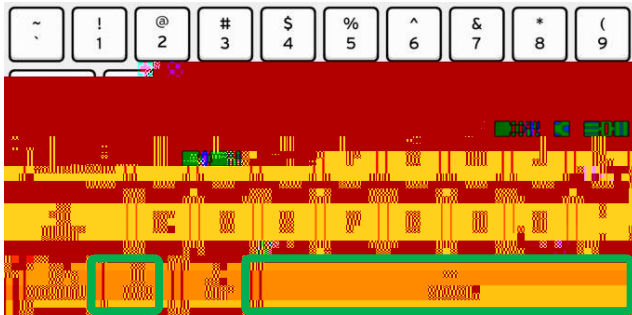


Unexpected characters when inputting keys

If you press	And get
[SHIFT] [3] for a hash (#)	Pound sign (£)
[SHIFT] [2] for an at sign (@)	Double quotation mark (")
Backslash (\)	Hash (#)

You may have the wrong keyboard type selected in Windows...

Hold down the **Windows** key and press the **spacebar**.



A language selector should appear.

While continuing to hold down the Windows key, select **English (Australia)**

DO NOT USE English (United Kingdom)



NOTE: Some language subjects (e.g., Japanese) may require another keyboard type selected to enable characters to be inputted in that language set. Your teacher will advise you if this is required.

If you need to add a keyboard type

Windows 11

1. Click the Start button (bottom-left corner)
2. Click on the Settings (cog) icon (see All Apps if not available)
3. On the left panel, Click the Time & Language tab
4. Click on Language & region
5. Click on Add a language
6. Add English (Australia)

Windows 10

1. Click the Start button (bottom-left corner)
2. Click on the Settings (cog) icon (left panel)
3. Select Time & Language (click Home in top-left if not visible)
4. On the left panel, click on the Language tab
5. Under Preferred languages, select Options
6. Select Add a keyboard
7. Add English (Australia)