

Microsoft QHG-00006

Microsoft Bluetooth Desktop Set User Manual

Model: QHG-00006

INTRODUCTION

Thank you for choosing the Microsoft Bluetooth Desktop Set. This wireless keyboard and mouse combination is designed to provide a sleek, modern, and efficient work experience. Featuring Bluetooth 5.0 LE connectivity, customizable keys, and dedicated Office 365 and Emoji buttons, this set enhances your productivity and comfort. This manual provides detailed instructions for setup, operation, maintenance, and troubleshooting to ensure optimal performance of your device.



Image: The Microsoft Bluetooth Desktop Set, showing both the full-size keyboard and the compact mouse.

SETUP

1. Unpacking and Contents

Carefully remove all components from the packaging. The box should contain:

- Microsoft Bluetooth Keyboard
- Microsoft Bluetooth Mouse
- 2 AAA Batteries (pre-installed or included)
- This User Manual (digital or printed)

2. Battery Installation

Your Microsoft Bluetooth Desktop Set requires 2 AAA batteries. These are typically included and may be pre-installed.

1. **For the Keyboard:** Locate the battery compartment on the underside of the keyboard. Open the cover, insert the AAA batteries according to the polarity indicators (+/-), and close the cover securely.

2. **For the Mouse:** Locate the battery compartment on the underside of the mouse. Open the cover, insert the AAA batteries according to the polarity indicators (+/-), and close the cover securely.



Image: Side profile of the Microsoft Bluetooth Keyboard, illustrating its slim design.

3. Bluetooth Pairing

The Microsoft Bluetooth Desktop Set connects wirelessly via Bluetooth 5.0 LE. It is compatible with Windows devices running Windows 8.1 or Windows 10.

1. **Enable Bluetooth:** Ensure Bluetooth is enabled on your PC. You can usually find this in the Windows Settings under "Devices" > "Bluetooth & other devices".
2. **Enter Pairing Mode:**
 - **Keyboard:** Press and hold the pairing button on the underside of the keyboard for a few seconds until the LED indicator starts blinking.
 - **Mouse:** Press and hold the pairing button on the underside of the mouse for a few seconds until the LED indicator starts blinking.
3. **Pair with PC (Swift Pair):**

If your PC supports Swift Pair (Windows 10 and later), a notification will appear on your screen when the keyboard or mouse is in pairing mode. Click "Connect" to pair the device.

If Swift Pair does not appear or is not supported:

 - In Windows Settings, go to "Devices" > "Bluetooth & other devices".
 - Click "Add Bluetooth or other device" and select "Bluetooth".
 - Select "Microsoft Bluetooth Keyboard" or "Microsoft Bluetooth Mouse" from the list of discovered devices.
 - Follow any on-screen prompts to complete the pairing process.
4. **Confirmation:** The LED indicator on the device will stop blinking and remain solid for a moment, then turn off, indicating successful pairing.

OPERATING INSTRUCTIONS

Keyboard Usage

The Microsoft Bluetooth Keyboard features a full-size layout with a numeric keypad and dedicated function keys.

- **Standard Typing:** Use the QWERTZ layout for standard text input.
- **Function Keys:** The F1-F12 keys may have secondary functions (e.g., media control, volume) accessible by pressing the *Fn* key simultaneously.
- **Dedicated Keys:**
 - **Office 365 Button:** Provides quick access to Microsoft Office applications.
 - **Emoji Button:** Opens the emoji panel for easy insertion of emojis in compatible applications.
- **Customizable Special Keys:** Certain keys can be customized for easy access to your favorite apps or functions. Refer to Windows settings for keyboard customization options.

Mouse Usage

The Microsoft Bluetooth Mouse is designed for comfortable and precise navigation.

- **Left Click:** Primary button for selecting items and interacting with software.
- **Right Click:** Secondary button for context menus and additional options.
- **Scroll Wheel:** Scroll through documents and web pages. The scroll wheel may also function as a middle click button.





Image: Top view of the Microsoft Bluetooth Mouse (left) and a close-up of its scroll wheel (right).



Image: Angled view of the Microsoft Bluetooth Mouse, highlighting its ergonomic design.

Wireless Range

The wireless range of the Microsoft Bluetooth Desktop Set is approximately 10 meters (33 feet) outdoors and up to 5 meters (16 feet) in typical office environments. Performance may vary based on environmental factors and obstacles.

MAINTENANCE

Cleaning

To maintain the appearance and functionality of your desktop set:

- Use a soft, lint-free cloth slightly dampened with water or a mild cleaning solution.

