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› Staples TECH Mini Slim Wireless Keyboard (Model ST63016) User Manual

STAPLES ST63016

Staples TECH Mini Slim Wireless Keyboard User Manual

Model: ST63016

INTRODUCTION

This manual provides instructions for the setup, operation, maintenance, and troubleshooting of your Staples TECH Mini Slim Wireless Keyboard. This compact keyboard features a 78-key layout, dual wireless connectivity (Bluetooth and 2.4GHz), and a built-in rechargeable battery, designed for versatile use with multiple devices.

WHAT'S IN THE BOX

- Staples TECH Mini Slim Wireless Keyboard
- USB-C Charging Cable
- 2.4GHz USB Receiver

SETUP

1. Initial Charging

Before first use, fully charge the keyboard. Connect the supplied USB-C charging cable to the keyboard's USB-C port and the other end to a USB power source (e.g., computer USB port, USB wall adapter). The charging indicator LED will illuminate during charging and turn off when fully charged.

Rechargeable

USB-C cable included



Built-in USB dongle storage



Image: The keyboard's USB-C charging port and the integrated storage for the 2.4GHz USB receiver.

2. Power On/Off

Locate the power switch on the back of the keyboard. Slide it to the 'ON' position to power on the keyboard. Slide it to 'OFF' when not in use to conserve battery.

3. 2.4GHz Wireless Connection

1. Retrieve the 2.4GHz USB receiver from its storage slot on the keyboard.
2. Plug the USB receiver into an available USB port on your computer or device.
3. Ensure the keyboard is powered on.
4. Press the **Fn + D** keys simultaneously to switch the keyboard to 2.4GHz mode. The corresponding LED indicator will light up briefly.
5. The keyboard should automatically connect to your device.

Wireless or Bluetooth connectivity



Image: The keyboard highlighting its wireless and Bluetooth connectivity options and range.

4. Bluetooth Connection (Up to 2 Devices)

The keyboard supports two Bluetooth connections (BT1 and BT2).

1. Ensure the keyboard is powered on.
2. **For BT1:** Press and hold **Fn + A** for 3-5 seconds until the BT1 LED indicator flashes rapidly. This indicates pairing mode.
3. **For BT2:** Press and hold **Fn + S** for 3-5 seconds until the BT2 LED indicator flashes rapidly. This indicates pairing mode.
4. On your device (computer, tablet, smartphone), go to Bluetooth settings and search for new devices.
5. Select "Staples Keyboard" or a similar name from the list of available devices.
6. Follow any on-screen prompts to complete the pairing process. The BT LED indicator will stop flashing and remain solid for a few seconds upon successful connection.

Seamlessly switch between devices

Connect up to 3 at the same time



Image: The keyboard connected to multiple devices, demonstrating its multi-device switching capability.

5. Switching Between Connected Devices

To switch between connected devices (2.4GHz, BT1, BT2), simply press the corresponding function key:

- Press **Fn + D** for 2.4GHz connection.
- Press **Fn + A** for Bluetooth Device 1.
- Press **Fn + S** for Bluetooth Device 2.

OPERATING INSTRUCTIONS

1. Key Functions

The keyboard features 78 keys, including standard alphanumeric keys and 12 function keys (F1-F12). The scissor-switch key mechanism provides a quiet and responsive typing experience.

2. Function Keys (F1-F12)

Many keys have secondary functions accessible by pressing the **Fn** key simultaneously with the desired function key. Refer to the keycap legends for specific functions (e.g., media controls, volume, screen brightness).

3. LED Indicators

The keyboard includes LED indicators for:

- **Caps Lock:** Illuminates when Caps Lock is active.
- **Battery Level:** Indicates low battery status (flashing) or charging status (solid during charge, off when full).
- **Bluetooth Status:** Flashes during pairing mode, solid briefly upon successful connection.

