



Customising your display in Windows Vista



Indicates the keyboard shortcuts



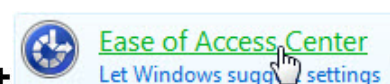
Indicates the mouse instructions

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. Under Explore all settings, **TAB** to or click to select **Make the computer easier to see**.

Explore all settings

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



Use the computer without a display

Optimize for blindness



Make the computer easier to see

Optimize visual display



Changing the screen resolution

1. Go to **Personalize appearance and sound effects** under **See also**, press **ALT + O** or click to select

Make things on the screen easier to see

[Adjust the color and transparency of the window borders](#)
[Fine tune display effects](#)

Make the focus rectangle thicker

Set the thickness of the blinking cursor: Preview:

Turn off all unnecessary animations (when possible)

Remove background images (where available)

See also

[Personalize appearance and sound effects](#)
[Learn about additional assistive technologies online](#)

Save Cancel Apply

2. For **Display Settings**.



Press **Alt + Y**.



Click to select.

See also

- Taskbar and Start Menu
- Ease of Access
- Windows Mobility Center

Theme
Change the theme. Themes can change a wide range of visual and auditory elements at one time including the appearance of menus, icons, backgrounds, screen savers, some computer sounds, and mouse pointers.

Display Settings
Adjust your monitor resolution, which changes the view so more or fewer items fit on the screen. You can also control monitor flicker (refresh rate).



3. To change your screen resolution, click to select and drag the pointer or press **Alt + R** then use the arrow keys.

A higher resolution will allow you to fit more on the screen by making the icons appearance smaller, while a lower resolution will make the screen smaller but the icons larger in appearance.



4. **TAB** to **OK** then press enter or click on **OK** to accept your changes.

Changing the size of text and icons

1. Go to Make the computer easier to see (see above), under Make things on the screen larger.



Press **Alt + Z** to select **Change the size of text and icons**.



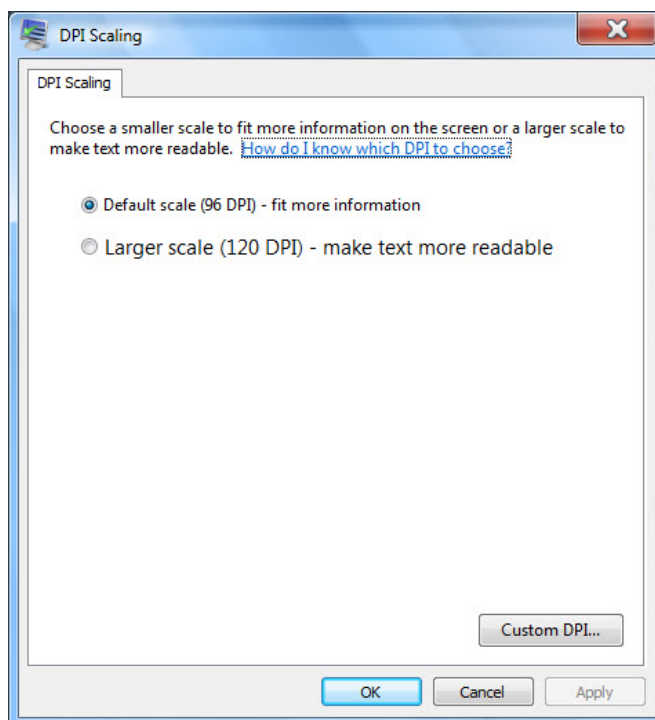
Click to select **Change the size of text and icons**.

Make things on the screen larger





2. You will see there are two options listed, to select the size you want click to select or press **Alt + D** for the default scale which is 96 dpi or **Alt + L** for the larger scale 120 dpi.



3. **TAB** to **OK** then press enter or click on **OK** to accept your changes. You may then be required to restart your machine.

