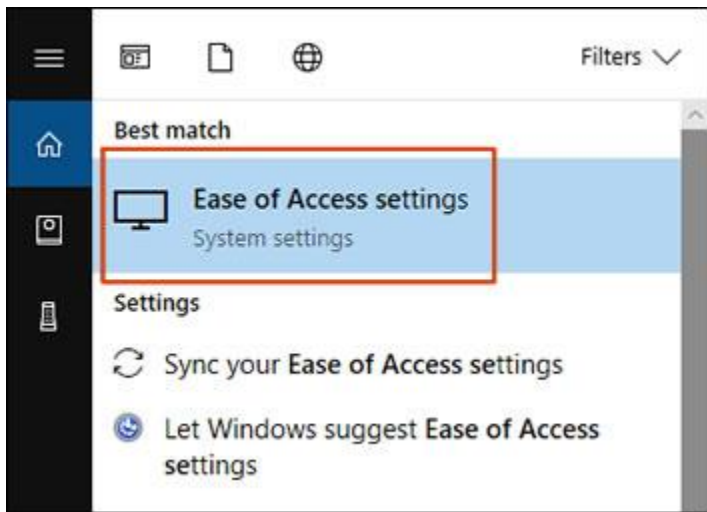
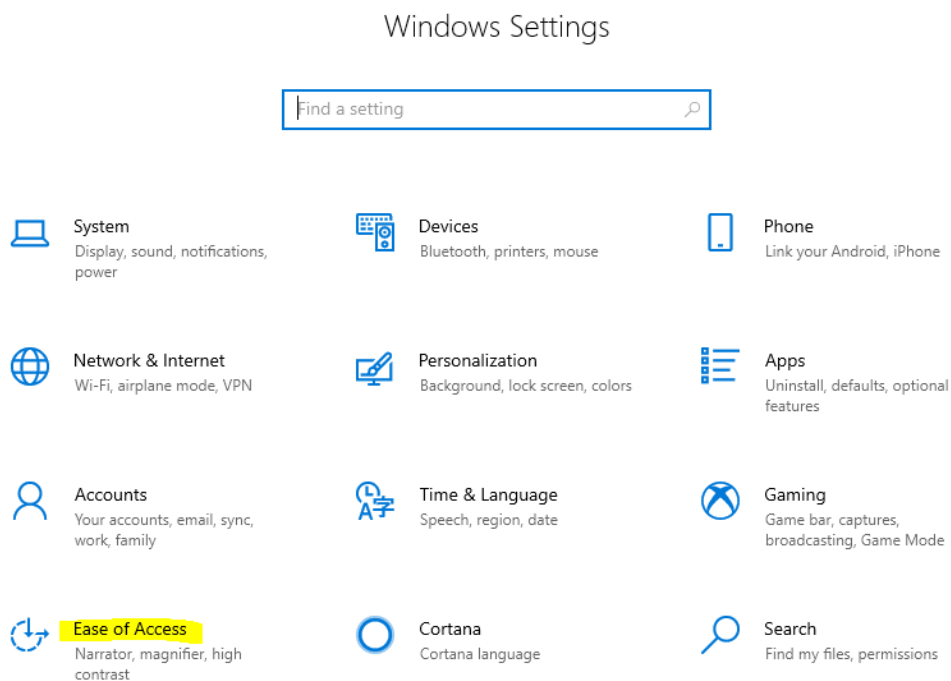


