ISO/IEC 9995-1:2009-10 (E)

Information technology - Keyboard layouts for text and office systems - Part 1: General principles governing keyboard layouts

Contents

Page

Foreword iv

Introduction v

1 Scope 1

2 Conformance 1
2.1 Conformance with ISO/IEC 9995-1 1
2.2 General conformance requirement 1
2.3 Claims of conformance 1

3 Normative references 2

4 Terms and definitions 2

5 Divisions of the keyboard 4
5.1 Logical division of keyboard into groups and levels 4
5.2 Physical division of keyboard into sections and zones 5

6 Requirements 6
6.1 Placement of sections 6
6.2 Methods of indicating allocations to keys 7

7 Key position numbering system 7
7.1 Principle of the grids 7
7.2 Designation of key positions 9
7.3 Reference positions for the rows and columns 9
7.4 Key location numbering requirements 9

8 General principles of key labelling and symbol positioning 9
8.1 Group positions 10
8.2 Level positions within one group 10
8.2.1 Labelling of all three levels on the key-top 10
8.2.2 Labelling of two levels on the key-top, labelling of level 3 on the keyface 10
8.3 Capital/small letter pairs 12
8.4 Minimum required size of keytop symbols 12

9 Key arrangement and distances 12
9.1 Key arrangement 12
9.2 Other requirements 12

Annex A (informative) Examples of national standards 13

Bibliography 14