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**Information technology — Keyboard  
layouts for text and office systems —**

**Part 12:  
Keyboard group selection**

*Traitement de l'information — Dispositions de claviers pour systèmes  
bureautiques —*

*Partie 12: Technologies de l'information — Disposition des claviers  
conçus pour la bureautique — Partie 12 : Sélection des groupes sur  
clavier*





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## Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of document should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see [www.iso.org/directives](http://www.iso.org/directives)).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO and IEC shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see [www.iso.org/patents](http://www.iso.org/patents)) or the IEC list of patent declarations received (see <http://patents.iec.ch>).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation of the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see [www.iso.org/iso/foreword.html](http://www.iso.org/iso/foreword.html).

This document was prepared by Joint Technical Committee ISO/IEC JTC 1, *Information technology*, Subcommittee SC 35, *User interfaces*.

A list of all parts in the ISO/IEC 9995 series can be found on the ISO website.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at [www.iso.org/members.html](http://www.iso.org/members.html).

## Introduction

Many keyboard layouts are used over the whole world. This document specifies a way to navigate between keyboard groups, so a user can use more than one collection of characters, for example, to write text in more than one language, or input names of persons or places in different scripts.

Many graphic operating environments offer a way to click on an icon to change the keyboard group. This document offers an alternative way to change keyboard group in a few keyboard strokes, and in a standardized way, only using characters that are widely available on keyboards across the world.

This document builds on ISO/IEC TR 15440.

# Information technology — Keyboard layouts for text and office systems —

## Part 12: Keyboard group selection

### 1 Scope

This document specifies mechanisms to choose between the keyboard groups specified in the ISO/IEC 9995 series, national keyboards standards, or other keyboard definitions.

These mechanisms primarily become useful when the stipulated marking on the key top can be dynamically displayed on the key top.

### 2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO/IEC 9995-1, *Information technology — Keyboard layouts for text and office systems — Part 1: General principles governing keyboard layouts*

ISO/IEC 9995-9:2016, *Information technology — Keyboard layouts for text and office systems — Part 9: Multi-lingual, multiscrypt keyboard layouts*

ISO/IEC 10646, *Information technology — Universal Coded Character Set (UCS)*

ISO/IEC 15897, *Information technology — User interfaces — Procedures for the registration of cultural elements*

ISO/IEC 24757, *Information technology — Keyboard interaction model — Machine-readable keyboard description*