

## TK-204UK General Quick Reference Sheet

Command	Hot Keys	Front Panel Button	Description
Select computer	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">(x)</div> (x) = 1~ 2 for PC channel	Press any push button	Select the desired computer
Next computer port	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">↑</div> or <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">↓</div> or <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Backspace</div>	Press Push Button for a specific port on the switch	Select the next computer port
Autoscan	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">S</div>	—	Autoscan through every connected channel for quick screen browsing of each channel (scan delay = 10 seconds)
Autoscan with Programmable Delay Time	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">S</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">(x)</div> (X) = 0~9 1 = 10 seconds      6 = 60 seconds 2 = 20 seconds     7 = 70 seconds 3 = 30 seconds     8 = 80 seconds 4 = 40 seconds     9 = 90 seconds 5 = 50 seconds     0 = 100 seconds	—	Autoscan through every connected channel for quick screen browsing of each channel (10-100 seconds)
Stop Autoscan	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Press any key on keyboard</div>	Press any push button or key	Terminate Autoscan activity
Beep Sound On/Off	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">B</div>	—	Toggle On/Off beep sound
Define Hotkey Sequence (default = Scroll Lock + Scroll Lock)	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">H</div> + <div style="border: 1px solid black; padding: 2px; display: inline-block;">(Y)</div> Y = Scroll Lock, Caps Lock, Esc, F12 or Num Lock	Press and hold down button 4 until you hear 2 beeps, then release the button and press <div style="border: 1px solid black; padding: 2px; display: inline-block;">(Y)</div> You should hear 1 beep after you press <div style="border: 1px solid black; padding: 2px; display: inline-block;">(Y)</div> (Y) = Scroll Lock, Caps Lock, Esc, F12 or Num Lock	Select the hotkey preceding sequence among 5 options

## Speaker/Microphone/USB Port Quick Reference Sheet

Command	Hot Keys	Front Panel Button	Description
Select Audio / Microphone	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">(Fx)</div> (Fx is a function key) Fx = F5 ~ F6 F5 = Computer 1's audio/microphone channel F6 = Computer 2's audio/microphone channel	—	Select the desired Audio / Microphone channel
Bind Computer & Audio/Microphone Switching	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Q</div>	—	Bind Audio/Microphone to computer port switching. (Default Setting)
UnBind Computer & Audio / Microphone Switching	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">W</div>	—	Unbind Audio/Microphone to computer port switching
Select USB Port	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">(Fy)</div> (Fy is a function key) Fy = F1 ~ F2 F1 = Computer 1's USB port F2 = Computer 2's USB port	—	Select the desired USB port
Bind Computer and USB Port Switching	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Z</div>	Press any push button or key	Bind USB port to computer port switching. (Default Setting)
Unbind Computer and USB Port Switching	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Scroll Lock</div> + <div style="border: 1px solid gray; padding: 2px; display: inline-block;">X</div>	—	Unbind USB port to computer port switching

**Note:** The hotkey sequence 

Scroll Lock

 + 

Scroll Lock

 + 

(Key)

 denotes that you should hit the individual key consecutively one at a time, not simultaneously.