

Windows Access Settings in Communicator 5

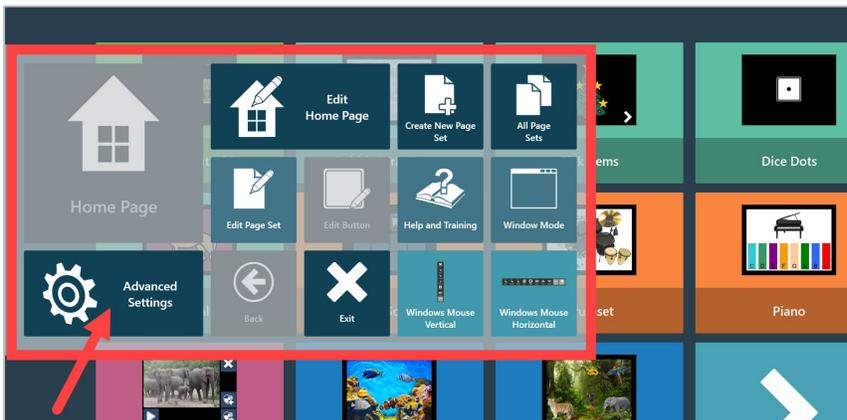
Windows Access Settings allow the user to customize and configure options based on individual needs.

Locate Windows Access Settings

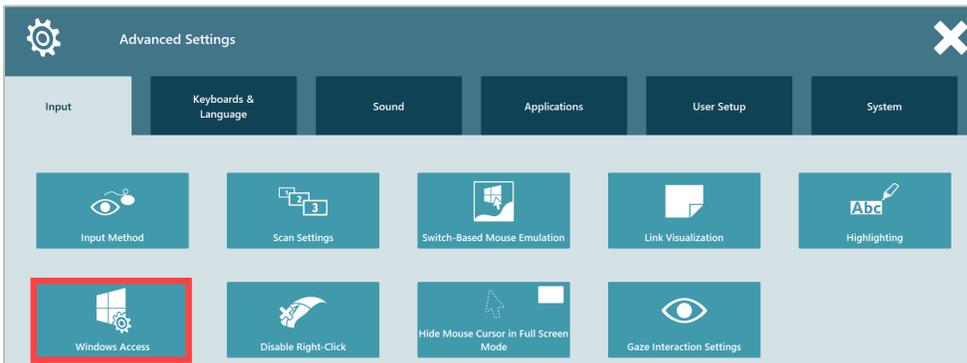
Depending on where you are within the application, there are two ways to find Windows Access Settings.

Before Launching Windows Access

- In Communicator 5, right click anywhere on the screen to bring up the Caregiver Menu; Select the **Advanced Settings** button

