How to Type Chinese characters in Google Docs.

- 1. Type "<u>https://docs.google.com/</u>" on your favorite search engine.
- 2. You will see the following page. Click on Blank to start a new document.



3. You will see the following page



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4. Select "File" tab and scroll down to "Language" and then choose 中文 (台灣)。

5. Select the three dots on your upper right corner.



6. Select the small triangle next to 注



7. Choose the second item with the word 拚



8. You are all set and you can use your English keyboard to type. You can add comma and period too.

