

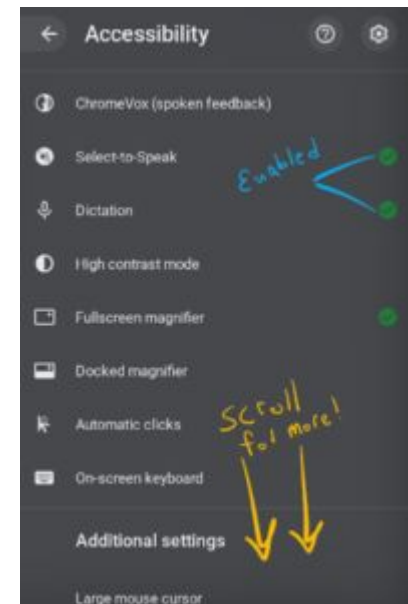


# Chromebook Accessibility Features

# CHEAT SHEET

## HOW TO ENABLE ACCESSIBILITY FEATURES ON A CHROMEBOOK

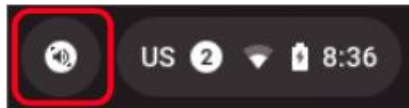
- 1.) From the login screen BEFORE logging in. Click on the menu bar by the time
- 2.) Click on the Accessibility Icon
- 3.) Click on a feature(s) that you want the student to have access to. They will show that they are enabled when a green check mark is displayed next to the feature
  - a.) At least one needs selected, others can be added from within the student screen after login
- 4.) Log into the Chromebook



# FEATURES

## Select-to-Speak

- Select to speak is a Chromebook reader that can read most on-screen text!
- Select to Speak is activated by clicking the icon and then selecting the text to be read by click and dragging a box around the text



- Activate by highlighting the text on the screen and then pressing the search key + s



Select to speak can help you meet one of the most common accommodations listed in IEPs – having text read aloud.



*This pink box appears when select-to-speak is active.*

# FEATURES

## Dictation

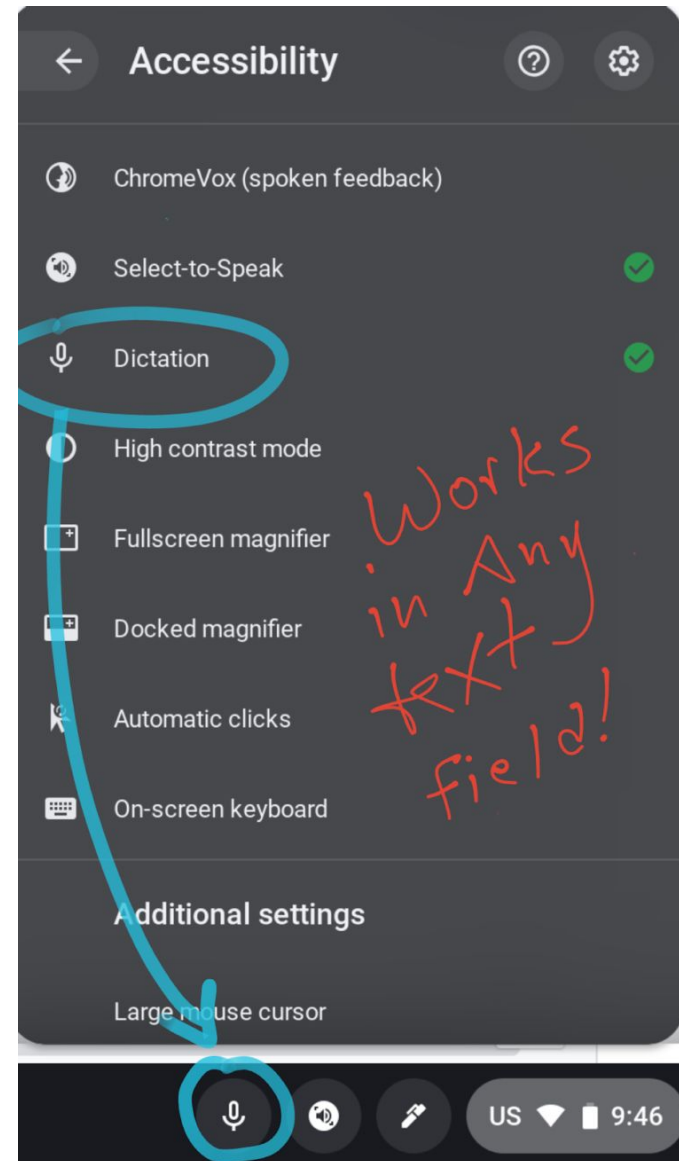
- Dictation is a Chromebook speech to text feature!
- Dictation is activated by clicking in the text box where you want the text to go
  - click on the icon and begin speaking



- pressing the search key + D



**Dictation can help you meet one of the most common accommodations listed in IEPs – scribe.**



# FEATURES

## Mouse Pointer Options

- Large Mouse Cursor
  - Enlarges the mouse cursor for increased visibility. This is helpful for young students who struggle to click precisely.
- Highlight Mouse Cursor
  - When enabled a red circle appears around the mouse pointer at all times. This is an alternative to the large mouse cursor and can be helpful for students who frequently lose the pointer on the page.

## Magnifier

- Fullscreen Magnifier
  - Fullscreen magnifier is typically used to enlarge a portion of the screen for easier reading or to reduce screen clutter, helping students who are easily distracted focus on a specific task.
  - Press and hold ctrl + alt while “scrolling” with two fingers on the trackpad. This will zoom the screen in / or out based on your scroll direction.
- Docked magnifier
  - Docked magnifier is a variation of the fullscreen magnifier. When enabled, the top third of your screen shows a highly enlarged portion of the bottom 2/3 of your screen.
  - *ou can activate the docked magnifier by using the keyboard shortcut **ctrl + search + d***



# OTHER FEATURES



## High Contrast Mode

High contrast mode is a Chromebook accessibility for visually impaired users.



## Automatic Clicks

When enabled, blue and green circles will appear around your mouse. When the green circle is complete, a click is enabled. This feature is helpful for individuals who are unable to use both hands or for younger students who struggle to click effectively.



## On-Screen Keyboard

The on-screen keyboard is frequently used by individuals who use eye-tracking software to navigate their device. It is also activated if you have a Chromebook that converts into a tablet.



## ChromeVox

ChromeVox is a screen reader for blind users that allows them to navigate the web through verbal prompts. Of all of the accessibility features on a Chromebook, ChromeVox is the most extreme and the one you are least likely to use.



## Mono Audio

Enabling mono audio on your Chromebook forces audio to play the same sounds from both the left and right channels



## Highlight Object with Keyboard Focus

This feature is very similar to highlight text caret, but instead of emphasizing the mouse cursor, it highlights the entire text field with an orange box, similar to ChromeVox



## Highlight Text Caret

When enabled, this feature identifies text fields with a blue circle; A good option for students who lose the cursor on a web page.



## Sticky Keys

This feature was developed for individuals who have difficulty pressing multiple keys simultaneously. When enabled, ctrl, alt, shift, and search become “sticky” so that you don’t need to press two keys at the same time.



# Final Thoughts

**Teach students how to use the shortcuts whenever possible.**

**The students can usually use these features way better than us adults can!**

