UNIVERSAL FOLIO

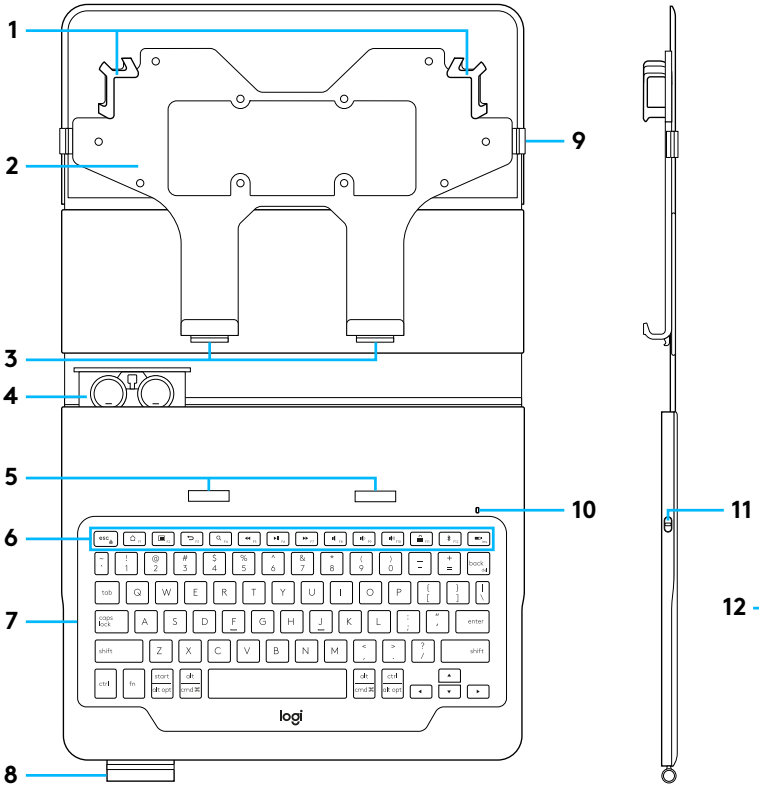
Setup Guide



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KNOW YOUR PRODUCT

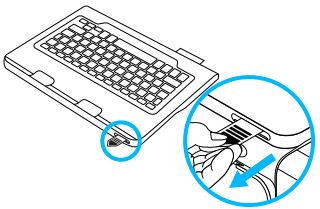


1 Expandable holders
2 Universal holder
3 Hooks
4 Battery holder
(two lithium coin batteries pre-installed)
5 Lifting slots
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SETTING UP THE KEYBOARD CASE

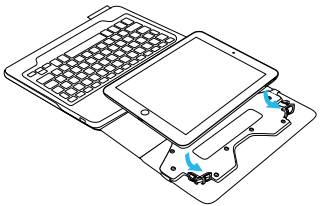
Getting started

1 Pull the battery tab away from the keyboard:



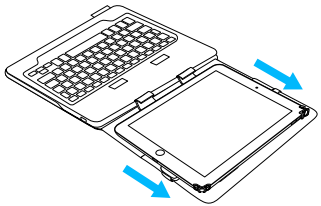
Check that the power button is set to “on” and the LED is blinking.

2 Open the keyboard case, insert the top corners of your tablet into the top hooks of the expandable holder:

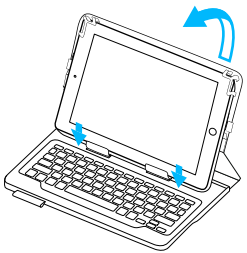


If the tablet is too big, insert the left corner into the holder first, push it up a bit, then insert the right corner into the holder.

3 Push the whole tablet up and lock the bottom two corners into the holder:



4 Move the keyboard case into the typing position. Push the hooks on the holder into the lifting slots on the keyboard:

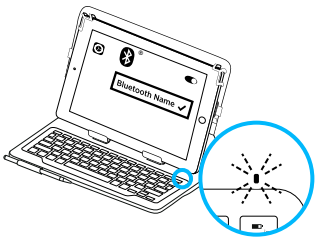


The hooks must be inserted into the lifting slots to allow lifting of the whole case.

