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MICROSOFT KEYBOARDS - Standard English (U) TYPING DIACRITICS AND SPECIAL CHARACTERS

Other Keyboards:

- [Macintosh Keyboard](#)
- [Microsoft English US-International Keyboard](#)

Microsoft International Keyboard Layouts:

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Microsoft Keyboards - Common Shortcut Keys

Microsoft Standard English (United States 101) Keyboard

Typing International & Special Characters using the **<Alt>** key and the right-side numeric keypad.

<Num Lock> key must be on!

NOTE* Not all characters are available in all font faces or in all browsers - the following table is based on the *Times-New Roman* or *Arial* font face and Internet Explorer v5. Consult the Microsoft [Character Map](#) to see what special characters are available for different fonts on your system. These special characters also work with the [Microsoft English US-International keyboard](#).

Press and hold the **<Alt>** key while typing **the numbers shown** to make the **special character**

Alt 0128	€	Euro currency symbol	Alt 0195	Ã
Alt 0131	f	Florin, Guilder or Gulden	Alt 0196 Alt 142	Ä
Alt 0132	”	Base line double quote	Alt 0197 Alt 143	Å
Alt 0133	...	Ellipsis	Alt 0198 Alt 146	Æ
Alt 0134	†	Dagger	Alt 0199 Alt 128	Ç
Alt 0135	‡	Double Dagger	Alt 0200	È
Alt 0136	^	Circumflex	Alt 0201 Alt 144	É

Alt 0137	‰	Per mille	Alt 0202	Ê
Alt 0138	Š	S caron (hacek)	Alt 0203	Ë
Alt 0139	<	Left single guillemet	Alt 0204	Ì
Alt 0140	Œ	OE ligature	Alt 0205	Í
Alt 0142	Ž	Z caron (hacek)	Alt 0206	Î
Alt 0145	‘	Left single quote	Alt 0207	Ï
Alt 0146	’	Right single quote	Alt 0208	Đ
Alt 0147	“	Left double quote	Alt 0209 Alt 165	Ñ
Alt 0148	”	Right double quote	Alt 0210	Ò
Alt 0149	•	Bullet	Alt 0211	Ó
Alt 0150	—	En dash	Alt 0212	Ô
Alt 0151	—	Em dash	Alt 0213	Õ
Alt 0152	~	Tilde	Alt 0214 Alt 153	Ö
Alt 0153	™	Trademark	Alt 0215	×
Alt 0154	š	s caron (hacek)	Alt 0216	Ø
Alt 0155	>	Right single guillemet	Alt 0217	Ù
Alt 0156	œ	oe diphtong	Alt 0218	Ú
Alt 0158	ž	z caron (hacek) LINK	Alt 0219	Û
Alt 0159	ÿ	Y umlaut	Alt 0220 Alt 154	Ü
Alt 0161 Alt	¡	Inverted exclamation	Alt 0222	Ɔ

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Alt 0162 Alt 155	¢	Cent	Alt 0223 Alt 225	ß
Alt 0163 Alt 156	£	Pound sterling	Alt 0224 Alt 133	à
Alt 0164	¤	Currency	Alt 0225 Alt 160	á
Alt 0165 Alt 157	¥	Yen	Alt 0226 Alt 131	â
Alt 0166	¦	Broken vertical bar	Alt 0227	ã
Alt 0167	§	Section sign	Alt 0228 Alt 132	ä
Alt 0168	¨	Umlaut (dieresis)	Alt 0229 Alt 134	å
Alt 0169	©	Copyright	Alt 0230 Alt 145	æ
Alt 0170 Alt 166	ª	Feminine ordinal	Alt 0231 Alt 135	ç
Alt 0171 Alt 174	«	Left guillemet	Alt 0232 Alt 138	è
Alt 0172 Alt 170	¬	Not sign	Alt 0233 Alt 130	é
Alt 0173		Soft hyphen (html: ­)	Alt 0234 Alt 136	ê
Alt 0174	®	Registered trademark	Alt 0235 Alt 137	ë
Alt 0175	¯	Macron	Alt 0236 Alt 141	ì
Alt 0176 Alt 248	°	Degree sign	Alt 0237 Alt 161	í
Alt 0177 Alt	±	Plus or minus	Alt 0238 Alt 140	î

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Alt 0178 Alt 253	2	Superscript 2	Alt 0239 Alt 139	ï
Alt 0179	3	Superscript 3	Alt 0240	ð
Alt 0180	´	Acute accent	Alt 0241 Alt 164	ñ
Alt 0181 Alt 230	μ	Mu or micro	Alt 0242 Alt 149	ò
Alt 0182	¶	Paragraph (pilcrow)	Alt 0243 Alt 162	ó
Alt 0183 Alt 250	·	Middle dot	Alt 0244 Alt 147	ô
Alt 0184	¸	Cedilla mark	Alt 0245	õ
Alt 0185	1	Superscript 1	Alt 0246 Alt 148	ö
Alt 0186 Alt 167	º	Masculine ordinal	Alt 0247 Alt 246	÷
Alt 0187 Alt 175	»	Right guillemet	Alt 0248	ø
Alt 0188 Alt 172	¼		Alt 0249 Alt 151	ù
Alt 0189 Alt 171	½		Alt 0250 Alt 163	ú
Alt 0190	¾		Alt 0251 Alt 150	û
Alt 0191 Alt 168	¿	Inverted question mark	Alt 0252 Alt 129	ü
Alt 0192	À	A grave	Alt 0253	ý
Alt		A acute	Alt 0254	

0193	Á			þ
Alt 0194	Â	A circumflex	Alt 0255 Alt 152	ÿ

Inserting characters by using the hexadecimal Unicode values

If you know the *Unicode (hexadecimal) value of any character, you can use the "ALT X" keyboard shortcut to enter the character directly in your document in SOME programs. This is particularly useful for characters that are not included in the list above (such as the R-hacek Ř (0158 ALT X))

1. Type the 4-digit Unicode (hexadecimal) value of the character, including the leading zero if applicable. (Optionally, the value string can also begin with U+)
2. Press "ALT X" - this is the ALT key and the X key at the same time. Microsoft Word, Wordpad and some other applications will replace the string to the left of the insertion point with the character you specified.

*(Unicode: A character encoding standard developed by the Unicode Consortium. By using more than one byte to represent each character, Unicode enables almost all of the written languages in the world to be represented by using a single character set.)

Microsoft Character Map

This is useful for the infrequent accent or symbol. It is located within Windows at *Star Programs - Accessories - Character Map* (OR click *Start, Run,* and type *Charmap*). A choosing a font, double click the desired character(s), click on Copy, return to your dc and paste.

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Dept. of Foreign Languages and Cultures, PO Box 642610, Washington State University, Pullman, WA 99164-2610 USA