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Getting Started

Getting to know your BlackBerry Mini Keyboard

Before using your keyboard, read the *Safety and Product Information* booklet that is provided in the product package. You can also read the *Safety and Product Information* booklet by going to docs.blackberry.com > Manuals for BlackBerry Users > Accessories.

The first time you pair your BlackBerry PlayBook tablet and BlackBerry Mini Keyboard, to help ensure maximum security, we recommend that you pair them in a private environment (such as your home or office) and not a public place (such as a coffee shop).

If you lose your BlackBerry Mini Keyboard, we recommend deleting its profile from your BlackBerry PlayBook tablet pairing list.

Pair your keyboard with your BlackBerry PlayBook tablet

1. Turn on your BlackBerry Mini Keyboard.
2. On the tablet status bar, tap the 💾 icon > Bluetooth. Set the Bluetooth switch to On. Tap Add New Device > Search.
3. Tap BlackBerry Mini Keyboard.
4. On your BlackBerry Mini Keyboard, type the pairing passkey that appears on the tablet screen. Press the 🛡 key.

When the keyboard and the tablet are paired, the LED on the keyboard flashes blue.
To pair your keyboard with another BlackBerry PlayBook tablet, press and hold the Ctrl key while turning on your keyboard. Release the Ctrl key when the LED flashes blue and red. Repeat steps 2 to 4.
Using the BlackBerry Mini Keyboard

Using the touchpad as a mouse

**Mouse left-click**

Using one finger, tap the touchpad.

**Mouse right-click**

Using two fingers, simultaneously tap the touchpad.

**Mouse scroll**

Using two fingers, slide your fingers up or down on the touchpad to scroll up or down a page.

The touchpad automatically turns off while you are typing, so you don't have to worry about tapping something by mistake.
Using the touchpad to navigate

The touchpad lets you move between apps, open menus, and more.

**Switch between open apps**

Point to the right or left edge of the screen (the pointer changes to the or icon), then left-click. Repeat until the app you want appears.

**Open the home screen to switch apps**

Point to the bottom edge of the screen (the pointer changes to the icon), then left-click. The home screen appears where you can switch to another app.

**Show the status bar**

You can quickly check your notifications, the clock, and status indicators by opening the status bar.

Point to the top-right or top-left corner of the screen (the pointer changes to the or icon), then left-click.
Show the menu or options
Point to the top edge of the screen (the pointer changes to the icon), then left-click.

Open the virtual keyboard
Point to the bottom-left corner of the screen (the pointer changes to the icon), then left-click.

Move between pictures
In the Pictures app, tap a picture to open it. Tap the picture with one finger, then hold your finger on the picture and drag to move to the next picture.

Switch between views on the home screen
On the home screen, tap your finger, then tap and hold to drag to the next view.

Move an app
Double-tap the app icon, holding on the second tap. When the icon starts to blink, drag the icon in any direction.

Delete an app
Double-tap the app icon, holding on the second tap. When the icon starts to blink, click the trash can icon.

LED notifications
The LED notification light on the On/Off switch on your BlackBerry Mini Keyboard flashes different colors to indicate different statuses.

If your keyboard is in sleep mode, press any key to wake up the keyboard.

<table>
<thead>
<tr>
<th>LED</th>
<th>Notification</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="LED Blue" /></td>
<td>Blue</td>
</tr>
<tr>
<td><img src="image" alt="LED Blue and red" /></td>
<td>Blue and red</td>
</tr>
<tr>
<td><img src="image" alt="LED Red" /></td>
<td>Red</td>
</tr>
<tr>
<td><img src="image" alt="LED Flashing" /></td>
<td>Flashing: On and paired</td>
</tr>
<tr>
<td><img src="image" alt="LED Solid" /></td>
<td>Solid: Pairing</td>
</tr>
<tr>
<td><img src="image" alt="LED Flashing" /></td>
<td>Flashing: Battery level is low</td>
</tr>
<tr>
<td>LED</td>
<td>Notification</td>
</tr>
<tr>
<td>-----</td>
<td>-------------------</td>
</tr>
<tr>
<td></td>
<td><strong>Flashing:</strong> On and not paired</td>
</tr>
<tr>
<td>🌟</td>
<td>Green <strong>Flashing:</strong> Charging</td>
</tr>
<tr>
<td>🌟</td>
<td><strong>Solid:</strong> Fully charged</td>
</tr>
</tbody>
</table>

