FORMOSUS GRAECUS

MANUAL

INHALTSVERZEICHNIS

MANUAL FOR FORMOSUS GRAECUS

Installation, quick start and help

After Installation:

Unpack your FORMOSUS GRAECUS in any place of your computer. You can start FORMOSUS GRAECUS from any point on your computer. If you move the program, please move the whole directory "FORMOSUS GRAECUS", because the supplementary files unpacked during the installation must always be in the same directory as "FORMOSUS GRAECUS" itself.

Naturally you can put an alias of " FORMOSUS GRAECUS " in any place on your computer and start the program from there.

Function of the buttons

The application runs mainly by using (gray) buttons. Please note that the buttons in the upmost part of the window only navigate you through the different parts of the program, but do not start any function of the program. The buttons that run the application are distributed in the rest of the window.

In order to leave FORMOSUS GRAECUS, you can always use the button „FORMOSUS".

Quick start

1 Please click the button „Click me".

> (The options for button „START INFO QUIT" appear.)

2 Click the option „Begin with … / choice of textbook".

> (The screen changes to „Textbook and lesson management".)

3 Click the button „choose ...".

> (Four general possibilities are shown for using or finding a textbook).

4 Click the option "vocabulary to use itUsing textbook".

> (A list of textbooks appears. Cf. Chapter II for detailed information about textbooks.)

5 If you don't know/recognize your textbook, please choose any of the textbooks on the list, clicking the resp. line.

> (The screen changes to the choice of units for vocabulary and grammar.)

6 Please enter the unit that you would like to use into the uppermost part of the two editable fields and press return.

> (The cursor moves to the second field.)

7 Confirm the automatically entered number (= the highest of the unit numbers you have entered for vocabulary units) or enter a different number. Press the return key.

> (The screen changes to „Choice of forms and programs". The forms should already be marked. Otherwise you must mark your selection by mouse clicks)

8 Please click one of the buttons in the right hand-side field under "Choose one of the following programs".

> (The screen changes to the chosen program.)

9a Form programs: Click the button "Start" and begin your work.

9b Vocabulary programs: Choose one of the subordinate programs and begin on the resp. screen with the button "Start".

The rest of this manual contains the more detailed descriptions of the different parts of the application.

I Start and general help texts

Start (Button "FORMOSUS")

Please click the button "Click me". The only function of this button is to show the navigation buttons; after that it immediately disappears.

Begin your work by clicking the option "Begin with ... / choice of textbook" of the button "FORMOSUS". You cannot use the option "Begin with ... / standard textbook" until you have defined a standard textbook (s. Chapter II). You arrive now to "textbook and lesson management", see Chapter II.

By the option "Preferences ... language" you determine your standard language.

With the option "Preferences ... textfont" you can select a different textfont for the whole program. Please use only fonts, which support polytonic Greek.

The option "Preferences ... format" gives you the possibility to enlarge the program window according to your screen.

With the option "About Formosus" you may obtain copyright information and the address for your feedback.

Ways to get help

Red texts: Please always regard the red text on each page. This will inform you what you must do.

Shift key: When you have entered text into a field, you can always call for the correct solution by using the return key with the shift key held down.

Besides this, there is special support in each part of the program which will be described in the respective section.

Writing Greek: You can type Greek letters in all fields that allow for this.

> Most Greek characters correspond with Latin characters. For writing, you use the correspondent Latin characters on the keyboard. For the small number of non-corresponding characters and for all accents, breathing marks, and jota subscriptum, there are always visible fields with the required information.
> In this program, you may write accents after the vowels in arbitrary order, and you can correct accents without cancelling the whole character. The final sigma you can write using the character "<" – but a normal sigma at the end of a word will be automatically changed to final sigma when you press the return key.

II The screen „textbook and lesson management"

You can stop all actions described in this chapter by using the button "Cancel ...".

a) Button „choose …“

A menu appears with the options „using textbook“, „edit textbook“, „Lexicon as dictionary“, „find the appropriate textbook“.

> *„using textbook“:* A list of names of textbooks appears. You can select by mouse click the textbook that you want to use. Immediately you will be brought to the choice of lessons (see Chapter III). If your textbook is not in the list or if you don't know whether it is included here, please press "choose …" again and then the option "finding an appropriate textbook", more information later in this chapter.
>
> *„editing textbook“:* Click this option if, for example, you want to enter new words into a textbook A list of names of textbooks appears. You can select by mouse click the textbook that you want to edit. Immediately you will be taken to the screen "actual textbook". To be continued in Chapter XIII.
>
> *„using the Lexicon as dictionary)“:* Click here, if you want to use the basic Lexicon of FORMOSUS GRAECUS as an electronic dictionary. More in Chapter XII.
>
> *„finding an appropriate textbook“:* If you are unsure whether your textbook is contained in FORMOSUS GRAECUS or under which name it appears, click this option. FORMOSUS then asks you to enter some words taken from one arbitrarily selected unit und then to press the return key. FORMOSUS then gives you the name of the textbook that has the entered words in the selected unit. If no vocabulary is displayed, you can enter your textbook yourself (see Chapter XIII), or you contact Medienwerkstatt or the author via Medienwerkstatt.

b) Button „create …“

When you click „ create …“, the list of textbooks appears as in a), but in orange colour. In this list, you can (following the red text on the left-hand side of the screen) enter and save the name of a new textbook. An empty textbook is thereby available for you. In Chapter XIII you will find out how you can fill this textbook with words.

c) Button „delete …“

If you have no need of a certain existing textbook, you can delete it by the button "delete …". Again the list of textbooks appears, now in red color. You may delete a textbook by clicking on its name. You find more exact instructions in the red text on the left-hand side of the screen.

