

No 12015/7/2008-OL (TC.)
Government of India
Ministry of Home Affairs
Department of Official Language
Technical Cell

Loknayak Bhawan 2nd floor
Khan Market, New Delhi
Dated: 12 March 2008

Office Memorandum

Subject : Compatibility of different fonts having used for working in Hindi on computer in Ministries/ Departments of Central Government and their subordinate and attached offices.

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To comply with the provisions of Official languages Act 1963 and the Official Languages (use for official purposes of the union) Rules, 1976, it is necessitated that the computers being used in Central Government Offices are not only equipped with the facility to work in Hindi language using Devanagari script along with Roman alphabets but the users also have adequate knowledge for working on computers in Hindi.

2. Most often it has been observed that the use of proprietary fonts of different standards in Central Government Offices, which are not compatible with each other is causing serious problems in information exchange amongst these offices, In order to facilitate free exchange of information/files/documents. Department of Information Technology, Government of India has accepted Unicode encoding for fonts as Indian standard in this regard. By using Unicode compliant Fonts for Hindi, the problem relating to the exchange of Hindi documents/files is completely solved, besides getting additional advantages like search facility. For security reasons, computers in Government having Windows 95 and Windows 98 operating systems are being phased out from use. Majority of the offices are now using Windows 2000 operating system or later versions which are fully capable of working in Hindi by using any Unicode compliant font. Therefore, without installing any additional software these computers can be straightway used for working in any Unicode compliant Hindi fonts for ensuring inter compatibility of the fonts. Although the INSCRIPT key board is recognized as the standard key board, the users can use other key boards, namely, Remington & Phonetic also as per their convenience. The Department of Information Technology, has made available 160 Unicode complaint fonts on its website (www.ildc.in/hindi/hdownloadhindi.htm) along with other Hindi software tools, which can be downloaded for use free of cost. These software tools are also available on CDs, which can be procured free of cost from the Department of Information Technology.

a. 3. For converting the existing documents in non-Unicode fonts into Unicode a software tool "Parivartan 2.0" is also available on this website/CD of the Department of Information Technology.

4 As mentioned in para 2 Windows 2000, Windows XP and Windows Vista have inbuilt support for Unicode encoding at the operating system level, but the feature needs to be enabled as per procedure given in Annexure 1.

5 All Ministries/Departments are, therefore, requested only Unicode compliant Hindi fonts (adopted as standard for Indian languages). Although Unicode support at operating system level along with the free software tools made available by Department of Information Technology provide for a complete solution for working in Hindi yet for additional or specific requirements. Ministries/Departments procuring/purchasing any Hindi software should ensure that the software is Unicode compliant. Ministries/Departments may please also advice their attached and subordinate offices to use only Unicode encoding for uniformity and easy information exchange.

Yours Faithfully

Sd/-
(P.V. Valsala G. Kutty)
Joint Secretary, Govt.of India

To,
All Ministeries/Departments/Attached, Subordinate offices of Government of
India.

Use of Unicode in Hindi Language Processing on Computer

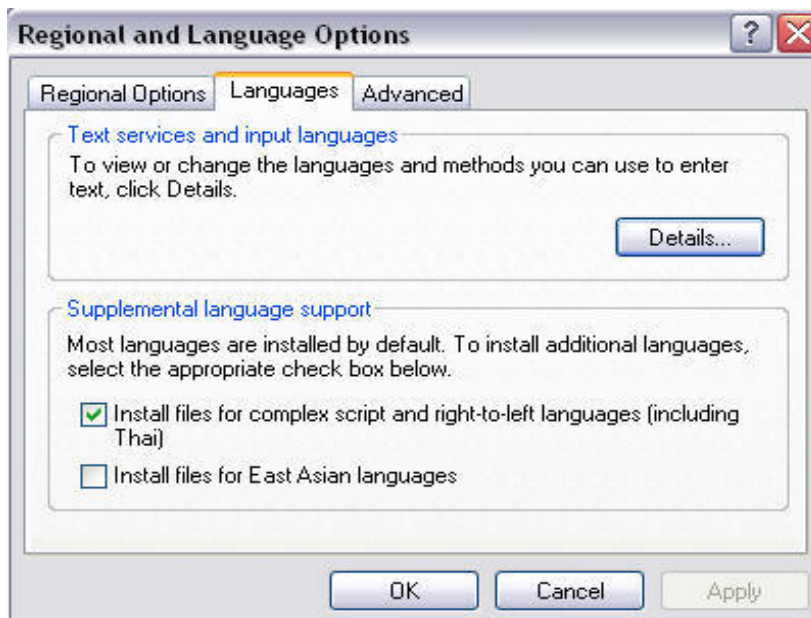
Kewal Krishan
Technical Director. NIC
Kewal.krishan@nic.in

