



# HOW TO TYPE SPANISH LETTERS AND ACCENTS ON YOUR KEYBOARD



## FOR PC

If you are using a PC, you can hold down the ALT button (normally next to the space bar) and type the 4-digit number.

### CAPITAL LETTERS

Á – ALT + 0193  
É – ALT + 0201  
Í – ALT + 0205  
Ó – ALT + 0211  
Ú – ALT + 0218  
Ñ – ALT + 0209  
Ü – ALT + 0220

### LOWERCASE LETTERS

á – ALT + 0225  
é – ALT + 0233  
í – ALT + 0237  
ó – ALT + 0243  
ú – ALT + 0250  
ñ – ALT + 0241  
ü – ALT + 0252

### SPECIAL SYMBOLS (PUNCTUATION)

¿ – ALT + 0191  
(inverted question mark)  
¡ – ALT + 0161  
(inverted exclamation mark)  
º – ALT + 0186  
(Masculine Ordinal Number as in 5º)  
ª – ALT + 0170  
(Feminine Ordinal Number as in 3ª)



## FOR MAC



On a Mac, you can make the same characters by doing the following:

### CAPITAL LETTERS

Á – Option + E then A  
É – Option + E then E  
Í – Option + E then I  
Ó – Option + E then O  
Ú – Option + E then U  
Ñ – Option + N then N  
Ü – Option + U then U

### LOWERCASE LETTERS

á – Option + E then a  
é – Option + E then e  
í – Option + E then i  
ó – Option + E then o  
ú – Option + E then u  
ñ – Option + N then n  
ü – Option + U then u

### SPECIAL SYMBOLS (PUNCTUATION)

¿ – Shift + Option + ?  
(inverted question mark)  
¡ – Option + 1  
(inverted exclamation mark)  
º – Option + 0  
(Masculine Ordinal Number as in 9º)  
ª – Option + 9  
(Feminine Ordinal Number as in 7ª)

