

# Screen Magnification Software with Speech

User's Guide

Freedom Scientific April 2011

440439-001 Revision E

MAGic<sup>®</sup> User's Guide

PUBLISHED BY

Freedom Scientific 11800 31<sup>st</sup> Court North St. Petersburg, Florida 33716-1805 USA http://www.FreedomScientific.com

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#### **About This Book**

The *MAGic User's Guide* teaches you to use and customize MAGic's magnification and speech capabilities to fit your personal needs. In the front of the book, you can find perforated keystroke reference cards that contain a list of important MAGic commands.

The following briefly highlights the sections of this book:

- Chapter 1 Quick Start Guide gives you the basics to get up and running with MAGic.
- Chapter 2 Navigating MAGic explains how to use your keyboard and mouse with MAGic.
- Chapter 3 User Interface provides details on the buttons and other options available on the MAGic user interface.
- Chapter 4 Magnification describes how to customize MAGic's magnification features, including mouse, cursor, color enhancements, and multi-monitor operation.
- Chapter 5 Speech explains how you can customize how MAGic uses synthesized speech to read text on your screen.
- Chapter 6 Tools provides information on customizing MAGic's keystrokes.
- Chapter 7 Application Specific Functions describes how to find information about MAGic commands that you can use in Microsoft Word, Excel, and Internet Explorer.
- Chapter 8 Contacting Freedom Scientific tells you how to find our Web site and contact technical support.

### **Items Checklist**

The following items are included in your MAGic package. If you discover damaged or missing items, please contact your retailer.

- MAGic® Screen Magnification and JAWS® for Windows® program DVD with RealSpeak<sup>™</sup> Solo Direct speech synthesizer, FSReader, Freedom Scientific's DAISY book reader, and basic training files in DAISY book format
- Authorization CD
- MAGic User's Guide (with removable keystroke cards in the front of the printed document)
- MAGic Quick Start Guide

#### **Welcome to MAGic**

MAGic is a software solution ideally suited for computer users with low vision, or anyone who spends extended periods of time in front of a computer screen.

MAGic lets you magnify your computer screen from 1 to 36 times its usual size. You can choose from a number of different adjustable views that let you see both a magnified and unmagnified portion of the screen at the same time.

Speech features assist you in processing the information on your screen. MAGic can read text that you type or point at with the mouse. MAGic moves the magnified area of the screen so you always see the text being read and highlights words as they are spoken.

Mouse and cursor enhancements help you track the location of the mouse pointer and cursor on the screen. You can choose from a wide variety of enhancement styles. MAGic lets you change the color of these enhancements, apply transparency effects, adjust their size, and more.

Color enhancements let you change how colors display on your screen. You can create rules that replace one color with another or switch two colors. You can also apply color tinting; make your screen black-and-white (monochrome), and invert the brightness and colors of your display.

Other MAGic features track elements of your screen, such as the mouse pointer, dialog boxes, and so on. The Locator feature provides you with a way to quickly find and move to different areas of the screen. The MAGic multi-directional panning system gives you complete control with adjustable speed, direction, stop and start, and screen navigation controls.

## **System Requirements**

The recommended minimum system requirements for MAGic are listed below.

#### **MAGic Professional and MAGic Pro Scripting Edition:**

- **64-bit Version:** All 64-bit versions of Windows® 7 and Windows Vista®, and Windows Server® 2008
- **32-bit Version:** All 32-bit versions of Windows 7 and Windows Vista, Windows XP Professional, Windows XP Home, Windows Media Center Edition, Windows Server 2008, and Windows Server 2003

#### **MAGic Standard:**

- **64-bit Version:** Windows 7 Home Premium, Windows Vista Home Premium, and Windows Vista Home Basic
- **32-bit Version:** Windows 7 Home Premium, Windows Vista Home Premium, Windows Vista Home Basic, and Windows XP Home

#### **Processor speed:**

- Minimum 1.5 GHz processor for Windows 7 or Windows Vista
- Minimum 450 MHz Pentium® III processor or equivalent for Windows XP

#### RAM:

- Minimum 2 GB for Windows 7 (64-bit)
- Minimum 1 GB required for Windows 7 (32-bit) or Windows Vista
- Minimum 256 MB RAM (512 recommended) for Windows XP

**Required hard disk space:** MAGic requires less than 200 MB of hard disk space for program and settings files. Additional space is required for the operating system, other programs, and the Windows swap file.

#### Video:

- 256 color graphics
- While MAGic will work with 256 colors, it is recommended that you use high or true color depth (16-bit color or higher).

Sound: Windows compatible sound card required for speech option

## **Installing MAGic**

To install MAGic on your computer, do the following:

1. Insert your program DVD. The Freedom Scientific Product Setup dialog box opens.

**Tip:** If your disc does not start automatically, click the **Start** button, select **Run**, and type **D:\setup**. If your disc drive is not D, substitute the correct drive letter.

2. Press **ENTER** to choose the MAGic Screen Magnification button. Press **ENTER** again to choose the MAGic Setup button.

**Note:** If you are installing Network MAGic, choose the MAGic Network Setup button instead, and then choose either the client or server setup.

- 3. The MAGic Setup program starts. You will hear the installation speak the instructions as they appear on your screen. Follow these instructions to complete the MAGic installation.
- 4. After the Setup Wizard starts, you are asked to accept the End User License Agreement, and then to choose between performing a typical or custom installation. The typical installation, which is recommended for most users, installs the most common program features. Use the custom installation if you want to specify the default location where MAGic is stored on your hard disk, or if you want to install client or server components for remote access. This type of installation is recommended for advanced users.
- 5. When the installation is complete, choose FINISH to exit the Setup Wizard.

If this is a new MAGic installation, the next step is to complete the activation process. Otherwise, the MAGic Startup Wizard opens. Use it to configure basic MAGic parameters and install basic training materials.

### **Uninstalling MAGic**

If you want to uninstall MAGic go to the **Program** menu and select the **Uninstall MAGic** option in the **MAGic** submenu.

### **Product Activation**

After you install MAGic, you must activate your software. MAGic runs in 40minute mode until it is activated on your computer. Internet License Manager (ILM) allows you to quickly activate MAGic using the Internet. If you do not have an Internet connection, you can activate MAGic by telephone or fax. Alternatively, you can activate MAGic with the assistance of a trusted friend, relative, or organization that has access to the Internet.

## **Tip:** For information on activating a multi-user network license of MAGic, refer to the *Network MAGic* book in the MAGic help file.

If you purchased a single-user license of MAGic, you are asked to activate when you first start the program. You can activate MAGic at a later time by opening the **Help** menu and choosing **Update Authorization**. Choose one of the following activation methods and refer to the listed page for detailed instructions:

- Activate using the Internet (page 7)
- Activate by Telephone (page 9)
- Activate by Fax (page 10)
- Activate with the Help of a Trusted Third Party (page 11)

**Note:** Your user account must have power user or administrator privileges to activate MAGic. Contact your network administrator if your account does not have the required level of access.

You can also use a dongle (a hardware device that connects to your computer's USB or parallel port) to make your MAGic license more portable. A dongle allows you to use an authorized version of MAGic on any computer as long as the dongle remains connected. For more information, see *Dongle Authorization* on page 13.

**Note:** Adding or removing certain hardware components may cause your computer's Locking Code to change. If this occurs, you must reactivate MAGic. If you need to request more activations, visit www.FSActivate.com.

#### **Activating with Internet License Manager**

You can use Internet License Manager (ILM) to activate MAGic using an Internet connection. This is the easiest and quickest way to activate your product.

When you first start MAGic, you are asked to activate the program. You can also begin the activation process by opening the **Help** menu and choosing **Update Authorization**. To activate MAGic using the Internet, do the following:

- 1. In the Activation dialog box, choose Start Activation.
- Read the message that displays and then choose Continue. Insert the Authorization CD into your disc drive and choose Activate Using Authorization CD. You can find your Authorization CD in the same sleeve as your MAGic program disc. If you do not have your Authorization CD, choose Enter Your Authorization Number Manually.

**Note:** If you have previously inserted your Authorization CD, you will not be asked to insert it again. Continue to step 3 of the activation.

- 3. Choose Activate.
- 4. Use the arrow keys to select **Now, Using the Internet** (RECOMMENDED), and then press ENTER.
- 5. If you used your Authorization CD, your 20-digit Authorization number is automatically inserted into the **Authorization Number** edit box. If your Authorization number is not shown, type it into the edit box. You can find your Authorization number in print and Braille on your MAGic disc sleeve.
- 6. Press **ENTER** to continue. You will be asked to connect to the Internet if you have not already done so. You must establish an Internet connection before continuing with the activation.
- 7. If you have not registered MAGic, you are asked to do so now. Registering MAGic lets you receive technical support. Choose **Register Now** and complete the online registration form by following the instructions provided. You can choose to register later, but you must register the next time you activate MAGic.

- 8. After you submit your registration, Internet License Manager attempts to activate MAGic. This process may take several minutes. When the activation is successful, choose **Finish**.
- **Note:** If Internet License Manager cannot activate MAGic because of your firewall software, see *Troubleshooting Firewall Software* on page 8.

#### **Troubleshooting Firewall Software**

Firewalls protect computer systems from being accessed by unauthorized users. Some network or personal firewall software may interfere with the installation, activation, or usage of MAGic. The following information will help you reconfigure your firewall to work with MAGic. Refer to your firewall software documentation for more information on allowing access for programs and files.

**Note:** Hardware firewalls do not interfere with installing, activating, or running MAGic.

#### **Firewall Interferes with Installation**

If your firewall software is preventing you from installing MAGic on your computer, reconfigure the firewall to allow the file Setup.exe to run. Then retry the installation procedure.

#### **Firewall Interferes with Activation**

If your firewall software prevents you from activating MAGic using the Internet, reconfigure the firewall to allow the following files to run: FSActivate.exe, CAUtil.exe, and CAUtil.enu. Once you have reconfigured your firewall, retry the activation process. If you cannot reconfigure the firewall, or if you still cannot activate MAGic, go to www.FSActivate.com. Follow the instructions on the Web page to retrieve an Activation License code and activate your software. For more information on using www.FSActivate.com, see *Activating through a Trusted Third Party* on page 11.

#### **Firewall Interferes with Using MAGic**

If the firewall software prevents MAGic from running or starting, or displays a warning message, reconfigure the firewall to allow the file JFW.exe to run.

#### **Advanced Troubleshooting Information**

For a complete list of all files that need to be allowed by your firewall software, including the connection type, incoming port, and outgoing port, refer to *Advanced Troubleshooting* in the MAGic help file.

#### Activating by Telephone

If you do not have an Internet connection, you can call Freedom Scientific Customer Service. Customer Service will send you a CD in the mail that will automatically activate MAGic.

When you first start MAGic, you are asked to activate the program. You can also begin the activation process by opening the **Help** menu and choosing **Update Authorization**. To activate MAGic by telephone, do the following:

- 1. In the Activation dialog box, choose Start Activation.
- 2. Read the message that displays and then choose **Continue**. Insert the Authorization CD into your disc drive and choose **Activate Using Authorization CD**. You can find your Authorization CD in the same sleeve as your MAGic program disc. If you do not have your Authorization CD, choose **Enter Your Authorization Number Manually**.

**Note:** If you have previously inserted your Authorization CD, you will not be asked to insert it again. Continue to step 3 of the activation.

- 3. Choose Activate.
- 4. Use the arrow keys to select **Telephone to Receive Activation by Mail**, and then press **ENTER**.
- 5. Call (727) 803-8015. Provide the customer service representative with the Authorization number and Locking code shown in this dialog box. If your Authorization number is not shown, you can find it in print and Braille on your MAGic disc sleeve.
- 6. Choose **Quit**. You can continue using MAGic in 40-minute mode until you receive your CD.

