Do: International Rescue

Duncan Young

iT Centre Learning iT services UNIVERSITY OF OXFORD

Features

- Word - international characters
- Word - translation features
- Word – text encoding
- Excel – dealing with international names
- Excel – dealing with international dates
- If time allows…
  Mystery bonus feature

Word international characters

- Two stage keystrokes

- Hold down control and press special character key

- Let go of all keys

- Within 10 seconds, press required letter
  https://support.office.com/en-gb/article/Keyboard-shortcuts-for-international-characters-108fa0c1-fb8e-4aae-9db1-d60407d13c35
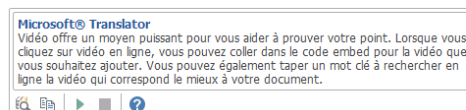
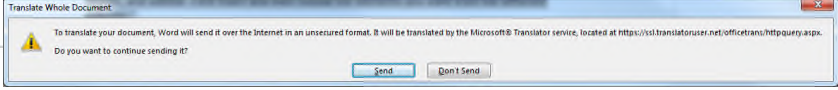 Ctrl + Shift + ~ followed by n gives ñ

Mini Translator

Microsoft® Translator
Vidéo offre un moyen puissant pour vous aider à prouver votre point. Lorsque vous cliquez sur vidéo en ligne, vous pouvez coller dans le code embed pour la vidéo que vous souhaitez ajouter. Vous pouvez également taper un mot clé à rechercher en ligne la vidéo qui correspond le mieux à votre document.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

- Select text

- Translation in popup window

- Audio available via text to speech (download)
  Or www.bing.com/translate

Translate Document

- Document is sent elsewhere

- Neural Machine Translation web page

The cicada, having sung all summer, was very unclear when the kiss was not a single piece of Fly or worm. She was screaming at the ant her neighbor, begging her to lend her some grain to survive until the new season. I will pay you, she said, before August, animal faith, interest and principal. The ant is not lender: this is its slightest defect. What

The cicada, having sung all summer, found himself quite lacking when the wind came not a single morsel of fly or worm. She went screaming famine at the Ant its neighbor, praying to lend him some grain to survive until the new season. I'll pay you, she told him, before August, faith of animal, interest and principal. The Ant is not lending: that's

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Text Encoding - ASCII v UTF-8

- 128 specified characters into seven-bit integers

Ascii	Char	Ascii	Char	Ascii	Char	Ascii	Char
0	Null	32	Space	64	@	96	`
1	Start of heading	33	!	65	A	97	a
2	Start of text	34	"	66	B	98	b
3	End of text	35	#	67	C	99	c
4	End of transmit	36	$	68	D	100	d
5	Enquiry	37	%	69	E	101	e
6	Acknowledge	38	&	70	F	102	f
7	Audible bell	39	'	71	G	103	g
8	Backspace	40	(	72	H	104	h
9	Horizontal tab	41	)	73	I	105	i
10	Line feed	42	*	74	J	106	j
11	Vertical tab	43	+	75	K	107	k
12	Form feed	44	,	76	L	108	l
13	Carriage return	45	-	77	M	109	m
14	Shift in	46	.	78	N	110	n
15	Shift out	47	/	79	O	111	o
16	Data link escape	48	0	80	P	112	p
17	Device control 1	49	1	81	Q	113	q
18	Device control 2	50	2	82	R	114	r
19	Device control 3	51	3	83	S	115	s
20	Device control 4	52	4	84	T	116	t
21	Neg. acknowledge	53	5	85	U	117	u
22	Synchronous idle	54	6	86	V	118	v
23	End trans. block	55	7	87	W	119	w
24	Cancel	56	8	88	X	120	x
25	End of medium	57	9	89	Y	121	y
26	Substitution	58	:	90	Z	122	z
27	Escape	59	;	91	[	123	{
28	File separator	60	<	92	\	124		
29	Group separator	61	=	93	]	125	}
30	Record separator	62	>	94	^	126	~
31	Unit separator	63	?	95	_	127	Forward del.

