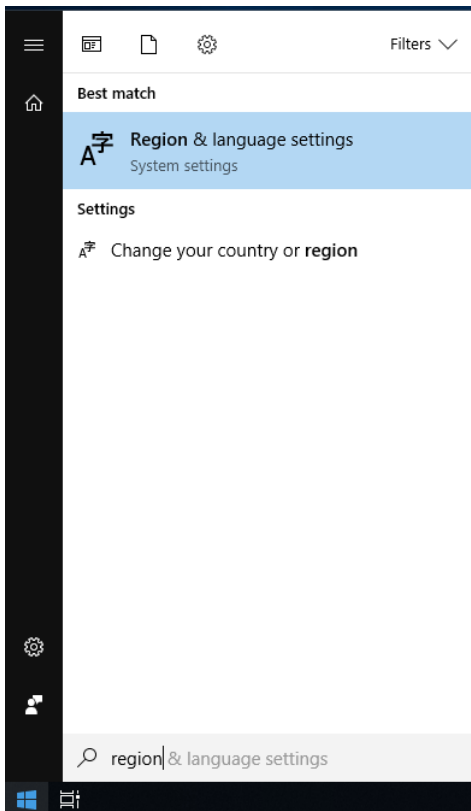![Inspiring Communities — Local wisdom²]

How to add Māori keyboard and integrate it into Word with English

Thanks to Fred Glover from Megabyte for developing these instructions.

These instructions will show you how to add the Māori keyboard to windows 10 and integrate it with the English language so you can proof English and Māori words without having to switch between languages.

Click on start menu and type in "region". Region & language settings should come up as a result. Click on this.

Once in there, click on your language and click *options*

Settings

Home

Find a setting

Time & Language

Date & time

Region & language

Speech

Region & language

Country or region

Windows and apps might use your country or region to give you local content

New Zealand

Languages

Windows display language

Windows features like Settings and File Explorer will appear in this language.

English (United States)

Preferred languages

Apps and websites will appear in the first language in the list that they support.

+ Add a language

A文 English (New Zealand)
Language pack available

Options   Remove

In the new window click on *add a keyboard* and then scroll until you find *Māori*. Click on this.

← Settings

⌂ English (New Zealand)

Language options

Download language pack

[Download]

Handwriting (6 MB)

[Download]

Keyboards

[+]   Add a keyboard

⌨ US
  QWERTY

Have a question?

