

ACCES GUIDE FOR PEOPLE WITH VISUAL WEAKNESS IN INTERNET EXPLORER 8


If you are blind or have trouble seeing what appears on the screen you can quickly specify the type and size of source and background colours and foreground with which you want to display web pages. These customizations can be useful if you have difficulty seeing, if you need that the sources are older or need that the colours have high contrast.

As an aid is presented below points to be discussed in the guide:

1. *How to specify the sources and colours for web sites.*
2. *Invalidate the source and colours settings for web sites*
3. *Zooming in on a website.*
 - a. *Adjust the zoom using keyboard only*
 - b. *Adjust the zoom quickly.*
4. *Legibility when printing web pages*
5. *Exhibit "quick use keyboard"*
 - a. *How to view and explore web pages*
 - b. *Working with tabs*
 - c. *How to use the search function*
 - d. *How to get a print preview of a website and as printed*
 - e. *Methods used in the address bar*
 - f. *How to open the menu toolbar and command bar of Internet Explorer.*
 - g. *Working with sources, history and favourites.*
 - h. *How to edit web pages*


1. To specify sources and colours for web sites

Follow these steps to select sources and screen colors to be used for websites that do not specify these settings.

1. Open Internet Explorer, click the **Start**  button and then click **Internet Explorer**.
2. Click the **Tools** button and then click **Internet Options**.
3. To change the source, click the **General** tab and then click in Sources. Specify the sources you want to use, and then click **OK**
4. To change the colours used, click the **General** tab and then click **Colours**.
5. Uncheck the **Use Windows Colours** and select the colours you want to use.
6. When finished selecting the colours, click **OK** twice.



2. To override the source settings and colours of web sites.

To use the sources and colours you specify in Internet Explorer for all sites, regardless of the settings specified by the designer of the website, follow these steps

1. Open Internet Explorer, click the Start  button and then click **Internet Explorer**.
2. Click the **Tools** button and then click **Internet Options**.
3. Click the **General** tab and then click **Accessibility**.
4. Select **Ignore colours specified on Web pages, Ignore source styles specified on Web pages and Ignore source sizes specified on Web pages**, and then click **OK** twice.

3. Use the zoom on a web page


The zoom feature of Internet Explorer can increase or reduce the view of a web page. Unlike what happens when you change the source size, increase or decrease the zoom around the page, both text and images. You can zoom in a range from 10% to 1000%.

1. Open Internet Explorer, click the **Start**  button and then click **Internet Explorer**.
2. At the bottom right of your screen Internet Explorer, click the arrow next to the button **Change zoom level**  100%.
3. To select a predefined zoom level, click the percentage increase or reduction you want. Or to specify a custom level, click **Custom**. The **zoom percentage** box, type a value and click **OK**.

a. Adjust the zoom using only your keyboard



Increase zoom (+10%)	CTRL+PLUS SIGN
Increase zoom (-10%)	CTRL+ MINUS SIGN
Adjust zoom to 100%	CTRL+0

b. Adjusting quickly zoom

- If you have a wheel mouse, you can hold down the CTRL key and scroll the wheel to zoom in or out.
- If you click the **Change button zoom**  100% level will change from 100%, 125% and 150% to offer a rapid expansion of the website.

4. Legibility when printing web pages.

To improve legibility when printing WebPages, it may help stop printing background colours and images. Thus, the text will be displayed more clearly.

1. Open Internet Explorer, click the **Start**  button and then click **Internet Explorer**
2. Click the arrow beside the **Print**  button and then click **Page Setup**.
3. In the **Page Setup** dialog box, clear the **Print background colours and images**, and then click **OK**.

5. Annex:

Below are tables with the different tasks can be performed without the use of mouse

a. How to view and explore web pages.

Show help	F1
Toggle between full-screen view and normal view on browser window	F11
Advance through the elements of a website, the address bar and bookmarks bar.	TAB
Cycle through the elements of a website, the address bar and bookmarks bar.	CAPS+TAB
Start exploring using the caret	F7
Go to homepage	ALT+START
Go to next page	ALT+ ARROW RIGHT
Go to previous page	ALT+ARROW LEFT o BACK
Mostrar el menú contextual de un vínculo	CAPS+F10
Avanzar a través de los marcos y los elementos del explorador (sólo funciona si se ha deshabilitado la	CTRL+TAB o F6



