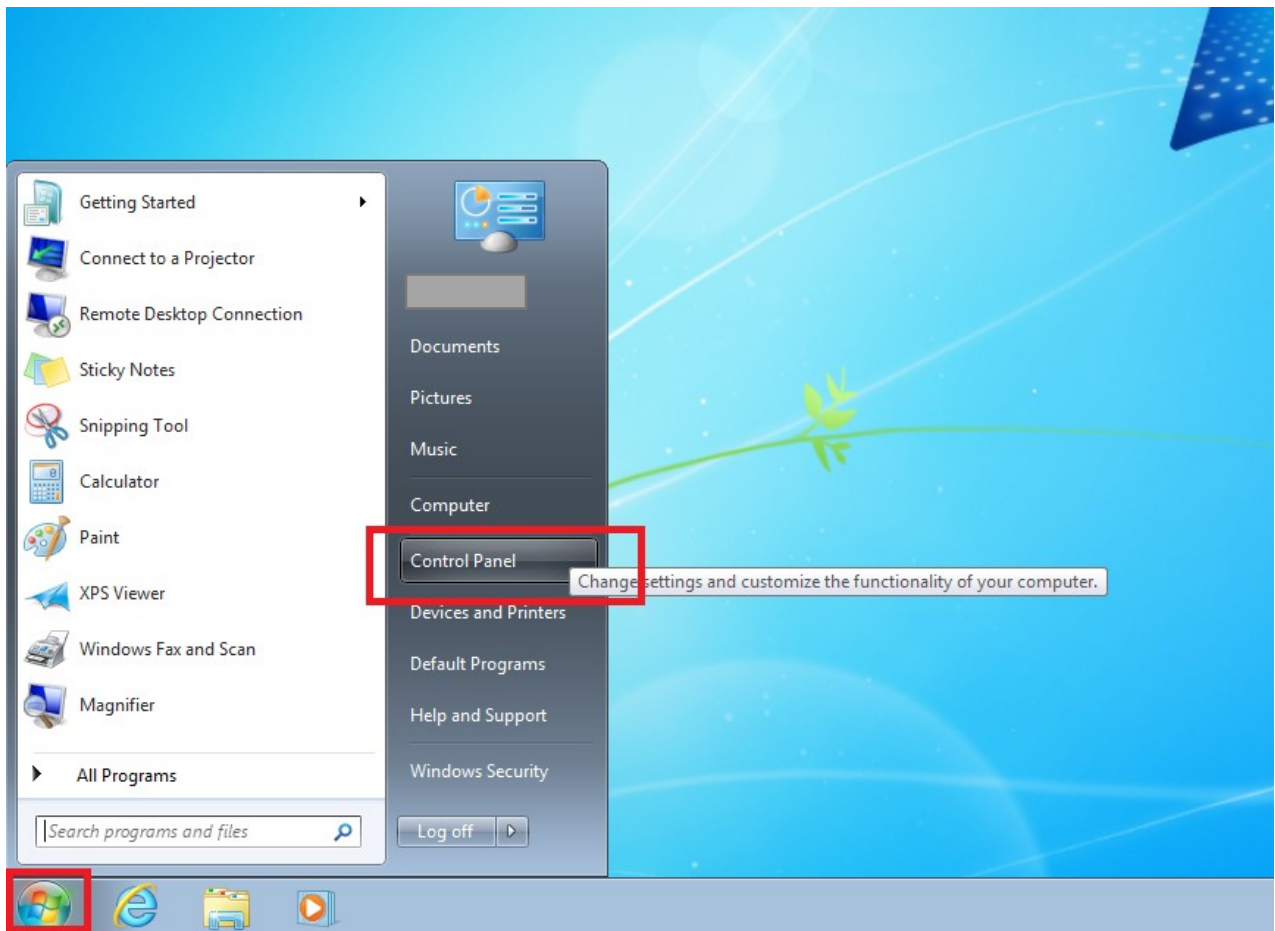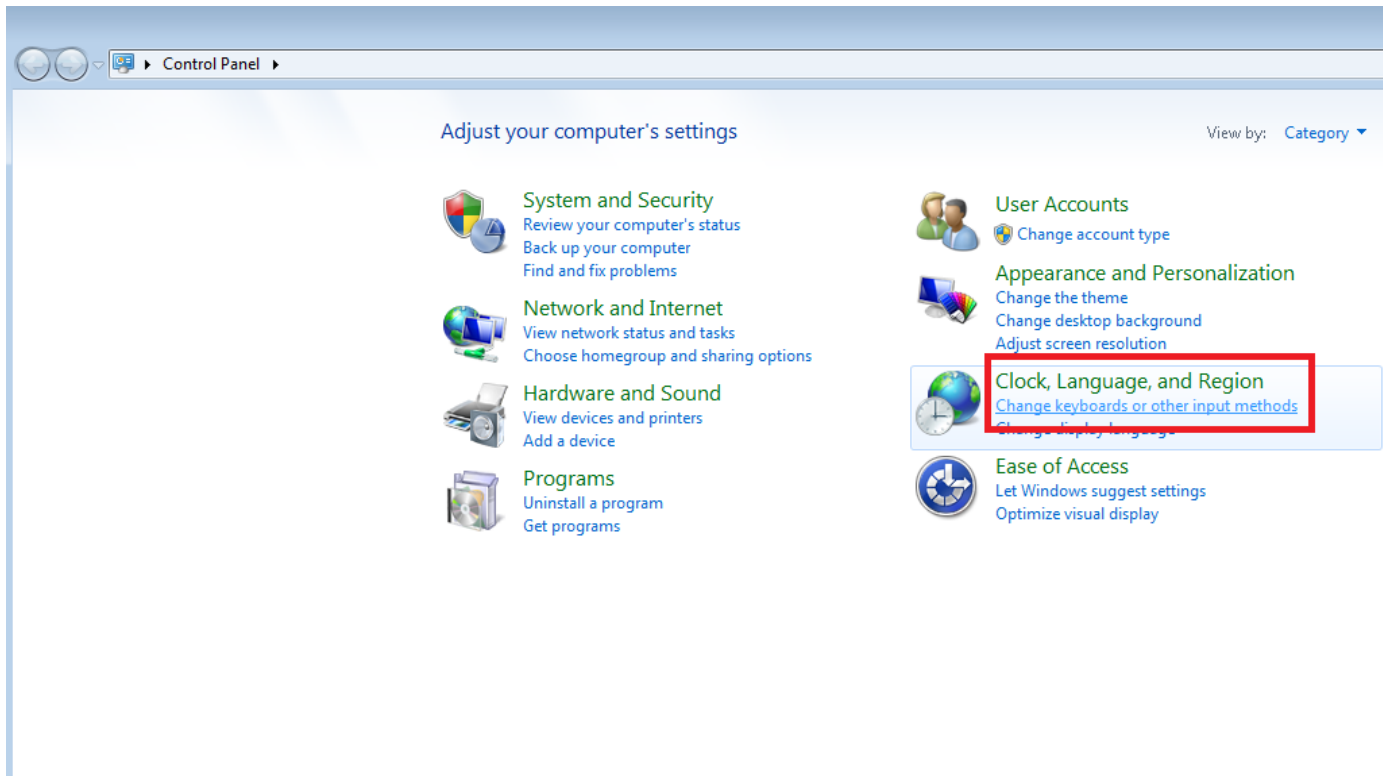# Add Pinyin Input Method in Windows 7
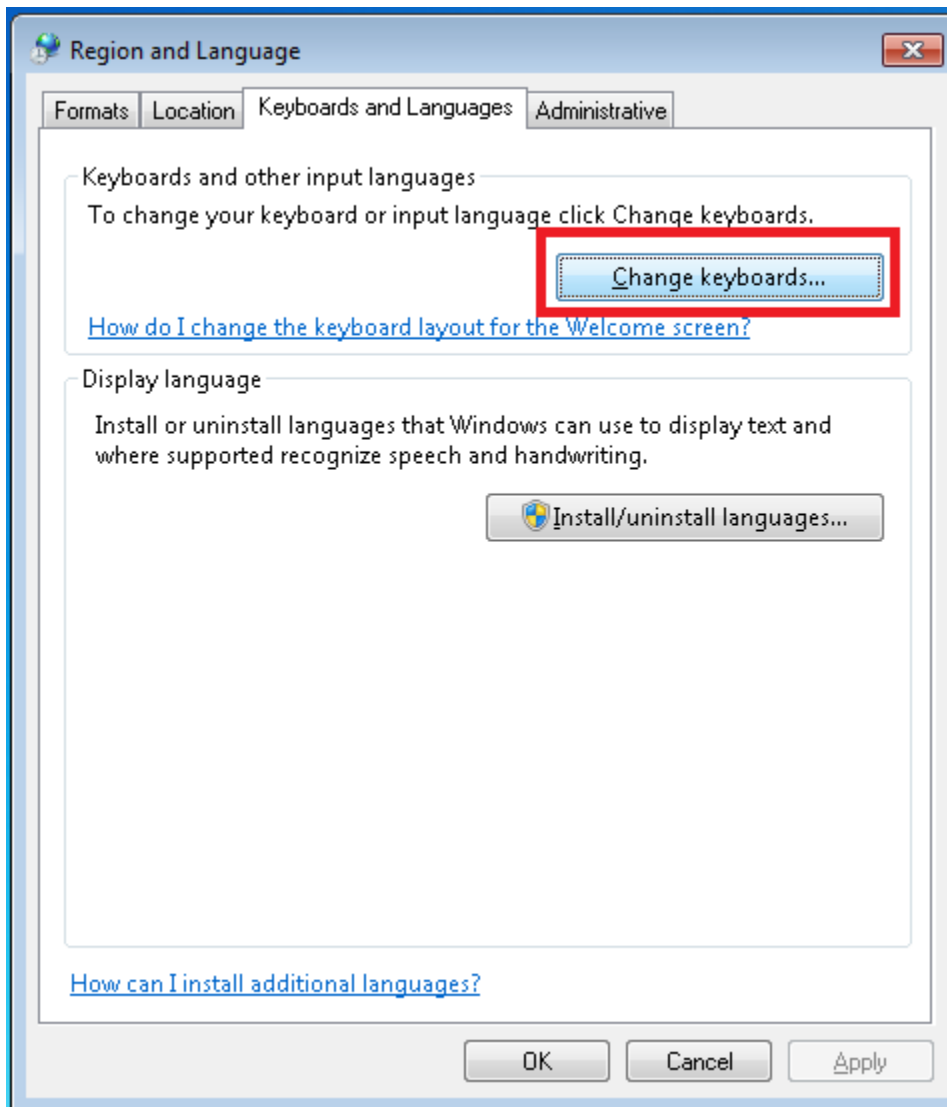
