**Windows built in Accessisbility overview**

**Tim:** [00:00:04] Hi there, Tim from Diversity and Ability here and in this video, I'm going to be looking at and giving an overview of the built-in accessibility features on Microsoft Windows. So let's get started. You can see I'm here on my desktop and all I need to do, in order to access the settings is to click on the start menu and then come up to this cog just here, which when you hover over it, you can see it pops out saying settings.

So I click on that and then I want to come across to this icon on the right where we've got ease of access. So we're now into the ease of access settings, and you can see on the left-hand side, it has this menu that you can scroll down through and it's grouped the different settings into vision hearing and interaction.

Something that I should mention with the ease of access center is that each and every setting that you go through clicking through this list, you will see at the top, it gives you a description as to what each of these do. So if you do forget, you've got details of how you can make use of it and how it can be helpful, uh, listed up there.

You can see we're already in display and we've got a range of different settings that we can use to adjust how the computer looks and feels from being able to adjust the size of text or everything in general, uh, as well as the general brightness or being able to personalise the animations that are on display using the windows operating system.

Moving on down the list. We have mousepointer and you can see here, we've got the ability to change the size of the mousepointer so that's easier to track on screen, but then also we've got the ability to change the colour that the, uh, mouse has, particularly, uh, you can see, because I use the dark theme. I've got it set to a light mouse pointer.

Um, but if you use the light theme, the dark mousepointer might be better.. Or you can have it to, depending on what the background colour is it will invert based on, uh, where the mousepointer is. Down below. We have the text cursor, with this you can actually customise the text cursor, the thing that blinks in order to show you where you're about to type when you're typing, you can have that displayed more clearly so that when you're looking for where you're typing, it's very clear, and obvious, based on having these two blue or other coloured, um, pointers above and below the cursor, you can also adjust how thick the cursor is to make sure you can tell where within the line that you are typing on

it appears. Next we have the magnifier. So the magnifier could be an alternative way of being able to make everything appear bigger on screen, but without actually overcrowding your display because when you adjust the size of everything back in the display menu, you will find that everything becomes crammed in on the screen space that you have.

Whereas using the magnifier, what it will do is just zoom in on a certain part of the screen and that will track wherever you move your, your mousepointer. Now as you can see, there are a couple of different ways of having it set up. So you can see at the moment it's set to full screen. But if I click on that, you can see it has docked, which means that it just takes up a certain sliver of the screen and has that part magnified, or you can have lens,

and what it gives you is kind of like a magnifying lens that, that follows your mouse pointer around the screen, zooming in just on that particular section. Next up we have colorful. Colour filters can be used to help people who might struggle to see certain colours on screen or might benefit from having a completely gray scale or black and white, a filter applyed to the screen.

You can also have it invert the colours, which can be helpful for people who might struggle with, uh, large amounts of white on screen though, dark mode could be a good alternative for this as well. Beneath that we have high contrast, this follows a similar but different pattern to colour filters. This can make it more easy to see things on screen because of the way that it will maximize the contrast between the text on the foreground and the background colour, to make sure that it is, uh, easily visible.

Finally in the vision section, we have the narrator tool, the narrator tool will read aloud any interactions going on on the screen and also announce what is visible on the screen, which can be really helpful for people who might experience visual impairment. It uses the built-in text to speech engine, and one can change between a range of different voices on here.

Moving on to the hearing controls. There's only two here. The first one, as you can see it's audio and this one, as well as being able to adjust the volume of the, the device, and this will be affecting the built-in speakers or any audio device that you have plugged in such as headphones or external speakers.

Beneath that you can see that you can change it to mono audio, which means that instead of having stereo field with different audio playing out to the each ear, it is exactly the same audio coming through both. There's also the function enabling you to show audio alerts visually and this can be really helpful for people who might not necessarily hear those audio sayings to notify when something has happened, that the computer requires you to pay attention to.

The other setting available in hearing is the ability to enable closed captions and in here you can adjust the settings of the captions that you might be making use of through various different forms of media, such as videos or audio.

Moving on to interaction. You can see it starts at the top with speech and in speech

this gives you a couple of different functionalities at the top. You can see it gives you instructions as to how to make use of the dictation functionality, which if you want further details on check out the other video that I've made, talking about how to make use of the built-in dictation function.

on Windows. Beneath that you can see, there is also this dictation function and as you can see, it has its own keyboard shortcut, and you can use this to verbally control your computer such as being able to say open and then the specific application that you want to open, and then presuming that was an application that you could type into

you can then dictate straight into it using that function as well. Moving on to the keyboard settings. You can see there's a range of different settings in here that one can turn on and off, and these will give you access to a range of different ways of making the keyboard easier to use. Particularly if you find it difficult making use of keyboard shortcuts, having to press the hold one and then tap another key or alternatively being able to make use of the screen keyboard, allowing you to type purely using the mouse.

Beneath that we have the mouse options and this is kind of the counter opposite to that, which I was describing before, enabling you to be able to control the mouse, using the numeric keypad on your keyboard. Finally, we have the settings for eye control this one does require you to have some form of eye control device plugged in, but it would enable you to be able to control your computer purely just through eye movements and eye placement

when you're, when you're interacting. So I hope this has been a helpful overview of the built-in accessibility functions on windows machines do check out our other videos on other devices or operating systems. My name is Tim and I'm from Diversity and Ability. I'll catch you in the next video.