder where you installed Languages of the World and see if there is a folder called **Media**. If there is, open that folder. If not, create a folder with that name.
3. Within the **Media** folder, create a new folder. It does not matter what you name this new folder. You may want to use the name of the Title or some other convenient name.
4. Put the Title CD-ROM in the drive, if it is not there already. Locate the **Common** folder on that CD-ROM, and open that folder.
5. Drag all the files in that Common folder into the new folder that you just created on your hard drive. Be sure to drag all the files.
6. Restart Languages of the World. You should be able to open the Title and hear sound whether or not you have the Title CD-ROM in the drive.

Navigating Titles

You can use the following methods to move through the text of the open Title on the Reading Screen.

To move through the Title:

Word-by-word:

- Right and left keyboard arrow keys
- Space and Shift-Space

Segment-by-Segment: Tab key (forward) and Shift-Tab (backward)

Line-by-line: Up and down keyboard arrow keys

Screen-by-screen: Page Up and Page Down keys

To go to the beginning of a Title: Home

To go to the end of a Title: End

To go to a specific Segment: Click Segment 77 Word 26

To go to Conversation Practice, Games, or Listen & Speak Activities:

Click the appropriate navigation buttons at the top of the Reading screen: 

As you move through the Title text, the translation of the current Segment appears in the Segment Meaning panel. At the same time, the other reference panels show information about the current word, including the word's translation, root form, and grammatical explanations.

Using Hyperlinks

Some Titles contain hyperlinks, which allow you to jump from place to place in the Title text, as well as jump directly to games and activities that are appropriate for a specific part of the text. You may see hyperlinks in a table of contents, after a dialog, or in other parts of the text. There may also be hyperlinks that appear in the Grammar panel and link to Grammar Basics. Hyperlinks appear as green, underlined text, either in the Title panel or in the Grammar panel. Not all Titles contain hyperlinks.

To use hyperlinks:

1. Move your mouse pointer over any green, underlined text in the Title panel or in the Grammar panel. The mouse pointer will change to .
2. Click on the green, underlined text of the hyperlink to go to the destination for that hyperlink. Some hyperlinks take you to other locations in the Title text. Others open Grammar Basics, Listen & Speak, Conversation Practice, quizzes, games, or other activities. In most cases the text of the hyperlink will indicate its destination.

If you ever click down on a hyperlink in the Title panel without meaning to, move your mouse pointer off of the hyperlink before you release the mouse button and the hyperlink will not be activated.

About CheckWords

As you read a Title, you can build a personal vocabulary list by marking words as CheckWords. Each CheckWord becomes part of a CheckWord List, which shows the word, its translation, and its Segment and word number. You may have more than one CheckWord List per Title - for example, you may have a list of nouns, another of adjectives, and a third for forms of the verb "to be", etc.

CheckWord Lists let you focus your attention on a specific set of words, which can be more efficient and less intimidating than trying to master an entire Title at once. You can play *Vocabulous!* or *Crosswords* with your CheckWords to practice their definitions, or use them in *Word Dictation* or *Word Pronunciation* to hone your listening and speaking skills. You can even print your list to study away from the computer. The lessons and activities in the *Getting Started* section of this documentation, starting on page 4, show many uses for CheckWord Lists.

The CheckWords tab appears in the lower right-hand section of the Reading screen, along with the Notes tab. Only one of these tabs can be active at a time. To make the CheckWords tab active, click the top of the tab, where it says "CheckWords". On the CheckWords tab, you will see all the words in your current CheckWord List, and you can click on any word to go to it in the Title.

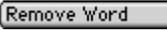
In addition to the CheckWords tab, there is also a List Viewer that has the tools for creating, choosing, naming, renaming, clearing, deleting, printing, importing, and exporting CheckWord Lists. You can click  on the CheckWords tab to open the List Viewer any time you need to perform these actions.

See pages 24 - 28 for detailed instructions on working with CheckWords.

Adding or Deleting CheckWords

CheckWord Lists let you focus your attention on a specific set of words from the Title. For more details, see "About CheckWords" above.

To add a word to, or delete a word from, a CheckWord List:

1. In the Title panel, select the word you want to add or remove from the list.
2. Do one of the following:
 - Click  or . The look of the button is determined by whether or not the word is already a CheckWord.
 - Choose **Edit / CheckWord**.

If the word was not previously marked as a CheckWord, any of the actions above will add it to your CheckWord List. If the word was already a CheckWord, any of these action will remove it from the list. You can add or remove words from your CheckWord List even when the CheckWords tab is not active.



Make a CheckWord List of important words and print it to take with you if you go on a trip to a foreign country. It can be a handy reference!

Finding a CheckWord

CheckWord Lists let you focus your attention on a specific set of words from the Title. For more details, see "About CheckWords" on page 24. You can find your CheckWords in the Title text when needed.

To find a CheckWord in the Title:

Do one of the following:

- Click the top of the CheckWords tab to make it active (if it isn't already), locate the word in the list, and click on it.
- Click  or  on the CheckWords tab to jump from CheckWord to CheckWord in the Title.
- Choose **Find / Previous** (or **Next**) / **CheckWord** to jump from CheckWord to CheckWord in the Title.

Clearing and Deleting CheckWord Lists

CheckWord Lists let you focus your attention on a specific set of words from the Title. For more details, see "About CheckWords" on page 24. You can clear or delete your CheckWord Lists when they are no longer needed. Clearing a list will remove all CheckWords from the list but leave the empty list available, while deleting a list will remove that list entirely.

To clear all CheckWords from a list:

1. Click  on the CheckWords tab to open the List Viewer.
2. Choose **List Tools / Clear List**.
3. Click **OK** to confirm that you want to erase all CheckWords in the list. The list remains available, but is empty.

To delete a CheckWord list entirely:

1. Click  on the CheckWords tab to open the List Viewer.
2. Choose **List Tools / Delete List**.
3. Click **OK** to confirm that you want to delete the CheckWord List. The list and all its CheckWords are permanently removed.

Specifying an Active CheckWord List

You can have more than one CheckWord List per Title, but only one list can be active at a time. When you create a CheckWord, it is added to the active CheckWord List. The List Viewer has the tools for activating, naming, and renaming CheckWord Lists.

To activate a particular CheckWord List:

1. Click  on the CheckWords tab to open the List Viewer.



2. Select your CheckWord List:
 - If you want to activate an existing, named list, select it from the pop-up menu.
 - If you want to name an unnamed list that already has CheckWords, or if you want to rename an existing named list, choose **List Tools / Rename List** and type the new name. List names can be up to 32 characters long. The names must be unique, and they are not case-sensitive.
 - If you want to create a new list, choose **List Tools / New List** and type a name for the list. List names can be up to 32 characters long. The names must be unique, and they are not case-sensitive.
3. To save your changes and close the List Viewer, click **Done**.



Having more than one CheckWord List can be useful when more than one person uses the program, or when one person wants to have separate lists. For example, you might want one CheckWord List of verbs and another of nouns. The Getting Started exercises on page 4 describe many uses for CheckWord Lists.

Saving Lists and Titles as Text

CheckWord Lists, Note Lists, and the Title text can all be saved in a text format that can be opened by a word processor or other application. Note that the text form of the Titles will not have formatting such as bold or italic text.

To save a list or Title as text:

1. Do one of the following:
 - Choose **File / Save as Text** and pick **Title, CheckWords, or Notes**.
 - Click  on the CheckWords tab (for a CheckWord List) or on the Notes tab (for a Note List) to open the List Viewer, then choose **Save List as Text** from the **List Tools** menu. (Lists only).
2. Locate the folder where you want to store the text file.
3. Type a name for the text file.
4. Click **Save**. Your list or Title is saved in a text file.
5. Open the text file in another application, such as a word processor. Don't worry if the letters don't look right. The next step will fix that problem.
6. If the characters in the text file are not displayed correctly, select all the foreign text in the new application, and set the display font to the same font that Languages of the World uses to display that language.



If you want to see what font Languages of the World uses for a particular language, select **View / Preferences / Text** to see the Text Properties preference panel.

Exporting Lists

You can export Notes and CheckWord Lists from one copy of Languages of the World and import them in another. Use this feature to share your lists with friends and colleagues! If you own more than one copy of Languages of the World, you can export and import lists to save yourself the trouble of remaking them. The export and import features can even move lists between a Macintosh and a PC. Exported CheckWords Lists can also be imported in Vocabulary of the World for additional vocabulary practice.

To export a CheckWord or Note List:

1. Click  on the Notes or CheckWords tab to open the List Viewer.
2. Choose **Export List** from the **List Tools** menu.
3. Locate the folder where you want to store the list. If you are moving the list to a different computer, you may want to save it directly onto a floppy disk.
4. Type a name to save the list under.
5. Click **Save**.
6. Import the list in another copy of Languages of the World, or see the Vocabulary of the World on-line Help for instructions on importing CheckWords in that program.

Importing Lists

Languages of the World can import lists that were exported from other copies of the same program.

To import a CheckWord List or Note List in Languages of the World:

1. Export a list from one copy of Languages of the World.
2. In the copy of Languages of the World in which you want to import the list, open the Title for which the list was made. Lists cannot be imported into a different Title from the one in which they were created.
3. Click  on the Notes or CheckWords tab to open the List Viewer.
4. Choose **Import List** from the **List Tools** menu.
5. Locate the list you want to import. It may be on the hard drive, a network drive, or a floppy disk.
6. Click **Open**.

If you already have a list with the same name as the one you are importing, you will be prompted to enter a new name before the list opens. Otherwise, your list will be imported and opened immediately.

About Notes

The Note feature functions like a built-in word processor so you can create your own comments linked to particular words in the Title text. You may have as many Notes and Note Lists as you like for each Title.

Notes let you leave helpful hints, questions, or messages for yourself. For example, if you think of an easy way to remember a foreign word, you can type that suggestion in a Note attached to that word. Whenever you come back to that word in the Title, your Note will reappear so you can see your reminder. You might also make Notes about the pronunciation of a word, so you'll have an easier time remembering how to say it. Notes can be copied, pasted, or even printed to study away from the computer. The lessons and activities in the Getting Started section of this documentation, which starts on page 4, show many uses for Notes.

The Notes tab appears in the lower right-hand section of the Reading screen, along with the CheckWords tab. Only one of these tabs can be active at a time. To make the Notes tab active, click the top of the tab, where it says "Notes". On the Notes tab, you can see any Note attached to the current word, or click on the arrows to go to the previous and next Notes in a Title.

In addition to the Notes tab, there is also a List Viewer that has the tools for creating, choosing, naming, renaming, clearing, copying, exporting, importing, and deleting Note Lists. You can click  to open the List Viewer when you need to perform these actions.

See pages 29 - 31 for detailed instructions on using Notes. Pages 27 - 28 also have information that applies to Note Lists as well as CheckWord Lists.

Creating Notes

The Note feature functions like a built-in word processor so you can create your own comments linked to particular words in the Title text. See "About Notes" above.

To create a Note:

1. In the Title panel, select the word or Segment you wish to comment on.
2. Click anywhere in the lower part of the Notes tab.
3. Type your Note. You can type ordinary characters by using your keyboard or by clicking on the Keyboard Palette. You can also type accents and special characters, if needed. See page 62 for instructions on typing special characters for most languages. For instructions on typing in Belorussian, Bulgarian, Serbian, Russian, and Ukrainian, see the Language-Specific Information section of this documentation, which starts on page 84.
4. When finished, click anywhere outside of the Notes tab. Your Note is added to the active Note List.

Editing Notes

The Note feature functions like a built-in word processor so you can create your own comments linked to particular words in the Title text. See "About Notes" on page 29 for more details. You can edit an existing Note at any time.

To edit an existing a Note:

1. In the Title panel, select the word linked to the Note you want to edit. (See "Finding a Note" on page 30 for instructions.)
2. Click anywhere in the lower part of the Notes tab.
3. Edit your Note. You can type ordinary characters by using your keyboard or by clicking on the Keyboard Palette. You can also type accents and special characters, if needed. See page 62 for instructions on typing characters for most languages. For instructions on typing in Belorussian, Bulgarian, Serbian, Russian, and Ukrainian, see the Language-Specific Information section of this documentation, which starts on page 84.
4. When finished, click anywhere outside of the Notes tab.

Finding Notes

The Note feature functions like a built-in word processor so you can create your own comments linked to particular words in the Title text. See "About Notes" on page 29 for more details. You can easily find your Notes when you want to refer to them.

To find a Note:

Do one of the following:

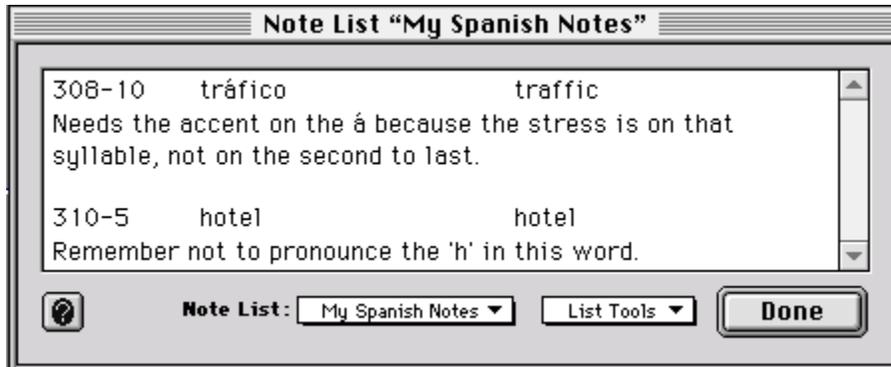
- Click on the top of the Notes tab to make it active (if it isn't already), then click  or  to jump from Note to Note in the Title text.
- Choose **Find / Previous** (or) **Next / Note**.
- Click  on the Note tab to open the List Viewer, click on the Note you want to find, then close the List Viewer.

Specifying an Active Note List

You can have more than one Note List per Title, but only one can be active at a time. When you create a Note, it is added to the active Note List. The List Viewer has the tools for activating, naming, and renaming Note Lists.

To activate a particular Note List:

1. Click  on the Notes tab to open the List Viewer.



2. Select your Note List:
 - If you want to activate an existing, named Note List, select it from the pop-up menu.
 - If you want to name an unnamed list that already has Notes, or if you want to rename an existing named list, choose **List Tools / Rename List** and type the new name. List names can be up to 32 characters long. The names must be unique, and they are not case-sensitive.
 - If you want to create a new list, choose **List Tools / New List** and type a name for the list. List names can be up to 32 characters long. The names must be unique, and they are not case-sensitive.
3. To save your changes and close the List Viewer, click **Done**.



Having more than one Note List per Title can be useful when more than one person uses the program, or when one person wants to have separate lists of Notes. For example, you might want to keep one Note List on grammar and another on pronunciation.

Deleting Notes

The Note feature functions like a built-in word processor so you can create your own comments linked to particular words in the Title text. See "About Notes" on page 29 for more details. You can delete Notes that you no longer need.

To delete a Note:

1. In the Title panel, select the word linked to the Note you want to delete. (See "Finding a Note" on page 30 for instructions.)
2. Click anywhere in the lower part of the Notes tab.
3. Select all the text of the Note. You can use ⌘-A as a shortcut to make this selection.
4. Press the Delete key.

To erase all Notes from a list but keep the list itself:

1. Click  on the Notes tab to open the List Viewer.
2. Choose **List Tools / Clear List**.
3. Click **OK** to confirm that you want to remove all Notes in the list. The list remains available, but is empty.

To delete a Note List entirely:

1. Click  on the Notes tab to open the List Viewer.
2. Choose **List Tools / Delete List**.
3. Click **OK** to confirm that you want to delete the Note List. The list and all its Notes are permanently removed.

Getting Grammar Help

Getting Grammar Help

Languages of the World provides grammar comments in the Grammar panel on the Reading screen. Look at these comments while you read the Title to gain a general understanding of the grammar of the language you are learning.

Many languages also come with a Grammar Basics file that contains information on parts of speech, such as adjectives, adverbs, articles, conjunctions, nouns, pronouns, verbs, and more, as well as an overview of the alphabet, sentence structure, gender, and conjugations. For transliterated languages, there is also an explanation of the transliteration. Not all languages come with a Grammar Basics file.

If your language includes a Grammar Basics file, you can use the methods below to link to it. If the options listed are not available, your language does not include Grammar Basics.

To use context-sensitive linking to Grammar Basics:

Do one of the following:

- Select the word for which you want more grammatical information, click  beside the Grammar panel, then click on the grammar topic that interests you in the pop-up menu.
- Click on a hyperlink to Grammar Basics in the Title text or the Grammar panel, if the Title you are using contains such hyperlinks.

The grammar help file opens to the topic you choose. You can print the open topic by clicking **Print**, or locate a different topic using the **Search** button.

To open Grammar Basics to its contents page:

1. Choose **Reference / Grammar Basics**.
2. When Grammar Basics is open, click on any item in the table of contents to link to a topic, or locate a topic using the **Search** button in the grammar help file. You can print the open topic by clicking **Print**.

Highlighting Segments and Phrases

By default, the current word, Segment, and phrase are highlighted in the Title panel. You can turn phrase and Segment highlighting off and on if you wish. Not every word in Languages of the World is part of a "phrase" or "word group", so you will not see phrase highlighting for every word.

To turn off (or on) automatic Segment or phrase highlighting:

Choose **View / Highlight Segment** (or) **Highlight Phrase**.

As you move through the text when highlighting is on, the highlighting moves too. You will see the translation of the current Segment in the Segment Meaning panel and the translation of the current phrase in the Phrase panel whether highlighting is on or not.

Linking to Vocabulary of the World

Languages of the World includes a special vocabulary drill program called Vocabulary of the World for many languages, which can help you build your foreign language vocabulary. You can import lists of CheckWords from Languages of the World into Vocabulary of the World for additional practice, or you can create your own lists of any words you want to learn.

To enhance your language exposure, Vocabulary of the World also comes with pre-built word lists in a variety of languages that are not covered in the main Languages of the World program. Vocabulary of the World can be used as a stand-alone program or you can link to it directly from Languages of the World.

To open Vocabulary of the World:

1. Do one of the following:
 - To open Vocabulary of the World directly from Languages of the World, choose **File / Go to Main** to go to the Main Screen if you are not already there, click **References**, select **Vocabulary of the World**, and click **Open**.
 - To open Vocabulary of the World on its own, click the Vocabulary of the World icon in the folder with Languages of the World.

Note: Vocabulary of the World may take a while to open Mac OS X. Please be patient.

2. When Vocabulary of the World opens, you will be asked to choose a user. Do one of the following:
 - If you want to use one of the pre-built lists which come with Vocabulary of the World for certain languages, choose the default user for that language. Usually, this user will be named **Vocabulary of the World(<Language>)**, where <Language> is the name of the language you are learning.
 - If you want to use a language which does not have pre-built lists, you can create a new user for that language and make your own list, or export CheckWord Lists from Languages of the World and import them in Vocabulary of the World.

See the Vocabulary of the World on-line Help for detailed instructions on using Vocabulary of the World.

To import CheckWord Lists in Vocabulary of the World:

1. Export a CheckWord List from Languages of the World, following the instructions on page 28.
2. Open Vocabulary of the World. (See above for instructions.)
3. Import the list in Vocabulary of the World, following the instructions in the Vocabulary of the World on-line Help.

Listening and Practicing Pronunciation

Locating Sound Files

Languages of the World Titles on CD-ROM come with built in sound, so you can hear the language pronounced by native speakers (or "expert" speakers in the case of Latin).

To access the sound files for a Title:

To confirm that Languages of the World has found the sound files, click  at the top of the Reading screen. If the sound files have been found, the screen where you can choose a Listen & Speak activity will appear. If that screen does not appear, you will see a message saying that the program did not find the sound files.

To locate the multimedia files if the program does not find them automatically:

1. Follow the appropriate set of instructions below, depending on whether you copied the multimedia files to your hard drive during installation.
 - If you did not copy the multimedia files to your hard drive during installation, then you will need to put the correct CD-ROM in the drive to hear sound. If your Languages of the World program has more than one CD-ROM, use the one marked with the name of the language you are using. For an add-on Title, use that Title's CD-ROM. To be sure that the CD-ROM has had time to load, verify that the CD-ROM icon appears on your desktop. (On some monitors, you may have to hide Languages of the World to see the desktop behind it. See page 82.)
 - If you copied the multimedia files to your hard drive during installation, verify that you have correctly followed the instructions for installing the multimedia files. For instructions on installing the multimedia files with the main program, see the installation instructions that came with Languages of the World. For instructions on installing the multimedia files for add-on Titles, see page 22.
2. Click  again. The screen to choose a Listen & Speak activity should appear.
3. If you don't actually want to use the Listen & Speak activities at this time, click **Cancel** to return to the Title. All sound features should now work.

If you still have trouble hearing sound, see "Troubleshooting: No Sound" on page 135.

Opening the Sound Palette

The Reading screen has four modes: Illustration mode, Sound Palette mode, Text mode, and Theater mode.

In Sound Palette mode, the Sound Palette appears to the right of the Title panel. With the Sound Palette, you can listen to words and Segments, record your pronunciation of them, see the Speech Correctness Meter, and evaluate your pronunciation graphs.

To switch to Sound Palette mode from any other mode:

Click  in the upper right-hand part of the Reading screen.

Listening to Words

You can hear the pronunciation of any word in the Title text. Listen as often as you need to improve your word recognition! You also can listen to the words of the Title text read continuously.

During installation, you have the choice of installing the multimedia files on your hard drive, or leaving them on the CD-ROM. If you leave them on the CD-ROM, you must have that CD-ROM in the drive to hear sound with Languages of the World.

To hear the pronunciation of single word:

1. Select the word in the Title.
2. Do one of the following:
 - Double-click on the word in the Title text.
 - Click  ,  , or  below the Title panel to hear the previous, current, or next word.
 - Open the Sound Palette and click .
 - Choose **Sound / Word**.
 - Press ⌘ -7 or press the F7 key.

To hear words pronounced continuously:

1. Select the word where you want the sound to start.
2. Do one of the following:
 - Click  beside the  button below the Title panel.
 - Choose **Sound / Words**.
 - Press ⌘ -8 or press the F8 key.

