

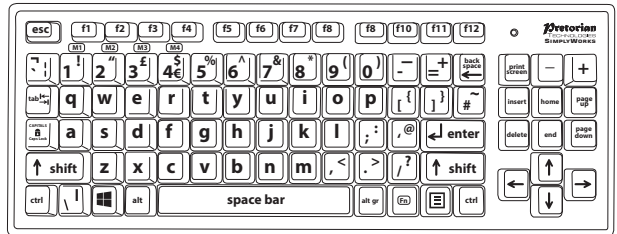
INSTRUCTIONS FOR USE

SimplyWorks® Keyboard

Pack Contents

Carefully check the contents of the box, which are:

- **SimplyWorks® Keyboard**
- **USB-C charging cable**
- **These Instructions for Use**



Product Description

SimplyWorks® Keyboard is a highly flexible wireless, large-key keyboard. It forms part of the unique and highly acclaimed **SimplyWorks®** range from Pretorian Technologies and incorporates many features to make typing easier for disabled users. It has a wireless range in excess of 10m (32'), allowing it to be used for classroom activities as well as by individual users.

A rechargeable lithium battery is built-in, making single-use batteries a thing of the past and reducing the total cost of ownership. The unit is charged from any USB socket using the supplied cable and with normal use goes many weeks between charges.

It may be paired with any **SimplyWorks®** receiver, typically either Receive or Receive:2.

The keys are 25mm (1") square and use a colour scheme to give the best contrast ratios which is backed up by RNIB research. An optional keyguard is available for users who may otherwise activate keys by mistake.

A full set of Function keys is included without needing to press multiple keys.

The Sticky Keys feature allows users to type using one finger even when multiple keys are required, for example Shift-A, Ctrl-C and Ctrl-Alt-Del can all be achieved with one finger. Users are also able to turn key repeat on and off easily from the keyboard itself.

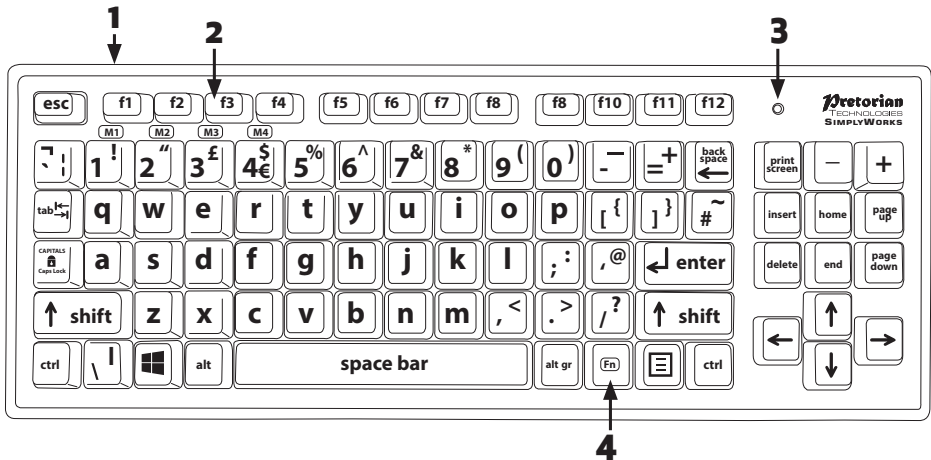
Uniquely among assistive keyboards, **SimplyWorks® Keyboard** has four user-defined Memory locations, each of which can store up to 30 keystrokes. These are typically used to store the user's name, email address or perhaps a favourite website, to allow them immediate access without manual entry, which can massively improve access for many users. Once programmed, all settings are preserved in memory even if the battery becomes flat.

SimplyWorks® Keyboard is available with many different key layouts for different geographic markets, as well as options for low-vision users. Please contact Pretorian or your local reseller for more information. Additionally, all units may be switched between standard and alphabetic (abc) layouts using special keystrokes.

As with all Pretorian products, we've packed in as much functionality as we can, so please take the time to read these instructions to get the most from your **SimplyWorks® Keyboard**.

