## How to change the alpha keys on a BigKeys keyboard

STEP 1:

## Use a piece of strong string to pop off the alpha keys:

Use about 20 inches of string (dental floss works), tied in a loop.


Slip the loop under and at the center of the keycap, and pull straight up with a quick, strong
snap.
Repeat for the remaining 25 alpha keys.


STEP 2:
Replace the keys by snapping them in place.

## Key order switch:

If you have changed the order of the keys (from ABC order to standard QWERTY order, or vice verse), change the position of the switch on the back of the keyboard.

## PLUS ABC - QWERTY OPTION

Your Big Keys Plus keyboard offers either ABC or QWERTY layouts.
ABC Layout

$$
\begin{array}{llllllllll}
A & B & C & D & E & F & G & H & I & J \\
K & L & M & N & O & P & Q & R & S & T \\
& U & V & W & X & Y & Z &
\end{array}
$$

QWERTY Layout

A S D F G H J K L M
Z X CVBN

To switch between layouts, the switch on the left, in the bottom of the keyboard, should be moved, with a pencil tip, toward the lower edge of the keyboard for QWERTY or towards the upper edge for ABC.
(Although the letters on the keycaps will remain the same, the computer will interpret all keystrokes as coming from the alternate keyboard layout.)

