**Guide to Connecting Wireless Bluetooth Keyboard or Mouse**

1.) Ensure the keyboard or mouse has batteries and is turned on. The sensor LED on the bottom of the mouse should be lit, or the indicator LED on top of the keyboard should flash periodically.

2.) In the System Tray in the lower right hand side of the screen, click on the Bluetooth icon (circled in red).

3.) Click on “Add a Device” at the top of the pop-up menu.
4.) On the bottom of the device there is a Bluetooth “discover” button. When pressed the device should appear in the list of available devices. Select the device and click next.

![Select a device to add to this computer](Image)

5.) For keyboards only, type in the code provided to the Bluetooth keyboard and hit enter.

![Type the following code into your device](Image)

6.) The drivers for the device should load automatically, and your device will work as soon as that process has completed.