Listening to Segments

You can hear the pronunciation of every Segment in the Title text. Notice how words may sound different when spoken in context than when pronounced alone. You also can listen to the Segments of the Title text read continuously. Use this option if you want to hear the entire Title.

During installation, you have the choice of installing the multimedia files on your hard drive, or leaving them on the CD-ROM. If you leave them on the CD-ROM, you must have that CD-ROM in the drive to hear sound with Languages of the World.

To hear the pronunciation of single Segment:

1. Select the Segment in the Title text.
2. Do one of the following:
 - Click  , , or  below the Title panel to hear the previous, current, or next Segment.
 - Choose **Sound / Segment**.
 - Open the Sound Palette and click .
 - Press \mathbb{N} -9 or press the F9 key.

To hear the Segments of the Title pronounced continuously:

1. Select the Segment where you want the sound to start.
2. Do one of the following:
 - Click  beside the  button below the Title panel.
 - Choose **Sound / Segments**.
 - Press \mathbb{N} -0 or press the F10 key.

Listening to Parts of Words or Segments

You can listen to individual parts of words or Segments to focus on specific areas of pronunciation. For example, you may want to hear just the ending of a word, or just a cluster of letters you find difficult to pronounce. You may also want to hear just part of your own recording of a sound, to compare it closely to the native speaker's pronunciation.

To part of a word or Segment:

1. Open the Sound Palette by clicking  in the upper right-hand part of the Reading screen.
2. Play the word or Segment that you want to hear part of. If you prefer, you can also record your own pronunciation of that word or Segment. The waveforms for those sounds will appear. Depending on which comparison options you have selected, you may also see pronunciation graphs.
3. Click on any waveform or pronunciation graph and hold down your mouse button.
4. With the mouse button still held down, drag your mouse right or left to select part of the waveform or graph.



5. Release the mouse button to hear the part of the sound you selected.



This technique also works with the waveforms and pronunciation graphs on the screens for Word Pronunciation, Sentence Pronunciation, and Conversation Practice.

Stopping Sound

To stop sound at any time, do one of the following:

- Press the Esc key.
- Click the highlighted sound button. Depending on which type of sound is playing, this button will be , , , , or .
- Choose **Sound / Stop**.

Using SlowSound

SlowSound plays words and Segments slower than normal speech, making it easier for a non-native speaker to focus on individual sounds.

To use SlowSound:

1. Click  to turn on SlowSound. This button changes to  with a bright green shell when SlowSound is active.
2. While SlowSound is active, play the sound that you want to hear slowed down.
3. When you are ready to turn off SlowSound, click .

Notes: You can also hold down the Option key while you play a sound to turn on or turn off SlowSound just for that sound.

Setting the SlowSound Rate

You can choose how much SlowSound reduces the sound of words and Segments.

To set the SlowSound Rate (method 1):

1. Choose **View / Preferences / Sound**.
2. Adjust the SlowSound Rate to between 50% and 90% of normal speed by clicking on the up or down arrows beside the SlowSound Rate percentage. The lower the number, the slower the sound.

To set the SlowSound Rate (method 2):

1. Hold down the Option key while you click on the SlowSound button, .
2. Use the slider to adjust the SlowSound Rate to between 50% and 90% of normal speed.

Practicing Pronunciation with the Sound Palette

Use the Sound Palette to practice pronunciation in the context of a Title. The Sound Palette lets you keep the Title and reference panels open while you practice speaking.

To practice pronunciation with the Sound Palette:

1. Select the word or Segment you want to pronounce.
2. Open the Sound Palette by clicking  in the upper right-hand part of the Reading screen.
3. To listen to the native speaker, click  or  on the Sound Palette. You must play the native speaker's pronunciation before recording your own, so that the program will know what to compare your pronunciation to.
4. To record your speech:
 - A. Click  and HOLD THE BUTTON DOWN to begin recording.
 - B. Speak into the microphone. While you are speaking, the volume meter indicates the loudness of your recording. Try to keep the bar in the green area for best results. The yellow area indicates that you are speaking too softly, while the red area indicates you are speaking too loudly.
 - C. Release  when you are finished recording. Be sure not to release the button too soon, or you may cut off the end of your recording.
5. To hear your recording, click . To hear your recording immediately after the native speaker's, click . To hear a specific part of your recording, click on your waveform and hold down the mouse button while you drag the mouse right or left to highlight part of the waveform. When you release the button, you will hear just the highlighted part of the sound. You can use this feature to focus on specific elements of your pronunciation.
6. To visually compare your pronunciation to the native speaker's, look at the waveforms, the Speech Correctness Meter, or the pronunciation graphs. See page 46 for more details.

Opening a Listen & Speak Activity

Languages of the World has three Listen & Speak activities to improve your pronunciation and comprehension: Word Pronunciation, Sentence Pronunciation, and Word Dictation.

To open a Listen & Speak Activity:

1. Do one of the following:
 - Click  on the Reading screen.
 - Choose **Activities / Listen & Speak**.
2. The Select an Activity screen appears. Click on the name of the activity you want. You will see a description of the activity in the top box and the activity settings in the bottom box.
3. Select a Segment Range in the bottom box.

Possible Segment Ranges:

Entire Title	Text from anywhere in the Title will be used.
Up To Current Segment	Only text from the first Segment to the current location will be used.
From ___ To ___	Only text between the specified Segments will be used.
CheckWords	Only CheckWords will be used. This option is available only for Word Dictation and Word Pronunciation.

4. To begin the activity, click **Start** or double-click on the name of the activity.

Practicing Word Dictation

The Word Dictation exercise lets you focus on listening and spelling. Type the word you hear, then check your answer.

To practice Word Dictation:

1. Open Word Dictation following the instructions above.
2. You will hear a word pronounced. To hear the word again, click  as many times as you want. To see the translation of the Segment in which that word appears, open the Segment Meaning panel.
3. When you think you know the word, type it in the space provided. Don't forget to type special characters or diacritic marks, if needed. See page 62 for instructions on typing special characters for most languages. For instructions on typing in Belorussian, Bulgarian, Serbian, Russian, and Ukrainian, see the Language-Specific Information section of this documentation, which starts on page 84.
4. Click **Check** or press the Return key to check your answer. The right answer will appear in the Correct Answer panel. Compare that answer to what you wrote.
5. Click **Next** or press the Return key to go to the next word, or click **Done** when you finish dictation.

Practicing Pronunciation with the Listen & Speak Tools

Use the Listen & Speak features, Word Pronunciation and Sentence Pronunciation, to focus on pronunciation rather than on reading the Title.

To practice pronunciation with the Listen & Speak tools:

1. Open Word Pronunciation or Sentence Pronunciation following the instructions on page 41.
2. The activity screen appears, and you will hear a word or sentence pronounced. To hear the sound again, click  or . Listen as many times as you wish. To see the word or the Segment, or their translations, open the appropriate panel.
3. To record your speech:
 - A. Click  and HOLD THE BUTTON DOWN to begin recording.
 - B. Speak into the microphone. While you are speaking, the volume meter indicates the loudness of your recording. Try to keep the bar in the green area for best results. The yellow area indicates that you are speaking too softly, while the red area indicates you are speaking too loudly.
 - C. Release  when you are finished recording. Be sure not to release the button too soon, or you may cut off the end of your recording.
4. To hear your pronunciation, click . You can also choose to hear just a specific part of your recording. For more details, see "Listening to Parts of Words or Segments" on page 38.
5. Compare your pronunciation to the native speaker's audibly, by clicking the  button nearest to the record button to listen to both pronunciations.
6. Compare your pronunciation to the native speaker's visually, by looking at the waveforms, the Speech Correctness Meter, or the pronunciation graphs. You can also click  **Pitch Comparison**,  **Vowels Comparison**, and  **Fricatives Comparison** to hear audible representations of the patterns on the graphs.
7. Click **Next** to go to the next word or sentence, or click **Done** when you are finished practicing.

Opening Conversation Practice

Conversation Practice lets you take part in a real foreign language conversation. This challenging exercise is a great way to sharpen the kind of listening and speaking skills you need to converse in a foreign language, because it teaches you what to say in a conversation as well as how to say it.

Before you can use Conversation Practice, you must select a dialog to practice. Conversation Practice is available only for Dialog Titles.

1. Do one of the following:

- Click  on the Reading screen.
- Choose **Activities / Conversation Practice**.

The Select a Conversation screen appears.

2. Click on the name of the dialog you want to practice. The length and difficulty of the dialog are listed to the right of the listbox, and a description of the dialog appears below.
3. Click **OK** to start Conversation Practice with the selected dialog, or click **Cancel** to return to the Title. Double-clicking on the name of a dialog will also start Conversation Practice with that dialog.

Using Conversation Practice

Conversation Practice is a great activity for practicing pronunciation and comprehension.

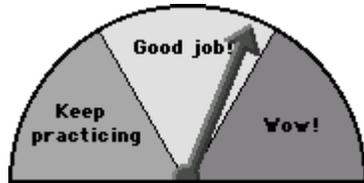
To use Conversation Practice:

1. Open a Conversation Practice dialog. The Conversation Practice screen appears.
2. Do one of the following.
 - Click  to have illustrations available while you practice.
 - Click  to have the Speech Correctness Meter, waveforms, and pronunciation graphs available for visual feedback on your pronunciation while you practice.
3. Choose a character from the **Choose Your Part** menu below the speech buttons. By default, you will be the second character who speaks. Be sure to notice which character you are, so you'll know when to say your lines! If you change parts after a dialog has begun, the dialog will restart.
4. You will hear the native speakers pronounce their lines until it is your character's turn to speak. When you see your character's name in the Conversation Text panel, use the information in the panels below the conversation text to determine what you should say. To close or open any panel, click on the bar above it. Available panels:
 - **Prompt for your line** - Gives a summary in English of what you should say.
 - **Translation of your line** - Gives the meaning of your line in English.
 - **Your line** - Gives your line in the foreign language.
5. Click  and HOLD THE BUTTON DOWN while you speak into your microphone to record your line. Release this button when you finish recording.
If  is selected, the volume meter indicates the loudness of your recording while you are speaking. Try to keep the bar in the green area for best results.
6. Click  below where it says **Your Voice** to hear your pronunciation. Click  to compare your voice audibly to the native speaker's. (If  is selected, you will also see your waveform and the Speech Correctness Meter or pronunciation graphs. Click  to change graphs.)
7. When you are satisfied with your pronunciation, click  to go on.
8. At any time during the exercise, you can do the following:
 - Click  to hear the native speaker say your line.
 - Click  to use SlowSound, or click  to stop the dialog sound.
9. Click **Done** to return to the Title or click **Choose Another** to start another dialog.

Reading the Speech Correctness Meter and Pronunciation Graphs

Languages of the World gives you several forms of visual feedback to help you improve different aspects of your speech. Don't be discouraged if your results vary, or if it takes several tries to improve your results. Keep practicing, and your pronunciation will improve.

The **Speech Correctness Meter** gives you a general score for your pronunciation of the current word or Segment, on a scale from "Keep Practicing" to "Wow!". This score is based on a comparison of the patterns of upper harmonics in the sounds - in other words, how closely you matched the native speaker's vowel sounds, pitch, and fricatives.



The **pronunciation graphs** break your pronunciation down into various categories. See the following pages for more details.

Waveform Graph - See below.

Pitch Graph - Page 47.

Fricative Graph - Page 47.

Vowel Graph - Page 48.

You can select any part of a pronunciation graph to hear just that part of the sound, or click once on a graph to hear an audible representation of the pattern of that graph.

To switch between the different graphs and the Speech Correctness Meter on the Sound Palette or on the Conversation Practice screen:

Click  and select the option you want.

Understanding Waveform Graphs

Waveform graphs are one type of graph that appears on the Listen & Speak screens and on the Sound Palette. They appear at the top of the screen and are labeled "Your Voice" and "Native Speaker". Waveforms plot variations in air pressure across time to give you an overall impression of how similar your pronunciation is to the native speaker's. Don't worry if your waveform doesn't match the native speaker's exactly; variation is normal. Try to get the same general pattern.



Waveforms illustrate certain speech attributes:

Frequency / Pitch: The closer together the vertical lines, the higher the frequency and thus the higher the pitch.

Intensity / Loudness: The taller the lines, the louder the sound. Intensity varies depending on the speaker, the position in the sentence, and the amount of stress.

Understanding Pitch Graphs

Pitch graphs are one type of graph that appears on the Listen & Speak screens and on the Sound Palette. Pitch refers to the frequency of your voice - how high or low it is.



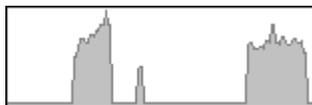
Variations in pitch are often used to hold a listener's attention, and may have special meanings in different languages. In English, for example, a rise in pitch at the end of a sentence indicates a question. For example, say "You speak French." and "You speak French?" and listen to the difference. In other languages, changes in pitch or tone may be the main difference between one word and another. Pitch is especially important in tonal languages, such as Chinese or Vietnamese.

By comparing your pitch graph to the native speaker's, you can tell whether you had the same pattern of high and low pitches as the native speaker. The higher the line on the graph, the higher the sound it represents. **When you are practicing pronunciation, matching the shape of the pitch graph is more important than matching the exact pitch of the native speaker's voice.**

If you click on a pitch graph, or if you click  **Pitch Comparison** on the Listen & Speak screens, you will hear a humming sound that gets higher and lower in pitch to match the pattern of the graph. Use this feature as another way to compare your pronunciation to the native speaker's.

Understanding Fricative Graphs

Fricative graphs are one type of graph that appears on the Listen & Speak screens and on the Sound Palette. Fricatives are sounds caused by friction - for example, hissing or shushing sounds, such as 's', 'z', and 'sh'.



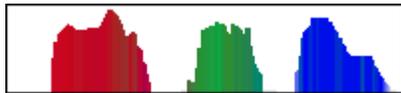
The fricative graphs show the number and placement of fricative sounds in your speech and the native speaker's speech, so that you can compare them. If a fricative graph is completely flat, it means there are no fricative sounds in that word or sentence. **When you are practicing pronunciation, matching the number and approximate location of fricatives is more important than matching the exact shape made by those fricatives on the graph.**

If you click on a fricative graph, or if you click  **Fricatives Comparison** on the Listen & Speak screens, you will hear just the fricatives from the sound represented by the graph. For example, in the Spanish word 'después', you would hear the 'sp' and 's' sounds from the middle and end of the word. Use this feature as another way to compare specific parts of your pronunciation to the native speaker's.

Understanding Vowel Graphs

Vowel graphs are one type of graph that appears on the Listen & Speak screens and on the Sound Palette. They are designed to help you master two key elements of pronunciation: Vowel sounds, which are represented by colors, and stress, which is represented by the shape of the graph. By comparing your vowel graph to the native speaker's, you can tell whether you used the same vowel sounds as the native speaker, and whether you stressed the same parts of the word.

Understanding the colors in the vowel graphs



The graph above shows the results of a speaker saying several distinct vowel sounds, so that you can see the colors produced.

Red Red colors in the graphs indicate a sound such as 'ee' in English 'feet'. Sounds such as 'i' in English 'pick' and 'e' in English 'wet' may also appear as shades of red and orange.

Green Green colors in the graphs indicate a sound such as 'a' in English 'father'.

Blue Blue colors in the graphs indicate a sound such as 'o' in English 'code'. Sounds such as 'oo' in English 'boot' may also appear in shades of blue or bluish-green.

In real speech, there are also many sounds that fall between these positions. Diphthongs and other combinations of sounds will appear as blended colors, such as bluish-green or reddish-purple. For some speakers, voiced consonants may also produce colors in the graphs. For example, 'm', 'n', and 'b' may produce shades of blue, while 'v', 'z', and 'r' may produce shades of green or even brownish-red.

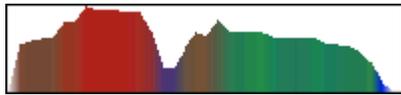
The exact shade of the colors on the graph will vary depending on the exact sound. It may be helpful for you to record yourself saying a variety of vowel sounds, so you can see how the colors look for you. Also, remember that you can select any part of a vowel graph to hear just that part of the sound. **When you practice pronunciation, matching the native speaker's pattern of colors is more important than matching the exact shade of each color in the vowel graphs.**

See the next page for information on understanding the shape of the vowel graphs.

Understanding the shape of the vowel graphs

The shape of a vowel graph indicates the amount of emphasis or stress placed on each vowel. The more a sound is stressed, the louder it is compared to the sounds around it. Stress is a very important factor in many languages. It can even make the difference between words - for example, when the English word 'present' is stressed on the first syllable, 'PREsent', it is a noun meaning 'a gift'. When pronounced 'preSENT', with the stress on the second syllable, it is a verb meaning 'to give'.

By comparing the shape of your vowel graph to the native speaker's, you can tell whether you stressed the same parts of the word or sentence as the native speaker. The higher the line in the graph, the louder the sound it represents. For example, in the graph below, you can tell that the stress is on the first of the two syllables, because the first part of the graph is higher than the second.



When you are practicing pronunciation, matching the general shape of the vowel graph is more important than matching the exact volume of the native speaker's voice.

If you click on a vowel graph, or if you click  **Vowels Comparison** on the Listen & Speak screens, you will hear a synthesized, computer-generated version of the vowel sounds represented by the graph. Use this feature as another way to compare specific parts of your pronunciation to the native speaker's.

Viewing Illustrations

Locating Multimedia Files

All the Titles in Languages of the World come with illustrations. When Languages of the World finds the multimedia files for those Titles, the illustrations will automatically appear. To confirm that the program has found the multimedia files, click  at the top of the Reading screen. If Languages of the World has found the files, the illustrations will appear. (If you have purchased an add-on Title that includes video, you will see the video.)

If the Multimedia panel does not appear, you will see a message saying that the program did not find the multimedia files.

To help the program locate the multimedia files if it does not find them automatically:

1. Follow the appropriate set of instructions below, depending on whether you copied the multimedia files to your hard drive during installation.
 - If you did not copy the multimedia files to your hard drive during installation, then you will need to put the correct CD-ROM in the drive to hear sound. If your Languages of the World program has more than one CD-ROM, use the one marked with the name of the language you are using. For an add-on Title, use that Title's CD-ROM. To be sure that the CD-ROM has had time to load, verify that the CD-ROM icon appears on your desktop. (On some lower resolution monitors, you may have to hide Languages of the World to see the desktop behind it. See page 82 for instructions.)
 - If you copied the multimedia files to your hard drive during installation, verify that you have correctly followed the instructions for installing the multimedia files. For instructions on installing the multimedia files with the main program, see the installation instructions that came with Languages of the World. For instructions on installing the multimedia files for add-on Titles, see page 22.

2. Click  again.

If you still cannot see illustrations, see "Troubleshooting: Illustration Problems" on page 137.

Opening the Multimedia panel

There are two ways you can see the illustrations in Languages of the World: In Illustration mode and in Theater mode.

In Illustration mode, the illustrations for a Title appear to the right of the Title panel. By default, the Reading screen is in Illustration mode the first time you run Languages of the World.

In Theater mode, the Multimedia panel appears in the center of the screen, at the largest supported size for that Title.

To switch to Illustration mode from any other mode:

Click  in the upper right-hand part of the Reading screen.

To switch to Theater mode from any other mode:

Click  in the upper right-hand part of the Reading screen.

Viewing Illustrations

Illustrations give you a visual context for a Title. Enjoy the illustrations while you read!

To view illustrations in an illustrated Title:

1. Switch to Illustration mode or Theater mode following the instructions above. The illustrations will be displayed.
2. To see the illustration for the previous or next Segment, do one of the following:
 - Click  or  below the Multimedia panel.
 - Choose **Illustrations / Previous** or **Illustrations / Next**.

To see the photographer and copyright information for an illustration:

Choose **Illustrations / Image Credit**.

See the on-line Help if you have purchased an add-on Title which comes with video rather than illustrations.

Playing Games

Opening a Game

Languages of the World has a set of fascinating games you can play to increase your language learning.

To open a game:

1. Do one of the following:
 - Click  on the Reading screen.
 - Choose **Activities / Games**.
2. The Select a Game screen appears. Click on the name of the game you want. You will see a description of the game and a list of the available game settings.
3. Select a Segment Range, then a Pace or a Word Length (whichever is applicable to your game).

Possible Segment Ranges:

Entire Title	Text from anywhere in the Title will be used.
Up to Current Segment	Only text from the first Segment up to the current Segment will be used.
From ___ To ___	Only text between the specified Segments will be used.
CheckWords	Only CheckWords will be used. This option is available only for Crosswords and Vocabulous!. You will not see this option if you do not currently have any words in your active CheckWord List.
Part of Speech	Only the chosen type of word will be used. This option is available only for Crosswords and Vocabulous!, and is not available for all languages.

4. Click **Play** or **Practice** to begin the game. Practice mode does not time you or keep score and lets you skip challenges or peek at answers. Segment Unscramble can only be used in one mode. Double-clicking on the name of a game has the same effect as selecting the game and clicking **Play**.

Playing Vocabulous!®

Vocabulous! is a fun way to test your vocabulary and spelling. A Segment appears, and you race against the clock to type the missing word. Try to get 10 words correct! If you make three errors, the words you missed recycle until you answer them correctly, then the game ends.

To play Vocabulous!:

1. Open Vocabulous! following the instructions on page 52.
2. The program selects a word for you to guess, shown as **** in the Segment. Type the word in the box provided. You should include any necessary accents or special characters. See page 62 for instructions on typing special characters in most languages. For instructions on typing in Belorussian, Bulgarian, Serbian, Russian, and Ukrainian, see the Language-Specific Information section of this documentation, which starts on page 84.

Tips:

- To hear the word or Segment, click  or . To slow down the pronunciation, click .
 - To hear the word or Segment automatically spoken when the clue is first presented, select **Word** or **Segment** in the **Auto Play** box. Choose **Off** to stop using the Auto Play option.
 - To make Vocabulous! more challenging, close the reference panels.
3. Click **Guess** (or press the Enter key) to submit your answer, then click **Go On**.
 4. The game ends after 10 words, or when you get 3 words wrong. Click **Done** to stop sooner.



