

ORDA Surface Pro Keyboard

ORDA Surface Pro Keyboard Instruction Manual

Model: Surface Pro Keyboard

INTRODUCTION

This manual provides detailed instructions for the setup, operation, maintenance, and troubleshooting of your ORDA Surface Pro Keyboard. Please read this manual thoroughly before using the product to ensure proper function and longevity.

Compatibility

The ORDA wireless keyboard is specifically designed for 12.3-inch Microsoft Surface Pro models. It is compatible with:

- Surface Pro 7+ (2021)
- Surface Pro 7 (2019)
- Surface Pro 6 (2018)
- Surface Pro 5 (2017)
- Surface Pro 4
- Surface Pro 3

Note: This keyboard is **NOT** compatible with Surface Pro 8, Surface Pro 9, Surface Pro 10, Surface Pro 11, Surface Pro X, or any Surface Go series models. Please verify your tablet model before use.



SETUP INSTRUCTIONS

1. Charging the Keyboard

Before initial use, fully charge the keyboard. Use the provided Type-C charging cable to connect the keyboard to a USB power source.

- Charging Time: Approximately 4-5 hours.
- Battery Capacity: 750mAh.
- Standby Time: Up to 100 days (without backlight).



Image: Keyboard charging port and battery details.

2. Attaching to Surface Pro

Align the magnetic strip of the keyboard with the bottom edge of your Surface Pro tablet. The keyboard will magnetically attach securely. This provides a stable connection for typing and protects the screen when closed.

3. Bluetooth Pairing

The keyboard connects wirelessly via Bluetooth 5.3.

1. Locate the power switch on the side of the keyboard and slide it to the 'ON' position.
2. Press and hold the **Fn + Del (Bluetooth icon)** keys simultaneously for 3 seconds to enter pairing mode. The Bluetooth indicator light will flash.
3. On your Surface Pro, go to **Settings > Bluetooth & devices**.
4. Ensure Bluetooth is turned ON.
5. Click 'Add device' and select 'Bluetooth'.
6. Select 'ORDA keyboard' from the list of available devices.
7. Once connected, the Bluetooth indicator light on the keyboard will stop flashing, and your Surface Pro will show the keyboard as 'Connected'.

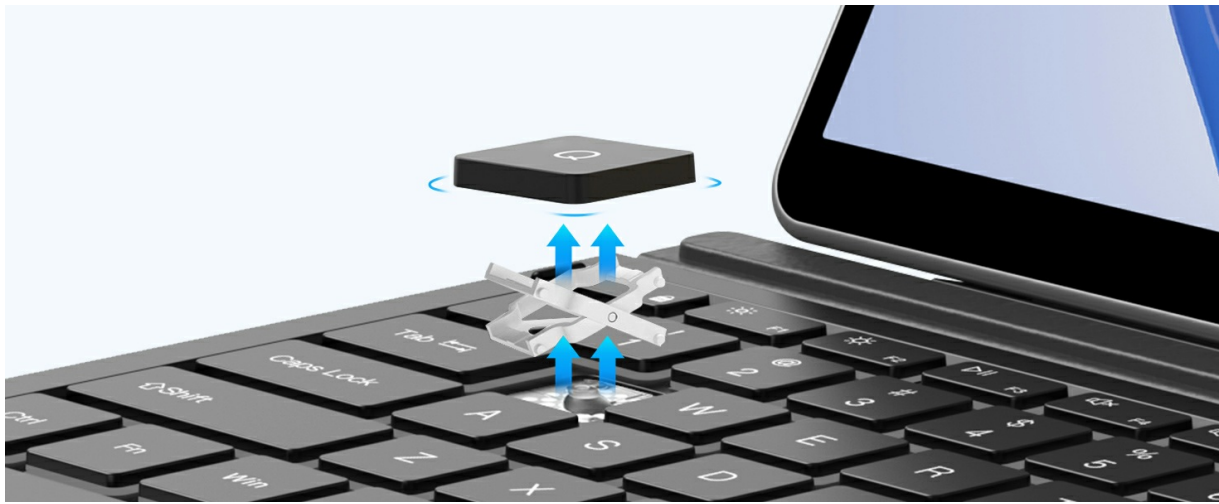


Image: Wireless Bluetooth connection and pairing instructions.

