

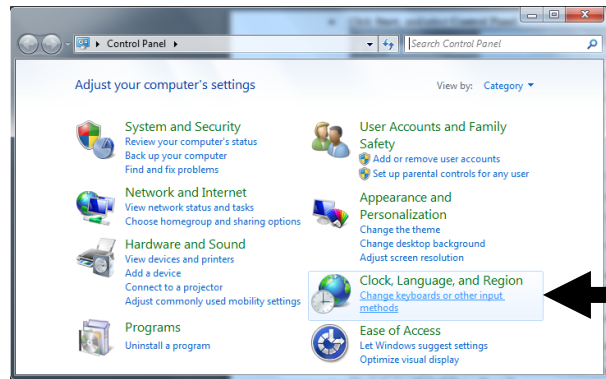
Dvorak Simplified

Changing Your Keyboard Settings

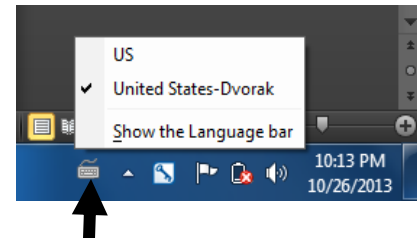
Changing the keyboard layout is a simple setting change in most operating systems.

Windows

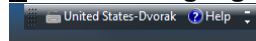
1. Click **Start**, and select **Control Panel**.
2. Select **Change keyboards or other input methods** (under Clock, Language, and Region)
3. Select the **Change keyboards...** button from the Text Services and Input Languages box.
4. Click **Add...**
5. In the Add Input Language box scrole down to your language of choice. For most in the United States this will be English (United States). **Click the box with the + sign** to the left of the desired language to expand the list. Do the same to the + box next to keyboard listed under your language.
6. Check the box **United States-Dvorak**.
7. Click **OK**.



Once a second keyboard/language has been setup in Windows a small keyboard icon will appear on the task bar. Hovering over it will show the current language layout (United States-Dvorak). Clicking the icon will display all keyboard options and allows you to toggle between them. US is the qwerty keyboard.

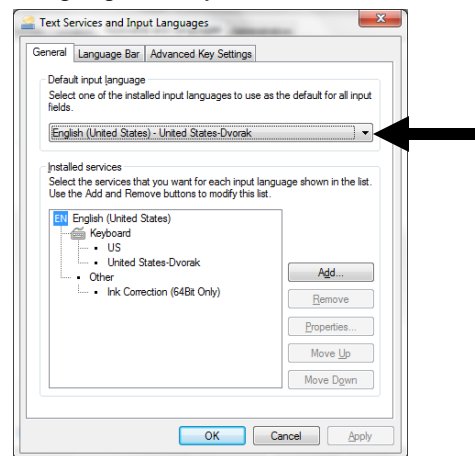


Show the Language bar option displays the small keyboard language bar.



Setting Dvorak as the Default Keyboard

- Back on the General tab of the Text Services and Input Languages box you can select the language you want defaulted. All installed language and keyboard combinations appear in the **Default input language** drop-down box.
- Click the down arrow and select the language and keyboard layout you want the system to automatically default to.



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Windows 8 (according to Microsoft User Materials)

If you **add a new language** to Windows, a default keyboard is also added so you can type in that language. If you don't want to use the default keyboard, you can add a different keyboard layout or an input method editor (IME) for entering text.

To add a keyboard layout for a language

1. Swipe in from the right edge of the screen, and then tap **Search**. (If you're using a mouse, point to the upper-right corner of the screen, move the mouse pointer down, and then click **Search**.)
2. Enter **language**, choose **Settings**, and then tap or click **Add a language**.
3. Choose the language that you want to add a keyboard layout to, tap or click **Options** next to the language name, and then tap or click **Add an input method**.
4. Browse the input method list or use the search box to look for the keyboard layout you want to use.
5. Double-tap or double-click the keyboard layout, and then tap or click **Save**.

To make a keyboard your default keyboard.

1. Swipe in from the right edge of the screen, and then tap **Search**. (If you're using a mouse, point to the upper-right corner of the screen, move the mouse pointer down, and then click **Search**.)
2. Enter language, choose Settings, and then tap or click **Add a language**.
3. Tap or click **Advanced settings**.
4. Under **Override for default input method**, choose the keyboard layout you'd like to be your default keyboard, and then tap or click **Save**.

Mac OS

1. Choose **Apple menu > System Preferences**
2. Click **Language & Region**
3. Click **Keyboard Preference**
4. Click the **+** sign under the selection box
5. Select **DV Dvorak**
6. Click **Add**
7. A small **DV** icon will appear on the top of the screen when using Dvorak. It is replaced with a small US flag when QWERTY is being used. Clicking the icon allows you to toggle between DV (Dvorak) and US (QWERTY).

Right or Left Hand Only Layouts

These same instructions can be used to setup the Dvorak – Left or Dvorak – Right layouts.

In Windows, replace the United States-Dvorak selection with United States-Dvorak for left hand or United States for right hand. In Mac OS, replace the Dvorak selection with Dvorak – Left or Dvorak – Right.

iPad and iPad Mini

Currently, Apple allows QWERTY, AZERTY and QWERTZ layouts for its onscreen (software) keyboard. It allows Dvorak along with a long list of other languages on external (hardware) keyboards. There are an endless number of external keyboards (hardware) available for iPads, iPads Minis and iPhones. These can all be converted to the Dvorak layout using the following steps.

Dvorak Simplified

1. Choose **Settings**
2. Choose **General**
3. Scroll and select **Keyboard**
4. **Choose Keyboards**
5. Choose **English**
6. Under Choose a Hardware Keyboard Layout: select **Dvorak**

Show picture of iPad and keyboard. And provide instructions on how to set up the external settings.



Android Devices

For Android cell phones you can download a Dvorak keyboard app.

1. Access Play Store
2. Select Apps
3. In the search field type Dvorak
4. Select Dvor
5. Scroll and select **Keyboard**
6. **Choose Keyboards**
7. Choose **English**
8. Under Choose Under Choose

Android supports user-installable keyboard layouts. Android 4.1 includes 27 international keyboard layouts including Dvorak. When you connect a keyboard, you can go to the Settings app and select one or more keyboard maps. When typing, users can switch between keymaps using a shortcut (ctrl-space).

Other Devices

We can't own and test every device. If you have one we don't cover and are willing to share the instructions, please email us at info@DvorakSimplified.com.