

封面内頁

8190

Smart Office Keyboard

Manual

Version 1.0



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1 Introduction

Congratulations on your purchase of this Smart Office Keyboard! This unique keyboard brings you to a totally free and comfortable field. It contains health concept of minimal mouse movement and the ergonomics design. Smart Office Keyboard makes the work you do all the time take less time.

The whole keyboard is divided into 6 blocks except the normal keyboard function block. The 6 blocks are Office Application Keys, Enhance Function Keys, Internet Keys, Application Keys, Multimedia Keys and Clipboard Keys. These keys make your keyboard more powerful than ever. The applications and functions you use everyday are included in these; just by a touch can access to your applications immediately. It helps a lot in your daily usage.

The most creative design of this Smart Office Keyboard is to combines the mouse function within a keyboard. Use the scroll wheel on the keyboard helps you save up hands movement between keyboard and mouse and this save your time. We want to make your typing time more fast, comfortable and joyful.

This Smart Office Keyboard is compatible with Windows® 95, Windows® 98, Winodws® 2000, Windows NT® 4.0, Windows® ME and Windows® XP.

In order to enjoy the full potentiality of the Smart Office Keyboard, please read this manual carefully.

What's in this package

- ◆ A Smart Office Keyboard
- ◆ A driver disc
- ◆ A "Quick Installation Guide"





2 System Requirements

- ♦ Microsoft® Windows® 95, Windows® 98, Windows NT® 4.0, Windows® ME, Windows® 2000 or Windows® XP operating system
- ♦ Microsoft® Internet Explorer 5.0 or later version (for the Internet keys)
- ♦ CD-ROM or DVD drive
- ♦ Microsoft® Office 97 or later version
- ♦ The system supporting ACPI or APM II (for power management buttons)
- ♦ ATX mother board and ATX power supply (for power management buttons)

Please refer to table below for the other system requirements for the features.

Function Description	Operating System	
	Windows 95 / Windows 98 / Windows NT 4.0	Windows 2000 / Windows ME / Windows XP
Keyboard Functionality	Available immediately after hardware installation	Available immediately after hardware installation
Keyboard Extra Office Application Keys	Requires keyboard driver installation (see driver disc for details)	Requires keyboard driver installation (see driver disc for details)
Keyboard Extra Enhance Function Keys	Available immediately after hardware installation	Available immediately after hardware installation
Keyboard Extra Internet Keys	Requires keyboard driver installation (see driver disc for details)	Available immediately after hardware installation
Keyboard Extra Multimedia Buttons	Requires keyboard driver installation (see driver disc for details)	Available immediately after hardware installation
Keyboard Extra	Available immediately	Available immediately





ACPI Buttons	after hardware installation	after hardware installation
Keyboard Extra Chipboard Keys	Requires keyboard driver installation (see driver disc for details)	Requires keyboard driver installation (see driver disc for details)





3 Hardware Installation

Mechanical specification

Physical characteristics

Length : 477 mm

Width : 238 mm

Height : 39 mm

Weight : 1.3 kg (unpacking)

Electrical specifications

Power consumption

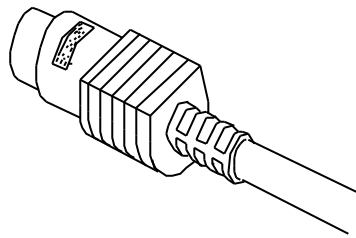
Supply Voltage : 5V

Working Current : 50 mA

Switch Activation : Membrane

Step 1: Make sure your PC is switched off.

