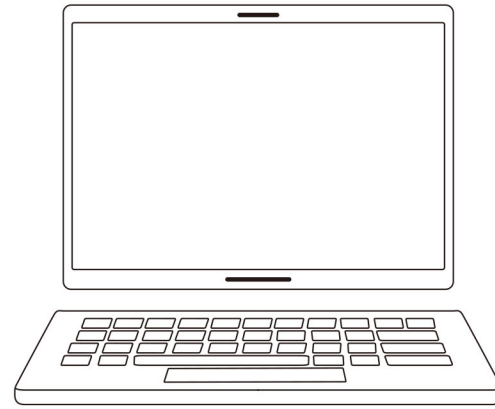


# Surface 无线键盘使用说明书



包装内含: 说明书x1 蓝牙键盘x1 USB充电线x1

## 产品型号规格

- 1. 蓝牙标准: 5.0
- 2. 有效操作距离: 10米内
- 3. 调制方式: GFSK
- 4. 工作电压: 3.0-4.2V
- 5. 工作电流: < 2.5mA
- 6. 待机电流: < 0.3mA
- 7. 睡眠电流: < 40uA
- 8. 待机时间: > 100天
- 9. 充电时长: 2-3小时
- 10. 可持续工作时长: > 35小时
- 11. 锂电池寿命: 3年
- 12. 按键力度: 80±10g
- 13. 按键寿命: 500万次点击
- 14. 工作温度: -10°C~+55°C

## 入门指南

- 蓝牙指示灯: 进入配对模式后, 指示灯闪烁, 连接成功后熄灭。
- 大小写指示灯: 当键盘处于大写输入状态时, 指示灯亮。
- 弱电指示灯: 指示灯闪烁, 提示需要充电。
- 充电指示灯: 充电时长亮, 充满后熄灭或亮绿灯。
- 开关机按钮: 长按3秒开机, 长按3秒关机
- 复位按钮: 当按任何键无反应时用针捅破此处并下压
- USB Type C 充电接口: 弱电指示灯闪烁时, 请将原装配件USB充电线插入此口进行充电

## 蓝牙键盘连接操作步骤

1. 长按开机键3秒后, 蓝牙指示灯、大小写指示灯、弱电指示灯同时长亮1秒后熄灭 (部分机型开机时自动进入配对, 如当前机型没有进入配对则手动按 FN+🔌 进入配对)
2. 打开并解锁平板, 点击“设置”图标。



3. 在设置窗口中, 找到设备并进入。



4. 系统中选中蓝牙, 并在右边开启蓝牙后点击“添加蓝牙或其他设备”, 点击蓝牙功能搜索附近蓝牙设备。



5. 点击找到的蓝牙键盘: Bluetooth Keyboard, 设备自动连接, 蓝牙指示灯熄灭。



6. 关闭连接页面后就可以正常使用。



当已连接过的设备未回连成功或已连接成功后再次进入配对时, 先删除前主机上对应蓝牙键盘已配对过的设备名称, 再将主机蓝牙关闭并重新打开, 进入配对模式进行连接。

## 键盘快捷功能键说明

静音	音量减	音量加
播放/暂停	上一曲	下一曲
搜索	共享	无线
设置	Fn 辅助功能	触摸开关
背光开关	颜色变换	蓝牙配对
全选	输入法切换	截屏

注: 背光版本的键盘才有此按键

颜色调节: 直接单击, 共7种颜色循环

亮度调节: Fn组合按键, 共3档亮度循环

## 触控板功能操作说明

### 一、鼠标功能实现

触控板功能	鼠标功能	手指操作示意图	手指动作
移动	移动光标		滑动手指
单指快速点击	鼠标左键		单指敲击
双指点击	鼠标右键		双指敲击
单指快速双击	左键双击		单指快速双击
单指快速双击不松拖动	左键选中目标拖动		单指快速双击不松拖动
双指垂直移动	中键垂直滚动		双指垂直移动
双指水平移动	中键水平滚动		双指水平移动

## 二、快捷键功能实现

手势	手指操作示意图	功能说明
放大		放大目标, 类似于按住Ctrl键滚动鼠标滚轮
缩小		缩小目标, 类似于按住Ctrl键滚动鼠标滚轮
三指点击		Win+S组合键(打开Cortana)
四指点击		Win+A组合键(打开Action+Center)
三指左划		Alt+Shift+Tab组合键(活动窗口切换)
三指右划		Alt+Tab组合键(活动窗口切换)
三指上划		Win+Tab组合键(打开任务浏览窗口)
三指下划		Win+D组合键(显示桌面)
从左边缘向右滑		Win+Tab组合键(打开任务浏览窗口)
从右边缘向左滑		Win+A组合键(打开Action+Center)
从上边缘向下划		Win+I组合键(缩小打开的窗口)
从下边缘向上滑		Win+B组合键(显示隐藏任务栏)