III Screen „Choice of units“

Note: You can only reach this screen by selecting a textbook. It is not in the navigation bar.

In the upper part (which cannot be edited), the textbook chosen by you and the units existing in this textbook are displayed. In the lower part, you will find two editable fields for defining your lesson:

Choosing units

Please enter in the upper editable field the numbers of the units that you would like to practice. Instructions for correct writingentering the numbers correctly you will find in the left field. To confirm your entry, press the return key. The cursor goes into the lower field which serves for choosing the grammar material.

Choosing the grammar program

If your textbook contains a grammar index, you will now find the highest number of your unit selection pre-entered in this field. You can change this number according to your needs. If the field contains "-", then your textbook doesn't contain a grammar index. You can retain "-", in order to select your grammar material on the next screen or you can enter an "A" instead in order to use the whole morphology program of FORMOSUS GRAECUS. In any case, please press the return key to confirm your entry. FORMOSUS then goes to the next screen.

IV Screen „Choice of forms and programs"

If the grammar program of your textbook is saved in FORMOSUS GRAECUS and you have entered the unit numbers for grammar program in the previous screen or you have entered an "A" in the resp. field, then the checkboxes of the grammatical features are automatically marked and FORMOSUS GRAECUS is prepared to work on the level you have defined. You can immediately continue with Chapter V.

Check your selection of forms

The checkboxes are otherwise empty and you can check by hand the morphological features that you want to use. You can mark single checkboxes, but you can do this faster if you hold the command key (cmd/strg) and move the mouse without pressing it over the features that you want to mark. In the same way, you can cancel the marks you have set before holding the option key (alt). Or you can use the buttons "Mark all" or "Unmark all"

If your selection is not consistent, FORMOSUS GRAECUS warns you when you try to begin your work.

Button "Special selections"

In addition, you can use the button "Special selections". Here certain groups of features are saved so that you may practice certain parts of Greek grammar or certain groups of words independently from the lessons in your book. Some of these groups concern the parts of Greek grammar which are known to be difficult.

These selections use a limited vocabulary. When you want to return to the normal exercise with all words, please choose "original selection".

The *button „Grammar ..."* will be treated in Chapter XIV.

All single programs begin and end on this screen. Therefore, the button "Quit FORMOSUS" is here which brings you to the start screen with the button "START INFO QUIT".

Choice of word classes

Finally, you have to check the boxes for the classes of words if it is not done automatically. After that continue with Chapter V.

V Choice of the practice programs

You remain on the same screen and choose what you would like to do. These are the possibilities:

„Vocabulary"	s. Chapter VI
"Identifying forms"	s. Chapter VII
"Composition of forms"	s. Chapter VIII
"Chains of forms"	s. Chapter IX
"Analysing forms"	s. Chapter X

The buttons bring you to the respective screens.

VI Vocabulary

The button "Vocabulary" brings you to a screen with four buttons that lead to four subordinate programs from which you can choose:

1 Learning

Please click the button "Start/Quit" and choose the learning direction. In the large field, the part of your vocabulary that you defined before for practicing will be displayed. Now choose the learning level:

Level 1: Check this button in order to get to know the words. Hover over the words. Under each word, it's meaning will appear. Try to remember as many words as possible.

Level 2: Move the mouse about the words. If you are sure that you know the meaning, go to the next word. If you are not sure, click the mouse on the word: FORMOSUS shows you the word and its meaning in a separate field for reviewing (second learning channel).

In order to reinforce the effect, you can use the button "Read out loud": A synthetic voice reads the separate field and thereby activates a third learning channel.

Note: For a tolerably correct pronunciation of the most Greek words, it is necessary to use a German voice, which naturally will not pronounce the English words correctly. If you use an English voice, the Greek words are pronounced strangely.

2 Testing

This is the more intensive form of learning vocabulary; FORMOSUS asks single words from the units you have defined earlier. Now you must write the meanings – a fourth way of learning. Please press the button "Start/Quit" and choose the learning direction. Immediately you will find a word in the left field. The cursor blinks in the middle field. Please enter the meaning there. When you are finished, press the return key. If the right-hand field becomes green, your solution is at least partly correct. In the right field, the complete solution of your textbook is displayed; in the right-hand field, the correct parts are in red on green; in the middle field, they are green on red; missing

parts or wrong meanings remain black in both fields. Please regard and remember especially the black parts in the right field!

If the right-hand field remains red, your solution is different from the meaning which is recorded in your textbook. FORMOSUS will search concurrently through its "Lexicon" for the word that you entered and if it is found, the word that corresponds to your solution is displayed in red colour. This way you learn which words or meanings you have confounded – once more a new learning channel. (If you entered more than one word, normally FORMOSUS will not display a word that has been confounded.)

Sometimes a correct solution will nonetheless be displayed red in a red field: In this case, the solution that you entered is in the Lexicon but not in your textbook. Therefore, you learn to be flexible with the meaning of words.

