



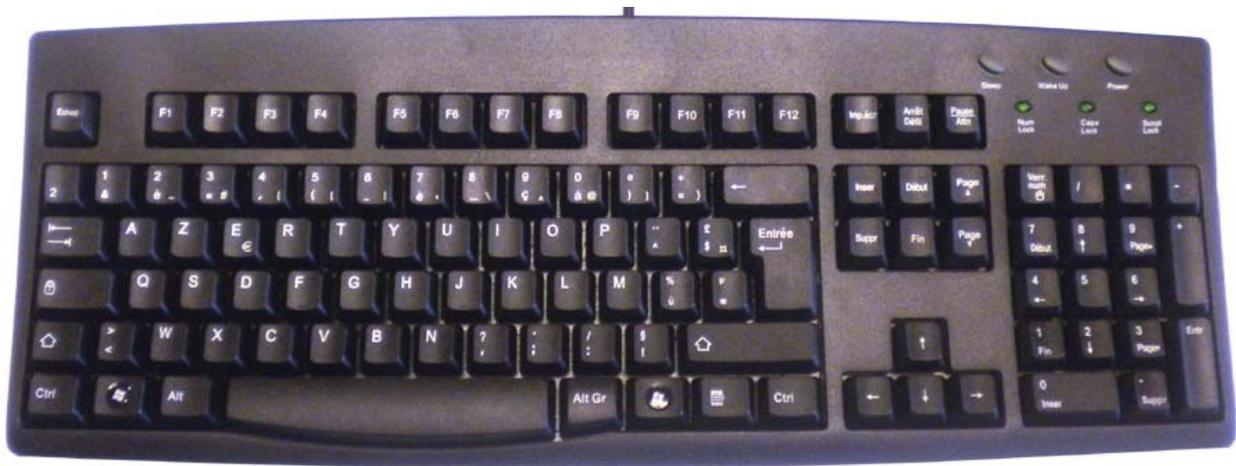
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# French Keyboard Instructions and Specifications

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## Compatibility

**Language Compatibility.** The French keyboard is compatible with the Windows French keyboard layouts used in Alsatian, Breton, Corsican, France, Luxembourg, Monaco, Nigeria, Igbo, Occitan, Wolof, and Yoruba.

**Windows Compatibility.** The French keyboard is compatible with the French keyboard layouts in Windows 8, 7, Vista, and XP. The labels might be compatible with earlier versions of Windows, but they have not been tested to ensure complete compatibility.

## **Configuring Windows 8 for French**

### **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 French language.
7. Tap or click on the French language box. A new window opens showing boxes for French regions (countries).
8. Tap or click on the box for French (France).

### **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 F section for French. Double click on the French box.
5. Click on the box for French (France).
6. Click the Add button to return to the installed language list window.
7. Close the Control Panel.

## **Configuring Windows 7 and Vista for French**

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 French (France) country item you wish to use.
9. Click on the plus sign ("+") to the left of the keyboard.
10. Click on the box to the left of the keyboard layout, French.
11. Click the OK button to select the keyboard layout and close the Add Input Language dialog box.
12. Click on the Apply button in the lower right corner of the Text Services and Input Languages dialog box.
13. Click on the OK button in the lower right corner of the Text Services and Input Languages dialog box.

## **Configuring Windows XP for French**

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. Click on the Details button.
7. In the Text Services and Input Languages dialog box, click on the Add button.
8. 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.
9. Click on the OK button to setup the language and close the language selector box.
10. Click the Apply button in the lower right corner of the Text Services and Input Languages dialog box.
11. Click the OK button to complete the language setup.
12. Click OK to close all other dialog boxes that may be open.
13. Close the Control Panel.

## **Configuring Microsoft Office for French**

If you are using Microsoft Office, you may need to configure it for the French 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.

## **How to Use the Keyboard Layout 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 French language from the list of language keyboards installed.
4. The virtual keyboard will display the French language layout. You can use the virtual keyboard to type in French 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 French, it will say FRA.
2. Select French (France) to switch to the French keyboard layout.

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

After you setup the French keyboard in Windows, you can easily switch between French 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 French keyboard, you will see a language indicator on the Task Bar to the right near the System Tray (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 French, the language keyboard selector shows "FR."
- 
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 selector box and select the desired keyboard.

## How to Type in French

### Dead Keys

The French keyboard uses a number of *dead keys* to type special characters that are not easily typed on a standard PC keyboard. To use this feature, press the dead key and then press the key that you wish to combine with the dead key. For example, if you wish to type an accented "a," press the accent dead key and then press the "a." You will get an accented "a" key. If you press a combination that doesn't exist in the language, such as an accent plus "q," you will not get an accented character. The dead keys in the picture below are indicated in pink.

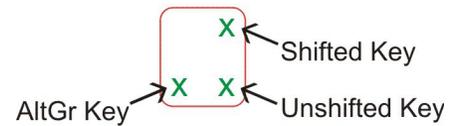


## AltGr Key

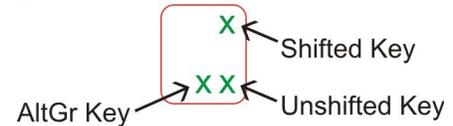
Another feature of the French language is the *right* Alt key which is called the AltGr (or Alt-Graphics) key (note that the left Alt key has no function in this). This key allows you to access certain characters in the keyboard layout. For example, in many European keyboards, press the AltGr key and the "E" key to get the Euro symbol.

In the French keyboard, you will find the AltGr symbols in the middle center of the number keys and punctuation keys. The AltGr characters appear in the lower left corner of the alpha keys in the layout.

### Layout for Letter keys



### Layout for number and punctuation keys



## The 102 Keyboard

Many European countries use a 102 keyboard which includes an additional key to the left of the "Z" key on the bottom row of keys. If your keyboard does not have this key, you can still print the characters using the numeric keypad.

To print the ">" key, hold down the right Alt key and type 062 in the numeric keypad.

To print the "<" key, hold down the right Alt key and type 060 in the numeric keypad.

## Product Features

**Color:** Black

**Connector:** USB

### Mechanical Data

Total Travel (mm):  $4.0 \pm 0.5$

Travel to peak (mm):  $1.5 \pm 0.5$

Peak force (gm):  $60 \pm 15$

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 Conditions

Operating Temp: 0 to 55°C

Storage Temp: -20° to +60°C

Operating Humidity: 10% to 95% RH