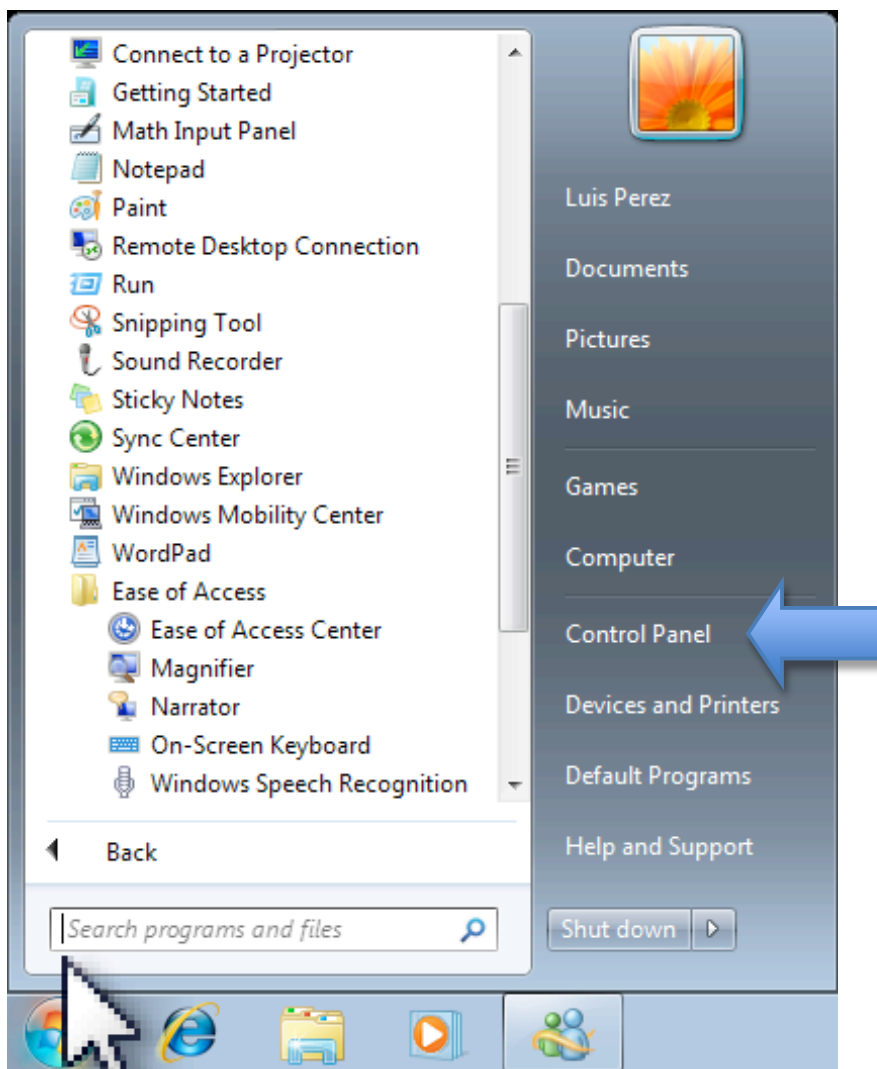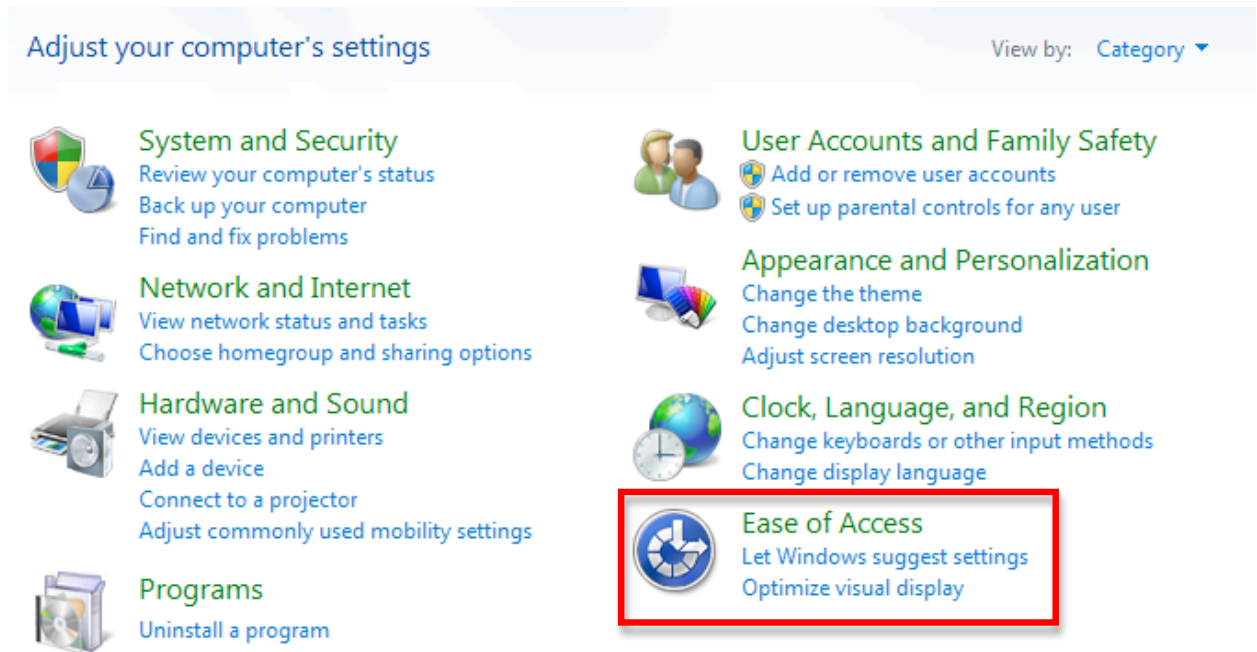# Tech Ease for All