After you have studied the correct solution, please press the return key with the cursor in the middle field. Normally this will be automatic; if the cursor is in another place, please click in the middle field and then press the return key.

Lexical form: If the voice of a word's lexical form is active, FORMOSUS generally uses it even if it is rare and the word normally has medio-passive forms. In these cases, FORMOSUS explains which genus verbi is valid for which meaning.

Additional functions of the return key

In this part of the program, above the editable fields, the additional functions of the return key are given:

1. *return key with the shift key pressed* triggers (as always in this program) the help function: With this key combination, you immediately receive the correct solution.

2. *return key with option(alt) key pressed* gives you information explaining the Greek word: for all modifiable words, this is information about declension or conjugation, for irregular words about the stemprincipal forms; for immutable words, you will be given the word class, the rection of prepositions, or information on grammar (for example, sentences which are among the "immutables" too).

3. *return key with command key pressed:* The cursor moves down to the white field. You can now enter by yourself stemprincipal forms for irregular words, or the three gender forms of adjectives, or explanations for immutable words, etc. Please press the return key in order that FORMOSUS gives you the correct answer for comparing.

The principale pronunciation of stem forms read out loud

The stemprincipal forms are recorded in acoustical files – the pronunciation follows the German custom for pronouncing classical Greek. You can change (by the sliders on both sides of the white field) the volume of the voice and the pause between the single stemprincipal forms. In the pauses, you can read your own solution out loud and immediately check it by the following voice. With the gray button on the right side under the white field, you can switch off the voice. If you do this, you will only get written stemprincipal forms. With the gray button on the left side under the white field, you can listen to all the stemprincipal forms of your vocabulary in the original order

or at random for learning them by repetition. Stop this function by typing "."
(period) with the command key pressed.

Reading aloud words

On the right-hand side of the screen, you will find a button again for reading
the words out by a synthetic voice and a slider for the volume. Compare the
note in Part 1 of this chapter for the limits of this function.

Allowing repetitions

Finally, in the small field top right of the screen, you can define whether a
word should be asked only once in a session or if it should be asked several
times even when you have answered correctly before.

3 Printing a vocabulary

Preparing a list

Please press button "Start". It offers you the possibility to prepare a list of the
vocabulary of one or several or all lessons/chapters of your textbook. These
lists are sorted alphabetically and can be used on screen or as print. If you
answered "Yes" to the question whether the principal forms of the contained
irregular verbs should be added, these forms will be displayed at the end of
each chapter. An exclamation mark ("!") before the Greek column shows that
the correct solution in this case are the principal forms and not the meaning
of a word.

When the list is finished, you can edit and correct it and then press the but-
ton "Print" in order to print the list itself or flashcards for this list.

Printing flashcards

Flashcards will be printed on DIN A4-sheets, 16 cards on each. You can
choose the weight of the paper according to your printer. Pre-perforated
sheets are available in stores so that you don't have to cut the cards by
hand.[1])

Each page will be printed separately. After the recto, for printing the verso
you turn the sheet so that the same part of the paper will be printed first as
in the recto.

4 Mnemonix

Mnemonix is like a memory game for children. After defining the number of
players press the start button. Then, each time press 2 fields. In these fields,
you will find or a Greek word or a meaning of a Greek word. If a visible
meaning fits a visible word, you press "recipe" (accept it), if it doesn't, press
"repone" (refuse it, put the card on back). In the first case, the cards take the
colour of the player who uncovered the fields, in the latter case, the words
disappear. As in a normal memory game, the successful player is allowed to
try another combination.

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[1] Note: You must buy pre-perforated sheets with 4x4 (not 2x8) cards. The format of the
sheet is landscape.

VII Identifying forms

Please start your work with the button "Start / Quit". Under this button (which is the same in all screens for practicing forms) you will always find the instructions in red colour for what you can or should do. The button offers three options on this screen: Single forms (1) groups of ten forms for printing (2) and "Quit"(3).

For options 1 and 2 in the field that contains "Questions from ...", you can choose, whether you want questions from your vocabulary (with or without repetitions of the same words) or from a "list of mistakes". Naturally, in the beginning, there are no mistakes and "vocabulary" is marked by default. But FORMOSUS notes all mistakes that you have made in the list of mistakes, and you can practice the questions with which you had trouble using this list.

1. Single forms

This is the central working mode of FORMOSUS GRAECUS. In the field, to the right of the button, a Greek form to be identified appears.

Lexical form

Under the question, please enter the lexical form of the word and confirm it by the return key. The lexical form in Greek is the 1st. Sing. Ind. Pres. Act.; if the active form doesn't exist, the lexical form is Medium. In FORMOSUS, there is one exception: the composites of εἰμί and εἶμι. For these you must enter the infinitive because the normal form would be ambiguous. For substantives and adjectives, the lexical form is the Nom. Sing. (Masc.) as in other languages.

If your entry is correct, after pressing the return key the characters become red, the field green. If some characters remain black and/or the field remains yellow, you must emend the entry. FORMOSUS gives you several tips: If there are black characters, there is a mistake at the beginning and at the end of the black part of the word. If all characters are red, but the field remains yellow, something is missing.