Features

- **Full keyboard, including function keys.**
- **Large 1" (25mm) square keys.**
- **Compatibility with all modern devices and operating systems.**
- **Easy 'plug and play' installation (no additional drivers required).**
- **State of the art radio link with an interference free operating range exceeding 10 metres (32').**
- **Built-in lithium battery and charger.**
- **Unique Memory feature allows frequently used strings to be easily recalled.**
- **Key repeat can be turned on and off.**
- **Sticky Keys gives truly one-finger typing no matter what combination of keys may be required.**
- **Switchable between standard and alphabetic layouts (user must reorientate the keys).**
- **Manual power off for transportation.**



Compatibility

SimplyWorks® Keyboard and Receivers work with USB compatible computers including PCs, Macs, Chromebooks, Apple phones/tablets (via an adapter cable) and some Android phones/tablets (also via an adapter cable).

At Pretorian, we understand that drivers can be problematic, especially in maintained computer installations that are often used in schools and other public spaces, so we've designed all our products so they don't need them. Just plug and play – no drivers required!

Getting Started

Make sure your **SimplyWorks® Keyboard** is fully charged using the cable provided. Simply insert the USB-C plug into the corresponding socket [1] and plug the other end into a computer or charger socket. Once charging begins, the LED [3] lights green. When this LED goes out, charging is complete. For more information on battery charging, please see the relevant section below.

Pairing

Your **SimplyWorks® Keyboard** uses a unique addressing system to ensure that there is no interference from neighbouring units.

The keyboard transmits its data along with an address, and the Receiver unit only responds to that address. To function correctly, both the Keyboard and Receiver unit must use the same address. The process of negotiating an address is called 'Pairing' and once learned, both the Keyboard and Receiver units retain the information even if the battery becomes flat. To Pair the units, use the following procedure:

- 1 Plug the Receiver into an available USB socket on your device and place the Keyboard within one metre (three feet) of it.
- 2 Press the button on the Receiver unit. Its LED flashes slowly.'
- 3 Within 20 seconds, press the Fn button [4] and the 0 key (also marked Pair) at the same time. (Note that if you already have Sticky Keys turned on, you may instead press Fn first, release and then press Pair).
- 4 After a short period, the LED on both the Keyboard and the Receiver will light steadily for a few seconds, indicating that Pairing has been successfully completed. You are now ready to type.
- 5 If the LED on the Receiver stops flashing after around 30 seconds and does not light steadily, repeat the process from the beginning. If it is still not successful, please refer to the Troubleshooting section.

Keyboard Features

Many features have been included in your **SimplyWorks® Keyboard** to make typing easier for users with limited mobility. Please refer to the relevant sections below for more information:

Key Repeat

Most standard keyboards include key repeat. Keep any key pressed and after a short delay, the keystroke is repeatedly sent to the computer until it's released. Whilst this may be useful in some instances, it can be inconvenient in others. For this reason, **SimplyWorks® Keyboard** allows you to turn Key Repeat on and off.

As first supplied, Key Repeat is on. To turn it off, press the Fn button and the 8 key (also marked Repeat) at the same time. The LED [3] flashes twice to confirm that the feature has been turned off.

To turn it back on again, press Fn and Repeat again. The LED flashes once to confirm it's back on again.

(Note that if you already have Sticky Keys turned on, you may instead press Fn first, release and then press Repeat).

Sticky Keys

Keyboards with a standard layout are designed for two-handed use, which can prove particularly challenging for disabled users, especially when it's necessary to type a key while a 'modifier' key (Shift, Alt, Ctrl, or Windows) is pressed.

Sticky Keys is a feature that enables the user to overcome this difficulty. If, for example, the user needs to type Shift-A, with Sticky Keys turned on they can instead type Shift with one finger, release, and then type A. The keyboard sends nothing when Shift is pressed, but instead remembers it until the A is pressed and then sends Shift-A. The 'sticky' Shift key is then cancelled*.

Multiple modifier keys can be typed in any combination if necessary and are all remembered until the next typed character key is pressed. For example, if the user needs to type Ctrl-Alt-Del, first press Ctrl, release, then Alt, release, and finally Del. The keyboard sends Ctrl-Alt-Del and cancels Ctrl and Alt*.

If the user accidentally presses a modifier key, this may be undone simply by pressing it again.