Fine tune display effects

By fine tuning the display effects you can enhance the look of the screen fonts or menus by adding effects which may make them easier to see.

1. You will see under **Make my computer easier to see** the option to **Fine tune display effects**, to select:



Press **ALT + C**



Click **Fine tune display effects** to select

Make things on the screen easier to see _____

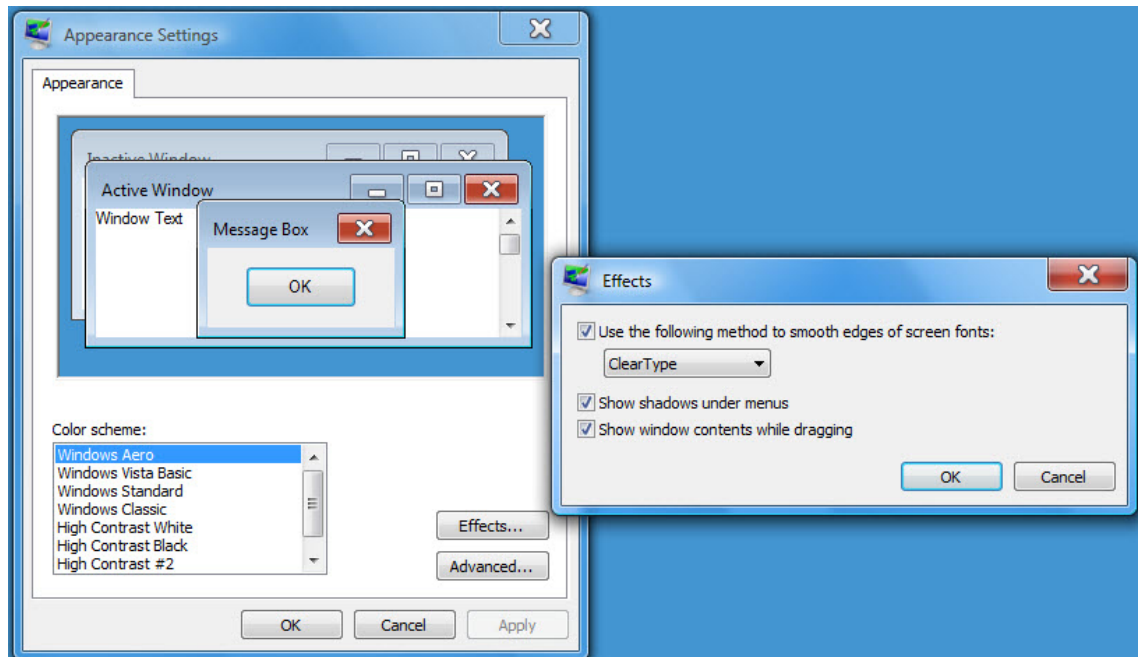
[Adjust the color and transparency of the window borders](#)

[Fine tune display effects](#)





In **Appearance Settings** you will see the option for **Effects** click to select or press **Alt + E**.



2. You will see a list of options you can alter. Click to change or press:



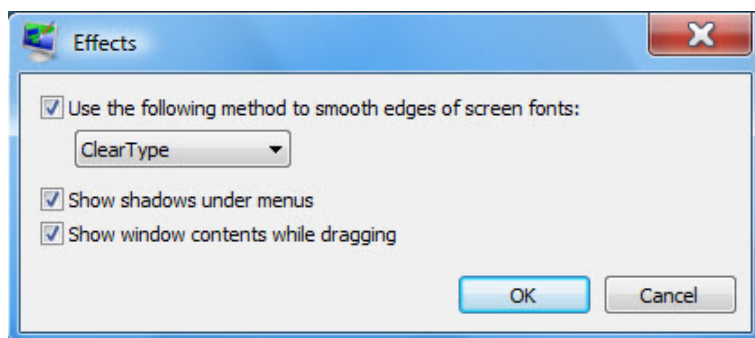
Alt + S and use the arrow keys to select **ClearType** for smooth edge fonts.