Get help

← Settings

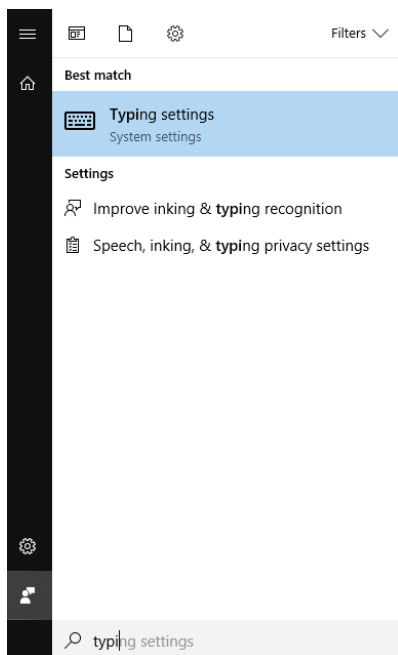⌨ Luxembourgish
  QWERTZ

⌨ Maltese 47-Key
  QWERTY

⌨ Maltese 48-Key
  QWERTY

⌨ Maori
  QWERTY

⌨ Norwegian
  QWERTY

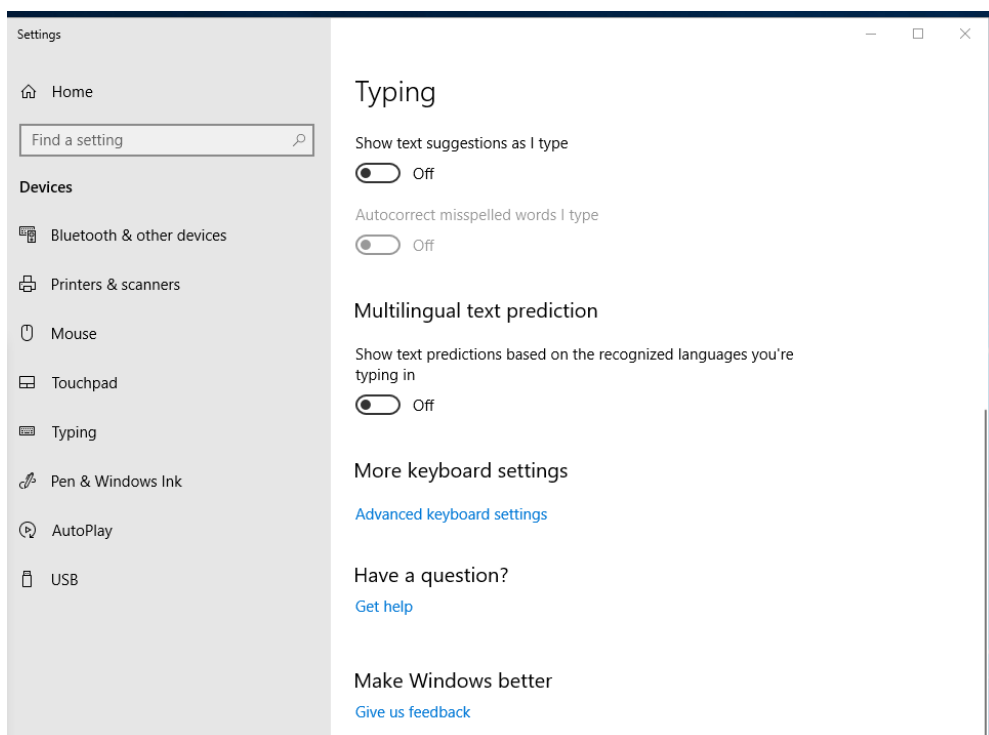⌨ Norwegian with Sami
  QWERTY

[+]   Add a keyboard

⌨ US
  QWERTY

Have a question?

Get help

Now you want to set the Māori keyboard as default. Click on the start menu and type in *typing* and click on *typing settings*

Scroll down and click on *Advanced keyboard settings*

Once in Advanced Keyboard Settings click on the dropdown box *Use language list (recommended)* and select *English (New Zealand) - Māori*

←   Settings   —   □   ✕

⌂   Advanced keyboard settings

Some settings are hidden or managed by your organization.

Override for default input method

If you want to use an input method that's different than the first one in your language list, choose it here

Use language list (recommended) ⌄

Switching input methods

☐ Let me use a different input method for each app window

☐ Use the desktop language bar when it's available

Language bar options

Emoji panel

☑ Don't close the panel automatically after an emoji has been entered

Have a question?

Get help

←   Settings   —   □   ✕

⌂   Advanced keyboard settings

Some settings are hidden or managed by your organization.

Override for default input method

If you want to use an input method that's different than the first one in your language list, choose it here

