

# Vision: Accessibility



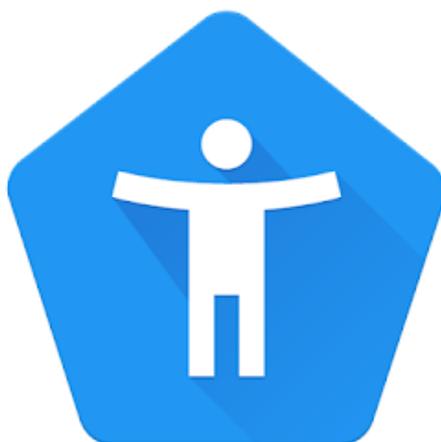
Included in this guide:

- Overview
- Changing Visibility Settings
- Downloading Accessibility Software
- Changing Keyboard Settings
- Downloading Accessibility Apps

## Overview

There are some useful settings which can be changed on your device to enhance visibility. These can make reading, typing, and navigating your tablet more accessible if you (or the user) have low/no vision, or struggle with understanding written text.

*If you have any further questions, please feel free to contact 0113 380 4300 for more support.*

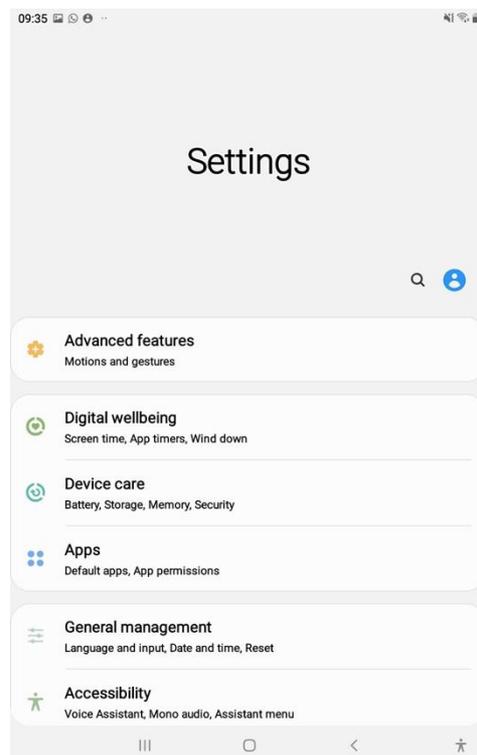


## Changing Visibility Settings

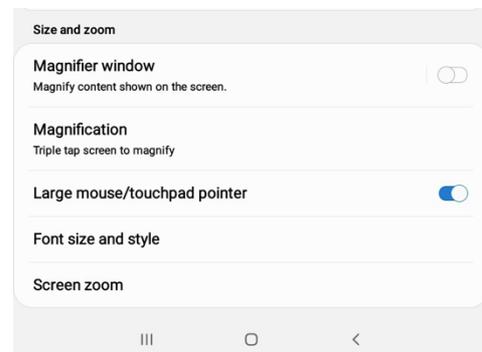
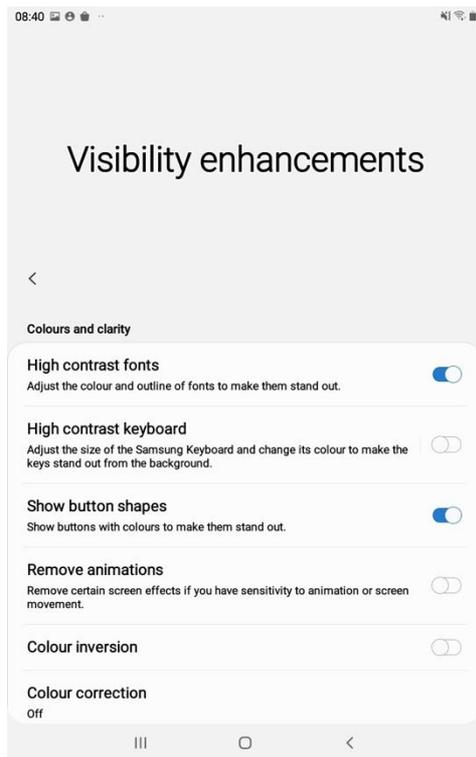
1. Unlock your device by swiping upwards on the screen with one finger.
2. Swipe upwards on the screen with one finger to bring up your applications. Tap on the 'Settings' icon.