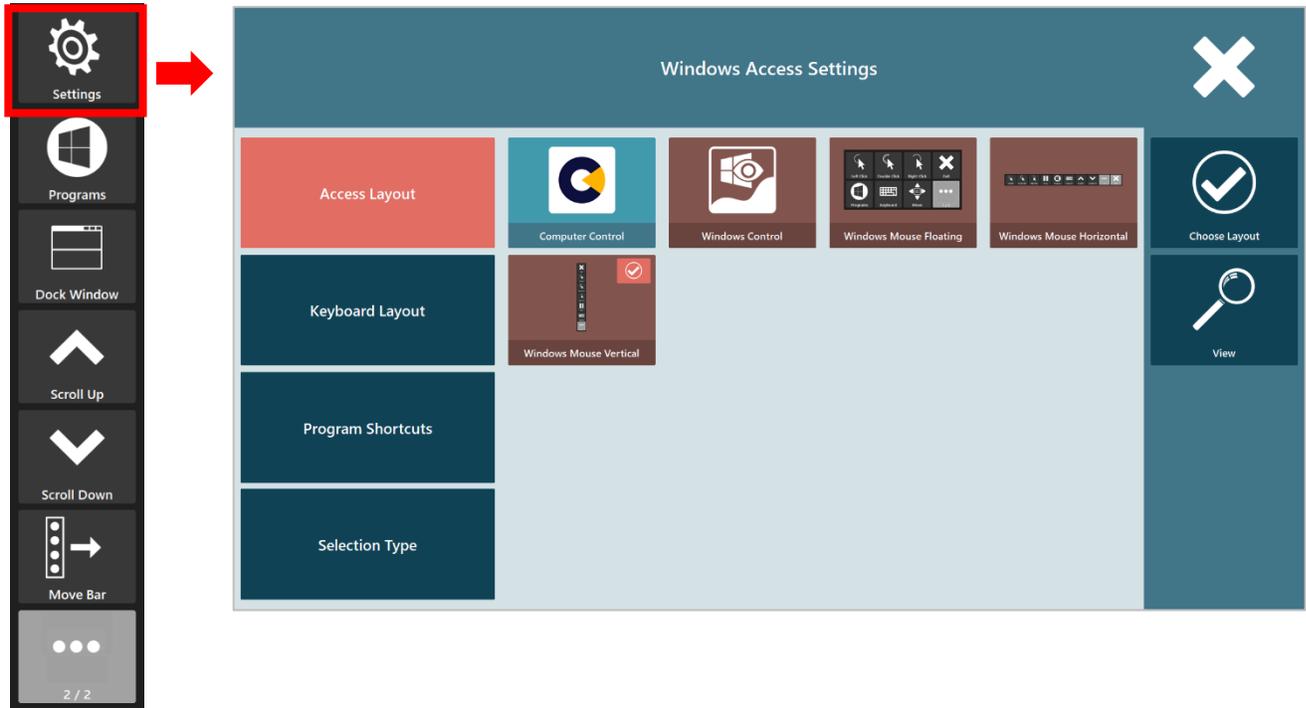


- On Advanced Settings screen, under **Input**, select **Windows Access** to open the Settings window



After Launching Windows Access Toolbar

- On the Windows Access toolbar, use the **Settings** button to open the **Windows Access Settings** window



Windows Access Settings

Windows Access Settings screen has 4 tabs on the left pane: **Access Layout**, **Keyboard Layout**, **Program Shortcuts**, and **Selection Type** (as shown above).

Access Layout

Access layout defines the default layout view when launching Windows Access. It provides 5 options: **Computer Control**, **Windows Control**, **Windows Mouse Floating**, **Windows Mouse Horizontal**, and **Windows Mouse Vertical**. (**Refer to the **Windows Access Icons** document for more information on the Windows Access toolbar and icons.*)



Select the preferred layout and use the **Choose Layout** button to confirm. A check mark appears on the upper right corner of the option after confirmation.

Use the **View** button to preview the layout based on the current selection.

Keyboard Layout

Keyboard layout specifies the default keyboard style when using the keyboard feature. It provides 4 options.



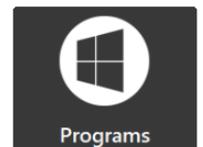
- **Windows Keyboard Grid** – Keys for letters and numbers are placed on Screen 1 and control keys are organized on Screen 2
- **Windows Keyboard Large Keys** – Keys are grouped in larger-size grids that expand to individual keys (also in larger-size grids) on the subsequent screens
- **Windows Keyboard Regular** – Similar layout to a typical Windows keyboard, with control button on the top row and bottom row
- **Windows Keyboard Small** – A compact layout of the keyboard that takes up smaller space on the screen

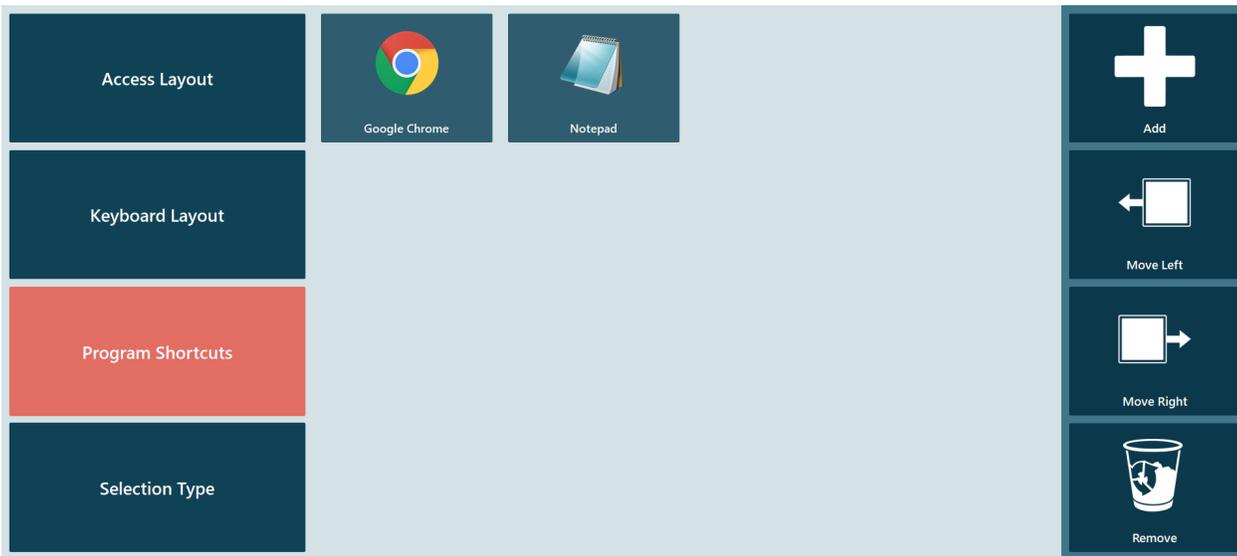
Select the preferred layout and use the **Choose Layout** button to confirm. A check mark appears on the upper right corner of the option after confirmation.

