

Click **Help Topics** to return to the list of topics.

### To turn on StickyKeys

- 1 Click here  to display **Accessibility Properties**.
- 2 Under **StickyKeys**, click **Use StickyKeys**.

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{button ,AL("A\_FILTERKEYS;A\_TOGGLEKEYS")} [Related Topics](#)

### To turn on FilterKeys

- 1 Click here  to display **Accessibility Properties**.
- 2 Under **FilterKeys**, click **Use FilterKeys**.

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{button ,AL("A\_STICKYKEYS;A\_TOGGLEKEYS")} [Related Topics](#)

### To turn on ToggleKeys

- 1 Click here  to display **Accessibility Properties**.
- 2 Under **ToggleKeys**, click **Use ToggleKeys**.

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{button ,AL("A\_STICKYKEYS;A\_FILTERKEYS")} [Related Topics](#)

### To turn on MouseKeys

- 1 Click here  to display **Accessibility Properties**.
- 2 Click the **Mouse** tab.
- 3 Under **MouseKeys**, click **Use MouseKeys**.

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{button ,AL("A\_MOUSEKEYS\_CLICK;A\_MOUSEKEYS\_MOVE;A\_MOUSEKEYS\_DRAG")} [Related Topics](#)

### To turn on SoundSentry

- 1 Click here  to display **Accessibility Properties**.
- 2 Click the **Sound** tab.
- 3 Under **SoundSentry**, click **Use SoundSentry**.

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{button ,AL("A\_SHOWSOUNDS")} [Related Topics](#)

### To turn on ShowSounds

- 1 Click here  to display **Accessibility Properties**.
- 2 Click the **Sound** tab.
- 3 Under **ShowSounds**, click **Use ShowSounds**.

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{button ,AL("A\_SOUNSENTRY")} [Related Topics](#)

### To turn off accessibility features after a specified time

- 1 Click here  to display **Accessibility Properties**.
- 2 Click the **General** tab.
- 3 Under **Automatic Reset**, select the check box that turns off accessibility features. You can also change the time that elapses before features are turned off.

#### Note

- If you turn on this feature, all accessibility features except SerialKeys will be turned off after the specified time.

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{button ,AL("A\_ACCESSPROMPT")} [Related Topics](#)

**To be prompted when accessibility features are turned on or off**

- 1 Click here  to display **Accessibility Properties**.
- 2 Click the **General** tab.
- 3 Under **Notification**, select the **Make a sound when turning a feature on or off** check box.

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{button ,AL("A\_ACCESS\_TURNOFF"); [Related Topics](#)}

### To use an alternative input device

- 1 Click here  to display **Accessibility Properties**.
- 2 Click the **General** tab.
- 3 Under SerialKeys Devices, click the **Support SerialKey devices** check box.

#### Tip

- To change the serial port and baud rate for your SerialKeys device, click **Settings**.

**To move the mouse pointer by using MouseKeys**

- Make sure [MouseKeys](#) is turned on.
- On your numeric keypad, use the arrow keys to move the cursor horizontally or vertically.
- On your numeric keypad, use the HOME, END, PAGE UP, and PAGE DOWN keys to move the cursor diagonally.

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{button ,AL("A\_MOUSEKEYS\_CLICK;A\_MOUSEKEYS\_DRAG;A\_MOUSEKEYS")} [Related Topics](#)

### To click by using MouseKeys

- Make sure [MouseKeys](#) is turned on.
- To click the mouse, press the 5 key on your numeric keypad.
- To double-click the mouse, press the plus key (+) on your numeric keypad.

### Tips

- To click as if you were using the right mouse button, press the minus (-) key on your numeric keypad, and then press the 5 key to click or the + key to double-click.
- To click as if you were using both mouse buttons at once, press the asterisk (\*) key on your numeric keypad, and then press the 5 key to click or the + key to double-click.
- To switch back to standard clicking, press the backslash (/) key on your numeric keypad.

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{button ,AL("A\_MOUSEKEYS\_MOVE;A\_MOUSEKEYS\_DRAG;A\_MOUSEKEYS")} [Related Topics](#)

### To drag by using MouseKeys

- 1 Make sure MouseKeys is turned on.
- 2 To move the pointer over the object you want to move, press the arrow keys on your numeric keypad.
- 3 To hold down the mouse button, press the `INS` key on your numeric keypad.
- 4 To move the pointer over the area you want to move the object to, press the arrow keys on your numeric keypad.
- 5 To release the mouse button, press the `DEL` key on your numeric keypad.

