

How to adjust the computer to suit your needs

This help sheet is for use with the **Windows XP pro** operating system, with the **Control Panel** set in classic view, but similar adjustments are possible with other operating systems. If in doubt, please ask.

How to alter the **mouse buttons** for **left handed users**

- Click on **Start** >> **Control Panel** & click on the **Mouse** icon
- In the **Mouse Properties** box select the **Buttons** tab
- In the **Button Configuration** pane tick the box which says *'switch primary & secondary buttons'*
- Click **Apply** & then **OK**
- In the **Buttons** tab you can also **adjust the speed** at which you double click

How to make the **mouse pointer larger**

- Click on **Start** >> **Control Panel** >> & click on the **Mouse** icon
- In the **Mouse Properties** box select the **Pointers** tab
- Scroll through the different pointer options, or click the browse button to see a wider range of options. Select a pointer by double clicking on it.
- Click **Apply** & then **OK**

How to adjust the **text size** & **background colour**

- Click on **Start** >> **Control Panel** & click on the **Display** icon
- In the **Display Properties** box select the **Appearance** tab
- In the **Font size** drop down list box you can choose to make the text **large** / **extra large**.
- In the **Color scheme** drop down list box you can choose a different colour scheme ~ there are many to choose from ~ you can work your way down the list selecting each in turn until you find one which suits you. You can see your current choice in the display window.