

- **Diacritics in Spanish:**

Spanish uses acute, tilde and diaeresis.

Acute (´) is used on a vowel in a stressed syllable in words with irregular stress patterns. It can also be used to "break" a diphthong as in tío (pronounced /'tio/, and not /tjo/ as it would be without the accent). Moreover, the acute can be used to distinguish words that otherwise are spelt alike, such as sí (= "if") and sí (= "yes"), and also to distinguish interrogative and relative words otherwise spelt alike, such as donde/¿dónde? (= "where") or como/¿cómo? (= "as"/"how?").

Tilde is part of the letter ñ (/enye/), which is unique to the Spanish alphabet.

Diaeresis in Spanish is used only over u (ü) so that it is pronounced /w/ in the combinations gue and gui (where u is normally silent), for example ambigüedad. In poetry, diaeresis may be used on i and u as a way to force hiatus.

- **Typing Diacritics: PC and Mac**

PC: A) Characters may be typed using Ctrl, Shift, Alt keys combined with letters or numbers. There are two methods in this category:

Method A1 uses Ctrl, Shift and Alt:

Acute accents:	Ctrl + ' , vowel	á é í ó ú
ñ:	Ctrl + Shift + ~ , n	ñ
Dieresis:	Ctrl + Shift + ; , vowel	ü
Inverted question mark:	Ctrl + Shift + Alt, ?	¿
Inverted exclamation mark:	Ctrl + Shift + Alt, !	¡

Method A2 combines the Alt key with numbers:

á	Alt + 160	Á	Alt + 0193
é	Alt + 130 / Alt + 0233	É	Alt + 144 / Alt + 0201
í	Alt + 161 / Alt + 0237	Í	Alt + 0205
ó	Alt + 162 / ALT + 0243	Ó	Alt + 0211
ú	ALT + 163 / Alt + 0250	Ú	Alt + 0218
ñ	Alt + 164 / Alt + 0241	Ñ	Alt + 165 / Alt + 0209
ü	Alt + 129 / Alt + 0252	Ü	Alt + 154 / Alt + 0220

PC: B) Add a new input language to your keyboard layout. This feature is accessible from the Control Panel, in the Keyboard or Regional and Languages options. You will probably be required to install the new keyboard input language from the original Windows CD. Once it is installed, English keyboard layout does not change, but you can swap between the English and the new Spanish input layouts. All you then have to do is work out which keys represent which letters, type out the entire keyboard in lower and upper case, and then print it for reference.

There are a few extra characters in the Spanish keyboard layout, including arroba (@), accessed by using the right Alt key and the number 2.

Macintosh: Macs have this feature already built in their keyboards, so you just need to know the key strokes to type diacritics:

Acute accents:	Option + e , vowel	á é í ó ú
Eñe:	Option + n, n	ñ
Dieresis:	Option + u, vowel	ü
Inverted question mark:	Option + Shift, ?	¿
Inverted exclamation mark:	Option + l	¡