Windows 10 Ease of Access

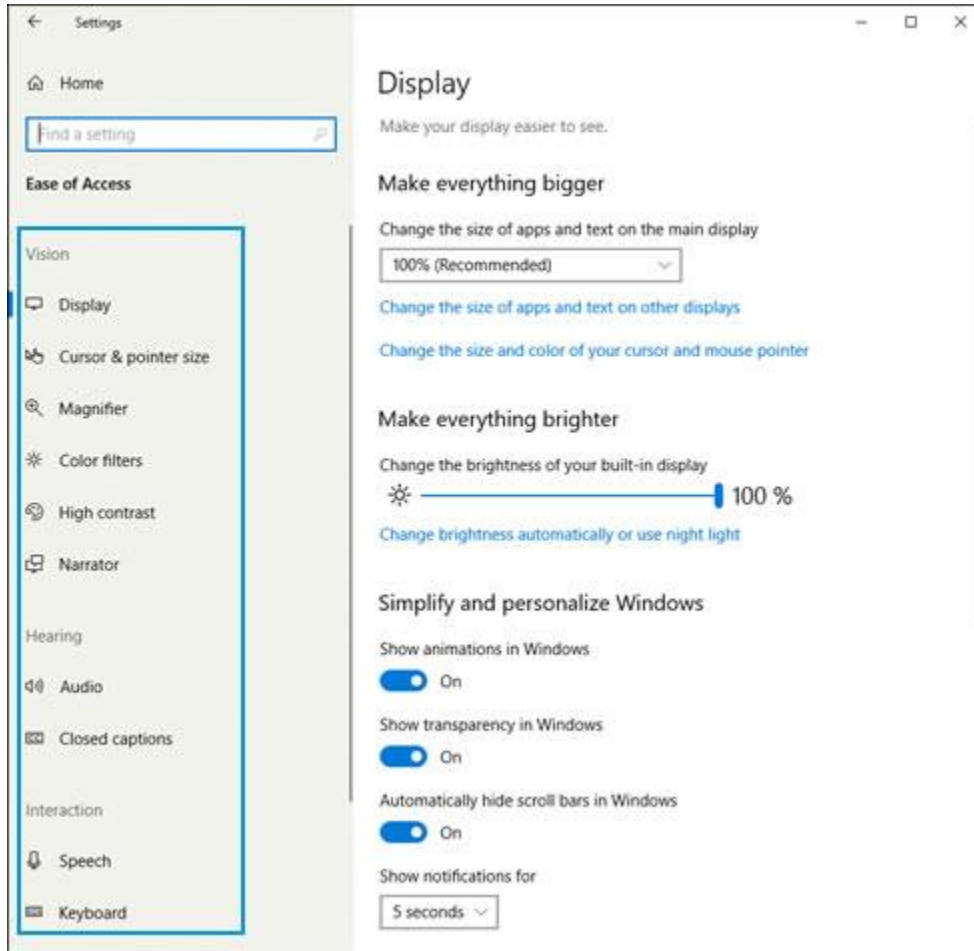


1) In the search field within the Task bar, search for **Ease of Access Settings**. Click the result that matches the one in the picture below.



Another way to access it is to bring up the Start menu, select the **cog** icon above the power icon and select **Ease of Access** from the list of Windows settings

2) Select the field that you would like to change in the bar on the left (the picture below illustrates the different settings that can be tweaked for ease of use)



Here's a brief summary of the aspects that can be tweaked for ease of access:

VISION

- Display
 - Screen magnification and brightness adjustments can be made to accommodate for visually impaired users
 - Size adjustments can be made for mouse cursors so they can be easily seen

- Magnifier
 - A magnifier can be opened in order to magnify a specific portion of the screen or the entire screen
 - Magnifier can be set to start with Windows after or before sign-in

- Color Filters
 - Colours can be adjusted on-screen to accommodate for colorblindness

- High Contrast
 - o Items on-screen can be set to display in high-contrast. Various colour settings are available and can be customized to the preferences of the user for different items such as text, links, etc.

- Narrator
 - o The narrator reads out certain elements on the screen and can be controlled with a keyboard or mouse; useful for users with visual impairments

HEARING

- Audio
 - o Device audio volume can be adjusted, and an option is available to allow for visual alerts for notifications should the user be hearing-impaired

- Closed Captions
 - o Audio can be displayed as text for hearing-impaired users

INTERACTION

- Speech
 - o Windows voice control can be activated to allow for dictation of text, voice activation of programs, etc.

- Keyboard

On-Screen Keyboard

Turns on the On-Screen Keyboard



On

Sticky Keys

Press one key at a time for keyboard shortcuts



On

Use Filter Keys

Ignore brief or repeated keystrokes and change keyboard repeat rates



On

Turn on Bounce Keys to wait before accepting additional keystrokes when you press the same key more than once



On

- Other keyboard settings can be tweaked by selecting the **Change other typing options** link

- Mouse

Control your mouse with a keypad

Turn on Mouse Keys to use the numeric keypad to move the mouse pointer



- additional mouse configuration, such as reversing primary mouse buttons and adjusting scroll speed, can be tweaked by selecting **Change other mouse options**.

The following link provides more information on the Ease of Access options for Windows 10:

https://www.microsoft.com/en-us/accessibility/windows?activetab=pivot_1%3aprimar2

Alternative log-in options are explained in the link below:

<https://support.microsoft.com/en-us/help/17215/windows-10-what-is-hello>