Text Encoding - UTF-8

- 1,112,064 valid code points

- Variable-length and uses 8-bit code units

- Incorporates ASCII and all of Unicode

- Designed in 1992 on a placemat in a New Jersey diner by Ken Thompson

- Focussed on Basic Multilingual Plane

# Basic Multilingual Plane

UTF-8 can produce all the following…

1. **English:** The quick brown fox jumps over the lazy dog.
2. **Jamaican:** Chruu, a kwik di kwik brong fox a jomp huova di liezi daag de, yu no siit?
3. **Irish:** "An bfuil do croi ag bualad ó faitíos an ġrá a mheall lena póg éada ó slí do leasa tú?" "D'fuascail Íosa Úrmhac na hÓighe Beannaíthe pór Éava agus Ádaim."
4. **Dutch:** Pa's wijze lynx bezag vroom het fikse aquaduct.
5. **German:** Falsches Üben von Xylophonmusik quält jeden größeren Zwerg. (1)
6. **German:** Im finſteren Jagdſchloß am offenen Felsque liwaſſer patzte der affig-flatterhafte kauzig-höfliche Bäcker über ſeinem verflifften kniffligen C-Xylophon. (2)
7. **Norwegian:** Blåbærsyltetøy ("blueberry jam", includes every extra letter used in Norwegian).
8. **Swedish:** Flygande bäckasiner söka strax hwila på mjuka tuvor.
9. **Icelandic:** Sævör grét áðan því úlpan var ónýt.
10. **Finnish:** (5) Törkylempijävongahdus (This is a perfect pangram, every letter appears only once. Translating it is an art on its own, but I'll say "rude lover's yelp". :-D)
11. **Finnish:** (5) Albert osti fagotin ja töräytti puhkuvan melodian. (Albert bought a bassoon and hooted an impressive melody.)
12. **Finnish:** (5) On sangen hauskaa, että polkupyörä on maanteiden jokapäiväinen ilmiö. (It's pleasantly amusing, that the bicycle is an everyday sight on the roads.)
13. **Polish:** Pchnąć w tę łódź jeża lub osiem skrzyń fig.
14. **Czech:** Příliš žluťoučký kůň úpěl ďábelské kódy.
15. **Slovak:** Starý kôň na hŕbe knih žuje tíško povädnuté ruže, na stĺpe sa ďateľ učí kvákať novú ódu o živote.
16. **Greek (monotonic):** ξεσκεπάζω την ψυχοφθόρα βδελυγμία
17. **Greek (polytonic):** ξεσκεπάζω τὴν ψυχοφθόρα βδελυγμία
18. **Russian:** Съешь же ещё этих мягких французских булок да выпей чаю.
19. **Russian:** В чащах юга жил-был цитрус? Да, но фальшивый экземпляр! ёъ.
20. **Bulgarian:** Жълтата дюля беше щастлива, че пухът, който цъфна, замръзна като гьон.
21. **Sami (Northern):** Vuol Ruoŧa geđggiid leat máŋga luosa ja čuovžža.
22. **Hungarian:** Árvíztűrő tükörfúrógép.
23. **Spanish:** El pingüino Wenceslao hizo kilómetros bajo exhaustiva lluvia y frío, añoraba a su querido cachorro.
24. **Portuguese:** O próximo vôo à noite sobre o Atlântico, põe freqüentemente o único médico. (3)
25. **French:** Les naïfs ægithales hâtifs pondant à Noël où il gèle sont sûrs d'être déçus en voyant leurs drôles d'œufs abîmés.
26. **Esperanto:** Eĥoŝanĝo ĉiuĵaŭde.
27. **Hebrew:** זה כיף סתם לשמוע איך תנצח קרפד עץ טוב בגן.‏
28. **Japanese (Hiragana):**

いろはにほへど　ちりぬるを
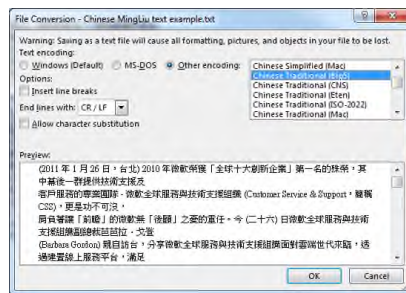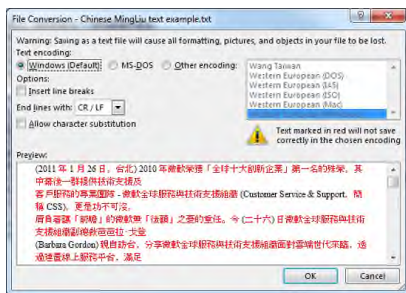わがよたれぞ　つねならむ
うゐのおくやま　けふこえて
あさきゆめみじ　ゑひもせず (4)

Insert Symbol

- Available in all Office programs

- Unicode (many) v ASCII (fewer)