Image: Detailed steps for connecting the keyboard via Bluetooth.

OPERATING INSTRUCTIONS

1. Backlight Control

The keyboard features 7-color LED backlighting and 3 adjustable brightness levels.

- To change backlight color: Press **Fn + Enter** (with backlight icon). Cycle through the 7 available colors.
- To adjust brightness: Press **Fn + Alt** (with sun icon). Cycle through 3 brightness levels (30%, 70%, 100%).



Image: Backlight color and brightness adjustment.

2. Multi-Gesture Trackpad

The integrated trackpad supports multi-touch gestures for efficient navigation.

- **Mouse Cursor:** Single finger movement.
- **Fingers Scroll:** Two fingers up/down to scroll.
- **Fingers Zoom:** Pinch in/out with two fingers to zoom.
- **Swipe Up/Down:** Three fingers swipe up/down for specific system functions (e.g., show desktop, task view).

The trackpad also features palm rejection technology to prevent accidental touches during typing.



Image: Multi-functional trackpad gestures.

Image: Palm rejection feature in action.

3. Smart Screen ON/OFF Function

When the keyboard is paired via Bluetooth, closing the keyboard cover will put your Surface Pro to sleep, and opening it will wake the screen. This function is only available when the keyboard is actively paired.



Image: Smart screen ON/OFF functionality.

4. Dual-Angle Adjustment

The keyboard allows for two different typing angles to suit your ergonomic preferences. Adjust the magnetic attachment point to achieve the desired tilt.



MAINTENANCE

Cleaning

To clean the keyboard, gently wipe the surface with a soft, damp, lint-free cloth. Avoid using harsh chemicals, abrasive cleaners, or excessive moisture. Ensure the keyboard is powered off before cleaning.

Storage

When not in use for extended periods, store the keyboard in a cool, dry place. It is recommended to fully charge the keyboard before long-term storage and to periodically recharge it to maintain battery health.

TROUBLESHOOTING

- **Keyboard not connecting:** Ensure the keyboard is charged and powered on. Re-enter Bluetooth pairing mode (Fn + Del for 3 seconds) and re-pair with your Surface Pro. Check your Surface Pro's Bluetooth settings to ensure Bluetooth is enabled.
- **Keys not responding:** Check battery level. If low, charge the keyboard. Ensure the keyboard is properly connected via Bluetooth.
- **Trackpad not working:** Ensure the keyboard is connected. Some Surface Pro settings might disable the trackpad; check your tablet's settings.
- **Backlight not working:** Ensure the keyboard is powered on and charged. Use Fn + Enter to cycle through colors and Fn + Alt to adjust brightness.
- **Intermittent connection:** Ensure the keyboard is within the 33-foot (10-meter) Bluetooth range. Avoid obstructions between the keyboard and your Surface Pro.

SPECIFICATIONS

Feature	Detail
Model Name	Surface Pro Keyboard
Connectivity Technology	Bluetooth 5.3
Compatible Devices	Surface Pro 3, 4, 5, 6, 7, 7+
Special Features	7-Color Backlight, 3 Brightness Levels, Multi-Gestures Trackpad, Palm Rejection, Smart Screen ON/OFF, Dual-Angle Adjustment, Ultra-Slim, Lightweight
Battery Capacity	750mAh
Charging Time	4-5 hours
Standby Time	Up to 100 days (no backlight)
Wireless Range	Up to 33 feet (10 meters)

Material	Silicone, Vinyl
Item Weight	1.12 pounds (approx. 508g)
Package Dimensions	13.54 x 9.25 x 0.71 inches

PACKAGE CONTENTS

The product package includes the following items:

- ORDA Surface Pro Keyboard Case
- Type-C Charging Cable
- User Manual (this document)

Image: Contents included in the product package.

WARRANTY AND SUPPORT

For warranty information and customer support, please refer to the documentation included with your purchase or contact ORDA customer service directly through their official website or the retailer where the product was purchased.