

# CKCIS (USB Version)

## Preface

Chinese computerization has long been the aspiration of Mr. C. K. Chow, the developer of the CKC Chinese Input System. This input method adopts the 10 numerals to encode Chinese characters and phrases, finally makes this dream come true. During the last 12 years, CKCIS has been extensively introduced to different levels of schools in China.

With the help of the CKC Chinese Information Technologies Institute (Soochow University), our center has developed an easy-to-use mobile device that enables users to use the CKCIS without restriction. This device also allows users to choose the size and transparency level of the interface that makes it more user friendly.


CKC Centre for the Development of Information Technology for Chinese Language Teaching  
(Hong Kong Institute of Education)  
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# CKCIS (USB Version) User Guide

## 1. Installation

This version of the CKC Chinese Input System is a series of execution files which can be saved in the USB flash drive. Users only need to execute  ckcis.exe 纵横输入法测试版 香港教育学院纵横资讯科技...

Note:

1. Recommended operating system: Windows XP with Simplified Chinese Language Pack.
2. The operation principle of this software is significantly different from that of other input methods generally required to be installed. However, if an application cannot use the Cut (Ctrl +X) and Paste (Ctrl +V) functions of Window, this program would not be able to work properly.
3. If the resolution of the computer screen is not the commonly used style of 1024×768, some images of the program may be displaced, however, all functions can still work normally in principle.

## 2. Introduction of the CKC Input Method

### The Encoding Rule of CKC Input Method

#### Basic Encoding Rules



CKC Chinese Input method is a type of appearance-based coding system. The strokes and the features of the Chinese character components are classified into 10 groups, represented by 10 numbers 0 through 9. For easy memorization, the following pithy formula can help to remember the relationship between character strokes and their respective codes:

一横二竖三点捺，  
 乂四插五方块六，  
 七角八八九是小，  
 撇与左钩都是零。

CKC Code	Stroke Feature
0	A left-falling stroke or a stroke with left-turning.
1	A horizontal stroke or a horizontal rising stroke written from left to right.
2	A vertical stroke or a left slanting stroke.
3	A dot or a right-falling stroke.
4	A cross or the radical of "Grass".
5	The combination of a falling stroke runs through 2 horizontal strokes.
6	A square.
7	A corner, 2 upper corners, 2 lower corners or a stroke with right-turning.
8	The shape of the numeral "Eight" in Chinese or its variants.
9	The shape of the Chinese character which means "Small", its variants and the radical of "Upright Heart".

## Character



CKC encodes a Chinese character according to the stroke features of its 4 corners. The sequence is upper left corner, upper right corner, lower left corner and lower right corner (following the shape of the alphabet “Z”) respectively. For example, the code of the character “我” is “0307”.

If a character has less than 4 corners, take the actual number of corners. Look at the following examples:

1. 4-digit code character  0307      3720      0290	2. 3-digit code character (1 code for upper)  805      420      427
3. 3-digit code character (1 code for left)  022      964      601	4. 3-digit code character (1 code for lower)  210      104      104
5. 3-digit code character (1 code for right)  049      069      190	6. 2-digit code character (1 code for upper and 1 code for lower)  01      44      96
7. 2-digit code character (1 code for left and 1 code for right)  02      64      88	8. 1-digit code character  5      6      8

## Phrase

One of the major features of CKC Input Method is the phrase input which improves the input speed substantially. The rules are as below:

Phrase	Coding Rule	Sample	CKC Code
2-character phrase	<b>3 + 3</b> rule	纵横	<b>281449</b>
	Take the first 3 codes of each character.		
3-character phrase	<b>2 + 2 + 2</b> rule	电脑化	<b>577300</b>
	Take the first 2 codes of each character.		
4-character phrase	<b>2 + 1 + 1 + 2</b> rule	易如反掌	<b>604790</b>
	Take the first 2 codes of the 1 <sup>st</sup> character. Then take the first code of the 2 <sup>nd</sup> and 3 <sup>rd</sup> characters. Finally take the first 2 codes of the 4 <sup>th</sup> character.		
Multi-character phrase	<b>2 + 1 + 1 + 1 + 1</b> rule	香港特别行政区 香港教育学院 纵横资讯科技 语文发展中心	<b>063060</b> <b>063439</b>
	Take the first 2 codes of the 1 <sup>st</sup> character. Then take the first code of the 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> and 5 <sup>th</sup> characters. The rest can be ignored.		


