



IT Skills Training

Accessibility



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Introduction

Most websites, computer devices, mobile devices ensure that their products are accessible to all people of all abilities and disabilities. This guide will direct you to the most frequently used devices and software. If you have any problem with changing settings, require leaflets in larger print or feel you require specialist software please telephone the Support Desk (U51) on extension 25632. Should you require further support for an accessibility requirement please contact Learner Services

<http://www.writtle.ac.uk/Learner-Services>


What is Windows Ease of Access?

Windows ease of access can change various display options to provide the user with the most comfortable settings e.g. enable a magnifier, adjust size of icons, change colour displays. Users with more severe disability may require specialised utility programs with advanced functionality e.g. Jaws for Visual Impairments. Go to <http://www.microsoft.com/enable/> to see a complete Microsoft accessibility guide.

How to enable Windows Ease of Access

The Accessibility Wizard guides you through the process of customising your computer with tools designed to help meet your vision, hearing, or mobility needs. Accessibility options (such as StickyKeys, ShowSounds, and MouseKeys) help users with disabilities to make full use of the computer

To view the Ease of Access Centre either:

- Press the **Windows logo key** +U
- **Right click the Desktop, select Personalise, then Ease Of Access centre.**

OS X accessibility

For Mac books go to <https://www.apple.com/uk/accessibility/osx/> for accessibility features.

I OS accessibility

For iPhone, iPad and iPod touch devices go to <https://www.apple.com/uk/accessibility/ios/> for accessibility features.

Accessibility using the Internet

Settings to override the set fonts and colours on web pages are found in Web Browsers.

BBC guides –

<http://www.bbc.co.uk/accessibility/guides/>

Internet Explorer –

<http://windows.microsoft.com/en-gb/windows/internet-explorer-accessibility-options#1TC=windows-7>

Firefox –

<https://support.mozilla.org/en-US/kb/accessibility-features-firefox-make-firefox-and-we>

Chrome –

<http://www.google.co.uk/accessibility/products/>

Assistive Technologies

MyStudyBar is a tool which helps overcome problems that students commonly experience with studying, reading and writing.

The tool consists of a set of portable open source and freeware applications, assembled into one convenient package. Easy to install, simple to use, handy and effective,



MyStudyBar provides comprehensive learning support at the desktop, where it is needed. MyStudyBar is available on all College Student PC desktops, it can also be downloaded for free from Eduapps

<http://eduapps.org/>

Accessibility equipment in IT teaching rooms

Screen filters, headphones, ergonomic keyboard and mouse can be borrowed from the Support Desk. There is an adjustable desk in U48.

Assignment Template

An assignment template can be found on <W:\templates\student> that will assist in navigation, creating automatic contents, page numbering and references.