3. Tap on 'Accessibility'.



## 4. Tap on 'Visibility Enhancements'.



5. Turn 'High contrast fonts' on. This will make text stand out more.

6. Turn 'Show button shapes' on. This will make buttons stand out more.

7. Turn 'Magnification' on. *Note: do not turn 'Magnifier Window' on, as this is not as easy to use.*

a. Turn 'Triple tap screen to magnify' on.

*This function allows you to magnify your screen. Tap three times on the screen in the chosen area you wish to magnify. This will magnify the screen. You can scroll in magnification mode by using two fingers to swipe in any direction. You can zoom in and out by pinching two fingers together/apart. Tap three times again to exit magnification mode.*

8. Turn 'Large mouse/touchpad pointer' on.
9. Change the font size to suit you.
  - a. Change the font to bold if you wish.

## Downloading Accessibility Software

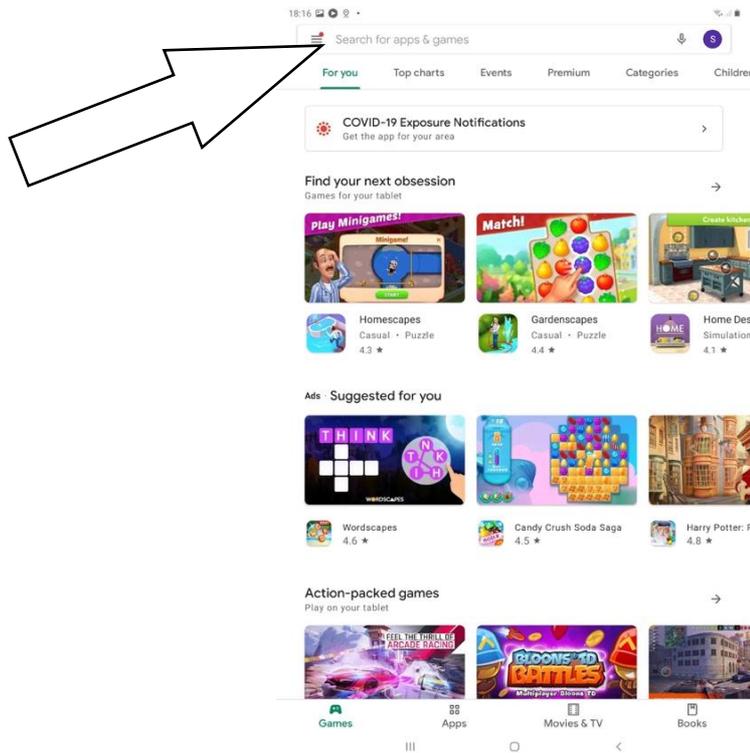
1. Go to the Google Play Store.



