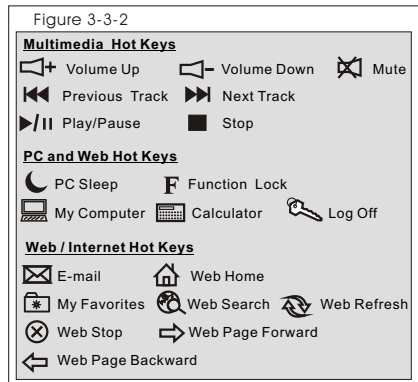


**Notice:**

- The Office Function Lock is enabled while the LED indicator of the receiver is light and the assigned Office functions are applied.
- The function key "Redo" applied under Excel: "Redo" can be enabled after you highlight and copy the content of a cell.

- F1 ? Help      - F6 ABC Spell
- F2 N New      - F7 U Undo
- F3 O Open      - F8 R Redo
- F4 S Save      - F9 A Reply
- F5 B Replace    - F10 A Reply All    - F11 F Forward    - Print Screen: Print
- F12 Send      - Num key: Euro sign "€"



4) Battery Notice

If the keyboard is in the status of low battery, the LED indicator on the keyboard will be light while typing any key. Please change the batteries immediately.

5) Troubleshooting

Please refer to the Driver CD-ROM for detailed answers of the keyboard problems as below.

The Office Wireless Keyboard Software cannot work properly.

Add, Remove or Re-install the Office Keyboard Software.

Other application software cannot be installed properly.

The commands of Onscreen Display response too slow.

"Pre-track" and "Next-track" do not stop.

VCD, DVD, MP3 or Video Player cannot be started.

VCD tracks or MPEG files cannot be played.

The default shortcut keys by Microsoft Windows cannot be assigned.

"Word", "Excel", "PowerPoint" or "Calendar" hot key cannot work.

"Log Off" key cannot work.

The embedded Office keys do not work.

The embedded "Send" key does not work.

How to disable embedded Office key functions?

The "Task Pane" key can not work.

The target items cannot be unmarked.

The Pop-up function cannot work.

The scroll wheel cannot roll down the pop-up function selection items.

Mouse builds with the similar pop-up function that conflicts the keyboard pop-up function.

"€" Euro Sign key cannot work.

The "Num Lock" key cannot work.

The keyboard cannot work properly.

Please contact your local distributor or dealer for any keyboard problems that do not mention above.

**Patents**

- Internal Hot Keys: China ZL97243196.9, Germany 29706281.6, USA and Taiwan Patent Pending
- Auxiliary device for editing document: China ZL01219701.7, USA 09/838223 Pending, Thailand 0203000218 Pending, Germany 20106926.1, Taiwan, UK and Japan Patent Pending
- Edit & Clipboard Document Auxiliary Device for Software: China 02116144.5 Pending, 02231501.2 Pending, Taiwan Patent Pending
- Office Purpose Keyboard: Germany 20113043.2, USA 09/917690 Pending, UK 0127691.4 Pending, China ZL01227259.0, Taiwan 9020598 Pending, Japan Pending
- Multimedia Pointing Device: Germany 20119955.5 Pending, USA 90/860862 Pending, Thailand 0203000217 Pending, China ZL01207586.8, Taiwan and Japan Pending
- Euro Sign: Germany 20202657.4 Pending, China 01279547.X Pending, USA, Taiwan and Japan Pending

# Office Wireless Keyboard User's Guide

**Notice:**

Federal Communications Commission (FCC) requirements, Part 15  
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.

CAUTION: Any changes of modifications not expressly approved by the grantee of this device could void the users authority to operate the equipment.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

**Congratulations on your purchase of the Combination of the Office Wireless Keyboard. Please carefully read the User's Guide to learn about the installation and the powerful functions of your new Office Wireless Keyboard.**

**1. Contents of Package**

- 1) Office Wireless Keyboard
- 2) Receiver (with PS/2 connectors)
- 3) Three AA Batteries for Keyboard
- 4) Driver CD-ROM
- 5) User's Guide

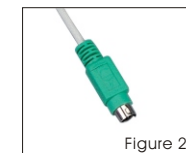
**2. Install Hardware**

**Notice:**

- The locations of the channel switch and the link button may be different due to various keyboard shapes.
- Some models may be designed as one-channel version, which will not have a channel switch.

2-1. Install the Receiver with the PS/2 Connector

- 1) Please turn off your PC.
- 2) Plug the PS/2 connector on the receiver into the PS/2 keyboard port of the PC.



