


Use Mouse Keys to move the mouse pointer

Applies to: Windows 7

With Mouse Keys, you can use the numeric keypad on your keyboard—instead of the mouse—to move the pointer.

To turn on Mouse Keys

- 1. Open Ease of Access Center by clicking the **Start** button , clicking **Control Panel**, clicking **Ease of Access**, and then clicking **Ease of Access Center**.
- 2. Click **Make the mouse easier to use**.
- 3. Under **Control the mouse with the keyboard**, select the **Turn on Mouse Keys** check box.

Moving the pointer using Mouse Keys

After you turn on Mouse Keys, you can use the numeric keypad to move the mouse.

To move the mouse pointer	Press
Up and to the left	7
Up	8
Up and to the right	9
Left	4
Right	6
Down and to the left	1
Down	2
Down and to the right	3

Selecting a mouse button

Before you use Mouse Keys to click items on your screen, you must first select which mouse button you want to be the active button: the left button, the right one, or both.

To	Press
Select the left mouse button	The forward slash (/)

Select both buttons	The asterisk (*)
Select the right mouse button	The minus sign (-)

Note

If you choose to make the left mouse button the active button, it will remain the active button until you choose another button. After you select a mouse button, you don't need to select a mouse button again until you want to change buttons.

Clicking items using Mouse Keys

After you choose a button, you can click items on your screen.

To	Do this
Click an item	With the left button selected as your active button, point to the item, and then press 5
Right-click an item	With the right button selected as your active button, point to the item and then press 5
Double-click an item	With the left button selected as your active button, point to the item and press the plus sign (+)

Dragging items using Mouse Keys

You can use the numeric keypad to press and hold the active mouse button and to release it. This is helpful if you want to drag an item.

To	Do this
Drag an item	Point to the item and then press zero (0)
Drop an item	Point to the location where you want to move the item and then press the decimal point (.)

Note

You can use the numeric keypad to press and hold the active mouse button and to release it. This is helpful if you want to drag an item.

To change options like how quickly the mouse pointer moves and whether your computer makes a sound when you turn on Mouse Keys, in the Ease of Access Center, under **Control the mouse with the keyboard**, click **Set up Mouse Keys**.

Last Updated: Sep 1, 2016

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