## 注意:

1. 在长期不使用时, 我们建议关闭键盘, 以延长电池的寿命。
2. 为了获得更长的电池使用寿命, 建议电源灯闪烁时才给键盘充电, 每次充电时间最好不少于2小时。

## 节能休眠模式

当键盘15分钟无操作指令将会进入休眠模式, 键盘电源指示灯将会关闭, 需要使用时, 只需要按任意键并等待5秒, 键盘将会启动, 电源指示灯将再次点亮。

## 故障清理

1. 确定已开启电源
  2. 确定键盘在可操作的距离范围内
  3. 确定电池蓄有电量
  4. 确定平板电脑的蓝牙设置已打开
  5. 确定无线键盘和蓝牙连接
  6. 确定无线键盘与蓝牙已配对
- 按下电源开关不工作后, 先给键盘充电, 然后重置再开机

## 清洁

用清水, 酒精或类似酒精的消毒剂清洁键盘。

## 充电

当电池电量低时, 低电量指示灯会不断闪烁, 这时需给键盘充电

1. 将原装附件USB线Type C端连接到键盘上的充电接口
2. 将USB线A端连接到电源适配器或电脑USB接口(电源适配器不包括)
3. 键盘充电过程中, 充电指示灯会长亮, 充满后熄灭或亮绿灯

# 保修卡

## 用户填写资料

公司或个人全称 \_\_\_\_\_

通讯地址 \_\_\_\_\_

电话 \_\_\_\_\_ 邮编 \_\_\_\_\_

所购产品名称及型号 \_\_\_\_\_

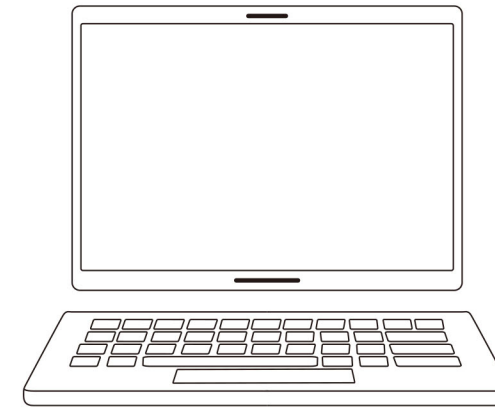
购买日期 \_\_\_\_\_

本有限质保不涵盖由于以下原因导致的问题或损坏:

- (1) 意外事件、误用、操作不当或任何未经授权、改装或者拆卸;
- (2) 操作或维护不当, 使用过程中违反产品说明或连接不适当的电源;
- (3) 或者使用并非本公司提供的消耗品 (如备用电池), 但适用法律禁止此类限制的情况除外。



# Surface Wireless Keyboard User Manual



Package included: Instruction manual\*1 Wireless keyboard\*1 USB charging cable\*1

## Product Specifications

1. Bluetooth 5.0 Interface Standard
2. Operating Distance Available: 10 meters
3. Modulation System: GFSK
4. Operating Voltage: 3.0-4.2V
5. Working Current: <2.5 mA
6. Standby Current: <0.3mA
7. Sleeping Current: <40uA
8. Standby Time: >100 days
9. Charging Time: 2-3 hours
10. Sustainable Working Time: more than 35 hours
11. Lithium Battery Life: 3 years
12. Key Strength: 80±10g
13. Key Life: 5 Million Stroke
14. Operating Temperature: -10°C~55°C

## Getting Started Guide

- Bluetooth connection indicator: The indicator will flash after entering the Bluetooth pairing mode, and will be off after connecting successful.
- Caps indicator light: When the keyboard is in uppercase input state, the indicator light is on.
- Weak current indicator light: The indicator light flashes, indicating that it needs to be charged.
- Charging indicator light: It will light up when charging, and turns off or lights up green when fully charged.
- ON/OFF button :press keep 3 seconds to on ,and press keep 3seconds to off.
- Reset key :When no button is pressed, use a needle to pry it here and press down.
- USB TYPE C Charging Dock : When the low battery lights on, please use the Original charging cable to charger it.

## Bluetooth Keyboard Connection Procedure

1. Press and hold the power button for 3 seconds, the Bluetooth indicator, CapsLock indicators, and weak current indicator will stay on for 1 second and then off. (Some models automatically enter pairing when they are turned on, if the current model does not enter , manually press FN+🔌 to enter the pairing)
2. Open and unlock your device and click on the "Settings" icon.



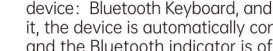
3. In the settings menu, click on the "devices" menu.



4. Select Bluetooth in the system, turn on Bluetooth on the right and click "Add Bluetooth or other device", and click the Bluetooth function to search for nearby Bluetooth devices.