When you receive the CD with your Activation License code from Freedom Scientific, insert it into your disc drive to automatically activate MAGic.

**Note:** If the CD does not automatically activate your software, press **WINDOWS Key+R**, type "D:\ActivationCode.exe" and press **ENTER**. If your disc drive is not D, then substitute the correct letter.

#### Activating by Fax

If you do not have an Internet connection, you can send a fax to Freedom Scientific with your Authorization number and Locking code. You will then receive an Activation License code either in an e-mail message or on a CD.

When you first start MAGic, you are asked to activate the program. You can also begin the activation process by opening the **Help** menu and choosing **Update Authorization**. To activate MAGic by fax, do the following:

- 1. In the Activation dialog box, choose Start Activation.
- 2. Read the message that displays and then choose **Continue**. Insert the Authorization CD into your disc drive and choose **Activate Using Authorization CD**. You can find your Authorization CD in the same sleeve as your MAGic program disc. If you do not have your Authorization CD, choose **Enter Your Authorization Number Manually**.

**Note:** If you have previously inserted your Authorization CD, you will not be asked to insert it again. Continue to step 3 of the activation.

- 3. Choose Activate.
- 4. Use the arrow keys to select **Fax**, and then press **ENTER**.
- 5. Complete the form by typing the required information into the edit boxes. If you want to receive your Activation License code in an email message, enter your e-mail address. If you do not enter an email address, Freedom Scientific will send you a CD in the mail that will automatically activate MAGIC.
- 6. If you used your Authorization CD, your 20-digit Authorization number is automatically inserted into the **Authorization Number** edit box. If your Authorization number is not shown, type it into the edit box. You can find your Authorization number on your MAGIC disc sleeve.

- 7. Choose **Print** to send the form to your printer. After you have printed the form, choose **Quit**.
- 8. Fax the printed form to (727) 803-8001.

If you entered your e-mail address, you should receive an e-mail message from Freedom Scientific within one or two business days. Follow the instructions provided in the message to activate MAGIC. If you do not enter an e-mail address, you will receive a CD from Freedom Scientific in the mail. Insert the CD into your disc drive to automatically activate MAGIC.

**Note:** If the CD does not automatically activate your software, press **WINDOWS Key+R**, type "D:\ActivationCode.exe" and press **ENTER**. If your disc drive is not D, then substitute the correct letter.

#### Activating through a Trusted Third Party

If you know a friend, relative, or other trusted person with an Internet connection, they can help you activate MAGic. Alternatively, you can use an Internet connection in a library, at work, or anywhere else. You or a trusted third party can visit www.FSActivate.com to obtain your Activation License code.

**Tip:** A free program from Freedom Scientific called Activation Media Image Creator lets you create a CD, 3.5-inch disk, or e-mail attachment containing MAGic license information.

To obtain an Activation License code from FSActivate.com, do the following:

- 1. Point your Web browser to http://www.FSActivate.com.
- 2. Enter your 20-digit Authorization number and Locking code. Your Authorization number appears on your MAGic program disc sleeve in both print and braille. To find your computer's Locking code, open the MAGic **Help** menu and choose **About**.

**Note:** The Locking code is unique for each individual computer. Be sure you enter the Locking code of the computer you intend to use with MAGic when it is activated.

3. Choose **Submit License Request** to receive an Activation License code.

- 4. The remaining steps must be completed on the computer where the copy of MAGic you want to activate is installed. Begin by starting MAGic on this computer. From the MAGic **Help** menu, choose **Update Authorization**.
- 5. In the Activation dialog box, choose Start Activation.
- 6. Read the message that displays and then choose **Continue**. Insert the Authorization CD into your disc drive and choose **Activate Using Authorization CD**. You can find your Authorization CD in the same sleeve as your MAGic program disc. If you do not have your Authorization CD, choose **Enter Your Authorization Number Manually**.
- **Note:** If you have previously inserted your Authorization CD, you will not be asked to insert it again. Continue to step 7 of the activation.
- 7. Choose Activate.
- 8. Use the arrow keys to select the **Activation Generated from www.FSActivate.com** radio button and press **ENTER**.
- 9. Type the Activation License code you received from www.FSActivate.com into the edit box and then press **ENTER**.
- 10. After you have successfully activated MAGic, choose **Finish** to complete the process.

#### **Using Activation Media Image Creator**

Activation Media Image Creator is a free program from Freedom Scientific that allows a user with an Internet connection to retrieve Activation License codes from Internet License Manager. The user can then distribute these Activation License codes on CD, 3.5-inch disk, or e-mail. Users without Internet connections can use the files created by this program to activate MAGic without having to type the lengthy Activation License code.

To download the installation package for Activation Media Image Creator, visit www.FSActivate.com. After you install the program, follow the instructions in the Activation Media Image Creator online Help to retrieve and distribute Activation License codes from Internet License Manager.

#### **Dongle Authorization**

A dongle is a hardware device that you can connect to a computer's parallel or USB port (depending on the type of dongle). MAGic is authorized to run on that computer as long as the dongle remains connected. This is useful if you frequently need to use MAGic on many different computers and do not want to activate the program on each of them.

When MAGic starts, it first determines whether a dongle is connected to the computer. If one is connected, MAGic uses the features and information for the license associated with the dongle to authorize MAGic. If no dongle is connected, MAGic searches for the license information stored on the computer. You can use the Dongle Viewer utility to view information on the license associated with the dongle currently connected to your computer. To start this utility, go to the MAGic program group, open the Tools submenu, and choose Dongle Viewer.

**Note:** It is recommended that you do not connect the dongle to your computer until after you install MAGic. If the dongle was connected before or during installation, you must restart your computer to receive proper authorization.

Dongles are sold separately or as an additional MAGic feature. Contact Freedom Scientific Sales if you want to purchase one.

**Note:** Certain international versions of MAGic require a dongle for authorization. Using one of these versions without a dongle displays an error message.

### **MAGic Startup Wizard**

The MAGic Startup Wizard is a helpful tool that lets you configure specific MAGic parameters, such as the default magnification setting, hot key assignment, and startup preferences. In addition, you can install basic training materials. The wizard launches after you install and activate the software. You can always run it later from the MAGic Help menu by pressing **ALT+H** and choosing Startup Wizard.

The Startup Settings that appear when running the wizard let you define if and how MAGic loads when you start Windows. The options that appear will vary depending on your operating system.

#### **Startup Settings for Windows Vista or Later**

The Startup Settings dialog box contains several check boxes. If you use the default settings, MAGic will always load and run before and after you launch Windows. This dialog box contains the following items:

- Select the Start MAGic at the Log On screen check box so that MAGic loads and starts when the Windows log on screen appears. The check box is selected by default. If you have Standard user rights, you cannot change the value of this check box, and MAGic will ignore and not announce the check box.
- If the Start MAGic after log on for all users check box is selected, MAGic loads and starts after you log on to Windows. It is cleared by default. If you have Standard user rights, you cannot change the value of this check box, and MAGic will ignore and not announce the check box.
- The Start MAGic after log on for this user combo box lets an individual control if MAGic starts after he or she logs on to Windows Vista. If Always is selected, MAGic starts every time the current user logs on. Always is the default setting value. If Never is selected, MAGic will not start after the user logs on. If Using the All Users Setting is selected, then the following can happen: MAGic starts after the user logs on if the Start MAGic after log on for all users check box is selected, or MAGic does not start if the same check box is cleared.
- Select the **Run MAGic from System Tray** check box to prevent the MAGic button from appearing in the Windows taskbar, which is located at the bottom of the screen, with other programs that are currently running. Instead, the MAGic icon appears in the Windows system tray, which is located in the bottom right corner of the screen, to indicate that MAGic is running. Finally, when this check box is selected, the MAGic icon does not appear in the list of active windows when you press **ALT+TAB**. This check box is cleared by default.
- If the Minimize on Startup check box is selected, the MAGic user interface is minimized when MAGic starts. To open the user interface, choose the MAGic button in the taskbar, or press MAGic Key+U. This check box is cleared by default.

#### **Startup Settings for Windows XP**

The Startup Settings dialog box contains the following check boxes:

- Select the **Run MAGic at Startup** check box so that MAGic automatically launches when you start Windows.
- Select the **Run MAGic from System Tray** check box to prevent the MAGic button from appearing in the Windows taskbar, which is located at the bottom of the screen, with other programs that are currently running. Instead, the MAGic icon appears in the Windows system tray, which is located in the bottom right corner of the screen, to indicate that MAGic is running. Finally, when this check box is selected, the MAGic icon does not appear in the list of active windows when you press **ALT+TAB**. This check box is cleared by default.
- If the **Minimize on Startup** check box is selected, the MAGic user interface is minimized when MAGic starts. To open the user interface, choose the MAGic button in the taskbar, or press **MAGic Key+U**. This check box is cleared by default.

## Installing RealSpeak Solo Direct Synthesizer

Included on the program DVD is the RealSpeak Solo Direct speech synthesizer. It contains a variety of voices in several languages. To install these voices, insert the DVD into your computer's disc drive. Next, follow the instructions to select which voices you want to install, and complete the installation.

You can also use the RealSpeak Solo Direct Sample and Download page available at http://www.freedomscientific.com/downloads/RealSpeak-Solo-Direct-Voices/RealSpeak-Solo-Direct-Downloads.asp. On this page, you can preview voice samples, and then download and install voices directly from the Web page.

### **MAGic Program Group**

To see the MAGic program group, click the **Start** button, choose **All Programs**, and then **MAGic**. The contents of the MAGic program group display in the **MAGic** submenu.



Within the MAGic program group, you will find the following:

- FSReader Demo Starts FSReader Demo. This program allows you to listen to DAISY books created by Freedom Scientific. The MAGic Basic Training is available in DAISY format. You can install this book when you install MAGic. After you start FSReader, open the File menu and choose Open. You can listen to the included "FSReaderGettingStarted" DAISY book to learn how to use the program.
- Help Opens the online help system.
- MAGic Launches the MAGic program.
- View Readme.txt The MAGic Readme.txt contains important information regarding installing and uninstalling MAGic, starting MAGic, technical notes and known issues, video card compatibility, and contact information for Freedom Scientific.

#### **Tools Folder**

This folder contains the following MAGic utilities:

- **Dongle Viewer** Allows you to view license information for the dongle currently connected to your computer. For more information on using a dongle to authorize MAGic, refer to *Dongle Authorization* on page 13.
- Installation Maintenance Allows you to modify, repair, or remove MAGic. Use the Modify option to change the languages that you have installed with MAGic. This is also a useful setting for troubleshooting. Use the Repair option to reinstall MAGic. Use the Remove option to uninstall MAGic from your system.
- **MAGic Network Administrator** Network administrators use this to add, delete, and modify user settings of MAGic in a network environment.
- Uninstall MAGic Used to uninstall MAGic from your computer.
- ILM Authorization Viewer Allows you to view details of your ILM software licenses.
- **Remove Product Activation** Allows you to delete your ILM licenses for all versions of MAGic installed on this computer. Until you acquire a new license, you will only be able to use MAGic in 40-minute mode.

 Video Intercept Manager – Allows you to install/uninstall Video Intercept and displays information about your computer's display adapter, video chain, and Display Chaining Manager (DCM) compliant drivers.

#### **Explore MAGic**

This folder provides shortcuts to folders containing your user settings, shared settings, and program files.

- **Explore My Settings** Opens the folder containing your user-specific MAGic settings. When you create new schemes or modify factory schemes, MAGic saves them in this folder. Your custom settings are also saved in this folder.
- Explore Program Files Opens the folder where you installed MAGic, allowing you to access the program files.
- Explore Shared Settings Opens the folder containing your shared MAGic settings. Factory schemes and default factory settings are saved in this folder.