Add Pinyin Input Method Editor

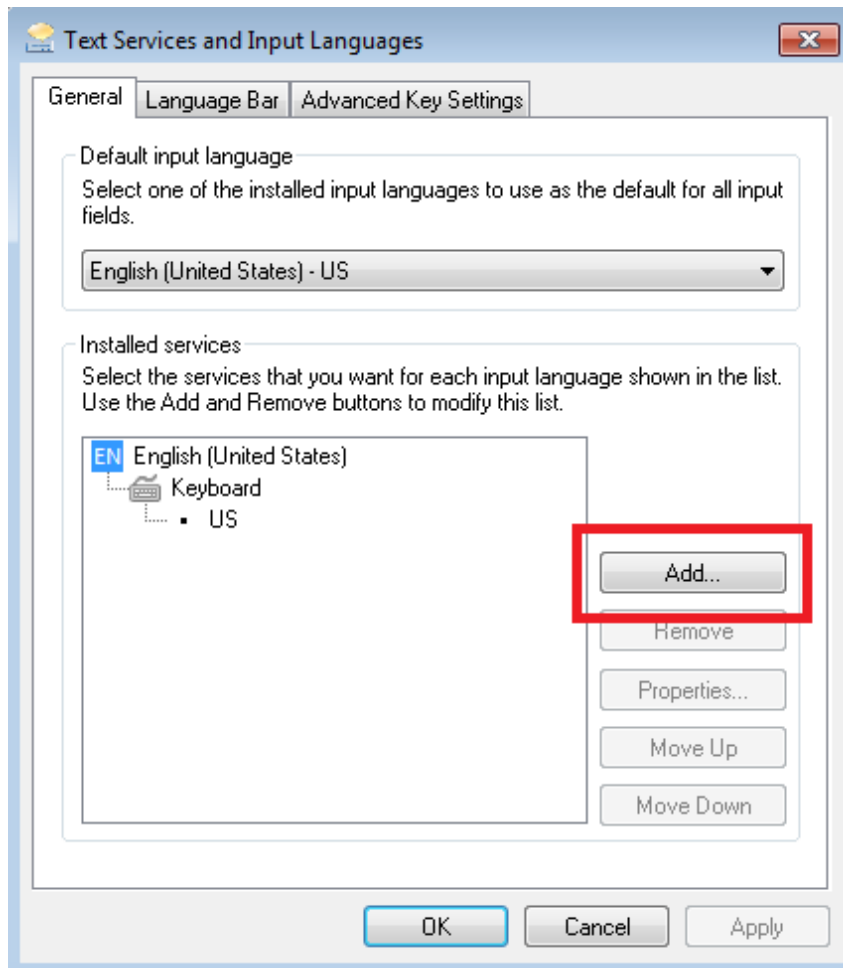Click **Start**, and then click **Control Panel.**

Once **Control Panel** is open, under **Clock, Language and Region** section, click to choose **Change keyboards or other input methods**.