## Instant Code

CKC compiles the first code or the first 2 codes of the frequently used characters / phrases into the Instant Code, to make your input even faster. The table below gives users an example of the Instant Code of some characters and phrases.

Instant code	0	1	2	3	4	5	6	7	8	9
Character	的	到	此	这	在	把	时	用	会	情
Phrase	什么	可以	能够	方法	世界	中国	是否	所以	人民	学习

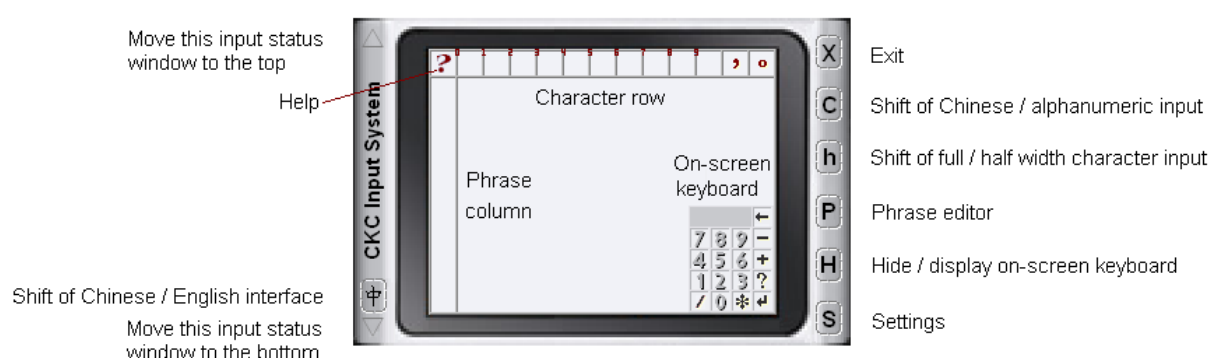
### 3. Description of Functions


#### 3.1 Closure of the CKCIS (USB Version)

Click  on the upper right corner of the status window.


#### 3.2 Status Window of CKCIS (USB Version)

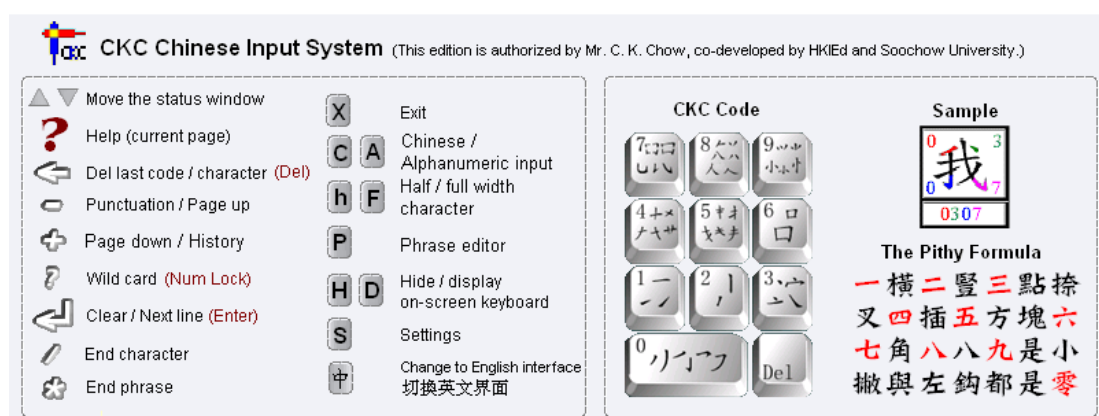
After launching the application, a status window will be shown as below:



3.2.1 Click , the input status window will move to the top on the computer screen.

Click , the input status window will move to the bottom.

3.2.2 Click , the Help window will appear / disappear. Users can also use the close button on the upper right corner of the window to close it. It provides a brief description of CKC codes and the functional keys for easy reference.