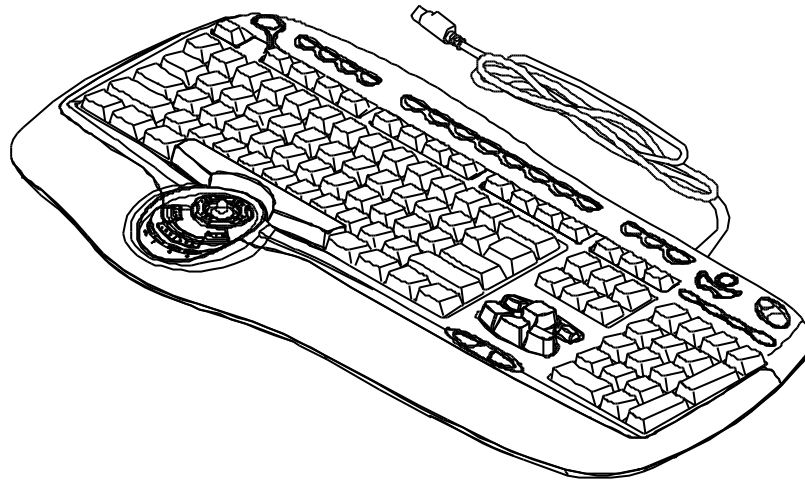
Step 2: Plug the keyboard connector into the keyboard port of your PC.



Keyboard Connector

Step 3: Start your PC, your computer will auto-detect your keyboard.







4 Software Installation

After finishing the hardware installation as described in this manual and starting up your PC, you should be able to immediately take advantage of this Smart Office Keyboard within its main keyboard function.

In order to take the great potentiality of the Smart Office Keyboard, Please install its driver disc.

Step 1: Check if there is any keyboard driver existed. If yes, please remove it before installing.

Step 2: Insert the driver disc in your computer CD-ROM drive.

Step 3: Select driver for "Minimum Installation" or " Typical Installation" according to your operating system.

Step 4: Follow the on screen instructions to finish the installation procedure.

Step 5: After installation, restart your computer to enable the Smart Office Keyboard software.

4.1 Minimun Installation

For Windows 2000, Windows ME and Windows XP, please select minimum installation.

- ◆ The software driver shares minimum Windows operating system resources and hard disk space.
- ◆ The software driver supports 5 shortcut keys. [They are](#)

4.2 Typically Installation

For all version of Windows!

- ◆ The software driver shared some Windows operating system resources and hard disk space.
- ◆ The software driver supports 12 shortcut keys.

4.3 About Smart Office Keyboard Driver

If right-clicking on the KeyMaestro icon on the taskbar, a menu will pop up with the following functions.

- ◆ **Configure Button:**





Shows the 3D image keyboard. Click on the configure button item to bring up a dialog box, you can easily change the default of a hot key.



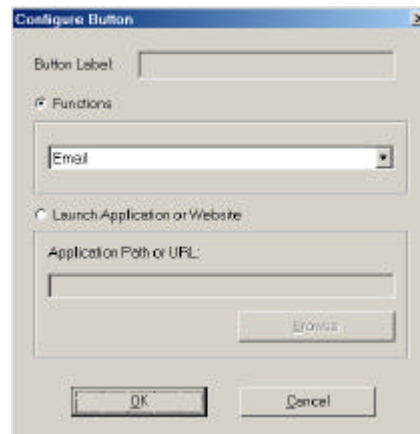


- ◆ **Enable Taskbar Icon:**
Clicks this function to show or hide the keyMaestro icon on windows task bar.
- ◆ **Close:**
Clicks this option to disabled all hot key functions. By right-clicking on the keymasetro icon and select \Configure button\ Launch to enable hot key function again.
- ◆ **About:**
Selects this command to see the information of this KeyMaestro driver, including the version number and web site which you can update the driver.
- ◆ **Exit:**
Clicks this option to close Smart Office Keyboard. If you want to reload it, please click the start button and select program to find keymaestro icon and launch it.

4.2 Setting Configure Button:

Clicks on the configure button item to bring up a dialog box as follow:

- ◆ **Functions:**
A list of pre-programmed functions can be selected for your own selection.
- ◆ **Launch Application or Web Site:**
Selects an application or Web address of your own favorite. In the text box, type in the path or name of your application execution file.





If the keyboard is not working properly, see Troubleshooting for tips on how to solve your problems.



5 Standard Hot Keys & Adding Office Keys

5.1 Office Application Keys Block:

Word	Opens Microsoft Word.
Excel	Opens Microsoft Excel.
Power Point	Opens Microsoft Power Point.
Calendar	Opens Calendar function of Microsoft Outlook.

