

Making the text larger in Windows 7

Ease of Access Center has replaced **Accessibility Options** in the '**Control Panel**'.

Open '**Ease of Access Center**' press '**Windows**' logo key + '**U**' or click Start button '**Control Panel**' + '**Ease of Access**' + '**Ease of Access Center**'.

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

Under **Make things on the screen larger**, press '**Alt**' + '**Z**' or click to select '**Change the size of text and icons**', see Fig 1.

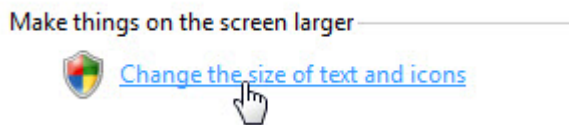


Fig 1

There are two options, to select the size you want click to select or press '**Alt** + **S**' for the default scale which is **100%** or '**Alt**' + '**M**' for the larger scale **125%**, see Fig 2.

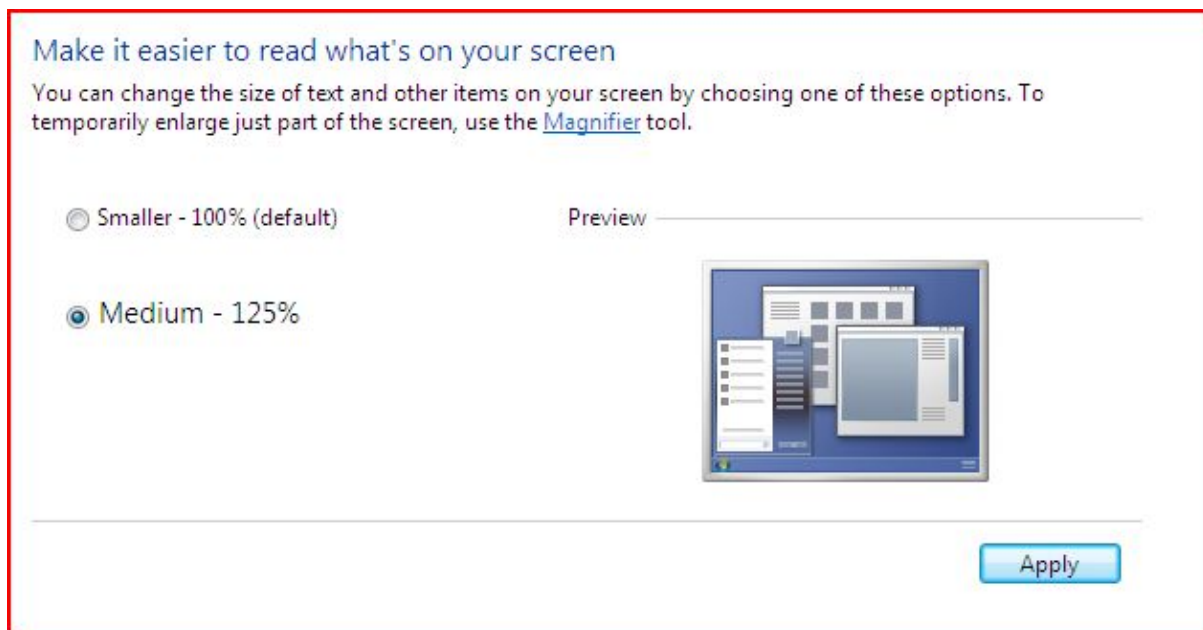


Fig 2

'**Tab**' to or click '**Apply**' then press '**Enter**' to accept your changes. You may then be required to restart your machine.

Changing the screen resolution

Under **Explore all settings**, 'Tab' to or click to select '**Make the computer easier to see**', see Fig 3.

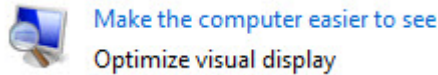


Fig 3

Click on '**Change the size of text and icons**' under '**Making things on the screen larger**'.

Select '**Change Display Settings**'.

To change your screen resolution, click to select and drag the pointer or press '**Alt + R**' then use the arrow keys, see Fig 4.

'Tab' to '**OK**' then press '**Enter**' or click on '**OK**' to accept your changes.

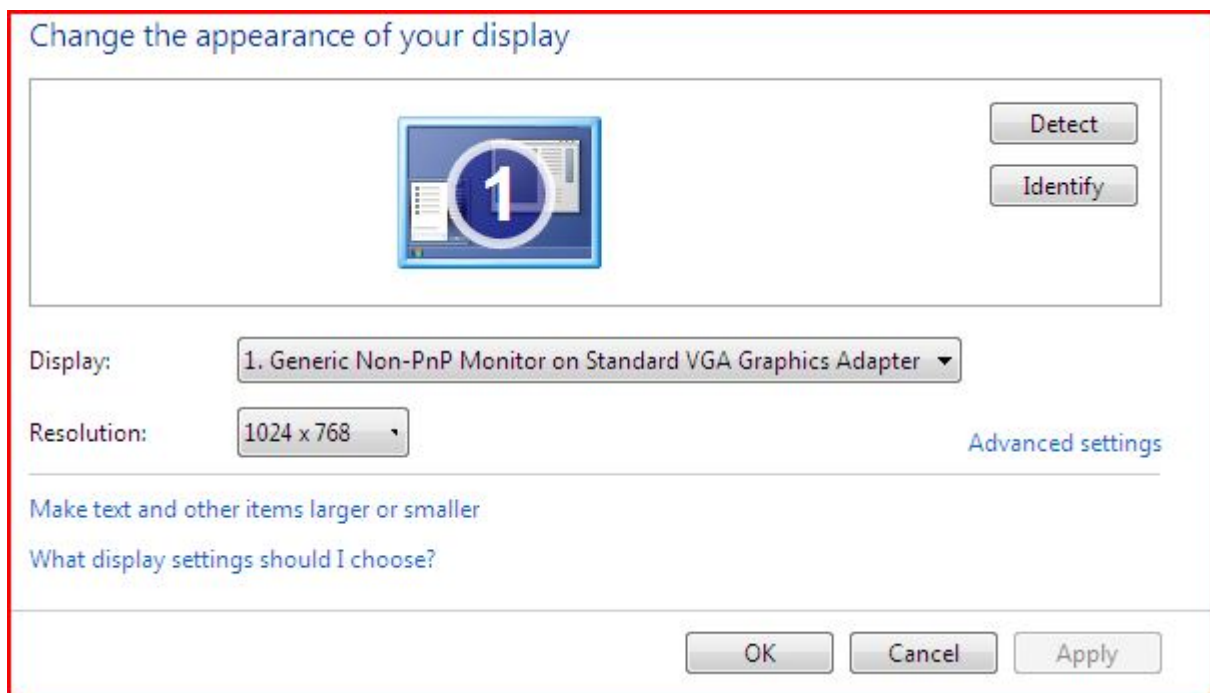


Fig 4

From the Desktop

In **Windows 7** you can also go directly to the screen, Fig 4 by right clicking anywhere on the desktop.

Select '**Screen Resolution**' this will open the window shown in Fig 4 above.

Note: If this does not work it could be because your computer settings cannot be changed due to local IT policies - contact your local IT support for further help.