#### 3.2.3 Character row

It displays all Chinese characters with the same CKC code for selection (see “4. The Operation of CKCIS (USB Version)” for details). Users can select the

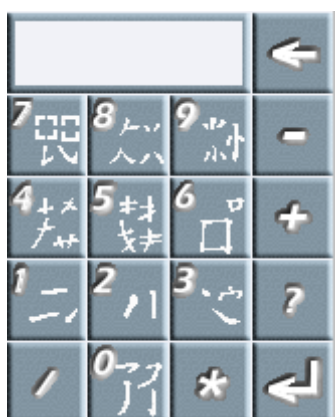
character with the computer mouse or the number keys “0-9” on the QWERTY keyboard directly. The punctuation marks ” , ” and ” ° ” on the far right can be entered by clicking ”F11” and ”F12” respectively.

### 3.2.4 Phrase column

It displays all phrases with the same CKC code for selection (see “4. The Operation of CKCIS (USB Version)” for details). Users can select the phrase with the computer mouse or the letter keys “Z, X, C, A, S, D, F, Q, W, E” on the QWERTY keyboard directly.

### 3.2.5 On-screen keyboard

It facilitates the users to use the computer mouse. The relatively bigger on-screen keyboard can display the stroke features at the same time (see the figure below).



### 3.2.6 Shift of Chinese / alphanumeric input

**C** indicates Chinese input (in this case, some number and letter keys on the keyboard will be disabled) and **A** indicates alphanumeric input.



### 3.2.7 Shift of full-width / half-width character input

**h** indicates half-width character and **F** indicates full-width character.


### 3.2.8 Phrase editor

Click **P**, the Phrase Editor window will appear (see “6. Phrase Editor” for details.)

### 3.2.9 Hide / display on-screen keyboard

 indicates that the on-screen keyboard is in a hidden mode;  indicates that the on-screen keyboard is in a display mode.

### 3.2.10 Settings

Click , the CKC Chinese Input System Settings window will appear (see “5. Settings” for details.)

## 4. Operation CKCIS (USB Version)

For the convenience of the users of the “CKCIS 2002 (Simplified Version)”, CKCIS (USB Version) adopts the same operation mode. When users enter a code, the characters / phrases corresponding to the code will appear immediately. If there is no character / phrase completely equivalent to the code, the system will try to find the characters / phrases that begin with the code, so as to enable users to finish the task in the shortest time. Please note that this is an association function of the system, the abbreviated codes are not the complete CKC codes.

The CKCIS (USB Version) is mainly using the numeric keypad, but some of the function keys can also be used in the QWERTY keyboards.

### 4.1 CKC Codes ( 0-9 )

The 10 number keys (0-9) on the numeric keypad are the elements of the CKC input codes.

### 4.2 Wild Card Key ( Num Lock / ? )

When users cannot determine the input code, the wild card key can be used instead. The “Num Lock” key on the numeric keypad and the “?” on the on-screen keyboard are defined as the wild card Key. When users click the wild card key once, the input window will display a “?”.

### 4.3 End Keys ( / & \* )

Character: The longest CKC code of a single character has 4 digits, and the shortest one has 1 digit. After entering the code, click “/” on the numeric keypad or the on-screen keyboard, the corresponding Chinese characters will appear.



Phrase: The longest CKC code of a phrase has 6 digits, and the shortest one has 1 digit. After entering the code, click “\*” on the numeric keypad or the on-screen keyboard, the corresponding phrases will appear.

In addition, users can enter the character or phrase through the number keys “0-9” and the letter keys “Z, X, C, A, S, D, F, Q, W, E” on the QWERTY keyboard directly.

#### **4.4 Page Up and Page Down Keys ( - / + )**

When the corresponding characters or phrases are more than 1 page, users can use the “-” key or “+” key on the numeric keypad or the on-screen keyboard to turn a page forward or backward.

#### **4.5 Code Deletion Key ( Del / ← )**

“Del” on the numeric keypad or “←” on the onscreen keyboard is the deletion key of the input code. Every time users click these key, the latest code entered will be deleted. When there is no code entered, the character just before the cursor will be deleted (same as the function of “Backspace” key).