Note: Without driver, user can make shortcut setting to have these functions. For example, right-clicking on the Word icon to select Properties. Type in "D" to come up with "Ctrl+Alt+D" for Word shortcut function.









"Ctrl+Alt+D" for Word.

"Ctrl+Alt+E" for Excel.



"Ctrl+Alt+P" for PowerPoint.




"Ctrl+Alt+O" for Outlook.

5.2 Internet Keys Block:

	Back	Returns to the last page you viewed.
	Forward	Views the next page you viewed before.
	Stop	If a page you are trying to view is taking too long to open, click this button to stop.
	Refresh	Refreshes the current Web page in order to make sure you have the latest Web page.
	WWW	Opens the default internet browser.
	Search	Opens the internet search menu.
	My Favorite	Opens the Internet My Favorite folder.
	E-mail	Opens the default program you use for mail.








5.3 Application Keys Block:

	My Computer	Opens "my computer" window.
	Calculator	Starts Microsoft calculator.
Log	Log Off	Opens the log off windows dialog box.

	Off	
	Sleep	Places the computer in Sleep Mode.
	Power	Turns the computer off.

Note: If "Log Off" key function cannot work properly, see Chapter 6 Troubleshooting for more information.

5.4 Multimedia Keys Block:


	Mute	Mutes the sound.
	Volume up	Adjusts the volume up.
	Volume down	Adjusts the volume down.
	Stop	Stops the audio and resets the tracks to the first track in the sequence.
	Previous/ Fast Backward	Advances to the previous audio track.
	Next/ Fast Forward	Advances to the next audio track.
	Play/Pause	Begins audio tracks, pause will temporarily stop the track from playing.

5.5 Enhance Function Keys Block:

Enhance function keys block consists of 15 keys and functions in two ways:





- ♦ As a part of the main keyboard: F1-F12, Print Screen, Scroll Lock, Pause/Break.
- ♦ As 15 embedded office keys and functions.

Embedded Office Functions are as follow:

	Office Wizard	A toggle key for embedded office keys. When Office Wizard key is pressed, the embedded office function keys are activated.
	F1: Help	Opens the Help file for the activate window.
	F2: New	Creates a new, blank file in program.
	F3: Open	Opens or finds a file in program..
	F4: Save	Saves the active file with current file name, location

	and file format.
F5: Replace	Searches for and replaces the specified text and formatting.
F6: Bold	Bolds or unbolds the text and numbers you marked.
F7: Spell	Starts the spelling check program in the active document.
F8: Bullets	Adds bullets to or removed bullets from selected paragraphs.
F9: Reply	Replies to the e-mail in Microsoft Outlook or Outlook Express.
F10: Forward	Forwards the e-mail in Microsoft Outlook or Outlook Express.
F11: Send	Send the e-mail in Microsoft Outlook or Outlook Express.
F12: Task pane	Shows or hides the office task pane previous displayed. (For Office XP only)
Print Screen: Print	Prints the file in the active window.
Scroll Lock: Undo	Reverses the last command or deletes the last entry you typed or action.
Pause: Redo	Reverses the action of the Undo command.

5.6 Clipboard Keys Block:

	Scroll Wheel	Works as mouse scrolling function but in 4D direction-Up, down, right and left.
	Cut	Removes the selection from the active document.
	Copy	Copies the selection to the Chipboard.
	Paste	Paste the previously cut or copied items from the Chipboard.
	Mark	Use roller keys and mark key to selected and mark item.
Back	Back	Returns to the last page you viewed.
Forward	Forward	Views the next page you viewed before.
APP.	Application	Switches the focus to the previous opened



	Switch	windows when you press the key and choose the right one as the active window.
Close	Close	Closes the active Windows Application.





6 Troubleshooting

If you are experiencing problems with your keyboard please check the following:

1. Keyboard cannot work properly

If the keyboard cannot work properly while plug in System and power on, you can unplug keyboard and plug in again to fix the problem.

