

How to Split and Merge the iPad Keyboard?

TechRounder PDF Edition

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Quick answer

If you own an iPad, you might have noticed the ability to split the default keyboard for better accessibility and screen utilization. This feature is particularly useful when typing with both thumbs, as it allows you to see more of the screen content while typing.

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However, if you're new to iPads, you might be unaware of this feature or unsure about how to split the keyboard-or how to revert it to its original layout if it accidentally gets split. This guide will walk you through the process step-by-step, with updated instructions and additional tips to enhance your experience.

What Is the iPad Keyboard Split Feature?

The split keyboard is a handy feature available on iPads that allows the on-screen keyboard to split into two halves. This layout makes it easier to type with your thumbs while holding the iPad. It's especially beneficial when working in landscape mode or on larger iPads like the iPad Pro.

Additionally, Apple offers options like a floating keyboard, which is a compact version of the keyboard that can be moved around the screen. These features make typing on an iPad versatile and adaptable to your needs.

How to Split the iPad Keyboard

Follow these steps to split the keyboard on your iPad:

1. Open a Text Editor Open any app where the keyboard pops up , such as Notes, Messages, or an email app.
2. Access Keyboard Options Tap and hold the keyboard icon at the bottom-right corner of the keyboard. This icon looks like a small keyboard with a down-arrow.
1. Choose the Split Option While holding the keyboard icon, a small menu will appear with options like Undock , Split , and Floating . Slide your finger to the Split option without releasing the touch.
2. Enable the Split Keyboard Once your finger highlights the Split option, release it. The keyboard will now split into two halves, each positioned on opposite sides of the screen.

How to Merge the iPad Keyboard Back to Normal

If the keyboard is split and you want to revert it to the standard layout, here's what you need to do:

1. Open Any App with Text Input Open an app like Notes or Safari, where the keyboard will appear.
2. Access Keyboard Options On the split keyboard, tap and hold the keyboard icon in the bottom-right corner.

1. Choose the Merge Option Similar to the previous steps, a menu will appear. Slide your finger to the Merge option without releasing the touch.

1. Revert to Default Layout Release your finger after highlighting the Merge option, and the keyboard will return to its original full-screen layout.

Additional Tips and Updates

1. Floating Keyboard iPads now feature a floating keyboard, which can be moved around the screen for added flexibility. To activate it, select the Floating option from the same menu. You can resize and reposition it as needed by pinching or dragging.

2. Keyboard Shortcuts If you're using an external keyboard with your iPad, take advantage of keyboard shortcuts to enhance productivity. For example, press Command + Space to access Spotlight search or Command + Tab to switch between apps.

3. Software Compatibility Ensure your iPad is updated to the latest version of iPadOS to enjoy the newest features, as Apple frequently introduces improvements to keyboard functionality.

4. Accessibility Options For users with specific needs, the iPad offers accessibility features like Voice Typing and Dictation. These can be accessed in the Settings app under Accessibility > Keyboards.

Conclusion

The ability to split and merge the iPad keyboard is a simple yet effective feature that enhances your typing experience. Whether you're writing an email, taking notes, or chatting with friends, you can customize the keyboard layout to suit your needs.

With the additional options like the floating keyboard and regular updates from Apple, you can make the most of your iPad's capabilities. If you're new to the iPad or haven't tried these features yet, give them a shot and see how they transform your typing experience.