#### **4.6 Clear Key ( Enter / ↵ )**

The “Enter” key on the numeric keypad or the “↵” on the on-screen keyboard is used to clear all the codes entered and all characters / phrases in the selection area. When there is no code entered, these keys are used to change lines.

#### **4.7 Selection Keys**

When characters / phrases appear on the selection area, users can click the number keys “0-9” on the numeric keypad to select the character / phrase.

(Note: “/” on the numeric keypad can also be used as the “character” selection key “0”, and “\*” on the numeric keypad can also be used as the “phrase” selection key “0”.)

#### **4.8 Punctuation Mark Key**

When users are not using the CKC Code, “-” on the numeric keypad and the on-screen keyboard is used to enter punctuation marks. When users enter CKC code, “-” is used to turn a page forward for characters / phrases.

#### **4.9 History Key**

When users are not using the CKC Code, “+” on the numeric keypad and the on-screen keyboard is the history key. This can call the last 10 Chinese

characters entered by the CKC Code.

#### **4.10 Direct Character Selection Key**

The number keys "0-9" on the QWERTY keyboard are used to select individual character directly.

#### **4.11 Direct Phrase Selection Key**

The letter keys "Z, X, C, A, S, D, F, Q, W, E" on the QWERTY keyboard are used to select phrase directly.

#### **4.12 Phrase Deletion Key**

The letter key "K" on the QWERTY keyboard can be used to delete a phrase just entered, but this function is only valid before any other action is taken.

#### **4.13 Chinese Comma Key**


"F11" on the QWERTY keyboard is used to enter a Chinese comma key directly.

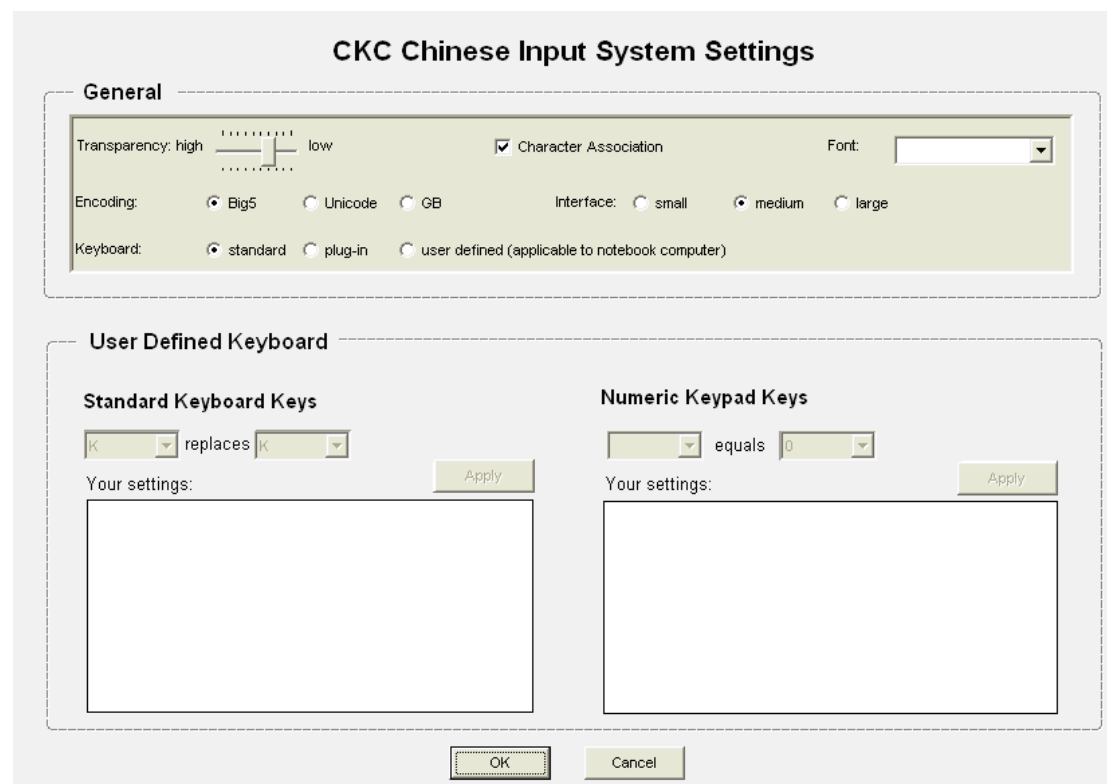
#### **4.14 Chinese Full-stop Key**

"F12" on the QWERTY keyboard is used to enter a Chinese full-stop key directly.

