

## San Diego County Library Accessibility Features Available on the Public-Use PCs

### To use the Accessibility Options features of the public-use computer:

- Double click the Accessibility Options icon located on the computer's Desktop:
  - Select the tab that contains the desired features: **Keyboard**, **Sound**, **Display**, **Mouse** or **General**.

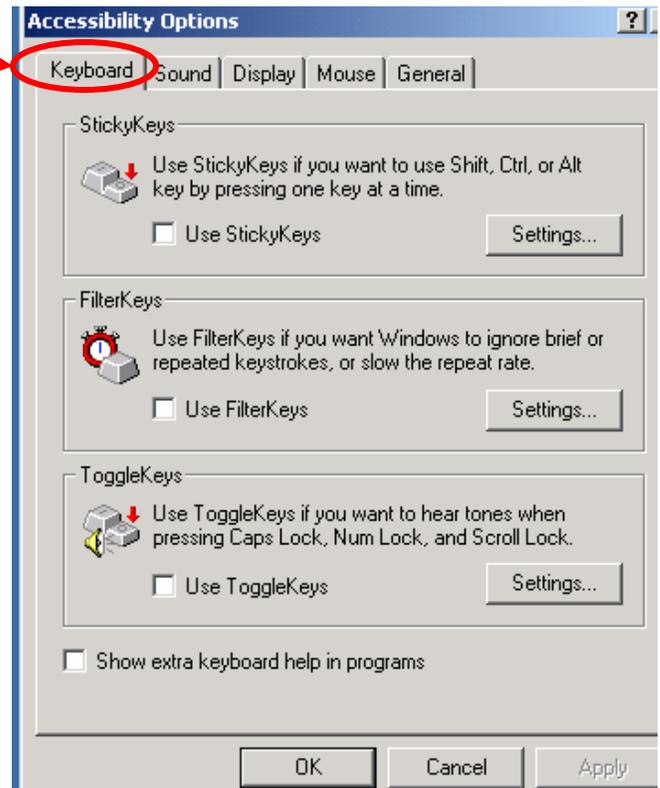


### Keyboard Tab

#### **StickyKeys—what does it do?**

StickyKeys is designed for people who have difficulty holding down two or more keys at a time. When a keyboard shortcut requires a key combination such as CTRL+P, StickyKeys will enable you to press one key at a time instead of pressing them simultaneously.

- To turn on StickyKeys, select the **Use StickyKeys** check box.
- To access StickyKeys settings, click on the **Settings** button.
  - In the **Settings for StickyKeys** pop-up window, select the options you want by selecting or clearing the check boxes.
  - Click the OK button twice to save the settings.



#### **FilterKeys—what does it do?**

FilterKeys adjusts the keyboard's response so that inadvertently repeated keystrokes are ignored. The feature can also slow the rate at which a key repeats when you hold it down.

- To turn on FilterKeys, select the **Use FilterKeys** check box.
- To access FilterKeys settings, select its **Settings** button.
  - In the **Settings for FilterKeys** dialog box, select the options you want by selecting or clearing the check boxes.
  - Click the OK button twice to save the settings.

#### **ToggleKeys—what does it do?**

ToggleKeys is a feature designed for people who have vision impairment or cognitive disabilities. When ToggleKeys is turned on, the computer will provide sound cues when the locking keys (CAPS LOCK, NUM LOCK, or SCROLL LOCK) are pressed. A high sound plays when the keys are switched on and a low sound plays when they are switched off.

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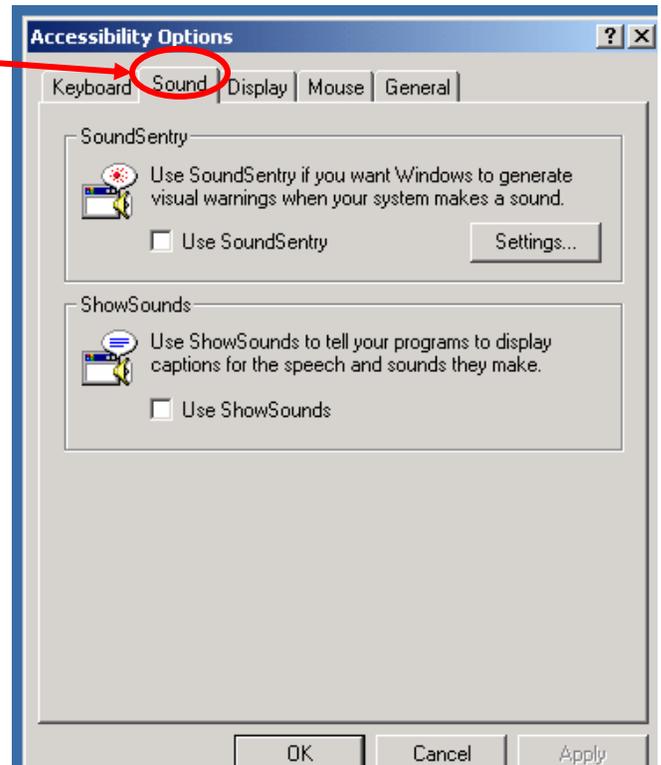
- To turn on ToggleKeys, select the **Use ToggleKeys** check box.
- To specify use of the ToggleKeys shortcut, select its **Settings** button.
  - In the **Settings for ToggleKeys** dialog box, select the check box.
  - Click the OK button twice to save the settings.

