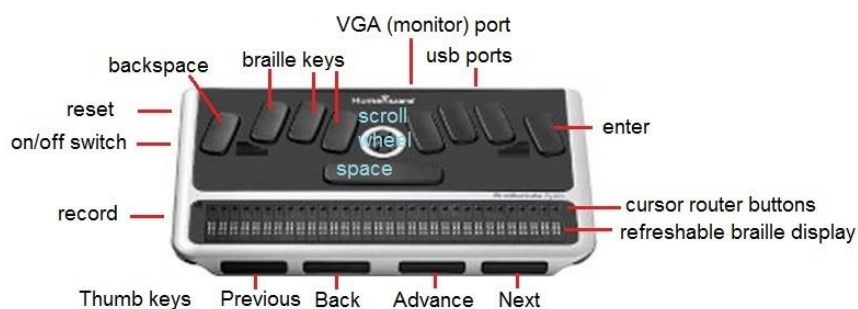


BrailleNote Apex – Handy Commands

Compiled by Lea Nagel, 2012



Action	Shortcut
Main Menu	SPACE+15 (e) repeat till "main menu"
Help	SPACE+125 (h)
Options	SPACE+135 (o)
In menus	
Go to next menu option	SPACE or ADVANCE thumbkey
Go to Previous menu option	BACKSPACE or BACK thumbkey
Select a menu option	ENTER or NEXT thumbkey
Exit a menu or prompt	SPACE+15 (e) or PREVIOUS thumbkey
Speech preferences	
Speech on / off / request	SPACE+PREVIOUS
Increase / Decrease volume	ENTER+4 / ENTER+1
Increase / Decrease pitch	ENTER+5 / ENTER+2
Increase / Decrease speed	ENTER+6 / ENTER+3
Reading - braille display	
Pan display back / forward	BACK / ADVANCE
Move display up / down a print line	PREVIOUS / NEXT (note: can miss some braille)
Reading - voice	
Read continuously	SPACE+1245 (g)
Stop reading	BACKSPACE+ENTER
Top / bottom of document	SPACE+123 / SPACE+456
Read again; read current word aloud	SPACE+1235 (r)
Miscellaneous	
Toggle between documents	SPACE+1256 (ou)
Time	ENTER+2345 (t)
Turn on monitor (VGA visual display)	SPACE+135 (o); 1236 (v); 1236 (v); ENTER
Spell Check (in Keyword)	SPACE+34 (ch)
Copy a file from memory stick / card For documents not to be edited	f: file manager menu c: copy document (follow prompts)
Import a document For documents to be edited (.doc or .txt)	f: file manager menu, t: translation menu i: import document (follow prompts)
Export a document To translate from braille into Microsoft Word to be read on the computer	f: file manager menu, t: translation menu e: export document (follow prompts. When asked: "export as which file type?" press SPACE+34 until "Microsoft Word", then press ENTER.)

	Character	Word	Sentence	Paragraph
Move back	SPACE+3	SPACE+2	SPACE+1	SPACE+23
Move forward	SPACE+6	SPACE+5	SPACE+4	SPACE+56
Read current	SPACE+36	SPACE+25	SPACE+14	SPACE+2356
Delete current	BACKSPACE+36	BACKSPACE+25	BACKSPACE+14	BACKSPACE+2356