Unicode can be enabled in the Windows 2000 and later version Operating Systems as under :

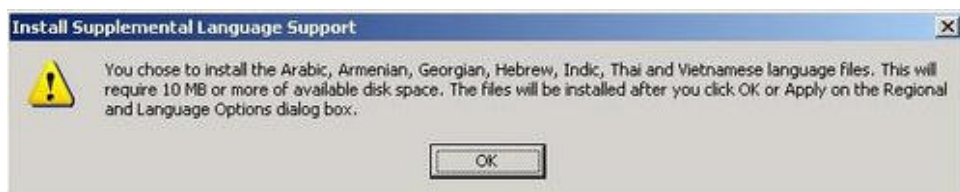
You should first install Windows Files for display of **Indic** languages.

Enable Indic for Windows XP & above

1. Go to Start-> Control Panel> Regional & Language Options > Languages Tab-> (Tick the Install files for complex scripts...) and click OK.



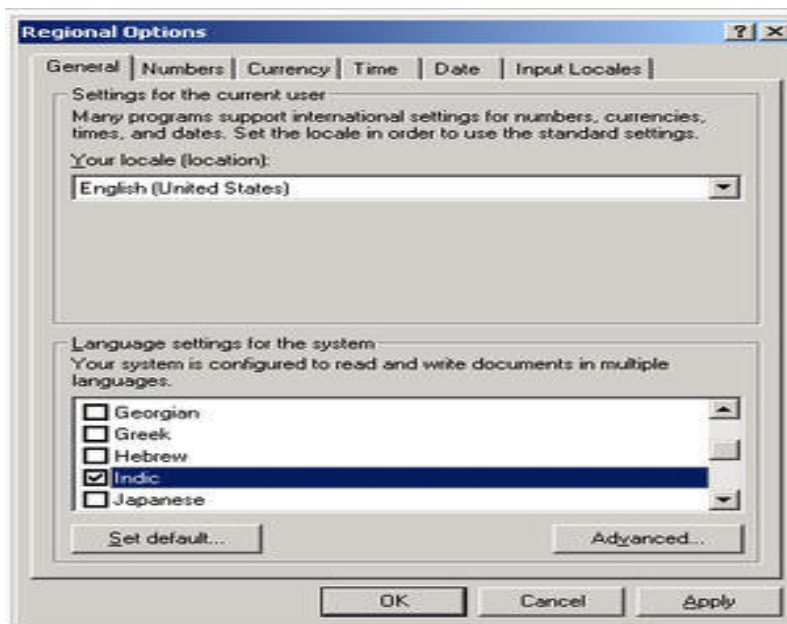
2. Click OK (Figure Below).



3. You will require the Windows XP CD to enable Indic.
Again Go to Control Panel >> Regional and Language Option >> Click on Language Tab
Click on Details and Click on Add for Selection of the language of your choice
From System tray Click on EN and for typing select language

Enable Indic for Windows 2000

1. Go to Start->Settings->Control Panel->Regional Options ->Languages->Indic (tick the Indic) and click OK.



2. Click OK (Figure Below).



3. You will require the Windows 2000 CD to enable Indic. Again go to Regional Options and Click on Input Locales Add those languages on which you want to type. From System tray Click on EN and for typing select language

For Windows VISTA

- Go to the Control Panel and then click to the Regional and Language Option. Choose the Country – India.
- Click on the Key-board and Languages Tab and choose the Hindi Key – Board.
- EN will appear in the system tray. Left click on the EN or press the ALT+SHIFT keys and choose the language to type.

With the enabling of Unicode in your system, the **INSCRIPT** key-board driver and Unicode supported **Mangal** and **Arial Unicode MS** fonts will be installed in the system.

To download the other key-board drivers such as- Typewriter/Remington, Phonetic/ Roman, Platform-free and browser-free Open type fonts, fonts

converter, Key-board tutor for learning the INSCRIPT Typing, Hindi version of Indian Open Office and other software free of cost visit the site www.ildc.in .

- Choose the language. (Hindi)
- Click on the 'Download' for the required software and driver.
- A zip file will downloaded.
- After unzipping the file run the .exe of that software.

Option - 3 open type fonts

Option – 4 Keyboard Drivers

Option – 5 Fonts Converter