### Sound Tab

#### *SoundSentry—what does it do?*

SoundSentry allows you to change the settings so that visual warnings, such as a blinking title bar or a screen flash, will appear whenever the computer you are using makes a sound. You will be able to choose visual warnings (for example, a flashing border) for sounds made by Windows programs and for sounds made by text programs that use a full screen.

- To turn on SoundSentry, select the **Use SoundSentry** check box.
- To access SoundSentry settings, select its **Settings** button.
  - In the **Settings for SoundSentry** dialog box, select the visual warning you want.
  - Click the OK button twice to save the settings.



#### *ShowSounds—what does it do?*

ShowSounds tells programs that usually relay information to the computer user only by sound to also provide all information visually, such as by displaying text captions or informative icons.

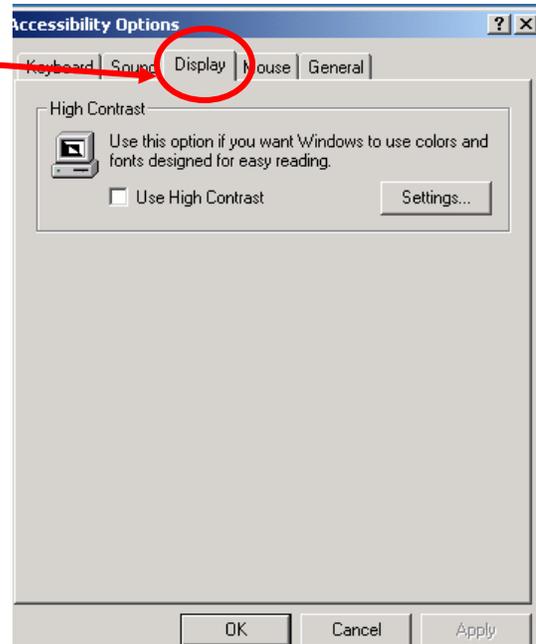
- To turn on ShowSounds, select the **Use ShowSounds** check box.

## Display Tab

### *High Contrast—what does it do?*

High Contrast improves screen contrast for some computer users by providing alternative color combinations and font sizes designed to improve readability.

- To turn on High Contrast, select the **Use High Contrast** check box.
- To access High Contrast settings, select its **Settings** button. In the **Settings for High Contrast** dialog box, select the options you want.
- Click OK twice to save the settings.

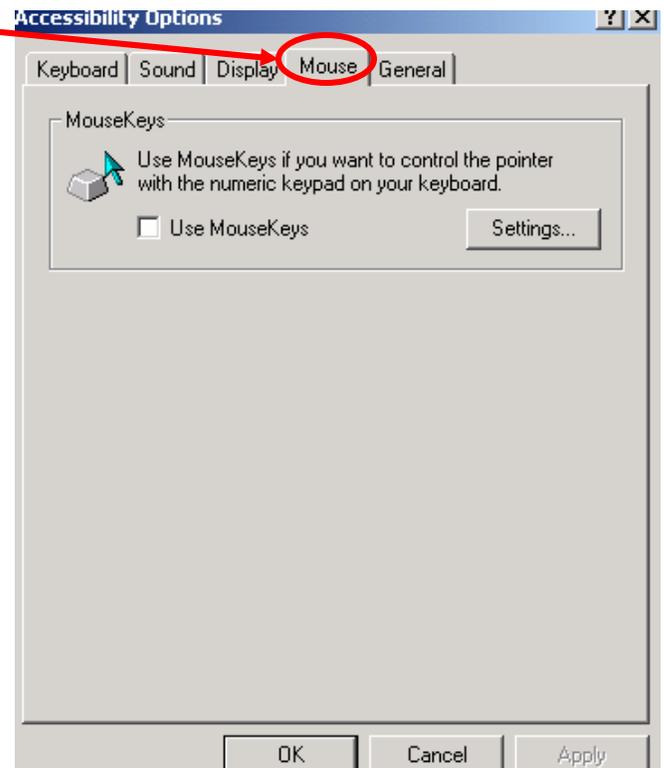


## Mouse Tab

### *MouseKeys—what does it do?*

Mousekeys is for people who have difficulty using a mouse. MouseKeys allows you to use the numeric keypad to control the movement of the mouse pointer. If you want to use the numeric keypad for data entry as well as for navigation, you can set MouseKeys to be activated by pressing NUM LOCK.

- To turn on MouseKeys, select the **Use MouseKeys** check box.
- To access MouseKeys settings, select its **Settings** button.
  - In the **Settings for MouseKeys** dialog box, select the options you want.
  - Click OK twice to save the settings.



# San Diego County Library Accessibility Features Available on the Public-Use PCs

## General Tab

### *Automatic Reset—what does it do?*

Turns off accessibility features after computer sits idle for a period of time.

- To turn on Automatic Reset, select the **Turn off accessibility features after idle for:** check box, and select a time period.
- Click the OK button twice to save the settings.

### *Notification—what does it do?*

Get sound or visual cues when accessibility features are turned on or off.

- Select the **Give warning message when turning a feature on** and/or the **Make a sound when turning a feature on or off** check box(es).