## **Starting MAGic**

MAGic gives you a variety of ways to start the program.

- Press the hot key, **ALT+CTRL+M**, which can be automatically assigned when you install MAGic.
- Double-click the MAGic icon on your desktop.
- From the **Start** menu, choose **Programs**, open the **MAGic** submenu, and choose **MAGic**.
- From the **Start** menu, choose **Run**, type **magic***x*, where *x* is the version number, and press **ENTER**.

## **Quitting MAGic**

To quit MAGic, do one of the following:

- Press ALT+F4
- Click the Close button  $\bowtie$  in the top right hand corner of the window.
- Select **Exit** from the **File** menu.

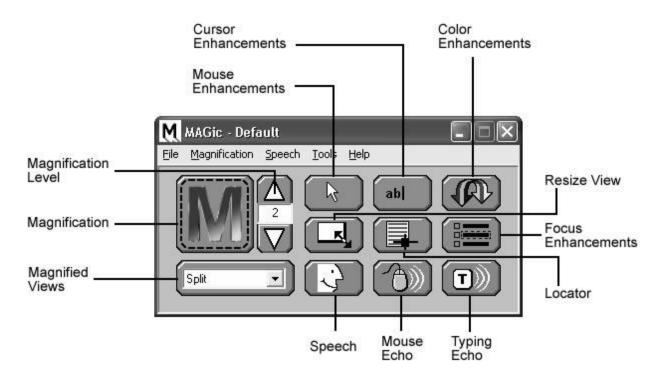
Tip: If you want MAGic to ask you to save your settings when you quit, open the File menu and choose Preferences. Select the Prompt to Save Settings on Exit check box.

## **Overview of MAGic for New Users**

Start MAGic by pressing **ALT+CTRL+M** or by double-clicking the MAGic program icon on your Windows desktop. You can also start MAGic by opening the **Start** menu, choosing **Programs**, **MAGic** and then selecting **MAGic**.

When you first start MAGic, your screen is displayed in 2× magnification using the Full view. Speech will also be enabled. You can change the magnification level, magnified view, speech, and many other options by using the MAGic user interface.

The user interface is a small window that allows you to control all aspects of MAGic. This window contains the magnification and speech buttons in addition to the MAGic menu and title bars. The user interface is shown below. For more information on the MAGic user interface, please refer to *Chapter 3 User Interface*.



#### **Magnification and Speech Buttons**

One of the first things you will notice about the user interface is the rows of blue and orange buttons. The blue buttons control magnification features while the orange buttons control speech. Below are brief descriptions of each button.



Use the **Magnification** button to enable or disable magnification.

The current magnification level can be adjusted with the two **Magnification Level** buttons. The number in the box shows the current magnification level.

Use the **Mouse Enhancements** button to enable/disable enhancements and modifications for your mouse pointer. These enhancements make the mouse pointer easier to track and maneuver on your screen.

Use the **Cursor Enhancements** button to enable/disable enhancements for your cursor. These enhancements make the cursor easier to follow when editing or writing text.

Use the **Color Enhancements** button to enable/disable color enhancements. This feature allows you to replace colors, adjust the brightness and contrast, apply tinting, and invert the brightness and colors of your display.

Use the **Locator** button to enable/disable the Locator function. The Locator function allows you to find items on your screen.

Use the **Focus Enhancements** button to enable/disable the Focus Enhancements function. This function places a rectangular border around the item that is currently selected on your monitor.



The **Resize View** button allows you to change the dimensions of your magnified view.



Select your preferred magnified view from the **Magnified Views** list.





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Use the **Speech** button to enable or disable speech.

Use the **Mouse Echo** button to toggle the mouse echo feature on and off. Mouse echo enables MAGic to read text that you point at with the mouse.

Use the **Typing Echo** button to enable or disable typing echo. If typing echo is enabled, MAGic announces the words or characters you type.

#### **MAGic Menus**

Located above these buttons is the menu bar. The menu bar allows you to customize speech, magnification, and your keyboard. You can also view help information and perform other functions. Each menu is described below.

File Magnification Speech Tools Help

- <u>File:</u> The File menu allows you to save your settings and restore the original Freedom Scientific settings. You can also use this menu to change your MAGic preferences.
- <u>Magnification</u>: The Magnification menu allows you to customize how you view your screen with MAGic. You can also change mouse options, panning settings, view properties, and more.
- **Speech:** You can customize the speech components of MAGic to fit your particular needs. The Speech menu allows you to customize how you read text with MAGic.
- <u>T</u>ools: The Tools menu lets you customize keystrokes for MAGic and configure how MAGic pronounces specific words. You can also access the Freedom Scientific Script Manager application from this menu. (Note: Requires MAGic Pro Scripting Edition.)
- <u>Help</u>: The Help menu provides you with detailed help information for the various MAGic functions and options. You can also view information on the newest features for this release and see your current MAGic version.

Most of these commands display a dialog box that allows you to customize certain aspects of MAGic. You can press **F1** or use the D button to get help on any option in the dialog box. From the MAGic user interface, you can select **Help Topics** from the **Help** menu to view the complete online help system which provides a full-text search, index, and table of contents to help you find the information you need. For more information on MAGic Help, refer to *Getting Help* on page 30.

## The MAGic Key

The **MAGic Key** is the **CAPS LOCK** key on your keyboard. Pressing the **MAGic Key** in combination with other keys activates a number of MAGic commands. If you want to assign the **MAGic Key** to a different key on your keyboard, open the Tools menu, choose **Keyboard Manager**, and choose **MAGic Key**.

## Hot Keys

In addition to the menus and magnification/speech buttons, there are a number of keyboard hot keys you can use at any time to read text, change how MAGic magnifies your screen, or perform a variety of other functions. For a complete list of hot keys, refer to *Appendix C MAGic Hot Keys* on page 134.

## **Reading Text with MAGic**

MAGic can use synthesized speech to read text that appears on your screen, including documents, menus, dialog boxes, e-mail messages, Web pages, and more. Additionally, MAGic can highlight the text as it is spoken. To customize MAGic's speech, use the commands available on the **Speech** menu.

**Tip:** You can silence MAGic's speech at any time by pressing **CTRL**. To toggle speech on or off, press **MAGic Key+F3**.

#### Using the Mouse to Read Text

Mouse echo is a feature that allows you to read text with your mouse. To use mouse echo, just move your mouse pointer to some text on your screen and then stop. After a short delay, MAGic will speak the word you pointed to. You can use the **Mouse Echo** button to enable or disable this feature. For more information, refer to *Mouse Echo* on page 99.

In addition, you can hold down the **MAGic Key** and press the left mouse button to start reading from the current location of the mouse pointer. You do not need to hold down the **MAGic Key** while MAGic reads. MAGic stops reading when you move the mouse or press a key.

#### Using the Keyboard to Read Text

MAGic has a number of different keystrokes that let you use the keyboard to read text. To use these keystrokes, move the insertion point or mouse pointer to any location within the document. Then press one of the following key combinations to read from that location:

#### Note: By default, the MAGic Key is assigned to the CAPS LOCK key. To change this, open the Tools menu, choose Keyboard Manager, and then choose the MAGic Key button.

- To begin reading from your current location, press MAGic Key+SPACEBAR or INSERT+DOWN ARROW.
- To read the current character, press NUM PAD 5.
- To read the current word, press **MAGic Key+ALT** or **INSERT+NUM PAD 5**. To spell the current word, press the keystroke twice quickly.
- To read the next word, press **INSERT+RIGHT ARROW**. To read the previous word, press **INSERT+LEFT ARROW**.
- To read the current line, press MAGic Key+L or INSERT+UP ARROW. To read the next line, press DOWN ARROW. To read the previous line, press UP ARROW.
- To read from the beginning of the line to the current position of the cursor, press **INSERT+HOME**. To read from the current position of the cursor to the end of the line, press **INSERT+PAGE UP**.
- To read the current sentence, press **MAGic Key+S**. To read the next sentence, press **CTRL+MAGic Key+S**.
- To read the current paragraph, press **MAGic Key+P**. To read the next paragraph, press **CTRL+MAGic Key+P**. To read the previous paragraph, press **ALT+MAGic Key+P**.
- To begin reading a column of text from your current location, press **MAGic Key+C**.

- To read text that you have selected, press MAGic Key+CTRL or INSERT+SHIFT+DOWN ARROW.
- To hear the contents of the Clipboard, press MAGic Key+X.

When you read text with these keystrokes, MAGic highlights the word it is currently speaking. To change the color and/or style of this highlighting, open the **Speech** menu and choose **Document and Text Reading**.

#### **Reading Text in Dialog Boxes**

In addition to the reading commands listed previously, you can use the following keystrokes to hear information in Windows dialog boxes:

- To read the title bar of the active window or dialog box, press MAGic Key+T or INSERT+T.
- To read the bottom of the active window (which usually contains the status bar), press **INSERT+PAGE DOWN**. To read the top line of the active window (which usually contains the title bar), press **INSERT+END**.
- To hear the name of the default button that will be activated when you press **ENTER**, press **INSERT+E**.
- To read the currently selected dialog box option (such as an edit box or check box), press **MAGic Key+TAB** or **INSERT+TAB**.
- To hear the access key for the currently selected dialog box option, press SHIFT+NUM PAD 5.

## Typing Echo

If typing echo is enabled, MAGic repeats each character or word that you type. MAGic also speaks the character to the right of the insertion point when you use the arrow keys to move through text. You can use the **Typing Echo** button to enable or disable this feature. For more information, refer to *Typing Echo* on page 101.

## **Saving your MAGic Settings**

If you adjust any of the magnification, speech, or other settings in the various dialog boxes, you must save your changes if you want MAGic to use those settings the next time it starts. To save your current settings, open the **File** menu and choose **Save Default Settings** or press **CTRL+S**. These default settings are applied whenever there are no application-specific settings for the program you are using. If you do not save your settings, your changes will be discarded when you quit MAGic.

Tip: MAGic can ask you whether you want to save your changes when you quit the program. To enable this feature, open the File menu and choose **Preferences**. Then, select the **Prompt to Save Settings on Exit** check box.

You can recall your default MAGic settings at any time. To do this, open the File menu and choose **Open Default Settings** or press **CTRL+SHIFT+D**. These default settings replace your current settings.

#### **Application-Specific Settings**

Your usual magnification and speech settings may not be suited to all programs that you use. For this reason, MAGic allows you to save specific groups of settings that are automatically applied while you use certain programs. These are referred to as application-specific settings.

For example, if you prefer greater magnification when surfing the Internet, you could create and save settings that are only applied while you are using Internet Explorer. Whenever you are working with Internet Explorer, MAGic will increase the level of magnification. When you quit Internet Explorer or switch to a different program, MAGic will reduce the magnification level. Application-specific settings make it easy to customize MAGic to work well with all of your favorite programs.

To save a group of application-specific settings for a program, do the following:

- 1. Start the program that you want to create application-specific settings for.
- 2. From the **File** menu or the MAGic Context Menu, choose **Create** *Application* **Settings** (where the word *Application* is the name of the program you are saving settings for).

- **Tip:** The program name displayed on the menu is the last program you used before switching to MAGic. If you are using the MAGic context menu, the program is the one that is currently active. Make sure that the correct program name appears on the menu before creating or saving your settings.
- 3. Type a name for the application-specific settings file, or use the suggested name. Then, choose **OK** to create the file.
- 4. Use the MAGic menus and dialog boxes to select the magnification and speech options that you want to use for this program.
- 5. From the **File** menu, choose **Save** *Application* **Settings** (where the word Application is the name of the program you are saving settings for).

The next time you start this program, MAGic will automatically apply the settings you have selected. If you switch to a different program, MAGic returns to your default settings or the settings you have chosen for the other program. When you quit the program, MAGic applies your default settings.