- Avoid harsh chemicals, abrasive cleaners, or solvents.
- Do not immerse the keyboard or mouse in liquid.
- For the keyboard, you can use compressed air to remove debris from between the keys.

Battery Replacement

When the batteries are low, the performance of your keyboard or mouse may degrade. Replace the AAA batteries as described in the "Battery Installation" section. Always use fresh, high-quality batteries.

TROUBLESHOOTING

If you encounter issues with your Microsoft Bluetooth Desktop Set, try the following troubleshooting steps:

- **Device Not Connecting:**
 - Ensure batteries are correctly installed and have sufficient charge. Replace if necessary.
 - Make sure Bluetooth is enabled on your PC.
 - Put the keyboard/mouse into pairing mode again and attempt to re-pair with your PC.
 - Move the devices closer to your PC to rule out range issues.
 - Restart your PC.
- **Keys Not Responding / Mouse Not Tracking:**
 - Check battery levels.
 - Ensure the device is paired and connected.
 - Clean the optical sensor on the mouse if tracking is erratic.
 - Ensure no physical obstructions are preventing key presses.
- **Lag or Delay:**
 - Reduce interference by moving away from other wireless devices (Wi-Fi routers, cordless phones).
 - Ensure your PC's Bluetooth drivers are up to date.
 - Check for any background processes consuming significant system resources.

For further assistance, please refer to the official Microsoft support website.

SPECIFICATIONS

Feature	Detail
Brand	Microsoft
Model Number	QHG-00006
Connectivity Technology	Bluetooth 5.0 LE
Compatible Operating Systems	Windows 8.1, Windows 10
Hardware Platform	PC
Power Source	Battery Powered (2 AAA batteries included)

Feature	Detail
Product Dimensions (Keyboard)	43.49 x 12.37 x 1.9 cm
Item Weight	540 g
Wireless Range	Up to 10 meters (outdoors), 5 meters (office environments)

WARRANTY AND SUPPORT

Warranty Information

Your Microsoft Bluetooth Desktop Set comes with a limited warranty. For detailed information regarding warranty terms, duration, and coverage, please refer to the warranty card included with your product or visit the official Microsoft support website. Keep your proof of purchase for warranty claims.




Customer Support

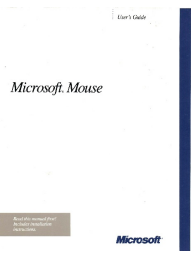
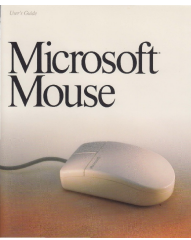

For technical support, product registration, or additional resources, please visit the official Microsoft Support website: support.microsoft.com. You may also find frequently asked questions (FAQs) and community forums there.



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Related Documents - QHG-00006

	<p>Surface Precision Mouse - Features, Pairing, and Setup Guide</p> <p>Learn about the Microsoft Surface Precision Mouse, its features for accuracy and comfort, how to pair multiple devices using Bluetooth, and customize settings with the Mouse and Keyboard Center app.</p>
	<p>Microsoft Product Guide: Safety, Warranty, and Support Information</p> <p>A comprehensive guide to Microsoft hardware products, covering safety precautions, limited warranty details, and customer support options. Includes information on AC-powered and battery-powered devices, laser safety, and regulatory compliance.</p>
	<p>Microsoft Bluetooth Ergonomic Mouse: Setup and Usage Guide</p> <p>Get started with your Microsoft Bluetooth Ergonomic Mouse. This guide covers Swift Pair, manual pairing, Smart Switch functionality, and tips for comfortable hand positioning. Learn more at support.microsoft.com.</p>

	<p>Microsoft Mouse User's Guide - Installation and Usage Manual</p> <p>Explore the 1986 Microsoft Mouse User's Guide. Learn how to install, configure, and use your Microsoft Mouse with IBM PC compatibles, including setup for Bus, Serial, and InPort versions, software integration, and basic operation.</p>
	<p>Microsoft Mouse User's Guide: Installation and Usage Instructions</p> <p>Detailed user's guide for the Microsoft Mouse, covering installation, hardware setup, software configuration, and compatibility with IBM PC systems and popular applications.</p>
	<p>Microsoft Sculpt Ergonomic Keyboard and Mouse Setup Guide</p> <p>A concise guide to setting up the Microsoft Sculpt Ergonomic Keyboard and Mouse, including battery installation and USB receiver connection.</p>