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{button ,AL("A\_MOUSEKEYS\_MOVE;A\_MOUSEKEYS\_CLICK;A\_MOUSEKEYS")} [Related Topics](#)

### To turn on and off shortcuts for accessibility features

- 1 Click here  to display **Accessibility Properties**.
- 2 Turn shortcut key combinations on or off by selecting the **Use shortcut** check box in the following dialog boxes:
  - For StickyKeys, click the **Keyboard** tab. In the **StickyKeys** area, click **Settings**.
  - For FilterKeys, click the **Keyboard** tab. In the **FilterKeys** area, click **Settings**.
  - For ToggleKeys, click the **Keyboard** tab. In the **ToggleKeys** area, click **Settings**.
  - For MouseKeys, click the **Mouse** tab. In the **MouseKeys** area, click **Settings**.

### Setting Accessibility options as the system default

- 1 Log on as a user with administrative privileges.
- 2 Click here  to display **Accessibility Properties**.
- 3 Change the accessibility options for that user to be as you would like the defaults to be set.
- 4 Click **OK** to save the changes.
- 5 When prompted to save the changes as defaults for new users and the logon prompt, click **Yes**.

#### Note

- You cannot make changes to the system defaults without simultaneously changing the settings for the user making the changes. As a workaround, you may want to create a dummy user with administrative privileges.

**To set your monitor to high contrast**

- 1 Click here [■](#) to view **Display Properties**.
- 2 Under **Scheme**, click one of the display options that begins with **High Contrast**.

Turns on the StickyKeys feature, which enables you to press the CTRL, ALT, and SHIFT keys and have them remain active until the next time you press a key other than CTRL, ALT, or SHIFT. This is useful for people who have difficulty pressing two keys simultaneously.

Adjusts settings for StickyKeys.

Turns on the FilterKeys feature, which instructs your keyboard to ignore accidental or repeated keystrokes. You can also adjust the keyboard repeat rate, which is the rate at which a key repeats when you hold it down.

Adjusts settings for FilterKeys.

Turns on the ToggleKeys feature, which instructs your computer to play a high sound when the CAPS LOCK, SCROLL LOCK, or NUM LOCK keys are toggled on and a low sound when they are toggled off.

Adjusts settings for ToggleKeys.

Enables you to use a key combination to turn StickyKeys on or off instead of having to return to Control Panel.

When you press the CTRL, ALT, or SHIFT key twice in a row, instructs your computer to leave the key active until you press the same key again.

Turns off StickyKeys if you press a modifier key (CTRL, ALT, or SHIFT) and a non-modifier key simultaneously. This is useful if more than one person uses the same computer.

Instructs your computer to play unique tones that indicate when a modifier key (CTRL, ALT, or SHIFT) is pressed, locked, or released.

Displays a status indicator for StickyKeys on the taskbar when StickyKeys is active.

Enables you to use a key combination to turn FilterKeys on or off instead of having to return to Control Panel.

Instructs your computer to ignore keys that are pressed only briefly. To adjust how long a key must be pressed before the keystroke is accepted, click **Settings**.

These features are sometimes referred to as RepeatKeys or SlowKeys, and are useful for people who might press keys unintentionally because of involuntary hand movements.

Adjusts settings for ignoring accidentally repeated keystrokes and slowing down the repeat rate. These features are sometimes referred to as RepeatKeys and SlowKeys.

Instructs your computer to ignore repeated keystrokes that occur in very rapid succession. In these cases, all but the first keystroke will be ignored. To adjust the interval at which repeated keystrokes are recognized, click **Settings**.

Adjusts settings for ignoring brief keystrokes. This feature is sometimes referred to as BounceKeys.

Provides an area for you to test the keyboard settings.

Instructs your computer to beep when you press a key, and then beep again when the keystroke is accepted.

Displays a status indicator for FilterKeys on the taskbar when FilterKeys is active.

Instructs your computer not to repeat keystrokes when a key is held down. When FilterKeys is turned on, this option overrides the Keyboard options in Control Panel.

Instructs your computer how to repeat keystrokes when a key is held down. When FilterKeys is turned on, the repeat delay and repeat rate you select here override the Keyboard options in Control Panel.

Adjusts the amount of time that elapses before a character begins repeating when you hold down a key. When FilterKeys is turned on, this option overrides the Keyboard options in Control Panel.

Displays the amount of time that elapses before a character begins repeating when you hold down a key.

Adjusts the speed at which a character repeats when you hold down a key. For example, if speed is set to 1 second, the character will repeat once every second as long as you hold down a key.

When FilterKeys is turned on, this option overrides the Keyboard options in Control Panel.

Displays the speed at which a character repeats when you hold down a key.

Adjusts the amount of time you have to hold down a key before it is accepted as a valid keystroke. If a key is pressed for a shorter time, it is ignored.

Displays the amount of time you have to hold down a key before it is accepted as a valid keystroke. If a key is pressed for a shorter time, it is ignored.