If you get 3 words wrong, Vocabulous! recycles them until you get them right. This repetition is a great learning tool, so don't be discouraged even if you get your first three words wrong. Think of them as three words you'll know better next game!

5. Use the High Scores chart to see your scores.

Scoring: The faster you play, and the less help you use, the higher you can score.

Starting Number of Bonus points:	100 Bonus Points
Each second of play:	-2 Bonus Points
Points for each correct word:	35 Points
Spoken word heard	-10 Points
Spoken Segment heard	-2 Points

Your current point value per word, as well as your Bonus points, appear above the sentence with the missing word.

Playing Unscramble

In Unscramble, you build syntax skills by putting words in their correct order. Unscramble gives you a mixed-up Segment. Words in the wrong place appear in red; words in the correct place are black. The object is to place all the words correctly in the time allotted.

To play Unscramble:

1. Open Unscramble following the instructions on page 52.
2. The game presents a Segment with the scrambled words in red. Use the following mouse techniques to place the words where they belong. Words turn black when placed correctly.

To move a word: Click, hold, and drag.

To swap two words: Press Option, click, hold, and drag.

To move a word immediately after the first sequence of correctly placed words: Double-click.

If you get stuck:

- Refer to the translation in the Segment panel.
- Click **Free Word** to have a single word placed correctly. You can only use Free Word a certain number of times each game.
- To hear the section of text, click .
- In Practice mode, click **Answer** to see the correct order. Click **Retry** to try the scrambled puzzle again.

3. When you're ready to go to the next Segment, click **Go On**.
4. The game ends after 10 Segments. Click **Done** to stop sooner. The High Scores chart will appear.

Scoring: The less help you use, the higher you can score:

Segment value:	3 x number of words
First use of sound button	-3
Each use of Free Word	-3 (and decreases time)

Bonus points are awarded for time remaining.



Unscramble looks for each word to appear in its correct numerical order. For example, in **The dog ate his lunch**, The = 1, dog = 2, ate = 3, his = 4, and lunch = 5. If you had unscrambled it this far: **The dog ate lunch his**, both **lunch** and **his** would still be red, even though you know **ate lunch** is the correct order for the parts of the verb phrase.

Playing Plug-n-Play

Plug-n-Play displays 100 words of text with 10 to 20 blanks. The missing words appear beside the text. The object is to drag each word into the correct blank in the time allotted.

To play Plug-n-Play:

1. Open Plug-n-Play following the instructions on page 52.
2. The game displays a section of text with 10 - 20 blanks. The missing words appear beside the text. Click on the words and drag them to the blanks.

Tips:

- When you place a word correctly, it appears in the text in blue and disappears from the word list.
 - If you place a word incorrectly, it turns red in the word list and the text. Misplaced words stay red until you place a word correctly.
 - Double-clicking on a word in the list moves it to the first available space.
 - Listen to the section of text by clicking  below the text.
3. Click **Go On** when you've finished a round.
 4. The game ends after 10 rounds. To stop sooner, click **Done**. The High Scores chart will appear.

Scoring. The faster you play, the more points you receive:

Points for each correct word: 5

Bonus points: seconds left at the end of play are added to your score.

First use of Segment sound: - 3

The game saves your score each round and adds it to your previous score until you exit the current game.



You cannot refer to reference panels as aids in Plug-n-Play, so you must use other clues to fill in the puzzle. You may know that one blank needs a feminine article, or that another needs a past tense verb. When you start to plug words in simply because "it feels right," you are playing with the ease of a native speaker.

Playing Crosswords

The Crosswords game is a fun and challenging way to improve your vocabulary and spelling skills. The answers to the crossword puzzle are words missing from a Segment.

To play Crosswords:

1. Open Crosswords following the instructions on page 52.
2. A crossword puzzle appears. The answers are words missing from the Segments displayed below the puzzle. Try to fill in the missing words:
 - To move around the puzzle, use the arrow keys or the mouse.
 - To enter a letter, select a square, then type the letter. The cursor moves forward or down after you type the character.
 - To type special characters for most languages, see page 62. For instructions on typing in Belorussian, Bulgarian, Serbian, Russian, and Ukrainian, see the Language-Specific Information section of this documentation, which starts on page 84.
 - To toggle between down-words and across-words, click in the intersecting square.
 - To delete a letter immediately after typing it, press the backspace key. To delete a letter you didn't just type, click on its square, then press the backspace key.

Need a hint? Try these aids:

- To see a translation of the current Segment, click on the **Segment Meaning** bar to open the Segment Meaning panel. This panel is closed by default.
 - To have a letter entered for you, click on a box, then click **Free Letter**.
 - To see the answer for a word, click on a box in that word and click **Verify Word**.
 - To add a word to your CheckWord List for further study, click **Add Word**.
 - To hear a word or Segment, click  or . To make sound slower, click .
 - To hear the word or Segment automatically spoken when a clue is first presented, select **Word** or **Segment** in the **Auto Play** box. Choose **Off** to stop Auto Play.
3. When you are finished with a puzzle, click **Answer**. Wrong or missing letters are filled in. Correct letters are shown in blue.
 4. When you finish, click **New Game** to start another round of Crosswords, or click **Done** to end the game. The High Scores chart will appear.

Scoring:	Points for each correct letter:	5
	Verify Word used	-10
	Spoken word heard	-10
	Free letter	-10
	Each incorrect letter	-5
	Spoken Segment heard	-2

Playing Segment Unscramble

With Segment Unscramble, you can build your listening comprehension and paragraph structure skills in a challenging and fun environment. Try to get all the Segments in their correct order!

To play Segment Unscramble:

1. Open Segment Unscramble following the instructions on page 52.

A set of images appear, each representing a Segment from the Title. You can see the text of each Segment at any time by clicking on its corresponding image. The frames are yellow for images that are out of order, and gray for images that are in the correct location.

2. Use the following mouse techniques to place the images in the correct order in the numbered squares, starting in the upper left corner:

To move an image: Click, hold, and drag.

To swap two images: Click, hold, and drag one image onto another

To move an image into the first empty space: Double-click.

3. To get additional help, try the following:
 - Click on an image to hear its Segment pronounced and see the text of that Segment in the Segment tab. Click the **Translation** tab to see the meaning of the Segment instead. If you want to challenge yourself, click **Hide Text** to conceal the information in both these tabs.
 - Click **Play All** to hear all the Segments pronounced, in order.
 - Click **Free Clip** to have a single image placed correctly.
 - Click **Answer** to see the correct order.
4. When you finish a round, do one of the following:
 - Click **Rescramble** to try the scrambled version of the same puzzle again.
 - Click **Another** to try a new Segment Unscramble puzzle.
 - Click **Done** to return to the Title. Segment Unscramble is not scored, so the High Scores chart will not appear.

Understanding the High Scores Chart

When you finish playing a game, the High Scores chart appears. Scores do not appear after you practice a game, because practice sessions are not scored.

Understanding the chart:

The High Scores chart can show either the overall highest scores or your personal recent scores, for that game with that Title. On the chart, scores are represented as bars of varying lengths. By default, the numerical score appears on the bar, along with the player's name (for high scores) or the date (for personal scores). High Scores are organized from lowest to highest numerical score, while personal scores are organized by date. Up to 20 bars can be displayed at a time. You can click on a bar for more details.

Using the buttons:

Below the High Scores chart, there are several buttons:

My Scores – Displays your personal scores for the 20 most recent times you have played that game with that Title.

High Scores – Displays the 20 highest scores achieved by any players for that game with that Title on that computer.

View Words Played – Opens the Game Word Viewer so you can review your game words.

Play Another – Starts the game again, with the same settings you used before.

Done – Returns you to the Title.

Seeing more details about the games:

The High Scores chart also stores additional information about each game, including the date and time it was played, the Segment Range, Word Length, or Pace that was used, and the number of rounds that were played. Click any bar to see the details for its corresponding game.



Challenging yourself to beat your highest score can be a fun way to build your language knowledge!

Searching the Text

Finding a Root or Word

As you read, you may want to find a particular root or word in the Title. For example, if you encounter a verb and wish to see it in other forms and contexts, you could search for its root (the infinitive). Repeat the search as often as you like. Searches are not case-sensitive.

To find another instance of the currently selected root or word:

Click  and select **Find Root** or **Find Word** from the pop-up menu.

To search the Title text for any root or word:

1. Choose **Find / Root (or) Word**.
2. Type the root or word you wish to find. (The currently selected root or word from the Title is entered by default.) You can type ordinary characters by using your keyboard or by clicking on the Keyboard Palette. See page 62 for instructions on typing special characters for most languages. For instructions on typing in Belorussian, Bulgarian, Serbian, Russian, and Ukrainian, see the Language-Specific Information section of this documentation, which starts on page 84.

You may use wildcards to search for parts of roots and words. Wildcards can be used at the beginning, middle, or end of a word, and you can use as many wildcards in a search as you want. There are two wildcard characters:

asterisk (*) = zero or more characters
question mark (?) = a single character

examples: A search on **writ*** would find **write, writer, written**.
A search on **writ?** would find **write**, but not **writer** or **written**.
A search on ***a*** would find all words containing the letter **a**.
A search on **???** would find all 3 letter words.

3. Click **OK**.

To repeat your most recent search:

Choose **Find / Find Again**.



Remember that root words can look quite different from their conjugated or inflected forms. For example, a "Find Root" search on the English verb *be* locates *am, is, are, was, been* etc., all forms of *be*.

Finding a Grammar Link

The Find Grammar Link feature is available for some Titles to help you find words with grammatical information similar to the current word. For example, you could search the Title for plural nouns, subjunctive verbs, or definite articles. Not all Titles have grammar links.

To find words with similar grammatical information in Titles which have grammar links:

1. Select a word in the Title panel.
2. Do one of the following:
 - Click  and select **Find Link** from the pop-up menu.
 - Choose **Find / Grammar Link**

If these options are not available, the Title you are using does not have grammar links.

3. The **Select Links to Find** dialog box appears and lists grammar links that apply to the current word. By default, the search will include all the grammar links, so there will be an **X** next to each option. To exclude any grammar link from the search, click on it so the **X** disappears.
4. Do one of the following:
 - Click **Find** to find the next word with your chosen grammar links.
 - Hold down the Shift key while you click **Find** to find the previous word with your chosen grammar links.
 - Click **Cancel** to close the dialog box without searching.

To repeat your most recent search:

Choose **Find / Find Again**.

Finding a Segment

Each Segment in a Title is assigned a unique number, which appears just below the Title panel. You can go directly to a Segment by specifying its number.

To locate a Segment:

1. Do one of the following:
 - Click .
 - Choose **Find / Go to Location**.
2. In the dialog box, type the Segment number of the Segment you wish to locate. The word number is optional.
3. Click **OK**.

Using Bookmarks

Setting a Bookmark

Bookmarks in Languages of the World take the place of those slips of paper you might slip in between the pages of books. Unlike a paper bookmark, electronic Bookmarks mark an exact spot on the page. You can have as many Bookmarks as you like in a Title. Use them to hold your place when you finish reading, or to mark interesting passages and important parts of a story.

To set a Bookmark:

1. In the Title panel, select the location you wish to place a Bookmark.
2. Do one of the following:
 - Click  above the Title panel.
 - Choose **Edit / Bookmark**.
 - Press ⌘-B.

To find a Bookmark:

Do one of the following:

- Click  or  beside the Bookmark button  to jump from Bookmark to Bookmark in the Title text.
- Choose **Find / Previous (or Next) / Bookmark** to jump from Bookmark to Bookmark in the Title text.

To remove a Bookmark:

1. In the Title panel, find and select the word linked to the Bookmark you wish to delete. When you are on a word with a Bookmark, the Bookmark button appears as .
2. Do one of the following:
 - Click  above the Title panel.
 - Choose **Edit / Bookmark**.
 - Press ⌘-B.

The Bookmark will be deleted and the Bookmark button will change back to .

Typing, Copying, Pasting, and Printing

Typing Special Characters or Diacritic Marks

You can type letters with diacritic marks (such as à, ö, ñ, or ç) or other special characters (such as ß) in Notes, word or root searches, games, or Word Dictation.

Note: For instructions on typing in Belorussian, Bulgarian, Serbian, Russian, and Ukrainian, see the Language-Specific Information which starts on page 84.

You can type special characters with the Keyboard Palette or with the arrow keys.

To type special characters with the Keyboard Palette:

1. Position your cursor where you want to type the special character. The Keyboard Palette should appear. If it does not, choose **View / Preferences / Keyboard** and select **Show Always**, then click **OK** to close the panel and reposition your cursor.
2. Click on the character you want on the Keyboard Palette. Capital letters are available by holding down the Shift key.

To type special characters with the arrow keys:

1. Type the base character for the character you want, such as **a** for **à**. To type a capital letter with an accent, capitalize the base character- for example, use **U** for **Û**.

Note: In a few cases, the base character may not be as obvious: For German **ß** (eset), the base character is **s**. For Icelandic **þ** (thorn) and **ð** (eth), the base character is **t**. Use a capital **T** for **Ð** (capital eth). For Azerbaijani **Ə**, the base character is **e**. For **æ** (ash), used in several languages, the base character is **a**.

2. Press the up arrow key (or the down arrow key) on the keyboard until the correct character is displayed. When typing Notes or playing Crosswords, press the Option key and the arrow key at the same time. (The arrow keys by themselves are used to move the cursor in those situations.)

Copying Words, Segments, and Notes

Words, Segments, and Notes can be copied or appended to the Clipboard. From the Clipboard, they can be pasted into Notes in Languages of the World or any other application that supports pasting.

To copy a word, Segment, or Note:

1. Do one of the following:
 - In the Title panel, select the word or Segment you want to copy.
 - Display the Note you want to copy (select the word in the Title that is linked to the Note).
2. From the **Edit** menu, choose **Copy Word**, **Copy Segment**, or **Copy Note**.
Note: To copy text out of an active Note, you can select the text and choose **Edit / Copy**.
3. Paste the text wherever you like.



You could copy a set of important Segments into Notes, type their translations, and print the list as a handy reference.

Appending Words, Segments, and Notes

When you copy text to the Clipboard, any existing material on the Clipboard is erased. The Append command allows you to add material to the Clipboard, as many times as you want, and then paste it all at once.

Words, Segments, and Notes can all be appended.

To append a word, Segment, or Note:

1. Do one of the following:
 - In the Title panel, select the word or Segment you want to append.
 - Display the Note you wish to append (select the word in the Title that is linked to the Note).
2. From the **Edit** menu, choose **Append Word**, **Append Segment**, or **Append Note**.
3. Paste the text wherever you like.

Pasting Text

After you copy or append text, you can paste that text into a Note in Languages of the World or into any other application that supports pasting.

To paste text into a Note in Languages of the World:

1. Select the word linked to the Note. If you want the text pasted into a specific place in the Note, click the top of the Notes tab to make it active and position the cursor where you want the material.
2. Do one of the following:
 - Press ⌘-V.
 - Choose **Edit / Paste to Note** if your cursor is not currently in the Notes tab. The new text will appear at the end of to any text already in the Note.
 - Choose **Edit / Paste** if your cursor is currently in the Notes tab. The text will appear at the position of your cursor.

To paste text in most other applications:

These instructions will work for many Macintosh applications. If they do not work for the application you are using, see that applications documentation for information on how to paste text.

1. Position your cursor where you wish to paste the material.
2. Choose **Edit / Paste** or press ⌘-V.
3. If the characters in the pasted text do not appear correctly, select the text and change the display font in the application to the same font that Languages of the World uses for that language.



If you want to see what font Languages of the World uses for a particular language, choose **View / Preferences / Text**.

Printing a Title

You can print the text of any Title to study away from the computer. Read it whenever you want a few minutes of language exposure!

To print the open Title:

1. Choose **File / Print / Title**.
2. The printer dialog box appears. Click **Print**.

Printing a CheckWord List

You can print your CheckWord Lists to study away from the computer.

To print the active CheckWord List:

1. Do one of the following:
 - Choose **File / Print / CheckWords**.
 - Click  on the CheckWords tab to open the List Viewer, then choose **Print List** from the **List Tools** menu.
2. The printer dialog box appears. Click **Print**.



Make a CheckWord List of important words and print it to take with you if you go on a trip to a foreign country. It can be a handy reference!

Printing a Note List

You can print your Note Lists to study away from the computer.

To print the active Note List:

1. Do one of the following:
 - Choose **File / Print / Notes**.
 - Click  on the Notes tab to open the List Viewer, then choose **Print List** from the **List Tools** menu.
2. The printer dialog box appears. Click **Print**.



Make a Note List of important phrases and their translations and print it to take with you if you go on a trip to a foreign country. It can be a handy reference!

Customizing

Customizing Reference Panels

You can choose to show or hide particular reference panel information on the Reading screen and on several other screens. If you hide a reference panel's information, the panel shrinks down to a thin line.

To hide the information in a reference panel:

Click anywhere on the bar above the panel: 

To restore the information:

Click anywhere on the bar beside the line: 



Use **Zoom Title** (under the **View** menu) to expand the Title panel to fill the screen and hide all other panels. Choose **Zoom Title** again to return to the former layout.

For instructions on changing the fonts in the reference panels, see below.

Customizing Text Properties

The Text Properties preference panel lets you change the fonts or font sizes in the reference panels on the Reading screen. For example, you may make the font size larger if it helps you see the characters more clearly.

To change the font or font size in the reference panels:

1. Choose **View / Preferences**.
2. Select **Text** from the pop-up menu. You will see information about the current fonts and font sizes of the Title and reference panels.
3. Choose font types and sizes from the pop-up menus. Keep in mind that not all fonts can display all the characters needed for some languages.



If you change your mind about your modifications, you can click **Revert Panel** to go back to the settings in place when you opened the panel. If you want to go back to the original font settings that came with Languages of the World, click **Factory Settings**.

4. When you finish, choose another preference panel from the pop-up menu or click **OK** to close the panels.

Customizing the Keyboard Palette Display

The Keyboard Palette can help you type special characters in the language of the Title. See page 62 for information on using the Keyboard Palette. You have three choices for when the Keyboard Palette is displayed.

To choose a setting for the Keyboard Palette:

1. Choose **View / Preferences**.
2. Select **Keyboard** from the pop-up menu.
3. Select the setting you want:

Show always	The Keyboard Palette stays open and ⌘-T toggles it between the Title language and English.
Show never	The Keyboard Palette is not displayed, but ⌘-T toggles the typing mode between the Title language and English.
Show when typing Title language	⌘-T toggles between displaying and hiding the Keyboard Palette; when displayed the typing mode is the Title language and when hidden the typing mode is English.
4. When you finish, choose another preference panel from the pop-up menu or click **OK** to close the panels.

Customizing Sound

Use the Sound preference panel to turn on or off sound during games and navigation events and to adjust the SlowSound Rate and the Word Spacing.

To adjust the sound settings:

1. Choose **View / Preferences**.
 2. Select **Sound** from the pop-up menu.
 3. Change one or more of the sound settings:
 - Set the Word Pace to a number between 1 and 100 (where 100 is the most space between words), by clicking on the arrows beside the Word Pace number. Note that the Word Pace only affects continuous word sound, NOT Segment sound. Segments are recorded in their entirety in a natural speaking rhythm.
 - Set the SlowSound Rate to between 50% and 90% of normal speed by clicking the arrows beside the SlowSound Rate percentage. The lower the number, the slower the sound will be when SlowSound is active.
 - To turn sound effects off while playing games, clear the appropriate box.
 - To hear games play any word you answer correctly, check the appropriate box.
 - To control the volume level when you record your voice, move the Recording Level slider to the right to make your recordings louder, and to the left to make them softer. This feature may be handy if you find that your recordings are always very quiet.
-  If you change your mind about your modifications, click **Revert Panel** to go back to the settings in place when you opened the panel. To go back to the original settings that came with Languages of the World, click **Factory Settings**.
4. When you finish, choose another preference panel from the pop-up menu or click **OK** to close the panels.

Customizing Color Schemes

The Color preference panel lets you change the background colors on the Reading screen and most other screens.

To customize colors:

1. Choose **View / Preferences**.
2. Select **Color Schemes** from the pop-up menu.
3. Select a color scheme from the pop-up menu. You can choose from blue, brown, gold, gray, green, and purple.
4. When you finish, choose another preference panel from the pop-up menu or click **OK** to close the panels.

Getting Help

Accessing On-Line Help

In addition to this printable documentation, Languages of the World has a very detailed on-line Help file with instructions for every feature of the program. The on-line Help contains all the information in this printable documentation and more, in an interactive environment. Within the on-line Help, you can jump from topic to topic, search for specific topics, and print any topic you choose.

To access the on-line Help file from anywhere in Languages of the World, go to the **Help** menu and select **Help**.

To get help about a particular screen, such as a game, click . The Help file opens directly to the appropriate topic.

Using ToolTips

ToolTips are a quick way to get brief information about a button, dialog box, menu item, or anything else on the screen.

To use ToolTips:

1. Verify that there is a checkmark next to the **Show Flyby Hints** option in the **Help** menu.
2. Position the cursor over the button or other object you want information on and wait for a second. A few words describing the object appear.

To disable or enable ToolTips:

Choose **Help / Show Flyby Hints**. When a checkmark appears beside this menu item, ToolTips are enabled. When there is no checkmark, they are disabled.

Using Hints

Hints give you quick ideas for fun and learning with Languages of the World. When enabled, a Hint appears the first time you open a Title during a Languages of the World session. You can also get Hints at any time from the **Help** menu.

In the Hints dialog box, you can do the following:

- See the next Hint by clicking **Next Hint**.
- See the previous Hint by holding down the Shift key while you click **Next Hint**.
- Close the dialog box by clicking **Done**.
- Enable or disable Hints by checking or clearing the **Show Hints** box.

To see a Hint anytime: Choose **Help / Hints**.

The next section of this documentation, starting on page 70, shows all the hints organized by topic.