Also, you can get, by pressing the button "Help for words", information about the word, or notes on the morphological features of the word, or the principal forms of irregular words. Both which can help you to find the lexical form.

If you enter questionmark (?) into the field, you come to the screen for analysing forms. With verbs, in order to find the lexical form here, you can analyse the form and check the special form by making FORMOSUS compose it according to your assumptions. With nouns you can only do the latter task. More detailed information about this screen, can be found in Chapter X. Please note: Returning to the original screen (identifying forms), you will be immediately given a new form.

Finding the features of the form

When the field with the lexical form is green, you can continue defining the features of the form. For this purpose, please use the colored buttons in the middle of the screen of which four columns on the left side contain the features of verbs, two on the right side the features of nouns (substantives and adjectives). For participles please use the buttons for nouns and additionally the two middle columns. It is not necessary to enter "participle", because a

nominal form with tense and genus verbi is a participle. Each button that you have pressed becomes red; but in any one group, there can only be one button red; therefore, if you have pressed singular and then change your decision, the color of the buttons changes too.

When you have identified and described a form completely and correctly, the red marking disappears and instead of the markings, the description of the form is displayed in the field of identified forms on the top right side.

If this field becomes green, the identification of this form is complete. If it remains yellow, you must find other solutions for the same form (frequent examples: medium and passive, nominative an accusative in neuter). For defining the additional form, you have to press only the features that differ from the previous form.

Help: If when trying to identify a form, you don't find the solution und don't know which button was pressed incorrectly, then press the button "Show errors". One of the red colored buttons will flash and indicate that an error is in this group. Repeat this procedure until there is no error in any group and the form is displayed in the field for correct forms.

Meaning

When the field for correct forms is green, the cursor goes to the field where you can enter the meaning of the word.

Please enter your solution and press the return key. Now in the right field, the meaning that your textbook has will be displayed on green background. If your solution is correct or has at least a part of the correct solution, this field will have a green background too. The meanings in your textbook that you have entered will become red, the rest remains black. This way, you can study the variants that you didn't know before.

In this part of FORMOSUS, which is explicitly for practicing morphology and not vocabulary, "correct" will be given also if only one character of your entry is in the correct solution.

Ambiguous forms

If there is a homonymous form belonging to another word, (and FORMOSUS has noticed it), now the cursor goes once more to the lexical forms field and you have to repeat the whole procedure with the new word.

Special features to be noticed:

Root aorist is described always as active even if it is part of principal forms in medium or passive.

Lexical form: If an active lexical form of a word exists, FORMOSUS uses it even if it is very rare and the word normally is used in the medio-passive. Those words that don't exist in the active naturally, FORMOSUS treats as deponent verbs

Help:

1. For the lexical forms and for the meaning, you can always ask for the solution by pressing the return key, in the case of the lexical form by pressing it together with the shift key.

2. If you want the morphological features of the form displayed without pressing the colored buttons, please click in the form features field (top right).

3. "Help for words"

With this button, you will obtain information about the morphological features of a word. For nouns these are the class of stem and of declension, for regular verbs the final sounds of the stem and the group to which they belong, for irregular verbs the principal forms in form of stems. If this button displays "More help", you will receive explanations about the content of the help field, and you can get the extended principal forms.

4. „Show paradigma ...". This button has several options. The first (... to the appropriate paradigma") leads you to the paradigm, according to which the form is composed. Here you can study the position of your form in the whole system of forms.
By the second option and all other options, you can at first change the displayed ending (make it longer or shorter according to the form that is asked). By then pressing the return key, you can find all examples of the ending of your form in the whole morphological system or in single word classes. By this operation, you will enhance your orientation in the Greek morphological system.

The bar graph, which shows the number of forms you knew or you didn't know or you knew with help, will strengthen your motivation to learn Greek forms.

2. Groups of ten forms for printing

This option is mainly for teachers: You can create ten forms at once and print them in different font sizes (once, twice, four or eight times on one page) if you would like. The scope of this program feature is that you can give the students an exercise on forms that takes little time to create and is useful for tests and reviewing in the next lesson. You can choose these ten forms out of twenty, which naturally takes a bit more time.

3. Quit

When you press "Quit" FORMOSUS returns to the screen "choice of forms and programs".

VIII Composing forms

Please start your work with the button "Start / Quit". Under this button (which is the same in all screens for practicing forms), you will always find the instructions in red colour for what you can or should do. The button offers three options on this screen: Single forms (1) groups of ten forms for printing (2) and for option 1 and 2 in the field, which contains "Questions from ...", you can choose whether you want questions from your vocabulary (with or without repetitions of the same words) or from a "list of mistakes". Naturally, in the beginning, there are no mistakes and "vocabulary" is marked by default. But FORMOSUS notes all mistakes that you have made in the list of mistakes. You can practice the questions with which you had trouble using this list.

1. Single forms

This is one of the central working modes of FORMOSUS GRAECUS. In the left uppermost field, a Greek lexical form appears in the field and, on the right side, the features of a form. Please compose the form and write it into the field beneath. On the left side of the screen, you will find help for writing Greek. Confirm your entry by the return key.