Establishing connection with your tablet

The keyboard case links to your tablet via a *Bluetooth* connection. The first time you use the keyboard case, you must pair it with your tablet.

The status light blinks blue to indicate that the keyboard is discoverable, ready for pairing with your tablet.



The first time you turn on the keyboard it remains discoverable for 15 minutes.

If the status light turns red, replace the batteries. For more information, see "Replacing the keyboard batteries."

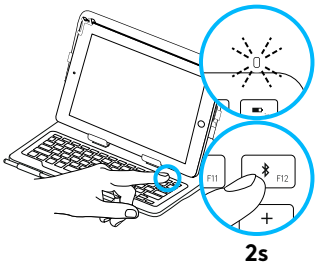
To pair your keyboard case with your tablet:

1. On your tablet:
   - Make sure *Bluetooth* is on. Select Settings > Bluetooth > On.
   - Select "Universal Folio" from the Devices menu.
2. If your tablet requests a PIN, enter it using the keyboard (not on your tablet).

   When successful connection is made, the status light turns solid blue for a short time, and then turns off.

Connecting to another tablet

1. Move the keyboard case into the typing position.
2. On your tablet, make sure *Bluetooth* is on. Select Settings > Bluetooth > On.
3. Press the *Bluetooth* connect button for 2 seconds until the status light blinks blue:



The keyboard is discoverable for 3 minutes.

4. Select "Universal Folio" from the Devices menu.
5. If your tablet requests a PIN, enter it using the keyboard (not on your tablet).

   When successful connection is made, the status light turns solid blue for a short time, and then turns off.

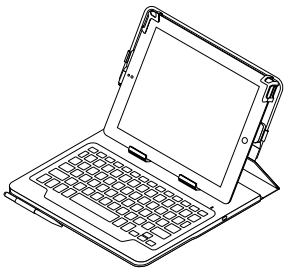
USING THE KEYBOARD CASE

Two viewing positions

Typing position

The keyboard case provides two viewing positions — one for typing and another for browsing.

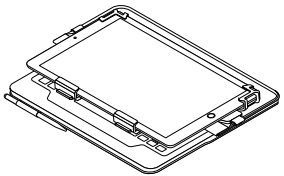
To type, move the keyboard case into the typing position, inserting the hooks into the lifting slots to secure it:



Check that the keyboard power is on by either checking the power button, the LED or press the Battery Check Hot Key (see Hot Keys). The LED will blink green if the keyboard is powered on.

Browsing position

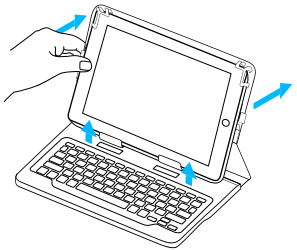
To browse, place the keyboard case in the browsing position:



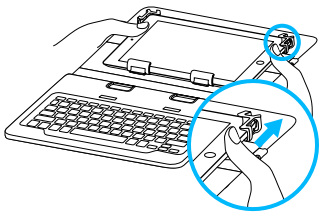
The keyboard does not power off automatically. It is recommended that the keyboard power is turned off to conserve battery power.

Detaching your tablet

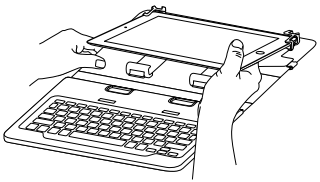
1 Remove the tablet holder hooks from the slots on the keyboard:



2 Lay the tablet holder flat and push the tablet upwards to release the bottom hooks from the tablet:

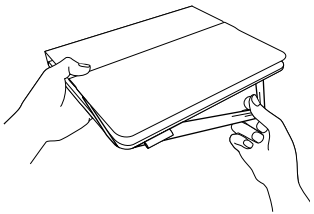


3 Lift the bottom of the tablet and remove it from the upper hooks:



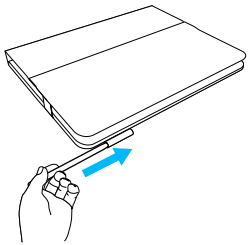
Storing your tablet for travel

1. Insert your tablet in the tablet holder.
2. Close the keyboard case.
3. Wrap the elastic strap around the front of the case to keep it from opening accidentally:



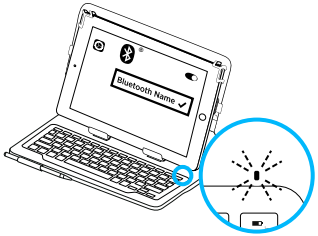
Stylus storage

There is a holder on the front of the case to store a stylus, if present. Slide the stylus into the holder to store:



STATUS LIGHT INDICATORS

Your keyboard case's status light provides information about the battery power and Bluetooth connection:

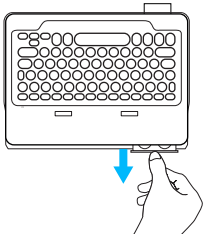


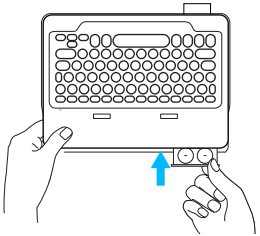
Light	Description
Green	The batteries have adequate charge.
Red	Battery power is low (less than 10%). Replace the batteries.
Blinking blue	Fast: The keyboard is in discovery mode, ready for pairing. Slow: The keyboard is trying to reconnect to your tablet.
Solid blue	Bluetooth pairing or reconnection is successful.

HOT KEYS

Key	Android	Windows	iOS
fn	Fn	Fn	Fn
fn + esc	Fn Lock	Fn Lock	Fn Lock
F1	Android Home	Internet Browser Home Page	iOS Home
F2	Android Menu	Contextual Menu	Hide/Show Virtual Keyboard
F3	Android Back	Internet Browser Back	iOS Home
F4	Search	Windows Explorer Search	Search
F5	Previous Track	Previous Track	Previous Track
F6	Play / Pause	Play / Pause	Play / Pause
F7	Next Track	Next Track	Next Track
F8	Mute	Mute	Mute
F9	Volume Down	Volume Down	Volume Down
F10	Volume Up	Volume Up	Volume Up
F11	Screen Lock	Sleep	Screen Lock
F12	Bluetooth	Bluetooth	Bluetooth
Ins	Battery Check	Battery Check	Battery Check
fn + Ins	N/A	Insert	Battery Check

REPLACING THE KEYBOARD BATTERIES





If the status light is red the keyboard case batteries need to be replaced.

1. Rotate your keyboard and fold the tablet holder round to the back of the keyboard.
2. Using a fingernail or thumbnail, pry open the battery holder from the top of the keyboard.
3. Remove the old batteries and insert new batteries.
4. Close the battery holder.

Battery information

- A set of new batteries provides about two years of use when the keyboard is used about two hours a day.*
- Replace the batteries if the status light turns red briefly after the keyboard turns on.
- When not in use, turn off the keyboard case to conserve power.
- The keyboard enters sleep mode automatically if not used for a while in the typing position. Press any key to wake it.

* Actual battery life will vary with use, settings, and environmental conditions.

VISIT PRODUCT SUPPORT

There's more information and support online for your product. Take a moment to visit Product Support to learn more about your new Bluetooth keyboard.

Browse online articles for setup help, usage tips, and information about additional features. If your Bluetooth keyboard has optional software, learn about its benefits and how it can help you customize your product.

Connect with other users in our Community Forums to get advice, ask questions, and share solutions.

At Product Support, you'll find a wide selection of content including:

- Tutorials
- Troubleshooting
- Support community
- Online documentation
- Warranty information
- Spare parts (when available)

Go to: **www.logitech.com/support/universalfolio**

TROUBLESHOOTING

The keyboard does not work

- Press any key to wake the keyboard from sleep mode.
- Turn the keyboard off and then back on.
- Replace the keyboard batteries. For more information, see “Replacing the keyboard batteries.”
- Re-establish the Bluetooth connection between the keyboard and your tablet.
- On your tablet, check that Bluetooth is turned on. (Settings > Bluetooth > On).
- Choose “Universal Folio” from the Devices menu on your tablet. The status light turns solid blue when Bluetooth connection is established.