Hints on Navigation

- There are keyboard shortcuts to quickly move around a Title. To move word by word, use the arrow keys. To move Segment by Segment, use Tab and Shift-Tab.
- To switch between Illustration mode, Sound Palette mode, Text mode, and Theater mode, click the appropriate button at the top of the Reading screen: , , , or .
- To quickly go to Conversation Practice, Games, or Listen & Speak Activities, click the appropriate navigation button at the top of the Reading screen: , , or .
- To quickly scroll through a Title, use the scroll bar beside the Title panel.
- Click below the Title panel to go to a specific Segment number.
- Don't lose your place! Before you close a Title, use a Bookmark to mark your place for next time. You can add or remove a Bookmark by clicking  or  above the Title panel.
- You can set any number of Bookmarks in a Title. Use them to mark your favorite passages! ⌘-B is a quick way to put a Bookmark on the current word.
- To quickly go from one Title to another, choose **File / Open New Title** and select a Title from the menu that appears.
- To switch between the CheckWords tab and the Notes tab, click the top of the tab you want to make active.
- To go to the Opening screen from anywhere in Languages of the World, choose **File / Go to Main**.
- To focus on the Title text without worrying about illustrations or sound, click  at the top of the Reading screen to expand the text panel to the width of the screen.
- To go to the beginning of a Title, press Home. To go to the end of a Title, press End.

Hints on CheckWords

- Create personal vocabulary lists! Add a word to your CheckWord List by clicking  on the CheckWords tab.
- Print your CheckWord List to create a vocabulary review sheet.
- Why not have one CheckWord List for nouns, one for verbs, and another for interesting words?
- The List Viewer has the tools for choosing, naming, renaming, printing, exporting, importing, and deleting CheckWord Lists. To open the List Viewer, click  on the CheckWords tab.
- For a fun and effective way to build your vocabulary, make a CheckWord List of interesting words as you read a Title, then play Vocabulous! or Crosswords with that CheckWord List.
- To see all the CheckWords on your current list, look in the CheckWords tab. Click on a CheckWord to go to it in the Title.
- If more than one person in your household uses Languages of the World, you can each make your own CheckWord Lists.
- You can export your CheckWord Lists and import them in Vocabulary of the World for additional vocabulary practice.
- Make a CheckWord List of important words and print it to take with you if you go on a trip to a foreign country. It can be a handy reference!
- ⌘-L is a quick way to view all your CheckWords.

Hints on Notes

- Capture your thoughts! Type questions, comments, and personal reminders in the Notes tab as you read a Title. Click anywhere in the lower part of the Notes tab to create or edit a Note.
- Why not have one Note List about nouns, one about verbs, and another for general comments?
- List the entire conjugation of a verb in a Note to help you learn it.
- If you come across a noun with an irregular plural form, type the plural in a Note to help you remember it.
- To attach the same Note to every occurrence of a certain word, use the Copy Note, Find Word, and Paste features.
- If several people in your house uses Languages of the World, you can each make your own Note Lists.
- Put Notes in your loved ones' Titles to tell them you're proud of their progress with the language.
- The List Viewer has the tools for choosing, naming, renaming, printing, exporting, importing, and deleting Note Lists. To open the List Viewer, click  on Notes tab.
- If you think of a clever way to remember a word, type it in a Note.
- You can export and import Note Lists.
- Make a Note List of important phrases and their translations and print it to take with you if you go on a trip to a foreign country. It can be a handy reference!

Hints on Searching

- To quickly search for other occurrences of the current word or root, click  and select **Find Word** or **Find Root**.
- Use **Find / Find Again** to repeat your most recent search.
- Holding down the Shift key while running a search - **Find Root**, **Find Word**, **Find Grammar Link**, or **Find Again** - finds the previous occurrence of the search item instead of the next.
- Combine **Find Root** and **CheckWords** to make a CheckWord List with all the forms of a verb in a Title.
- Can't quite remember a word you want to search for? Type as much as you can and use wildcards for the rest. An asterisk (*) represents any number of characters, while a question mark (?) represents any one character.
- By using wildcard with the **Find Word** feature, you can search for all words beginning with a certain letter. For example, a search on **c*** will find all words beginning with the letter **c**.
- To find words with a certain ending, choose **Find Root**, then type an asterisk (*) plus the ending.
- To find words all three letter words in a Title, choose **Find Word**, then type **???**.
- ⌘-G is a quick way to repeat your most recent search.
- ⌘-F is a quick way to find the next occurrence of the current word.

Hints on Customizing

- To hide the information in any reference panel, click the bar above the panel. Click it again to restore the information.
- Is the screen hard to read? Choose **View / Preferences / Text** to pick a larger font.
- Bored with the screen colors? Choose **View / Preferences / Color Schemes** and change the screen to fit your mood!
- To adjust the Word Pace, SlowSound Rate, and Game Sounds, choose **View / Preferences / Sound**.
- To control when the Keyboard Palette appears automatically, choose **View / Preferences / Keyboard**.

Hints on Games

- You can play Crosswords or Vocabulous! with a CheckWord List to practice specific words. Select **CheckWords** as the Segment Range before you play.
- To play any game without being timed or scored, click **Practice** instead of **Play** on the Select a Game screen.
- You can use sound as an aid in any of the games.
- Play the games with just the first paragraph of a new Title to get a feel for the language. Select the last sentence of the paragraph, then choose **Up to Current Segment** as the Segment Range before you play.
- The High Scores charts help you keep track of your progress with the games. Challenge yourself to beat your highest score!
- You can play Vocabulous! with long words, short words, or all the words in a Title. Choose the word length on the Select a Game screen before you play.
- Little words can make a big difference to a language. When you play Vocabulous!, choose **Short** under **Word Length** to practice these words.
- Make Unscramble, Plug-n-Play, or Crosswords more challenging by adjusting the speed of the game. Pick **Fast**, **Average**, or **Slow** on the Select a Game screen before you play.
- Play Segments continuously while you play Plug-n-Play. Use SlowSound if you need extra time.
- Make Vocabulous! more challenging by hiding reference panels.
- To really test your knowledge of a language with Vocabulous!, select **All** and **Entire Title** on the Select a Game screen before you play.
- To play any game with a range of Segments from anywhere in the Title, select the game then fill in the **From** and **To** fields as the Segment Range.
- To really test your understanding of a language, play Plug-n-Play. There are no translations in this game, so you'll have to rely on your language knowledge!
- Need more time when playing Unscramble, Plug-n-Play, or Crosswords? Set the pace to **Slow** before you play the game.
- Plug-n-Play is great for playing in teams. Take turns guessing where words belong.
- Challenge a friend to a Crosswords tournament and see who scores the highest.

Hints on Sound

- To hear a word pronounced, double-click on it.
- To open the Sound Palette, click  at the top of the Reading screen.
- To hear a Segment, click  below the Title panel.
- To hear words read continuously, choose **Sound / Words** or click  beside  below the Title panel.
- To hear Segments read continuously, choose **Sound / Segments** or click  beside  below the Title panel.
- The Esc key is a quick way to stop sound.
- To slow down the pronunciation of individual words, click .
- To temporarily override the SlowSound setting, hold down Option while you play a sound.
- To change the percentage that SlowSound slows down words, open the Sound preference panel and adjust the SlowSound Rate.
- With Word Dictation, you can practice listening and spelling at the same time! Choose **Activities / Listen & Speak** and select **Word Dictation** to start the exercise.
- The Speech Correctness Meter is a fun way to judge your pronunciation, but don't forget that your own ears are great tools as well! To hear your voice and the native speaker's one after another, click  on the Sound Palette.
- To adjust the time between words read continuously, adjust the Word Pace control on the Sound preference panel.
- Listen to an entire Title by selecting the first word then clicking  beside .
- Use the Sound Palette to see the waveforms for each word or Segment in the Title as it is read.
- You can select part of a waveform to hear only part of a word or sentence. Click on the waveform for that sound, hold down your mouse button, and drag to select the part you want, then release the button to hear that part of the sound. Use this feature to focus on specific areas of your pronunciation!
- If you use headphones when listening to Titles, always test the volume before you put the headphones over your ears.

Hints on Recording

- Don't worry about sounding silly when you practice your pronunciation with Languages of the World. Only your computer will hear you, and with enough practice, you'll soon be speaking like a native.
- To practice pronouncing any word, use the Sound Palette.
- Use Sentence Pronunciation to capture the rhythm of a native speaker. Choose **Activities / Listen & Speak** and choose **Sentence Pronunciation** to start the exercise.
- Conversation Practice lets you take a role in a real foreign language dialog! To start Conversation Practice, click  at the top of the Reading screen. (Dialog Titles only.)
- To get instant feedback on your pronunciation, look at the pronunciation graphs and waveforms on the Sound Palette or on the Word Pronunciation, Sentence Pronunciation, and Conversation Practice screens.
- The Speech Correctness Meter on the Sound Palette or on the Word Pronunciation, Sentence Pronunciation, and Conversation Practice screens will rate your pronunciation on a scale from "Keep Practicing" to "Wow!".
- Pay attention to the volume meter that appears on many screens whenever you record. Try to keep the bar in the green area for best results.

Hints on Illustrations

- To practice vocabulary, look at an illustration in an Illustrated Title and try to name as many objects as you can in the foreign language.
- Use the Theater mode to focus on illustrations. To switch to Theater mode, click .
- To see the copyright and photographer information for an illustration, choose **Illustrations / Image Credit**.

Hints on Typing, Editing, and Printing

- One way to type special characters, such as á, ö, ê, ß, and ç, is to type the base character then press the up or down arrow keys until the letter you want appears. In Notes or Crosswords, use Option-arrow.
- To study away from the computer, print your CheckWord Lists, Note Lists, or the Title text by choosing **File / Print**.
- Take printed copies of your CheckWord Lists, Notes, and Titles with you to use as references if you go to a foreign country.
- You can print Notes and CheckWord Lists directly from the List Viewer by choosing **Print List** from the **List Tools** menu.
- ⌘-P is a quick way to print a Title.
- To gather related material to paste all at once, use the **Copy** and **Append** commands in the **Edit** menu. Use the **Paste to Note** command to paste it all into a Note.
- When editing text in a Note, you can use the standard editing keys for Cut, Copy, and Paste: ⌘-X, ⌘-C, ⌘-V
- ⌘-A is a quick way to select all the text in an edit field.
- To select a word in the Title text, click on it. To select a Segment, click on any word in the Segment.
- To save a CheckWord List, Note List, or Title as text so you can open it in a word processor, choose **File / Save as Text**.

Hints on Grammar

- Languages of the World provides grammar information in the Grammar panel on the Reading screen. Look at that panel any time you want grammar information while you read!
- Hide the Root Word panel and guess the infinitive of conjugated verbs. Type your guesses in Notes then restore the Root Word panel to check your answers.
- Know your nouns in no time! Build a CheckWord List of all the nouns in a Title and study them.
- Practice parts of speech by hiding the Grammar panel and guessing the part of speech of several words. Restore the Grammar panel and check your answers.
- For instant conjugation practice, play Vocabulous! with a CheckWord List of different forms of the same verb. (Use **Find / Root** to help build this list!)
- Hide the Grammar and Word Meaning panels, then build a CheckWord List with as many words of a certain type as you can find in the Title.
- Make a CheckWord List containing verbs of a specific tense, mood, or person. Look at each verb in context, then write a new sentence containing that verb.
- It's often a good idea to learn the correct definite article along with each noun. In many languages, the article can vary according to gender, number, or other factors.
- Some languages in Languages of the World include a Grammar Basics file to help you focus on grammar. To open it, choose **Reference / Grammar Basics**.

Hints on Using Help

- To see ideas for what to do first with Languages of the World, choose **Help / Getting Started** and check out our learning strategies.
- You don't have to learn everything about Languages of the World the first time you sit down to use it. Try to learn a few new things at the beginning of each session, by reading the on-line Help or experimenting with the program.
- The more comfortable you are with the Languages of the World program, the more features you will find yourself using. You can consult the on-line Help for information on any feature, and you can even print the instructions you use most often.
- If you have any technical problems with Languages of the World, check the Troubleshooting section in the on-line Help for possible solutions.
- To see a Hint any time during the program, choose **Help / Hints**.
- To enable or disable the Hints, choose **Help / Hints**, then check or clear the **Show Hint** box.
- Holding down the Shift key while clicking **Next Hint** will show the previous Hint.
- If you can't remember the function of a button, hold your mouse over it for a few seconds and a ToolTip will appear with a name or brief description.
- For a background information about a Title, choose **Help / Author Introduction**.

Hints on Learning with Languages of the World

- Go to the Opening screen and click **Getting Started** for learning strategies to make the most of your time with Languages of the World.
- Language learning requires regular exposure to the foreign language. Using Languages of the World for at least 15 minutes a day is a fun way to increase your exposure.
- Don't be overwhelmed by a Title! You don't have to work with all the text at once. Focus on a paragraph, a page, or even a single sentence - whatever you feel comfortable with.
- Make a CheckWord List of related words, such as parts of the body. Pronounce each word and play Vocabulous! using that CheckWord List. You'll quickly master the category.
- Make a CheckWord List with words that are difficult to spell. Play Vocabulous! with those words to practice them.
- For instant conjugation practice, play Vocabulous! with a CheckWord List of different forms of the same verb. (Use **Find / Root** to help build this list!)
- To test your vocabulary comprehension, hide the Word Meaning panel and read the Title.
- Test your understanding by hiding the Segment panel and writing your own Segment translations in the Notes tab.
- If you are taking a language course in school, use Languages of the World to review the concepts you study in class.
- Use Languages of the World to brush up your language skills before a trip.
- If you're working with a language teacher, prepare all your questions ahead of time in the Notes tab.
- Make a CheckWord list of words that have similar spellings but different pronunciations. Pronounce these words with the Sound Palette.
- Make a CheckWord list of words with the same sound spelled different ways. Pronounce these words with the Sound Palette.
- Some Titles can teach you about foreign customs, cultures, and history. Don't forget to pay attention to the content as well as the language!

Hints on General Language Learning

- You're never too old – or too young – to learn a new language!
- Translating the menu in a foreign restaurant can be a delicious way to learn.
- When learning a foreign language, don't be afraid to make mistakes! People won't focus on your small imperfections. In no time, you'll get it right.
- Browsing the World Wide Web for foreign web pages is a cool way to expand your vocabulary.
- Language learning is more fun when you learn with a friend! Find someone to practice with regularly.
- Find a foreign pen-pal. You'll practice your new language and make a new friend!
- Listen to a foreign radio station to increase your language exposure.
- For a veritable feast of authentic language, become a patron of foreign films. The best ones give you insight into the culture as well.
- Read a foreign language publication to absorb a lot of day-to-day language at your own pace. You'll be multilingual and well-informed!
- Try to think in the language you're learning. Challenge yourself to name all the objects you see as you drive, or to translate your favorite song.
- Listen to music in your foreign language. You'll catch the rhythm of the language as well as the song!
- Watching TV in a foreign language is a great way to increase your language skills and learn more about another culture. Children's shows are especially entertaining and easy for beginning language learners.
- Find a foreign chat group on the Internet and join in to practice your understanding and translation skills.
- Try cooking with a recipe in a foreign language. You'll be able to taste the results!
- Take a trip and practice your language skills. You don't have to go far - often, you can get a real multicultural experience by visiting places in your own country.
- Hosting international students is a great way to exchange lessons about language and culture. Check around for local opportunities!
- Check some foreign language children's books out of your local library for some fun and easy reading practice.
- Learn the culture behind the language you're learning and you'll be better able to appreciate why people say and do things a certain way.
- You'll have a better feel for the language itself, and for the history behind idiomatic expressions, if you study the history of the people who speak it.

Exiting, Deleting, and Uninstalling

Hiding Languages of the World

If you have a low resolution monitor, Languages of the World may fill your entire screen, so you may not be able to see the desktop behind it. You can temporarily hide Languages of the World if you need to see the desktop.

To hide Languages of the World:

Select **Hide Languages of the World** from the Application menu. This menu appears differently when different applications are active, but it is always in the upper right-hand corner of the screen.

To restore Languages of the World:

Select **Show All** from the Application menu. This menu appears differently when different applications are active, but it is always in the upper right-hand corner of the screen. You can also switch to other open applications by choosing them from the Applications menu.

Exiting Languages of the World

You can exit Languages of the World whenever you choose. All your CheckWords, Notes, Bookmarks, etc. are automatically saved when you close the program.

To exit Languages of the World:

Do one of the following:

- Choose **File / Quit**.
- Press **⌘-Q**.

Deleting Titles

You may delete Titles from your hard drive if you are no longer going to use them. When you do so, all CheckWords, Notes, and Bookmarks for that Title are deleted as well.

To permanently remove a Title from your hard drive:

1. Open the **Titles** subfolder inside the folder where you installed Languages of the World.
2. Locate the Title you wish to delete, and drag its icon into the Trash.
3. Open the **TL Prefs** subfolder inside the folder where you installed Languages of the World.
4. Locate the **.CFG** file with the same catalog number as the Title you wish to delete, and drag its icon to the Trash. (You can get the catalog number off the CD-ROM itself.) This file contains any CheckWord Lists, Notes, Bookmarks, and Preferences you created for the Title.
5. Empty the Trash.

Uninstalling Languages of the World

You can permanently remove Languages of the World from your computer if you no longer want to use it. However, be aware that if you delete Languages of the World, all of your Titles, CheckWords, Notes, Bookmarks, and High Scores are deleted as well.

To uninstall Languages of the World:

1. Drag the entire folder where you installed Languages of the World into the Trash.
2. Empty the Trash.

Language-Specific Information

Language-specific information is available in this documentation for the languages listed below. This information may include general background information about the language and/or specific information on how to work with that language in Languages of the World. For languages that are not listed, you can assume that all the regular instructions in this documentation apply.

Not all versions of Languages of the World come with all these languages.

Language-specific information is available for:

Afrikaans	Page 85	Hebrew	Page 100	Slovak	Page 113
Arabic	Page 86	Hindi	Page 101	Slovene	Page 114
Azerbaijani	Page 87	Icelandic	Page 102	Somali	Page 114
Belorussian	Page 88	Japanese	Page 103	Sotho	Page 115
Bengali	Page 90	Korean	Page 104	Tahitian	Page 116
Breton	Page 90	Latvian	Page 104	Thai	Page 117
Bulgarian	Page 91	Lithuanian	Page 105	Tswana	Page 118
Chinese	Page 93	Luganda	Page 105	Turkish	Page 119
Croatian	Page 94	Luxembourgish	Page 106	Ukrainian	Page 120
Czech	Page 94	Malagasy	Page 106	Urdu	Page 122
Esperanto	Page 95	Malay	Page 107	Vietnamese	Page 123
Estonian	Page 95	Pidgin English	Page 107	Welsh	Page 124
Farsi	Page 96	Polish	Page 108	Wolof	Page 124
Flemish	Page 97	Quechua	Page 108	Xhosa	Page 125
Galician	Page 97	Romanian	Page 109	Yiddish	Page 125
Greek	Page 98	Russian	Page 110	Yoruba	Page 126
Guarani	Page 99	Scottish Gaelic	Page 112	Zulu	Page 126
Hawaiian	Page 99	Serbian	Page 112		

Things to Know about Afrikaans

Afrikaans is spoken in South Africa by the descendents of white, non-English-speaking settlers and also by the indigenous peoples for whom it was the language of instruction, a total of about 6 million people. The language is principally derived from Dutch dialects that evolved in the various parts of South Africa. In 1925, it replaced Dutch as one of the official languages of South Africa. Afrikaans has its own grammar and distinctive spelling.

If you are learning Afrikaans with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accent marks and special characters used by Afrikaans. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Afrikaans Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Arabic

Arabic is spoken in more than twenty countries, from Morocco to Egypt to Saudi Arabia, by over 180 million people. It is the language of Islam, one of the world's major religions, and has a literary tradition that dates back more than twelve centuries. Arabic belongs to the Semitic family of languages, like Hebrew.

Although Classical Arabic is used primarily in writing throughout the Arab world, the spoken forms of Arabic vary widely, and each Arab country has its own dialect. Some form of Classical Arabic, sometimes referred to as Modern Standard Arabic, is used to communicate between people from different countries. Of all the spoken dialects, Egyptian Arabic is the most widely understood, due to Egypt's role as producer of movies and TV programs in the Arab world.

The Arabic Title in Languages of the World is transliterated – written using English letters instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of a language before tackling a new alphabet.

If you are learning Arabic with Languages of the World, there are a few things to keep in mind:

When reading and listening...

Remember that the English letters are being used to represent the sounds of Arabic in the Title. Use the Alphabet topic in Grammar Basics to learn about the transliteration and how it relates to the characters that the language would normally use. See page 33 for instructions on using Grammar Basics.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use Conversation Practice or the Listen & Speak exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

When typing...

See "Typing Special Characters or Diacritic Marks" on page 62 if you need instructions for typing any of the characters used in the transliterated Arabic.

Things to Know about Azerbaijani

The Azerbaijani language belongs to the Turkic group of the Altaic family of languages. The Turkic group also includes Turkmen, Turkish, Uzbek, Kirgiz, Kazakh, Tatar, Bashkird, Gagauz, and others. The closest Turkic languages to the Azerbaijani are Turkish, Turkmen, Gagauz, and southern Crimean Tartar. Azerbaijani is spoken by 7.5 million people in the Republic of Azerbaijan, 20 million people in Iran, 500,000 people in Iraq, and 5 million people in Turkey.

If you are learning Azerbaijani with Languages of the World, keep the following in mind:

When reading...

The alphabet currently used by Azerbaijani uses many of the characters of the Latin alphabet, along with some additional characters, such as **Ə**. You can use the Alphabet topic in Grammar Basics to help you learn to read the Azerbaijani alphabet. See page 33 for instructions on using Grammar Basics.

When typing...

See page 62 for instructions on typing the accent marks and special characters used by Azerbaijani. To type **Ə**, the base character is **e**.

You will need to type these characters when finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords. You can also type them when creating Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Azerbaijani text from Languages of the World into different applications. To view the text properly in other applications, you may have to select the text, then set the display font to the font used by Languages of the World. (You can select **View / Preferences / Text** in Languages of the World to see the name of the correct font.)

Things to Know about Belorussian

Belorussian is spoken by approximately 6.5 million people in the former Soviet republic of Belarus. Its alphabet is similar to Russian, but contains two additional non-Russian characters: *i* and *ŷ*.