If your entry is correct, the characters become red, the field green. If some characters remain black and/or the field remains yellow, you must emend the entry. FORMOSUS gives you several tips: If there are black characters, there is a mistake at the beginning and at the end of the black part of the word. If all characters are red, but the field remains yellow, there is something missing. In addition, you can find information about the word by pressing the button "Help for words", or notes on the morphological features of the word, or the principal forms of irregular words. Moreover, you can make FORMOSUS show you the paradigm to which the asked form belongs. This support can be a great help to compose the correct form.

If enter a questionmark (?) into the field, you come to the screen for analysing forms, where you can test your suppositions abaout the form.

Meaning

When the field for correct forms is green, the cursor goes to the field where you can enter the meaning of the word.

Please enter your solution and press the return key. In the right field, the meaning that your textbook has will now be displayed on green background. If your solution is correct or has at least a part of the correct solution, this field will have a green background too. The meanings from your textbook that you entered will become red, the rest remains black. This way, you can study the variants that you didn't know before.

In this part of FORMOSUS, which has the explicit purpose to practice morphology and not vocabulary, "correct" will be also given if only one character of your entry is in the correct solution.

Help:

1. Both for the composed forms and for the meaning, you can ask for the solution by pressing the return key, in the case of the form by pressing it together with the shift key.

2. „Help for words":

With this button, you can obtain information about the morphological features of a word. For nouns, these are the class of the stem and of declension, for regular verbs the final sounds of the stem and the group to which they belong, for irregular verbs the principal forms in form of stems. If this button displays "More help", you get explanations about the content of the help field, and you can get the extended principal forms.

3. „Show paradigm": This button first displays the paradigm according to which the form must be composed. This way, you can frame the form using the principal forms and the endings in the paradigm. The label of the button now is "To the paradigms ...": Clicking this button, it shows you the paradigm

together with its environment in the morphological tables. Now you can study the form together with the morphological system of the Greek language.

The bar graph, which shows the number of forms you knew or you didn't know or you knew with help, will strengthen your motivation to learn Greek forms.

2. Groups of ten forms for printing

This option is mainly for teachers: You can create ten forms at once and print them in different font sizes (once, twice, four or eight times on one page) if you would like. The scope of this program feature is that you can give the students an exercise on forms that takes little time to create and is useful for tests and reviewing in the next lesson. You can choose these ten forms out of twenty, which naturally takes a bit more time.

3. Quit

When you press "Quit", FORMOSUS returns to the screen "choice of forms and programs".

IX Chains of forms

Chains of forms are a very efficient mode of practicing by which you may enhance your ability to compose forms automatically.

Preliminary note about the number of forms

Before you press the button "Chains of forms" you should take a look at the table of features on the same screen. If all features are checked, the number of forms of one chain can add up to 192, an amount which you surely will not need. Uncheck some features in order to reduce the number of forms, e.g. uncheck singular or plural and the number of forms will be only the half of the original number.

Also, you must decide here whether you want to compose substantives with attributes or without. If you want chains of substantives alone, without attributes, uncheck the checkboxes for "adjectives" and "participles". (The inverted choice of chains with adjectives or participles without substantives is not possible.)

Please start your work with the button "Start / Quit". Under this button (which is the same in all screens for practicing forms) you will always find the instructions in red colour for what you can or should do. The button offers on this screen (besides Quit) three options: chains in regular or in random order (1) principal forms (2) In the field "questions from ..." you can only choose your selected textbook with or without repetition. There is no possibility to use the list of mistakes.

1 Chains in regular and in random order

Chains in regular and in random order differ in the sequence of the forms. "Regular" means that the forms are asked in the usual order, i.e. 1st, 2nd, 3rd person, first in singular, then in the plural, first indicative, then subjunctive, and so on. In chains in random order, the random function of the computer determines the order of the forms – you must jump crisscross through

the system of forms. Naturally, this practicing mode intensifies the efficiency of learning.

In the two green fields, the lexical form and the features of the form that you must compose are indicated. Under these fields, you will find, what you must or can do. Here, too, the number of possible forms is displayed. If it is too high, you must quit and go to the screen "choice of forms and programs". There you change the features in order to reduce the number of forms asked und start anew. If adjectives and/or participles are checked, chains of substantives will always have an attribute (which is bracketed in the green fields, because in the question there is no congruence that you would have to regard).

Now write your solution for the first question into the right field and press the return key. If an attribute is requested, please write the substantive first, next a blank, and then the attribute. The blank after the substantive will be immediately changed to the tab–distance in order to show that this combination is not a natural text.

If your solution is correct, the form becomes red, and in the green features field, a new form appears.

If there is a mistake in the form, the part of the form that contains the mistake remains black. Please correct the form and press return key again. This procedure you could (but should not) repeat infinitely.

When you have completed the chain, the cursor moves to the fields for the meaning and you must enter the meaning of the word(s) of the chain.

Help: You can spare yourself unnecessary typing if you copy the identical not changed part or only slightly changed part of the word and paste it in each line: Please hold the command key for copying and move the pressed mouse over the unchanged part of the word. When you have completed the actual form, press the return key and then . But after, click with the command key pressed into the new line. The saved part of the word will be pasted.

2 Principal forms

If you choose the option "Principal forms", FORMOSUS redirects you to the screen "Choice of forms and programs", because for principal forms, the form features must be adapted. Furthermore, you are asked whether only irregular verbs are to be queried, or regular ones too. The vocabulary is selected according to your choice and you return to the screen "chains of forms".