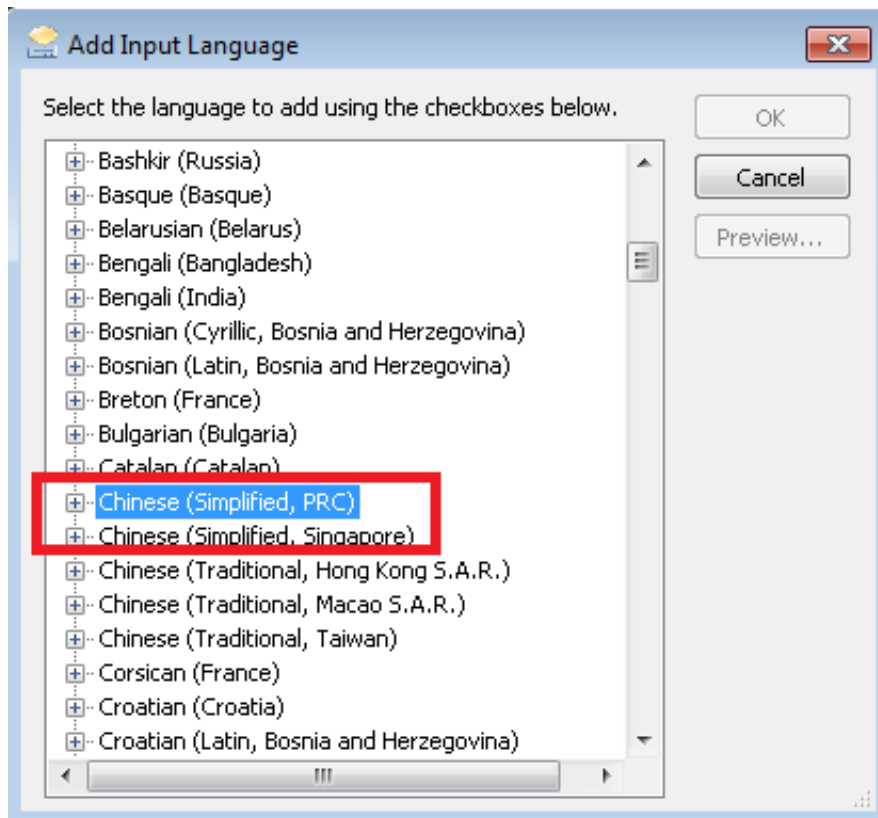
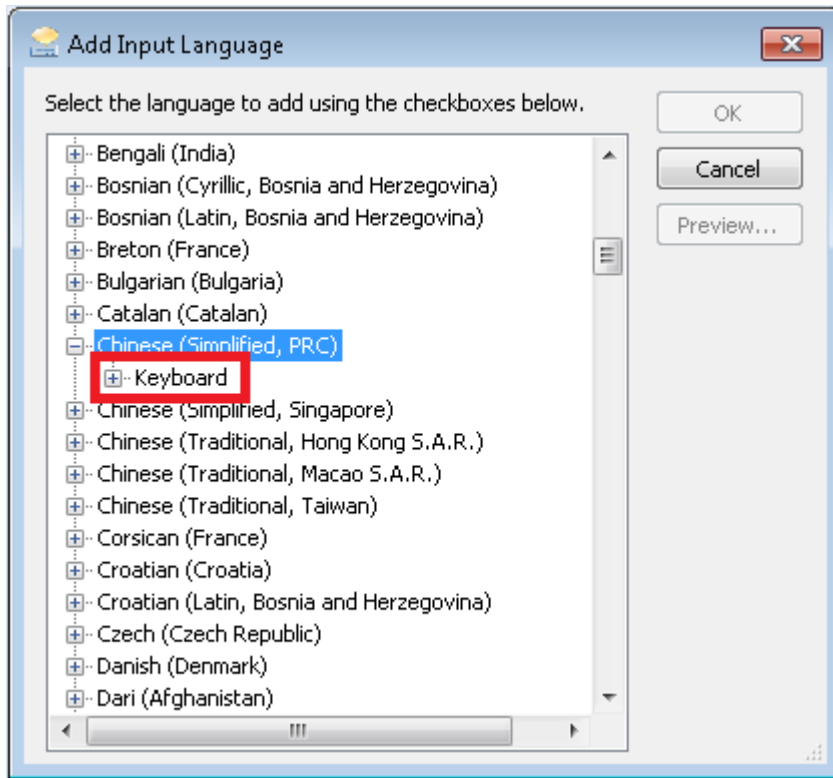When **Region and Language** Control Panel pops up, click **Change keyboards**… button.

In **Text Services and Input Languages** dialog box, click **Add** button to add new input method editor.