If you are learning Belorussian, you should pay special attention to the Languages of the World features which involve Cyrillic characters.

When reading and listening...

Belorussian is written in a Cyrillic alphabet, which uses different characters than English. With the exception of the characters *i* and *ŷ*, Belorussian uses the same Cyrillic alphabet as Russian. As you read and listen to the words, you can learn which letters are associated with what sounds. Remember that you can also use SlowSound to help you focus on individual sounds.

To help you learn Belorussian, this program provides optional stress marks. These stress marks are not part of the standard Belorussian spelling system, but are used to teach pronunciation to students of Belorussian. Correct stress placement is important; the same word can have different meanings depending on the stress location. See page 89 for more information on stress marks.

When typing...

See page 89 for instructions on typing the Cyrillic characters used by Belorussian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When customizing fonts...

The Text Properties preference feature lets you choose your preferred font type. However, if you are reading a Belorussian Title, only the "TL" Cyrillic fonts we've provided display the Belorussian characters. See "Customizing Text Properties" on page 66. Changing to a non-Cyrillic font does not create an English-spelling rendition of the Title text.

When saving lists or Titles as text, or when pasting text into another application...

Belorussian CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Belorussian text from Languages of the World into different applications. To view Belorussian text properly in other applications, you may have to select the text, then set the display font to "TL Cyrillic 2" in whatever application you use.

When getting grammar help...

The Belorussian Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Displaying Belorussian Stress Marks

To help you learn Belorussian, we've provided optional stress marks. The same word can have different meanings depending on the stress, so correct stress placement is important to distinguish between these homographs.

To display (or remove) Belorussian stress marks:

Choose **View / Stress Marks**. The stress marks will disappear if they were previously visible, and reappear if they were previously hidden.

You do not need to type Belorussian stress marks when you type in Belorussian in games or other activities.

Typing in Belorussian

While you are using a Title in Belorussian, you can type Cyrillic characters when creating Notes, finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords.

To type in Belorussian:

1. Position your cursor where you want to type.
2. Do one of the following to display the Belorussian Keyboard Palette, if it does not appear automatically.
 - Click , then reposition your cursor.
 - Press ⌘-T.
 - Choose **View / Type in Belorussian**, then reposition your cursor.
3. Use the Keyboard Palette to find the Cyrillic character you want to type. Upper case characters are available by holding down the Shift key.
4. Do one of the following:
 - Type the character using your keyboard.
 - Use your mouse to click on the characters you want on the Keyboard Palette on the screen.

Things to Know about Bengali

Bengali is spoken in the West Bengal area of India and the country of Bangladesh. Approximately 70 million people in West Bengal speak Bengali and about 120 million people in Bangladesh speak the language. It is among the top five languages in the world in terms of the number of speakers.

In Languages of the World, the Bengali language is transliterated – written using the same letters as English instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Bengali with Languages of the World, keep the following in mind:

When reading and listening...

Remember that the English letters are being used to represent the sounds of Bengali in the Title. Use the Alphabet topic in Grammar Basics to learn about the transliteration and how it relates to the characters that the language would normally use. See page 33 for instructions on using Grammar Basics.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use Conversation Practice or the Listen & Speak exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

Things to Know about Breton

Breton is the native language of Brittany, the Celtic part of the French state territory. It is one of the Celtic languages that is still spoken in western Europe. Nowadays, Breton speakers number approximately 500,000. Breton has four main dialects. Over 95% of the Breton published texts, including the Breton Title which comes with Languages of the World, are in ZH form.

If you are learning Breton with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Breton. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When getting grammar help...

The Breton Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Bulgarian

Bulgarian belongs to the South Slavic group of languages, along with Serbian, Croatian, Slovene, and Macedonian, and numbers approximately 9 million speakers. It is considered the easiest Slavic language for English speakers to learn.

If you are learning Bulgarian, you should pay special attention to the Languages of the World features which involve Cyrillic characters.

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Cyrillic alphabet used in Bulgarian. See page 33 for instructions on using Grammar Basics.

To help you learn Bulgarian, we've also provided optional stress marks. Correct stress placement is important because the same word can have different meanings depending on the stress location. See page 92 for more information on stress marks.

When customizing fonts...

The Text Properties preference feature lets you choose your preferred font type. However, if you are reading a Bulgarian Title, only the "TL" Cyrillic fonts we've provided display the Bulgarian characters. See "Customizing Text Properties" on page 66. Changing to a non-Cyrillic font does not create an English-spelling rendition of the Title text.

When typing...

See page 92 for instructions on typing the Cyrillic characters used by Bulgarian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When saving lists or Titles as text, or when pasting text into another application...

Bulgarian CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Bulgarian text from Languages of the World into different applications. To view Bulgarian text properly in other applications, you may have to select the text, then set the display font to "TL Cyrillic 2" in whatever application you use.

Displaying Bulgarian Stress Marks

To help you learn Bulgarian, we've provided optional stress marks. The same word can have different meanings depending on the stress, so correct stress placement is important to distinguish between these homographs.

To display (or remove) Bulgarian stress marks:

Choose **View / Stress Marks**. The stress marks will disappear if they were previously visible, and reappear if they were previously hidden.

You do not need to type Bulgarian stress marks when you type in Bulgarian in games or other activities.

Typing in Bulgarian

While you are using a Title in Bulgarian, you can type Cyrillic characters when creating Notes, finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords.

To type in Bulgarian:

1. Position your cursor where you want to type.
2. Do one of the following to display the Bulgarian Keyboard Palette, if it does not appear automatically.
 - Click , then reposition your cursor.
 - Press ⌘-T.
 - Choose **View / Type in Bulgarian**, then reposition your cursor.
3. Use the Keyboard Palette to find the Cyrillic character you want to type. Upper case characters are available by holding down the Shift key.
4. Do one of the following:
 - Type the character using your keyboard.
 - Use your mouse to click on the characters you want on the Keyboard Palette on the screen.

Things to Know about Chinese

Chinese may be the world's most popular language, spoken in the People's Republic of China, Taiwan, Hong Kong, and many other Asian areas. About 885 million people speak Mandarin, the most common dialect. Many dialects of Chinese exist, each very different when spoken. However, the written language is the same everywhere.

In Languages of the World, the Chinese language is transliterated using the Pinyin system – written using English letters instead of its native characters. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Chinese with Languages of the World, there are a few things to keep in mind:

When reading...

Remember that English letters are being used to represent the sounds of Chinese in the Title, and that certain accent marks indicate tones and special sounds. While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words.

You can use the Pronunciation topics in Grammar Basics to learn about the transliteration and how it relates to the native Chinese characters. See page 33 for information on Grammar Basics.

When listening...

Pay special attention to the tones used by the Chinese speakers when they pronounce each word. Different tones can change a word's meaning. With Languages of the World, you can listen to any word as many times as you need to be able to recognize its tone. You can also use Conversation Practice and the Listen & Speak activities to practice your own pronunciation and the use of tones. The pitch graphs on those screens may be especially helpful for you.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

When typing...

Transliterated Chinese uses accent marks and other special characters to represent various tones and sounds. You can type these characters when creating Notes, finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords. See "Typing Special Characters or Diacritic Marks" on page 62 for instructions.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Transliterated Chinese text can also be copied and pasted into word processors, etc. To view some of the characters in the transliterated text properly in other applications, you may have to select the text, then set the display font to "TLAsian2" in whatever application you use.

Things to Know about Croatian

Before the break-up of Yugoslavia, the Croatian language was usually taught as Serbocroatian. Political considerations and nationalist aspirations have done much to emphasize the differences between Croatian and Serbian, and there are very few scholars left who treat these languages as if they were merely dialects of the same native tongue.

If you are learning Croatian with Languages of the World, keep the following in mind:

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Croatian alphabet. See page 33 for instructions on using Grammar Basics.

When typing...

See page 62 for instructions on typing the accents and special characters used by Croatian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Croatian text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLEastEurope3" in whatever application you use.

Things to Know about Czech

Czech is a Balto-Slavic language. Other members of this language family developed throughout Central and Eastern Europe; these include Polish, Russian, and Lithuanian, among others. Within the West Slavic group, Czech is most similar to Slovak. In fact, a Czech and a Slovak can converse in their respective languages and still understand one another! Czech is spoken by nearly ten million people in the Czech Republic, as well as many others across Central Europe and the Americas who are of Czech descent.

If you are learning Czech with Languages of the World, keep the following in mind:

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Czech alphabet. See page 28 for instructions on using Grammar Basics.

When typing...

See page 56 for instructions on typing the accents and special characters used by Czech. You will need to type these characters when finding words and roots and when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Czech text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLEastEurope3" in whatever application you use.

Things to Know about Esperanto

A Polish oculist, Dr. L.L. Zamenhof, created Esperanto in the hopes of helping the world solve its problems by communicating in a single, apolitical language. He published the first textbook of this language in 1887. Today, it is written and spoken by millions of people around the world.

If you are learning Esperanto with Languages of the World, keep the following in mind:

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the alphabet used by Esperanto. See page 33 for instructions on using Grammar Basics.

When typing...

See page 62 for instructions on typing the accents and special characters used by Esperanto. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Esperanto text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLExtendedLatin2".

Things to Know about Estonian

Many people assume that Estonian is similar to Latvian and Lithuanian because of its close proximity to those countries. In fact, it is not related to the Baltic languages at all, nor is it related to the Slavic languages such as Russian, Czech, or Polish. Estonian belongs to the Finno-Ugric language group, which means that it is linguistically closest to Finnish. There are, however, many younger words that have a Russian, German, or English origin. Estonian is spoken by approximately 900,000 people worldwide, primarily, of course, in Estonia.

If you are learning Estonian with Languages of the World, keep the following in mind:

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Estonian alphabet. See page 28 for instructions on using Grammar Basics.

When typing...

See page 62 for instructions on typing the accents and special characters used by Estonian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Estonian text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLBaltic".

Things to Know about Farsi

Farsi, also known as Persian, is currently the official language of Iran. Persian reigned as the language of culture and education for centuries throughout the Middle East and has a literary tradition that dates back to the 10th century. Farsi belongs to the Indo-European family of languages, and, like Arabic, is written from right to left in script.

In Languages of the World, however, Farsi is transliterated - written using English letters instead of its native characters. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Farsi with Languages of the World, keep the following in mind:

When reading...

Remember that English letters are being used to represent the sounds of the Farsi language in the Title. You can use the Alphabet and Pronunciation topic in Grammar Basics to learn about the transliteration. See page 33 for instructions on using Grammar Basics.

When listening...

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words.

Because many of the sounds of English and Farsi are very different, the audio component of this program should be used to get a more precise feel for the pronunciation of Farsi. With Languages of the World, you can listen to any word as many times as you need to perfect your listening comprehension. You can also use Conversation Practice and the Listen & Speak exercises to practice your own pronunciation.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

Things to Know about Flemish

Flemish is an alternative name for Dutch in Belgium, but it is not a Dutch dialect. Flemish/Dutch is one of Belgium's three official languages, the other two being French and German. It is spoken by around 6 million people in the northern half of Belgium.

What you will see and hear in the Flemish Title which comes with Languages of the World is the standard Dutch used in educated speech in the Dutch-speaking part of Belgium. It differs only in pronunciation and sometimes in the choice of words from Dutch as spoken in the Netherlands. A large variety of dialects with widely divergent pronunciations and accents is much used in casual contacts and in the home.

If you are learning Flemish with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Flemish. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When getting grammar help...

The Flemish Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Galician

Galician is a Portuguese dialect spoken by an estimated 3 million people in the northwest of Spain.

If you are learning Galician with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Galician. You will need to type these characters when finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Galician Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Greek

Greek is the official language of Greece and one of the two official languages of Cyprus. It is spoken by some 11 million people in Greece and Cyprus. In the United States, there are approximately 400,000 speakers of Greek.

In Languages of the World, the Greek language is transliterated – written using English letters instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Greek with Languages of the World, keep the following in mind:

When reading and listening...

Remember that English letters are being used to represent the sounds of Greek in the Title. You can use Alphabet topics in Grammar Basics to learn about the transliteration and how it relates to Greek characters. See page 33 for instructions on using Grammar Basics.

Also, in the Languages of the World Greek Title, the stressed syllables of words are written in capital letters. This feature can help you master Greek pronunciation.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use Conversation Practice or the Listen & Speak exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

Things to Know about Guarani

Guarani is spoken in Paraguay by 70% of the population. Although Spanish is the official language of Paraguay, Guarani is the native language. It is also spoken in parts of Brazil, Bolivia, and Argentina.

If you are learning Guarani with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Guarani. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When getting grammar help...

The Guarani Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Guarani text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLExtendedLatin2".

Things to Know about Hawaiian

Hawaiian is the language of the native people of the islands of Hawaii. There are only about 20,000 people whose first language is Hawaiian, but another 100,000 or more know it as a secondary language.

If you are learning Hawaiian with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents used by Hawaiian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Hawaiian Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Hawaiian text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLAsian2".

Things to Know about Hebrew

Hebrew is spoken by over 4.6 million people around the world, primarily in Israel. It belongs to the family of Semitic languages and originally dates back to Old Testament times.

The Hebrew Title in Languages of the World is transliterated – written using English letters instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of a language before tackling a new alphabet.

If you are learning Hebrew with Languages of the World, keep the following in mind:

When reading and listening...

Remember that the English letters are being used to represent the sounds of Hebrew in the Title. You can use the Alphabet topic in Grammar Basics to learn about the transliteration and how it relates to the characters that the language would normally use. See page 33 for instructions on using Grammar Basics.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use Conversation Practice or the Listen & Speak exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

When typing...

See "Typing Special Characters or Diacritic Marks" on page 62 if you need instructions for typing any of the characters used in the transliterated Hebrew.

Things to Know about Hindi

Hindi is the most widely spoken language in the Republic of India, with a concentration of speakers in the north central region of the country. Hindi is spoken by 275 million people. However, less than a third of India's population speaks the language. In India, Hindi shares the title of national language with English. It is also spoken in Mauritius, Fiji, Trinidad, Guyana, and Suriname.

In *Languages of the World*, the Hindi language is transliterated – written using the same letters as English instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Hindi with *Languages of the World*, keep the following in mind:

When reading and listening...

Remember that the English letters are being used to represent the sounds of Hindi in the Title. You can use the Alphabet topic in *Grammar Basics* to learn about the transliteration and how it relates to the characters that the language would normally use. See page 33 for instructions on using *Grammar Basics*.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use *Conversation Practice* or the *Listen & Speak* exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as *Vocabulous!* and *Crosswords* are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as *Unscramble* and *Plug-n-Play*, will help you learn grammar and word usage.

Things to Know about Icelandic

Here are some helpful and interesting tips about Icelandic. The Icelandic alphabet contains the same letters as the English alphabet, plus the letters **Ö/ö**, **Æ/æ**, **Ð/ð**, and **Þ/þ**. The letter **Ð/ð** (called "eth" and pronounced "th" as in "this") is unique to the Icelandic language, while **Þ/þ** (called "thorn" and pronounced "th" as in "think") is only shared with the Faroese language.

You will notice that Icelanders very rarely address each other using last names. An Icelandic last name is more of an identification code than a real name. You take your father's (sometimes your mother's) first name, put it in the correct grammatical form (genitive) and add "-dóttir" (female) or "-son" (male). Thus, the names Eriksson (son of Erik) and Hannesdóttir (daughter of Hannes) make sense now! When addressing someone in written language, you might want to use "Frú " for Mrs., "Ungfrú" for Miss, and "Hr" for Mr. After you learn Icelandic and are visiting Iceland, be sure to address others (and look them up in the phone book) by their first name. You'll be one step ahead!

If you are learning Icelandic with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Icelandic. Keep in mind that for **ð** and **þ**, the base character is **t**. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Icelandic Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Japanese

Japanese is spoken by more than 125 million people in Japan. Japanese is not directly related to any other language or family of languages. The Japanese adopted Chinese characters in the 3rd century AD, but there is no evidence of a linguistic relationship between the two languages. Japanese does share some grammatical similarities with Korean; however, no direct link has been discovered.

In *Languages of the World*, Japanese is transliterated using the Romaji system – written using English letters instead of its native characters. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Japanese with *Languages of the World*, keep the following in mind:

When reading...

Remember that English letters are being used to represent the sounds of the Japanese language in the Title. You can use the Pronunciation topics in *Grammar Basics* to learn about the transliteration and how it relates to the three types of Japanese characters - Hiragana, Katakana, and Kanji. See page 33 for information on *Grammar Basics*.

When listening...

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. With *Languages of the World*, you can listen to any word as many times as you need to perfect your listening comprehension. You can also use *Conversation Practice* and the *Listen & Speak* activities to practice your own pronunciation.

When playing games...

Remember that games such as *Vocabulous!* and *Crosswords* are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as *Unscramble* and *Plug-n-Play*, will help you learn grammar and word usage.

When typing...

Transliterated Japanese uses letters with certain diacritic marks, such as \bar{u} , to represent various sounds, such as long vowels. You can type these characters when creating *Notes*, finding words and roots, practicing *Word Dictation*, playing *Vocabulous!*, and playing *Crosswords*.

See "Typing Special Characters or Diacritic Marks" on page 62 for instructions.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, *Note Lists*, and *Title texts* can all be saved as text so you can open them in other applications. Transliterated Japanese text can also be copied and pasted into word processors, etc. To view some of the characters in the transliterated text properly in other applications, you may have to select the text, then set the display font to "TLAsian2" in whatever application you use.

Things to Know about Korean

In Languages of the World, the Korean language is transliterated – written using the same letters as English instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system. If you are learning Korean with Languages of the World, keep the following in mind:

When reading and listening...

Remember that the English letters are being used to represent the sounds of Korean in the Title. You can use the Alphabet topic in Grammar Basics to learn about the transliteration. See page 33 for instructions.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use Conversation Practice or the Listen & Speak exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

Things to Know about Latvian

Latvian is spoken by about 3 million people worldwide. Half of those people reside in Latvia, and the others live abroad, most notably in the United States, Germany, Australia, Canada, and Britain. These Latvian communities abroad were largely established in the 1940s, when many Latvians were deported or fled during the war. During Soviet occupation, some feared Russian would prevail as the national language, causing Latvian to die out. Since independence in 1991, several laws have been passed to reverse this trend and to reinstate Latvian as the primary language spoken in Latvia. High Latvian, which we present in this package, is the standard language that originated in central Latvia. If you are learning Latvian with Languages of the World, keep the following in mind:

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Latvian alphabet. See page 33 for instructions on using Grammar Basics.

When typing...

See page 62 for instructions on typing the accents and special characters used by Latvian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Latvian text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLBaltic".

Things to Know about Lithuanian

Lithuanian is spoken by over 3 million people, primarily in the Republic of Lithuania. It is a minority language in Byelorussia, Poland, Latvia, and Russia. It is one of the two Baltic languages which make up a branch of the Indo-European family. (The other is Latvian.) Within Lithuania, many regional dialects exist, which may present a linguistic challenge to travelers to remote areas of the country. Standard Lithuanian, which we present in this package, is spoken in Vilnius or Kaunas, for example.

If you are learning Lithuanian with Languages of the World, keep the following in mind:

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Lithuanian alphabet. See page 33 for instructions on using Grammar Basics.

When typing...

See page 62 for instructions on typing the accents and special characters used by Lithuanian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Lithuanian text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLBaltic".

Things to Know about Luganda

Luganda is a Bantu language and the major language of Uganda in East Africa. There are approximately 3 million Luganda speakers.

If you are learning Luganda with Languages of the World, keep the following in mind:

When getting grammar help...

The Luganda Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Text in Luganda can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLAfricanLatin".

Things to Know about Luxembourgish

Luxembourgish, sometimes referred to as Luxembourgian, is spoken in Luxembourg by approximately 350,000 people. It is essentially a dialect of German, but is commonly considered a separate language since Luxembourg is its own country. If you're learning Luxembourgish with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters in Luxembourgish. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When getting grammar help...

The Luxembourgish Title does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information by looking in the Grammar panel on the Reading Screen.

Things to Know about Malagasy

Malagasy is spoken in the island country of Madagascar, off the east coast of Africa. About 13 million people inhabit the island and speak Malagasy (a Malayo-Polynesian language), the co-official language of Madagascar, along with French. There are about eighteen dialects of Malagasy. The Merina dialect is the official dialect of Malagasy, and also the dialect used in the Malagasy Title which comes with Languages of the World. If you are learning Malagasy with Languages of the World, keep the following in mind:

When reading and listening...

Malagasy is an agglutinative language, which means that several words might be combined as one to express a single meaning. You will find that some words act as two, three, or more parts of speech in a sentence.

Malagasy uses the same alphabet as English with the exception of the letters C, Q, U, W, and X. In Madagascar, the ABCs are called the ABDs. Listen carefully to the pronunciations - many words have a very soft final syllable. It will sound like a whisper or a "poof" of soft air. If you can catch this sound on even a few words, you're off to a good start!

When typing...

See page 62 for instructions on typing the accents used by Malagasy. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Malagasy Title does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Malagasy text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLExtendedLatin2".

Things to Know about Malay

Malay is primarily spoken in Malaysia by approximately 10 million people, and about a million speakers in nearby Thailand and Singapore. Malay is almost identical to Indonesian, with the only difference being some slight variations in spelling.

If you are learning Malay with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Malay. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Malay Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Malay text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLAsian2" in whatever application you use.

Things to Know about Pidgin English

Nigerian Pidgin English is spoken in some parts of Nigeria, located in western Africa. Nowadays, speakers of Pidgin English number more than 20 million.

If you are learning Pidgin English with Languages of the World, keep the following in mind:

When getting grammar help...

The Pidgin English Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know About Polish

Polish belongs to the Western Slavic group of languages, together with Czech. It is spoken by over 38 million people in Poland, over 3 million in the United States, and over a million elsewhere in the world. Modern Polish came into being in the 16th century.

If you are learning Polish with Languages of the World, keep the following in mind:

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Polish text from Languages of the World into different applications. To view Polish text properly in other applications, you may have to select the text, then set the display font to "TLCentralEurope" in whatever application you use.

When typing...

