




Operating Systems:  
Windows 95/98

Action	Display
<p>Every Windows or Macintosh computer has built-in accessibility features. Accessible features allow users to adjust keyboard, mouse, display, audio, and other controls to meet individual learning needs.</p> <p>On a Windows computer, go to the <b>Start</b> button, select <b>Settings</b>, then <b>Control Panel</b> and <b>Accessibility Options</b>.</p> <p>We will explore all of the <b>Accessibility Options</b> below. To activate any of these options, click the <b>OK</b> button to try it.</p>	 <p>The screenshot shows the Windows 95 Control Panel window. The title bar reads 'Control Panel'. The menu bar includes 'File', 'Edit', 'View', 'Go', 'Favorites', and 'Help'. The address bar shows 'Control Panel'. The main area contains a grid of icons for various system settings: Icon DynamicAcc..., Accessibility Options (highlighted), Add New Hardware, Add/Remove Programs, Adobe Gamma, Case Scan Manager 5.0, Date/Time, Desktop Themes, Display, Find Fast, Fonts, and Game Controllers. The status bar at the bottom indicates '(15 objects)' and 'My Comp'.</p>
<p>In the <b>Accessibility Properties</b> window, click on the <b>Keyboard</b> tab.</p> <p>Click on the <b>StickyKeys</b> box, if users have difficulty holding the &lt;Shift&gt; key down for capitalized characters or symbols. This feature electronically locks &lt;Shift&gt;, &lt;Alt&gt;, or &lt;Control&gt; down for one keystroke then automatically releases (unlike &lt;Caps Lock&gt;).</p> <p>Click on the <b>FilterKeys</b> box to slow the start of automatic repeat or ignore brief, accidental keystrokes.</p> <p>Click on the <b>ToggleKeys</b> box, if users accidentally press keys that change keyboard operations (&lt;Caps Lock&gt;, &lt;Num Lock&gt;, and &lt;Scroll Lock&gt;). This option provides auditory feedback for these accidental key presses.</p>	 <p>The screenshot shows the 'Accessibility Properties' dialog box with the 'Keyboard' tab selected. The 'StickyKeys' section has a checked 'Use StickyKeys' checkbox and a 'Settings...' button. The 'FilterKeys' section has an unchecked 'Use FilterKeys' checkbox and a 'Settings...' button. The 'ToggleKeys' section has an unchecked 'Use ToggleKeys' checkbox and a 'Settings...' button. At the bottom, there are 'OK', 'Cancel', and 'Apply' buttons. A checkbox at the bottom left is labeled 'Show extra keyboard help in program'.</p>
<p>Click on the <b>Sound</b> tab, if users need to convert sounds to visual signals. There are two adjustments:</p> <ol style="list-style-type: none"> <li>1. <b>SoundSentry</b> flashes the desktop, active window or caption for system warnings.</li> <li>2. <b>ShowSounds</b> interacts with program to display captions for speech and sounds.</li> </ol>	 <p>The screenshot shows the 'Accessibility Properties' dialog box with the 'Sound' tab selected. The 'SoundSentry' section has a checked 'Use SoundSentry' checkbox and a 'Settings...' button. The 'ShowSounds' section has a checked 'Use ShowSounds' checkbox and a 'Settings...' button. At the bottom, there are 'OK' and 'Cancel' buttons.</p>

## From MSDE Accessibility Tutorial

Click on the **Display** tab. Some users may need a higher contrast than possible by adjusting the contrast control on the display. The **High Contrast** feature in **Display** enlarges the text and reverses the contrast. Click on **Settings**, to see the options. High Contrast color schemes are white on black, black on white or custom.



Click on the **Mouse Keys** tab. **Mouse Keys** is available for users who struggle to control a mouse. Select the **Mouse Keys** feature to turn the numeric keypad into a mouse keypad. The 5 key is the left button for clicking while the other numbers move the cursor in 8 different directions.



Also in **Mouse Keys**, click on the **Settings** button. Users can slide the toggle buttons to adjust **Top Speed** and **Acceleration** of the pointer for better control of the keypad.






Click on the **General** tab for other accessibility features. These options are

1. **Automatic reset:** options for allowing the computer to return to standard (default) control methods after a set period of time and
2. **Notification:** options for the computer to give sound warnings when turning an accessibility feature on or off.
3. **Serial Keys:** a method for connecting other electronic devices via the Serial Port to control a computer, such as an augmentative communication device.



**From MSDE Accessibility Tutorial**

<p>Close the <b>Accessibility</b> options by clicking on the <b>OK</b> or <b>Cancel</b> buttons, then close the window.</p> <p>Click on other <b>Control Panel</b> options to adjust properties of the <b>Keyboard</b>, <b>Mouse</b>, and/or <b>Display</b>.</p>	
<p><b>Keyboard Properties</b> offers adjustments to the automatic repeat speed and the delay before automatic repeat begins. This may help people who tend to press keys too long.</p>	 <p>The screenshot shows the 'Keyboard Properties' dialog box with the 'Speed' tab selected. It features three sliders: 'Repeat delay' (set to 'Long'), 'Repeat rate' (set to 'Slow'), and 'Cursor blink rate' (set to 'Slow'). There are 'OK' and 'Cancel' buttons at the bottom.</p>
<p><b>Mouse Properties</b> offers adjustments to mouse speed, pointer speed, and the visibility of the cursor. On the <b>Visibility</b> options, try the <b>Sonar</b> and <b>Trails</b> to help with finding and tracking the cursor on your screen</p>	 <p>The screenshot shows the 'Mouse Properties' dialog box with the 'Pointer Options' tab selected. It includes a 'Double-Click Speed' slider, a 'Cursor' section with 'Sonar' and 'Trails' options, and a 'ClickLock' section with a 'Turn on ClickLock' checkbox. There are 'OK', 'Cancel', and 'Help' buttons at the bottom.</p>
<p><b>Display Properties</b>, in the <b>Appearance</b> features offers 2 adjustments to enlarge the text in menus and windows.</p>	 <p>The screenshot shows the 'Display Properties' dialog box with the 'Appearance' tab selected. It displays 'Window Text' and 'Message Box' sections, each with a 'Size' slider and 'OK' and 'Cancel' buttons. There are also 'OK', 'Cancel', and 'Apply' buttons at the bottom of the dialog.</p>

Additional Windows accessibility information: <http://www.microsoft.com/enable/default.htm>  
 For Macintosh accessibility features go to: <http://www.apple.com/disability/easyaccess.html>