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Choosing your Preferred Text Style in your Browser

Websites can use a wide range of text styles.

Some people find certain styles difficult to read. For example, a seriffed style such as Times New Roman, or a “cluttered” script such as helvetica narrow.

Most people find a non-seriffed style such as Arial or Verdana more comfortable and easier to read.

This skillsheet shows you how you can impose your own preferred text style in all web pages you visit in Internet Explorer. Similar features are available in other browsers. Please see our website at www.abilitynet.org.uk/myway or consult the Help facility in your browser.

- Click on the **Tools menu** or press **Alt + T**.
- Click on **Options** or press **O** to bring up the **Internet Options** page (see Fig. 1).

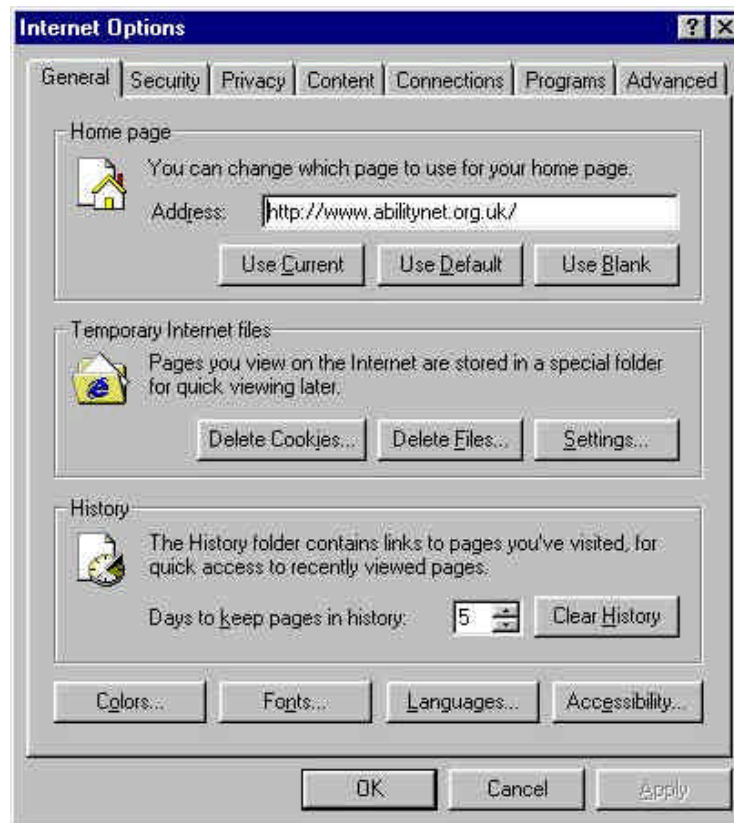


Fig 1.

- Make sure you are looking at the **General tab** – if not, click on it or press **Control + Tab** until it is at the front.
- Click on the **Accessibility button** or press **Alt + E** to view the Accessibility Options (see Fig. 2).



Fig. 2

- Click the checkbox marked **Ignore font styles specified on Web pages** or press **Alt + S** to check the box. This will override the font settings of any webpage you view, with your own settings.
- Click **OK** or Press **Enter** to return to the **Internet Options** dialog box.

- Click the **Fonts** button or press **Alt + N** to bring up the **font dialog box** (see Fig. 3).

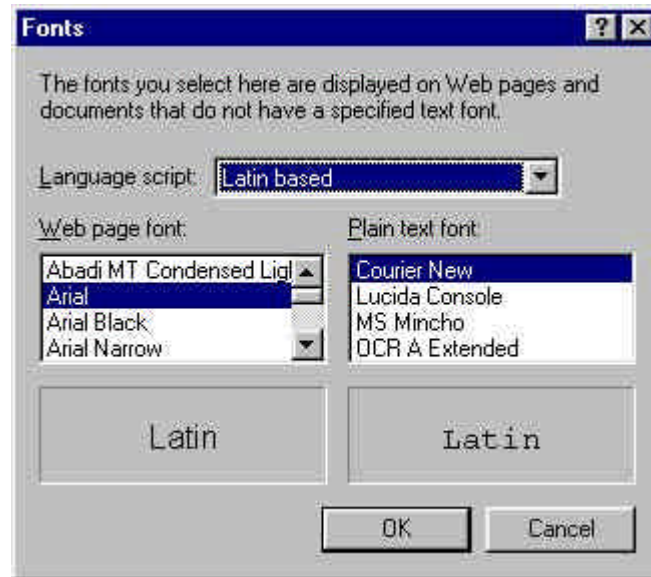


Fig. 3

- Press **Alt + W** or use the mouse and click in the list of fonts underneath the heading **Web Page Font**.
- Use either the mouse or the **up and down arrow keys** to scroll through the list of fonts. You should see a sample of the font appearance in the grey box below.
- When you are happy with the font you have chosen, click **OK** or press **Enter** to return to the **Internet Options** page.

Messages charged at standard rate. You will receive two confirmation messages charged at £1.50 each. AbilityNet will receive your donation net of charges applied by mobile network operators and a processing fee. If you have any questions regarding this service, please call 020 7549 2222.