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Arabic 101 Keyboard
Instructions and Specifications

Table of Contents

Product Description: The Arabic 101 keyboard is a high-quality, keyboard that is compatible with the Arabic keyboard layout used in the following countries: Bahrain, Egypt, Iraq, Jordan, Kuwait, Lebanon, Libya, Oman, Qatar, Saudi Arabia, Syria, U.A.E., and Yemen.

Windows Compatibility. The Smart Keyboard Solution Arabic keyboard is compatible with the Arabic 101 keyboard layout in Windows 8, 7, Vista, and XP. The labels might be compatible with other versions of Windows, but they have not been tested to ensure complete compatibility.

1

Because the Arabic language uses right-to-left text entry, certain keys are handled differently depending upon the software. These keys, ( ) { } [ ] < >, appear in one way in Microsoft Office programs, but are different in other programs. The Arabic layout for this keyboard is compatible with Microsoft Office.

Configuring Windows 8 for Arabic 101
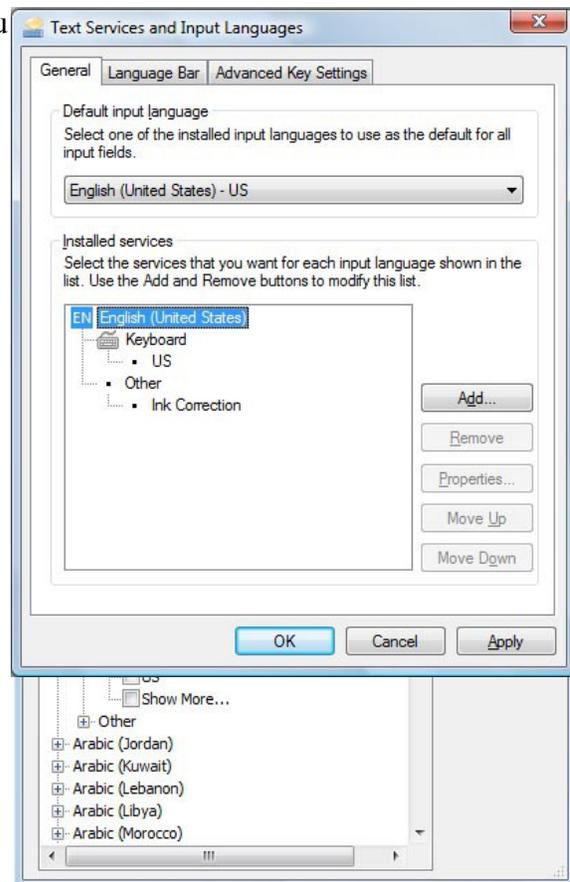
Instructions for a Touch Screen Windows 8.x

1. Swipe right to left on the screen and tap the Settings item.
2. Tap the Change PC settings item.
3. Tap or click on the Time and language item.
4. Tap or click the Region and language item.
5. Tap or click the Add a language item in the selector.
6. Scroll through the alphabetical list of languages until you find the Arabic language.
7. Tap or click on the Arabic language box. A new window opens showing boxes for Arabic regions (countries).
8. Tap or click on the box for Arabic language you wish to use.
9. Click the Add button.
10. Close the Language selector window.

Instructions for Non-Touch Screen Windows 8.x

1. Open the Control Panel by clicking on the File Explorer button in the lower left corner of the desktop. Click on the Desktop item under the Favorites section. Double click on the Control Panel icon to open the Control Panel.
2. Click on the Add a language item under the Clock, Language, and Region section.
3. Click on the Add a language item.
4. Languages are listed alphabetically. Scroll to the A section for Arabic. Double click on the Arabic box.
5. Click on the box for Arabic language/country you wish to use.
6. Click the Add button.
7. When you return to the Language selector window, you can close the Control Panel.

Configuring Windows 7 and Vista for Arabic 101

1. Click on the Start button in the lower left corner of the computer screen.
2. Click on the Control Panel item.
3. Select the Clock, Language, and Region option.
4. Select the Regional and Language Option.
5. Click on the Keyboards and Languages Tab.
6. Click on the Change Keyboards button.
7. Click the Add button.
8. Find the Arabic country item you wish to use (Note: a number of countries use the Arabic 101

keyboard so you may select any of the countries).

9. Click on the plus sign ("+") to the left of the Arabic country you wish to use.

10. Click on the plus sign ("+") to the left of the keyboard.

11. Click on the box to the left of the keyboard layout, Arabic 101.

12. Click the OK button to select the keyboard layout and close the Add Input Language dialog box.

13. Click on the Apply button in the lower right corner of the Text Services and Input Languages dialog box.

14. Click on the OK button in the lower right corner of the Text Services and Input Languages dialog box.

15. For Arabic, you may be prompted to insert your Windows install disc to complete the keyboard installation. If so, place the Windows installation disc in the disc drive and answer the prompts in the dialog boxes to complete the installation. If you do not have a Windows installation disc, you should contact your computer manufacturer.

