

How to fix the error of missing letters when typing accented letters in Word

Have you ever encountered the situation of typing accented letters but losing letters in Word 2003, 2007, 2010, 2013? If you don't know how to fix the error, please refer to the tips to help solve this problem effectively.

Missing letters when typing Vietnamese in Word often occurs due to incorrect Unikey settings or missing fonts. First, you need to find out the cause of the problem.

1. Main causes

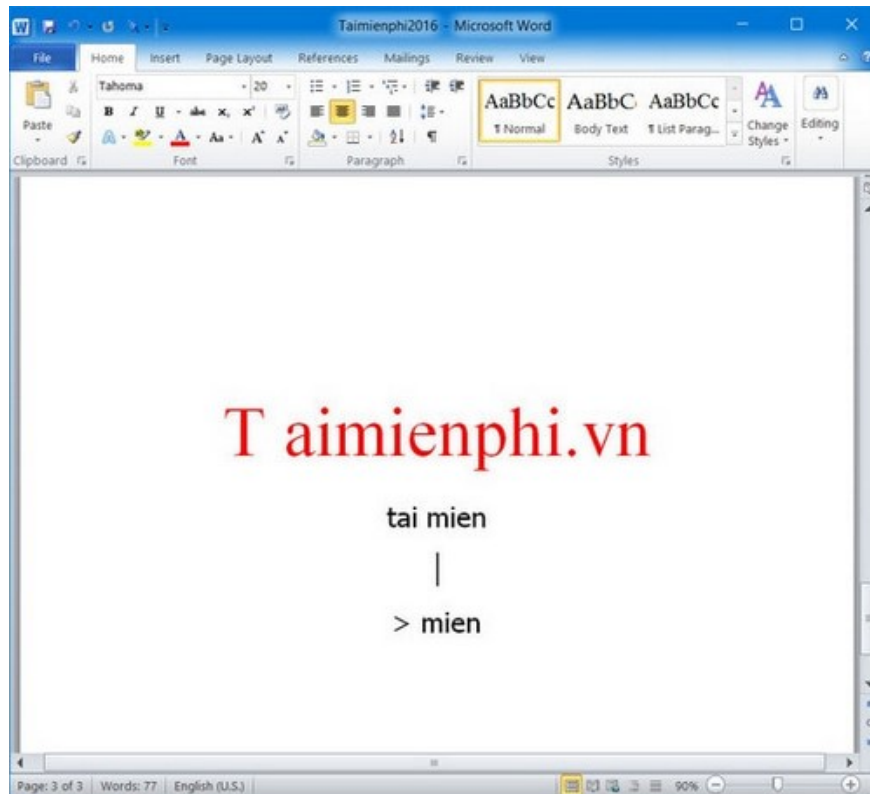
Cause 1: Pressing the Insert button and activating overwrite mode

For this reason, readers just need to press the Insert button on the keyboard (mostly next to the Home and Delete keys). On some laptop models, the Insert key will be located at different points on the keyboard depending on the laptop model. However, you just need to find and identify the exact word **Insert** on the keyboard and press it to turn it off.

Cause 2: Incorrect font format between Vietnamese typing and Word

This is a fairly common cause due to users applying the wrong font format between Vietnamese Typing and Word. This causes font errors that many people often encounter, not only typing the wrong accents, typing accented letters and losing letters or when typing Vietnamese characters, very strange characters are displayed.

For example, when typing the word "download", many people will encounter a situation where if they successfully type the word "download", then after pressing the space bar and writing the word "free", the font will immediately be corrupted and Word will delete the word "download".



The error may come from the user setting the font format in Word differently from the code table in Vietnamese typing programs such as Unikey or Vietkey. Specifically, if the user sets the font in Word as Time New Roman but turns on Unikey in VNI Windows code table mode and Telex typing style, you will definitely encounter the above Unikey error. So what should you do to fix the error that Unikey cannot type Vietnamese?

2. How to fix the error

First, you need to **install Unikey** or Vietkey to the latest version.

Next, select the Code Table and typing style to match the font in Word specifically as follows:

- **Unicode** : the most widely used international standard encoding in the world. Many people choose to install Unicode fonts because of its popularity.
- **TCVN3** : code table according to old Vietnamese standards
- **VNI Windows**: code table provided by VNI company

Since these are 3 different character sets, you will need to convert the font code to be able to type Vietnamese. For example:

- **Unicode encoding table**: includes main fonts such as Time News Roman, Arial, Tahoma, Courier, Courier New,.. These are all popular fonts so it is not difficult to understand when you see many people installing Unicode fonts on their computers.

- **TCVN3 code table (ABC):** includes fonts with dots (.) and (.vn) at the beginning such as .VnArial, .Vntime and .VnTimeH,...

- **VNI Windows encoding table:** includes fonts with the letters VNI at the beginning, such as VNI-Times, VNI-Avo, VNI-LITHOS,... If you do not have the font set, please install it soon to be able to type Vietnamese if you have switched from Unicode to VNI Windows.

So, to fix the error of missing or automatically deleting accented letters in Word, check your Vietnamese typing settings, turn off the auto-correct feature or update to the latest Word software.

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