5. Discover the Bluetooth keyboard device: Bluetooth Keyboard, and click on it, the device is automatically connected, and the Bluetooth indicator is off.



6. It can be used normally after closing the connection page.



When the connected device fails to connect back or enters the code matching again. First delete the device name corresponding to the paired Bluetooth keyboard on the current tablet, then turn off the tablet Bluetooth and turn it on again, enter the pairing mode to connect.

## Keyboard shortcut function description

静音	Mute	音量减	Volume-	音量加	Volume+
播放/暂停	Play/Pause	上一曲	PreTrack	下一曲	NextTrack
搜索	Search	共享	Sharing	无线	Wireless
设置	Set Up	Fn 功能键	Function Key	触摸板开关	Touch Pad Switch
背光开关	Backlight Switch	颜色转换	Colors Conversion	蓝牙配对	Bluetooth pairing
全选	Select all	输入法切换	Input method switch	截屏	Screen capture

Note: This key is only available on the backlit version of the keyboard.

Color adjustment: direct click, a total of 7 color cycles.

Brightness adjustment: Fn combination button, a total of 3 brightness cycle.

## Touchpad Operating Instruction

### 1. Touchpad Operating Function Description

Touchpad function	Mouse function	Finger Schematic	Finger movement
Move	Move the cursor		Swipe your finger
Quick click with one finger	Left mouse button		Click with one finger
Two-finger click	Right mouse button		Two-finger click
Quick double-tap with one finger	Double-tap with one finger		Quick double-tap with one finger
Quickly double-click and drag with one finger	Left click to select the target and drag		Quickly double-click and drag with one finger
Two fingers move vertically	Middle button vertical scroll		Two fingers move vertically
Two fingers move horizontally	Middle button horizontal scroll		Two fingers move horizontally

## 2. Touchpad gestures

Gesture	Finger schematic	Function Description
Enlarge		Enlarge goal, similar to holding down Ctrl key and scroll mouse wheel
Narrow		Narrow target, similar to holding down Ctrl key and scroll mouse wheel
Three-finger click		Win + S key combination (open Cortana)
Four-finger click		Win + A key combination (Open Action + Center)
Three fingers left draw		Alt + Shift + Tab key combination (active window switch)
Three fingers right-zoned		Alt + Shift + Tab key combination (active window switch)
Three fingers up plan		Win + Tab key combination (Open Task browser window)
Three fingers draw down		Win + D key combination (show desktop)
From left edge to right plan		Win + Tab key combination (Open Task browser window)
From right to left draw edge		Win + A key combination (Open Action + Center)
Draw down from top edge		Win + I key combination (narrow open window)
Draw upward from lower edge		Win + B key combination (show hide the taskbar)

## Attention

1. When not use for long time, suggest to close keyboard, in order to prolong battery lift.
2. In order to get longer battery lift ,charging before keyboard power light flashes, charging time must be better more than 2hours.

## Energy saving sleep mode

When keyboard not use will be enter sleep mode after 15minutes, keyboard indicator will off, press any key 5s to wake it up when need use again ,then keyboard indicator will turn on .

## Troubleshooting

1. Make sure the power is turned on
  2. Ensure keyboard operable distance
  3. Make sure the battery has power
  4. Ensure the device's Bluetooth was turned on
  5. Ensure the wireless keyboard was connected with the Bluetooth
  6. Ensure the wireless keyboard paired successfully
- After press power switch and it not working , charging the keyboard at first then reset it and turn on again.

## Cleaning

Washing, alcohol or a similar cleaning agent decontamination keyboard

## Charging

When battery is low, the power indicator blinking, means need to charge the keyboard

1. Connect Genuine Parts USB cable B port to keyboard cradle.
2. Connect USB cable A port to power adapter or computer USB port .
3. When the keyboard is charging, the charging indicator will be on for a long time, and then it will turn off or turn on in green when it is fully charged.

# Warranty Card

## User information

Company or personage full name \_\_\_\_\_

Contact address \_\_\_\_\_

TEL \_\_\_\_\_ Zip \_\_\_\_\_

The purchased product name and model NO. \_\_\_\_\_

Purchased date \_\_\_\_\_

This reason due to the product broken and damage is not include on the warranty  
(1) Accident, misuse, improper operation, or any unauthorized repair, modified or removed.  
(2) Improper operation or maintenance, when operation violation of the instructions or connection unsuitable power supply.  
(3) Or use consumables that are not provided by the company (such as spare batteries), unless applicable laws prohibit such restrictions.



# FCC Caution

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Any Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

**Note:** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:  
-Reorient or relocate the receiving antenna.  
-Increase the separation between the equipment and receiver.  
-Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.  
-Consult the dealer or an experienced radio/TV technician for help.

The device has been evaluated to meet general RF exposure requirement. The device can be used in portable exposure condition without restriction.