2. The Smart Office Keyboard Software can not work properly:

The Hot key function cannot work after installation the Smart Office keyboard software. Please make sure if there is another keyboard hot key driver installed. Remove all keyboard hot key driver first and re-install Smart Office Keyboard Software to solve the problem.

3. Add/Remove Smart Office Keyboard Software or Re-Install:

After installed the Smart Office Keyboard software, the Smart Office Keyboard Icon will display on the system tray. If you want to re-install the software for some reasons, you must delete the Smart Office Keyboard driver from your operation system first. Right-click the mouse button on Smart Office Keyboard Icon and choose EXIT. After this step, open the Start menu and select Remove to delete Smart Office Keyboard drivers. This will remove it completely after you have finished the above procedures. To reinstall, see chapter 4 software installation.

Note: If you want to upgrade or you Smart Office Keyboard software does not work properly, you can re-install it to fix this problem.

4. Can not properly Install other software application:

If you want to install another software application but can't install properly, you have to remove the Smart Office Keyboard driver from your system memory by right-click on the Smart Office Keyboard icon and then choosing EXIT, then start installing the desired software application. After completed the new software installation, restart your system, the Smart Office Keyboard Icon will display in tray again.





5. The repeating rate of previous & next key of multimedia function cannot match CD-ROM driver speed:

If you hold on those buttons, the CD player will continuous search previous or next tracks until you release this key. If your CD-ROM driver speed is too slow, it will continue-search-tracks-function. Recommend you to change a better performance CD-ROM driver.

6. CD or Video Player can not be launched:

Make sure CD or Video software and hardware for these functions are properly installed in your system.

7. Can not play VCD title or MPEG file:

Make sure if your have installed Windows Media Player version 7 properly. Otherwise please down load the Windows Media Player version 7 from Microsoft Web site.

8. Cannot use The Microsoft Windows default short cut keys function:

The Smart Office Keyboard driver took over some Windows OS default short cut keys function resource. The following 5 combination keys cannot be use again.

"CTRL+ALT+E", "CTRL+ALT+P", "CTRL+ALT+O", "CTRL+ALT+D", "CTRL+ALT+C".

9. Word, Excel, Power Point, Calendar cannot do action, but can see the onscreen display:

Please make sure installed the Office Applications completely. If Office Applications are not fully installed, press those keys can only see the onscreen display.

10. Sleep key con not work properly:

If you have problems using the sleep button, make sure that the power management in your PC has been enabled both in the BIOS and in Windows. For more information on your PC's BIOS settings, refer to your PC's manual. For more information on how to enable the power management features in Windows, refer to your Windows manual.

11. The "Log Off" key can not work:





- ◆ For Windows 95, Windows 98, Windows ME, Windows XP
If press the Log Off key and can not see the Log Off dialog box or just can open the "Start button Menu", Please press the "ESC" key to ignore all actions and press the Log Off key again, the Target Log Off function will do action.
 - ◆ For Windows 2000
The Log Off key function must be enabled because the Log Off function is default in Windows 2000. The way to enable the Log Off function, open the Start Menu→ Settings→Taskbar & Start Menu. Choose the Taskbar & Start Menu Properties, select Start Menu Settings in Advanced window, choose the "Display Logoff" item and click OK to complete enable the Log Off function.
 - ◆ For Windows NT 4.0
The Log Off Key is basically no function in Windows NT 4.0. You can still use this function by clicking the Start Manu to have Shut Down Windows.
12. The "TASK PANE key" can not do action:
The TASK PANE key just can support "OFFICE XP Application".



FCC GUIDELINES

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- ♦ Reorient or relocate the receiving antenna
- ♦ Increase the separation between the equipment and receiver
- ♦ Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- ♦ Consult the dealer or an experienced radio/TV technician for help.

The Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulation.

Cet appareil numérique de la class B respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

Caution:

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment. Shielded interface cable, if any, must be used in order to comply with emission limits.

封底



<http://www.btc.com.tw>

8190
Version 1.0
October 2001
Printed in China

