

ITEM# DGIPA4SBK

Bluetooth Keyboard Case Charging and Pairing Instructions

Please follow the steps below exactly as they appear

Insert the **BLACK** USB charging wire into the **WHITE** wall charger provided with your iPad. Next, insert the micro port end of the USB charging wire into the Bluetooth Keyboard. (Please make sure the port on the charging wire matches the position of the charging port on the keyboard) Finally, insert the wall charger into a wall outlet to start the charging process of the Bluetooth Keyboard. Keep the keyboards power switch (pictured below) in the off position. A red light next to the battery icon will illuminate. When completely charged, the red light will go out. (A full charge will take 4-6 hours).

1. Move the keyboard power switch to the **ON** position (Note: you should see a blue light)
2. The on/off switch is on the **RIGHT SIDE** of the keyboard which needs to be moved **UP** for **ON** and **DOWN** for **OFF**



3. **Push down** on the word **“Connect”** for about **2-3 seconds** this will start the pairing process.



4. On your iPad tap **Settings** then **Bluetooth** making sure Bluetooth is **ON**.



5. Your iPad will discover the keyboard and show **"Bluetooth Keyboard"** on the list of devices, possibly under Other Devices if this is your first time pairing..



6. On the iPad select the words **"Bluetooth Keyboard"** from the list. (*If Bluetooth keyboard is not on the list, try pressing the "connect" icon again.*)
7. A notification box with a passkey should now appear on your iPad screen.



8. Enter the passkey on your Bluetooth keyboard quickly (*you will not see anything on the iPad screen as you do this*), and press the **enter key on the keyboard**.
9. Your iPad screen should show the keyboard as CONNECTED