SimplyWorks® Keyboard is supplied as standard with Sticky Keys turned off. To turn it on, press the Fn button and the 9 key (also marked Sticky) at the same time. The LED [3] flashes once to indicate the feature is now on.

To turn Sticky Keys off, repeat the same combination, either press the Fn button and the 9 key at the same time, or press them in turn (since Sticky Keys is on). The LED [3] flashes twice to indicate the feature is now off.

The following keys may be Sticky Keys:

- **Shift (↑).** There are two Shift keys on the Keyboard.
- **Ctrl**
- **Alt**
- **Alt Gr**
- **Windows (Command on a Mac)**
- **Fn**

The inclusion of the Fn key as a sticky key is an important consideration for disabled users, since it empowers them to access the full feature set of the keyboard, including all of the special features, using one finger. This can prove particularly beneficial when using a head stylus to type.

*Note that the arrow keys (↑, ↓, ←, →) DO NOT cancel sticky keys. This permits the user to highlight text using Shift and then navigate the cursor using the arrow keys. Press Shift again when all the required text is highlighted.

Using Memory Locations

SimplyWorks® Keyboard has four independent Memory locations, each of which can store up to 30 keystrokes. These are typically used to store the user's name, an email address, a favourite website, or even an emoji such as :o) to allow them immediate access without laborious key entry.

To access Memory location number one, press the Fn key and the 1 key (also marked **M1**) at the same time. The contents of Memory location 1 will then be sent to the computer. (If you have Sticky Keys turned on, you may instead press Fn first, release and then press 1).

Memory locations 2, 3 and 4 may be accessed in a similar way, by pressing Fn and 2, 3, or 4 (also marked **M2**, **M3** and **M4**).

Programming Memory Locations

Before beginning to use the Memory locations, you will need to program them with your own requirements. To program Memory location 1, press and hold Fn and the 1 key for five seconds, until the LED [3] starts to flash. (If you have Sticky Keys turned on, you may instead press Fn first, release and then press 1 for five seconds).

You may then enter your chosen string of characters. Any typed characters are permitted. Modifier keys don't count in the total, so Shift-a to get A counts as a single keystroke. For example, Hello@pretoriantech.com requires a capital H and an @ symbol, both of which are shifted characters. Nevertheless, this string requires 23 locations in memory. Please note that in some cases you may wish to add Enter on the end of the string.

The first time you press a key after going into Programming mode, the whole of the previous contents of that memory location are erased. If you went into Programming mode by mistake, press Fn and Esc for two seconds to quit without overwriting the existing contents of the memory. (If you have Sticky Keys turned on, you may instead press Fn first, release and then press Esc for 2 seconds).

Once you enter the 25th character, the LED [3] begins to flash quickly to indicate that you only have five locations left in the memory. If you fill all 30 locations, the Keyboard automatically drops out of Programming Mode, and the contents are saved to memory.

Otherwise, once you have entered all the text you require, press Fn and Esc for two seconds to quit and save the memory contents. The LED will stop flashing.

A similar process can be followed to program Memory locations 2, 3 and 4 using Fn and keys 2, 3 and 4.

Switching Layouts

Your keyboard has been supplied with the standard layout for your region (e.g. qwerty, azerty etc) but it can be switched to alphabetic (abc) layout at any time. If you choose to do so, you will need to manually swap the keys around. Please refer to the separate instruction sheet on how to do this.

To switch the unit, press and continue to hold Fn and 5 for eight seconds. The LED [3] blinks repeatedly during this time as confirmation. When the full eight seconds has elapsed, the LED will stay lit until you release. The change takes place immediately.

(Note that if you already have Sticky Keys turned on, you may instead press Fn first, release and then press 5 for eight seconds).

To switch the unit back again, repeat the above operation.

Manual Sleep

Although **SimplyWorks® Keyboard** automatically goes to sleep when it's not being used to save battery power, it does so in such a way that typing on any key immediately wakes it up. The user will not even be aware that this has happened.

It is sometimes useful to be able to put the unit to sleep manually in such a way that only a specific key sequence will wake it back up again. This prevents unintended wake-up due to keys being pressed, for example when being transported in a vehicle.