**Typing accents and symbols**

**Accents**
Press the following keys, one at a time, to get these accents:

<table>
<thead>
<tr>
<th>Accent</th>
<th>Action</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acute</td>
<td>Press the Alt key and ' and a letter.</td>
<td>á, é, í, ó, ú, ý</td>
</tr>
<tr>
<td>Cedilla</td>
<td>Press the Alt key and , and a letter.</td>
<td>ç</td>
</tr>
<tr>
<td>Circumflex</td>
<td>Press the Alt key and ^ and a letter.</td>
<td>â, ê, ï, ò, ü</td>
</tr>
<tr>
<td>Diaeresis</td>
<td>Press the Alt key and &quot; and a letter.</td>
<td>ä, ē, î, ö, ü, ý</td>
</tr>
<tr>
<td>Grave</td>
<td>Press the Alt key and ` and a letter.</td>
<td>à, è, í, õ, û</td>
</tr>
<tr>
<td>Slash</td>
<td>Press the Alt key and / and a letter.</td>
<td>ø</td>
</tr>
<tr>
<td>Tilde</td>
<td>Press the Alt key and ~ and a letter.</td>
<td>ã, ñ, Ũ</td>
</tr>
</tbody>
</table>

**Symbols**
Press the following keys, one at a time, to get these symbols:

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Action</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copyright sign</td>
<td>Press the Alt key and C and 0.</td>
<td>©</td>
</tr>
<tr>
<td>Registered trademark sign</td>
<td>Press the Alt key and R and O.</td>
<td>®</td>
</tr>
<tr>
<td>Inverted exclamation mark</td>
<td>Press the Alt key and ! and !.</td>
<td>¡</td>
</tr>
<tr>
<td>Inverted question mark</td>
<td>Press the Alt key and ? and ?.</td>
<td>¿</td>
</tr>
<tr>
<td>Cent sign</td>
<td>Press the Alt key and C and / .</td>
<td>¢</td>
</tr>
<tr>
<td>Pound sign</td>
<td>Press the Alt key and L and -.</td>
<td>£</td>
</tr>
<tr>
<td>Yen sign</td>
<td>Press the Alt key and Y and -.</td>
<td>¥</td>
</tr>
<tr>
<td>Paragraph sign</td>
<td>Press the <strong>Alt</strong> key and <strong>P</strong> and <strong>!</strong>.</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>-----------------------------------------</td>
<td></td>
</tr>
</tbody>
</table>
Using Documents to Go
The following features are available in Documents To Go on BlackBerry PlayBook tablets running OS 2.0 or later.

Copying and pasting

To highlight the text you want to copy, press the ⌘ key and the arrow keys. Press Ctrl + C.

To paste the text, place your pointer where you want to paste. Press Ctrl + V.

Shortcuts

<table>
<thead>
<tr>
<th>To</th>
<th>Do</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select all text</td>
<td>Ctrl and A</td>
</tr>
<tr>
<td>Cut</td>
<td>Ctrl and X</td>
</tr>
<tr>
<td>Copy</td>
<td>Ctrl and C</td>
</tr>
<tr>
<td>Bold</td>
<td>Ctrl and B</td>
</tr>
<tr>
<td>Italics</td>
<td>Ctrl and I</td>
</tr>
<tr>
<td>Underline</td>
<td>Ctrl and U</td>
</tr>
<tr>
<td>Paste</td>
<td>Ctrl and V</td>
</tr>
<tr>
<td>Move the insertion point in text fields</td>
<td>Arrow keys</td>
</tr>
<tr>
<td>Move one word to the left at a time</td>
<td>Ctrl and left arrow</td>
</tr>
<tr>
<td>Move one word to the right at a time</td>
<td>Ctrl and right arrow</td>
</tr>
</tbody>
</table>
Troubleshooting

I can't pair my BlackBerry Mini Keyboard

Try the following actions:

- On your BlackBerry PlayBook tablet, check that the Bluetooth connection is turned on.
- Check that the LED notification light on your BlackBerry Mini Keyboard is flashing blue and red when you are pairing with the BlackBerry PlayBook tablet. If it isn't, press and hold the Ctrl key while turning on the BlackBerry Mini Keyboard.

If you previously paired your BlackBerry Mini Keyboard with your BlackBerry PlayBook tablet, try the following actions:

1. On the BlackBerry PlayBook tablet, delete the BlackBerry Mini Keyboard from the pairing list.
2. On the BlackBerry Mini Keyboard, clear the pairing list by pressing and holding the Ctrl key and the Backspace key for 6 seconds. Turn the On/Off switch off and on.
3. Pair the BlackBerry Mini Keyboard again.

My keyboard isn't charging

Try the following actions:

- Make sure the cable is connected correctly to the USB port.
- Make sure you are charging the BlackBerry Mini Keyboard with a BlackBerry Charger.

My touchpad isn't working

Your BlackBerry Mini Keyboard might be in sleep mode. Press any key to wake up the keyboard.

My password doesn't work

Caps lock might be turned on. Press the Shift key to turn off Caps lock.
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