exploración por fichas)	
Move backward between frames (only works if tabbed browsing disabled)	CTRL+CAPS+TAB
Move to the beginning of a document	ARROW UP
Move to the end of a document	ARROW DOWN
Move to the beginning of a document in larger increments	RE PAG
Move to the end of a document in larger increments.	AV PAG
Go to the top of a document	START
Go to the end of a document	END
Search this site	CTRL+F
Update the current Web page	F5
Update the current Web page, although the time stamp of the Web version and your locally stored version are the same	CTRL+F5
Stop downloading a page	ESC
Open a new page or website	CTRL+O
Open new screen	CTRL+N
Open a new InPrivate Browsing window	CTRL+ALT+P
Duplicate tabs (open current tab in a new tab)	CTRL+K
Close the current window (if only one tab open)	CTRL+W
Save current page	CTRL+S
Print the current page or active frame	CTRL+P
Activate a selected link	INTRO
Open Favorites	CTRL+I
Open history	CTRL+H
Open source	CTRL+J
Open the Page menu	ALT+P
Open the Tools menu	ALT+H
Open the Help menu	ALT+U

b. Open Working with tabs

Open Working with tabs	CTRL+clic
Open links in new foreground tab	CTRL+CAPS+clic
Open a new tab in the foreground	CTRL+T
Moving from one tab to another	CTRL+TAB o CTRL+CAPS+TAB
Close current tab (or current window if tabbed browsing is disabled)	CTRL+W
Open a new tab in the foreground from the address bar	ALT+INTRO
Switch to a specific tab number	CTRL+n (where n is a number from 1 to 8)
Skip to the last tab	CTRL+9
Close other tabs	CTRL+ALT+F4
Toggle Quick Tabs (thumbnail)	CTRL+Q

c. How to use the search function

Go to the search box	CTRL+E
Open the search query in a new tab	ALT+INTRO
Open the search provider menu	CTRL+ARROW DOWN

d. How to get a print preview of a website and as printed

Set printing options and print the page	ALT+P
Change paper, headers and footers, orientation and page margins.	ALT+N
Show the first page to be printed	ALT+START
Show the previous page to be printed.	ALT+ARROW LEFT
Write the page number you want to display	ALTA+A

Show the next page to be printed	ALT+ARROW RIGHT
Show the last page to print	ALT+FIN
Specify how you want frames to print (this option is only available if you print a Web page that uses frames)	ALT+F
Close Print Preview	ALT+C

e. Methods used in the address bar

Select the text of the address bar	ALT+D
Show a list of addresses you have typed	F4
From the Address bar, move the cursor to the left to the next logical break in the address (period or slash)	CTRL+ARROW LEFT
From the Address bar, move the cursor to the right until the next logical break in the address (period or slash)	CTRL+ARROW RIGHT
Add "www." at the beginning and ".com" at the end of the text typed in the address bar	CTRL+INTRO
Advance along the list of AutoComplete matches	ARROW UP
Back over the list of AutoComplete matches	ARROW DOWN

f. How to open the menu toolbar and command bar of Internet Explorer

Open the Start menu	ALT+M
Open the Print menu	ALT+R
Open the menu RSS	ALT+J
Open the Tools menu	ALT+H
Open the Security menu	ALT+S
Open the Help menu	ALT+U

g. Working with sources, history and favorites

Add current page to favourites (or subscribe to a feed during the preview of the font)	CTRL+D
Delete Browsing History	CTRL+CAPS+SUPR
Open an InPrivate Browsing window	CTRL+CAPS+P
Open the Organize Favourites dialog box	CTRL+B
Move selected item up in the list of bookmarks Organize Favourites dialog box	ALT+ARROW UP
Move selected item down the list of bookmarks in the Organize Favourites dialog box	ALT+ARROW DOWN
Open Favourites Center and display your favourites	ALT+C
Open Favourites Center and display the history	CTRL+H
Open Favourites Center and display sources	CTRL+J
Open and dock the Favourites Center and display sources	CTRL+CAPS+A
Open the Bookmark menu (or open Subscribe to a feed during the preview of the font)	ALT+Z
Open the Favourites menu from the menu bar	ALT+A
Mostrar todas las fuentes (en la vista de fuentes)	ALT+I
Mark a source as read (in source s view)	ALT+M
Place the cursor in the search box in feed view	ALT+S

h. How to edit web pages

Remove the selected items and copy to the clipboard	CTRL+X
Copy the selected items to the Clipboard	CTRL+C
Insert the contents of the Clipboard at the selected location	CTRL+V
Select all elements of the current web page	CTRL+E
Development Tools Open Internet Explorer	F12