

PCD MALTRON

Ergonomic Keyboard Specialists

Keyboard User Guide



Head/Mouth Stick Keyboard

**SINGLE FINGER or
HEAD/MOUTH STICK
KEYBOARD & KEY
GUARD**

PCD Maltron Keyboards

Important contact information for sales & service:

Manufacturer & Supplier

PCD Maltron Ltd

Castlefields

Stafford

ST16 1BU

ENGLAND

Tel: +44 (0) 845 230 3265

Fax: +44 (0) 845 230 3266

Email: sales@maltron.co.uk

Web: www.maltron.com

Key Guard

A key guard is supplied with this keyboard to prevent accidental key strokes arising from spasticity or some other problem.



Key Guard fitting

The key guard is attached by means of two Velcro straps fixed top and bottom through the strap location holes and joined at the back.

Setting up your Maltron Keyboard

The USB cable supplied loose with the keyboard will need to be connected. It has a standard USB (Universal Serial Bus) Type A plug at each end. It should be plugged in to the socket on the keyboard. Connect the other end into a USB socket on the computer and arrange the keyboard to suit your preferred position.

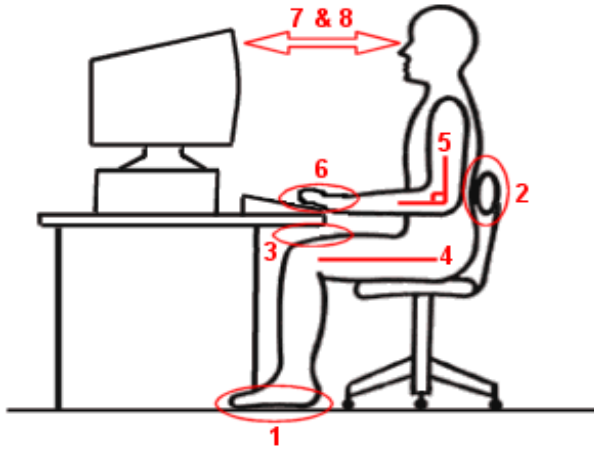
After plugging in the Maltron keyboard, switch on the computer. The keyboard should light up with a green light – indicating that the keyboard has power.

The keyboard is ready to use.

It is recommended before an operator uses the keyboard, they study the following posture guidance information and also familiarise themselves with the special layout and the reasons for it.

THERE ARE NO SOFTWARE DRIVERS TO INSTALL

Posture Guidance



Key Features for Single Finger Use

1. Feet flat on floor or on a foot rest
2. Backrest supporting lumbar area
3. Sufficient leg room under desk
4. Thighs parallel to the floor
5. Upper arm at right angle to lower arm
6. Neutral wrist position
7. Top of monitor at or slightly below eye level
8. Monitor at arm's length distance

Key Features for Head/Mouth Stick Use

1. Feet flat on floor or on a foot rest
2. Backrest supporting lumbar area
3. Sufficient leg room under desk
4. Thighs parallel to the floor
5. Top of monitor at or slightly below eye level
6. Keyboard at pointer distance
7. Monitor at a comfortable distance

The keyboard may be mounted either below or to the side of the monitor as preferred.



