

## Windows “On-Screen Keyboard”

*On-Screen Keyboard* displays the keyboard layout that is currently in use. Use it for visual reference when typing with an unfamiliar keyboard layout, or type by clicking on symbols on the virtual keyboard.



### XP

Open the **Start Menu** and go to **All Programs, Accessories, Accessibility**, and select **On-Screen Keyboard**.

### Windows 7

Open the **Start Menu** and go to **All Programs, Accessories, Ease of Access**, and select **On-Screen Keyboard**.

### Vista

Press **Windows logo key + U**, and then **ALT+K**.

OR

Open the **Start Menu**, go to the **Control Panel**, select **Ease of Access**, open the **Ease of Access Center**, and select **Start On-Screen Keyboard**.

Optionally, set the On-Screen Keyboard to **start automatically** each time you log on to your computer.

- On **XP**, press **Windows logo key + U**, select **On-Screen Keyboard**, and check the box next to “Start automatically when I log in.”
- On **Vista or Windows 7**, in the **Ease of Access Center**, under “Explore all Settings,” select **Use the computer without a mouse or keyboard**. Then, under “Type using a pointing device,” select **Use On-Screen Keyboard**, and then select **Save**.

Note: To refresh the On-Screen Keyboard after changing keyboard layouts, hover over it with the mouse cursor.