Configuring Windows XP for Arabic 101

1. Click on the Start button in the lower left corner of the computer screen.
2. Click on the Control Panel item.
3. Click the Date, Time, Language, and Regional option.
4. Click the Other Languages option.
5. Make sure that you are viewing the Languages tab.
6. For Arabic, click on the square next to Install files for complex script and right-to-left languages (including Thai). You may be prompted to insert your Microsoft Windows install disc at this point. If you do not have a Windows install disc for your computer, you should contact your computer manufacturer to get one.
7. Click on the Details button.
8. In the Text Services and Input Languages dialog box, click on the Add button.
9. Scroll through the list of languages until you see the language and country you want. Note that many languages have multiple countries which may be different keyboard layouts. Make sure that the language and layout you select matches that of your language labels.
10. Click on the OK button to setup the language and close the language selector box.

11. Click the Apply button in the lower right corner of the Text Services and Input Languages dialog box.
12. Click the OK button to complete the language setup.
13. Click OK to close all other dialog boxes that may be open.
14. Close the Control Panel.

Configuring Microsoft Office for Arabic 101

If you are using Microsoft Office, you may need to configure it for the Arabic 101 keyboard.

1. Begin by locating and selecting the Microsoft Office Tools in the main program menu. Microsoft Office Language Settings
2. If you are prompted for the Office installation disc, insert it and answer the prompts.
3. In the Enabled Languages dialog box, click the boxes to the left of the languages you wish to use in Microsoft Office.
4. When you have finished selecting the languages, click the Apply button.
5. Click the OK button to close the Enabled Languages dialog box.

Using Arabic Numbers

If you would like to use Arabic style numbers in Microsoft Word, you must turn on "Context" numbers; the default setting is Arabic numbers which are standard English numbers. For instructions on how to do this, search Word's help file for "context numbers." If you have difficulty, contact Microsoft Word technical support.

How to Use the Keyboard in Windows 8

Instructions for a Touch Screen Windows 8.x

You must add the language keyboard to your Windows system before you can select the keyboard to use.
1. Tap or click on the keyboard icon in the taskbar.
2. When the virtual keyboard opens, click on the keyboard selector in the lower right corner of the virtual keyboard.
3. Select the Arabic language from the list of language keyboards installed.
4. The virtual keyboard will display the Arabic language layout. You can use the virtual keyboard to type in Arabic or click on the "X" box to close the virtual keyboard and type in the hardware keyboard.

Instructions for a Non-Touch Screen Windows 8.x
1. Click on the Language selector in the lower right corner of the Taskbar. If the keyboard is in English, the selector will say ENG; if the selector is in Arabic, it will show an Arabic character.
2. Select Arabic item to switch to the Arabic keyboard layout.

How to Use the Keyboard in Windows XP, Vista, and 7

After you setup the Arabic keyboard in Windows, you can easily switch between Arabic and the system language (i.e., the language of Windows in your computer). You switch languages using the keyboard selector located in the Task Bar at the bottom of the computer screen.

1. When you setup the Arabic keyboard, you will see a language indicator to the right on the Task Bar (see the red arrow in the picture). For example, when you are typing in English, the language keyboard selector box will say "EN." When you are typing in Arabic, the language keyboard selector shows "AR."

2. Open the application in which you wish to type.
3. Click inside the application. For example, if you wish to type in Microsoft Word, open the Word and click inside the text edit area.
4. Left click on the language selector box to open the keyboard menu.
5. Click on the desired keyboard layout in the keyboard menu.
6. You can now start typing in the selected keyboard language.
7. If you wish to return to the system language, click on the language keyboard selector box and select the desired keyboard.

How to Type Arabic Characters

There are no special instructions for typing in Arabic in Windows. When you switch to the Arabic language in a word processor, all typing should be right-to-left format. If the text entry is not correct, you should contact your software manufacturer tech support.

Keyboard Specifications

Color: Black

Connector: USB

Mechanical Data
- Total Travel (mm): 4.0 ± 0.5
- Travel to peak (mm): 1.5 ± 0.5
- Peak force (gm): 60 ± 15
- Switch life: 10 million life cycles
- Dimension (mm): 456 x 168 x 32
- Weight (kg): 0.72 (1.6 lbs)

Electrical: Supply voltage acd current: +5VFDC $\pm$ 5% @ 300 mA

Environment Condition
- Operating Temp: 0 to 55ºc
- Storage Temp: -20º to +60ºc
- Operating Humidity: 10% to 95% RH