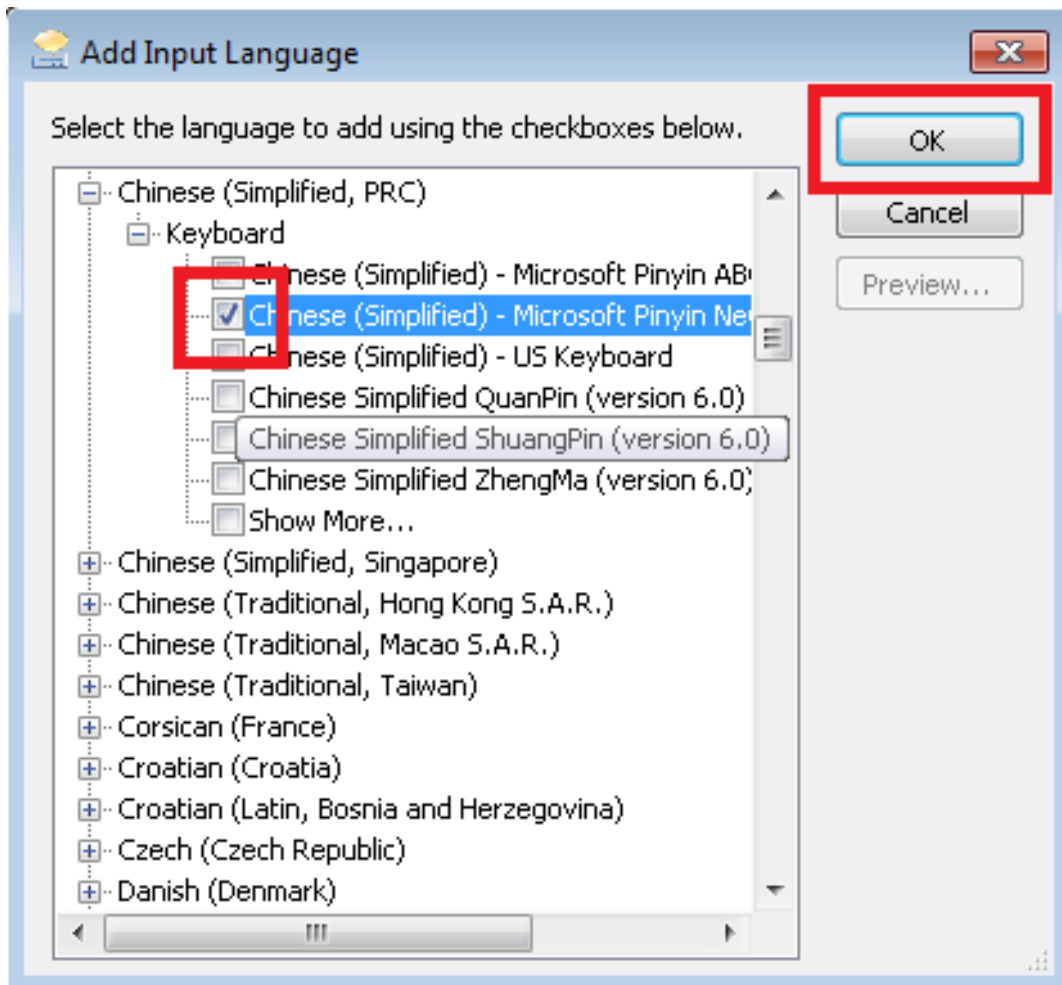
In **Add Input Language** dialog box, scroll down to locate **Chinese (Simplified, PRC)**.

Double click **Chinese (Simplified, PRC)**, you will see **Keyboard** under it.
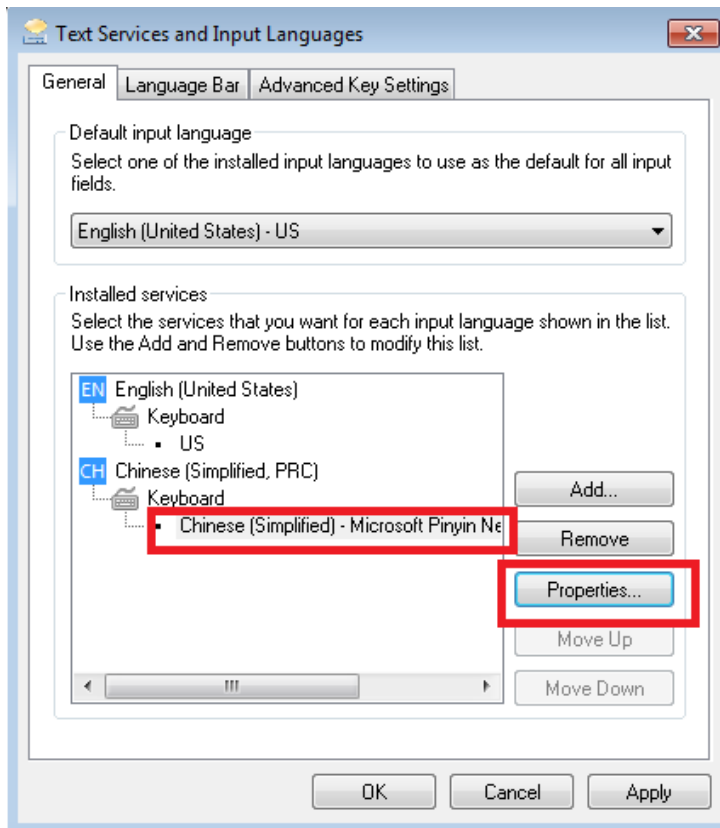
Double click **Keyboard** to expand the list of input methods for **Chinese (Simplified)**. In the expanded list, locate **Chinese (Simplified) – Microsoft Pinyin New Experience Input Style**. Check the check box for this item. And then click **OK** to close the dialog box.
