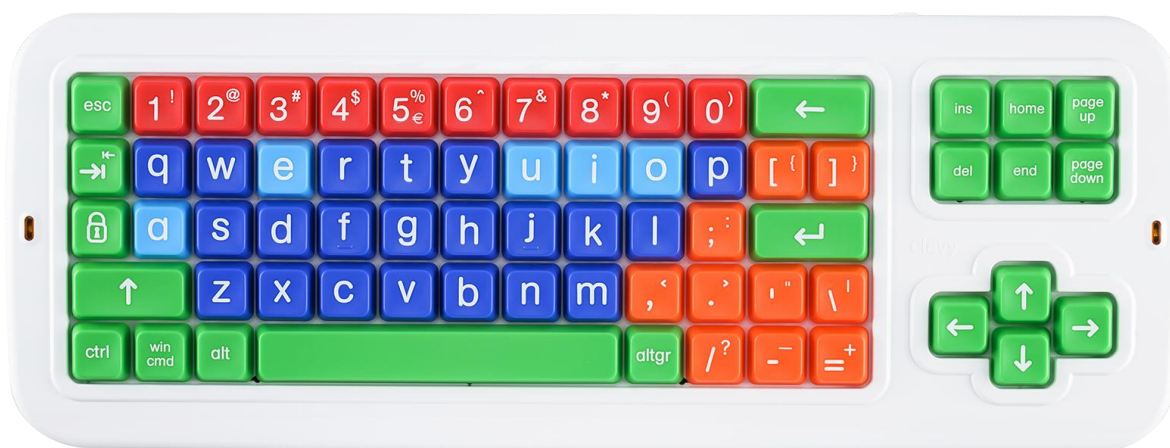Clevy keyboard

Clevy contrast
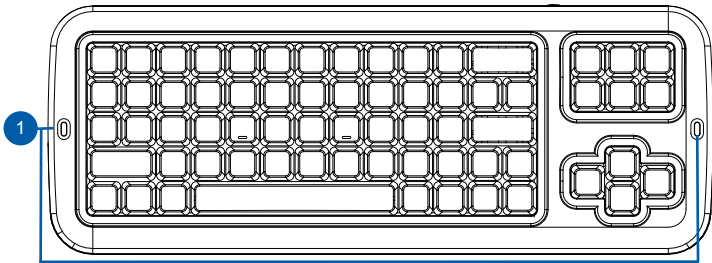
Clevy Keyboard 3 - Tri Mode
User Manual with Safety Instructions

Thank you for purchasing the Clevy Keyboard! This manual is designed to guide you through the features and functionality of your Clevy Keyboard, providing you detailed explanations for each feature, along with instructions on how to use or enable them.
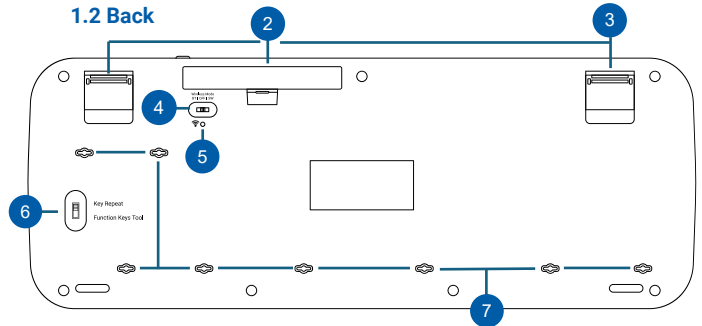
1. Introduction

The Clevy Keyboard is a minimalized, versatile and tactile mechanical keyboard to provide accessible typing solutions for individuals with disabilities and serve as an introductory keyboard for children. It features tactile ALPS Type switches, making it ideal for users who value intuitive tactile feedback.
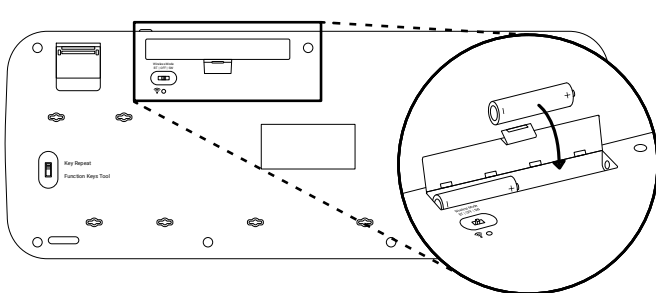
1.1 Front

