

Making The Computer Easier to Access for Students with Disabilities

Sue Hossack MOT, OTR/L, ATP

Filter Keys:

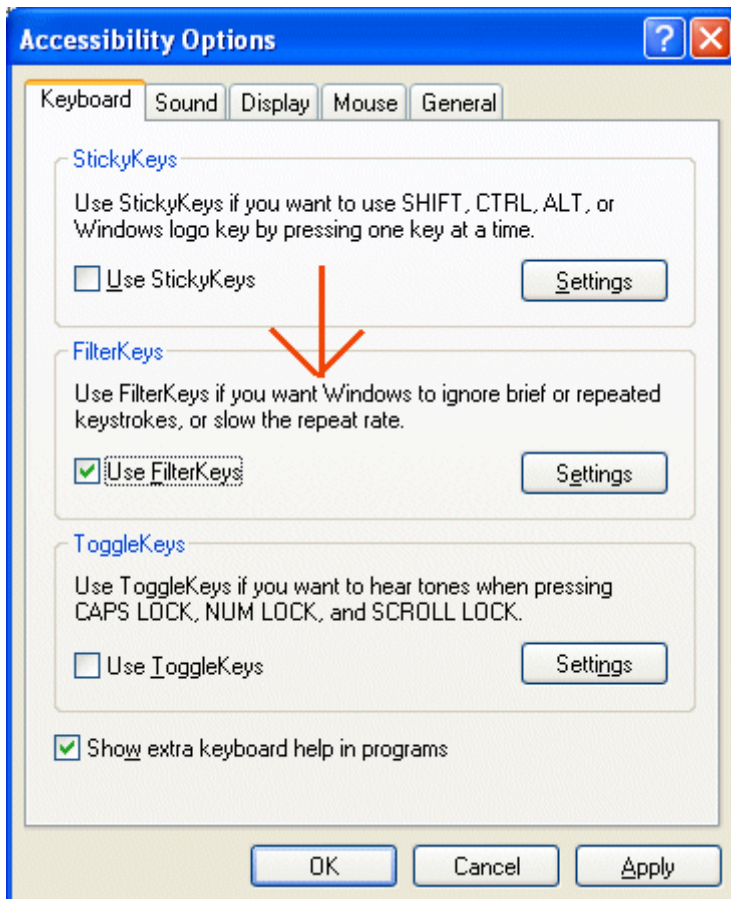
For some students, who have coordination difficulties, tapping the keys on the keyboard can cause problems because they hold the key down for too long, causing repeated letters to appear on the screen. This can be turned off so that the student can be successful even when they are 'heavy handed'

To do this, select Control Panel , then Accessibility Options:

Control Panel:



You should see this screen:

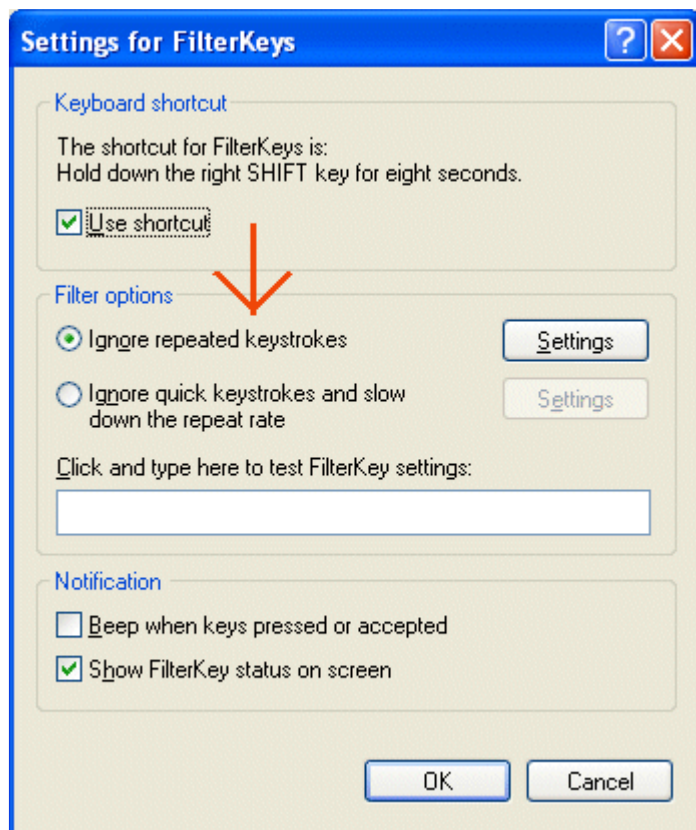


Click on *Use FilterKeys*, then click on the Settings button.

