

Student Laptop Customization

Setting up the student laptops to make it more accessible takes only a few steps. Most Ease of Access options are available in Settings. Select the **Start (Windows) button**, and type in **Ease of Access**. If students customize their settings on a computer AND use the same computer, the changes will be saved.

Things that students can change now are:

1. Display
 - Text size
 - Icon size
 - Brightness
 - Turn off background image (make desktop background black)
2. Mouse Pointer
 - Pointer size
 - Pointer colour
3. High Contrast
4. Keyboard
 - Turn on/off On-Screen keyboard
 - (Windows logo key + Ctrl + O)
This will also initiate the text prediction.

The microphone and speakers will allow the students to use the Microsoft Learning tools such as:

Dictate



Clicking on the microphone will activate "dictate" (speech to text).
Located: Home Tab -> Voice (Far Right on Ribbon)

Immersive Reader

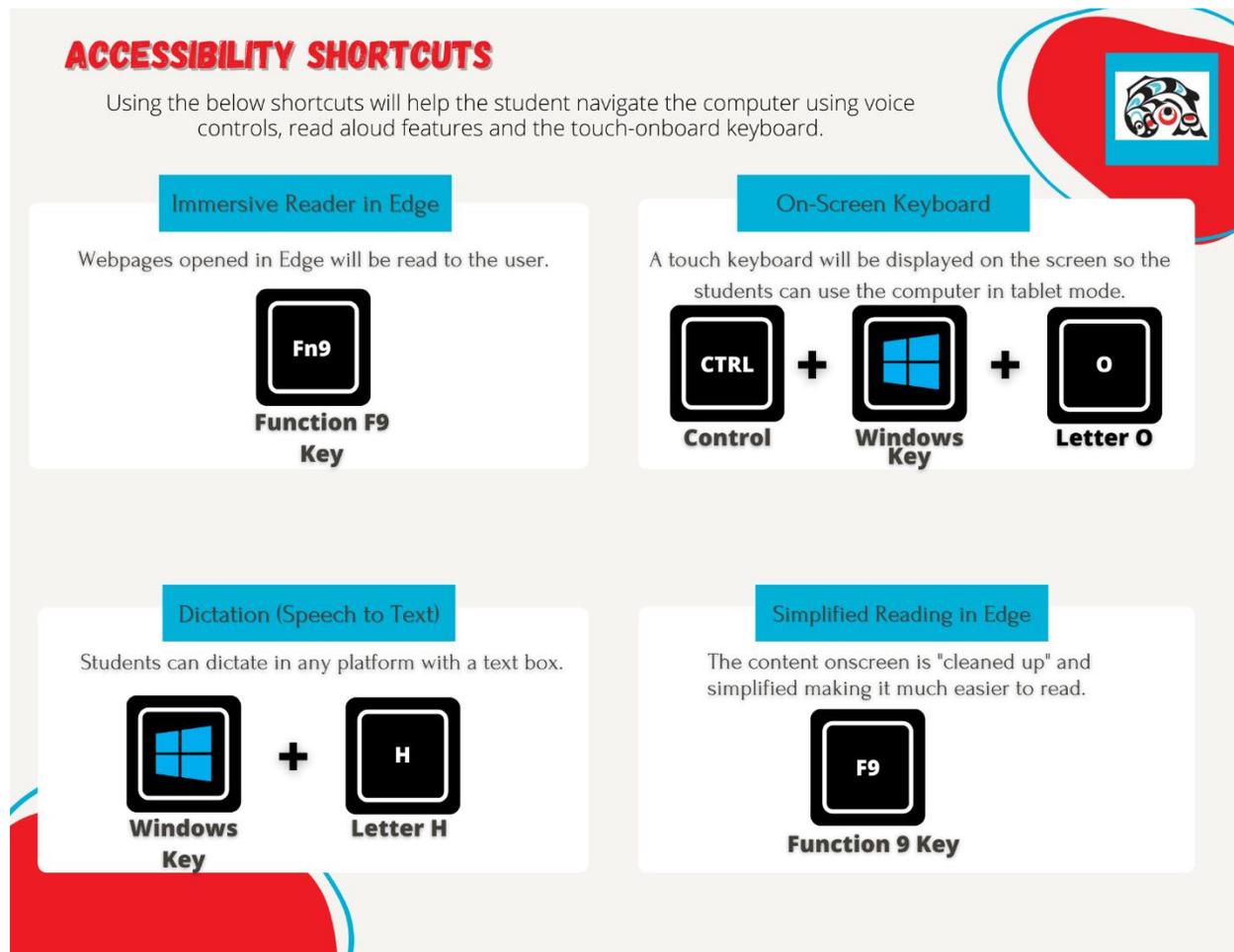


Clicking on the "Immersive Reader" icon will activate text to speech.
Located: View Tab -> Immersive

Students will also be able to use keyboard shortcuts for even further accessibility:

ACCESSIBILITY SHORTCUTS

Using the below shortcuts will help the student navigate the computer using voice controls, read aloud features and the touch-onboard keyboard.



Immersive Reader in Edge
Webpages opened in Edge will be read to the user.
Fn9
Function F9 Key

On-Screen Keyboard
A touch keyboard will be displayed on the screen so the students can use the computer in tablet mode.
CTRL + **Windows Key** + **Letter O**

Dictation (Speech to Text)
Students can dictate in any platform with a text box.
Windows Key + **Letter H**

Simplified Reading in Edge
The content onscreen is "cleaned up" and simplified making it much easier to read.
F9
Function 9 Key

Students may even want to make their user experience more efficient by customizing their taskbar – adding things for easy access & deleting those that they won't be using.

Lastly, students can create SHORTCUTS to their desktop. (links from the internet, files, folders, etc) that will be saved.

Please DO NOT have them save actual files here as the hard drives are not very large.