1.2 Back

1.3 Specifications

Type of Keyboard:	Mechanical Keyboard
Mechanical Switch Type:	ALPS switches
Keyboard Dimensions:	18.7 x 7.0 x 1.1 inches (475 x 178 x 29 mm)
Packaging Dimensions:	20.4 x 8.1 x 2.0 inches (517 x 206 x 50 mm)
Weight:	3.3 lbs (1,5 kg)
Keycap Dimensions:	0.79 x 0.79 inches (20 x 20 mm)
Number of Keys:	67 keys
Connection:	Triple Mode • Wired: USB-C • Wireless: Bluetooth® 5.1 • Wireless: SimplyWorks 2.4 GHz RF
Wireless Range:	Up to 33 feet (10 meters)
Batteries:	2x AA batteries (not included)
OS Compatibility:	Windows®, macOS®, Linux®, ChromeOS®, iOS® and Android®
HS Code:	8471 6060 00
Factory Warranty:	2 years (with normal use)
What's in the box:	• Clevy Keyboard • Card with Safety Instructions and Manual QR-code • USB-C to USB-A cable (5 feet 10.9 inches / 1,8 meters)

1. RGB LED lights

2. Battery Compartment

3. Adjustable Feet

4. Wireless Mode Switch

5. Pairing Button

6. Key Repeat / Function Keys Tool Switch
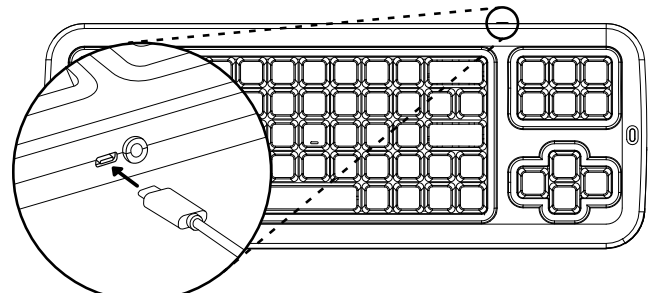
7. Liquid Drainage Holes

2. Getting started

Following these instructions, you can easily set up your Clevy Keyboard for wired or wireless operation according to your preferences.
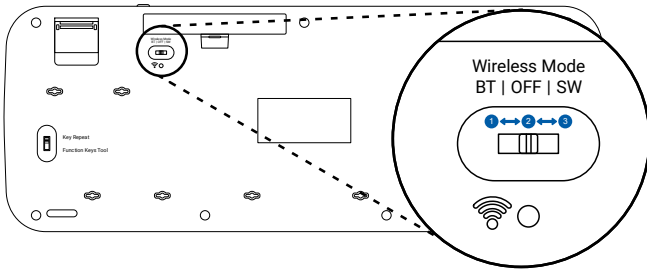

2.1 Connecting Your Keyboard

The Clevy Keyboard can be powered via USB for uninterrupted use or by 2 AA batteries (not included) for portability.

2.2 Wired Connection

Use the included USB-A to USB-C cable to connect the keyboard to your device for a stable and quick connection.
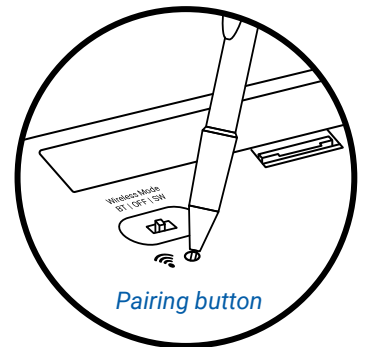
Wireless Mode
BT | OFF | SW

2.3 Wireless Connection

Set the Wireless Mode switch on the back of the keyboard to the desired wireless setting: **'BT'** for Bluetooth® or **'SW'** for SimplyWorks RF. Set the wireless switch to **'OFF'** to disable wireless connectivity.

