පැන්සල
THE PENCIL

Version : 2.13.7.1

>User Guide

Overview »

"පැන්සල " is a program that allows you to easily type Sinhala words in your computer in real time. You can now type Sinhala in anywhere easily with this .The main benefit is that you have to type Sinhala word as you read them in English that we call sms type.

And also there is no need to Copy or Paste Sinhala words to your document or application. It will convert your Singlish words to Sinhala at once when you press the "Space Key or Enter Key" .

Do you believe! ...It's Real Time.

Most of nowadays software are only allow you to type Sinhala words in Unicode type(Standard Sinhala letters that can be recognized in any modern computer all over the world). But the disadvantage with this is, you can't add styles like Bold, Italic or you can't even change the font style. Because of these reasons you can't use this Unicode text for a office document. Because you can't work with styles.

But "පැන්සල" is came up with a Office mode that you can even type Sinhala words without Unicode type. It will help you to work with many office documents. Not only the Office mode but also this has the Unicode mode. So you can do two things at one place.

So thank you for installing this "පැන්සල" Singlish Word Processor in your computer. You can go through the next help tips for getting familiar with this.

Content>>

Interface>>

When you are type sinhala you might be want to add some English words to the document.Press "Insert" Key or you can use this button to switch between Sinhala typing and English Typing.

Use this button to show/hide extra option panel. You can navigate to Keyboard, Keymap, Settings and many more other options via this extra options panel.

No text available
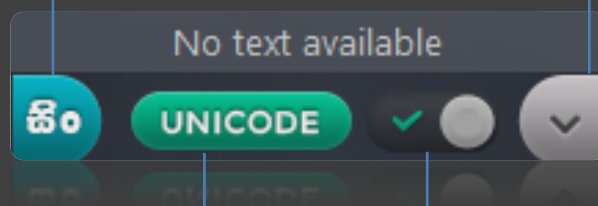
 සිo UNICODE

You can change your Sinhala translation type by using this Office | Unicode button. When you're typing in Internet, use Unicode mode & with Office Documents or Photoshop or any other application good to use the Office mode

With this button you can turn off / on the translator. You can use the shortcut key " Ctrl+Space " to turn off or on the translator. You can set the startup behavior of this button from preferences menu.

Unicode Mode>>

The Unicode mode allows user to type sinhala words as Unicode characters and these Unicode Sinhala characters can be shown in any modern computer without any additional sinhala fonts. In Windows Vista/7/8 the Sinhala Unicode fonts are pre installed .But in windows XP there is no pre installed Unicode Sinhala fonts.There fore you may have to download Sinhala Unicode support from Siyabasa. Windows 7/8 or Vista users haven't this problem.

With this Unicode mode user can type sinhala in internet(web browsers). You can share your sinhala comments in Facebook or send Emails in Sinhala to your friends and these all stuffs can be done when you are using Unicode mode.

Office Mode»

Office mode feature is the most precious part on this program. Because there is no any other software in Sri Lanka that can do this part. All software in Sri Lanka is support only for Unicode characters except this .

In nowadays most people are not familiarize with the standard Sinhala keyboard layout and it's not easy to understand and use.There fore most people stuck with making Documents in Sinhala.

The solution is here...

With Office mode you can type Sinhala word as you read it in English(SMS) in any Office document,Photoshop image, etc. and you can change the properties of the Sinhala font like **Bold**,*Italic*,Size, and apply various styles. You can't do these things with Unicode characters. Because Unicode Sinhala letters are standard Sinhala letters that can be recognized in any modern computer all over the world. So we cannot apply styles to Unicode fonts. Also another amazing thing is, this all translation part is take effect in Real time. So you do not want to bother for copy or paste. You only have to do is type Sinhala word as SMS and then press Enter and watch the scene.

Before you type in Office Mode please remeber to change your typing font into a relevent Sinhala font like **FMDerana,FMAbhaya,AM_Arjune...".**

Hot keys»

Just needs only

Ctrl + Space

Just press Ctrl+Space at anytime for activate Pencil. This options is available when Pencil even at System tray.

