Adding Accented Spanish Characters in Windows

Windows assigns a numeric code to different accented letters, other foreign characters and special mathematical symbols. For instance, the code for lower case **á** is **0225**, and the code for capital **Á** is **0193**.

The **ALT** key input is used to manually insert these letters and symbols by calling the numeric code assigned to them.

To use the codes:

1. Place your cursor in the location where you wish to insert a special character.

2. Activate the numeric key pad on the right of the keyboard by pressing **Num Lock** (upper right of keyboard). The Num Lock light on the keyboard will indicate that the numeric key pad is on. **NOTE: You must use the numeric key pad; if you use the number keys on the top of the keyboard, the characters will not appear.**

3. While pressing down the ALT key, type the four-digit code on the numeric key pad at the right edge of the keyboard. The codes are "case sensitive." For instance, the code for lower-case **á** is **ALT+0225**, but capital **Á** is **ALT+0193**.

    NOTE: If you have the International keyboard activated, you will only be able to input codes with the **ALT** key on the left side of the keyboard.

4. Release the **ALT** key. The character will appear when the **ALT** key is released.

    NOTE: You **must** include the initial zero in the code. For example to insert **á (0225)** you must type **ALT+0225**, **NOT** ALT+225.

This list is organized by Accent type. To determine the appropriate numeric code, match the accent with the vowel.

Windows ALT codes for Spanish

Capital Vowels		Lower Vowels		Other Symbols	
Vwl	**ALT Code**	**Vwl**	**ALT Code**	**Sym**	**ALT Code**
Á	ALT+0193	á	ALT+0225	¿	ALT+0191
É	ALT+0201	é	ALT+0233	¡	ALT+0161
Í	ALT+0205	í	ALT+0237	º	ALT+0186 (Masculine Ordinal)
Ó	ALT+0211	ó	ALT+0243	ª	ALT+0170 (Feminine Ordinal)
Ú	ALT+0218	ú	ALT+0250	«	ALT+0171 (Left Angle Quote)
Ñ	ALT+0209	ñ	ALT+0241	»	ALT+0187 (Right Angle Quote)
Ü	ALT+0220	ü	ALT+0252	€	ALT+0128