2.4 Bluetooth or SimplyWorks Pairing

If no previous wireless connection is detected and the wireless switch setting allows for wireless connectivity, the pairing LED will start flashing automatically. This indicates that the keyboard is in pairing mode and ready to establish a new connection with a compatible device.

Bluetooth®	SimplyWorks RF
1) Go to the Bluetooth® preferences of your computer and search for devices.	1) Place the Clevy Keyboard close to your RECEIVE
2) A. Set the Wireless switch on the back of the Clevy Keyboard to **'BT'**. Pairing mode will start automatically. Or, B. Within 10 seconds, briefly press the Pair button on the backside of the Clevy Keyboard.	2) Briefly press the Pair button on the RECEIVE. The pair LED will begin to flash slowly. 3) A. Set the Wireless switch on the back of the Clevy Keyboard to **'SW'**. Pairing mode will start automatically. Or, B. Within 10 seconds, briefly press the Pair button on the backside of the Clevy Keyboard
3) The pairing mode is active when the right LED will blink continuously in blue. The pairing mode will stay active for 3 minutes.	4) The pairing mode of the Clevy Keyboard is active when the right LED will blink continuously in turquoise. The pairing mode will stay active for 3 minutes.
4) The device 'Clevy Keyboard' should appear on your device. Activate it and start using it after following the steps suggested by your operating system.	5) The Pair LED on RECEIVE will continue to flash for a short time while it negotiates with the Clevy Keyboard. Once complete, the Pair LED Will light steadily for 5 seconds to indicate success.
5) The Clevy Keyboard is ready to use in Bluetooth® mode.	6) The Clevy Keyboard is ready to use in SimplyWorks mode.

Pairing button

Follow the instructions provided by your output device for Bluetooth® pairing, or refer to the SimplyWorks Receive documentation for pairing instructions.

⚠ **NOTE:** For SimplyWorks RF wireless connectivity, a SimplyWorks RECEIVE unit is required. The RECEIVE is sold separately.

⚠ **NOTE:** If you are not intending to use your Clevy Keyboard for an extended period of time, it is advisable to remove both AA batteries to prevent leakage, which may damage the product.

3. Connectivity Priority

Understanding the connectivity priority of your Clevy Keyboard, along with the wireless switch settings, helps ensure seamless and efficient connectivity based on different usage scenarios.
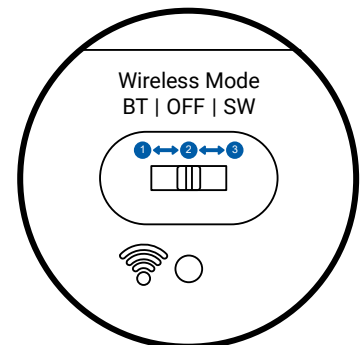
3.1 USB-C Connection Priority:

If the keyboard is plugged in via USB-C cable, it will prioritize the wired connections.

3.2 Wireless Connection Priority:

If the keyboard is not plugged in it will automatically search for and connect to the latest existing RF (SimplyWorks 2.4 GHz RF) or Bluetooth® connections, depending on the wireless switch setting.