#### **Modifying Application-Specific-Settings**

If you want to change your current application-specific settings for a program, do the following:

- 1. Start the program that you want to modify your application-specific settings for.
- 2. Use the MAGic menus and dialog boxes to select the magnification and speech options that you want to use for this program.
- 3. From the **File** menu, choose **Save** *Application* **Settings** (where the word *Application* is the name of the program settings you are saving).

#### Managing Application-Specific Settings

You can easily see which programs you have created application-specific settings for. To do this, open the **File** menu and choose **Manage Application Settings**. The **Manage Application Settings** dialog box appears, showing all programs with defined application-specific settings.

Manage Application Settings
Application Settings ♥Internet Explorer 5-6 ♥Microsoft Outlook XP-2003 ♥Microsoft Word
Enable All Disable All Remove Selected

If you no longer want MAGic to use the settings you have defined for a program, clear the check box next to the program's name. To quickly clear all the check boxes, choose the **Disable All** button. You can re-enable any group of application-specific settings by selecting the check box next to the program's name. To quickly select all the check boxes, choose the **Enable All** button.

To delete an application-specific settings file, select it in the list and then choose the **Remove Selected** button.

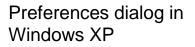
### **Changing your Preferences**

From the **File** menu, choose **Preferences** to change the way you use MAGic on your computer. You can use this dialog box to start MAGic when your computer starts, disable your screen saver while MAGic is running, minimize MAGic when it starts, enable/disable the bilingual user interface, specify whether MAGic should prompt you before overwriting schemes, and determine whether MAGic asks you to save your settings when you quit. After you close this dialog box, you must choose **Save Settings** from the **File** menu to save any changes you made to your preferences.

Preferences ? 💌	
Automatically start MAGic	
Minimize on Startup	
Run MAGic from System Tray	
Prompt to Save Settings on Exit	
Disable Screen Saver	
Enable Bilingual Interface	
Prompt to Overwrite Schemes	
Enforced Write Protect	
Automatic updates available	
OK Cancel	

Preferences dialog in Windows Vista and Later

Minimize on Startup         Bun MAGic at Startup         Run MAGic from System Tray         Prompt to Save Settings on Exit         Disable Screen Saver         Enable Bilingual Interface         Pompt to Overwrite Schemes         Enforced Write Protect         Automatic updates available
OK Cancel



#### **Automatically Start MAGic**

For Windows Vista and later, the **Automatically Start MAGic** button appears in the Preferences dialog. Use this button and its options to configure MAGic to start before or after you start Windows. These options can also be used to determine if MAGic runs if several individuals use the same computer.

For example, imagine that a couple owns one computer: he uses MAGic and she does not. In Windows Vista and later, they can set up separate user accounts so that his account always runs MAGic before and after he logs on, and her account never starts MAGic after she logs on. Another example is when MAGic is used in a classroom or network environment. If several students use MAGic, the network administrator can set up their user accounts so that MAGic is running before and after log on. However, the administrator can configure his account so that MAGic never starts.

The following options appear when you select the **Automatically Start MAGic** button.

#### Automatically Start MAGic at the Log On Screen

When this check box is selected, MAGic will load and start when the Windows log on screen appears. The check box is checked by default. Administrator rights are required to change this setting. If you have Standard user rights, you cannot change the value of this check box, and you will not hear it if speech is enabled. Uncheck this check box if you want speech to be off when the log on screen appears. The check box value applies to all users who log on to this version of MAGic on this computer.

**Note:** The default setting can always be restored by using the Startup Wizard command that appears under the MAGic Help menu.

#### Automatically Start MAGic after Log On for All Users

When this check box is selected, MAGic will load and start after you log on to Windows. It is unchecked by default.

**Note:** The only time that it is necessary to change the value of this check box is if you have an Administrator account on this computer, and you want to control how MAGic starts for all subsequent users who log on to Windows Vista using this computer. If you do not have Administrator rights, you cannot change the value of this check box, and you will not hear it using speech.

If you have Standard user rights on this computer, refer to the combo box labeled **Start MAGic after log on for this user** for information that describes how to start MAGic after logging on to Windows.

**Note:** The default setting can always be restored by using the Startup Wizard command that appears under the MAGic Help menu.

#### Start MAGic after Log On for this User

This combo box allows an individual user to control if MAGic starts after he or she logs on to Windows. This combo box has three values: Always, Never, and Using the All Users Setting. The default value is Always. **Note:** This combo box is available to users with Administrator and Standard user rights. The value selected for the combo box overrides the value of the **Automatically start MAGic after log on for all users** check box.

If **Always** is selected, MAGic will start every time the current user logs on to Windows.

If **Never** is selected, MAGic will never start after the current user logs-on to Windows.

If the current user selects the value labeled **Using the All Users Setting**, then the following can happen:

- MAGic will start after the current user logs on if the Administrator selected the **Automatically start MAGic after log on for all users** check box.
- MAGic will not start after the current user logs on if the Administrator unchecked the **Automatically start MAGic after log on for all users** check box.

**Note:** The default setting can always be restored by using the Startup Wizard command that appears under the MAGic Help menu.

### **Minimize on Startup**

If you select the **Minimize on Startup** check box, the MAGic user interface will be minimized when you start the program. Click **MAGic Screen Magnification** in the taskbar or press **MAGic Key+U** to display the user interface.

### **Run MAGic at Startup**

If you select the **Run MAGic at Startup** check box, MAGic automatically starts when you start Windows.

# **Prompt to Save Settings on Exit**

Select the **Prompt to Save Settings on Exit** check box if you want MAGic to ask you to save your settings when you quit the program or shut down your computer. If you do not select this check box, you must press **CTRL+S** or open the **File** menu and choose **Save Settings** to save your settings.

# **Disable Screen Saver**

Select the **Disable Screen Saver** check box if you want to prevent your screen saver from starting while MAGic is running. Your screen saver will be enabled again when you quit MAGic.

# **Enable Bilingual User Interface**

Select the **Enable Bilingual User Interface** check box to change the language of MAGic's menus, dialog boxes, and online help system when you switch to a voice profile that uses a different language. The resource files for the language must be installed in order to use this feature. Clear this check box if you do not want to change the language of MAGic's user interface when you switch to a voice profile that uses a different language.

**Note:** The current release of MAGic contains only English and Spanish resource files.

### **Prompt to Overwrite Schemes**

Select the **Prompt to Overwrite Schemes** check box if you want MAGic to ask for confirmation before saving a mouse, cursor, or color enhancements scheme with the same name as an existing scheme. If you do not select this check box, MAGic will save the new scheme over the old scheme without asking for confirmation.

**Note:** Different types of schemes can have the same name. For example, a cursor enhancement scheme can have the same name as a mouse enhancement scheme.

# **Run MAGic from System Tray**

Select the **Run MAGic from System Tray** check box if you do not want the MAGic window to appear in the Windows taskbar with other programs that you are currently using. In addition, the MAGic window does not appear in the list of active windows when you press **ALT+TAB**. An icon appears in the Windows system tray (located in the bottom right corner of the screen) to indicate that MAGic is running. Double-click this icon or press **MAGic Key+U** to display the MAGic program window. If you minimize the MAGic window, it is removed from the taskbar again. Note that you must restart MAGic before any change to this option can take effect.

# **Enforced Write Protect**

It is recommended that you leave the **Enforced Write Protect** check box cleared if you use your computer for multi-session work, such as Citrix/Terminal Services remote access or fast user switching. You should also leave this check box cleared if your network administrator uses service management software to install updates or make changes to your computer remotely. If you select this check box, your network administrator cannot update or modify MAGic files remotely.

# **Automatic Updates Available**

Choose **Automatic Updates Available** to search for new versions of the software on the Web. MAGic checks to see if any updates are available and displays a list for you to choose from. The list of updates includes the file size and details about what the update contains. You can then choose to download and install any of the new software versions in order to keep MAGic up-to-date. Related material, such as DAISY training materials, can also be downloaded and updated. This service will help Freedom Scientific make minor changes and improvements to MAGic much more frequently.

Internet access and administrative rights are required to check for updates. Automatic updates are available for the English version of MAGic only. Automatic updates are only supported under Windows XP and later.

To disable automatic updates, clear the Check for Updates check box.

# **Getting Help**

# **Online Help System**

To access MAGic's online help system, select **Help Topics** from the **Help** menu, which is located on the menu bar of the MAGic application window. Use the **Contents** tab to navigate the help system. Use the **Index** or the **Search** tabs to search for specific topics within the help system. If you want MAGic to read the help topics to you, position the mouse pointer toward the beginning of the help page, and press **MAGic Key+SPACEBAR**. You can move to the next topic by clicking the "Next" link at the bottom of the page. To return to the previous topic, click the "Back" link.

# What's This? Help

MAGic's What's This? help is context-sensitive help that you can use as a reference when working with MAGic's user interface or dialog boxes. Press **SHIFT+F1** on any button on the user interface, or control in a dialog box to see a brief description of the purpose of the control and how to use it.

### **MAGic User's Guide**

We provide you with the content of the MAGic online help system in the *MAGic User's Guide*, which is printed in large text for easier reading. This book contains detailed descriptions of MAGic's features, and also pull-out reference cards.

### **MAGic Basic Training**

Listen to the MAGic Basic Training to learn the fundamentals of using MAGic Screen Magnification. For more information, see *Basic Training* on page 32.

### **Technical Support**

If you do not find the answers to questions or problems that you have, contact Freedom Scientific Technical Support, (727) 803-8600.

### **About MAGic**

Select **About MAGic** from the **Help** menu on the MAGic user interface to view the version number of MAGic you are currently running.

# **FSReader Demo and Training Materials**

The MAGic program disc includes basic training materials in a digital document format known as DAISY (Digital Accessible Information System). You can listen to and read the training modules by using the FSReader Demo (a demonstration version of Freedom Scientific's DAISY reader), which is automatically installed with MAGic. By default, at least one DAISY book (FS Getting Started) is also installed.

# Installing Training Materials When Installing MAGic

After initially installing MAGic from the MAGic product disc, the MAGic Startup Wizard launches and prompts you to install training materials, which consists of two DAISY books (MAGic Basic Training and What's New). To install these books, select the Install Training Materials check box, choose NEXT, and follow the remaining on-screen directions.

**Note:** There is an entire series of training and tutorial DAISY books available for Web download from Freedom Scientific. Use the Check for Updates function, as described in the following section, to select and download additional DAISY books, or visit the Training Web page on the Freedom Scientific Web site.

# **Installing Training Materials Later**

If you decide not to install training materials during the initial product installation, you can always use Check for Updates to select, download, and install training files later. To install training materials, do the following:

- 1. Press **ALT+CTRL+M** to open the MAGic application window.
- 2. Press **ALT+H** to choose the Help menu, and the press **P** to choose Check for Updates.
- 3. MAGic searches for and then displays a list of DAISY books available to download. Use the arrow keys to move through the list, and press the **SPACEBAR** to select the check box next to each book that you want to download and install. You can choose the Details button to view more information about the currently selected book.
- 4. Choose the Install button to receive the selected books.
- When complete, a dialog box opens announcing that files were successfully installed. It also states which files were installed. Press ENTER to close the dialog box. Open FSReader Demo to read these books.

# **Starting and Using FSReader Demo**

Do the following to start FSReader Demo from the MAGic dialog:

- 1. Press ALT+H, T. The Open dialog appears.
- 2. Select a DAISY book from the Open dialog, and choose the Open button. The selected book appears in FSReader.
- 3. Press **CTRL+P** to begin reading the book. Press **CTRL+P** again to pause reading the book. To fast forward five seconds, press **CTRL+PERIOD**. To rewind the book five seconds, press **CTRL+COMMA**.
- **Note:** As long as FSReader Demo is running, **CTRL+P** will toggle between play and pause. If you want to print while FSReader Demo is active, you must use an application's Print command.
- 4. When you are finished reading the book, press **ALT+F**, **O** to open another DAISY book, or press **ALT+F**, **X** to close and exit FSReader Demo.