Filter Keys in Windows 7

The Filter Keys feature in Windows 7 helps prevent unwanted keystrokes by adjusting the amount of time a key has to be pressed before its input is recognized by the operating system.

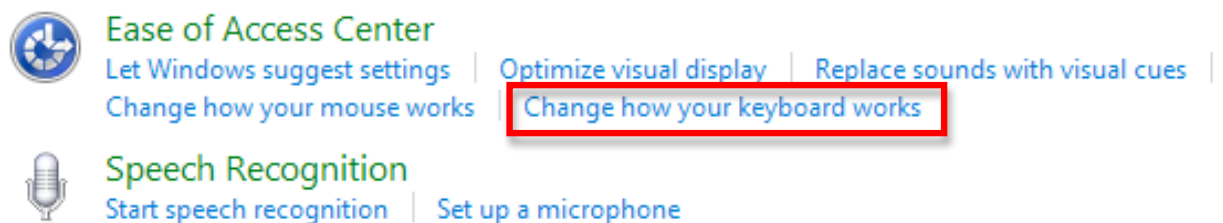To enable the Filter Keys feature in Windows 7:
1. Choose Start, Control Panel.

2. In the Control Panel, choose Ease of Access.

3. On the next screen, click on the link that says "Change how your keyboard works."

4. Check the box next to "Turn on filter keys."

You can click on "Set up filter keys" to access the options for this feature:

- Keyboard shortcut: enables a keyboard shortcut (pressing the Shift key for 8 seconds) to turn Filter Keys on or off. This section also includes two ways you can be notified when Filter Keys are turned on: a warning message or a system sound.
- Turn on Bounce Keys: ignores repeated keystrokes for a specific amount of time. Use the menu to choose the delay before the system recognizes a pressed key when this feature is on.
- Turn on Repeat Keys and Slow Keys: ignores quick keystrokes for a specific amount of time. Click on the "Set up Repeat Keys and Slow Keys" link to adjust how long a key has to be pressed down before the computer recognizes the keystroke. You can also change the keyboard repeat rates.
- Other settings: enables a beep sound when keys are pressed and allows you to show the Filter Keys icon on the taskbar.

For additional tutorials, please visit our website at http://etc.usf.edu/techease/4all/