3.3 Wireless Mode

Wireless Mode
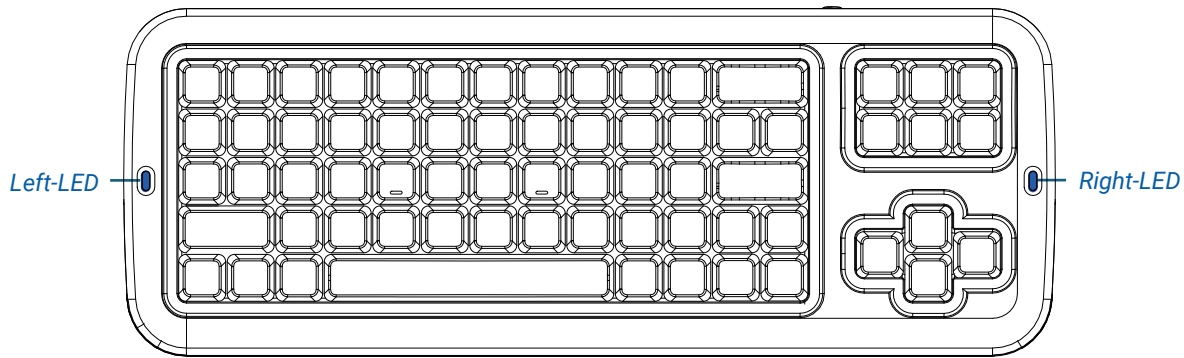BT | OFF | SW

BT (Bluetooth®)	The keyboard will prioritize Bluetooth® connections if the wireless switch setting is set to **'BT'**.
OFF	Disables all wireless connections and powers off the keyboard, unless connected via USB.
SW (SimplyWorks RF)	The keyboard will prioritize SimplyWorks RF connections if the wireless switch setting is set to **'SW'**.

4. LED Behavior

Understanding the LED indicators on your Clevy Keyboard helps you stay informed about its connectivity status and battery level, ensuring a seamless typing experience.

4.1 Shortcuts & Left-LED Feedback

Caps Lock				Color	
The left LED will illuminate when **'Caps Lock'** is activated. To deactivate **'Caps Lock',** press the Caps Lock key again.				Orange	

Toggle Windows Key	Shortcut		Left LED behavior	Color	
Off	Press and hold **'ALTGR'** + **'CAPS LOCK'** for 3 seconds		Blinks 3 times	Red	
On	Press and hold **'ALTGR'** + **'CAPS LOCK'** for 3 seconds		Blinks 3 times	Green	

Change layout	Shortcut		Left LED behavior	Color	
To 'ABCDE' or 'Alphabetical layout NOTE: When switching to the ABCDE (alphabetical) layout, you must manually rearrange the keycaps to match.	Press and hold **'ALT'** + **'ALTGR'** + **'A'** for 3 seconds		Blinks 5 times	Blue	
To Standard layout (Default)	Press and hold **'ALT'** + **'ALTGR'** + **'Q'** for 3 seconds		Blinks 5 times	White	

Make Function Keys with Number Row	Shortcut		Left LED behavior	Color	
The Clevy Keyboard allows temporary access to function keys (F1–F12) using the number row, without disabling Key Repeat.					
For full details, see section 5.3.					
Activate	Press and hold **'ALTGR'** + **'F'** for 2 seconds		Turns **green** and stays on, showing Function Keys mode is active.	Green	
Deactivate (manual)	Press and hold **'ALTGR'** + **'F'** for 1 second		Turns OFF		
Deactivate (automatic) After activating the mode, pressing a number key (1–0) outputs the corresponding function key (F1–F12).	-		Turns OFF automatically after the output.		

Sticky Keys tool	Shortcut		Left LED behavior	Color	
Sticky Keys is an accessibility feature designed to assist users who have difficulty pressing multiple keys at once. Users can press modifier keys (such as Ctrl, Alt, Shift, Windows) one at a time when entering commands.					
Activate	Press and hold **CTRL'** + **'SHIFT'** for 5 seconds		Blinks 3 times	White	
Deactivate	Press and hold **'CTRL'** + **'SHIFT'** for 5 seconds		Blinks 3 times	White	
When Sticky Keys is activated, press and hold the following keys for 2 seconds to make them sticky.	**'F', 'ALT', 'ALTGR', 'CTRL', 'SHIFT', 'WIN/MAC'**		Blinks continuously	Green	