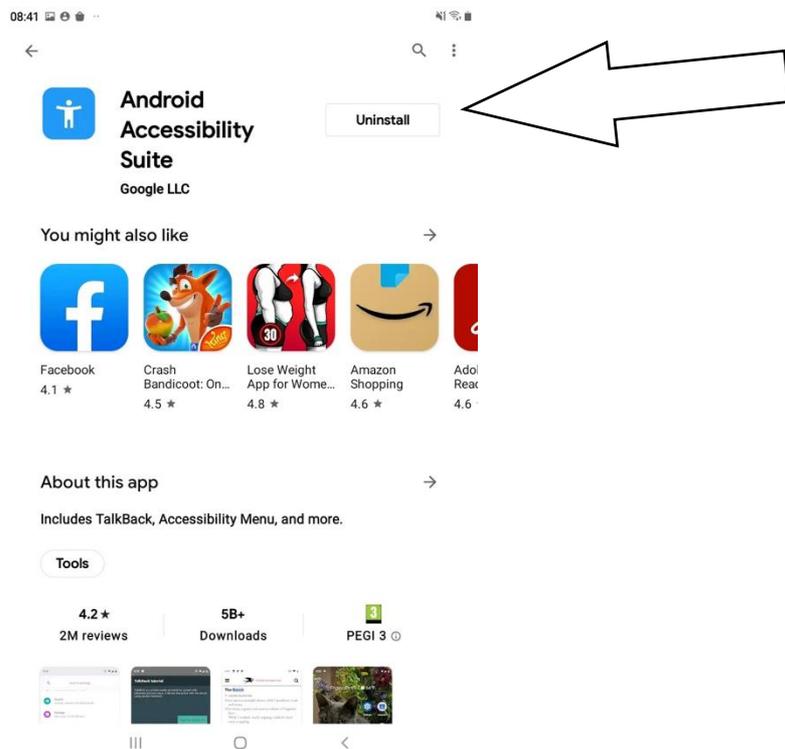
Google Play

1. Type 'Android Accessibility Suite' into the search bar at the top of the screen.

# Accessibility

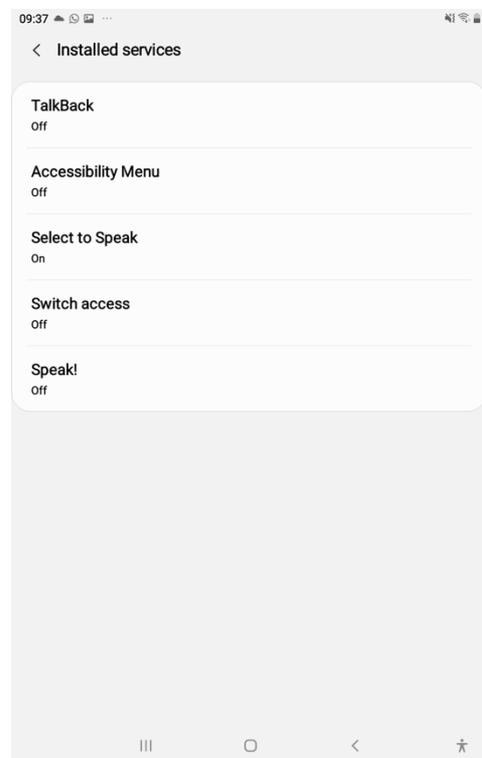
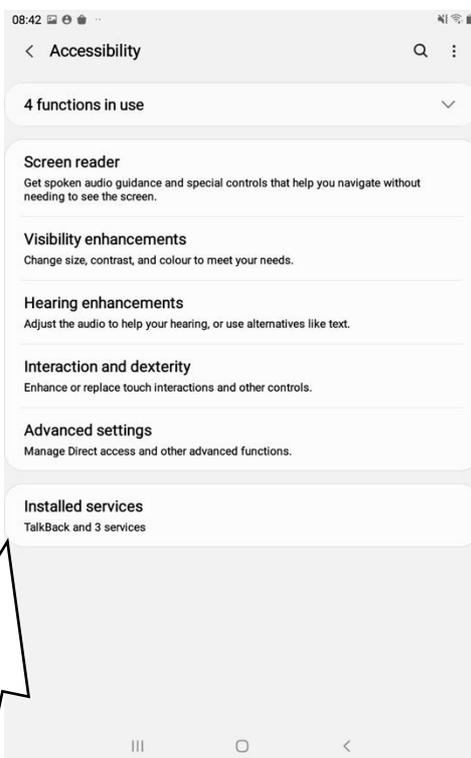


## 2. Tap 'Install'.



*Note:* this is free software and will not show up in your applications like usual.

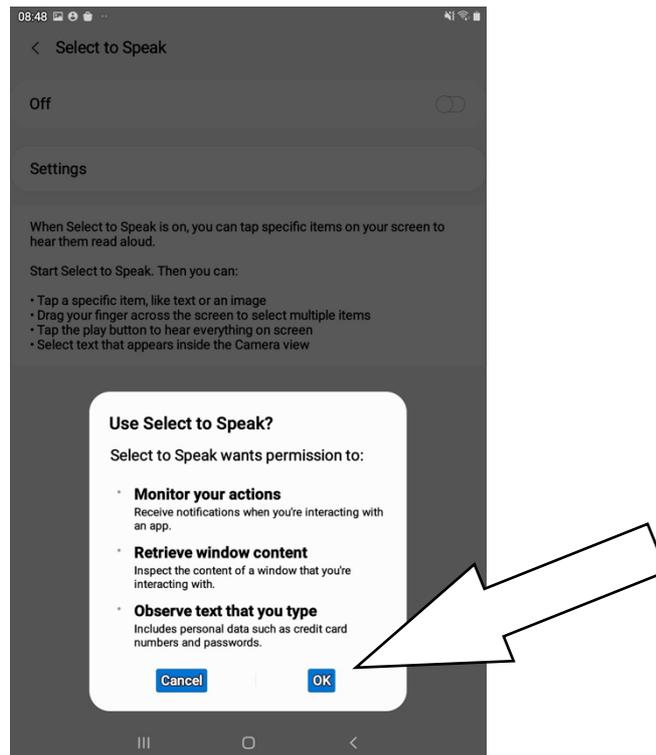
3. Go back into your accessibility settings (see page 2 for guidance).
4. Tap on 'Installed Services'.



