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True Keys Mode

True Keys mode is used to write a sentence with a number or year in it.
To use True Keys mode:

1. Press **ESC** right before you type the number.

(This will put you in **True Keys mode**. In **True Keys mode**, the guesses go away, the cursor changes from horizontal to vertical and there is a reminder message at the bottom of your screen.)

```
_____  
In |                                     /  
                                     /  
(True Keys mode... esc to exit)      /  
_____
```

2. Type your number.
3. Press **ESC** when you are done.

When you are in True Keys mode, you can use any characters or numbers you'd like, just as you would in any word processor.

Currency and Number Signs

When you type the dollar sign (\$) or the number sign (#) **Co:Writer** goes into a **True Key mode**.

```
_____  
The tag on the scooter said $_         /  
                                       /  
(True Keys mode... space to exit)    /  
_____
```

When you end a sentence with a number, type your final punctuation mark and then press **ENTER** to send the sentence to AlphaWord.

Adding a Suffix

The key combination of **Shift +** adds a plus sign after the word and brings up a set of the most common suffixes. (**Note: be sure to leave a SPACE between the word and the plus sign**)

A time +_		/
1 +ly	4 +er	/
2 +ed	5 +est	/
3 +ing	6 +s	/

Typing a letter after the + sign displays the most common endings and suffixes that begin with that letter (**if they make “word sense” or not**). This allows you to make up your own words.

A time +l_		/
1 +less	4 +lihood	/
2 +lessly	5 +liness	/
3 +lessness	6 +like	/