4.2 Right-LED Feedback

Color	Mode	Shortcut	Right LED Color / Behavior
	Bluetooth® Mode		Slowly **breathes blue** every 5 seconds, indicating that the keyboard is paired with a Bluetooth® device
	SimplyWorks RF Mode		Slowly **breathes turquoise** every 5 seconds, indicating that the keyboard is connected via SimplyWorks 2.4 GHz RF technology.
	USB Mode		When the keyboard is connected to a device via USB, the right LED will be **solid white**, indicating a stable wired connection.
	Low Battery		When the battery level is low, the LED will **blink red** twice every 3 seconds to indicate that the batteries need to be replaced.
	Toggle Input Detection	Press **'CTRL' + 'ALTGR'** for 5 seconds	The right LED will light up **orange** with every detected key press, or **briefly flash** if the LED is already active. This is a toggle feature: repeat the shortcut to deactivate.

5. Shortcuts and Features

From activating special modes to accessing commonly used functions with ease, these shortcuts put essential features at your fingertips. Explore the shortcuts below to unlock the full potential of your Clevy Keyboard.

5.1 General Shortcuts (No LED Feedback)

LED Brightness Control	Shortcut	Function	
Brighter	**'ALTGR' + 'ARROW UP'**	Makes both LEDs brighter	
Dimmer	**'ALTGR' + 'ARROW DOWN'**	Makes both LEDs less bright	
Multimedia Keys	**Shortcut**	**Function**	
Volume +	**'ALTGR' + 'PAGE UP'**	Increases the volume	
Volume -	**'ALTGR' + 'PAGE DOWN'**	Decreases the volume	
Mute	**'ALTGR' + 'BACKSPACE'**	Mutes the audio	
Play/Pause	**'ALTGR' + 'INSERT'**	Toggles between play and pause for multimedia playback	
Stop	**'ALTGR' + 'HOME'**	Stops multimedia playback	
Previous	**'ALTGR' + 'DELETE'**	Skips to the previous track (or video)	
Next	**'ALTGR' + 'END'**	Skips to the next track (or video)	
Print Screen			
Print Screen	**'ALT' + 'ALTGR' + 'P'**	Captures an image of the entire screen	
Keyboard Modes	**Shortcut**	**Function**	
Computer Mode (default)	**'CTRL' + 'ALT' + 'C'**	Acts like a standard keyboard	
iPad mode	**'CTRL' + 'ALT' + 'I'**	Activate iPad shortcuts	

For more information see 5.4

Other	Shortcut	Function	Color
Factory Reset	Press and hold **'ALT' + 'ALTGR' + 'R'** for 3 seconds	Resets all Bluetooth®, SimplyWorks RF connectivity and settings.	Rainbow

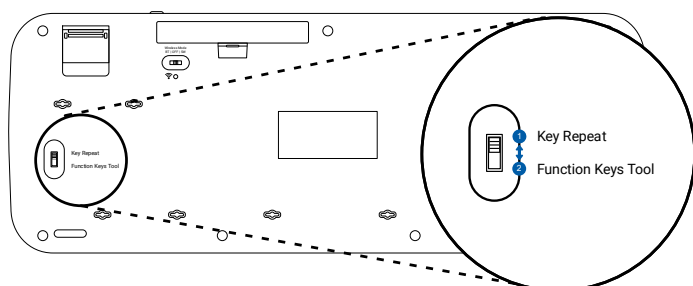### 5.2 Key Repeat / Function Keys Tool switch

On the backside of the keyboard on the left, there is the Key Repeat / Function Keys Tool switch.

Here you can toggle between two options:

Key Repeat: Toggle the switch to the **'Key Repeat'** position to enable continuous character repetition when holding down keys.

Function Keys Tool: Toggle the switch to the **'Function Keys Tool'** position to activate the feature for accessing function key commands with the **'F'** key and a number. Press and hold the **'F'** key and the desired number key to access function key commands.