Users can also re-define the function of each key (see "5. Settings" for details).

## 5. Settings

Click , the CKC Input System Settings window will appear.



**CKC Chinese Input System Settings**

**General**

Transparency: high  low ☒ Character Association Font:

Encoding: ☒ Big5 ☐ Unicode ☐ GB Interface: ☐ small ☒ medium ☐ large

Keyboard: ☒ standard ☐ plug-in ☐ user defined (applicable to notebook computer)

**User Defined Keyboard**

**Standard Keyboard Keys**

replaces

Your settings:

**Numeric Keypad Keys**

equals

Your settings:

### 5.1 Transparency

The level of transparency can be controlled through the direction scale. (Note: “low” indicates “not transparent”.)

### 5.2 Character Association

After entering the CKC codes, the character row will display the associated characters for selection. It can be selected by clicking the computer mouse or the number keys “0-9” on the QWERTY keyboard directly.

(Note: this function cannot be used with the numeric keypad.)

### 5.3 Font

Adjust the font of the characters / phrases in the selection area.

### 5.4 Encoding

The default Chinese code of CKCIS (USB Version) for Simplified Chinese is GB. If some application programs only accept Unicode or Big-5 code, though the characters shown in the selection area is normal, the characters will become

abnormal in the application programs. To rectify the situations, users can make the changes here.

## 5.5 Interface

Select a small, medium or big input interface.


## 5.6 Keyboard Selection

- Standard keyboard: when using the standard keyboard consists of 101/102 keys, the number keys on the right side of the numeric keypad and the number keys on the top of the QWERTY keyboard provide different functions.
- Plug-in keyboard: this is for the use of the plug-in keyboard of a laptop computer only. As some function keys may be invalid due to different driver programs of different vendors, the system will let the number keys on the plug-in keyboard and the top of the QWERTY keyboard of a desktop computer provide the same function.
- User defined keyboard: after selecting, users can use the 2 control windows below to reset the location of the function keys.
  - ◆ Standard keyboard keys:

This is to replace the function of the original keys on the QWERTY keyboard. When the settings are changed, the original keys will lose their functions. If users choose a key that has been already selected, the system will automatically assign an unselected key for choosing.
  - ◆ Numeric keypad keys:

Users can create a new key to fulfill the function of the original number keys on the numeric keypad. (Note: the original functions of the number keys still exist.) This feature is to facilitate the notebook computer that does not have a numeric keypad.

## 6. Phrase Editor

Users can use this function to adjust the sequence of the phrases, to create new phrases and to incorporate the new phrases into the existing phrase sets. Click , the Phrase Editor window will appear.

The image shows a software window titled "Phrase Editor". Inside, there is a dashed-line box labeled "Steps" containing three instructions: "1. Phrase" followed by a text input field, "2. CKC Code" followed by a text input field, and "3. Select phrase and reorder." Below these instructions is a large empty rectangular box for selecting phrases. To the right of this box are five buttons: "Top", "Up", "Down", "Bottom", and "Delete". Below these is a "Restore" button. At the bottom of the window are two buttons: "Save and Exit" and "Cancel".

### 6.1 Adjust the sequence of phrases (prioritization)

1. Enter the code of the phrase in the text box of "CKC code" with which the sequence is to be adjusted.
2. Click the selected phrase and then click the adjust buttons on the right. (Note: multiple phrases can be adjusted at the same time.)
3. Click "Save and Exit".

#### Description of the buttons:

Top: move the selected phrase to the top.

Up: move the selected phrase backward.

Down: move the selected phrase forward.

Bottom: move the selected phrase to the bottom.

Delete: delete the selected phrase.

Restore: cancel all actions of the prioritization to be taken.

