





# Customising your mouse in Windows Vista

 Indicates the keyboard shortcuts  
 Indicates the mouse instructions

In Vista the Ease of Access Centre has replaced Accessibility Options in the Control Panel.

1. To open **Ease of Access Centre**:

 Press **Windows** logo key  + **U**  
  +  +  + 









2. You can go through the Ease of Access Centre, **TAB** to or click on and press Enter to select **Make the mouse easier to use** under **Explore all settings** and **TAB** or click to select **Mouse Settings** under **See also**.

### Make the mouse easier to use

When you select these settings, they will automatically start each time you log on.

#### Mouse pointers

Change the color and size of mouse pointers.

<input checked="" type="radio"/> Regular White		<input type="radio"/> Regular Black		<input type="radio"/> Regular Inverting	
<input type="radio"/> Large White		<input type="radio"/> Large Black		<input type="radio"/> Large Inverting	
<input type="radio"/> Extra Large White		<input type="radio"/> Extra Large Black		<input type="radio"/> Extra Large Inverting	

#### Control the mouse with the keyboard

Turn on Mouse Keys

Use the numeric keypad to move the mouse around the screen.

[Set up Mouse Keys](#)

#### Make it easier to switch between windows

Activate a window by hovering over it with the mouse

#### See also

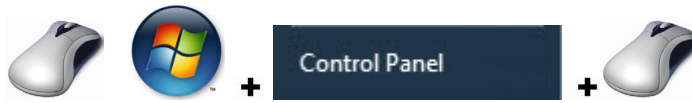
[Mouse settings](#)

[Learn about additional assistive technologies online](#)

Save Cancel Apply

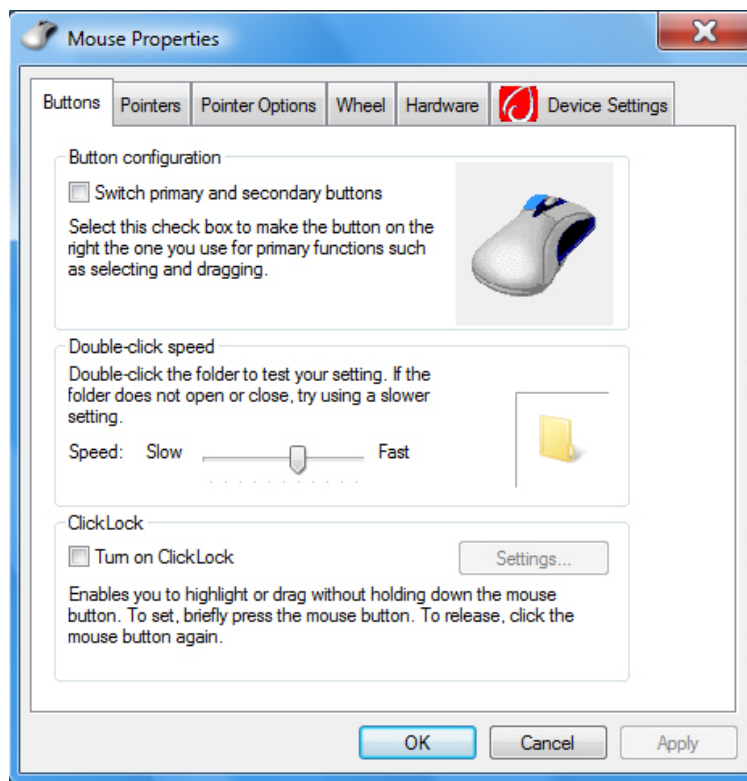


3. The mouse properties can also be found in the **Control Panel**.



 Press Windows logo key  + **C** to open the **Control Panel**, you need to be in **Classic view**. **TAB** to **Switch to Classic View** press **Enter**, use Arrow keys to move to **Mouse** press **Enter**.

4. Under the **Buttons** tab you can alter the Button Configuration this will allow you to swop over the buttons from the default left click to a right click for selection and dragging. Click to select Switch primary and secondary buttons or **Alt + S**.

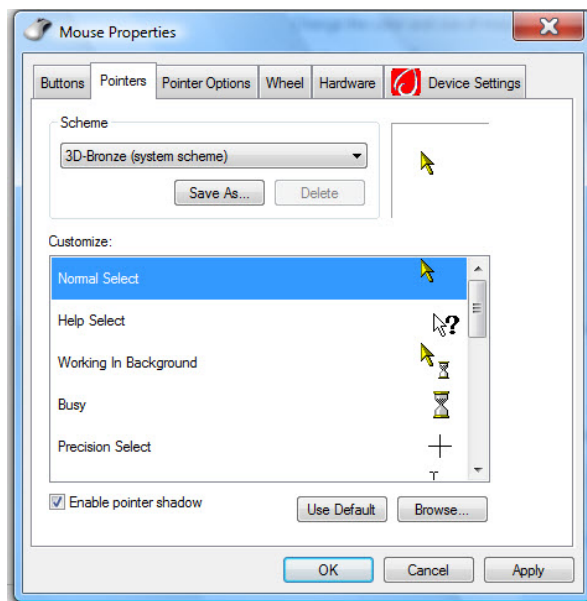


5. To change the speed at which you double click the mouse button, press **Alt + D** and using the arrow keys or click on the pointer, move it to make the setting slower or faster. You can test your setting by double clicking on the folder icon.
6. **ClickLock** allows you to click and drag without the need to continue to hold down the mouse button. To turn this option on press **Alt + T** or click to select **Turn on ClickLock**.



## Pointers

1. **Tab** and use the arrow keys or click to select the **Pointers** tab. Here you can customise your mouse pointer to one you can easily see.
2. **Alt + S** and use the arrow keys or click on the drop down list under **Scheme** to scroll through the options.