For example, to activate the **'F4'** function, press and hold both the **'F'** key and the **'4'** key simultaneously. Additionally, the **'F11'** and **'F12'** functions can be accessed by pressing and holding the **'F'** key together with the specific keycaps located below the Backspace key.
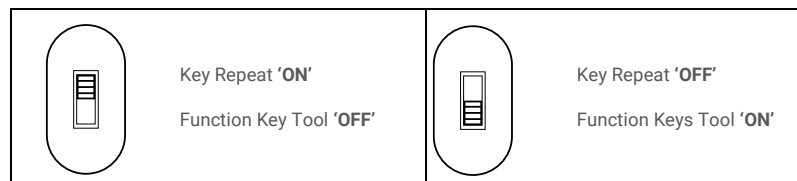
When you press and hold one of the following keys **'F','ALT', 'ALTGR', 'CTRL', 'SHIFT', 'WIN/MAC'** for more than 2 seconds on the keyboard, the key effectively "locked" in the active state. This allows you to press another key subsequently to create a combination of keys without needing to hold down the initial key.

For example:

1. Press and hold **'ALT'** for 2 seconds to lock it.
2. Then press **'F'** for 2 seconds and release it.
3. Next, press **'4'** and release it.

This sequence will execute the **'ALT + F4'** command, closing the current window or application (in most Windows environments).

▤	Key Repeat **'ON'** Function Key Tool **'OFF'**	▤	Key Repeat **'OFF'** Function Keys Tool **'ON'**

⚠ **NOTE:** If a key is locked, press the key again to unlock it.

Function Keys with Key Repeat Enabled

5.3 Using Function Keys with Number Row

The Clevy Keyboard includes a feature that enables easy access to function keys via the number row while maintaining key repeat for enhanced usability.

Activation Shortcut

Press and hold **'ALTGR'** + **'F'** for 2 seconds to activate the function keys mode. This shortcut enables the conversion of the number row into function keys.

Using Function Keys

Once the function keys mode is activated, simply **press any number key** on the number row. The output will correspond to the corresponding function key.

For example, pressing **'4'** after activating the function keys mode will output **'F4'**. Similarly, pressing **'7'** will output **'F7'**, and so on. Additionally, **'F11'** and **'F12'** functions can be accessed using the keycaps placed below the Backspace key.

⚠ **NOTE:** The function keys mode remains active until a number key is pressed to generate the corresponding function key output. After the output is generated, the function keys mode automatically deactivates.

If you accidentally activated the function keys mode and decide not to use it, press **'ALTGR'** + **'F'** again to deactivate this functionality.

5.4 iPad / Computer modes

The default mode of the keyboard is **'Computer mode'** this mode works for every device including iPads. To toggle the mode press **'CTRL'** + **'ALT'** + **'I'** for 'iPad mode' and **'CTRL'** + **'ALT'** + **'C'** for **'Computer mode'**. When in **'iPad mode'** the user can access special features developed for iPad.

Mode		Shortcut	Function
🖥	Computer mode	Press and hold **'CTRL'** + **'ALT'** + **'C'** for 3 seconds	Default mode: Works on all devices, including iPads. Functions like a standard keyboard.
📱	iPad mode	Press and hold **'CTRL'** + **'ALT'** + **'I'** for 3 seconds	Activates special iPad shortcuts: Home = **'ALT'** + **'CTRL'** + **'H'** This shortcut emulates the Home button on an iPad, allowing quick access to the main screen. ALTGR = **'LEFT'** + **'RIGHT'** This can be useful for specific applications or navigating text efficiently within certain apps.

⚠ **NOTE:** A battery change will reset the mode to the default 'Computer mode'.

6. Cleaning Instructions

Maintain the safety and functionality of your Clevy Keyboard with these straightforward cleaning steps:

Before Cleaning: 1. Disconnect the keyboard from the power sources (USB & AA batteries).
2. Turn off the keyboard if using a wireless connection (Bluetooth® or SimplyWorks RF) with the switch on the backside of the keyboard.
3. Pick up the keyboard and hold it upside down, so any debris can fall out.