There is a small difference compared to the normal practicing of principal forms: FORMOSUS requests the first form as it is in the texts, not as it is in the dictionary, i.e. the first principal form of ποιέω in FORMOSUS GRAECUS is ποιῶ. But for the rest, the principal forms are queried according to their real occurrence, e.g. verbs with medial forms are queried only in medium. For dubious cases, the form to be composed is displayed in the features field.

Time measurement

If you want more of a workout, you can test how fast you can compose (and write!) forms by pressing the button "start timekeeping". You are asked how many characters per second you think you can write. When you begin to write, FORMOSUS shows you in the bar graph in a green bar (after corrections

blue) how much you wrote and in a red bar how much you should have written according to the entered speed. If the red bar has reached the end before you, naturally you can complete the chain unhurriedly.

Please turn the timekeeping on when you begin a new task. When you write the first character, time measuring begins. If you start timekeeping after you have already begun to write, measuring will be wrong.

Help:

1. For single forms you can get the solution with the return key while holding down the shift key. If you also hold the command key, you get the solution for the whole chain. For the meaning of the word just press the return key.

2. „Help for words": With this button you will obtain explanations about the morphological features of a word. For nouns these are the class of stem and of declension, for regular verbs the final sounds of the stem and the group to which they belong, for irregular verbs the principal forms in form of stems. If this button displays "More help", you will get explanations about the content of the help field, and you can get the extended principal forms.

3. "To paradigms ...": Clicking this button it shows you the paradigm together with its environment in the morphological tables. This way, you can study the form together with the morphological system of the Greek language.

3. „Quit "

When you press "Quit", FORMOSUS returns to the screen "choice of forms and programs".

X Parsing forms

In this part of FORMOSUS GRAECUS, you (1) can analyse a form that you have found in a text or that is created by FORMOSUS GRAECUS on the screen "Identifying forms". By dividing the form and changing it according to the morphologic laws of the Greek language, you can find the lexical form of the word. This procedure repeats a very popular and important method used in school. A student tries to isolate the stem of a word by vertical lines on the blackboard. This is not a trivial task because of the multitude of forms in Greek, the different prefixes and endings and the many changes according to the sound laws, which Greek words undergo in the system of tenses, modes etc. and because of the fact that many verbs have different stems in different tenses. The scope of this work naturally is to find the word in a dictionary.

FORMOSUS GRAECUS offers this procedure only for verbs. The difficulty to find a word in a dictionary is not as much with substantives and adjectives. Therefore (2) for all words, including substantives and adjectives, you can give the lexical form and get every form composed by the program. This way you can verify (or falsify) your assumption about a form.

1 Parsing a form

This function of FORMOSUS GRAECUS has a rather experimental character because there are no exact laws for which divisions in a single case are correct or not correct.

Please write the Greek form into the light blue field and click the button "RUN". The form appears also in the field on the right side of the blue field. Or let FORMOSUS this do for you: Go to the screen "Identifying forms", start "single forms" and click the form which is given to you while holding the option key. With this click, FORMOSUS GRAECUS goes to the screen "Parsing forms" where the form has already been transferred to and is entered into the light blue field and into the field right of it.

In the right field, the form remains unchanged during your work. If by your attempts to find the stem the form is completely changed and yet you didn't find the solution, you can start over: Click the right field and the original form appears again in the light blue field.

Now in order to isolate the simple stem, divide the form by blanks into its parts and/or change the parts according to the following notes about the most important elements of Greek verbs:

> Syllabic augment: Detach it. If this is not the solution, for the next ettempt put the parts together again and hold the option(alt) key with the new attempt. Otherwise you get always the same hint, that there may be an augment.

> Temporal augment: shorten the lengthened vowel, eventually try several possibilities (e.g. η may come from ε or from α)

> Prefix: detach it. FORMOSUS recognizes the changes of prefixes (e.g. ἀφ᾽ for ἀπό).

> Spiritus: When you have detached a prefix, you must put a spiritus on the first character of the stem if it is a vowel. Try both types of spiritus if necessary.

> Accents: You may cancel or retain most of the accents. For FORMOSUS, only if they are in the posterior part of the word, is this a hint that the form could be a verbum contractum or a parallel phenomenon. If this is not the solution, you should cancel the accent in the ending because otherwise FORMOSUS will always tell you the same thing – that it could be a verbum contractum.

> Ending: Detach it. Don't divide the ending itself.

> Tempus characteristics: Of *regular verbs* FORMOSUS knows only the present tense stem. Therefore, you must detach tempus characteristics until the present tense stem is left. Besides the simple vocal stems, the group of regular verbs contains verba contracta and verba muta; that is, you might have to change the final character of the stem according to the sound laws, e.g. for verba contracta you change η to ε or α, or even divide it, e.g. for verba muta you must divide ξ into γ/κ/χ/ττ + σ. If a word is totally unknown to you, you must try all possibilities until FORMOSUS finds a solution.
> For irregular verbs you have only to detach the ending. Thanks to the fact that they have different stems for each tense, FORMOSUS can find the verb in its principal forms list. Nevertheless, please note that in the perfect stem middle, the principal form is made with the 1st person sing, i.e. with the ending –μαι. Therefore, you must, for example, in the labial verbs deduce εἴλημμαι. from εἴληπται. On the other hand, some irregular stems look partly like regular ones, e.g. ἐβλήθην has θ in aorist passive, which you should not detach.