In a Polish Title, you can type all the Polish characters by following the regular instructions for typing special characters. See page 62 for instructions.

Things to Know about Quechua

Quechua was the language of the Inca Empire. It is still spoken today in the region of the Andes, stretching from southern Columbia southward to Chile. An estimated 6 to 10 million people in this region still use Quechua for everyday communication.

If you are learning Quechua with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Quechua. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Quechua Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Romanian

Romanian is spoken by approximately 26 million people around the world. In addition to being the primary language of Romania, it is widely spoken in a number of other countries, including Moldova, Kazakhstan, Kyrgyzstan, and Russia. It is a Latin, or Romance, language, and for this reason is similar in many ways to French, Spanish, Portuguese, and Italian. Romanian, however, is much closer to the original Latin than the other Romance languages. It has borrowed many words from other Romance languages, and has also been influenced by eastern European languages over time.

If you are learning Romanian with Languages of the World, keep the following in mind:

When reading...

Romanian was written in Cyrillic until the mid-nineteenth century, when the Latin alphabet was adopted. Many of the letters bear diacritical marks, or accents. It is a very phonetic language, in that the letters generally have a corresponding pronunciation. You can use the Alphabet topic in Grammar Basics to help you learn to read the Romanian alphabet. See page 33 for instructions on using Grammar Basics.

When typing...

See page 62 for instructions on typing the accents and special characters used by Romanian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Romanian text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLEastEurope3" in whatever application you use.

Things to Know About Russian

Russian is the official language of Russia, and is spoken as the first language by over 160 million people (including many living in the former Soviet Republics).

Russian is written in the Cyrillic alphabet, which is believed to have been introduced by the Greek missionaries Cyril and Methodius in the 9th century. If you are learning Russian, you should pay special attention to the features in Languages of the World that involve Cyrillic characters.

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Cyrillic alphabet. See page 33 for instructions on using Grammar Basics.

To help you learn Russian, this program provides optional stress marks. These stress marks are not part of the standard Russian spelling system, but are universally used to teach pronunciation to students of Russian. Correct stress placement is important; the same word can have different meanings depending on the stress location. See "Displaying Russian Stress Marks" on page 111.

When typing...

When you have a Russian Title open, you can type Cyrillic characters while creating Notes, finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords.

See "Typing in Russian" on page 111 for instructions.

When customizing fonts...

When you are reading a Russian Title, only the "TL Cyrillic 2" font we've provided displays the Russian characters, and changing to a non-Cyrillic font does not create an English-spelling rendition of the Title text. You can, however, change the size of the Cyrillic characters, if it helps you see them better. See page 66 for instructions.

When saving lists or Titles as text, or when pasting Russian text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Russian text can also be copied and pasted into word processors, etc. To view Russian text properly in other applications, you may have to select the text, then set the display font to "TL Cyrillic 2" in whatever application you use.

Displaying Russian Stress Marks

To help you learn Russian, this program provides optional stress marks. These stress marks are not part of the standard Russian spelling system, but are universally used to teach pronunciation to students of Russian. The same word can have different meanings depending on the stress, so correct stress placement is important to distinguish between these homographs. A similar situation occurs in some English verb / noun pairs, as with the word "record", which is pronounced "reCORD" when it is a verb and "REcord" when it is a noun.

To display (or remove) Russian stress marks:

Choose **View / Stress Marks**. The stress marks will disappear if they were previously visible, and reappear if they were previously hidden.

Typing in Russian

You can type Cyrillic characters when creating Notes, finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords with a Russian Title. Typing Cyrillic characters is only possible with Russian Titles.

To type Cyrillic characters in a Russian Title:

1. Position your cursor where you want to type.
2. Do one of the following to display the Russian Keyboard Palette, if it does not appear automatically.
 - Click , then reposition your cursor.
 - Press ⌘-T.
 - Choose **View / Type in Russian**, then reposition your cursor.
3. Use the Keyboard Palette to find the Cyrillic characters. Upper case characters are available by holding down the Shift key.



4. Type the character you want, or use your mouse to click on the character on the Keyboard Palette on the screen.

Things to Know about Scottish Gaelic

Scottish Gaelic is a Celtic language spoken along the northwest coast of Scotland and on the Hebrides Islands. About 1% of Scotland's inhabitants speak the language, with a sizeable concentration in Glasgow.

If you are learning Scottish Gaelic with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Scottish Gaelic. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Scottish Gaelic Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Serbian

Some 25 million ex-Yugoslavs understand Serbian; some 12 million speak it. Before the break-up of Yugoslavia, the language was known as Serbocroatian or less commonly as Croatoserbian. Political considerations and nationalist aspirations have done much to emphasize the differences between Serbian and Croatian, and there are very few scholars left who treat these languages as if they were merely dialects of the same native tongue.

If you are learning Serbian with Languages of the World, keep the following in mind:

When reading...

You can use the Alphabet topic in Grammar Basics to help you learn to read the Cyrillic alphabet used in Serbian. See page 33 for instructions on using Grammar Basics.

When typing...

See page 113 for instructions on typing the Cyrillic characters used by Serbian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When saving lists or Titles as text, or when pasting text into another application...

Serbian CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Serbian text from Languages of the World into different applications. To view Serbian text properly in other applications, you may have to select the text, then set the display font to "TL Cyrillic 2".

Typing in Serbian

While you are using a Title in Serbian, you can type Cyrillic characters when creating Notes, finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords.

To type in Serbian:

1. Position your cursor where you want to type.
2. Do one of the following to display the Serbian Keyboard Palette, if it does not appear automatically.
 - Click , then reposition your cursor.
 - Press ⌘-T.
 - Choose **View / Type in Serbian**, then reposition your cursor.
3. Use the Keyboard Palette to find the Cyrillic character you want to type. Upper case characters are available by holding down the Shift key.
4. Do one of the following:
 - Type the character using your keyboard.
 - Use your mouse to click on the characters you want on the Keyboard Palette.

Things to Know about Slovak

Slovak is the official language of the Slovak Republic, where it is spoken by about 4.5 million people. There are also significant numbers of Slovak speakers in Hungary, Poland, Romania, Yugoslavia, Canada, and the USA. It is a Slavic language and is closely related to Czech.

If you are learning Slovak with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Slovak. You will need to type these characters when finding words and roots, practicing Word Dictation, playing Vocabulous!, and playing Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Slovak Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Slovak text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLEastEurope3".

Things to Know about Slovene

Slovene is a Slavic language closely related to Croatian and Serbian. It is the official language of the Republic of Slovenia. It is spoken by almost 2 million people in Slovenia and thousands of people in the neighboring countries of Italy, Hungary, and Austria.

If you are learning Slovene with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Slovene. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When getting grammar help...

The Slovene Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Slovene text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLEastEurope3" in whatever application you use.

Things to Know about Somali

Somali is spoken by about 8 million people worldwide, primarily in Somalia, where it is the national language. Other Somali speakers live in Ethiopia and Kenya. Before 1972, Somali had no standard script and was written in Arabic or Ethiopian scripts. Today, standard Somali uses the Latin alphabet.

If you are learning Somali with Languages of the World, keep the following in mind:

When reading and listening...

Most consonants in Somali are pronounced similarly to their English equivalents. However, pay close attention to the way the native speakers pronounce the letters **x** and **c**; the pronunciation of these letters is very different from the English pronunciation.

Somali has both short and long vowels, indicated in the written language by the doubling of vowels. When practicing your pronunciation and pronouncing long vowels, be careful that they remain pure and do not become diphthongs. When in doubt, follow the lead of the native speaker. Listening to the pronunciation of individual words will help you discern the difference.

When getting grammar help...

The Somali Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Sotho

Sotho, a Bantu language of southern Africa, consists of three major dialects. In the Sotho Title which comes with Languages of the World, you will hear Sesotho or Southern Sotho. Sesotho is spoken by about 5 million people, primarily in Lesotho, where it is an official language, and in South Africa. While the Sesotho of these two regions is basically the same, there are variations in spelling. The Sotho Title in Languages of the World uses the spelling that is standard in South Africa.

If you are learning Sotho with Languages of the World, keep the following in mind:

When reading and listening...

Generally speaking, Sotho is a phonetic language and the letters are pronounced similarly to their English equivalents. Pay careful attention to the sounds represented by the letters **g** and **q**, which have no equivalents in English. The vowels **e** and **o** have two different pronunciations.

Sotho, like most Bantu languages, is tonal. Therefore, the same word may change meaning depending on its tone. If you see the same word having different meanings, listen carefully to the word pronunciation so that you use the correct tone. You can use Conversation Practice and the Listen & Speak exercises to practice your own pronunciation and the use of tones. The pitch graphs available in those exercises may be especially helpful to you.

When typing...

See page 62 for instructions on typing the accents and special characters used by Sotho. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Sotho Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Sotho text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLBaltic" in whatever application you use.

Things to Know about Tahitian

Tahitian belongs to the Austronesian and Malayo-Polynesian language family. It is the indigenous tongue of Tahiti and other islands in the South Pacific Ocean, although the official language of French Polynesia is French. Tahitian is spoken by approximately 50,000 people. The alphabet contains only thirteen letters: five vowels and eight consonants.

If you are learning Tahitian with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Tahitian. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Tahitian Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Tahitian text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLAsian2" in whatever application you use.

Things to Know about Thai

The Thai language, according to many linguists, is part of the Tai language family. The languages in this family are said to be derived from a proto-Tai language which is grouped into the much larger Austro-Tai language family.

In Languages of the World, the Thai language is transliterated – written using the same letters as English instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Thai with Languages of the World, keep the following in mind:

When reading and listening...

Remember that the English letters are being used to represent the sounds of Thai in the Title. You can use the Alphabet topic in Grammar Basics to learn about the transliteration and how it relates to the characters that the language would normally use. See page 33 for instructions on using Grammar Basics.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use Conversation Practice or the Listen & Speak exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

When typing...

See "Typing Special Characters or Diacritic Marks" on page 62 if you need instructions for typing any of the characters used in the transliterated Thai.

Things to Know about Tswana

Tswana is one of the Bantu languages of southern Africa. Tswana, also known as Setswana, is spoken by the Tswana people of Botswana and South Africa, about 4 million people. Tswana is closely related to Sotho and sometimes called Western Sotho.

If you are learning Tswana with Languages of the World, keep the following in mind:

When reading and listening...

Generally speaking, Tswana is a phonetic language and the letters are pronounced similarly to their English equivalents. Pay careful attention to the sound represented by the letter **g**, which has no equivalent in English.

Like most Bantu languages, Tswana is tonal. A word may change meaning depending on its tone. If you see a word that has more than one English meaning, listen carefully to the word pronunciation so that you use the correct tone. You can use Conversation Practice and the Listen & Speak exercises to practice your pronunciation and the use of tones. The pitch graphs available in those exercises may be especially helpful.

When typing...

See page 62 for instructions on typing the accents and special characters used by Tswana. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Tswana Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Tswana text can also be copied and pasted into word processors, etc. To view some of the characters in the text properly in other applications, you may have to select the text, then set the display font to "TLBaltic" in whatever application you use.

Things to Know about Turkish

Turkish is spoken by approximately 150 million people, not only in Turkey, but also Cyprus, the Balkans, and Germany. It belongs to the Turkic family of languages, along with Azerbaijani, Kazakh, Uzbek, and several others. The Turkish language was originally written in Arabic script and was influenced by Persian and Arabic cultures. In 1928, the Latin alphabet was adopted for the Turkish language by government decree.

If you are learning Turkish with Languages of the World, keep the following in mind:

When reading...

Modern Turkish contains 21 consonants and 8 vowels. You can use the Alphabet topic in Grammar Basics to help you learn to read the Turkish alphabet. See page 33 for instructions on using Grammar Basics.

When listening...

Turkish is an agglutinative language, that is, endings are added to the roots to express a wide variety of meanings, including negation, interrogation, and possession. The resulting words can be extraordinarily long, sometimes containing more than 30 letters. Because some words may be too long to facilitate the learning of accurate pronunciation, this program provides the pronunciation of many of these roots and endings individually, as well as together in the context of the sentence.

When typing...

See page 62 for instructions on typing the accents and special characters used by Turkish. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Turkish text from Languages of the World into different applications. To view the text properly in other applications, you may need to select the text, then set the display font to "TLTurkish" in whatever application you use.

Things to Know about Ukrainian

If you are learning Ukrainian, you should pay special attention to the Languages of the World features which involve Ukrainian characters.

When reading...

You can use the Alphabet topic in Grammar Basics to learn how to read the Cyrillic alphabet used in Ukrainian. See page 33 for instructions on using Grammar Basics.

To help you learn Ukrainian, this program also provides optional stress marks. Correct stress placement is important because the same word can have different meanings depending on the stress location. See "Displaying Ukrainian Stress Marks" on page 121 for more information.

When typing...

When you have a Ukrainian Title open, you can type Ukrainian characters when creating Notes, finding words and roots, using Word Dictation, playing Vocabulous!, and playing Crosswords.

See "Typing in Ukrainian" on page 121 for instructions.

When customizing fonts...

When you are reading a Ukrainian Title, only the "TL Cyrillic 2" font we've provided displays the Ukrainian characters, and changing to a non-Cyrillic font does not create an English-spelling rendition of the Title text. You can, however, change the size of the Cyrillic characters, if it helps you see them better. See page 66 for instructions.

When saving lists or Titles as text, or when pasting Ukrainian text into another application...

Ukrainian CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Ukrainian text can also be copied and pasted into word processors, etc. To view Ukrainian text properly in other applications, you may have to select the text, then set the display font to "TL Cyrillic 2" in whatever application you use.

Displaying Ukrainian Stress Marks

To help you learn Ukrainian, we've provided optional stress marks. The same word can have different meanings depending on the stress, so correct stress placement is important to distinguish between these homographs.

To display (or remove) Ukrainian stress marks:

Choose **View / Stress Marks**. The stress marks will disappear if they were previously visible, and reappear if they were previously hidden.

You do not need to type Ukrainian stress marks when you type in Ukrainian in games or other activities.

Typing in Ukrainian

While you are using a Title in Ukrainian, you can type Cyrillic characters in Notes, searches, Word Dictation, Vocabulous!, and Crosswords.

To type Ukrainian characters:

1. Position your cursor where you want to type.
2. Do one of the following to display the Ukrainian Keyboard Palette, if it does not appear automatically.
 - Click , then reposition your cursor.
 - Press ⌘-T.
 - Choose **View / Type in Ukrainian**, then reposition your cursor.
3. Use the Keyboard Palette to find the Cyrillic characters. Upper case characters are available by holding down the Shift key.
4. Type the character you want, or use your mouse to click on the character on the Keyboard Palette on the screen.

Things to Know about Urdu

Urdu is the official language of Pakistan. It is the mother tongue of about 10 million people and is spoken as a second language by about 80 million people. Urdu as a language is very similar to the colloquial version of Hindi, Hindustani. In fact, the Hindustani language incorporates both Urdu and Hindi, but has fallen into general disuse since the partition of Pakistan and India in 1947. The main difference between the two languages is that Urdu is written in Perso-Arabic script and Hindi is written in Devangari script.

In Languages of the World, however, Urdu is transliterated - written using English letters instead of its native characters. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Urdu with Languages of the World, keep the following in mind:

When reading...

Remember that English letters are being used to represent the sounds of the Urdu language in the Title. You can use the Alphabet and Pronunciation topic in Grammar Basics to learn about the transliteration. See page 33 for instructions on using Grammar Basics.

When listening...

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. With Languages of the World, you can listen to any word as many times as you need to perfect your listening comprehension. You can also use Conversation Practice and the Listen & Speak exercises to practice your own pronunciation.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

Things to Know about Vietnamese

Vietnamese is spoken by over 60 million people in Vietnam. There are over a million additional speakers of Vietnamese scattered across the globe, including 500,000 in the United States. If you are learning Vietnamese with Languages of the World, keep the following in mind:

When reading...

One of the first things you will notice when you look at the Vietnamese Title is the many accents marks and diacritics used to represent special sounds and tones. These marks are an important part of the Vietnamese language. The Grammar Basics file contains information on the Vietnamese alphabet and the meanings of the different tonal marks. See page 33 for instructions on using Grammar Basics.

You can change to a larger font size, if it makes it easier for you to distinguish the various diacritics and tonal marks. See page 66 for instructions.

When listening...

Pay special attention to the tones used by the native speakers when they pronounce each word. Different tones can change a word's meaning. With Languages of the World, you can listen to any word as many times as you need to be able to recognize its tone. You can also use Conversation Practice and the Listen & Speak exercises to practice your own pronunciation and the use of tones. The pitch graphs available in those exercises may be especially helpful to you.

When typing...

You can type all of the diacritics used in Vietnamese by following the standard instructions on page 62 for typing special characters or diacritic marks using the Keyboard Palette or using the arrow keys.

If you display the Vietnamese Keyboard Palette, you can click on any letter to type it.

a	à	á	ã	ả	ã	ă	á	à	ã	â	â	á	à	ã	b	c	ç	d	đ	e		
è	é	ê	ê	é	è	ê	ê	ê	f	g	h	i	ì	í	ĩ	ì	j	k	l	m		
n	o	o	ò	ó	õ	o	ơ	ơ	ó	ờ	ở	õ	ò	ộ	ố	õ	ố	p	q	r	s	t
	u	u	ù	ú	ũ	u	ư	ư	ừ	ú	ử	ữ	v	w	x	y	ỳ	ý	ỹ	ý	z	

To use the arrow keys, you must type the base letter, hold down the Option key, and push one of the arrow keys until the marks you want appear. For base letters that can have many different marks, such as **a**, you may need to push the arrow keys quite a few times.

Remember that you must type all the correct diacritics and tonal marks to get words correct in games, word searches, and root searches.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text or copied and pasted into other applications. To view Vietnamese text properly in other applications, you may have to select the text, then set the display font to "VI Times (TL)" in the application you use.

Things to Know about Welsh

There are approximately 500,000 Welsh speakers in Wales. The largest concentrations of Welsh speakers can be found in the west and northwest of Wales. Although the number of Welsh speakers indicated that the language might be disappearing in the early 1900s, a number of Welsh preservation societies and movements have developed in recent years.

If you are learning Welsh with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Welsh. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When getting grammar help...

The Welsh Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Welsh text from Languages of the World into different applications. To view Welsh text properly in other applications, you may have to select the text, then set the display font to "TLExtendedLatin2".

Things to Know about Wolof

Wolof is spoken by 6.5 million people. It is the most important of the eight languages spoken in the Republic of Senegal, a small country situated on the West African coast. There is an important immigrant population in Europe (mainly France) and the United States that still speaks Wolof.

If you are learning Wolof with Languages of the World, keep the following in mind:

When typing...

See page 62 for instructions on typing the accents and special characters used by Wolof. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them when creating Notes.

When getting grammar help...

The Wolof Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Xhosa

Xhosa is spoken more than 6 million black Africans. It is one of the eleven official languages in South Africa.

If you are learning Xhosa with Languages of the World, keep the following in mind:

When getting grammar help...

The Xhosa Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

Things to Know about Yiddish

Yiddish is spoken by about 4 million people, mostly Jews, all over the world, particularly in Argentina, Canada, France, Israel, Mexico, Romania, and the United States. Prior to World War II, about 11 million people spoke it. Recently, many organizations devoted to preserving Yiddish have become active.

In Languages of the World, the Yiddish language is transliterated – written using the same letters as English instead of the characters it would normally use. This approach makes it easy for beginners to master the basic sounds and vocabulary of the language before tackling a new character system.

If you are learning Yiddish with Languages of the World, keep the following in mind:

When reading and listening...

Remember that the English letters are being used to represent the sounds of Yiddish in the Title. You can use the Alphabet topic in Grammar Basics to learn about the transliteration and how it relates to the characters that the language would normally use. See page 33 for instructions on using Grammar Basics.

While learning a language that is presented in a transliterated format, it is more important to focus on the sound, structure, and vocabulary of the language than on the English-letter spellings used to represent the words. Use Conversation Practice or the Listen & Speak exercises to hone your pronunciation skills, or play the native speaker sound as many times as you need to perfect your listening comprehension.

When playing games...

Remember that games such as Vocabulous! and Crosswords are still great ways to master vocabulary, even when using the transliterated spellings. The other games, such as Unscramble and Plug-n-Play, will help you learn grammar and word usage.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. Transliterated Yiddish text can also be copied and pasted into word processors, etc. To view some of the characters in the transliterated text properly in other applications, you may have to select the text, then set the display font to "TLExtendedLatin2" in whatever application you use.

Things to Know about Yoruba

Yoruba, pronounced YO-ruba, belongs to the Niger-Congo family of languages. It is spoken by about 20 million people in southwestern Nigeria, making it one of the major languages of that country.

If you are learning Yoruba with Languages of the World, keep the following in mind:

When reading and listening...

You will notice a few unfamiliar characters in Yoruba, including the short 'e', short 'o', and 'sh' ('e', 'o', and 's' written with a dot below). Note, too, that the accent marks above certain letters do not indicate stress, but tone (the rise and fall of one's voice).

Pay special attention to the tones used by the native speakers when they pronounce each word. Different tones can change a word's meaning. With Languages of the World, you can listen to any word as many times as you need to be able to recognize its tone. You can also use Conversation Practice and the Listen & Speak exercises to practice your own pronunciation and the use of tones. The pitch graphs available in those exercises may be especially helpful to you.

When typing...

See page 62 for instructions on typing the accents and special characters used by Yoruba. You will need to type these characters when finding words and roots, as well as when using Word Dictation, Vocabulous!, and Crosswords. You can also type them in Notes.

When getting grammar help...

The Yoruba Title which comes with Languages of the World does not include a Grammar Basics file or grammar links, so those options will be grayed out in the program menus. However, you can still get grammar information about any word in the Title by looking in the Grammar panel on the Reading Screen.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Yoruba text from Languages of the World into different applications. To view Yoruba text properly in other applications, you may have to select the text, then set the display font to "TLAfricanLatin".

Things to Know about Zulu

If you are learning Zulu with Languages of the World, keep the following in mind:

When typing...

See "Typing Special Characters or Diacritic Marks" on page 62 if you need instructions for typing any of the characters used in Zulu.