# **Updating MAGic**

Freedom Scientific is continually seeking to improve and expand MAGIC for Windows. Periodically, updates to MAGic will be released. It is recommended that you keep your software up-to-date so that you experience the greatest possible performance. In addition, Freedom Scientific will also provide new and updated DAISY training materials for you to download.

Updating your software is quick and easy. To search for updates to MAGic or new training materials, do the following:

Note:	Your computer must be running Windows XP or later, and it
	must be able to access the Internet in order to use the following
	update procedure.

- 1. Press **ALT+CTRL+M** to open the MAGic application window.
- 2. Press **ALT+H** to open the Help menu.

3. Press **P** to select Check for Updates. The update feature determines if you have the most current release. If you do not, select one or more items from the list and then select **INSTALL** to begin the update. All enhancements since the initial public beta release are included in the update. If the updates are not installed successfully, repair your installation of MAGic (refer to the online help for more information) and then try the procedure again.

**Note:** If your computer has active firewall software (such as Windows Firewall), you may receive a warning indicating that either the FSAutoUpdate Application or FSAutoUpdate.exe is attempting to access the Internet. You must allow this process to access the Internet through the firewall in order to retrieve updates.

# **Use Your Mouse and Your Keyboard**

With MAGic, you can use both your mouse and your keyboard to access most features. You decide what is best for you. Many people use a combination of the two. The MAGic documentation gives you information on how to perform actions with both the keyboard and the mouse. For example, you can either press **ALT+F** to access the **File** menu, or you can point and click the word *File* with the mouse.

# **Using the Keyboard with MAGic**

# The MAGic Key

When you use the keyboard in MAGic, the most important thing to know is the **MAGic Key**. The default **MAGic Key** is the **CAPS LOCK** key on your keyboard. Using the **MAGic Key** in combination with other keys activates a MAGic command if one is assigned; otherwise it will pass the key combination through to the application. Pressing the **MAGic Key** by itself and releasing it will not carry out any action. You can specify what key you use for your **MAGic Key** in the **MAGic Key** dialog box, which is activated from the **Keyboard** menu. Your choices include: **Extended INSERT** (found on the six pack), **NUM PAD INSERT**, either **INSERT**, or **SCROLL LOCK** (the key just above **HOME**).

### Pass the MAGic Key Through

If your MAGic Key is set to the default of **CAPS LOCK**, how do you use your **CAPS LOCK** key as usual?

Press the **CAPS LOCK** key twice quickly, and caps lock will turn on. To turn off caps lock, press the key twice quickly. Use this double key press to pass through any of the MAGic Keys that you use. For instance, if you select **INSERT** as your **MAGic Key**, press the **INSERT** key twice to use the actual insert function.

### **Pass Through Key Command**

If you have an application that uses the same keystroke combination as one assigned to MAGic, you can pass the keystroke combination through to the application, so it will not function as a MAGic keystroke in that instance.

Press **MAGic Key+3** (on the numbers row), and then press the keystroke you want to use in the application. Use the Pass Through command for any key combination that is used in MAGic and in other applications.

With MAGic, you can customize all of your keystrokes in the **Keyboard Assignments** dialog box, activated from the **Keyboard** menu. If you specify certain keystrokes for use in MAGic, you may need to use these keystrokes in other applications. Keep the Pass Through command of **MAGic Key+3** in mind when you customize keystrokes.

# **Customizing the Keyboard**

The **Keyboard** menu allows you to customize how you use your computer's keyboard with MAGic. This menu allows you to re-assign the MAGic Key to a different key and manage shortcut keys. The **Keyboard** menu provides the following options:

- Choose **MAGic Key** from the **Keyboard** menu to change which key is assigned to the **MAGic Key**.
- Choose **Keyboard Assignments** from the **Keyboard** menu to view the current hot keys assigned to actions, assign different hot keys, remove hot keys, or restore the hot keys to the default settings.

Refer to Chapter 6 Tools for detailed information on these commands.

# **Using the Mouse with MAGic**

# **Point and Click**

With MAGic you don't have to learn keystrokes to perform actions. You can use the mouse to point at items on the user interface, and click the buttons to activate features. For example, to enable mouse enhancements, just point at the **Mouse Enhancements** button and press the left mouse button.

If you are not sure how to activate a feature, use your mouse to open the menus and find the feature you need.

# Left Click vs. Right Click

The left mouse button is the more commonly used mouse button, because it activates buttons and menus. Alternatively, the **RIGHT MOUSE BUTTON** provides useful shortcuts to many items found under MAGic's menus.

You can right-click many of the buttons on the user interface to see a context menu. Depending on where you right-click on the user interface, the menus change. Use your **RIGHT MOUSE BUTTON** to access the most common features associated with the buttons on the MAGic user interface.

Tip: Hold down the MAGic Key and press the RIGHT MOUSE BUTTON to display the MAGic Context Menu. This menu allows you to quickly access many useful MAGic commands.

If you are not a mouse user, you can activate context menus with the **APPLICATION Key** on the keyboard. Locate the **APPLICATION Key** just to the left of the right **CTRL** key in the bottom row on your main keypad. Use the **TAB** key to place the focus on the button that you want to see the context menu for, and press the **APPLICATION Key** to open the menu. Then use the **UP** and **DOWN ARROWS** to move through the menu choices.

### **Mouse Wheel Commands**

If your mouse has a mouse wheel between the left and right buttons, you can use it to perform a variety of useful MAGic commands:

- Hold down the **MAGic Key** while rolling the **MOUSE WHEEL** up to increase the current magnification level.
- Hold down the **MAGic Key** while rolling the **MOUSE WHEEL** down to decrease the current magnification level.
- Hold down the MAGic Key and click the MOUSE WHEEL (or middle mouse button) to switch from the current magnification level to 1x magnification. Perform this command again to switch back to your previous magnification level.

# **Using the MAGic Context Menu**

The MAGic Context Menu provides you with quick access from any program to the most commonly used magnification and speech options. There are also commands that allow you to save your MAGic settings. To open the MAGic Context Menu, hold down the **MAGic Key** and either right-click or press the **APPLICATION Key**.

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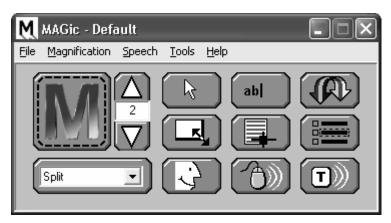
To create a new application settings file for the current program, choose **Create Application Settings** (where Application is the name of the program). To access the MAGic user interface, choose **MAGic Main Window**. To quit MAGic, choose **Exit MAGic**. For information on the other commands available on the MAGic Context Menu, refer to *Magnification Features* on page 50 and *MAGic Speaks* on page 87.

The MAGic Context Menu closes after you choose a command. If you want to close the menu without choosing a command, press **ESC** or click anywhere outside of the menu.

# Chapter 3 User Interface

The MAGic user interface contains everything you need to customize magnification and speech to fit your needs. The user interface automatically opens when you launch MAGic. If you want to make the user interface active while you are working in another window, click **MAGic** in the Windows taskbar or press **MAGic Key+U**.

The MAGic user interface consists of the title bar, the menu bar, and the Quick Access Window.



The title bar is the bar across the top of the application. The menu bar is located just below, and contains the **File**, **Magnification**, **Speech**, **Keyboard**, and **Help** menus. The Quick Access Window is the main area of the user interface.

# Title Bar

Locate the MAGic title bar at the very top of the window. It reads, "MAGic Screen Magnification" or "MAGic – Default." Press **MAGic Key+T** or **INSERT+T** to hear the text of the title bar. If speech is not enabled you will not hear anything.

MAGic Screen Magnification

Click the **M** icon on the left side of the title bar, or press **ALT+SPACEBAR** to see the control menu, which includes options to Move, Minimize, and Close. Click the Minimize button  $\blacksquare$ , or press **ALT+SPACEBAR**, **N** to minimize the application. Click the Close button  $\bowtie$  in the top right corner, or press **ALT+F4**, to exit MAGic.

# Menu Bar

The MAGic menu bar contains five menus: **File**, **Magnification**, **Speech**, **Tools**, and **Help**.

```
File Magnification Speech Tools Help
```

Tip: To open these menus with the keyboard, press ALT and the underlined letter. For example, press ALT+F to open the File menu.

The File menu contains the following commands:

- Save Default Settings When you change magnification, speech, and other options found in the MAGic dialog boxes, select Save Default Settings to store your preferences for the next time you run MAGic. These settings are used whenever there are no application-specific settings available.
- **Open Default Settings** Choose this command to load your default MAGic settings.
- Create Application Settings This command allows you to create a new file containing application-specific settings for the last program that you used. After you choose this command, you are asked to type a name for the settings file.
- Save Application Settings This command allows you to save your current settings in the application-specific settings file for the last program that you used.
- Manage Application Settings This command allows you to enable, disable, or delete application-specific settings that you have saved.

**Tip:** For more information on saving default and application-specific settings, see *Saving Your MAGic Settings* on page 24.

- Restore Factory Settings Select this menu item to reset MAGic options to the state they were in when you installed MAGic. Selecting this option returns all features to the original settings, except hot keys that you customized. Activate the Restore Defaults button in the Keyboard Assignments dialog box to revert all hot keys to their original configurations.
- **Preferences** This command lets you change your preferences for MAGic. For more information, refer to *Changing you Preferences* on page 21.
- Exit Choose Exit to quit MAGic.

Find information about the **Magnification**, **Speech**, and **Keyboard** menus in *Chapter 4 Magnification*, *Chapter 5 Speech*, and *Chapter 6 Tools*.

# **Quick Access Window**

MAGic's Quick Access Window provides controls to help you easily access the main MAGic features. Use the buttons on the user interface to control both magnification and speech. Left click the button to activate the feature, and right-click the button to see a context menu for some of the buttons.

Tip:If you want to use the keyboard with the Quick Access Window,<br/>press TAB to move through the buttons and options. Press<br/>SPACEBAR to activate the selected button, or press the<br/>APPLICATION Key to open the context menu.



# **The Magnification Buttons**

Use the blue buttons on the MAGic user-interface to control magnification.

### **Magnification Button**

Use this button to enable or disable magnification.



Use the **Magnification** button to turn magnification on or off. If the **M** on the magnification button is animated, then magnification is turned off.

#### Hot Keys

Enable or Disable Magnification

MAGic Key+DELETE

### **Magnification Level Buttons**

Increase or decrease the magnification level with these buttons.



The upper button, with the upward arrow image, increases the magnification level, while the lower button, with the downward arrow image, decreases the magnification level. The number that appears between the two buttons shows the current magnification level. The default level of magnification is  $2 \times (2 \times is$  equivalent to two times the normal screen display). If you press the **TAB** key to move into the area where the number appears, use your **UP** and **DOWN ARROW** keys to increase or decrease magnification.

It is possible to change the magnification level to 1x. This allows you to continue using magnification features, such as mouse, cursor, and color enhancements, while viewing the entire screen area. You can also choose from nine incremental magnification levels between 1x and 2x magnification.

#### Hot Keys

Increase Magnification MAGic Key+NUM PAD PLUS or CTRL+EQUALS or MOUSE WHEEL UP (scroll wheel up or away from you) Decrease Magnification MAGic Key+NUM PAD MINUS or CTRL+DASH DASH or MOUSE WHEEL DOWN (scroll wheel down or towards you)

#### **Magnified Views List**

Select your favorite magnified view from the list on the MAGic userinterface.



