

Keystroke Index for the PC

Hold the Alt key while typing the numbers on the number pad. Make sure Number Lock is on.

grave accents

À = Alt + 0192
à = Alt + 0224
Ê = Alt + 0200
è = Alt + 0232
Ì = Alt + 0204
ì = Alt + 0236
Ò = Alt + 0210
ò = Alt + 0242
Ù = Alt + 0217
ù = Alt + 0249

acute accents

Á = Alt + 0193
á = Alt + 0225
É = Alt + 0201
é = Alt + 0233
Í = Alt + 0205
í = Alt + 0237
Ó = Alt + 0211
ó = Alt + 0243
Ú = Alt + 0218
ú = Alt + 0250

umlauts

Ä = Alt + 0196
ä = Alt + 0228
Ë = Alt + 0203
ë = Alt + 0235
Ï = Alt + 0207
ï = Alt + 0239
Ö = Alt + 0214
ö = Alt + 0246
Ü = Alt + 0220
ü = Alt + 0252

circumflex

Â = Alt + 0194
â = Alt + 0226
Ê = Alt + 0202
ê = Alt + 0234
Î = Alt + 0206
î = Alt + 0238
Ô = Alt + 0212
ô = Alt + 0244
Û = Alt + 0219
û = Alt + 0251

tildes

Ã = Alt + 0195
ã = Alt + 0227
Ñ = Alt + 0209
ñ = Alt + 0241
Õ = Alt + 0213
õ = Alt + 0245

other characters

Ç = Alt + 0199
ç = Alt + 0231
Ø = Alt + 0216
ø = Alt + 0248
ı = Alt + 0191
İ = Alt + 0161
ß = Alt + 0223
„ = Alt + 0132

Mac Users (all software)

To get accents on the Mac, hold down the Option key, and while holding it down, type the letter e; then release those keys and type the letter that you want the accent to appear on:

á = Opt + e, then a

é = Opt + e, then e

í = Opt + e, then i

ó = Opt + e, then o

ú = Opt + e, then u

For the ñ, hold down the Option key while you type the n; release and type n again.

ñ = Opt + n, then n

To place the diaeresis over the u, hold down the Option key while pressing the u key; release and type u again.

ü = Opt + u, then u

The inverted punctuation marks are achieved as follows:

¡ = Opt + 1

¿ = Opt + shift + ?

Microsoft Word (for PC only)

(vowels) - Control + ' (apostrophe) + vowel

ñ - Control + Shift + ~ (tilde) + n

¿ - Control + Shift + Alt + ?

¡ - Control + Shift + Alt + 1