

How to type German Umlauts

On a **Windows PC**, hold down the **Alt** key and type the following numbers from the numerical keypad (**right-hand end of keyboard** - with **Num Lock** switched on).

ä = Alt 132	ö = Alt 148	ü = Alt 129
Ä = Alt 142	Ö = Alt 153	Ü = Alt 154
ß = Alt 225		

Mac computers:

On an **Apple** computer, press the Option-key, the letter **u**

For example, to get an **ä**, press Option-u then **a**. The same goes for **ü** and **ö**.

To 'umlaut' a capital letter, follow the same steps and press **Shift-letter**.

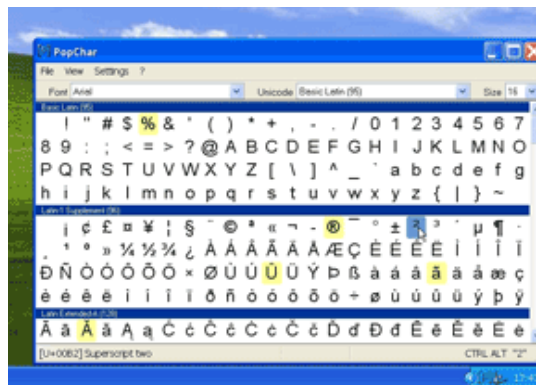
For example, to get an **Ö**, press Option-u then **O**.

To get an **ß**, press option-s.

Alternatively, hold down the "MAC" key while typing these numbers:

ä = 138 / Ä = 128 / ö = 154 / Ö = 133 / ü = 159 / Ü = 134 / ß = 167

PopChar



[PopChar](http://www.ergonis.com/products/popchar/) is a small program that will help you type Umlauts and other special characters. Whenever needed, a little table will pop up on screen - you click on the character you want and it goes straight into your document. An educational discount of 30% is given for quantities of 30 copies or more. For Windows & Mac computers.

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