When saving lists or Titles as text, or when pasting text into another application...

CheckWord Lists, Note Lists, and Title texts can all be saved as text so you can open them in other applications. You can also copy and paste Zulu text from Languages of the World into different applications. To view Zulu text properly in other applications, you may have to select the text, then set the display font to "TLAfricanLatin".

Menus and Shortcuts

Menu Commands

File Menu Commands

Use the **File** menu to go to different screens, print material, and exit the program.

File menu commands:

Open a Title	Shows a menu of installed Titles. Click on the Title you want to read.
Go to Main	Displays the Opening screen.
Go to Title	Displays the currently open Title.
Go to Catalog	Opens your Internet browser and displays the Transparent Language on-line catalog on the Internet.
Save As Text	Saves a CheckWord List, Note List, or the Title text in a text format that can be read by a word processor or other application.
Page Setup...	Defines the printer.
Print	Prints the open Title, CheckWord List, or Note List.
Quit	Closes Languages of the World.

Edit Menu Commands

Use the **Edit** menu to copy or append material to the Clipboard, or to create CheckWords and Bookmarks.

Edit menu commands:

Copy	Copies the selected text in the Note tab to the Clipboard. Only available if there is Note text selected.
Paste to Note	Pastes the contents of the Clipboard into a Note attached to the current word. Only available if there is text on the Clipboard. This command will change to Paste while a Note is being edited.
Copy Word	Copies the currently selected word in the Title to the Clipboard, erasing existing material on the Clipboard.
Copy Segment	Copies the current Segment to the Clipboard, erasing existing material on the Clipboard.
Copy Note	Copies the current Note to the Clipboard, erasing existing material on the Clipboard.
Append Word	Appends the currently selected word to the Clipboard without erasing existing material on the Clipboard.
Append Segment	Appends the current Segment to the Clipboard without erasing existing material on the Clipboard.
Append Note	Appends the current Note to the Clipboard without erasing existing material on the Clipboard.
CheckWord	Adds or removes the currently selected word in your list of CheckWords.
Bookmark	Places or removes a Bookmark in the Title at the current location.

Find Menu Commands

Use the **Find** menu to search the Title for particular words, roots, grammar links, or locations, and to find your CheckWords, Notes, and Bookmarks.

Find menu commands:

Root	Searches the Title for words derived from any root. You can use wildcards to search for pieces of roots.
Word	Searches for any word in the Title. You can use wildcards to search for pieces of words.
Grammar Link	Searches for words of the same part of speech as the current word. Not available for all languages.
Find Again	Repeats your previous search. You can repeat searches for words, roots, or grammar links.
Go to Location	Allows you to search for a Segment by its number.
Previous	Selects the previous CheckWord, Bookmark, or Note.
Next	Selects the next CheckWord, Bookmark, or Note.

View Menu Commands

You can use the **View** menu change the appearance of Languages of the World and to see various features.

View menu commands:

Zoom Title	Enlarges the Title panel on the Reading screen. To "unzoom" the panel, select this menu option again.
Highlight Segment	Controls whether the current Segment in the Title is highlighted. When a checkmark appears beside this menu item, highlighting will be on, as it is by default.
Highlight Phrase	Controls whether the current phrase or word group in the Title is highlighted. When a checkmark appears beside this menu item, highlighting will be on, as it is by default.
CheckWord List	Displays your current list of CheckWords.
Notes List	Displays the List Viewer with your current list of Notes.
Type in <Title Language>	Sets the typing mode and displays the Keyboard Palette for typing in different languages.
Stress Marks	Displays stress marks in the certain languages. This feature is only available for some languages.
Preferences	Opens the preference panels, which allow you to adjust the look and sound of your Languages of the World program to suit your tastes and needs.

Sound Menu Commands

You can use the **Sound** menu to play sound for words and Segments.

Sound menu commands:

Word	Pronounces the current word in the Title.
Segment	Pronounces the current Segment in the Title.
Words	Pronounces words continuously, starting from the currently selected word.
Segments	Pronounces Segments continuously, starting from the current Segment.
Stop	Ends whatever sound is playing.

Illustrations Menu Commands

You can use the **Illustrations** menu to see illustrations. These features are only available for Illustrated Titles. If you have purchased an add-on Title with video, you will see the Video menu instead of the Illustrations menu. See the on-line Help for details.

Illustrations menu commands:

Next	Goes to and shows the next illustration.
Previous	Goes to and shows the previous illustration.
Image Credit	Gives photographer and copyright information for the current illustration in an Illustrated Title.

Activities Menu Commands

The commands in the **Activities** menu let you open exciting games and practice screens.

Activities menu commands:

Conversation Practice	Opens Conversation Practice, an exciting activity where you can play a role in a foreign language dialog.
Games	Opens a screen where you can choose from a set of games to help you practice and improve your language skills
Listen & Speak	Opens a screen where you can choose from activities to help you focus on pronunciation and listening comprehension.

Reference Menu Commands

Use the **Reference** menu to get grammar help for your foreign language and to link to other Transparent Language products.

Reference menu commands:

- | | |
|---------------------------|--|
| Grammar Basics | Gives an overview of the foreign language grammar. Not available for all languages. |
| On-Line References | Opens your Internet browser and links to some of the available resources on the Transparent Language web page. |

Help Menu Commands

Use the **Help** menu to get help on Languages of the World.

Help menu commands:

- | | |
|----------------------------|---|
| Help | Gives detailed instructions about Languages of the World. |
| Hints | Shows the Hints box with a helpful Hint about Languages of the World. |
| Getting Started | Gives ideas about what to do first with Languages of the World. |
| Author Introduction | Gives interesting background information on the Title and its author(s). |
| Author Credits | Shows a brief statement about the Title's author(s) and translator(s). |
| Show Flyby Hints | Controls whether ToolTips are enabled or disabled. When a checkmark appears beside this menu item, ToolTips are enabled. When there is no checkmark, they are disabled. |

Note: On some systems, you may also see the standard Macintosh Balloon Help options in this menu.

Keyboard Shortcuts

The following keys provide quick ways to do many common actions.

Right Arrow or

Space Bar Next Word

Left Arrow or

Shift-Space Bar Previous Word

Tab Next Segment

Shift-Tab Previous Segment

Down Arrow Next Line

Up Arrow Previous Line

Page Up Previous Screen

Page Down Next Screen

Home Beginning of Title

End End of Title

Esc Stop Sound or Cancel in Dialog Boxes with Cancel Buttons

Return Same as OK in all Dialog Boxes

Command Keys

⌘-7 Play Current Word

⌘-8 Play Words

⌘-9 Play Current Segment

⌘-0 Play Segments

⌘-A Select All (in Edit Fields)

⌘-B Bookmark Toggle

⌘-C Copy Selection (in Edit Fields)

⌘-F Find Word

⌘-G Find Again

⌘-H Highlight Segment Toggle

⌘-L View CheckWord List

⌘-O Open Title

⌘-P Print Title

⌘-Q Quit

⌘-R Find Root

⌘-T Toggles the Typing Mode

⌘-V Paste (in edit fields)

⌘-W Close (Closes the Title panel) or Same as Cancel in Dialog Boxes

⌘-X Cut (in edit fields)

⌘-. (period) Cancel in Dialog Boxes with Cancel Buttons or OK in Dialog Boxes without Cancel Buttons

Technical Support and Troubleshooting

Getting Technical Support

If you have questions about a Transparent Language product or encounter difficulties with it, you can refer to:

- the Troubleshooting section of this documentation, which starts on page 134
- the Troubleshooting section of the on-line Help file
- the written Installation Guide in your CD insert
- the Technical Support section of our World Wide Web page, <http://www.transparent.com>

If you cannot resolve the issue, Technical Support is available:

Outside the United States or Canada:

Contact your local Languages of the World distributor.

Inside the United States and Canada, please contact Transparent Language:

Phone: (603) 262-6300
Internet: support@transparent.com
FAX: (603) 262-6555

When you communicate with us about difficulties with the program, please include the following information:

- Version number of Languages of the World.
- Language of the Title or program being used.
- Type of computer.
- Operating system version.
- Any error messages received.
- Complete problem description.

Troubleshooting

This documentation lists possible solutions for the following situations:

No Sound	Page 135
Distorted or Incorrect Sound	Page 136
Recording Problems	Page 136
Illustration Problems	Page 137
Help File or Grammar Basics Has Index Problems	Page 138
Font Problems	Page 139
Out of Memory Errors / Screen Flickering	Page 140
Cannot See Whole Screen	Page 140
Grammar Basics Won't Launch	Page 141

Additional troubleshooting information is available in the Languages of the World on-line Help. Also, for the latest troubleshooting information, you can consult the Transparent Language web page: <http://www.transparent.com>.

If you still cannot solve your problem, contact our Technical Support. See page 133 for Technical Support contact information.

Troubleshooting: No Sound

If you cannot hear sound with Languages of the World, check the following:

- During installation, did you choose to leave the multimedia files on the CD-ROM rather than installing them on the hard drive? That is the most common choice. In that situation, you need to have the correct CD-ROM in the drive to hear sound.
- Does the CD-ROM in the drive correspond with the open Title? Some Languages of the World programs include more than one CD-ROM - the artwork on the CD-ROM itself will tell you which CD-ROM has the sound for which languages. If you have any additional Titles that are not part of your Languages of the World package, you must put that Title CD-ROM in the drive to hear sound for those Titles.
- Is the CD-ROM mounted on the desktop? If not, put the CD-ROM in and wait for it to appear on the desktop. (On some lower resolution monitors, you may have to hide Languages of the World to see the desktop. See page 82 for instructions.)

After it is mounted, click  to check for sound again. See "Locating Sound Files" on page 35 for more details.

- If you copied the multimedia files to your hard drive during installation, did you correctly follow the instructions for installing the multimedia files? For instructions on installing the multimedia files with the main program, see the installation instructions that came with Languages of the World. For instructions on installing the multimedia files for add-on Titles, see page 22, and be sure you copy ALL the necessary files into the correct folder.
- Do you have Ram Doubler by Connectix on your system? Very old versions of Ram Doubler conflict with sound. Disable Ram Doubler and sound should work. Contact Connectix for information on an upgrade that will not conflict.
- Is the word or Segment you're trying to listen to part of an English comment or hyperlink? There is no recorded sound for the text of the English comments and hyperlinks included in some Titles.
- Do other programs get sound? If not, the problem may be with your speakers or your system. Check the **Volumes** setting in the **Sound** control panel to verify that sound levels are appropriate.

If you still cannot hear sound, contact our Technical Support.

Troubleshooting: Distorted or Incorrect Sound

If the sound for Languages of the World seems distorted, check the following:

- Do you have SlowSound active without realizing it? Look at the left-most button directly below the Title panel. If it appears as , with a bright green shell on the turtle, then SlowSound is active. Click  to turn it off and try sound again. The button should now appear  with a dark green shell, and speech should be normal. See "Using SlowSound" on page 39.
- Do you have Ram Doubler by Connectix on your system? Ram Doubler sometimes causes broken up sound or static. Disable Ram Doubler for best sound.
- Is Virtual Memory on? Virtual Memory can also cause static or broken sound. Turn off Virtual Memory for best sound playback.

If sound is still incorrect, contact our Technical Support.

Troubleshooting: Recording Problems

If you cannot record with Languages of the World, or if your recordings sound odd, or if your computer seems to freeze for a few minutes after recording, check the following:

- Can you hear sound with Languages of the World? If not, troubleshoot that first. See "Troubleshooting: No Sound" on page 135.
- Does your computer have a microphone? You must have a microphone to record with Languages of the World. You cannot simply speak into a speaker.
- Is your microphone turned on? Check the **Sound In** settings in the **Sound** control panel to verify that the microphone is the selected input device.
- Did you forget to hold down the mouse button over the  button while you were speaking into the microphone? Do not release the mouse button until you are done recording.
- Are you speaking too softly or too loudly? Pay attention to the volume meter that appears while you are recording. Try to keep the bar in the green area for best results. The yellow area indicates that you are speaking too softly, while the red area indicates you are speaking too loudly.
- Is your microphone too close or too far from your mouth? Try recording with the microphone in a different position.
- Can you record with other programs? If not, the problem may be with the microphone or your system.
- Is your microphone compatible with your computer? Is it plugged into the appropriate jack? Is the input volume turned up? See your computer or microphone documentation.

If you still have problems recording, contact our Technical Support.

Troubleshooting: Illustration Problems

If you cannot see illustrations with Languages of the World, check the following:

- Can you hear sound with Languages of the World? If not, troubleshoot that first. See "Troubleshooting: No Sound" on page 135.
- During installation, did you choose to leave the multimedia files on the CD-ROM rather than installing them on the hard drive? That is the most common choice. In that situation, you need to have the correct CD-ROM in the drive to see illustrations. Some Languages of the World programs include more than one CD-ROM - the artwork on the CD-ROM itself will tell you which CD-ROM has the multimedia files for which languages. If you have any additional Titles that are not part of your Languages of the World package, you must put the appropriate Title CD-ROM in the drive to see illustrations for those Titles.
- If you copied the multimedia files to your hard drive during installation, did you correctly follow the instructions for installing the multimedia files? For instructions on installing the multimedia files with the main program, see the installation instructions that came with Languages of the World. For instructions on installing the multimedia files for add-on Titles, see page 22, and be sure you copy ALL the necessary files into the correct folder.
- Can Languages of the World find the illustrations? See "Locating Multimedia Files" on page 50.
- Is the Reading screen in Illustration mode or Theater mode? You will not see illustrations unless the Reading screen is in Illustration mode or Theater mode. To switch to Illustration mode, click  in the upper right-hand part of the Reading screen. To switch to Theater mode, click .

If you still have problems with illustrations, contact our Technical Support.

Troubleshooting: Help File or Grammar Basics Does Not Contain a Searchable Index

If you are using Mac OS 9.0 or lower, and you see a message that the Languages of the World Help file or Grammar Basics does not contain a searchable index, do the following to correct the problem:

To fix the Help index or Grammar Basics index on Mac OS 9.0 or lower:

1. Close Languages of the World, if you have it open. (See page 82 for instructions.)
2. Open the **System Folder** on your hard drive. (If you have more than one hard drive, it will be on your startup disk.)
3. Open the **Help** folder inside the System Folder.
4. In that Help folder, you should see an alias called **101 Languages of the World Help**. You may or may not also see other aliases with the names of languages and the words **Grammar Basics**. Drag the **101 Languages of the World Help** alias and any **Grammar Basics** aliases into the Trash.
5. Leaving the Help folder open, open the folder where you installed Languages of the World.
6. Open the **Extras** folder inside the Languages of the World folder. You should see a folder called **101 Languages of the World Help**. You may also see other folders with the names of languages and the words **Grammar Basics**. (If you see individual files, not folders, for Grammar Basics, you will not have index problems in Grammar Basics and you should not perform these instructions for Grammar Basics, only for the Help file if needed.)
7. Click on the **101 Languages of the World Help** folder and drag it into the Help folder that you have open (the one inside the System Folder).

If you see a message that a file cannot be replaced by a folder, you have not deleted the aliases mentioned in step 4. Make sure the aliases have been removed, then try to move the folder again.

8. Click on any **Grammar Basics** folders and drag them into the Help folder inside your System folder. (Again, if you have individual files, not folders, for Grammar Basics, you should not move them.)
9. Restart Languages of the World. The next time you run the Help file or Grammar Basics, you should be able to use the searchable index.

To fix Help or Grammar Basics problems after upgrading your OS:

If you originally installed Languages of the World under OS 9.0 or lower, and you later upgrade your operating system to Mac OS 9.1 or higher, you may need to either copy the Languages of the World Help folder and any Grammar Basics folders back into the Extras folder or reinstall Languages of the World in order for the Help file and Grammar Basics to work on the new operating system.

Troubleshooting: Font Problems

If some of the characters in your Title do not appear, or appear incorrectly, go to the Text preference panel and pick a new font for the Title. See page 66 for details.

Note: Many languages are transliterated in Languages of the World, so you will not see the native characters for these languages in the Title panel. The language-specific section of this documentation (pages 84 to 126) will tell you which languages are transliterated. Belorussian, Bulgarian, Russian, Serbian, and Ukrainian Titles are not transliterated, so you should see the Cyrillic characters for those languages.

If the characters do not appear correctly in any font, it's possible that the correct font is not installed properly on your system. Try reinstalling the fonts yourself off the Languages of the World CD-ROM.

To reinstall fonts:

1. Put the first Languages of the World CD-ROM in the drive.
2. Locate the fonts on the CD-ROM.
3. Drag the fonts onto the System Folder icon (not into the folder itself).
4. You will see a dialog box that says "Fonts need to be stored in the Fonts folder in order to be available to the Macintosh. Put these fonts into the Fonts folder?" Click **OK**.

The fonts will be installed on your system.

If the characters in your Titles are still not displayed properly, contact our Technical Support.

Troubleshooting: Out of Memory / Screen Flickering

If you get an "Out of Memory" error message, or if your screen flickers a lot while scrolling through the list of Titles or playing games, you may need to increase the memory allocation of the program. The default memory allocation is adequate for most screens. However, some larger screens or screens displaying more colors may require higher settings.

To increase the memory allocation:

1. Quit Languages of the World.
2. Click once on the Languages of the World icon to highlight it. Don't double-click and make the program open.
3. Choose **File / Get Info**. Information about the program will appear.
4. In the **Memory Requirements** box, increase the **Preferred Size** number. (In OS 8, you may have to select **Memory** from the **Show** menu to see this box.)
5. Close the information panel and restart Languages of the World. If the problem is not solved, repeat these instructions to increase the memory allocation again.

If you still experience problems, contact our Technical Support.

Troubleshooting: Cannot See the Whole Screen

If you cannot see everything on the screen when you use Languages of the World, your monitor might be set to a resolution that is too low. Languages of the World requires at least 800x600 resolution. If you try to run it with a lower resolution, such as 640x480, the program will not be displayed properly.

To change the resolution:

1. Select <Apple>/Control Panels/Monitors & Sound.
2. Click **Monitor**.
3. In the **Resolution** box, select **823 x 624, 75Hz** or a higher resolution.
4. Close the control panel.
5. Restart Languages of the World.

If you still experience this problem, contact our Technical Support.

Troubleshooting: Features Won't Launch

If Languages of the World can't launch Grammar Basics, GrammarPro!, or WordAce!, or if it launches these programs very slowly, consult the following information.

Problems launching programs on Mac OS X:

If you are using Mac OS X, certain programs such as Grammar Basics, GrammarPro!, and WordAce! may run in the Classic environment provided by OS X. Because some Macintoshes may take a while to start up the Classic environment, these programs may launch very slowly.

For Grammar Basics, be patient, and the program should eventually appear. If it does not, check the language-specific section which starts on page 84 of this documentation to verify that your language comes with a Grammar Basics file.

For WordAce! or GrammarPro!, be patient, and the program should eventually appear. If it does not, try to open the file again - clicking on the button or choosing the menu item a second time may solve the problem. After the program is open, it should run normally.

Problems launching programs on Mac OS 9 or Mac OS 8:

If Languages of the World beeps instead of launching Grammar Basics, GrammarPro!, or WordAce!, your computer may not have enough memory to open those features.

To free up memory, do one or both of the following:

- Quit all other applications that are running at the same time as Languages of the World.
- Use the **Memory** Control Panel to turn on Virtual Memory or increase the amount of Virtual Memory available.

If you still cannot launch these features, contact our Technical Support.

Glossary

Adjective

A word that modifies a noun or pronoun in a sentence. Adjectives describe, define, or qualify a noun or pronoun. English examples: **big, red, appropriate.**

Adverb

A word that modifies a verb, an adjective, another adverb, or a whole sentence. English examples: **quickly, accurately, efficiently.**

Append

To add the currently selected material to the Clipboard without erasing existing material on the Clipboard.

Article

A word used to indicate that another word is a noun. For example, English has three articles – **a, an,** and **the.** For many languages, the articles used with a word vary according to the word's gender or other attributes, so it is often valuable to learn the appropriate article along with a noun.

B

Bookmark

A place-marker in the Title text, inserted or deleted by the user. You can have more than one Bookmark in a Title.

C

Case-Sensitive

Case-sensitive means that uppercase and lowercase letters are treated as different characters. For example, in a case-sensitive list, "HELLO", "Hello", and "hello" would be considered three different words. In a list that is not case-sensitive, they would be considered the same.

CD-ROM

A Compact laser **Disk with Read Only Memory.** CD-ROMs have a greater storage capacity than diskettes.

CheckWord

A word that you have marked to appear in a personal vocabulary list. You can use these "CheckWord Lists" when you play Vocabulous! or Crosswords, or when you practice Word Pronunciation.

Citation Form

Pronouncing a word in isolation, as it would be presented in a pronouncing dictionary. Natural speech can vary significantly from the citation form.

Click

To press one of the buttons on your computer's mouse while the mouse pointer, , is over a button or other object on the screen.

Clipboard

The holding area where text that has been cut or copied is stored until you cut or copy new material. The material from the Clipboard can later be pasted in another location. Many different programs have access to the Clipboard.

Conjugate

To modify the form of a verb according to:

Tense – **when** the action occurs (past, present, or future)

Person – **who** or **what** is doing the action

Number – **how many** people or things are doing the action

Mood – the **manner** in which the verb itself is used (For example, "Run!" as a command is in the imperative mood.)

Conjunction

A word that joins other words, parts of sentences, or whole sentences. English examples: **and, that, because.**

Conversation Practice

Conversation Practice is an activity that lets you play a role in a foreign language dialog. Listen to the native speakers and record your responses. Conversation Practice is only available for Dialog Titles.

Copy

To store the currently selected material on the Clipboard, erasing any material already on the Clipboard. Copied material can later be pasted into another location. To copy text in most applications, select the text, then press -C or choose **Edit / Copy**.

Crosswords

The Crosswords game is a challenging and fun way to try out your vocabulary and spelling skills. The answers to the puzzle are missing words from a Segment.

Cut

To remove the selected material from its current location and store it on the Clipboard, erasing any material already on the Clipboard. Cut material can later be pasted into another location. To cut in most applications, select the text you want to cut and press -X or choose **Edit / Cut**.