So, for the productivity of "Pencil", do make the following changes.

1. *Set Pencil as a start-up program*

Go to Settings (Click "More>" on the extra option panel>>Settings) and check the option "Launch on System start-up".

2. *Open Pencil always in System tray.*

Go to Settings and check the option "Always open in System tray"

3. *Now whenever you want to type Sinhala at anywhere you just need to type "Ctrl+Space" only to activate/deactivate Pencil.*

And also you may use,

Insert Key – *To change between English and Sinhala*

Ctrl+Shift+C –*To clear the typed Sinhala word*

Get familiar with "Key map" ››

Let's take a look at the English Key Combinations that are relevant to the Sinhala letters. The Big news is you can type any kind of Sinhala word by Using "පැන්සල". You can get a quick look at Key map by right click on the application interface or via extra option panel.

අ : a

ඇ : ae

ඉ : i

උ : u

ඍ : ERU

ඏ : IRU

එ : e

ඓ : ai

ඕ : oo

ආ : aa

ඈ : aee

ඊ : ii

ඌ : uu

ඎ : ERU'

ඐ : IRU'

ඒ : ee

ඔ : o

ඖ : au

(අං) : x

(අඃ) : X

ග : ga
භ : ga'

ඩ : da
ඪ : da'

ද : dha
ද : dha'

බ : ba
ඹ : ba'

ජ : ja
ඣ : ja'

ක : ka/ca
ට : ta
ත : tha
න : na
ච : cha

ඝ : Ga

ඞ : Da

ධ : DHa

භ : Ba

ඤ : ngja'

ඛ : Ka
ඨ : Ta
ථ : THa
ණ : Na
ඡ : CHa

ප : pa   එ : Pa
ශ : sha   ෂ : SHa
ල : la   ළ : La
එ : Lu   දු : dhu
ම : ma   ව : wa/va
ස : sa   හ : ha
ය : ya   ර : ra
ඤ : ngja   ඥ : NGJa
ඩ : Z   ෆ : fa

❖ **Use Capital letters to write "මූර්තජ" or "මහප්‍රාණ" letters.**

    Ex :

        හ **- Ba**
        ධ **- DHa**
        ඛ **- Ka**
        භූමිය **- Buumiya**
        අධෝරක්ත **- aDHooraktha**
        ළමයා **- Lamayaa**

❖ **Use ʹ sign for write "සඤ්ඤක" Letters .**

Ex :

ඹ - **baʹ**

ඳ   - **dhaʹ**

ඬු   - **duʹ**

පුරඟද - **purahadhaʹ**

අඬුව - **aduʹwa**

ලඹය - **labaʹya**

The only thing you need to know to write "Sangjaka " letters is to put ʹ sign after the regular letter that you want to be make "Sangjaka".

❖ An Example with letter "ක" to see all key combinations that you can put to a letter.

ක් -*k*   ක -*ka*

කා -*kaa*   කැ -*kae*

කෑ -*kaee*   කි -*ki*

කී -*kii*   කෙ -*ke*

කේ -*kee*   කො -*ko*

කෝ -*koo*   කු -*ku*

කූ -*kuu*   කෞ -*kau*

කු -*kra*   කා -*kraa*

කෑ -*krae*   කෑ -*kraee*

කො -*kro*   කෝ -*kroo*

ක්‍රි -*kri*   ක්‍රී -*krii*

කෙ -*kre*   කේ -*kree*

කෘ -*kru*   කෲ -*kruu*

කෛ -*kai*   කාා -*kya*

කාා-*kyaa*   කං -*kax*

කඃ -*kax*

Let's take a look at some different words

ශ්‍රී ලංකාව   – shrii laxkaawa
බෞද්ධ – baudhDha
මඤ්ඤොක්කා – mangjngjokkaa
ත්‍රෛලෝකේශ්වර – thrailookeeshwara
ත්‍රිවිධ රත්නය   – thriviDHa rathnaya