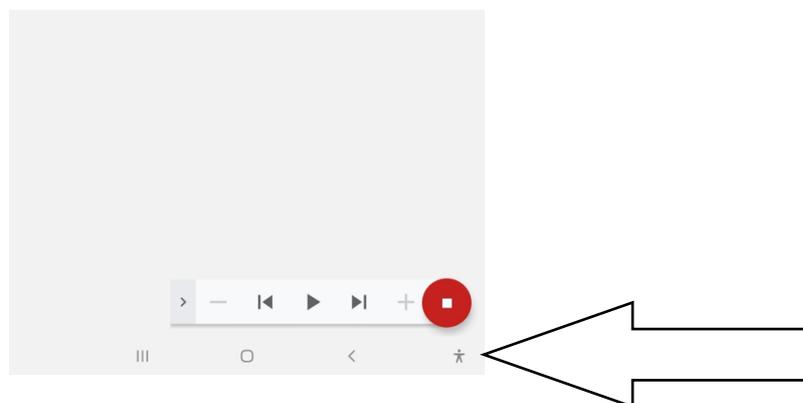
5. You may want to turn 'TalkBack' on. This feature reads aloud any button pressed on your tablet.

*Note:* this is only recommended for individuals with no vision rather than individuals with partial/low vision.

6. Turn 'Select to Speak' on.
  - a. Tap 'OK'.



This should make a person icon appear at the bottom right of your device.

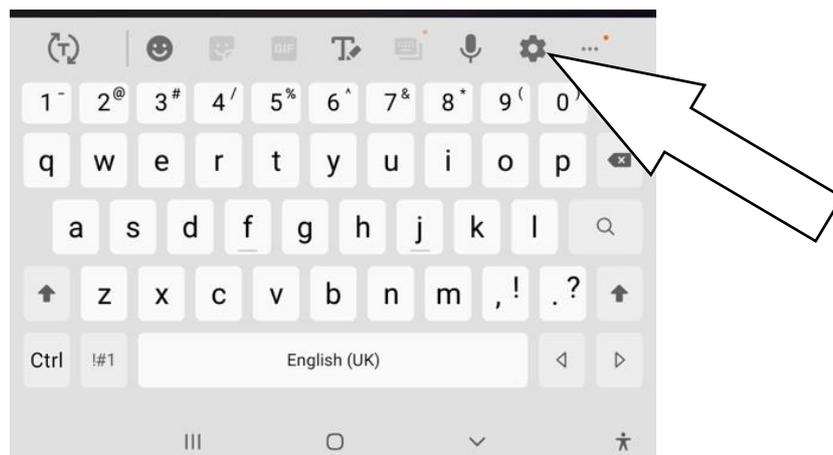


*Select to speak allows you to select any text on your screen to be read aloud. This is useful for individuals with visual impairments, or for individuals who struggle to read written text.*

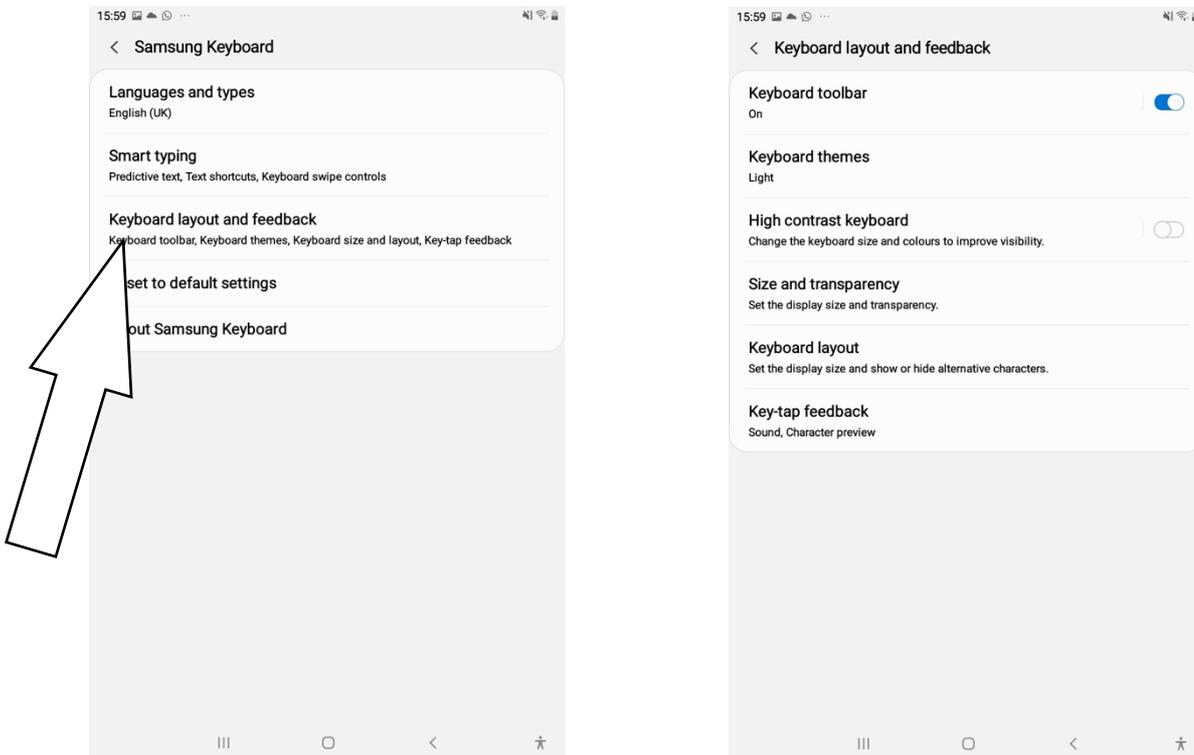
*To use select to speak, you tap on the person icon. You then tap on the text you want spoken aloud or drag your finger around the selection of text you want spoken aloud and select to speak will automatically begin to read the text for you.*