Use the **View** button to preview the layout based on the current selection.

Program Shortcuts

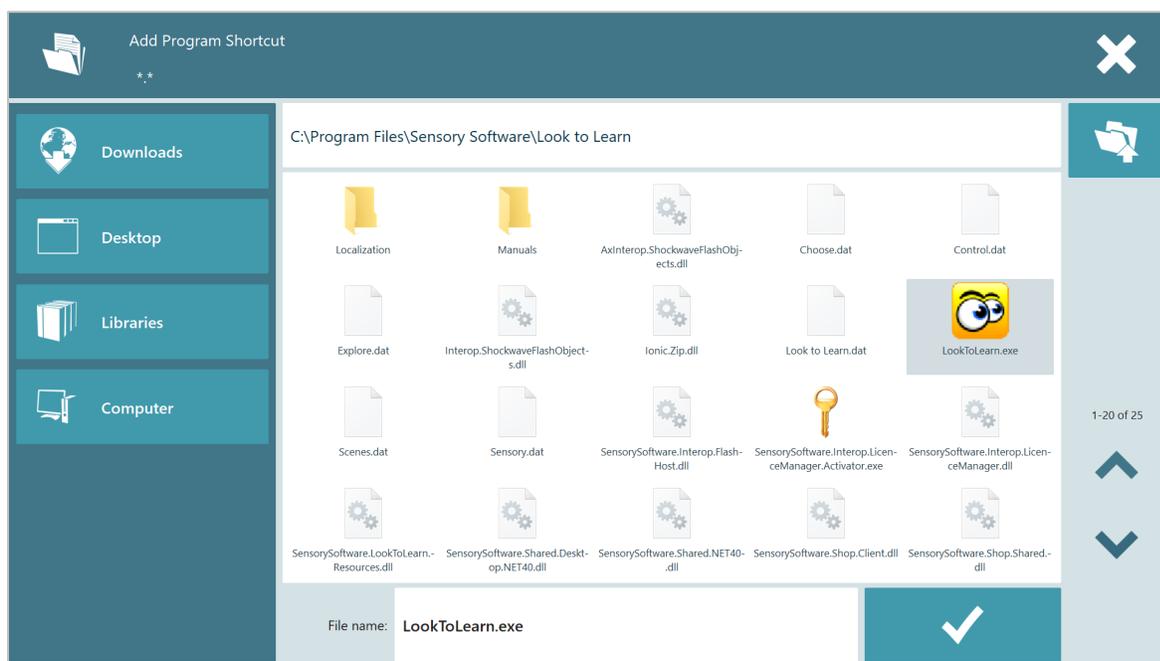
Program shortcuts allow users to set up frequently used applications for easy access via the Windows Access toolbar (using the **Programs** button shown here on the right).





Program shortcuts provide 4 button options on the right pane for setting up the shortcuts: **Add**, **Move Left**, **Move Right**, and **Remove**.