D

Default Settings

The preference settings that are used for any open Title that does not already have user-defined settings. Default Settings can use Factory Settings or be user-defined.

Dialog

A section of the Title text that is specially enabled so it can be used with the Conversation Practice feature. Typically, dialogs consist of a conversation between two or more characters in the Title. Not all Titles contain this type of dialog.

Dialog Title

A Title that contains dialogs that can be used with the Conversation Practice feature. Not all Titles contain this type of dialog.

Diphthong

A diphthong is a complex vowel sound that is actually made up of two or more vowel sounds combined in one syllable. Examples include the sound of 'oi' in English 'coil', and 'ou' in English 'ouch'.

Double-Click

To press one of the buttons on your computer's mouse, **two times**, quickly, while the mouse pointer, , is over a button or other object on the screen.

E**Export**

To save material from one program in a format that can be read by another.

F**Factory Settings**

The preference settings that come with Languages of the World when you purchase it. Factory Settings are unalterable, but can be replaced with user-defined settings. Factory Settings can always be retrieved.

G**Gender**

Whether a word is considered masculine, feminine, or neuter. These terms may relate directly to the meaning of the word, or they may be arbitrary. In many languages, the gender of a word affects its conjugation or declension and how it relates to other words.

Grammar Basics

A reference file which explains the grammar of a language. Not all languages in Languages of the World include a Grammar Basics file.

Grammar Link

A category of grammar information, used to find grammatically similar words, play games with specific parts of speech, and get context-sensitive grammar help. Not all languages in Languages of the World include grammar links.

H**Hints**

Helpful tips about various aspects of Languages of the World. When enabled, hints appears the first time you open a Title during a Languages of the World session. You can also see hints at any time by choosing **Help / Hints** from the menu.

Homographs

Words that are written exactly the same but pronounced differently. For example, in English the word "record" can be a noun, pronounced "REcord," or a verb, pronounced "reCORD."

Hyperlink

A jump within the Title text or the Grammar panel, which when clicked will take you a new location or activity. Hyperlinks appear in the program as green, underlined text. Not all Titles contain hyperlinks.

I**Icon**

A small picture that represents a file or object on your computer.

Illustrated Title

A Title containing multimedia information that illustrates (but may not be directly related to) a word, Segment, passage, or concept.

Illustrations

Multimedia information that illustrates (but may not be directly related to) a word, Segment, passage, or concept in an Illustrated Title.

Import

To bring material from one program into another.

Infinitive

The root form of a verb. For example, "to walk" is the infinitive form of the English verb "walks" and "hablar" is the infinitive of the conjugated Spanish verb "hablamos" (we speak).

Internet Browser

An Internet browser is a program that you use to view information on the Internet such as web pages on the World Wide Web.

J**K****Keyboard Palette**

The box that shows the most common characters used in a particular language. You can click on any character in the Keyboard Palette to type it. Capital characters are available by holding down the Shift key.

L**List Viewer**

The dialog box with the tools for working with CheckWord Lists or Note Lists. The list viewer shows all the words or Notes in your current list. Not to be confused with the CheckWords tab or the Notes tab, the locations on the Reading screen where CheckWord Lists and Notes are displayed.

M

Menu

A list of commands. For example, like many programs, Languages of the World has a row of menus at the top of the screen. Other menus appear elsewhere in the program, such as when you click on certain buttons. You can click on any menu to see the full list of commands, and click on any command in the menu to choose it.

Mouse

The part of your computer that lets you control the mouse pointer and click on objects on the screen.



Mouse Pointer

The arrow  or other symbol that you can move around the screen by moving the mouse.

Note

A comment attached by the user to a specific word in a Title. Notes are typed in the Notes tab and saved in personal Note Lists.

Noun

A word denoting a person, place, thing, idea, or emotion. Examples of English nouns would be: "president," "Argentina," "rutabaga," "peace," and "happiness."

O

Opening Screen

The first screen that appears when you start Languages of the World. From this screen, you can open Titles and reference products, as well as view the Getting Started help file. Not to be confused with the Reading screen, which is where Title text is displayed.

P

Paste

To insert the material on the Clipboard into the current location. To paste text in most applications, position the cursor where you want the text to appear, then press \mathbb{C} -V or choose **Edit / Paste**.

Phrase

A group of words that has an idiomatic (non-literal) interpretation, as in "Burn the midnight oil" or "Wild goose chase." Not every word is part of a phrase.

Plug-n-Play

In Plug-n-Play, you race against the clock to place up to 20 words correctly in a section of text. Plug-n-Play really builds your language skills!

Pronoun

A word that functions like a noun, as a subject, object, or complement, and often refers to a noun previously mentioned. English examples: **her, we, I**.

Pronunciation Graphs

The pronunciation graphs provide feedback on specific aspects of your pronunciation, including Pitch, Fricatives, and Vowels. Compare your pronunciation graph to the native speaker's to see which parts of your pronunciation are doing well and which need more practice.

Q

Quiz

A set of questions about a specific Title, designed to test your understanding of that Title and the vocabulary and grammar concepts it presents. The on-line quizzes can be found on the Transparent Language web page. Some Titles have hyperlinks directly to appropriate quizzes.

R

Reading Screen

The screen where all the reference panels are displayed. From the Reading screen you can read the Title, see translations and grammar information, make Notes and CheckWords, and much more.

Reference Panels

The panels that act as references to the main Title text: the Root, Word Meaning, Word Group, Phrase, Grammar, and Notes panels.

Root

The form of a word from which all other forms are derived, such as the infinitive form of a verb or the singular form of a noun. For example, "to walk" is the root of the English verb "walked" and "doll" is the root of the English noun "dolls".

S

Segment

A group of words, usually a phrase, a clause, or one or more independent sentences. Segments divide the Title into manageable pieces, and are not intended to uniquely identify every phrase and clause.

Segment Unscramble

Segment Unscramble is a game that helps you master paragraph structure and comprehension. Try to put the mixed up Segments in order before time runs out!

Select

To select a word means to highlight the word by clicking on it (or moving the Selector with the arrow keys). To select a Segment means to select any word within the Segment.

Sentence Pronunciation

Sentence Pronunciation is an activity designed to improve your pronunciation of entire sentences. Detailed feedback lets you know exactly which aspects of your pronunciation you need to work on.

SlowSound

The feature that allows you to reduce the speed of the native speaker pronunciation in the program.

Sound Palette

The area in the upper right corner of the Reading screen that displays the Speech Correctness Meter, waveforms, and pronunciation graphs and allows you to record your own pronunciation.

Speech Correctness Meter

The Speech Correctness Meter gives you a general score for your pronunciation of the current word or Segment, on a scale of "Keep Practicing" to "Wow". This score is based on a comparison of the patterns of upper harmonics in the sounds - in other words, how closely you matched the native speaker's vowel sounds, pitch patterns, and number and placement of fricatives ("hissing" or "shushing" sounds).

Synonyms

Names for similar objects, concepts, or ideas. Synonyms rarely have identical meanings.

T**Title**

The foreign language text used by Languages of the World, such as a story, a poem, an article, or a language tutorial. Titles come with translations, grammar information, sound, and more. In Languages of the World, each Title is named after the language it teaches. For example, there is a Title called "Spanish" and another called "French". Add-on Titles have different names.

ToolTips

ToolTips are very brief explanations of a button or other object. ToolTips appear when you hold your mouse over the object for a few seconds. ToolTips can also be referred to as Flyby Hints.

Transliteration

Transliteration is using English letters to represent the sounds of languages that would normally be written with different characters. This approach makes it easier for beginners to master the basic sounds and vocabulary of a language before tackling a new alphabet.

U**Unscramble**

Unscramble displays a jumbled Segment from a Title, and it's up to you to put it back in order. It's a great way to build syntax skills!

V

Verb

A word denoting action, existence, or occurrence. Examples of English verbs would be "eat", "sing", and "juggle".

Vocabulous!®

Vocabulous! is a fun way to test your vocabulary and spelling. Vocabulous! gives you a Segment, and you try to guess the missing word.

Volume Meter

The bar that appears when you are recording text, to indicate the loudness of your recording. Try to keep the bar in the green area for best results. The yellow area indicates that you are speaking too softly, while the red area indicates you are speaking too loudly.

W

Web Page

A web page is a file on the Internet that you view using your Internet browser. Web pages can contain text, graphics, and links to other web pages. Web pages are also called web sites or homepages.

Wildcards

The wildcards represents zero or more characters in a search. An asterisk (*) stands for zero or more characters, while a question mark (?) stands for a single character.

Word Dictation

Word Dictation is an excellent way to improve your spelling and listening comprehension. Type the word you hear, then check your answer.

Word Group

A set of words which go together, and which cannot appear without each other, such as the phrasal verbs in English (e.g., "hand in" or "put off") or an idiomatic expression such as "wild goose chase." Sometimes a syntactic phrase (such as a prepositional phrase) is identified as a "phrase." Not every word is part of a word group.

Word Pronunciation

Word Pronunciation is an activity designed to improve your pronunciation of individual words. Detailed feedback lets you know exactly which aspects of your pronunciation you need to work on.

X

Y

Z

Zoom Title

To expand the Title panel to fill the entire screen, so no reference panels are visible.

Index

1st Things to Do with Languages of the World	4
Accessing On-Line Help	69, 138
Action Keys	132
Activating Lists	26, 31
Activities Menu Commands	130
Adding Bookmarks	61
Adding CheckWords	24
Adding Notes	29
Address	3
Adjectives	33, 60
Adverbs	33, 60
African Languages	84, 85, 105, 107, 126
Afrikaans	85
Aid	3, 4, 69, 133, 134, 138
Annotations	29, 30, 31, 32, 65
Answers to Common Problems	134
Appending	63
Application Menu	82
Approaches for Learning	4
Arabic	86
Area Code	3
Arrows	132
Articles	33, 60
Asian Languages	84, 93, 103, 104, 123
Assistance	3, 4, 69, 133, 134, 138
Attaching a Note	29
Authors	131
Azerbaijani	87
Background	68
Bar Graphs	58
Basic Grammar	33
Beginning with Languages of the World	4
Belorussian	88, 89
Bengali	90
Blue in Graphs	48
Bookmarks	61, 70
Breton	90
Building Vocabulary	4, 24
Bulgarian	91, 92
Calling Transparent Language	3, 133
Camera Button	51
Categories of Graphs	46, 58
CD-ROM	21, 35, 50, 135, 137
Changing Graphs	46
Changing Notes	30
Characters	62, 89, 92, 111, 113, 121, 139
Charts	46, 47, 48, 58
CheckWords	24, 25, 26, 27, 28, 34, 65, 71
Chinese	47, 93
Choosing Lists	26
City	3
Clipboard	63, 64
Closing Languages of the World	82

Colors.....	48, 68
Command Keys.....	132
Commands.....	127, 128, 129, 130, 131
Commenting on the Title.....	29
Common Problems.....	134
Conjugations.....	33
Conjunctions.....	33, 60
Connecting to the Internet.....	3, 133
Contacting Transparent Language.....	3, 133
Context-Sensitive Grammar Links.....	33
Contours.....	46, 47, 48
Control Keys.....	132
Conversation Practice.....	44, 45
Copying.....	63
Copyright Information.....	2, 130, 131
Correct CD-ROM.....	35, 50, 135, 137
Correcting a Note.....	30
Correctness Meter.....	46
Country.....	3
Creating a Note.....	29
Credits.....	131
Croatian.....	94
Crosswords.....	56
Customer Service.....	3
Cyrillic Alphabet.....	88, 91, 110, 112, 113, 120
Czech.....	94
Declensions.....	33
Definite Articles.....	33
Definitions.....	142
Deleting CheckWords.....	24, 25
Deleting Notes.....	32
Desktop.....	82
Diacritic Marks.....	62
Dialog Practice.....	45
Difficulties.....	134
Diphthongs.....	48
Disabling Hints.....	69
Distorted Sound.....	136
Distributors.....	3
Doing Things with Languages of the World.....	4
Drawings.....	51
Edit Menu Commands.....	128
Editing a Note.....	30
Electronic Mail Address.....	3, 133
E-Mail Address.....	3, 133
Enabling Hints.....	69
Erasing CheckWords.....	25
Erasing Notes.....	32
Errors.....	133, 134
Esperanto.....	95
Estonian.....	95
Examples of Using Languages of the World.....	4
Exercises.....	4
Exiting Languages of the World.....	82
Explanations of Grammar.....	33
Expressions.....	33

Falling Pitch.....	47
FAQ	133, 134
Farsi	96
Fax Number	3, 133
Feedback	46, 47, 48, 58
File Menu Commands.....	127
Find Again	60
Find Menu Commands.....	129
Finding.....	25
First Things to Do with Languages of the World	4
Fixing Problems.....	134
Flash Cards	34
Flyby Hints	69
Fonts	66, 139
Frequently Asked Questions.....	133, 134
Fricatives.....	46, 47
Fun with Languages of the World.....	4
Function Keys.....	132
Gaelic.....	112
Game Scores	58
Games	52, 54, 56, 57, 74
Gender.....	33
Getting Help.....	3, 69, 138
Getting Started	4
Glossary	142
Go to Location	60
Goals of Languages of the World	4
Grammar Basics.....	33, 138, 141
GrammarPro!	141
Graphics	51
Graphs.....	46, 47, 48, 58
Greek.....	98
Green in Graphs	48
Guarani	99
Guide for Languages of the World	4
Harmonics.....	46
Hawaiian.....	99
Hearing	36, 37, 38
Hebrew.....	100
Help	2, 33, 69, 79, 131, 133, 134, 138
Help Menu Commands	131
Hiding Languages of the World.....	82
High Resolution	140
High Scores.....	58
Highlighting.....	33
Hindi	101
Hint Lists	69
Hiragana.....	103
Holding Your Place	61
Homepage	3, 133
Hotkeys.....	132
How to Learn with Languages of the World.....	4
Humming Sounds	46, 47
Hyperlinks.....	23
Icelandic.....	102
Idiomatic Expressions.....	33

Illustrations	50, 51, 76, 137
Illustrations Menu Commands	130
Images	51
Immersion Approach	4, 5
Importing	28
Incorrect CD-ROM	35, 50, 135, 137
Index in Help File	138
Infinitives	60
Information about Transparent Language	3
Inquiries	3
Installing Fonts	139
Interactive Dialogs	45
Internet	3, 133
Introduction	4
Issues	134
Items in the Menus	127
Japanese	103
Kana Syllabary	103
Kanji	103
Katakana	103
Keeping Track of Your Progress	58
Keeping Your Place	61
Keyboard Palette	62, 67, 111, 121
Keyboard Shortcuts	132
Korean	104
Language-Specific Information	84
Latvian	104
Learning Strategies	4, 80
Lessons	4, 14, 15, 16, 17, 18, 19, 20
Letters	62
Line Graphs	46, 47, 48
Linking	33, 34, 60
Listen & Speak Activities	41, 43
Listening	36, 37, 38, 42
Lists	26, 27, 28, 31, 65
Lithuanian	105
Local Distributors	3
Locating	25, 30, 60
Looking	25, 30, 60
Losing Your Place	61
Loudness	48
Low Resolution	140
Luganda	105
Luxembourgish	106
Mailing Address	3
Making CheckWords	24
Making Notes	29
Malagasy	106
Malay	107
Mandarin	93
Marking Words	24
Marking Your Place	61
Mastering Vocabulary	4, 24, 34
Measuring Your Progress	58
Menus	127
Meter	46

Microphone.....	40, 43, 45, 136
Mixed-Up Segments.....	54
Monitor Too Small.....	140
Moving Text.....	63, 64
Multimedia.....	21, 36, 37, 38, 51
My Scores.....	58
Naming Lists.....	26, 31
Nasal Sounds.....	48
Nigerian Pidgin English.....	107
No Sound.....	135
Noise.....	35, 36, 37, 38, 39, 46, 47, 48, 135, 136
Notes.....	27, 28, 29, 30, 31, 32, 63, 64, 65, 72
Nouns.....	33, 60
Numbers	
Phone and Fax.....	3
Segment and Word.....	60
Numerical Scores.....	58
On-Line Help.....	2, 69, 138
Ordering Information.....	3
Other Applications.....	34
Other Language Programs.....	34
Out of Memory Errors.....	140
Overriding SlowSound.....	39
Page on the Web.....	3
Palette.....	35, 40
Panels.....	66
Paper.....	65
Parts of Speech.....	33, 60
Pasting.....	63, 64
Personal Scores.....	58
Personal Vocabulary Lists.....	24
Phone Numbers.....	3, 133
Photographer.....	130
Photos.....	51
Phrases.....	33
Picking a Conversation.....	44
Pictographs.....	93
Pictures.....	51
Pidgin English.....	107
Pinyin.....	93
Pitch.....	46, 47
Place Holders.....	61
Playing Games.....	52, 53, 54, 55, 56, 57
Playing Sound.....	36, 37, 38
Plug-n-Play.....	55
Polish.....	108
Popup Hints.....	69
Postal Address.....	3
Practice Mode.....	52
Practicing Conversation.....	45
Practicing Dictation.....	42
Practicing Pronunciation.....	43, 45
Preferences.....	73
Preparing to Learn with Languages of the World.....	4
Prepositional Phrases.....	33
Printing.....	65

Program Support.....	133
Progress.....	58
Pronouns.....	33, 60
Pronunciation.....	36, 37, 38, 40, 43, 45, 46, 47, 48, 49
Properties, Text.....	66
Purple in Graphs.....	48
Puzzles, Crosswords.....	56
Quechua.....	108
Questions.....	133, 134
Quick Keyboard Shortcuts.....	132
Quitting Languages of the World.....	82
Range of Segments.....	41, 52
Reading High Scores.....	58
Reading Pronunciation Graphs.....	46, 47, 48
Receiving Technical Support.....	133
Recording.....	40, 43, 45, 136
Red in Graphs.....	48
Reference Menu Commands.....	131
References.....	33, 34
Reinstalling Fonts.....	139
Removing Notes.....	32
Renaming Lists.....	26, 31
Repeat Search.....	60
Resolution.....	140
Results of the Games.....	58
Rising Pitch.....	47
Road Address.....	3
Role-Playing.....	45
Romaji.....	103
Romanian.....	109
Roots.....	59
Russian.....	110, 111
Sales Information.....	3
Saying Words and Segments.....	43, 45
Schemes, Color.....	68
Scores.....	46, 47, 48, 58
Scottish Gaelic.....	112
Scrambled Sentences.....	54
Screen Flickering.....	140
Searchable Index in Help File.....	138
Searching.....	25, 30, 60
Seeing Your Progress.....	58
Segment Range.....	52
Segment Unscramble.....	57
Segments.....	33, 37, 60, 63
Selecting a Conversation.....	44
Sending E-Mail to Transparent Language.....	3, 133
Sentence Pronunciation.....	43
Sentence Structure.....	33, 54
Serbian.....	112, 113
Setting a Bookmark.....	61
Setting the SlowSound Rate.....	39
Shift Key.....	132
Shortcut Keys.....	132
Shutting Down Languages of the World.....	82
Site on the Web.....	3

Slovak	113
Slovene	114
SlowSound	39, 68
Snail Mail Address	3
Software Support	3, 133
Solutions to Common Problems	134
Somali	114
Sotho	115
Sound	35, 36, 37, 38, 68, 75
Sound Menu Commands	130
Sound Palette	40
Space Bar	132
Speaking	40, 43, 45
Special Tips	69
Specifying Lists	26, 31
Speech	40, 43, 45
Speech Correctness Meter	46
Spelling	42, 53, 56
Starting with Languages of the World	4
State	3
Step by Step Approach	4, 12
Stopping Sound	38
Strategies for Learning	4
Street Address	3
Stress	48, 49
Stress Marks	89, 92, 111, 121
Studying with Languages of the World	4
Successful Immersion Approach	4
Suggestions	4
Support	133
Switching Graphs	46
Syntactic Phrases	33
Tab Key	132
Tahitian	116
Talking	40, 43, 45
Technical Support	133, 134
Telephone Numbers	3, 133
Television Button	51
Temporarily Slowing Sound	39
Tenses	33
Terminology	142
Text	27, 64
Thai	117
Things to Do with Languages of the World	4
Tips	69
Titles	21, 22, 23, 27
Toll-Free Phone Number	3
Tones	47, 123
Too Small Monitor	140
ToolTips	69
Top Scores	58
Town	3
Tracking Your Progress	58
Training with Languages of the World	4
Transliterated Languages	86, 90, 93, 96, 98, 100, 101, 103, 104, 117, 122, 125, 126
Transparent Language Information	3, 133

Troubleshooting.....	134
Tswana.....	118
Turkish.....	119
Turtle Button.....	39
TV Button.....	51
Types of Graphs.....	46, 58
Typing.....	62, 111, 113, 121
Typing Notes.....	29
Ukrainian.....	120, 121
Underlined Text.....	23
Understanding Pronunciation Graphs.....	46, 47, 48
Unscramble.....	54, 57
Upper Harmonics.....	46
Urdu.....	122
Verbs.....	33, 60
Video.....	50
Vietnamese.....	123
Viewing Illustrations.....	51
Visual Feedback.....	46, 47, 48, 58
Vocabulary Lists.....	24
Vocabulary Master.....	28
Vocabulary of the World.....	34
Vocabulous!.....	53
Voice.....	36, 37, 38, 40, 43, 45
Voiced Consonants.....	48
Vowels.....	46, 48
Waveforms.....	46
Web Page.....	3, 133
Welsh.....	124
What to Do First.....	4
Wolof.....	124
Word Dictation.....	42
Word Groups.....	33
Word Order Game.....	54
Word Pace.....	68
Word Processors.....	64
Word Pronunciation.....	43
Word Tools Button.....	33, 60
WordAce!.....	141
Words.....	36, 59, 63
Working with Languages of the World.....	4
World Wide Web Page.....	3, 133
Writing Notes.....	29
Writing to Transparent Language.....	3
Wrong CD-ROM.....	35, 50, 135, 137
Xhosa.....	125
Yiddish.....	125
Yoruba.....	126
Your Speech.....	40, 43, 45
Zip Code.....	3
Zulu.....	126