You can select **Full**, **Lens**, **Dynamic Lens**, **Overlay**, or **Split** for your magnified view. Full magnifies the entire screen, while each of the others only magnifies a portion of your screen at a time. Right-click the **Magnified Views** list to quickly access the properties for the Split, Lens, Dynamic Lens, or Overlay views.

### **Mouse Enhancements Button**

Apply enhancements to your mouse pointer with this button.



Use the **Mouse Enhancements** button to enable/disable enhancements and modifications for your mouse pointer. These enhancements make the mouse pointer easier to track and maneuver on your screen. To specify which enhancements you want to use, open the **Magnification** menu and choose **Mouse Enhancements**.

Tip:	You can right-click this button to quickly choose a new mouse
	enhancements scheme or customize the appearance of the
	mouse in the magnified or unmagnified area of the screen. For
	more information on mouse enhancements, refer to Mouse
	Enhancements on page 52.

#### **Hot Keys**

Toggle Mouse Enhancements MAGic Key+F4

### **Cursor Enhancements Button**

Apply enhancements to your cursor with this button.

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Use the **Cursor Enhancements** button to enable/disable enhancements for your cursor. These enhancements make the cursor easier to follow when editing or writing text. To specify which enhancements you want to use, open the **Magnification** menu and choose **Cursor Enhancements**.

**Tip:** You can right-click this button to quickly choose a new cursor enhancements scheme or customize the appearance of the cursor in the magnified or unmagnified area of the screen. For more information on cursor enhancements, refer to *Cursor Enhancements* on page 56.

#### **Hot Keys**

Toggle Cursor Enhancements MAGic Key+F8

### **Color Enhancements Button**

Change how your screen displays colors with this button.



Use the **Color Enhancements** button to enable/disable color enhancements. This feature allows you to replace colors, adjust the brightness and contrast, apply tinting, and invert the brightness and colors of your display. You can apply color enhancements to the magnified area, unmagnified area, or both. To specify your color enhancement settings, open the **Magnification** menu and choose **Color Enhancements**.

**Tip:** You can right-click this button to quickly choose a new color enhancements scheme or customize your color enhancements for the magnified or unmagnified area of the screen. For more information on color enhancements, refer to *Color Enhancements* on page 60.

#### **Hot Keys**

MAGic Key+F12

Toggle Color Enhancements

#### **Resize View Button**

When working in Split, Overlay, or Lens, or Dynamic Lens views, use the **Resize View** button to resize or move the view.



You must be in the Split, Overlay, Lens, or Dynamic Lens view, and magnification must be active to use the **Resize View** button. When the **Resize View** button is available it appears blue. If it is gray, you need to turn on magnification, by choosing the **Magnification** button on the MAGic user interface. After you choose the **Resize View** button, notice that the cursor changes shape, and that MAGic automatically minimizes the user-interface. The shape of the mouse indicates in which direction you can click and drag your mouse to move or resize your view.

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If the pointer appears as an **X**, like above, it is not positioned over the view or one its borders. The **X** indicates that from this position the view cannot be resized or moved.



A bi-directional cross indicates the ability to move the view to a different location on your screen. Click the view, and while holding the mouse button down drag the view to another location. Split view only moves to the top, bottom, left, or right edge of your screen, while you can move Overlay to any location on your screen.

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A vertical pointer indicates that resizing will occur in a vertical direction, larger or smaller.

 $\langle \vdots \rangle$ 

A horizontal pointer indicates that resizing will occur in a horizontal direction, either larger or smaller.

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A diagonal pointer indicates that resizing will occur in both vertical and horizontal directions. MAGic only exhibits the diagonal mouse when you position the mouse over the corner of the view. The diagonal pointer is only available for the Overlay, Dynamic Lens, and Lens views.

#### **Locator Button**

Activate the Locator with this button.



Use the **Locator** button to activate the Locator, which you can use to find items on your screen. Move the Locator with your mouse or your arrow keys. Change the properties of the Locator with the **Locator Properties** dialog box, which you can access from the **Magnification** menu. Also you can right-click the **Locator** button to change the style and border of your Locator.

#### Hot Keys

Enable Locator Mode MAGic Key+F10

**Disable Locator Mode** 

ESC

### **Focus Enhancements Button**

Toggle Focus Enhancements on or off with this button.



Use the **Focus Enhancements** button to enable/disable the Focus Enhancements function. This function places a rectangular border around the item that is currently selected on your monitor.

# **The Speech Buttons**

The three orange buttons at the bottom right of the MAGic user-interface allow you quick access to MAGic's speech capabilities. From here, you can enable or disable speech, mouse echo, and typing echo.

#### **Speech Button**

Click this button to enable or disable speech.



If the button appears with the mouth opened, like this one, then speech is enabled.



If the button appears with the mouth closed, then speech is disabled.

Right-click the **Speech** button to switch to a different voice profile or customize MAGic's individual and global voices.

#### **Hot Keys**

**Toggle Speech** 

MAGic Key+F3

### **Mouse Echo Button**

Click this button to toggle the Mouse Echo.



If the button appears with white lines to the right, mouse echo is turned off.



If the button appears with black lines to the right, mouse echo is turned on. To set mouse echo to announce lines or words, right-click the button and make your selection from the context menu. You can also set mouse movement to stop speech from this context menu.

#### Hot Keys

Mouse Echo Toggle

MAGic Key+M

# **Typing Echo Button**

Click this button to toggle the Typing Echo on and off.



If the **Typing Echo** button appears to have white lines extending from the right side, then typing echo is turned off.



If the **Typing Echo** button has black lines extending from the right side, then typing echo is turned on. To specify the typing echo to words or characters, you need to activate the **Typing Echo** dialog box from the **Speech** menu, or right-click the button and choose a Typing Echo option.

# Chapter 4 Magnification

# **Magnification Features**

With MAGic's extensive magnification features, you can customize your display to fit your low vision needs.

The **Magnification** menu, found on the menu bar, contains all of the controls to change the appearance of your display.

<u>Magnification</u>	
<u>E</u> nable Mag	nification
<u>D</u> isplay	
<u>M</u> ouse Enha	ancements
C <u>u</u> rsor Enha	ancements
<u>⊂</u> olor Enhar	icements
<u>F</u> ocus Enha	ncement
<u>V</u> iew Proper	ties
Multi-Monito	or Settings
Quick View I	Frame
Locator	
Panning	
<u>T</u> racking	

The first item on the **Magnification** menu, **Enable Magnification**, lets you activate or deactivate magnification. If the menu item appears with a checkmark next to it, magnification is enabled. If there is no checkmark, magnification is disabled.

Remember that the blue buttons on the user-interface allow you quick access to the basic magnification features.

# **Magnification Menu**

# Display

From the **Magnification** menu, choose **Display** to change the magnified view, magnification level, amount of vertical stretch, and text smoothing.

Display	?×
⊻iew: Split	•
Magnification Level:	2 +
V <u>e</u> rtical Stretch:	0÷
✓ Smooth Text	
OK	Cancel

#### View

Select the magnified view you want to use. Each view is described briefly below.

Tip:To change the properties for these views, open the<br/>Magnification menu and choose View Properties.

- Full magnifies the entire screen.
- Lens opens a small rectangular window, which is magnified, while leaving the remaining desktop unmagnified. The lens moves around the screen as you move your mouse or when the focus moves.
- **Overlay** creates a magnified window on the corner of the screen, while the rest of the screen remains unmagnified. This is similar to the Lens View, although the Overlay View does not move around the screen.
- **Dynamic Lens** opens a small rectangular window, which is magnified, while leaving the rest of the screen unmagnified. This window follows the mouse pointer or your current location within a document or dialog box if you are using the keyboard. In addition, when you move to a dialog box option or menu command, MAGic automatically resizes the lens so that it only magnifies the currently selected item.

• **Split** allows you to see both an unmagnified area and a magnified one at the same time. The Split View opens a magnified window on part of your screen, but leaves the other part unmagnified as a reference.

#### **Views with Level 1 Magnification**

You can use all of the magnified views in any magnification level, including 1x. Using these views with level 1 magnification can be helpful if you invert the colors of either the magnified or unmagnified area. You then have two images, one with normal colors, and one with inverted colors.

To quickly switch from your current magnification level to 1x magnification, press **MAGIC Key+SHIFT+DELETE** or **MAGic Key+MOUSE MIDDLE CLICK** (press down on scroll wheel). You can carry out this command again to switch back to your previous magnification level.

### **Magnification Level**

Press the **UP** or **DOWN ARROW** keys to increase or decrease the current magnification level. Magnification levels range from the same size as the normal display, all the way up to 36 times the size of the normal display.

**Tip:** You can choose from nine incremental magnification levels between 1× and 2× magnification.

### **Vertical Stretch**

Vertical stretch allows you to stretch the display to make images taller while maintaining the character's current width.

### **Smooth Text**

Smoothing compensates for the stair-step effect that occurs as screen objects get larger during magnification. Smoothing is on by default. You can turn smoothing on or off with the **Smoothing** check box.

### **Mouse Enhancements**

From the **Magnification** menu, choose **Mouse Enhancements** to control the appearance of your mouse in the magnified and unmagnified areas of your screen. Mouse enhancements make the mouse pointer easier to track and maneuver on your screen. The **Magnified Area** and **Unmagnified Area** tabs provide the same enhancement options. The **Mouse Schemes** tab lets you save your cursor enhancements settings as a scheme or switch to a different scheme. For more information on schemes, refer to *Using Schemes* on page 56.

Select the **Enable Mouse Enhancements** check box on any of the tabs in this dialog box to apply enhancements to the mouse pointer. Clear this check box to disable mouse enhancements. You can also use the **Mouse Enhancements** button to enable or disable mouse enhancements.

Mouse Enhancements ?X
Magnified Area Unmagnified Area Mouse Schemes
Enable Mouse Enhancements
Mouse Attributes
Color: Light Blue 👻 Iransparency:
Define Custom Color Size: Standard 💌
Mouse Enhancement Attributes
Style: Short Crosshair 🗨 Transparency:
Color: Light Blue
Define Custom Color
Display: Mouse Moving  Height: Height:
OK Cancel Apply

#### **Mouse Attributes**

The options in the **Mouse Attributes** area allow you to customize the appearance of your mouse pointer.

#### Color

Select a color for your mouse pointer in the **Color** list. To use the original system colors for the mouse pointer, choose **Original**. To invert the brightness or colors of screen areas covered by the mouse pointer, choose **Invert Brightness** or **Invert Colors**.

To choose from additional colors, activate the **Define Custom Color** button and choose one of the available colors from the palette.

#### Transparency

Use the **Transparency** slider to adjust the transparency level of the mouse pointer. A higher level of transparency allows you to see text and images beneath the area covered by the mouse pointer.

#### Size

You can use the **Size** list to increase the proportions of the mouse pointer. Choose from standard size or large size.

### **Mouse Enhancement Attributes**

Enhancements are used to further modify the mouse pointer by making it easier to locate and maneuver on the screen.

#### Style

In the **Style** list, choose one of the following enhancement types to apply to your mouse pointer:

- Short Crosshair Displays intersecting horizontal and vertical bars that are centered on your mouse pointer. You can adjust the size of these bars by using the Length and Height sliders.
- Long Crosshair This style is similar to short crosshair, but the horizontal and vertical bars extend to the edges of the view.
- **Oval** Displays an oval around the mouse pointer. You can adjust the size of the oval by using the **Length** and **Height** sliders.
- **Box** Displays a box around the mouse pointer. You can adjust the size of the box by using the **Length** and **Height** sliders.
- **Oval Scope** Combines the short crosshair and oval styles.
- **Box Scope** Combines the short crosshair and box styles.
- Long Box Scope Combines the long crosshair and box styles.
- Long Oval Scope Combines the long crosshair and oval styles.