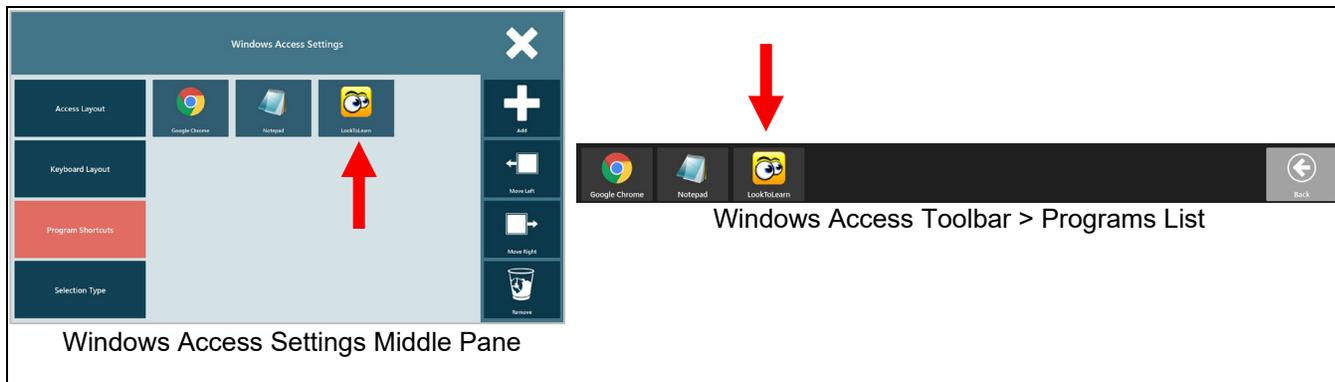
- The **Add** button opens the browser screen for locating the program to be added



The **left pane** of the browser screen has 4 quick access tabs that open the following locations / folders on the computer: **Downloads**, **Desktop**, **Libraries**, and **Computer**.

The **right pane** has 3 navigation buttons. The button on the upper right corner allows navigation up to the parent folder of the current folder. The up and down arrows are used for scrolling the middle pane if there are more files or folders in the current directory. The total number of files/folders and the numbers of the current group on the screen are also included.

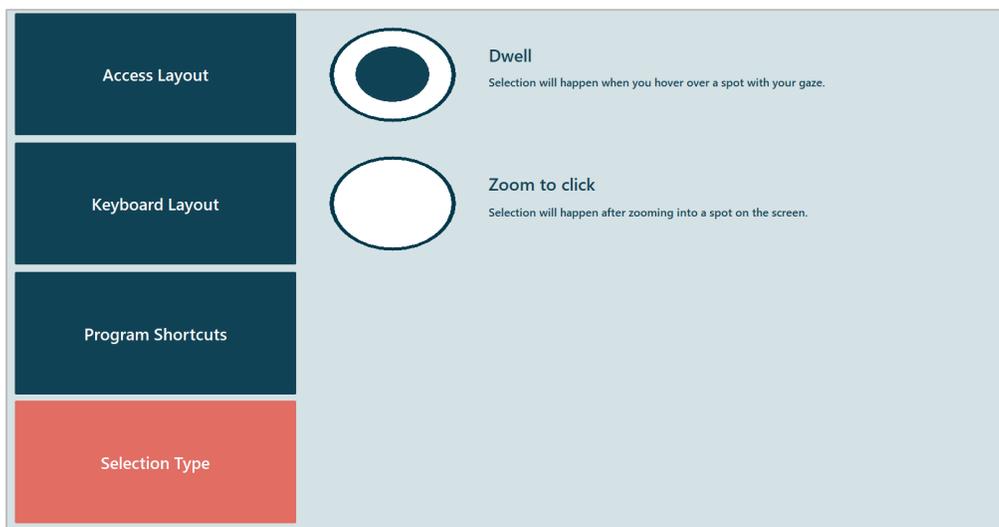
The **middle pane** shows the folders and files in the current folder directory. After a file is selected, the filename shows in the **File name** box. The checkmark button confirms the selection and adds it to the program shortcuts list. This adds the specific program icon / access to the settings middle pane, as well as on the Windows Access toolbar > Programs list.



- The **Move Left** and **Move Right** buttons re-arrange the program buttons showing on the shortcuts list. Select the program icon first, then use either the Move Left or the Move Right button to re-order the programs.
- The **Remove** button deletes a program shortcut from the list. Select the program icon first, then use the button to delete the shortcut. This removes the specific program icon / access from the settings middle pane, as well as on the Windows Access toolbar > Programs list.

Selection Type

Selection Type provides two options for interacting with the screen.



- **Dwell** – Selection will happen when hovering over a spot with eye gaze (*use with sensory or mouse over applications*).

- **Zoom to click** – The click action will happen automatically after zooming into a spot on the screen.