English (New Zealand) - Maori ⌄

Switching input methods

☐ Let me use a different input method for each app window

☐ Use the desktop language bar when it's available

Language bar options

Emoji panel

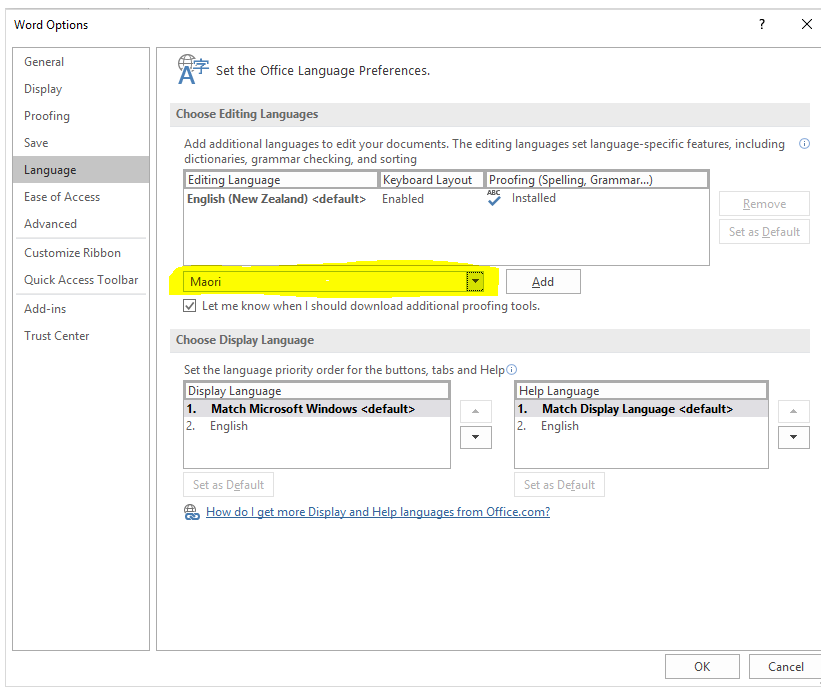☑ Don't close the panel automatically after an emoji has been entered
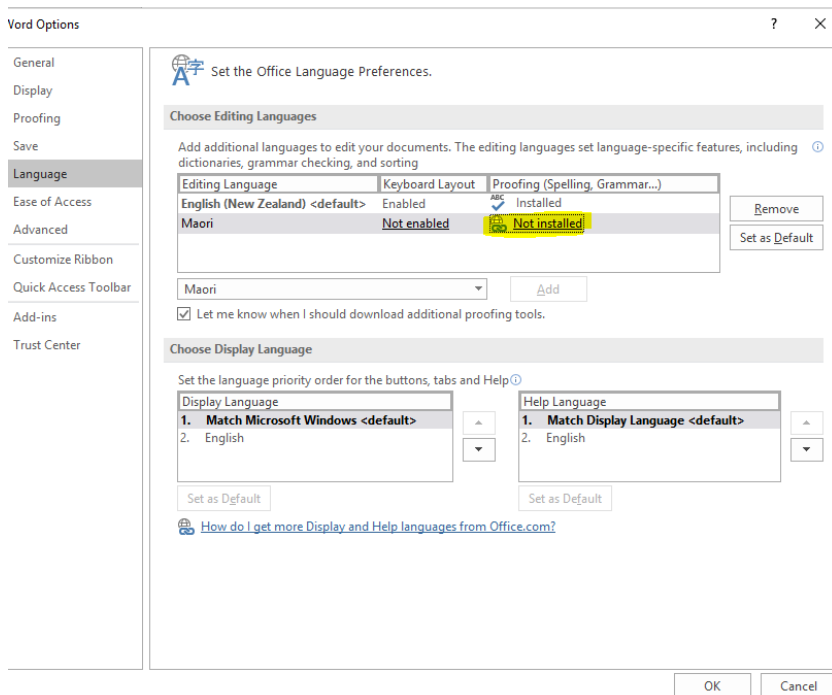
Have a question?

Get help

Now you need to add Māori language pack to office:

Open word and click on *file* then *options*

Go to *Language* click on the dropdown box next to *Add*, select *Māori* then click *Add*

It should now look like the below. To enable Māori proofing tools click on *Not installed*.

This will open up a web browser. Use the dropdown box to select *Māori* which will bring up download links. Click on *Download (32 bit)*. This will be the default for most people <u>unless you know you have 64bit version of office installed</u>

Finally choose the appropriate architecture (32-bit or 64-bit) from the download links provided.

