Formatting

How to type accents and symbols

Typing accents and symbols depends on the platform you're using. For more information see here: http://sites.psu.edu/symbolcodes/

Windows

On Windows 11, the shortcut Windows key + . (period) will bring up the "Emoji and more" popup, where you can select the symbols category for punctuation and more.

You can also use Windows' system **Character Map** utility and select the accented characters to copy and paste into your Fade In document.

Alternately, you can use predefined key combinations such as **Ctrl+'** then the **E** key to type "é", or you can type character codes directly using **Alt+0nnn**, where nnn is the numeric code (typed on the number pad) as per http://sites.psu.edu/symbolcodes/windows/codealt/.

See Microsoft's Keyboard Shortcuts For International Characters for more details. (Note that not all key combinations may be supported by Fade In, and/or some combinations may conflict with default or user-defined shortcut keys.)

Mac

Holding down a regular letter key will bring up a list of any accented variations on that letter.

You can also use the **Keyboard and Character Viewer** from **Language & Text** preferences to find the accented characters you want. You can alternately type the characters directly using the **Option+** key combination for a particular character. Note that some accents are produced using a two-keystroke combination. For instance, to type an "ñ", you would first type **Option+N** (to indicate a tilde ("~"), then **N** again. To type "õ", you would type **Option+N**, then **O**.To type "é", first type **Option+E** (for "´"), then **E**. More combinations are here: http://sites.psu.edu/symbolcodes/mac/codemac/

Linux

Depending on your distribution, you may have a character map or equivalent utility, that you can use to find and copy/paste the desired characters into your Fade In document. Depending on your keyboard layout, you may be able to use some Windows-style predefined key combinations, as indicated above, and/or you may be able to use **Compose** key (sometimes called **AltGr**) combinations as described here.

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