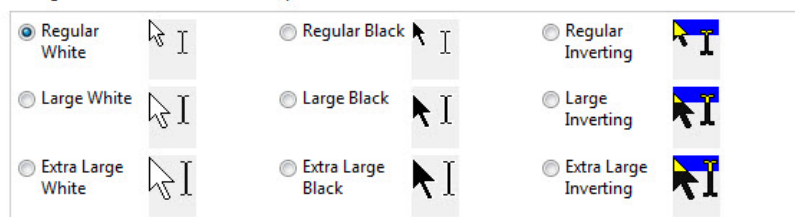
3. You can also customise your mouse pointer by going to the **Ease of Access Centre** and selecting **Make the mouse easier to use** under **Explore all options**.

### Make the mouse easier to use

When you select these settings, they will automatically start each time you log on.

#### Mouse pointers

Change the color and size of mouse pointers.



Click to select one of the options or press:

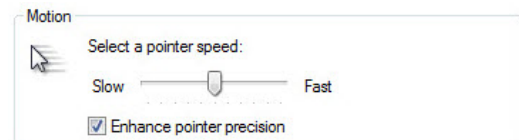
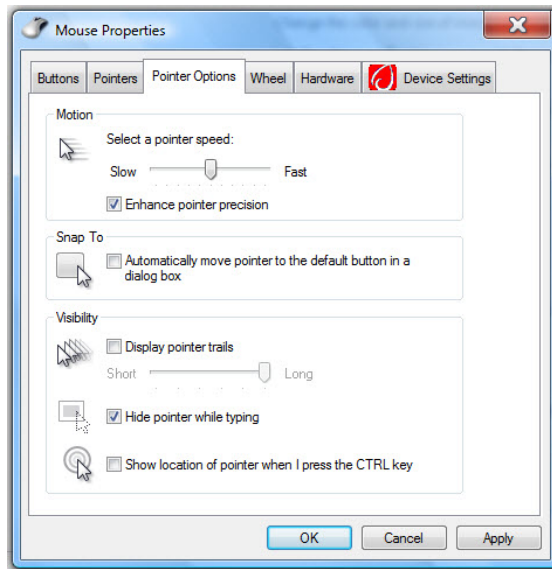
**ALT+R** for Regular White  
**ALT+X** for Extra Large White  
**ALT+K** for Extra Large Black  
**ALT+N** for Extra Large Inverting  
**ALT+B** for Large Black

**ALT+I** for Large Inverting  
**ALT+U** for Regular Black  
**ALT+G** for Regular Inverting  
**ALT+L** for Large White

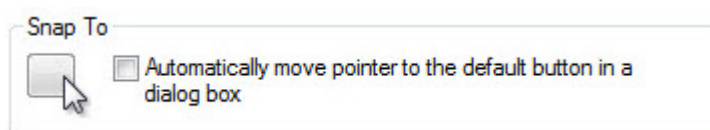


## Pointer Options

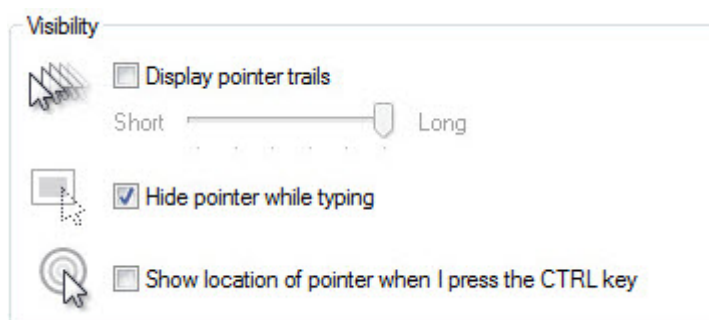
1. **Tab** and use the arrow keys or click to select the **Pointers options** tab this allows you to further customise your mouse pointer.
2. You can control the speed at which the pointer moves across the screen by altering the **Motion** setting. Press **Alt + C** and using the arrow keys or clicking on the pointer and moving it to the required setting.



3. **Snap To** will move the pointer directly to the default button such as **OK** or **Apply** when opening a dialog box. To turn this option on press **Alt + U** or click to select **Automatically move pointer to the default button in a dialog box**.

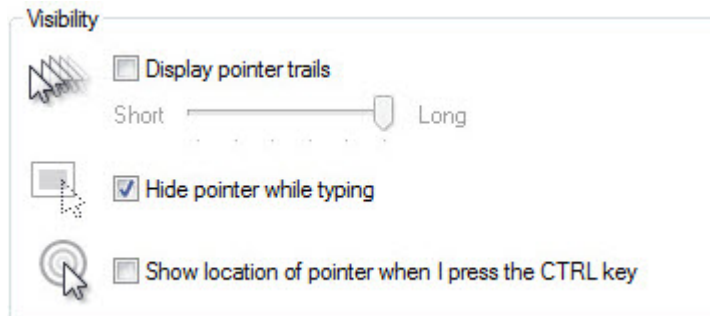


4. The **Visibility** settings allow you to improve the visibility of the mouse pointer on the screen.





5. To turn on **Display pointer trail** press **Alt + D** or click to select.
6. To hide the mouse pointer when typing turn on **Hide pointer while typing**, press **Alt + H** or click to select, when you move the mouse it will reappear.



7. **Show location of pointer when I press the CTRL key** allows you to locate the mouse pointer by pressing the **Ctrl** key. To turn on this option press **Alt + S** or click to select.



## Wheel

**Scrolling** allows you to set how many lines are moved through when using the scroll button on your mouse at any one time.

1. Press **Alt + N** to select then **TAB** and using the arrow keys increase or decrease the number. If you would prefer to scroll through one page at a time press **Alt + S** or click to select **One screen at a time**.

