## Instructions for Viewing Microsoft Word Files of Papadic Formulae

The advantage of viewing the papadic formulae files in Word format (rather than PDF format) is that you can see the source (author and name of hymn) of every single formula. In order to see this information, however, you must do two things:

- 1) Install the **latest** versions of the "EZ Psaltica" font package, and
- 2) Adjust the "Track Changes" settings in Word.

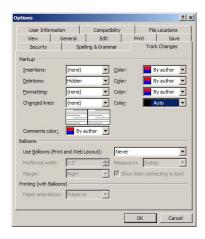
## 1) The "EZ Psaltica" fonts

If you have already installed the "EZ Psaltica" fonts, the only font you will need to reinstall is "EZ Omega." I made some changes to this font on 2/24/09 to include some special symbols used in these papadic formulas. All the "EZ Psaltica" fonts (including the "EZ Omega" font) can be downloaded from:

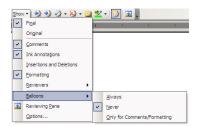
http://www.stanthonysmonastery.org/music/ByzMusicFonts.zip

## 2) "Track Changes"

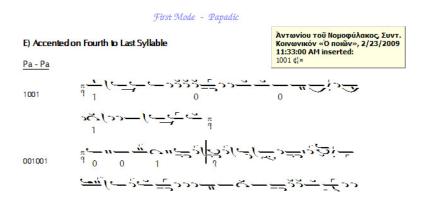
To make the necessary adjustments of this setting, go to Tools -> Options... and then select the "Track Changes" tab. It is imperative that you adjust your settings so that they match the settings in the snapshot below, and then press "OK":



Then go to Tools -> Customize... and then select the "Toolbars" tab (if it's not already selected). Scroll down to the word "Reviewing" and put a check mark in the box next to it (if there isn't one already), and then press "OK". Doing this will add another toolbar near the top of your screen. In this new toolbar, click on the word "Show" and make the check marks in yours match the check marks in the following snapshot:



After you have done all that, the source information for each formula should appear whenever you move the mouse above it. It should look something like this:



The first words "Ἀντωνίου τοῦ Νομοφύλακος" refer to the composer who used that formula, and the following words "Σύντ. Κοιωνικόν «Ὁ ποιῶν»" refer to the title of the piece it was taken from. The rest of the text in that little yellow box is irrelevant information.