Provides a place for you to test RepeatKeys and SlowKeys settings.

Adjusts the minimum amount of time a key must be held down before it registers as a key press.

Displays the minimum amount of time a key must be held down before it registers as a key press.

Provides a place for you to test keyboard settings.

Enables you to use a key combination to turn the ToggleKeys feature on or off instead of having to return to Control Panel.

Turns on the SoundSentry feature, which instructs your computer to flash part of your screen every time the system's built-in speaker plays a sound. You can specify which part of the screen flashes by clicking **Settings**.

Adjusts settings for SoundSentry.

Turns on the ShowSounds feature, which instructs programs that usually convey information only by sound also to provide all information visually, such as by displaying text captions or informative icons.

Specifies which part of the screen will flash when a program in a window plays a sound on the system's built-in speaker.

Specifies which part of the screen will flash when a full-screen text program plays a sound on the system's built-in speaker.

Specifies which part of the screen will flash when a full-screen graphics program plays a sound on the system's built-in speaker.

Turns on the MouseKeys feature, which enables you to use the numeric keypad to move the mouse pointer and to click, double-click, and drag.

Adjusts MouseKeys settings.

Enables you to use a key combination to turn MouseKeys on or off instead of having to return to Control Panel.

Adjusts the maximum speed at which the mouse pointer moves when you hold down a MouseKeys direction key.

Adjusts how quickly the mouse pointer accelerates to its maximum speed when you hold down a MouseKeys direction key.

Enables you to use the `SHIFT` and `CTRL` keys to temporarily slow down or speed up mouse pointer movement when you are using `MouseKeys`. To move the pointer slowly, hold down the `SHIFT` key while you press the `MouseKeys` direction keys. To move the pointer quickly, hold down the `CTRL` key while you press the `MouseKeys` direction keys.

Specifies whether the NUM LOCK setting must be on or off for the numeric keypad to function as MouseKeys. This enables you to switch between MouseKeys and standard keypad operation by pressing NUM LOCK.

If you also use the numeric keypad for data entry, click **Off**. If you use the numeric keypad for navigation and for the INS and DEL keys, click **On**.

Displays a status indicator for MouseKeys on the taskbar.

Saves the changes you make in this dialog box for this Windows NT session only. If this box is checked, any changes you make in the Accessibility Options in Control Panel will apply only until the next time you restart your computer. You must check this box each time you want to make temporary changes.

Instructs your computer to turn off the StickyKeys, SoundSentry, MouseKeys, FilterKeys, and ToggleKeys features after your computer has been idle for a specified period of time. The SerialKeys feature is not turned off.

This feature is useful if more than one person uses the same computer.

Adjusts the idle timeout setting for StickyKeys, SoundSentry, MouseKeys, FilterKeys, and ToggleKeys.

Displays a confirmation message every time you use a shortcut key to turn an accessibility feature on or off. This is useful to alert users who might turn on a feature accidentally.

Plays a confirmation sound every time you use a shortcut key to turn an accessibility feature on or off. This is useful to alert users who might turn on a feature accidentally.

Turns on SerialKeys so you can attach an alternate input device (also called an augmentative communication device) to your computer's serial port. This feature is designed for people who are unable to use the computer's standard keyboard and mouse.

Adjusts settings for the SerialKeys feature, which defines how Windows NT will connect to and communicate with your alternative input device.

Shows the port you are attaching the alternate input device to.

Shows the baud rate for your alternate input device.

Help is available for each item in this group. Click  at the top of the dialog box, and then click the specific item you want information about.

The StickyKeys feature enables you to press a modifier key (CTRL, ALT, or SHIFT) and have it remain active until a non-modifier key is pressed. This is useful for people who have difficulty pressing two keys simultaneously.

The FilterKeys feature instructs your keyboard to ignore accidental or repeated keystrokes. You can also adjust the keyboard repeat rate, which is the rate at which a key repeats when you hold it down.

The ToggleKeys feature instructs your computer to play a high sound when the CAPS LOCK, SCROLL LOCK, or NUM LOCK key is toggled on and a low sound when any of those keys is toggled off.

The SoundSentry feature instructs your computer to flash part of your screen every time the system's built-in speaker plays a sound.

The ShowSounds feature instructs programs that usually convey information only by sound also to provide all information visually, such as by displaying text captions or informative icons.

The MouseKeys feature enables you to use the numeric keypad to move the mouse pointer and to click, double-click, and drag.

The SerialKeys feature enables you to attach another input device (also called an augmentative communication device) to your computer's serial port. This feature is designed for people who have difficulty using the computer's standard keyboard and mouse.

SerialKeys devices can be used with the local keyboard and mouse.

