

## Sticky Keys/Filter Keys



If you accidentally hold down your shift key for a long period of time, you could get the above window and could accidentally turn on a feature called "FilterKeys". This can be annoying and there is a way to turn it off permanently if you choose to. But before you do you might want to know what it does. It ignores keyboard inputs that are short and quick and only accepts key strokes that are held down for a certain amount of time. So if you perhaps have a "shakey" hand and can't type without hitting all kinds of keys, you might actually like this feature. It was designed for persons with disabilities and can be used appropriately there.

You might want to know how to turn them off temporarily if you have accidentally stumbled on it. You can either press the shift key 5 times in a row or press them both at the same time. But sometimes this doesn't work and you will need to use the same steps you would use to turn them off permanently. Thank goodness you will still have control of your mouse or these instructions would be much longer!  
Go to your control panel. There are several ways but the easiest is to click on your start menu and the control panel should be there. (Policies may have this blocked for you and in this case you will need to contact Technology) In the control panel, you will see an icon like this one that says Accessibility Options:  
Once you open this up you will get a menu for the 3 options that were designed to help in the instances I have already described above. They are: Sticky Keys, Filter Keys and Toggle Keys. Just make sure all the boxes are unchecked if you want to turn them off.