

Word processing in Arabic

Office 97

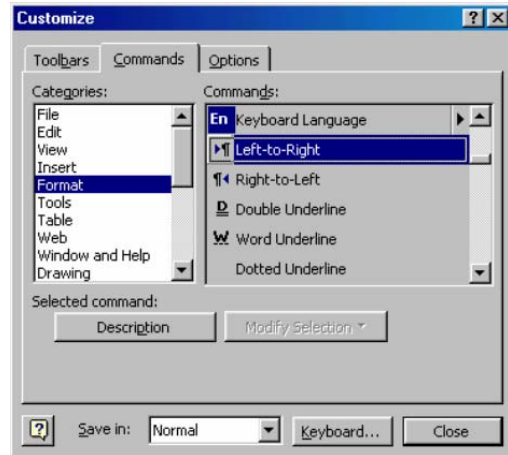
None of the components of Office 97 will format Arabic properly; they do not seem to have the ability to join the characters.

Office 2000 and XP

Office 2000 and XP components work quite well with Arabic, having a right-to-left capability and automatically joining the letters in the correct manner. They do not, however mix Arabic and English on the same line in a very intuitive manner

To format your Arabic text from right to left in Word 2000 or XP, go to **Format** menu, chose the **Paragraph** item and select **Right-to-left**. The whole paragraph that is currently being edited will be formatted from right-to-left.

Alternatively you can add icons to set the text direction the **Format** toolbar by going to the Tools menu and selecting the **Customize** item. Choose the **Commands** tab at the top of the box and **Format** from the list of Categories. From the list on the right, drag the **Left-to-right** and **Right-to-left** icons onto the Format toolbar.



Similar arrangements are available for the other Office components such as PowerPoint and Excel.

Star Writer

Sun Microsystems have produced an office suite called Star Office. This has all the functionality of Microsoft Office and works well with Arabic, indeed it mixes Arabic and English on the same line in a way that many people find more intuitive than the Microsoft equivalent.

Star Writer, which is part of the Star Office suite can be downloaded free for educational use. You will find more information at <http://www.sun.com/products-n-solutions/edu/> and <http://www.sun.com/software/star/staroffice/>. It also exports word processed documents to the PDF format.