> Long vowels: The vowels α, ι, and υ can be long and short – but normally in the written form, you don't see the difference. For the processing of the form therefore you must put an underscore "_" *before* the vowel when you suppose that the vowel is long.

How you must proceed:

After dividing the form, you should press the return key (the cursor is in the light blue field): FORMOSUS changes all single parts of the form into (under-lined) links. Now click that part, which you believe to be the stem of the word allowing FORMOSUS to check whether it knows this stem.

If it is not known, in the upper part of the screen, you will be given hints to where you can make alterations. These hints, however, nearly all contain "could" or "perhaps". Here you will therefore find the experimental character of this exercise, not telling you "correct" or "wrong". But this is the situation in which you are when you encounter an unfamiliar form in a Greek text. If FORMOSUS doesn't have either a helping hint or a solution, in the upper field nothing changes, and you must try a different division.

If FORMOSUS did find a word, the principal forms of this word are displayed in the lower part of the screen and the word itself is displayed in the light red field. There you can check whether this word really is the word to which the form belongs: Click the features of the form that you believe is correct with the colored buttons and then click "RUN". FORMOSUS composes the form that you want and puts it into the field under the coloured buttons. If it is identi-cal to the original form in the field on the right side, you have found the so-lution.[2]

2 Forms composed by FORMOSUS

You can get every form of every word in the Lexicon of FORMOSUS: Write the lexical form of the word into the light red field. Click the features of the form that you want to have with the colored buttons and then click "RUN". FORMO-SUS composes the form that you want and puts it into the field under the coloured buttons. If the word doesn't exist (e.g. if you have onlyalready made a mistake in the accent) or if the form doesn't exist, FORMOSUS informs you by alerts.

Quit

The button "Back to ..." brings you to the screen from which you started "Parsing forms".

XI Tables of paradigms

The tables of paradigms contain examples (παράδειγμα: example) of all forms that can built in the Greek language; in the tables of FORMOSUS GRAECUS very rare forms (e.g. the Attic declension) are missing.

From the form programs (except parsing), you can reach the convenient table very quickly by clicking the button "To paradigms ...". From outside of the programs, please click the menu button "To paradigms (conspectus)" and choose on the following screens the table you would like to inspect. On the single tables, you find arrows for going to the previous or next table and buttons to return to the program that you used before (if you did) or to the overview of all tables (if you are outside of programs). The button "Continue searching" you should only use when you are searching for endings coming

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[2] If you don't find a solution, but you must know it, please go
http://www.perseus.tufts.edu/hopper/morph?l=ba%2Fllw&la=greek

from the program "Identifying forms". This way you can study the different groups of forms and by comparing them enhance your knowledge of Greek forms.

XII "Lexicon"

1. Changing the lexicon of FORMOSUS GRAECUS

Normally it will not be necessary to alter the lexicon of FORMOSUS. However, if you find a mistake or you use a textbook that is unknown to FORMOSUS and that you created yourself (see Chapter XIII), some words may occur that are not in the lexicon of FORMOSUS.

If you are learning Greek by yourself, you should not try to add a new word to FORMOSUS; it will be better in this case to ask the author (via info@medienwerkstatt-online.de) to help you.

However, if you know somebody who wants to try it, please click the button "Edit lexicon", option "Enter or modify entries". On the left side of the screen, a rather long instruction appears on how to enter new words, on the right side, the related editable fields. In order to test whether you really want to continue, enter a word in the first field that FORMOSUS knows, press the return key and make FORMOSUS show all of the entries, as if you wanted to correct it. Now compare the visible entries and the description on the left side (you reach the appropriate part by pressing the return key in the other fields). Repeat this with all word classes. If you understand all of the entries, you can correct the lexicon or add new words.

Procedure

Write the word you would like to add or correct into the first field, press the return key and choose the correct word class in the alert.

If the word is in the lexicon, FORMOSUS now shows all data it has for this word, and you can modify the fields under the word, from the second to the last. After revising a field, please press the return key. After the last field, you are asked whether your changes should be accepted.

If the word is not yet in FORMOSUS, the cursor goes into the second field. Now fill in the fields one after the other according to the red text over the fields and the instructions on the left side, pressing for each field the return key for confirmation. If you press the return key in the field for the meaning(s), all data are transferred into the lists inside FORMOSUS.

In this manner, you may enter all words that you would like. When you are finished, please click button "Edit lexicon", option "Save and quit". In the next dialogue, you must choose "Save" in order to save the modified lists in the files outside of FORMOSUS. Otherwise your changes will be lost after the actual session.

2. Showing the content of lexicon

With the left button, you can see the content of the lexicon in the form which FORMOSUS itself uses. You can make corrections in these fields, but please with caution!

3. Using FORMOSUS' Lexicon as dictionary

When you click the middle button, you can use the lexicon of FORMOSUS GRAECUS as a normal dictionary. This makes sense if you are short of time and are working with FORMOSUS' vocabularies. If you not are short of time, it's better for you to work with a printed dictionary. If you read other literature, the lexicon of FORMOSUS will soon be stretched to its limits.