Recommended Cleaning Agents: Clean your keyboard using a soft, lint-free cloth dampened with water. Avoid using abrasive cleaners and excessive moisture to prevent damage. The keycaps' protective coating safeguards against wear from frequent cleaning.
For disinfecting, use isopropyl alcohol with a concentration of 70-90%. Avoid using harsh solvents like acetone or toluene that could damage the keycaps over time.

Cleaning Tools: Employ soft, non-abrasive cloths or wipes to prevent scratching the keycaps.

Cleaning Process: Gently wipe the keyboard's surface, including keys and casing, with a cloth dampened with isopropyl alcohol. Use minimal pressure to avoid any potential damage from vigorous scrubbing.

Moisture Management: Ensure the cloth is damp, not wet, to avoid excess moisture that could seep into the keyboard.

Drying: Allow the keyboard to air dry completely before reconnecting any power source or turning it on.

Regular Maintenance: Clean regularly to prevent buildup of grime and debris, particularly in shared or frequent-use environments. Perform spot cleaning as soon as spills or soiling occur to maintain optimal hygiene and functionality.

Protective Measures: Although your keyboard is more durable, consider using our Clevy Cover (silicon) in high-risk environments to further protect against physical wear and spills.

These simple steps will help keep your Clevy Keyboard clean and in good working condition, ensuring a safe and hygienic experience for all users.

7. Troubleshooting

If you encounter any issues with your keyboard, here are some common troubleshooting steps you can take:

1. **Check Connection:** Check if the Wireless switch on the back is set to the setting you are looking for. Ensure that the keyboard is properly connected to your device, whether wired or wirelessly. Verify that the pairing process for Bluetooth® or SimplyWorks RF connectivity is completed successfully.
2. **Power Supply:** If your keyboard is not functioning, check the battery level if you are using AA batteries. Alternatively, ensure that the USB cable is securely connected and providing power.
3. **Key Functionality:** If certain keys are not functioning as expected, check for any debris or obstructions that may be affecting key movement. Clean the keyboard with compressed air or a soft brush if necessary.
4. **Switch Position:** Verify the position of the switch on the back of the keyboard. Ensure that it is set to the desired mode (Key Repeat or Function Keys Tool) and try toggling it to see if it resolves the issue.
5. **Reset:** If all else fails, you can perform a reset on your keyboard. To reset your keyboard, press and hold '**ALT**' + '**ALTGR**' + '**R**' for 3 seconds. This will restore all settings to factory defaults, including Bluetooth®, SimplyWorks RF connections, input modes (e.g. iPad/Computer), layout, and input detection preferences.

If the issue persists after trying these troubleshooting steps, **please contact our customer support** for further assistance.

If you have any other questions, please have a look here: **www.clevy.com/faq**, or contact us at the following email address: **info@altproducts.com**.

8. Designed With the Planet in Mind

We care about our impact, and we know you do too. That's why all the packaging and printed materials for your Clevy Keyboard are made using responsibly sourced FSC-certified paper.

To take it one step further, we've decided not to include a printed manual in the box. Instead, you'll find a sleek card with a QR code that gives you instant access to the full user manual in multiple languages. That means:

- Less waste
- Always up-to-date information
- Easier access, whether you're on your phone, tablet, or computer

For recycling details, see the guide below or check your local guidelines.

Recycle for a Clever future

Box (FSC® cardboard): Flatten and recycle with paper/cardboard.
Plastic window (PET): Remove and recycle with plastics (check local guidelines).
Keyboard: Contains electronics. Recycle at a local e-waste collection center.

Small choices make a big difference. Thanks for helping us build a more sustainable and a Clever future, one keystroke at a time.

Safety Instructions

These instructions are available in multiple formats upon request to accommodate users with visual impairments or other disabilities.

Clevy Keyboard
Triple Mode: Bluetooth® 5. 1, SimplyWorks RF, USB
Ensure compatible connections with your devices and install any necessary drivers or software updates.

⚠ **Read Before Use:** Always read this guide and observe the respective country-specific regulations before using the keyboard. Pass this guide along if you give the keyboard to someone else.
Inspect for Damage: Do not use the keyboard if it appears damaged.

