**SPANISH CODES for typing:**

**How to type accents and symbols in WINDOWS:**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Vowel** | | **ALT Code** | **Vowel** | | | **ALT Code** | | **Symbol** | | **ALT Code** |
| **Á** | | ALT+0193 | **á** | | | ALT+0225 | | **¿** | | ALT+0191 |
| **É** | | ALT+0201 | **é** | | | ALT+0233 | | **¡** | | ALT+0161 |
| **Í** | | ALT+0205 | **í** | | | ALT+0237 | | **º** | | ALT+0186 (Masculine Ordinal) |
| **Ó** | | ALT+0211 | **ó** | | | ALT+0243 | | **ª** | | ALT+0170 (Feminine Ordinal) |
| **Ú** | | ALT+0218 | **ú** | | | ALT+0250 | | **«** | | ALT+0171 (Left Angle Quote) |
| **Ñ** | | ALT+0209 | **ñ** | | | ALT+0241 | | **»** | | ALT+0187 (Right Angle Quote) |
| **Ü** | | ALT+0220 | **ü** | | | ALT+0252 | |  | |  |
| **For a Mac:** | | | | | | | | | | |
| **Vowels:** | Type **Option+E**, then the vowel.  For instance, to type **á** hold down **Option+E**, then type lowercase **A.**  To type **Á,** hold down **Option+E**, then type capital **A**. | | | | | | | | | |
| **Ñ,ñ** | Type **Option+N**, then either lowercase **N** for **ñ** or capital **N** for **Ñ.** | | | | | | **Ü, ü** | | Type **Option+U**, then either lowercase **U** for **ü** or capital **U** for **Ü.** | |
| **¿** | **Shift+Option+?** | | | **¡** | **Option+1** | | **«, »** | | **Option+\**   **Shift+Option+\** (Double Angle Quotes) | |

**FRENCH CODES for typing**

|  |  |
| --- | --- |
| **On a Windows machine**  To create accented letters and special characters, Windows programs use the **"Alt" key** **in combination with a number code entered using the keypad to the right of the main keyboard**. For example, to create an ò ( o with an accent grave), hold down the Alt key and enter the code 0210 on the keypad. Upon release of the Alt key the character will be entered on the screen.  Windows "Alt" codes for accented letters used in French are shown in the table below. | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | ACCENT GRAVE: à, è, ì, ò, ù, À, È, Ì, Ò, Ù | à = 0224 À = 0192 | è = 0232 È = 0200 | ì = 0236 Ì = 0204 | ò = 0242 Ò = 0210 | ù = 0249 Ù = 0217 | | ACCENT AIGU: é, É |  | é = 0233  É = 0201 |  |  |  | | CIRCONFLEX: â, ê, î, ô, û, , Ê, Î, Ô, Û | â = 0226 Â = 0194 | ê = 0234 Ê = 0202 | î = 0238 Î = 0206 | ô = 0244 Ô = 0212 | û = 0251 Û = 0219 | | TRÉMA: ä, ë, ï, ö, ü | ä = 0228 | ë = 0235 | ï = 0239 | ö = 0246 | ü = 0252 | | CEDILLA: ç / Ç | ç = 0231 Ç = 0199 |  |  |  |  | | |
|  |  |

|  |  |
| --- | --- |
| **On a Macintosh**  To create accented letters and special characters  on a Macintosh, use the **"option" key in combination with another key on the keyboard BEFORE you type the letter the accent goes on.**  For example, to create an à (a with an Accent grave), hold down the [option] key and press [`], then release those two keys and type the "a" | |
| ACCENT GRAVE: à, è, ì, ò, ù, À, È, Ì, Ò, Ù | Option + [~], then letter |
| ACCENT AIGU: é, É | Option + [e], then letter |
| CIRCONFLEX: â, ê, î, ô, û, , Ê, Î, Ô, Û | Option + [i], then letter |
| TRÉMA: ä, ë, ï, ö, ü | Option + [u], then letter |
| CEDILLA: ç / Ç | Option + [c] / Option + Shift + [c] |

**German Codes for typing**

