Typing Hawaiian Diacriticals in Windows

1) In your document, click once where you want the Hawaiian character to go.

2) Then click on the **Insert** menu and choose “Symbol” (MS Word 2003) or “Special Character” (OpenOffice, NeoOffice).

   For MS Word 2007 click the **Insert** tab, then click “Symbols” (far right of the menu bar), then click “More Symbols” at the bottom of the new window.

3) In the window that opens up, change the subset to “Latin Extended-A.”

   Scroll up and/or down until you find the character you want, then double-click on it. It will be automatically inserted into your document. In the example above, the letter “e” with the kahakō is selected.