#### Color

In the **Color** list, choose a color for the enhancement style you selected. To invert the brightness or colors of screen areas covered by the enhancement, choose **Invert Brightness** or **Invert Colors**. To choose from additional colors, activate the **Define Custom Color** button and choose one of the available colors from the palette.

#### Display

In the **Display** list, choose when MAGic should apply enhancements to the mouse pointer:

- Always The mouse enhancements are always active and visible on the screen.
- **Mouse Moving** The enhancements are only visible when the mouse pointer is moving.
- **Mouse Not Moving** The enhancements are only visible when the mouse pointer is stationary.
- When MAGic Key is Pressed The enhancements only appear when you press the MAGic Key.

#### Transparency

Use the **Transparency** slider to adjust the transparency level of the mouse enhancement. A higher level of transparency allows you to see text and images beneath areas covered by the enhancements.

#### Thickness

Use the **Thickness** slider to adjust the thickness of the lines of the enhancement style you selected. Increased thickness makes the enhancements easier to see and causes them to stand out more. Decreased thickness causes the enhancements to appear more subdued and lets you see more of the screen.

#### Length and Height

Use the **Length** and **Height** sliders to adjust the size of the mouse enhancement style you selected. If you selected the oval, box, long oval scope, or long box scope style, these sliders let you control the width and height of the oval or box. If you selected the short crosshair style, these sliders let you change the length and height of the horizontal and vertical bars.

### **Using Schemes**

A scheme is a group of settings that can be saved and used in certain programs or circumstances. Schemes allow you to quickly switch between different configurations of enhancements, according to your current needs. For example, you can create a mouse enhancement scheme specifically for proofreading documents and another scheme for browsing Web pages.

Mouse Enhancements	?×	
Magnified Area Unmagnified Area M	ouse Schemes	
Enable Mouse Enhancements		
Schemes are groupings of settings for Mouse Enhancements for the magnified and unmagnified areas of the screen that can be applied as a group.		
S <u>c</u> heme :		
Factory Settings		
Magnified Area Description:	Unmagnified Area Description:	
Mouse: MouseColor=Original Mouse Size=Standard Transparency=0% Enhancement=Short Crosshair Color=Light Blue Display=Mouse Moving Transparency=0% Thickness=6 Length=45 Height=45	Mouse: MouseColor=Original Mouse Size=Standard Transparency=0% Enhancement: Enhancement=Short Crosshair Color=Light Blue Display=Always Transparency=0% Thickness=6 Length=75 Height=75	
<u>R</u> estore Factory Schemes	Automatically Apply Schemes	
,	OK Cancel Apply	

The currently selected scheme is displayed in the **Scheme** list. To switch to a different scheme, choose a new scheme from the list and then click **Apply** or press **ALT+A**. If you select the **Automatically Apply Schemes** check box, MAGic applies the new enhancement settings as soon as you select a scheme.

Tip: You can also select a scheme directly from the Quick Access Window. To do this, right-click the **Mouse Enhancements**, **Cursor Enhancements**, or **Color Enhancements** button and then choose a scheme from the context menu.

The **Magnified Area Description** and **Unmagnified Area Description** boxes show the current enhancement settings for the magnified area and the unmagnified area.

#### **Creating New Schemes**

To create a new scheme, do the following:

- 1. Use the **Magnified Area** and **Unmagnified Area** tabs to define enhancement settings for the magnified and unmagnified areas.
- 2. On the **Mouse Schemes** tab, click **Save As** or press **ALT+S** to create a new scheme based on your current settings.
- 3. Enter a name for the scheme and then press **ENTER**. The new scheme appears in the **Scheme** list.

#### **Modifying Schemes**

To modify an existing scheme, do the following:

- 1. Select the scheme you want to modify in the **Scheme** list.
- 2. Change the enhancement settings for the magnified and unmagnified areas.
- 3. On the **Mouse Schemes** tab, click **Save As** or press **ALT+S**.
- 4. The name of the currently selected scheme displays in the **Save Scheme** dialog box. Press **ENTER** to save your modifications.

#### **Deleting Schemes**

To delete a scheme, do the following:

- 1. Select the scheme you want to delete in the **Scheme** list.
- 2. Click **Delete** or press **ALT+D** to delete the currently selected scheme.

#### **Restoring Factory Schemes**

1. Click **Restore Factory Schemes** or press **ALT+R** to revert to the original Factory Settings scheme included with MAGic. Schemes that you or other users have created remain unchanged.

# **Cursor Enhancements**

From the **Magnification** menu, choose **Cursor Enhancements** to customize the appearance of your cursor in the magnified and unmagnified areas of the screen. Cursor enhancements make the cursor easier to follow when editing or writing text. The **Magnified Area** and **Unmagnified Area** tabs provide the same enhancement options.

The **Cursor Schemes** tab lets you save your cursor enhancements settings as a scheme or switch to a different scheme. For more information on schemes, refer to *Using Schemes* on page 56.

Select the **Enable Cursor Enhancements** check box on any tab in this dialog box to apply enhancements to your cursor. Clear this check box to disable the cursor enhancements. You can also use the **Cursor Enhancements** button to enable or disable cursor enhancements.

Cursor Enhancements	?×
Magnified Area Unmagnified Area Cursor	Schemes
Enable Cursor Enhancement	Sample Cursor Enhancement
Cursor Attributes	Freedom Scientific
Define Custom Color	
Cursor Enhancement Attributes	Iransparency:
Color: Deep Sky Blue 💌	Thic <u>k</u> ness:
Define Custom Color	Length:
Display: Cursor Not Moving	<u>H</u> eight:
	K Cancel <u>A</u> pply

### **Cursor Attributes**

In the **Color** list, choose a new color for the flashing cursor that appears when you are typing text into an edit box, document, and so on. To use the original system color for the cursor, choose **Original**. To choose from additional colors, activate the **Define Custom Color** button and choose one of the available colors from the palette.

### **Sample Cursor Enhancement**

This area allows you to preview your cursor enhancement settings. MAGic displays a sample of you current cursor enhancements using the text in this area. This lets you adjust the enhancements to achieve the desired effect before applying them.

### **Cursor Enhancement Attributes**

The **Cursor Enhancement Attributes** area allows you to choose a cursor enhancement style. You can also adjust the appearance and size of the enhancement and when it displays on your screen.

#### Style

In the Style list, choose one of the following enhancement styles:

- **None** The cursor appears as a blinking vertical bar, with no additional enhancements.
- **Oval** A small area around the cursor is surrounded by an oval.
- **Triangle** Two small triangles appear above and below the current position of the cursor.
- **Box** The immediate area around the cursor is surrounded by a small rectangle.
- Line Perpendicular lines appear beneath the text and a small vertical line indicates the exact position of the cursor.

#### Color

In the **Color** list, choose a color for the enhancement style you selected. To invert the brightness or colors of screen areas covered by the enhancement, choose **Invert Brightness** or **Invert Colors**. To choose from additional colors, activate the **Define Custom Color** button and choose one of the available colors from the palette.

#### Display

In the **Display** list, choose when MAGic should apply enhancements to the cursor:

- Always The cursor enhancements are always active and visible on the screen.
- **Cursor Moving** The enhancements are only visible when the cursor is moving, such as when you are typing text or using the arrow keys.
- **Cursor Not Moving** The enhancements are only visible when the cursor is stationary.
- When MAGic Key is Pressed The enhancements only appear when you press the MAGic Key.

#### Transparency

Use the **Transparency** slider to adjust the transparency level of the cursor enhancement. This is useful if your cursor enhancement frequently obscures the surrounding text. Higher levels of transparency allow you to see text and images beneath the enhancement.

#### Thickness

Use the **Thickness** slider to adjust the thickness of the cursor enhancement. Thicker cursor enhancements are easier to see and stand out more. Thinner cursor enhancements are more subdued and let you see more of the text.

#### Length

Use the **Length** slider to adjust the horizontal size of the cursor enhancement style. This affects how much text is included within the oval, box, and line enhancements.

#### Height

Use the **Height** slider to adjust the vertical size of the cursor enhancement style. This affects the height of the oval and box enhancements and increases the length of the vertical portion of the line enhancement.

### **Color Enhancements**

From the **Magnification** menu, choose **Color Enhancements** to define how MAGic displays colors on your screen. This feature allows you to replace and swap colors, adjust the brightness and contrast, apply tinting, make your screen black-and-white (monochrome), and invert the brightness and colors of your display. You can apply color enhancements to the magnified area, unmagnified area, or both. The **Magnified Area** and **Unmagnified Area** tabs provide the same enhancement options.

The **Color Schemes** tab lets you save your color enhancements settings as a scheme or switch to a different scheme. For more information on schemes, refer to *Using Schemes* on page 56.

Select the **Enable Color Enhancements** check box on any tab in this dialog box to apply color enhancements to your display. Clear this check box to disable the color enhancements. You can also use the **Color Enhancements** button to enable or disable color enhancements.

Color Enhancements	?×
Magnified Area Unmagnified Area Color S <u>Enable Color Enhancements</u> Invert Brightness <u>Invert Colors</u> Invert Black and White	Schemes Monochrome and Tint ✓ Enable Monochrome and <u>T</u> int <u>C</u> olor: Grayscale ▼ Define Custom Color
Restore System Colors	
Brightness: Brightness: Color Switching Color Switching Color: Black With Color: Blue	Blend:
	DK Cancel <u>Apply</u>

### **Invert Brightness**

Select this check box if you want MAGic to invert the brightness of colors on your display. Dark colors will appear lighter, while light colors will appear darker. For example, if you select this check box, black text becomes white text and dark blue becomes light blue.

### **Invert Colors**

Select this check box to reverse the colors that are displayed on your screen.

### **Invert Black and White**

If you select this check box, MAGic replaces the color black with white and the color white with black.

### **Restore System Colors Button**

Click **Restore System Colors** or press **ALT+Y** to revert to your default Windows color settings.

# **Brightness**

Use the **Brightness** slider to adjust the brightness of your screen. Brightness determines how light or dark colors appear. Move the slider down to reduce the brightness, move it up to increase the brightness.

### Contrast

Use the **Contrast** slider to adjust the contrast of you screen. Contrast determines the difference between lighter and darker areas. Move the slider down to reduce the contrast, move it up to increase the contrast.

### **Monochrome and Tint**

The **Monochrome and Tint** area allows you to tint your screen with a color or make the screen monochrome (black-and-white). MAGic only applies these settings if you select the **Enable Monochrome and Tint** check box.

#### Color

In the **Color** list, choose the color you want MAGic to use to tint your screen. Choose **Grayscale** if you want your screen to appear monochrome (black-and-white). To choose from additional colors, activate the **Define Custom Color** button and choose one of the available colors from the palette.

#### Level

Use the **Level** slider to adjust the luminescence, or brightness, of the tinting. Move the slider to the left to make the color appear darker, move it to the right to make the color appear brighter.

#### Blend

Use the **Blend** slider to control the intensity of the tinting. Move the slider to the left for strong tinting. At stronger levels, the tinting affects the color of almost everything on the screen. Move the slider to the right for a lower level of tinting. At the lowest levels, the tinting only slightly alters the colors on your screen.

### **Color Switching**

The **Color Switching** area allows you to define rules that switch certain colors on your screen with colors of your choice. MAGic only applies these color switching rules if you select the **Enable Color Switching** check box.

To create a new rule:

- Select the Replace Color radio button if you want to use one color instead of another. Select the Swap Colors radio if you want to switch two colors on your screen. For example, if you select Replace Color and choose to replace red with blue, all red objects will appear blue instead. If you select Swap Colors and choose to swap red and blue, all red objects appear blue, and all blue objects appear red.
- 2. Select one color in the **Color** list and a second color in the **With Color** list. If you are creating a color replacement rule, MAGic will replace the first color with the second color. If you are creating a color swapping rule, MAGic will switch these two colors on your screen.
- 3. Click **Add Rule** or press **ALT+D** to define your new rule and add it to the list.