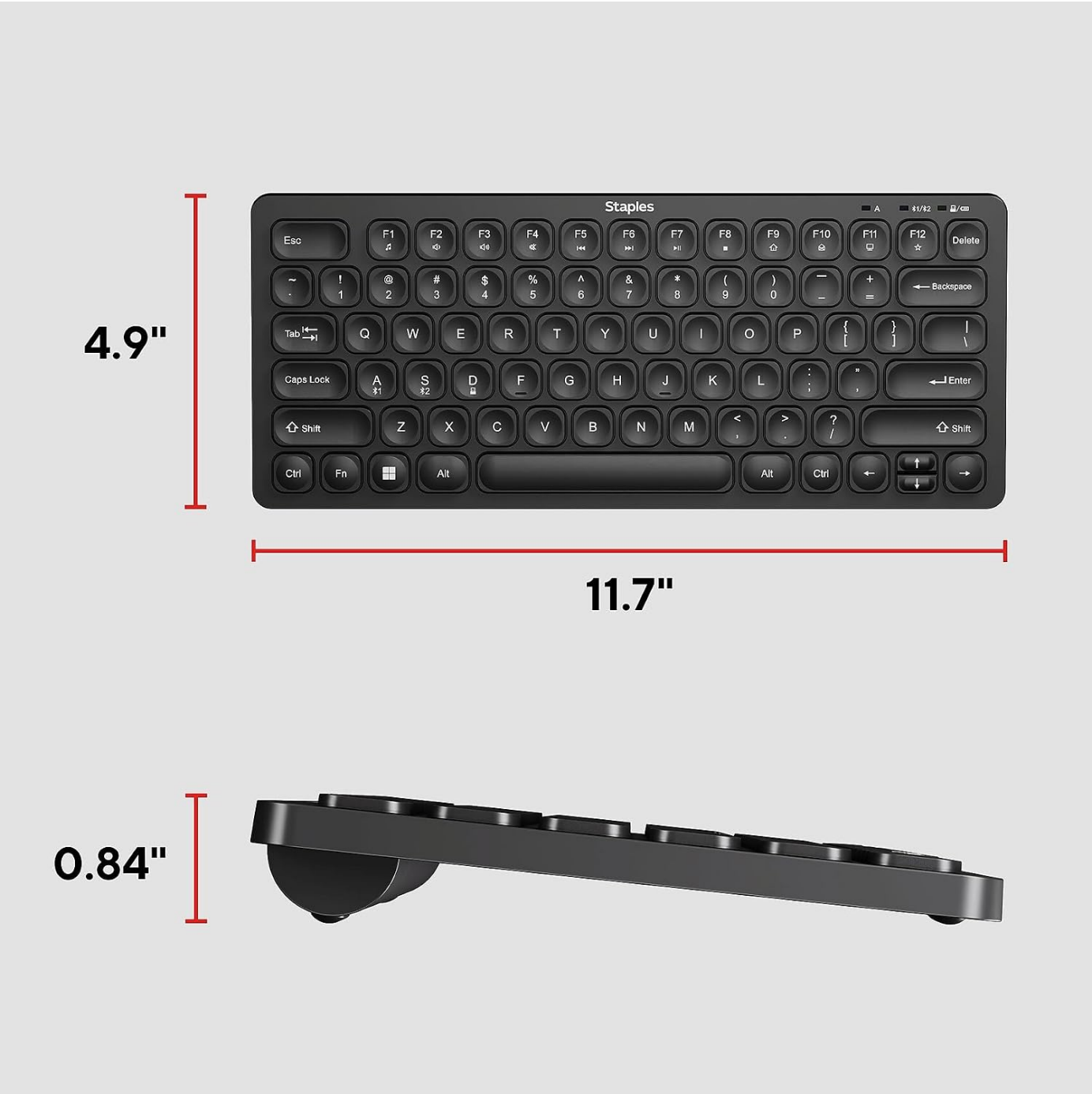


Image: The keyboard displaying its LED indicators and compatibility with various operating systems.

MAINTENANCE

1. Cleaning

To clean the keyboard, power it off and disconnect any cables. Use a soft, lint-free cloth slightly dampened with water or a

mild cleaning solution. Avoid excessive moisture and abrasive cleaners. Do not spray cleaners directly onto the keyboard.

2. Battery Care

The keyboard features a built-in rechargeable lithium battery. For optimal battery life:

- Avoid fully discharging the battery frequently.
- Charge the keyboard regularly, especially if it will be stored for an extended period.
- Store the keyboard in a cool, dry place.