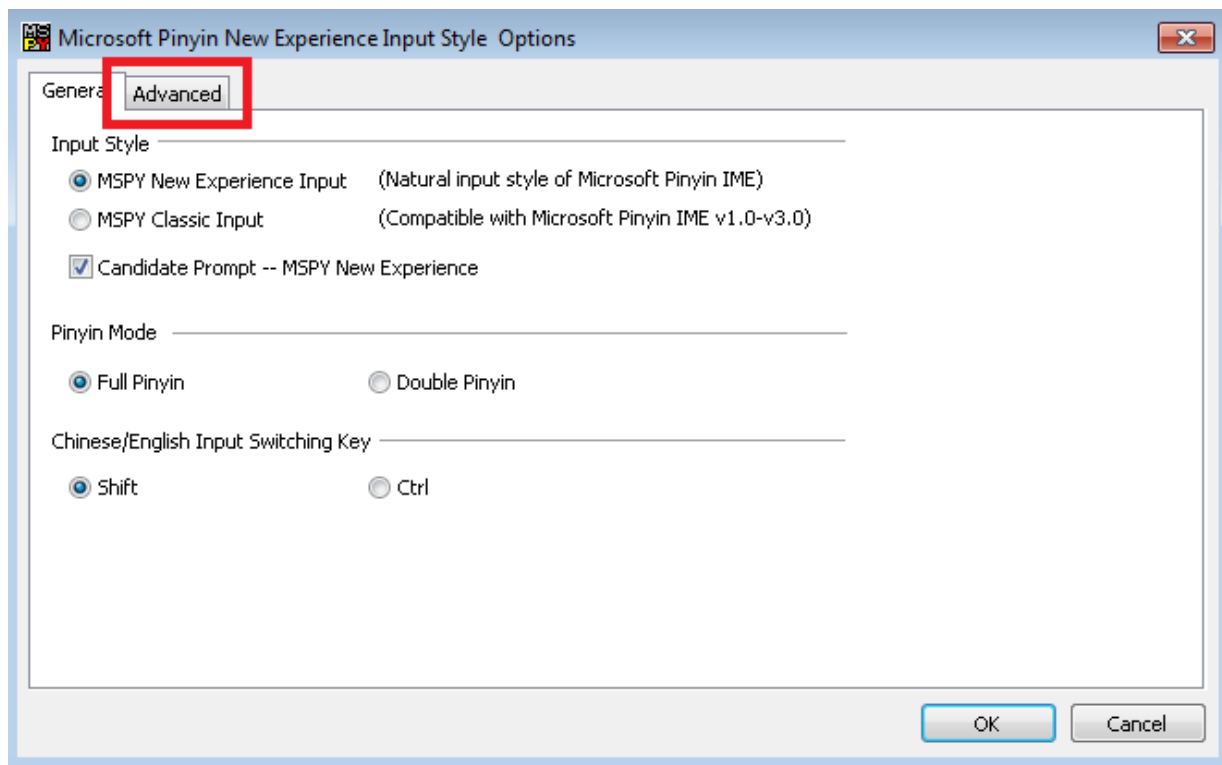

You have now added Pinyin Input Method Editor. The next step is to configure it to output Traditional Chinese characters.