2-2. Select the Keyboard Channel

**Notice: Please skip this section if the keyboard is the one-channel version.**

- 1) The two-channel switch is located at the back of the keyboard. Select Channel "1" or "2".
- 2) Put the batteries into the battery case.

### 2-3. Link the Office Wireless Keyboard with the Receiver

- 1) Please turn on your PC. The LED indicator on the receiver will light.
- 2) Press the ID Link Button on the receiver and the LED indicator will blink. The receiver is ready to automatically link with the keyboard.
- 3) Press the ID Link Button of the keyboard.
- 4) The LED indicator on the receiver is light while you successfully finish the keyboard linkage.
- 5) The LED indicator of the receiver will blink while you use the keyboard.
- 6) If you need to re-link the keyboard or after changing the batteries, please repeat the steps 2~4.
- 7) If the selected channel is interfered by other keyboard users nearby, please change the Link ID by re-linkage or select the other channel immediately.
- 8) There are 256 changeable IDs for each channel.

### 3. Install Driver

#### 3-1. Notice

- 1) The driver supports Windows 95, Windows 98, Windows NT, Windows 2000, Windows ME and Windows XP.
- 2) The driver may be automatically installed.
- 3) The CD-ROM contains the drivers of the keyboard and the mouse. Please select to install the keyboard driver at the pop-up window.



#### 3-2. Install Keyboard Driver

- 1) Remove any existing keyboard drivers completely.
- 2) Insert the driver CD-ROM to your PC.
- 3) If the driver does not be automatically installed, please open the folder "Keyboard", double click the file "Setup.exe" and then follow the setup instructions to complete the driver installation. Please note to restart your PC.
- 4) A Keyboard Setting icon will appear on the taskbar after you successfully finish the installation.
- 5) There are 3 icons shown on the taskbar while "Scroll Lock", "Caps Lock", and "Num Lock" are enable.



- 6) The application software "Office Keyboard" is executed and you can use the keyboard to its full extent.

- 7) You can double click the Keyboard Setting icon and follow the selection instructions to set hot key functions for the 8 or 12 programmable hot keys

#### 3-3. Introduction of Hot Keys

##### Notice:

- Please view the file "Readme.doc" in the driver CD-ROM for more detailed introduction of hot keys and keyboard operation.
- The keyboard hot keys may be different due to various keyboard models. There are two versions of hot keys as below.
- Press "Fn" and "F12" to apply the function of Key Lock. All the keyboard keys will be locked until re-press "Fn" and "F12".
- Some keyboard models may not have the function key "Fn" and the function of Key Lock.



- 1) Version I: One scroll wheel and 33 smart hot keys locate on the top of the keyboard and the one-touch panel.

#### -Office Hot Keys

One-touch access to launch Word, Excel, PowerPoint and Calendar

#### -Multimedia Hot Keys

Totally control Volume Up, Volume Down, Mute, Prev Track, Next Track, Play/Pause and Stop

#### -PC and Web Hot Keys

Power Off, PC Sleep, F Lock, My Computer, Calculator, Log Off, E-mail, Web Home, My Favorites, Web Search, Web Refresh, Web Stop, Web Page Forward and Web Page Backward

- Press **Power Off** (⏻) to turn off the system if the computer supports power management and the function is enabled.
- Press **F Lock ( F )** to use the standard F functional keys.
- Press **Log Off** (🔌) to close all the programs, to disconnect the computer from network and to prepare the computer for the next user.

#### -Clipboard/Application on the One-Touch Panel

Copy, Paste, Cut, Mark, Backward, Forward, Application and Close

- Press **Mark** (M) to use the right or the left arrow key to mark text.
- The **Application** (📄) / **Close** (🗑) is to change selections between opened applications or to close application windows.

#### - Scroll Wheel

Convenient design for the user to move the window from up, down, left and right.

- 2) Version II: 20 easy hot keys locate in three zones-Multimedia Control, Computer and Web/Internet.

#### - Multimedia Hot Keys

Totally control Volume Up, Volume Down, Mute, Prev Track, Next Track, Play/Pause and Stop

#### - PC and Web Hot Keys

PC Sleep, F Lock, My Computer, Calculator and Log Off

- Press **F Lock ( F )** to use the standard F functional keys.
- Press **Log Off** (🔌) to close all the programs, to disconnect the computer from network and to prepare the computer for the next user.

#### - Web/Internet Hot Keys

E-mail, Web Home, My Favorites, Web Search, Web Refresh, Web Stop, Web Page Forward and Web Page Backward

- 3) 14 function keys directly provide the assigned or usual application for both versions.

Figure 3-3-1