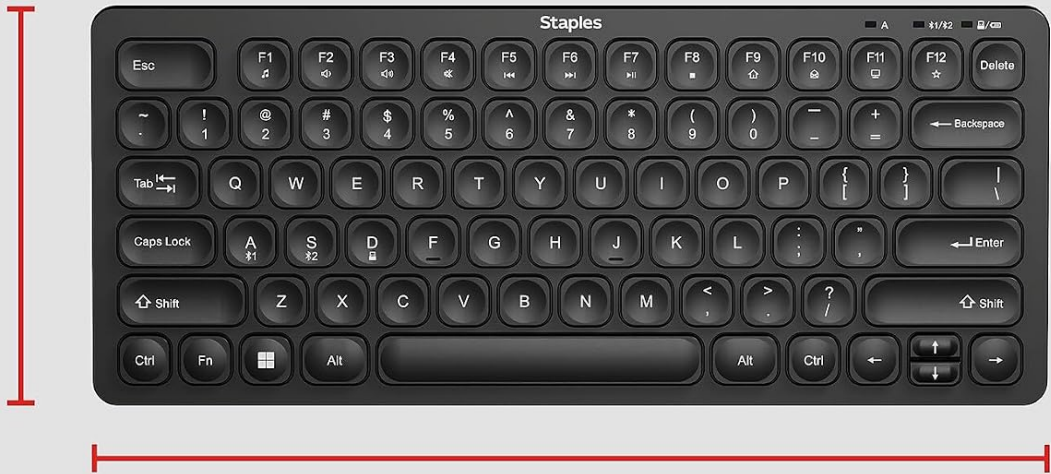
TROUBLESHOOTING

- **Keyboard not connecting:**
 - Ensure the keyboard is powered on and fully charged.
 - Verify the correct connection mode (2.4GHz, BT1, or BT2) is selected using **Fn + D/A/S**.
 - For 2.4GHz, ensure the USB receiver is securely plugged into your device.
 - For Bluetooth, ensure your device's Bluetooth is enabled and the keyboard is in pairing mode (flashing LED). Try re-pairing if necessary.
 - Move the keyboard closer to your device to rule out range issues.
- **Keys are unresponsive or typing is delayed:**
 - Check battery level and recharge if low.
 - Ensure there are no obstructions between the keyboard and the receiver/device.
 - Try connecting to a different USB port or re-pairing the Bluetooth connection.
- **Keyboard not charging:**
 - Ensure the USB-C cable is properly connected to both the keyboard and the power source.
 - Try a different USB-C cable or power source.

SPECIFICATIONS

Brand	STAPLES
Model Number	ST63016
Connectivity Technology	2.4GHz Wireless, Bluetooth (BT1, BT2)
Compatible Devices	Windows 10/11, macOS 10.5 or later, ChromeOS, Chromebook
Number of Keys	78
Switch Type	Scissor Switch
Power Source	Built-in Rechargeable Lithium Battery
Product Dimensions (L x W x H)	11.7" x 4.9" x 0.84"
Material	ABS Plastic

4.9"



11.7"

0.84"

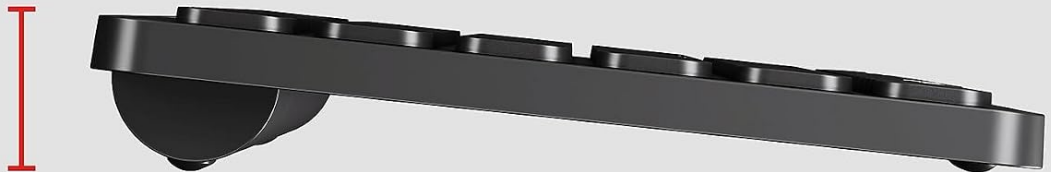


Image: The keyboard with its physical dimensions indicated.

WARRANTY

This product is covered by a 1-Year Manufacturer's Warranty from the date of purchase. Please retain your proof of purchase for warranty claims. The warranty covers defects in materials and workmanship under normal use.

SUPPORT

For further assistance or technical support, please refer to the contact information provided with your product packaging or visit the official Staples support website.

ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

Name

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Question

Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question

Open the live page

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