

Place fingers slightly bent on the 'HOME ROW' key position as shown. the pointers indicate which key each finger is responsible for hitting.

## Primary Lowercase Letters (Black)



To enter a Primary Lowercase Letter, press and release that key. The letter is entered when the key is *released*.



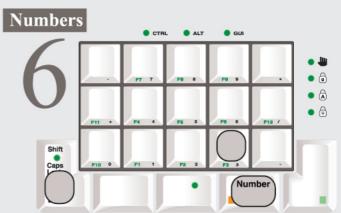
In order to enter a green letter, you must press that key and the GREEN THUMB KEY simultaneously. It doesn't matter which key is pressed first- the letter is entered when both keys are depressed simultaneously and released.



Pressing and releasing the Shift key will capitalize only the *next* letter you type. Pressing and releasing the Shift key two consecutive times will Cap-Lock. Simultaneously pressing and releasing the Shift key and the GREEN thumb key will Shift-Lock. Repeat the process to un-lock.



Pressing and releasing the Symbol key will initiate Symbol Mode. Enter black colored symbols by pressing and releasing that key alone.

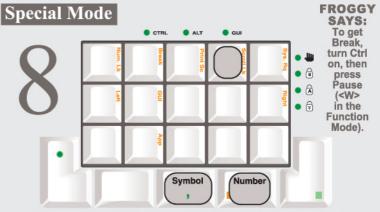


Pressing and releasing the Number key will initiate Number Mode. To enter F1 thru F12 keys in the number mode, simply press the green Thumb key and corresponding number (1 thru 9 with 0 for F10) F11 & F12 are on sides of row 2.

## **Orange Functions**



Simultaneously pressing the Orange (Number) thumb-key and desired function key will enter that function. The Control or Alt keys will remain active after they are pressed and released. Press and release to disable.



For Special Mode, Initiate Symbol Mode (Step 5) then hold Number key while simultaneously pressing a Special Mode key.