

Narrator Instructions

Overview

Narrator is a text-to-speech enhancement utility that reads what is displayed on your screen; the contents of the active window, menu options, or the text you have typed. It is designed to work with Notepad, WordPad, Control Panel programs, Internet Explorer, the Windows desktop, and Windows setup. Narrator may not read words correctly in other programs.

You may customize Narrator to read screen elements as listed below:

- You can have new windows, menus, or shortcut menus read aloud when they are displayed.
- You can have typed characters read aloud
- You can have the mouse pointer follow the active item on the screen.
- You can adjust the speed, volume, or pitch of the voice.

Opening Narrator

- To open Narrator, click START, point to ALL PROGRAMS, point to ACCESSORIES, point to ACCESSIBILITY and then click NARRATOR.
- To open Narrator using the keyboard, press CTRL+ESC, press R, type narrator, and then press ENTER.
- An easy way to start Narrator is to press the Windows logo key + U. Narrator is set to start by default when Utility Manager starts.
- Utility Manager enables users to check an Accessibility program's status and start or stop an Accessibility program. You can also start accessibility features BEFORE logging on to the computer by pressing the Windows logo key + U at the Welcome to Windows dialog box that appears when Windows starts.

Keyboard Navigation with Narrator
Open Narrator as instructed.

Reading Options

- To read an entire window, click the window and then press CTRL+SHIFT+SPACEBAR.
- To get information about the current item, press CTRL+SHIFT+ENTER.
- To get more detailed description of an item, press CTRL+SHIFT+INSERT.
- To read the title bar of a window, press ALT+HOME.
- To read the status bar of a window, press ALT+AEND.
- To read the contents of an edit field, press CTRL+SHIFT+ENTER, or use

- the arrow keys.
- To silence the speech, press CTRL.

Keyboard Options

- To switch to another program, press ALT+TAB.
- To go to the next button or tool, press TAB. To go back, press SHIFT+TAB.
- To select an item from a drop-down list, use the arrow keys and then press ENTER.
- To get out of a list without selecting anything, press ESC.
- To select a check box or option button, press SPACEBAR.
- To open Utility Manager, press Windows logo key+U.

To Have the Mouse Pointer move to active items while using Narrator

1. Open Narrator.
2. Select the “Move Mouse Pointer to the active Item” check box.

To Have Narrator Announce Events on the Screen

1. Open Narrator.
2. Select the “Announce Events on Screen” check box.

To have Narrator read typed keys out loud

1. Open Narrator.
2. Select the “Read Typed Characters” check box.

To set Narrator Voice Options

1. Open Narrator.
2. Click Voice.

In the Voice Settings Dialog Box, select the voice options you want to change.

- To change the speed of the voice, click a number in the Speed box.
- To change the volume of the voice, click a number in the Volume box.
- To change the pitch of the voice, click a number in the Pitch box.

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