

TYPING FRENCH AND SPANISH ACCENTS

| Accented letter | Code | Alternate code |
|-----------------|-----------|----------------|
| á | ALT + 160 | ALT + 0225 |
| à | ALT + 133 | |
| â | ALT + 131 | |
| ä | ALT + 132 | |
| é | ALT + 130 | ALT + 0233 |
| è | ALT + 138 | ALT + 0232 |
| ê | ALT + 136 | ALT + 0234 |
| ë | ALT + 137 | ALT + 0235 |
| í | ALT + 161 | ALT + 0237 |
| ì | ALT + 141 | |
| î | ALT + 140 | ALT + 0238 |
| ï | ALT + 139 | |
| ó | ALT + 162 | ALT + 0243 |
| ò | ALT + 149 | |
| ô | ALT + 147 | ALT + 0244 |
| ö | ALT + 148 | |
| ú | ALT + 163 | ALT + 0250 |
| ù | ALT + 151 | ALT + 0249 |
| û | ALT + 150 | ALT + 0251 |
| ü | ALT + 129 | ALT + 0252 |
| œ | | ALT + 0156 |
| Á | | ALT + 0193 |
| À | | ALT + 0192 |
| Ã | | ALT + 0194 |
| Ä | ALT + 142 | |
| É | ALT + 144 | ALT + 0201 |
| È | | ALT + 0200 |
| Ê | | ALT + 0202 |
| Ë | | ALT + 0203 |
| Í | | ALT + 0205 |
| Ì | | ALT + 0204 |
| Î | | ALT + 0206 |
| Ï | | ALT + 0207 |
| Ó | | ALT + 0211 |
| Ò | | ALT + 0210 |
| Ô | | ALT + 0212 |
| Ö | ALT + 153 | ALT + 0214 |

| | | |
|---|-----------|------------|
| Ú | | ALT + 0218 |
| Ù | | ALT + 0217 |
| Û | | ALT + 0219 |
| Ü | ALT + 154 | ALT + 0220 |
| Œ | | ALT + 0140 |
| ç | ALT + 135 | ALT + 0231 |
| Ç | ALT + 128 | ALT + 0199 |
| ñ | ALT + 164 | |
| Ñ | ALT + 165 | |
| ı | ALT + 168 | ALT + 0191 |
| İ | ALT + 173 | ALT + 0161 |
| « | ALT + 174 | ALT + 0171 |
| » | ALT + 175 | ALT + 0187 |

Desktop computer: hold down the ALT key and use the numbered keypad on the right to type in the codes.

Laptop computer: hold down both the FN key and the ALT key, and use the small blue numbers on the lettered keys to type in the codes.

Choosing the 'insert' drop-down menu and 'symbols' will also allow you to click on the accented letter that you need.