## Changing Keyboard Settings

1. From your homepage, open your keyboard. An easy way of doing this is by swiping upwards on your screen to bring you to your applications and tapping on the search bar at the top of the screen.
2. Tap the cog on your keyboard. This will take you to your keyboard settings.



## 3. Tap on 'Keyboard Layout and Feedback'.



4. You may want to select a high contrast keyboard. This is personal preference as some individuals find different colour schemes improve visibility.

5. Tap on 'Size and Transparency' to adjust the keyboard size to suit you. You can drag the keyboard up/to the side to adjust it.

6. Tap on 'Key-tap Feedback' and turn 'Character Preview' on. When you type on any key, an enlarged version of the character/symbol will

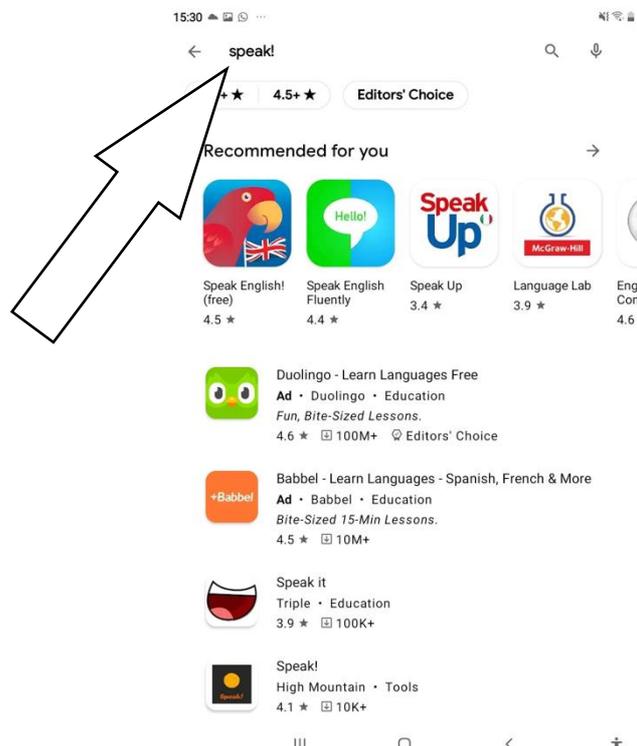
appear. This can be useful in knowing which key you are pressing.

