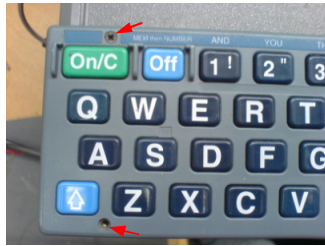


How to clean the Keys and Keyguard on Lightwriter LightTouch keyboards

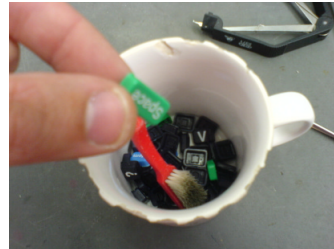
The keys on a Lightwriter LightTouch keyboard may get 'sticky' after a period of use from food and/or fluids, making some keys appear stiffer than others. This is easily corrected by a routine clean.

This will take about 10 minutes

1. Remove the four black screws on the keyguard using the screwdriver provided in the Lightwriter kit.



2. Remove the keyguard, and then remove each keycap and place in an old mug or similar pot.



3. Add washing up liquid and warm water into the mug, leave for 10 minutes.
4. Meanwhile: soak the keyguard in washing up liquid and clean with an old toothbrush or similar to remove stubborn dirt.



5. Rinse the keyguard with clean water, then shake the keyguard dry
6. Then: clean the rubber keymat gently using as little liquid as possible (the keyboard circuit board is underneath)



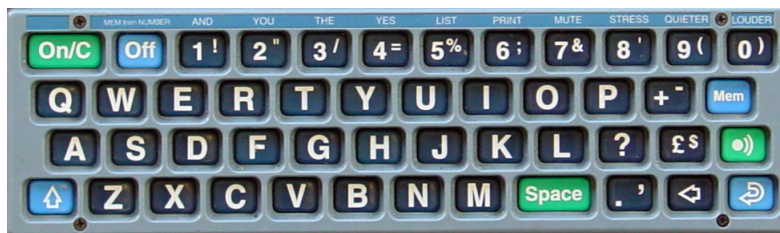
7. After about 10 minutes: stir the keycaps vigorously with an old toothbrush or similar.



8. Then: drain the liquid from the mug and rinse the keycaps with clean water. Remove the keycaps and place them face up on a piece of kitchen roll.
9. After a few minutes the top side of the keycaps will be dry but the underside will still be slightly damp. (it is advised that the underside of each keycap is slightly damp; this helps the keycap fit onto the rubber square more easily)
10. Replace each keycap back on the keymat. Put the top left one on first, (**ON/C**), if you press it and turn the Lightwriter on, you can press any of the remaining rubber squares to see which keycap should go where.

Note: there are four layout options: QWERTY (*English typewriter*), QWERTZ (*German typewriter*), AZERTY (*French typewriter*), and ABCDE (*alphabetic*)

QWERTY layout for reference:



11. Make sure the keycaps are all seated correctly on the keymat (see below)



✓ Correct



✗ Incorrect

12. Turn the Lightwriter on, then press each key in turn and check its function to confirm each keycap has been replaced in the correct position. Reposition keycaps if necessary.
13. Replace the dry keyguard, checking the keycaps are aligned in the keyguard. Replace the four black screws and tighten carefully. **Do not over tighten.**