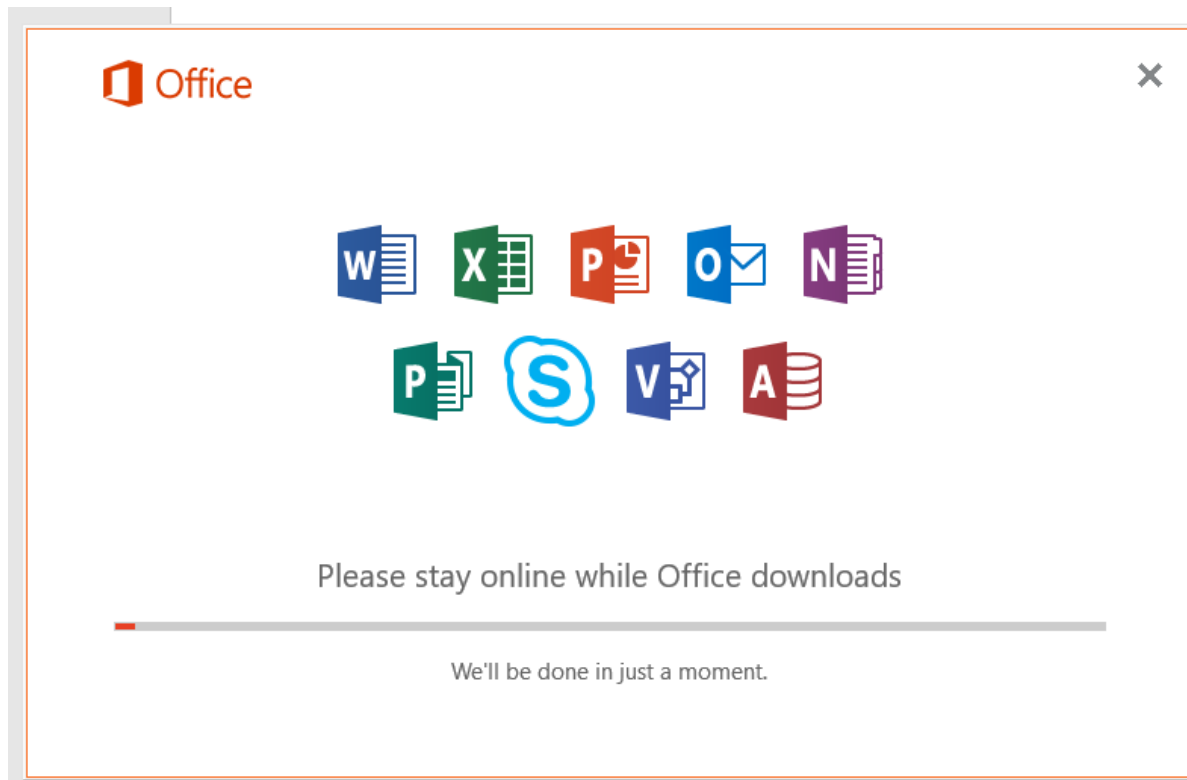If you're not sure what you're using see What version of Office am I using?

Once the file is downloaded, double-click it to install it.

Newer versions   Office 2013   Office 2010

Maori	⌄

Language	Culture (ll-cc)	Native name	Extent of localization	Description	Links	Download Instructions
Maori	mi-nz	Reo Māori	Partial	The pack includes your selected display language for some Office applications and includes proofing tools.	Download (32-bit) Download (64-bit)	Pānuitia me pēhea e whirihoratia ngā mōkī i muri i te tāutanga.

Once the file is downloaded, open and run and it will start installing. This shouldn't take too long and you will need to close any Office applications you have open

Please stay online while Office downloads

We'll be done in just a moment.

Once installed you should be good to go. You will be able to type in Māori macrons (e.g. ā, ē, ī) and proof in Māori and English without having to constantly switch between languages and keyboards.