*Note: if this is not large enough, there are some larger keyboards that are free to download from the Google Play Store:*

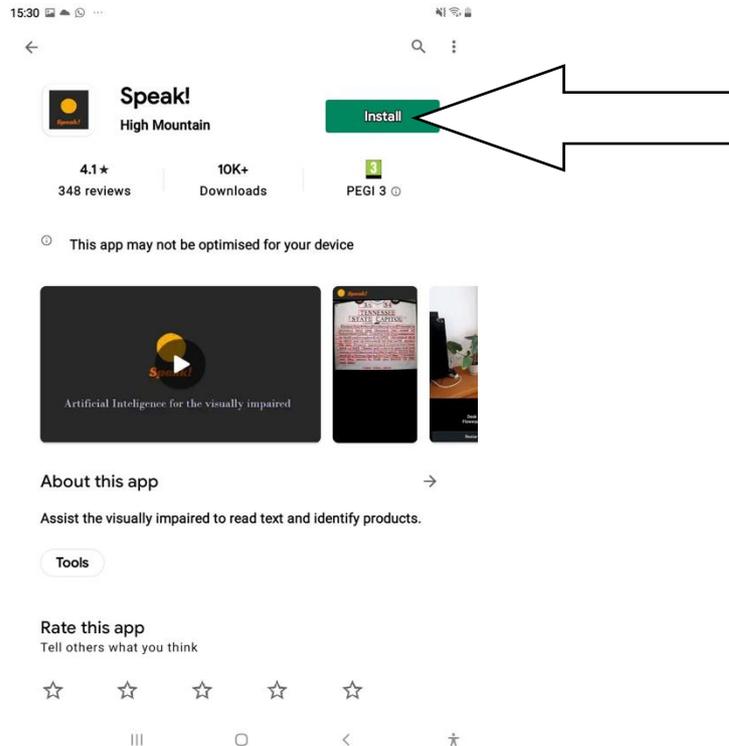
- *1c Keyboard (largest keys)*
- *Microsoft SwiftKey*
- *Gboard*

## Downloading Accessibility Apps

1. Go to the Google Play Store.
2. In the search bar at the top of the screen, type 'Speak!'.



## 3. Tap 'Install'.



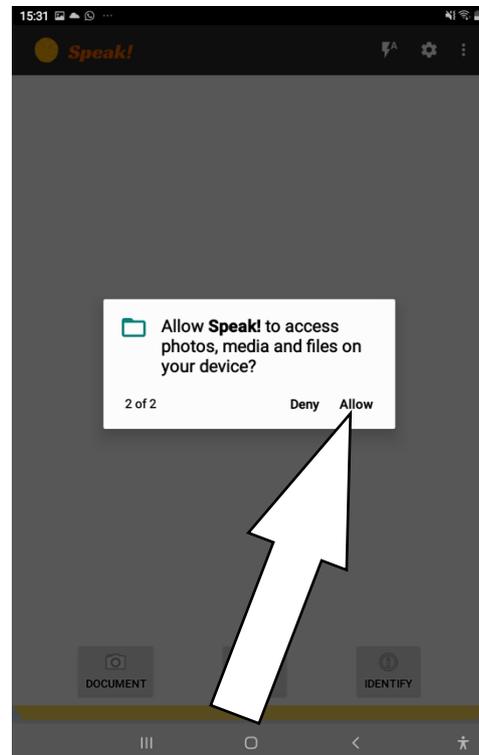
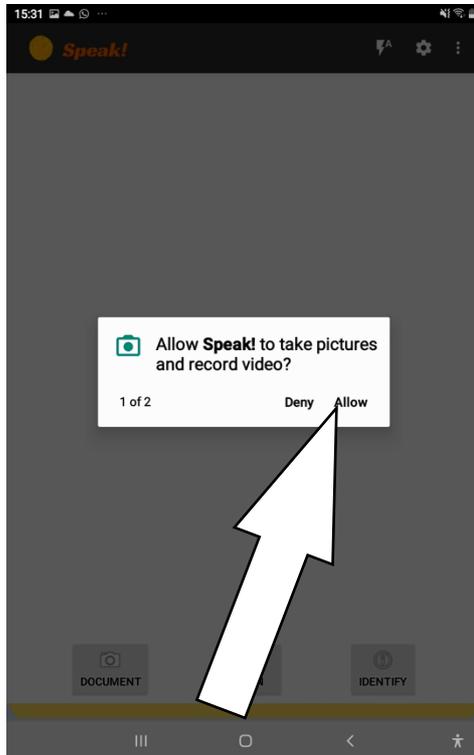
*Speak! allows you to scan any written document (for example a letter, a shopping list, a newspaper page) to have your device read the text aloud.*

*This can be useful for users who struggle to read written text.*

*To use Speak!, open the app.*

*Note: the first time you open the app, you need to tap 'Allow' to the following things:*

# Accessibility



*Position your tablet in front of any document so it is in camera-shot. Tap 'Document'. Speak! will then process the text and automatically begin to read the text aloud. You can pause/rewind/skip forward the speech.*