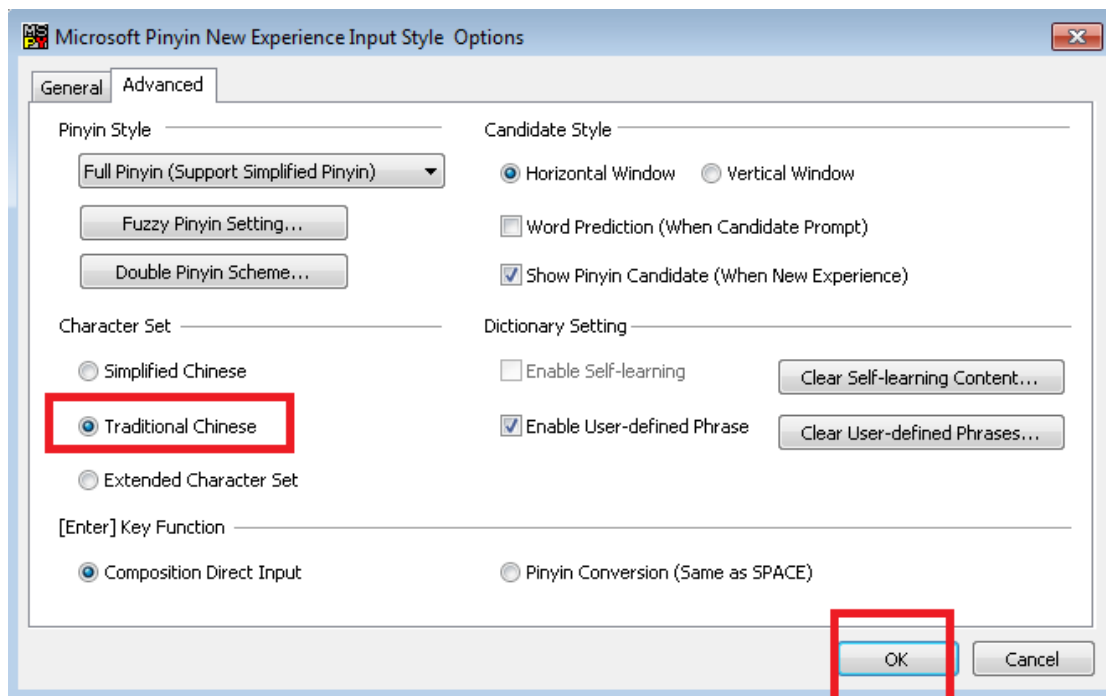# Configure Pinyin to output Traditional Chinese characters

In the **Text Services and Input Languages** dialog box, click **Chinese (Simplified) – Microsoft Pinyin New Experience Input Style** to select it. And then click **Properties...** button.
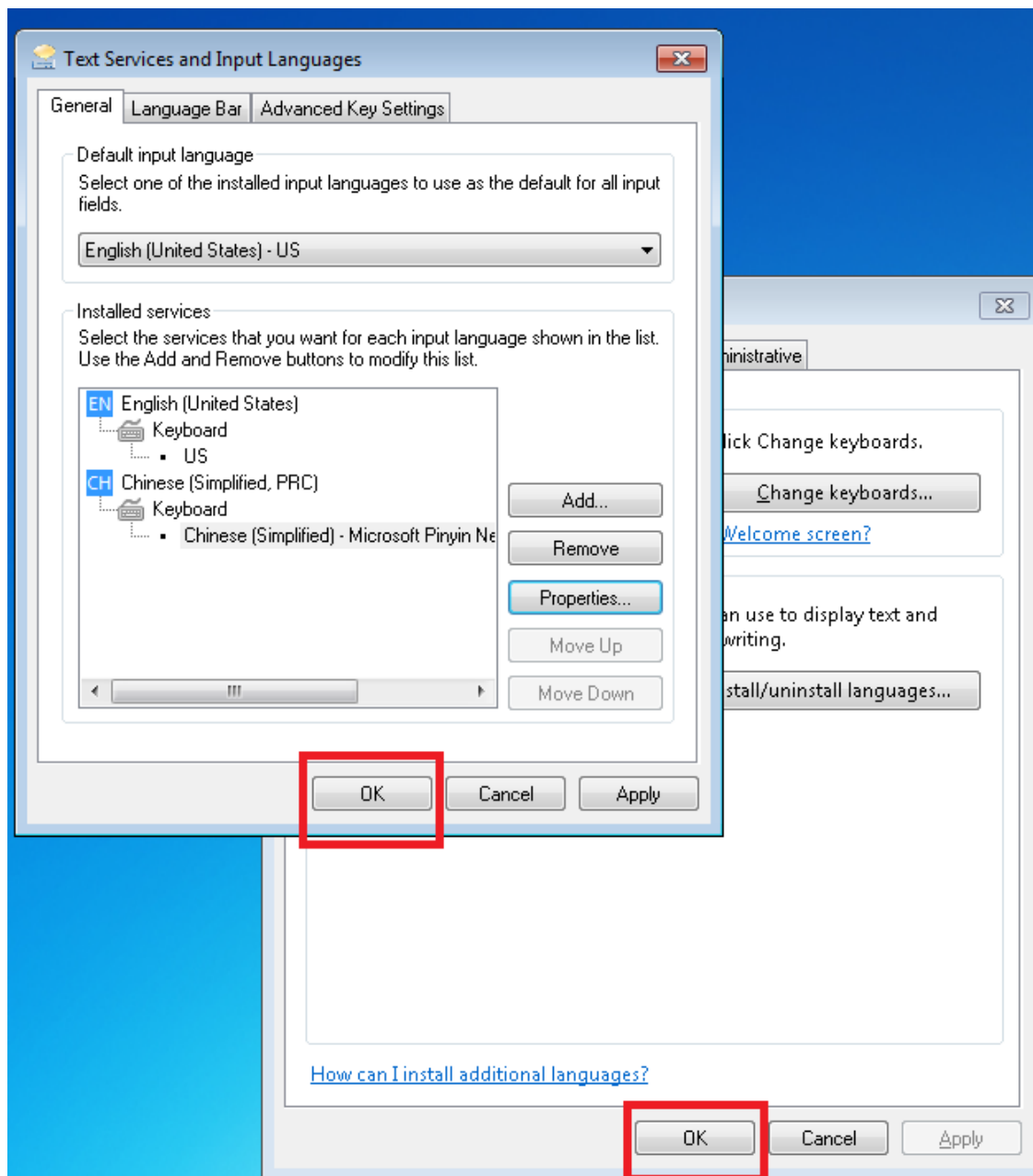
This will open **Microsoft Pinyin New Experience Input Style Options** dialog box. In this dialog box, click **Advanced** tab.

In the **Advanced** tab, click **Traditional Chinese** under **Character Set** section. After that, click **OK** to close the dialog box.
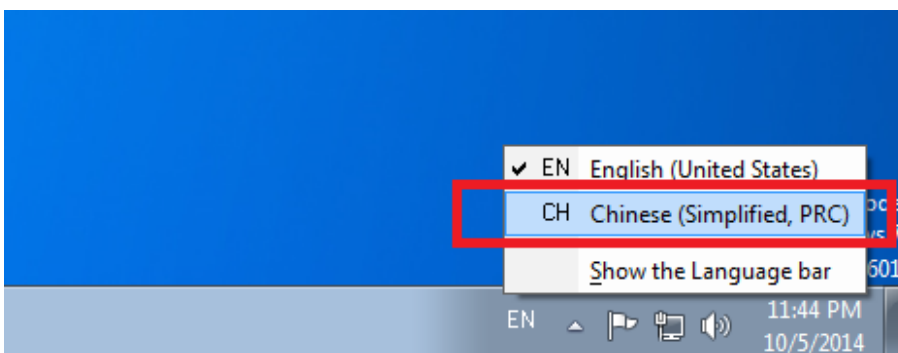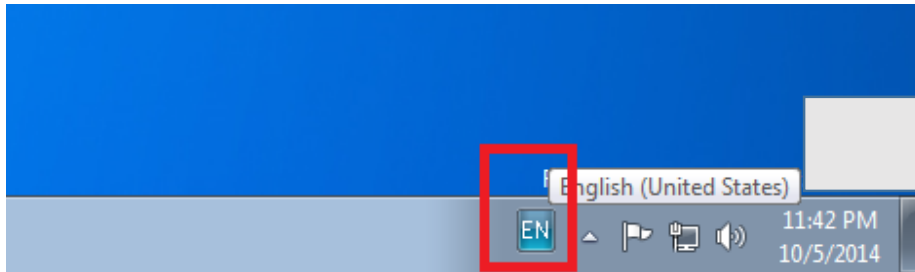
Click **OK** to close **Text Services and Input Languages** dialog box. Then, click **OK** again to close **Region and Language** control panel. You are done and ready to use Pinyin Input Method.
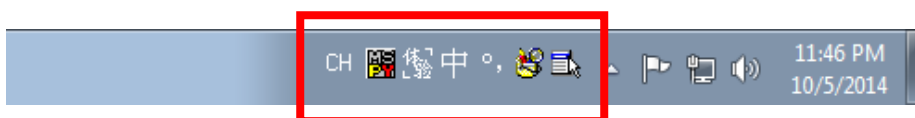
Type in different languages

Now that you've added the languages you need, you can type in any of them by quickly switching between keyboard layouts or Input Method Editor (IME). Click the language abbreviation in **Language Bar** in the notification area at the far right of the taskbar to see the language list, and then choose the keyboard you want to switch to. Try click **Chinese (Simplified, PRC)**.

You are now switching to Pinyin Input Method Editor.

Similarly, you can select **English (United States)** in the **Language Bar** later to switch back to English.