Auto word suggestion»
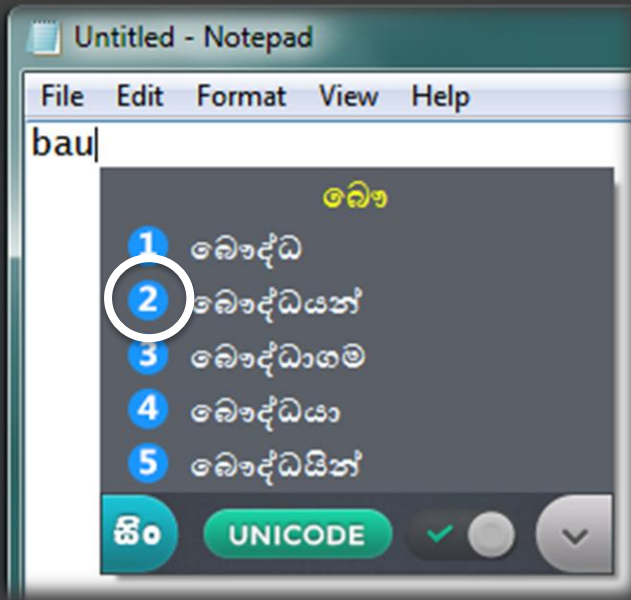
Just press the relevant number to enter the word you want. For an example to insert the word "බෞද්ධයන්" just press "2". It's that much easy.

In this new version of Pencil, We offer you the auto word suggestion option. With this option it'll be much easier you to type Sinhala words. While you are typing, Pencil will suggest you some similar kind of words that will match with your typing word. If Pencil suggested you the word you wanted only you have to do is press relevant number to insert that word. As shown in above image to insert the word "බෞද්ධයන්" just press "2". It's that much easy. The good news is this option is available for Office and Unicode both typing modes.