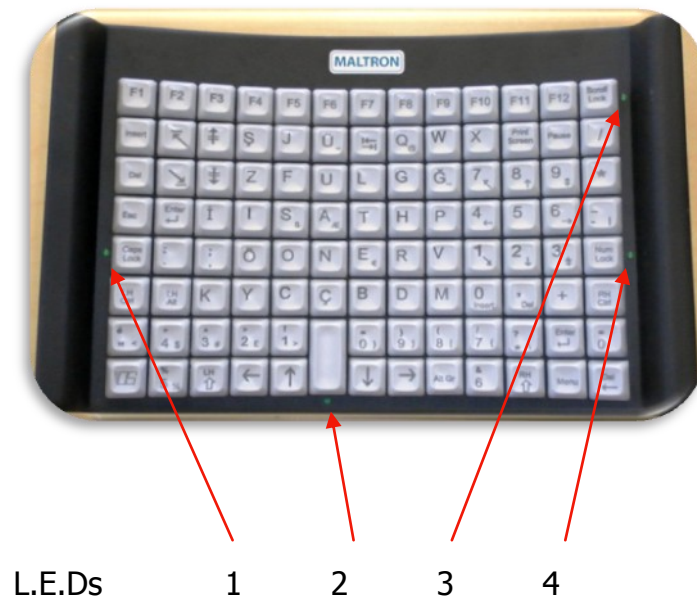
Blue = Alt GR
Green = Shift

TURKISH HEAD/MOUTH STICK KEYBOARD LAYOUT 14-9-2011

PCDMALTRON
Ergonomic Keyboard Specialists

F1	Insert	Del	Esc	Caps Lock	LH Ctrl	é	µ	<	4	+	%	OS	5	½
F2	↵	↵	Enter	;	LH Alt	^	3	#	3	^	LH	↵	↵	↵
F3	↵	↵	ı	;	K	!	2	#	2	!	£	↵	↵	↵
F4	Ş	Z	I	Ö	Y	!	2	£	1	!	1	>	↵	↵
F5	J	F	S	O	C	;	1	>	↵	↵	↵	↵	↵	↵
F6	Ü	U	A	N	Ç	=	0	}	9)	0	↵	↵	↵
F7	↵	L	T	E	B	=	0	}	9)	0	↵	↵	↵
F8	Q	G	H	R	D	(8	[7	{	&	AltGr	↵	↵
F9	W	Ğ	P	V	M	(8	[7	{	&	AltGr	↵	↵
F10	X	7	4	1	0	/	7	{	*		↵	↵	↵	↵
F11	Print Screen	8	5	2	,	?	*		↵	↵	↵	↵	↵	↵
F12	Pause	9	6	3	+	Enter	↵	↵	↵	↵	↵	↵	↵	↵
	Scroll Lock	/	*	-	Num Lock	RH Ctrl	=	0	Del	↵	↵	↵	↵	↵

Single Finger or Head/Mouth Stick Keyboard



Indicators

There are 4 LED indicators grouped centrally below the number pad on the keyboard. These indicate keyboard settings.

LEDs from left to right

1. Caps Lock
2. Power Indicator
3. Scroll Lock
4. Number Lock

Setting up the Workstation for Single Finger use.

It is important that the workstation is set up correctly, and that the operator is able to work in a position which is comfortable and which does not cause a long-term health risk.

Sitting in a slumped position can cause back pain, even long-term injury. Therefore a "neutral" position should be set up to avoid placing unnecessary strain on the nerves, muscles, tendons, ligaments and bones.

Seat height should allow feet to rest flat while maintaining 90 ° angles at hips.

The chair can be too high and the monitor too low. If after adjustment, the undersides of the thighs are compressed, a foot rest may be needed. The backrest should support the lower back. Remove armrests if they get in the way.

A suitable adjustable monitor arm will allow you to alter the height and tilt of the screen, and meet the recommended distance of screen to eye (22-26" or 50-70cm). Closer than this will cause eye strain. Correct tilting will help eliminate glare.

There should be nothing between you and the keyboard. Use a document holder if you refer to documents while typing. This should be positioned at the same height and distance as your monitor.

Ensure adequate breaks are taken, don't sit in the same position for long periods.

Setting up the Workstation for Head/ Mouth Stick use.

When used in this mode provision is made for this keyboard to be mounted on a separate adjustable arm. Using 4mm x 12mm screws (provided), at the standard 100mm square VESA formation.

Training

The operator should take time to become familiar with the keyboard's special layout and the reasons for it.

Service and Maintenance Information

Common Problems

1. When using your keyboard for the first time, make sure the computer is plugged into an AC power source !
2. Make sure your keyboard is securely plugged into a PC/ Laptop, turned on and the power indicator light is lit. Check that pressing the Num Lock key turns the Num Lock light on or off. This confirms communication between the keyboard and the computer.
3. If it is necessary to check operation in detail disconnect any other USB devices and then restart your computer. Select a word program and test letter and number key operation.

Reporting faults

If you are unable to resolve a fault please contact your I.T. support staff who in turn will contact the supplier.

Maltron keyboard Warranty

Please refer to the technical guide for assistance

Single Finger or Head/Mouth Stick Keyboard

The letter allocation to the keys is based on a careful analysis of movement and sequential operation to minimise total movement.

A new letter layout has been developed to give the smallest amount of physical movement. It has the basic concept of a rotary action starting from the space key (17% of key stroke). At the centre of the bottom row and returning to it at the end of the word.

The number row is split either side of the space key. The figure 1 is immediately left of space and counting continues to the left to 4, 5 is below 4, while 6 is in a matching right hand position and is below 7.

The sequence continues towards the left to place 0 to the right of space. This arrangement ensures that the most used figures 1 & 0 require the least movement.

A layout diagram is provided for reference.

Articulated Arm (Not supplied)

The keyboard may be mounted on an articulated arm, which means that it can be positioned to give greatest ease of use at a height and position to suit the needs of the operator.

The keyboard has standard 100mm monitor mounting holes with 4mm internal nuts for fixing the arm.

The screws provided ensure that they do not project more than 10mm into the keyboard.

The keyboard may then be set to suit the preferred operating position.