Intended Use:
The Clevy Keyboard is designed for use in healthcare settings, schools, and office environments. It is beneficial for adults and children with visibility problems, motoric impairments and/or developmental disorders. For each impairment or disorder, specific adjustments have been made as in fonts, font sizes, colours and keycap size. It also is an educational tool for children learning to type.

Health and Safety:
Accessibility Features: Ensure that all accessibility features are functioning correctly. This includes key responsiveness and visual indicators.
Ergonomic Use: Position the keyboard to reduce strain on the joints and prevent discomfort during extended use. Adjust the keyboard height and distance to suit the user's posture, ensuring the shoulders are relaxed and the wrists are not bent while typing.
Electrical Safety: Keep the keyboard dry and do not expose it to water or moisture. Ensure that all connections are secure, especially when using USB mode. Avoid exposing the keyboard to liquids or using it in wet conditions. In case of an electrical malfunction, disconnect immediately and consult technical support.
Child and Pet Safety: Although designed for all ages, keep small parts and detachable accessories away from children under 3 years and pets to avoid choking hazards.

Cleaning & Maintenance:
Regularly clean your keyboard using a soft, lint-free cloth dampened with water. Avoid using abrasive cleaners and excessive moisture to prevent damage. The keycaps' protective coating safeguards against wear from frequent cleaning. For disinfecting, use isopropyl alcohol with a concentration of 70-90%.

Product Care:
Environment: Keep the keyboard in a clean and stable environment to prevent accidental damage.
Accessories: Use only Clevy-recommended attachments/accessories to ensure compatibility and safety.
Cleaning: Wipe with a soft, slightly damp cloth. Avoid harsh chemicals and abrasive cleaners.

Customization and Repairs:
The Clevy Keyboard supports certain customizable features for accessibility. Only modify these settings as recommended. For repairs, consult with authorized service centers to avoid voiding the warranty.
Liability: Clevy is not liable for damages from improper use or misuse.

Emergency Procedures:
In case of product failure, cease use immediately to avoid potential hazards. Contact customer support for resolution or replacement guidelines.

Warranty, Compliance and liability:
24-Month Factory Warranty: The manufacturer is not liable for damages resulting from misuse, unauthorized modifications, or improper settings adjustments. Visit www.clevy.com for details.
WEEE Directive Compliance: Recycle properly at the end of life to protect the environment.
Declarations of Conformity: Compliance details for CE and UKCA can be found at www.clevy.com.
Regularity Compliance: This device complies with the necessary local and international standards for medical devices. Request the Declaration of Conformity of the keyboard for specific compliance details.

Environmental Considerations:
Store the keyboard in a clean, dry environment away from direct sunlight and extreme temperatures to maintain its functionality and appearance.

Usage Tips for Children and Users with Impairments:
Supervised Use: Recommended to be used under adult supervision, especially for young children and individuals requiring assistance.
Adjust Settings: Customize settings to meet the specific needs of the user, enhancing both comfort and usability.
Take Regular Breaks: Encourage taking breaks to prevent strain and fatigue.
Hygiene: Maintain cleanliness of the keyboard to ensure health and proper functioning.
Awareness of Surroundings: Be cautious of surroundings when using the keyboard in public or busy areas to avoid distractions or accidents.
Report Problems: Promptly inform a caretaker or responsible adult of any issues with the keyboard's functionality.

Federal Communications Commission (FCC) Statement

You are cautioned that changes or modifications not expressly approved by the part responsible for compliance could void the user's authority to operate the equipment.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

1) This device may not cause harmful interference, and
2) This device must accept any interference received, including interference that may cause   undesired operation of the device.

FCC RF Radiation Exposure Statement:

3) This Transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.
4) This equipment complies with FCC RF radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with a minimum distance of 0.5 centimeters between the radiator and your body.

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Linux® is a registered trademark of Linus Torvalds in the U.S. and other countries.
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Android® and ChromeOS® are registered trademarks of Google LLC in the U.S. and other countries.

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