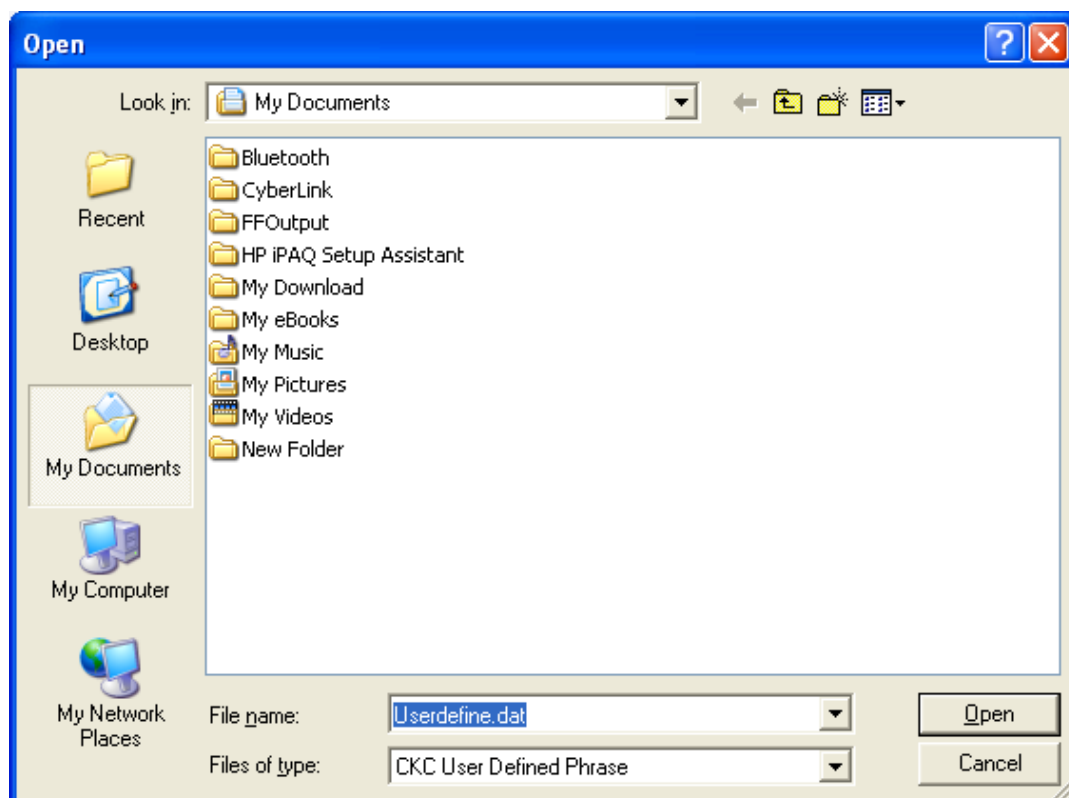
Cancel: cancel all the characters entered and all the changes made this time.

## 6.2 Create new phrases

1. Enter the new phrase to be created in the text box of "Phrase".
2. Enter the self-defined code in the text box of "CKC Code". (Note: after entering the self-defined code, other phrases with the same code will appear.)
3. If users want to adjust the sequence of a phrase, click the selected phrase and then click the adjust button.
4. Click "Save and Exit".

## 6.3 Incorporate phrases into the phrase set

Users can add a number of phrases at one time. All the newly added phrases will be appeared at the top; users can adjust their sequence using the prioritization function. After clicking "Import", the following window will appear:



The system only allows the import of a file named "Userdefine.dat". It is a text file and can be edited with notepad. Please note that the format of the file must be followed as below:

1. Each column only allows entering 1 phrase.
2. Enter the code first, and then click the “Tab” key to enter the phrase.
3. Start a new line, enter the second code and phrase; and so on.

**⊗ Incorrect format can be resulted in the failure of this function.**

## 7. Technical Support and Contact Details

If users have any questions or inquiries about the CKCIS (USB Version), please visit our website: <http://ckc.ied.edu.hk/en/index.html> or contact us via email: [ckc@ied.edu.hk](mailto:ckc@ied.edu.hk)