Accented characters in French

MS Word shortcuts (also works for TextPad)

These characters are also available in the Drop-Down at the top of the screen: Insert/Symbol

To obtain:	press keys together then let go (ignore the + sign)	then type
à	**Ctrl + `** (that little back to front apostrophe - top left of the keyboard)	a
è, ù	Proceed as above	type the appropriate vowel (it doesn't work with consonants)
é	**Ctrl +** ' (apostrophe)	e
â, ê, î, ô, û	**Ctrl + Shift + ^** (press the 3 keys together)	type the appropriate vowel
ç	**Ctrl + ,** (the comma)	c
œ	**Ctrl + Shift + &**	o
ë, ï	**Ctrl + Shift + :**	type the appropriate vowel

ASCII codes for other software (American Standard Code for Information Interchange)

You can find the complete table on numerous websites, but it is usually displayed in numerical order and makes it difficult to find the right letter. Other letters are available for other languages, as well as the accented uppercase.

Each accented letter has its dedicated code. Hold the **Alt** key and type the following numbers, using the numeric pad (it doesn't work with the other set of digits, above the letter keys)

To obtain:	type:	To obtain:	type:
à	Alt 133	î	Alt 140
â	Alt 131	ï	Alt 139
ç	Alt 135	ô	Alt 147
é	Alt 130	œ	Alt 0156
è	Alt 138	ù	Alt 151
ê	Alt 136	û	Alt 150
ë	Alt 137		