Alt + A for Show shadows under menus.



Alt + W to Show window contents while dragging.



3. **TAB** to **OK** then press enter or click on **OK** to accept your changes.

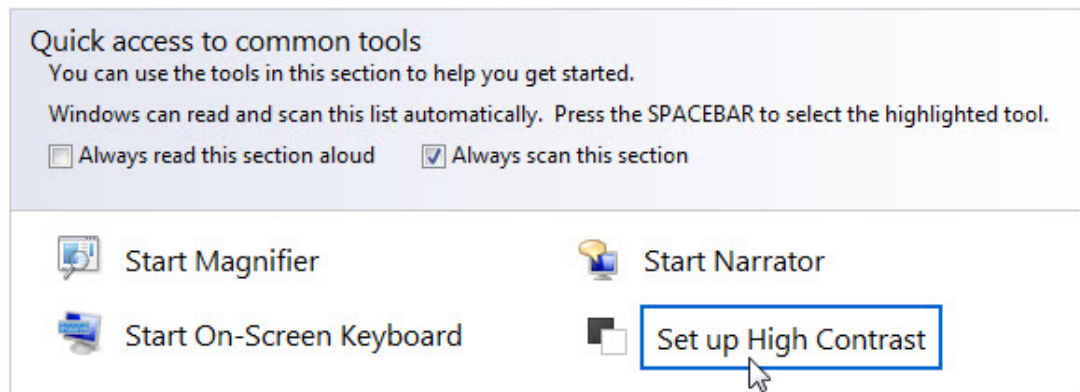


High contrast

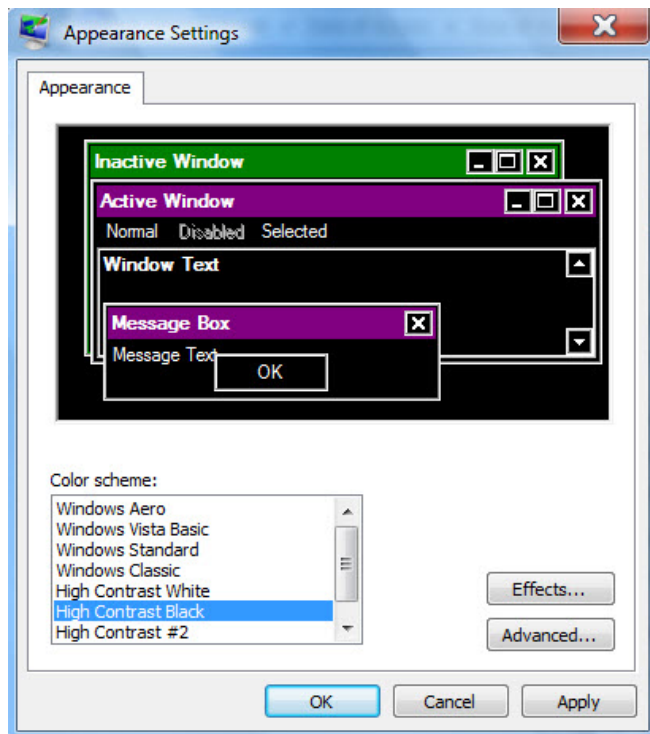
By turning on High contrast you can make the text easier to see, by altering the colour of the text and the background, allowing the text to stand out more.

1. First you need to setup the colour scheme for you to use. Under **Quick access to common tools** click to select or press **Alt + U** to **Set up High Contrast**.

Make your computer easier to use



2. To select your colour scheme click to select or press **Enter** to choose a **High Contrast colour scheme**.



To choose your colour scheme click to select or press **Alt + C** and use the arrow keys to scroll through the list of options then press **Enter** or click on **OK**.



3. Under **High Contrast** press **Alt + L** or click to select **Turn on High Contrast when left Alt + left Shift + Print Screen is pressed**.

