

Shortcuts for Western European Accents and Foreign Characters

Character	Mac Shortcut	Windows Shortcut
acute (´)*	Option+E <i>letter</i>	' <i>letter</i>
cedilla (ç)*	see Ç and ç	' <i>letter</i>
circumflex (^)*	Option+I <i>letter</i>	^ <i>letter</i>
grave (`)*	Option+` <i>letter</i>	` <i>letter</i>
tilde (~)*	Option+N <i>letter</i>	~ <i>letter</i>
trema (¨)*	Option+U <i>letter</i>	" <i>letter</i>
umlaut (¨)*	Option+U <i>letter</i>	" <i>letter</i>
À	Option+E A	' A or Alt+0193
á	Option+E a	' a or Alt+0225
Â	Option+` A	` A or Alt+0192
à	Option+` a	` a or Alt+0224
Ä	Option+U A	" A or Alt+0196
ä	Option+U a	" a or Alt+0228
Ã	Option+N A	~ A or Alt+0195
ã	Option+N a	~ a or Alt+0227
Â	Option+I A	^ A or Alt+0194
â	Option+I a	^ a or Alt+0226
Å	Option+Shift+A	Alt+0197
å	Option+A	Alt+0229
Æ	Option+Shift+`	Alt+0198
æ	Option+`	Alt+0230 or Ctrl+Alt+Z
Ç	Option+Shift+C	' C or Alt+0199
ç	Option+C	' c or Alt+0231 or Ctrl+Alt+,
Ð	<i>Not supported</i>	Alt+0208
ð	<i>Not supported</i>	Alt+0240
É	Option+E E	' E or Alt+0201
é	Option+E e	' e or Alt+0233
È	Option+` E	` E or Alt+0200
è	Option+` e	` e or Alt+0232
Ë	Option+U E	" E or Alt+0203
ë	Option+U e	" e or Alt+0235
Ê	Option+I E	^ E or Alt+0202
ê	Option+I e	^ e or Alt+0234
Í	Option+E I	@@ksq I or Alt+-205
í	Option+E i	@@ksq i or Alt+0237
Ì	Option+` I	` I or Alt+0204
ì	Option+` i	` i or Alt+0236

Character	Mac Shortcut	Windows Shortcut
İ	Option+U I	" I or Alt+0207
ı	Option+U i	" I or Alt+0239
Î	Option+I I	^ I or Alt+0206
î	Option+I i	^ I or Alt+0238
Ñ	Option+N N	~ N or Alt+0209
ñ	Option+N n	~ n or Alt+0241
Ó	Option+E O	' O or Alt+0211
ó	Option+E o	' o or Alt+0243 or Ctrl+Alt+O
Ò	Option+` O	` O or Alt+0210
ò	Option+` o	` o or Alt+0242
Ö	Option+U O	" O or Alt+0214
ö	Option+U o	" o or Alt+0246
Õ	Option+N O	~ O or Alt+0213
õ	Option+N o	~ o or Alt+0245
Ô	Option+I O	^ O or Alt+0212
ô	Option+I o	^ o or Alt+0244
Ø	Option+Shift+O	Alt+0216
ø	Option+O	Alt+0248 or Ctrl+Alt+L
Œ	Option+Shift+Q	Alt+0140
œ	Option+Q	Alt+0156
Ɔ	<i>Not supported</i>	Alt+0222
ɔ	<i>Not supported</i>	Alt+0254
ß	Option+S	Ctrl+Alt+S or Alt+0223
ƒ	Option+B	<i>Not supported</i>
Š	<i>Not supported</i>	Alt+0138
š	<i>Not supported</i>	Alt+0154
Ú	Option+E U	' U or Alt+0218
ú	Option+E u	' u or Alt+0250 or Ctrl+Alt+U
Ù	Option+` U	` U or Alt+0217
ù	Option+` u	` u or Alt+0249
Û	Option+U U	" U or Alt+0220
ü	Option+U u	" u or Alt+0252
Û	Option+I U	^ U or Alt+0219
û	Option+I u	^ u or Alt+0251
Ý	<i>Not supported</i>	' Y or Alt+0221
ý	<i>Not supported</i>	' y or Alt+0253
ÿ	Option+U Y	" Y or Alt+0159
ÿ	Option+U y	" y or Alt+0255
Ž	<i>Not supported</i>	Alt+0142

Character	Mac Shortcut	Windows Shortcut
ž	<i>Not supported</i>	Alt+0158
Spanish open exclamation (¡)	Option+1	Ctrl+Alt+1 or Alt+-0161
Spanish open question (¿)	Option+Shift+1	Ctrl+Alt+1 or Alt+0191
French open double quote («)	Option+\	Ctrl+Alt+[or Alt+0171
French close double quote (»)	Option+Shift+\	Ctrl+Alt+] or Alt+0187

* On the Mac, enter the shortcut for the accent and then type the letter to be accented. For example, to get é, type `Option+E` and then the letter `e`.

* In Windows, if the keyboard layout is set to United States-International — via the Keyboard icon in the Windows Control Panel — you can enter the accent signifier and then type the letter (for example, type ``` and then the letter `e` to get `é`). To avoid an accent (for example, if you want to begin a quote, such as *A man* rather than have *Ä man*), type a space after the accent character — for example, type `"` and then a space, and then `A`, rather than typing `"` and then `A`.