When you enter a word, you will automatically get the meaning as soon as FORMOSUS recognizes the word. Pressing the return key while you hold the option key, you obtain explanations and principal forms.
If you don't know the word exactly, you can write the first part of the word and, by pressing the return key while you hold the shift key, get all the words that begin with the written string. Pressing the return key while holding the command key, you will get all the words that contain the written string internally. Here FORMOSUS is superior to printed dictionaries!

XIII Screen "actual textbook"

On this screen, you can enter words into a textbook (1) check for single words if and where they occur in an existing textbook and emend the meanings if necessary (2) or you can review the whole content of a textbook.

You arrive here when you have chosen on the screen "textbook management", "choose .../edit textbook" or when you have created a new (empty) textbook with the button "create ..." on the same screen – or naturally by way of the menu button "to actual textbook".

1. Entering new words

Please click the button "Edit textbook ..."; choose the option "Enter ...". Wait until the lexicon is ready, then enter the number of the lesson of the textbook that you want to fill in into the top left field and press the return key. Now you can begin to fill in the words one by one into the field where the cursor is flashing. FORMOSUS will recognize most of the words before you have completed them and will display them in the field where you are writing.

When the word that you searched for appears, please press the return key: The cursor goes into the next field where the meaning is displayed as it is recorded in the lexicon. Now change the meaning according to your textbook and once more press the return key. The word is now held to be saved, which follows later.

Repeat this procedure with all words that you want to record. If you want record several lessons, just change the number in the field top left. However, it is recommended to press the option "Save" after some words in order to save these words for future sessions in the textbook files outside of FORMOSUS.

Homonyms

If after you filled in the whole word there is a homonymous other word displayed, which is next in the list on the right side of the screen, please don't try to select it with the mouse, but rather hold the shift key and press the return key. Then the next one of the homonyms is selected. If necessary, you can get additional information about the word (e.g. the rection of a preposition) by pressing the return key with the option key held down.

Unknown word

When you get the information that the entered string is not in the lexicon, you must check whether or not you have written the word orthographically correct. If it is correct, you must override this word, recording it in another place in order to add it later to the lexicon, see Chapter. XII 1 (or to ask the author via info@medienwerkstatt-online.de to do it for you).

Saving the entered vocabulary

If you want to stop or suspend input, please choose "Close ..." of the button "Edit textbook". FORMOSUS then asks you whether you want to save the changes in the textbook. Choose "Save" in order to transfer the changed textbook into the files outside of FORMSOSUS from where they are uploaded in each session. The running session can be continued with the new words: Go to the screen "Textbook management" and click "Choose .../Using text-book".

Please do not try a different method to enter words into FORMOSUS. Only this way the grammatic information will be saved with the words, which FORMO-SUS uses to compose correct forms.

2 Export or import a vocabulary

When you entered a vocabulary perhaps you want to give it to other users too: Please press on the screen "textbook- and lesson management" (s. ch. II) the button "Choose ...", option "editing e textbook". You come to the screen "actual textbook" and press the button "Edit vocabulary", option "Export" in order to save your vocabulary outside the application and to share it with other users.

As a recipient of this vocabulary, save the five files to your computer. Then set up a new textbook on the "textbook and lesson administration" screen (chapter II). The name of the textbook must be the common part of all five single files. Then, on the same screen, select the button "Choose ...", option "Edit textbook". So you come to the "actual textbook" screen. Click the button "Words ...", select "Import" and select the folder where the files are located.

3 Finding words in an existing textbook and correcting their meaning

Click the option "search, correct" of button "Edit vocabulary". Begin immediately to enter the word for which you are searching in the middle field and press the return key. In the next field, the number of lesson where the word occurs is displayed along with the meaning that it has in this lesson.

Rectifying, deleting

If you want to correct a meaning in a certain lesson, please hold the command key and click on the respective line. Confirm the question with "Yes" if you want to change the meaning of this word. Then a dialog appears in which you can change the meaning. If you want to delete a word, please cancel the whole meaning. Then press the return key.

Please don't forget to save your work in order to record your changes for future sessions.

4 Review the content of a textbook.

On the left side of the screen, you find the button "Show actual vocabulary". With this button you can review the whole vocabulary of your textbook in the way that FORMOSUS uses for working. You can but you should not make changes in these lists. For changing meaning use the method described above or for changes that not only concern the meaning use the screen "Lexicon", see Chapter XII. For only reviewing your vocabulary, please use the possibilities on the screen "Vocabulary, see Chapter VIII 1.

XIV Entering the morphological progress

In order for FORMOSUS to adjust the program of forms according to your textbook, the grammar program of your textbook must be saved. To do this you must know the grammar terms of the Greek language. Normally, people who are learning Greek know them, but it will be always better to ask a specialist to help you. Here only a short description follows.

Choose your textbook and lessons as described in Chapter II/III. You will come to the screen "Choice of forms and programs". On the left side you find a button "Grammar ...". When you click this button, you are guided step for step through the entering procedure:

First enter the number of a lesson, then mark the morphological features that are introduced in this lessen. Then click once more the button "Grammar", which now is red, in order to record the features for saving. Then process other lessons in the same way. When you have finished, you can save all entered data for future sessions.

FORMOSUS WISHES ALL LEARNERS OF GREEK
SUCCESS AND JOY.