- What's available depends on font choice
  e.g. Calibri v Cambria Math

- ¼ ® © ™ € via autocorrect or special keystroke
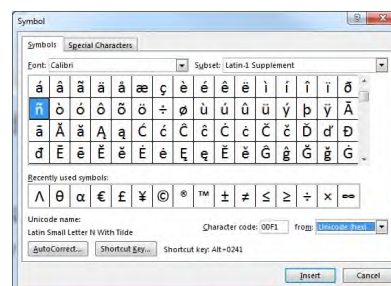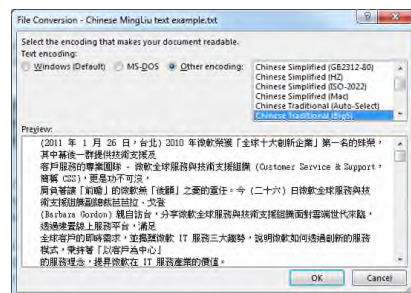
Unicode and other encoding

- File Save As, plain text

Unicode and other encoding

- File, Open (for non Unicode)

Names in Excel

- Use Data, Text to Columns to split names

  Tidy up manually as required

- Microsoft Fuzzy Lookup Add-In

  https://www.microsoft.com/en-gb/download/details.aspx?id=15011

Microsoft Fuzzy Lookup AddIn

Microsoft Fuzzy Lookup AddIn

- Not an exact science

- May be best to start with a low value to gauge its responses

- Can be configured
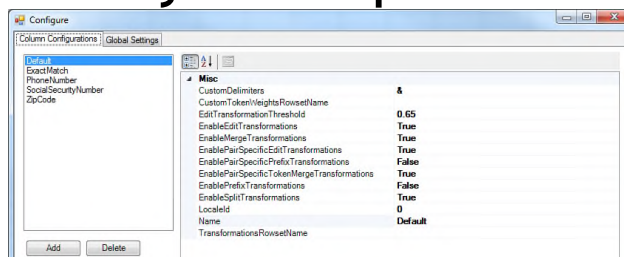
Names in Excel

- Ingrid Guðmundsdóttir

  Given name, father/mother's name+daughter/son
  Lists sorted by given name (never use "Ms Guðmundsdóttir")

- María-Jose Fernández Marqués

  Last two both family names, but... "Señorita Fernández" is correct

- Thanom Dhanarajata

  Thailand nicknames – "Nok" (bird)

Names in Excel

- Difficult designing forms asking for names

- Could try: Family Name, Other/given names
  But wouldn't work for Iceland…

- Or: Full Name, What should we call you?

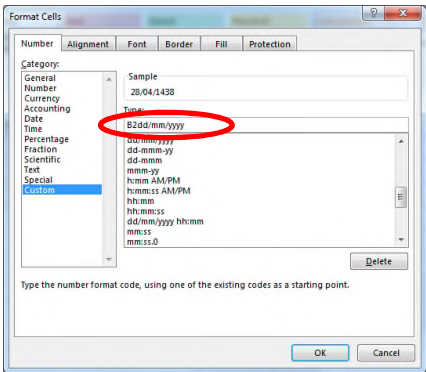 https://www.w3.org/International/questions/qa-personal-names

Dates in Excel

- Sometimes inherit/import US dates
  09/21/01

- CELL function can spot this
  =CELL("format",A50)

- UK dates result in D1, US dates in D4
  =TEXT(A50,"dd/mm/yy")
  =DATE(100+RIGHT(B50,2),MID(B50,4,2),LEFT(B50,2))

Dates in Excel

- Hijrah – the prophet's escape to Medina, 622 (CE)

  Start of Hijri era – uses Islamic Lunar Calendar

- In Excel, special date prefix

  B2dd/mm/yy

26/01/2017	Gregorian Calendar
28/04/1438	Hijri Calendar

Dates in Excel

- Some other calendars supported

- Need to know language and calendar identifiers

יום חמישי, טבת 28 5777	Hebrew Lunar Calendar
04 28 5777	
Yom Chamishi, Tevet 28 5777	
木曜日, 1 月 26 29	Japanese Emperor Era Calendar
01 26 29	

8040D/9 (Hebrew), 30411 (Japanese)

Mail Merge

- Recipient list including language and gender

- Type message in each language

- Use IF… THEN… ELSE for, e.g., gender specific

- { IF { Mergefield Language } = "Eng" "<Eng letter>" "<Other letter>"}
  https://www.youtube.com/watch?v=8uGJlWWmueQ

Thank you for coming!

- Materials from the talk on **do:** blog site