To put the keyboard to sleep manually, press Fn and 7 for three seconds, after which the LED [3] lights to confirm. The LED is extinguished as soon as you've released the keys and it then enters low-power sleep mode.

To wake it back up again, simply press the 7 key (only) for one second. The LED blinks and the unit resumes normal operation. No other key or combination of keys will wake the unit.

SimplyWorks® Ecosystem

SimplyWorks® is a complete ecosystem of wireless products from Pretorian Technologies, all purpose designed for disabled and early-years users. All **SimplyWorks®** receivers can support up to six simultaneous connections with other **SimplyWorks®** transmitters.

In a single-user use-case, this can prove useful in including a 'mouse equivalent' such as a Joystick or Trackball and/or SimplyWorks® switches to give larger left and right click, or to give access to switch adapted apps.

In a multi-user use-case, such as a classroom with an interactive whiteboard, up to six keyboards may be used, perhaps one per table, to enable class-wide interaction.

The possibilities are almost endless. Please refer to <https://www.pretoriantech.com/simplyworks/> for more information, or scan the adjacent QR code.



Battery Charging

Your **SimplyWorks® Keyboard** is fitted with a state-of-the-art lithium-ion battery and charger. With average usage, the unit will operate for several months from a single charge. When the battery charge is getting low, the LED [3] blinks red when you first start typing. This is an indication that it's time to charge the battery.

Locate the supplied charging cable and plug it into the charging port on the rear of the Keyboard and then into a USB socket on a computer or charging plug. The LED lights green to show that charging has started and will be extinguished once fully charged.

Charging a battery that is completely flat takes about two hours and you can continue using the Keyboard throughout the charging period, even from completely flat. Once fully charged, you may unplug the charging cable.

Should you mislay your charger cable, replacements can be purchased either from a Pretorian reseller or any electronics or on-line retailer. You should request a 'USB-A to USB-C cable' (or USB-C to USB-C if your charger also uses USB-C). Note that the Keyboard plugs into a computer USB port for charging purposes only and no functional connection is made between the two devices.

Maintenance

Your **SimplyWorks® Keyboard** has no user serviceable parts. If repair becomes necessary, the unit should be returned to Pretorian Technologies or an authorised supplier.

SimplyWorks® Keyboard contains a rechargeable lithium-ion battery that isn't user replaceable. Although the unit uses the very latest battery and charging technology, it may eventually need to be replaced, in which case it should be returned to Pretorian Technologies or an authorised supplier. Disposal of batteries is often subject to local laws. Please consult your local authorities for information relating to your locale. Never dispose of a battery in fire.

Warranty

SimplyWorks® Keyboard is warranted for two years against defects in manufacture or component failure. The unit is designed for use in domestic, educational, health and commercial applications. Use outside these areas is not authorised and will invalidate the warranty. Unauthorised repair or modification, mechanical abuse, exposure to any liquid or connection to incompatible equipment will also invalidate the warranty.

SimplyWorks® Keyboard is not authorised for use with safety critical, mission critical or life-sustaining apparatus of any kind.

Troubleshooting Guide

If your **SimplyWorks® Keyboard** does not operate correctly, please use the following guide to determine the cause. If, after following this guide, your unit still does not operate, please contact your supplier before returning it.

Symptom	Possible Cause/Remedy
No keys appear when I type	• Battery is flat. Refer to Charging section. • Keyboard not paired with Receiver. Refer to Pairing section. • Check Receiver is correctly plugged into the computer. • Keyboard may have been put to sleep manually. Press 7 for 1 second to wake.
Keystrokes don't always appear	• Keyboard is too far from Receiver. Move closer. • Also check for metal obstructions or sources of electrical interference such as wi-fi routers and mobile phones. • Battery is almost flat. Refer to Charging section.
Keyboard will not Pair	• Ensure the Keyboard is within 1m (3 feet) of the Receiver during pairing • Check battery and charge if flat.
The keys I see on screen do not correspond with the keys I type	• Layout Setting does not correspond with the physical key layout. Refer to Switching Layouts section.

Technical Specifications

Radio transmission frequency: 2.402- 2.468 GHz

Radio transmission power: 0 dBm

Ingress rating: IP30

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Product
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