Click on *Ignore repeated Keystrokes*
Clear the box for *Beep when keys pressed or accepted* Then click OK.
You will see a small icon on the bottom right of the toolbar that looks



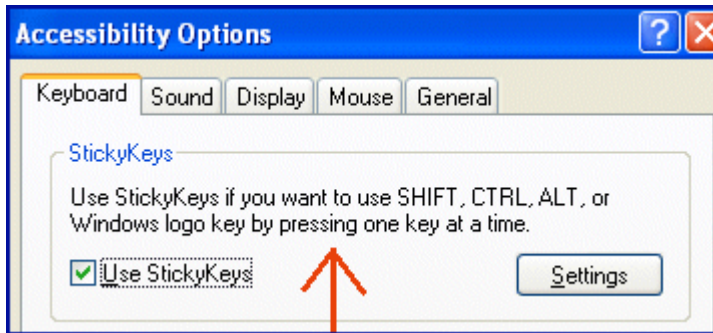
like this: . Click on this icon to bring up the settings screen again if you need to change settings.



Sticky Keys

Some students may be unable to press two keys at the same time (such as Shift+letter for capitals, or Control +letter for shortcuts such as copy/paste). The accessibility option Sticky Keys allows the user to press the keys in succession instead of at the same time. This means even one-handed typists can be effective when using the keyboard.

To turn on, go to the Control Panel, and select Accessibility Options as for filter keys. This time you will be accessing the first box, Sticky Keys:

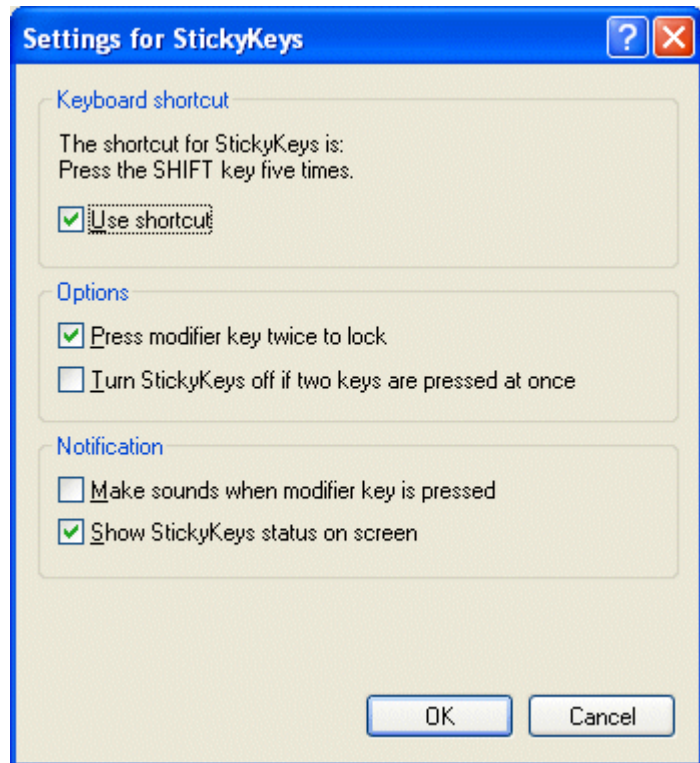


Check the box *Use Sticky Keys* then click the Settings button:

I usually clear the box *Turn Sticky Keys off if two keys are pressed at once*. If other people are using this computer they may well press two keys at once, (such as when they are capitalizing letters) and you don't want this to clear the Sticky Keys settings for the next person who uses it. I also clear the box *Make sounds...* otherwise the computer beeps every time you press Control Shift, Alt etc. The icon that shows in the toolbar is :



Double-Click on this if you want to change or view settings.

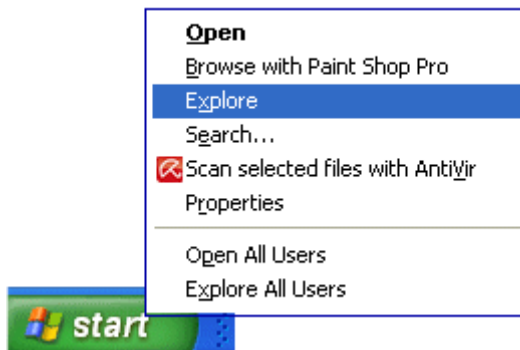


Double-Click

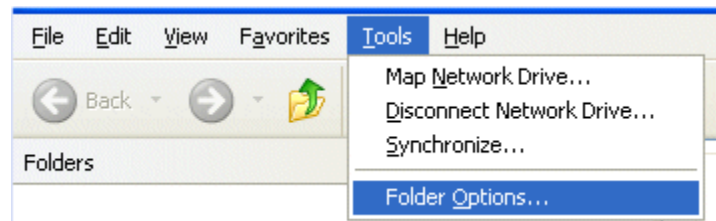
The ability to double-click to open an item or activate a program can be difficult for people with fine-motor coordination difficulties, However it is possible to turn this off so that only a single click is needed:

First open the file explorer. You can do this in several ways:

- Double-click on My Documents on the desktop. OR
- Use right-mouse button when pointing to Start Button and selecting Explore:



Once you have the file explorer window showing, select Tools from the menu, and then Folder Options:



You will see this window, click on *Single Click To Open an Item*

You can select whether you want to underline items or not. Now you can single-click to open a file, run a program etc.