High Contrast

Choose a High Contrast color scheme

- Turn on or off High Contrast when left ALT + left SHIFT + PRINT SCREEN is pressed

When using keyboard shortcuts to turn Ease of Access settings on:

- Display a warning message when turning a setting on

- Make a sound when turning a setting on or off

4. To **Display a warning message when turning a setting on**.



Press **Alt + M**.



Click to select.

5. To **Make a sound when turning a setting on or off**.



Press **Alt + A**.



Click to select.







Changing Individual Elements of Windows Vista Display

1. You can make menus bold, or change window colour in Vista making the display suit your needs. Under **Quick access to common tools** click to select or press **Alt + U** to **Set up High Contrast**.

Make your computer easier to use

Quick access to common tools
You can use the tools in this section to help you get started.
Windows can read and scan this list automatically. Press the SPACEBAR to select the highlighted tool.

Always read this section aloud Always scan this section

 Start Magnifier	 Start Narrator
 Start On-Screen Keyboard	 Set up High Contrast

2. To select the Advanced option



Click on **Advanced**



Press **Alt + D**

Color scheme:

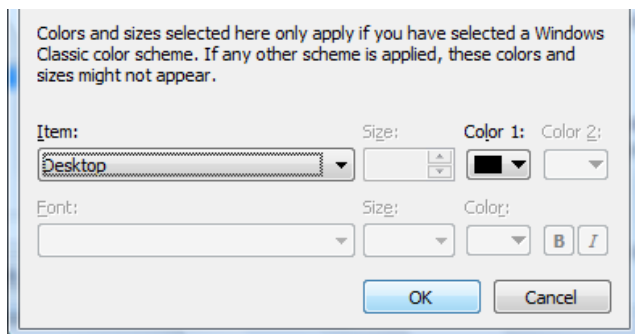
- Windows Aero
- Windows Vista Basic
- Windows Standard
- Windows Classic
- High Contrast White
- High Contrast Black**
- High Contrast #2

Effects...
Advanced...

OK Cancel Apply



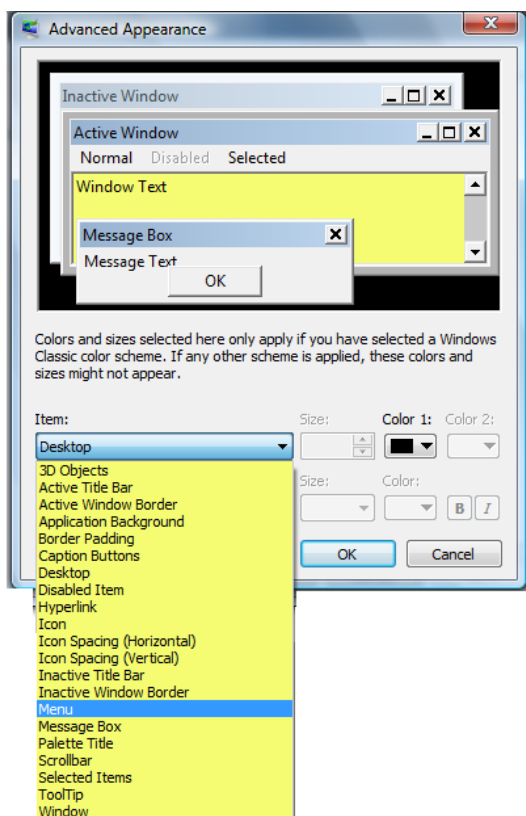
To select the individual elements you want to change and then change their size and colour.



Press **Alt + I** to select **Item**



For options click to select the down arrow on **Item**



To Select and alter the size and colour -

Alt + Z = Size

Alt + L = Color 1

Alt + 2 = Color 2

Alt + F = Font

Alt + E = Font Size

Alt + R = Font Color

TAB to B to Select Bold

TAB to I to Select Italic