Also you can change the maximum number of words to be suggested and even you can disable this auto word suggestion option via Settings.
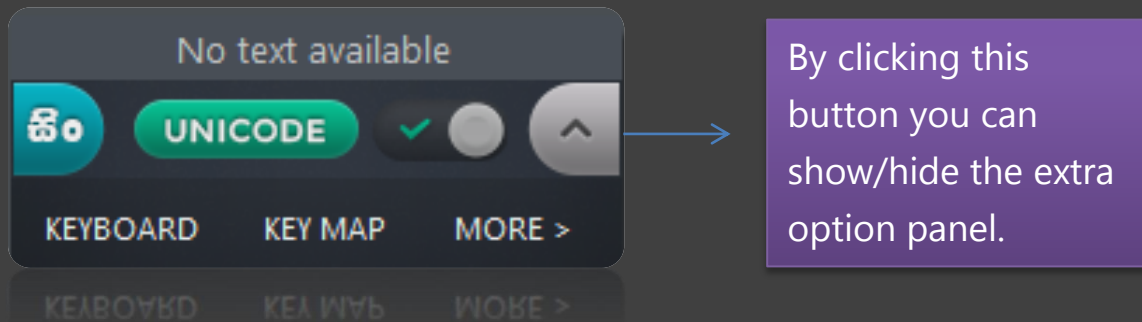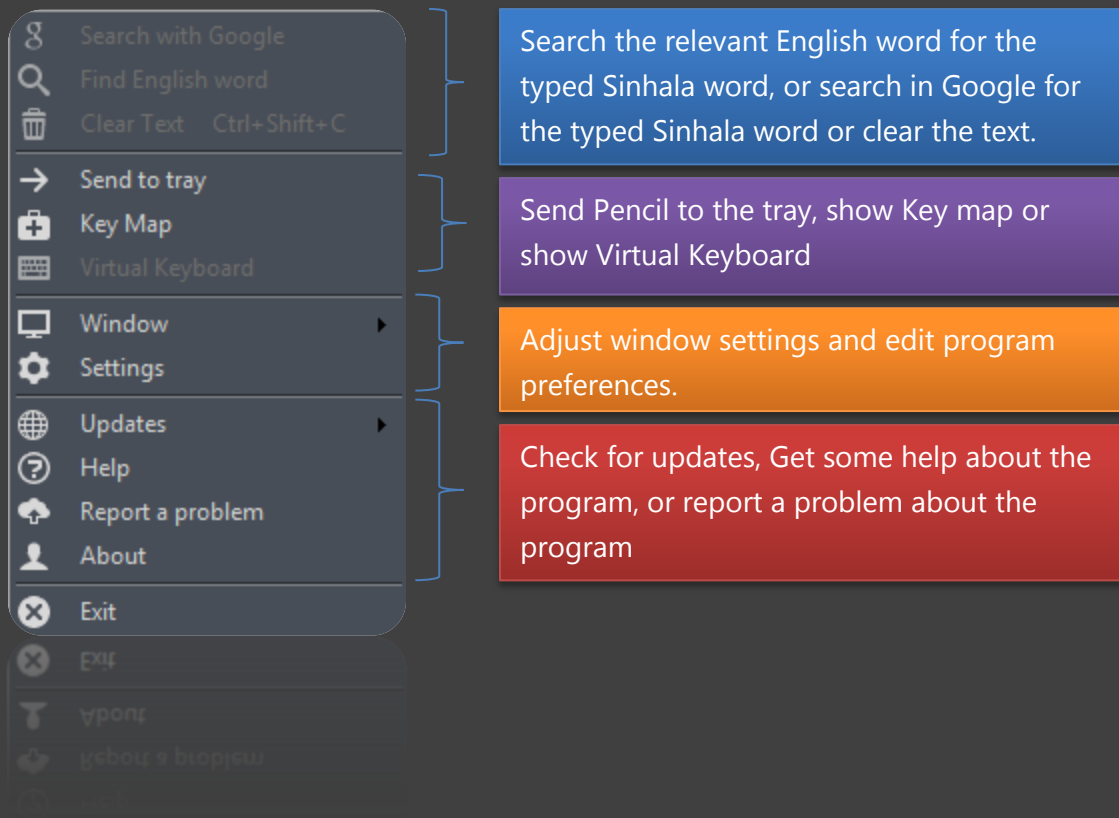
Virtual Keyboard»
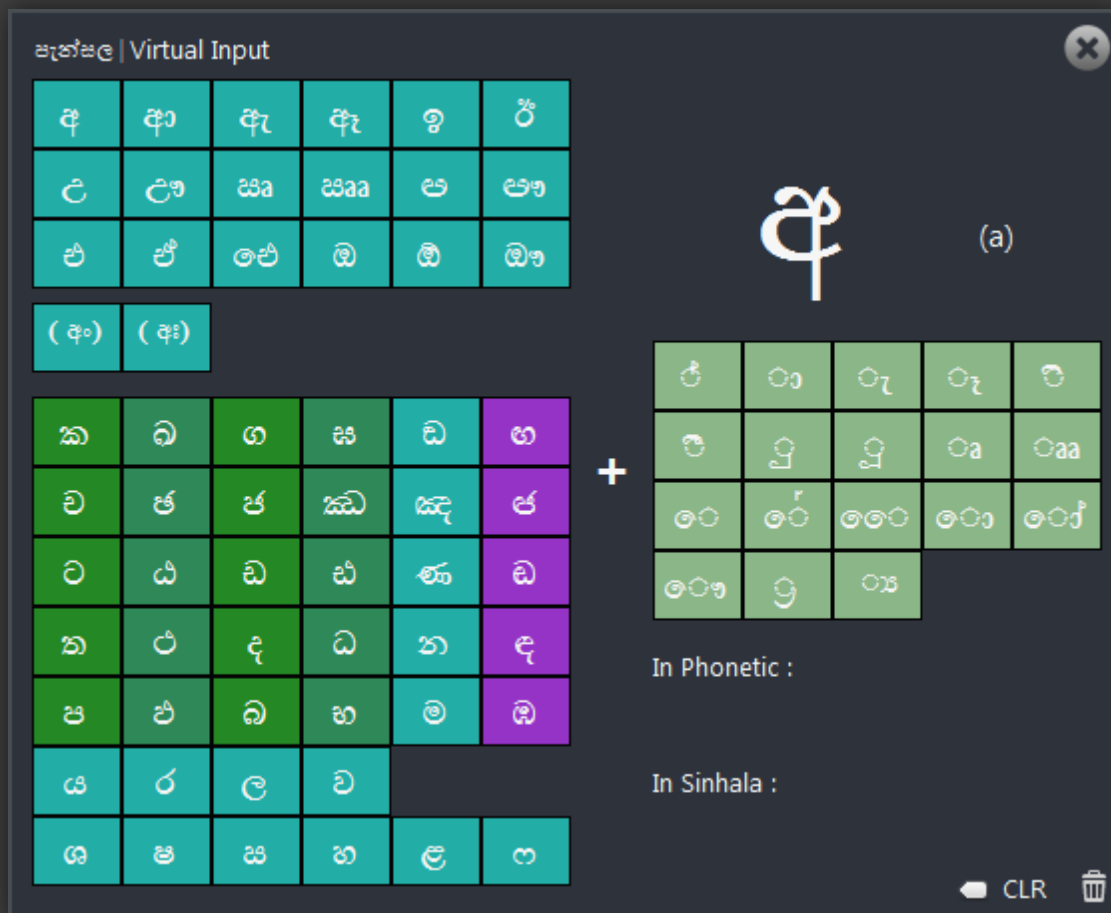
Another new option we included in this version of Pencil is the Virtual Keyboard. You can navigate to Virtual keyboard by Extra option panel or by right clicking on the application interface.

With the virtual Keyboard you can easily type any difficult word or letter while you're typing in documents. Also you can also familiarize with the key combinations that'll need to type Sinhala with Virtual Keyboard.

Extra Option Panel»

By clicking this button you can show/hide the extra option panel.

By using extra option panel you can easily navigate to Virtual Keyboard, Key map and many more other options. This panel will make your work much easier. Also by clicking on the "MORE" button you can access to all the options of the Pencil through the below menu.

Search the relevant English word for the typed Sinhala word, or search in Google for the typed Sinhala word or clear the text.

Send Pencil to the tray, show Key map or show Virtual Keyboard

Adjust window settings and edit program preferences.

Check for updates, Get some help about the program, or report a problem about the program

The things you must know»

❖ You must Turn off "පැන්සල" when you are type text in Password Fields. Because the password will be shown in the Sinhala display if you do not turn off the Display. You can turn off/on the translator by pressing "Ctrl+Space" on your keyboard.

❖ You can switch between Sinhala typing and English typing by pressing "Insert" key on your keyboard. When you are using Office mode please keep in mind to change the font to a suitable English Font before you type English words.

❖ When you are using office mode please turn off the translator when you typing any symbols like < > ( ) * \ / ".And Some Sinhala regular fonts not support the full stop mark (.) .So you have to add it by turning off the translator.

❖ Don't turn on the "Capslock" while you're typing in the Pencil. Otherwise it will jam the text encoding algorithm.

❖ By using Enter key also you can add the Sinhala word into the document without making a space. It will help you to insert word inside a typed word.

❖ You can customize preferences through the Settings window by right clicking on the interface or via extra option panel.

❖ While typing in Office documents please make sure the the auto correction options are disabled in the program you write your document.

Further details>>

If you have any further problems with this Software please send them to our Email address support@serandibsoft.com or report them via "Report a problem" option.

You can keep update with Pencil by visit our official website http://serandibsoft.com

Enjoy !