Repeat these steps to add more rules as necessary. To delete a rule, select it in the **Active Color Switches** list and click **Remove Rule** or press **ALT+M**.

# **View Properties**

From the **Magnification** menu, choose **View Properties** to customize how the Split, Lens, Overlay, or Dynamic Lens views appear on your screen.

### **Split View**

The **Split** tab allows you to define properties for the Split view. Split view allows you to see both an unmagnified area and a magnified area at the same time. The Split view opens a magnified window in part of your screen, but leaves the other part unmagnified as a reference.

View Properties
Split Lens Overlay Dynamic Lens Border Color: Dark red
Thickness: 10
Position       Size         C       Bottom       C         Quarter       Image: Bottom       Image: Bottom         C       Image: Image: Bottom       Image: Image: Bottom         C       Image: Im
OK Cancel Apply

#### Color

Select a color for the border that separates the two parts of the split screen.

#### Thickness

Move the slider bar to increase or decrease the thickness of the divider that separates the two parts of the split screen. The bars above the slider indicate the widths you can select.

#### Position

Select where you want the magnified area to appear on the screen.

#### Size

Select how much of the screen you want the magnified area occupy. For example, if you select **Quarter**, the magnified area occupies 25% of the available screen area.

#### Lens

The **Lens** tab allows you to define properties for the Lens view. Lens view opens a small rectangular window, which is magnified, while leaving the remaining desktop unmagnified. The lens moves around the screen as you move your mouse or when the focus changes.

View Properties ?X
Split Lens Overlay Dynamic Lens
Color: Black
Cancel Apply

### Color

Select a color for the border of your lens.

### Thickness

Move the slider bar to increase or decrease the thickness of the lens border. The bars above the slider indicate the widths you can select.

### Overlay

The **Overlay** tab allows you to define properties for the Overlay view. Overlay view creates a magnified window in the corner of the screen, while the rest of the screen remains unmagnified. This is similar to the Lens view, but the Overlay view does not move around the screen.

View Properti	es	?×
Split Lens	Overlay Dynamic Lens	_
Border C <u>o</u> lor:	Black 📩	
Thic <u>k</u> ness:		
	Cancel	ply

### Color

Select a color for the border of your overlay.

### Thickness

Move the slider bar to increase or decrease the thickness of the border. The bars above the slider indicate the widths you can select.

# **Dynamic Lens**

The **Dynamic Lens** tab allows you to define properties for the Dynamic Lens view. Dynamic Lens view opens a small rectangular window, which is magnified, while leaving the rest of the screen unmagnified. This window follows the mouse pointer or your current location within a document or dialog box if you are using the keyboard. In addition, when you move to a dialog box option or menu command, MAGic automatically resizes the lens so that it only magnifies the currently selected item. If you type in an edit box or document window, the lens expands to the width of the entire screen so you can see as much of the text as possible.

View Properties		?×
Border	Dverlay Dynamic Lens	
 Thic <u>k</u> ness: –	<b>Ⅰ ■ ■</b> 10	
	OK Cancel	Apply

### Color

Select a color for the border of your lens.

### Thickness

Move the slider bar to increase or decrease the thickness of the lens border. The bars above the slider indicate the widths you can select.

# **Multi-Monitor Settings**

From the **Magnification** menu, choose **Multi-Monitor Settings** to configure multi-monitor support when multiple monitors are connected to your computer. Select Independent Mode to simultaneously magnify and run two different applications on two different monitors. Select Overview Mode to view the same desktop on two monitors where one is magnified and the other is not. Multi-monitor support is available with Windows Vista or later. To change Multi-Monitor settings, see *Turning on Multi-Monitor Support* on page 80.

**Note:** Before MAGic can run on a system configured for multi-monitor operation, it must verify that the primary display is configured as the leftmost and topmost display. If it is not, MAGic will close. Use the Windows display settings to position the primary as the leftmost and topmost display. For more information, review *Windows Configuration* on page 85.

1agnified <u>M</u> ode: Independent ▼	
Independent Mode Settings	
Independent Mode Settings	
Restrict Mouse to Active Monitor	
✓ Switch After Waiting (seconds)	
	5
	9
Sound When Reaching Monitor Edge: CarLockClose	.wa 🔻
Sound When Switching Monitors: CarLockOpen	.wa 🔻
Overview Mode Settings	
Upmagnified Display: Extended	

### **Enable Multi-Monitor Support**

Select this check box to toggle on or off multiple monitor support.

### **Magnified Mode**

Use this combo box to select Independent or Overview multi-monitor functionality.

Independent Mode: Both monitors are magnified, and each can operate independently. For example, you can have a spreadsheet open on one monitor while editing a document on the other monitor. To move the mouse pointer between monitors, press MAGic Key+SHIFT+D, the Jump to Display keystroke. When switching between monitors, the cursor will return to its previous location in the open document. You can also drag the mouse pointer left, right, up, or down (depending on the monitor configuration) to jump to the other monitor.

In Independent mode, the Windows 7 shortcuts **WINDOWS Key+SHIFT+RIGHT ARROW** and **WINDOWS Key+SHIFT+LEFT ARROW** allow you to move the current application window between monitors while maintaining mouse pointer and cursor location.  Overview Mode: The same screen and desktop appears on both monitors; however, one monitor is magnified and the other is not. Press MAGic Key+SHIFT+D to switch the magnified and unmagnified views between monitors. Note that if you switch from Independent mode, where both monitors are magnified, to Overview mode, all desktop and taskbar icons are consolidated to the primary monitor.

### **Restrict Mouse to Active Monitor**

Select this check box to limit mouse pointer movement to the active monitor. This stops you from accidentally moving the pointer between monitors. When selected, use any of the following methods to move the mouse pointer between monitors: (1) hold the mouse pointer against the edge of the active monitor's screen for a specified number of seconds; (2) double tap the mouse pointer against the edge of the active monitor's screen within a specified time period; (3) hold down **MAGic Key+SHIFT** while dragging the mouse pointer across the active monitor to the other monitor; or (4) press **MAGic Key+SHIFT+D**. This check box is not available for Overview mode.

# Switch After Waiting (seconds)

Select this check box so that the mouse pointer waits at the edge of the active monitor's screen for the specified number of seconds before moving to the other monitor. In the Switch After Waiting box, enter the amount of time you want the mouse pointer to stay at the edge of the monitor's screen before moving to the other monitor. Values range from 0.1 second to 3 seconds. This check box is not available for Overview mode.

# Switch on Double Tap Within (seconds)

Select to have the mouse pointer move between monitors after tapping the mouse pointer twice against the edge of the active screen. The double tap must occur within the specified number of seconds. In the Switch on Double Tap Within box, enter the time span required to perform the double tap before the mouse pointer moves to the other monitor. If the double tap occurs outside of this period, the pointer will not move to the other monitor. Select a value from 0.1 second to 3 seconds. This check box is not available for Overview mode.

### Important Note for Laptop Users

When using the touchpad on your laptop, do the following to "double tap" and move the mouse pointer between monitors.

To move from the left monitor to the right monitor:

- Press and hold your finger on the touchpad.
- Slide your finger right, left, and right again.

To move from the right monitor to the left monitor:

- Press and hold your finger on the touchpad.
- Slide your finger left, right, and left again.

If your monitors are arranged vertically, use an up-down-up motion or down-up-down motion.

# Sound When Reaching Monitor Edge

Select a WAV file sound to indicate when the mouse pointer has reached the edge of the active monitor. This check box is not available for Overview mode.

# **Sound When Switching Monitors**

Select a WAV file sound to indicate that the mouse pointer has successfully moved from one monitor to the other monitor. This check box is not available for Overview mode.

# **Unmagnified Display**

Use this combo box to select which monitor will not be magnified when configured for Overview Mode. The combo box is not available for Independent Mode.

# **Quick View Frame**

The Quick View Frame feature allows you to specify regions of the screen (called *frames*) that you can monitor while you work in other areas. MAGic can display one of these frames in the magnified area so you can see any changes or updates to that part of the screen. To choose which frame you want to display, or to customize the frame's position, border color, and color enhancements, open the **Magnification** menu and choose **Quick View Frame**.

**Note:** The Quick View Frame is only visible while you are using the Full view and have magnification enabled.

# **Focus Enhancement**

When using Windows Vista, the colors of the user interface can appear muted and difficult to distinguish. The Focus Enhancement function lets you to define a visible rectangular border that identifies and tracks the item that is currently selected on the screen. As you select different items, using the mouse or keyboard, the rectangular border moves its focus to that place on the screen.

From the **Magnification** menu, choose **Focus Enhancement** to turn on or modify border parameters.

Focus Enhancement
Enable Focus Enhancement
Color: Orange 🗸
Define Custom Color
Iransparency:
Thickness:
Spacing
OK Cancel

### **Enable Focus Enhancement**

When selected, Focus Enhancement is on. When unchecked, Focus Enhancement is off.

### **Enhancement Attributes**

### Color

Select a color for the rectangular border.

### **Define Custom Color**

Create a custom color for the rectangular border.

#### Transparency

Use the **Transparency** slider to adjust the border's transparency level.

#### Thickness

Use the **Thickness** slider to adjust the border's thickness. Thicker borders are easier to see and stand out more. Thinner borders are more subdued.

### Spacing

Use the **Spacing** slider to adjust the amount of space between the rectangular border and the selected item. Move the slider to the right to increase the amount of space between the item and the border. Move the slider to the left to decrease the amount of space between the item and the border.

### **Properties**

The **Properties** tab allows you to select or modify the active frame and change the frame's position and border color.

Quick View Frames			?×
Properties Color			
🔽 Enable Quick View Frame			
Active <u>F</u> rame : Frame1		•	
Border Color: Purple	•		
Frame Position: Top Right	•		
Modify Active Frame			
	<u> </u>	Cancel	Apply

### Enable Quick View Frame

Select the **Enable Quick View Frame** check box to display the active frame on your screen in the location specified in the **Frame Position** list. Clear this check box to hide the Quick View Frame.

Tip: You can also press MAGic Key+Q to turn the Quick View Frame on or off.

### **Active Frame**

In the **Active Frame** list, choose the frame that you want MAGic to display. You can create and save any number of frames and then choose the frame the best suits your current needs. To create a frame, do the following:

- 1. Move the mouse pointer to the top left corner of the region you want to enclose within the frame and press **MAGIC Key+LEFT BRACKET**.
- 2. Move the mouse pointer to the bottom right corner of the region and press **MAGic Key+RIGHT BRACKET**.

Tip:	To quickly create a frame that is automatically sized to fit a
	dialog box option, move your pointer to the option and press
	MAGic Key+LEFT BRACKET twice quickly.

- 3. Type a name for this frame, then click **OK** or press **ENTER**. This is the name that will appear in the **Active Frame** list.
- 4. Ensure that the frame is positioned over the area of the screen that you want to monitor. You can move the frame to another location by dragging the frame's title bar.
- 5. If you want to resize the frame, move your pointer over a corner or edge of the frame border. When the pointer changes to a double-headed arrow, drag the border in the desired direction.
- When you have finished resizing and positioning the frame, click Close on the Quick View Manager toolbar (located in the top left corner of the screen) or press ESC. Choose Yes when MAGic asks if you want to save your changes.

Tip:You can press MAGic Key+9 to open the Quick View Manager<br/>and view/modify any frames you have saved.

### **Border Color**

Choose a color for the border of the active frame from the **Border Color** list.

### **Frame Position**

Use the **Frame Position** list to determine where you want the active frame to appear on your screen.

#### **Modify Active Frame Button**

Click **Modify Active Frame** or press **ALT+M** to resize or move the frame you selected in the **Active Frame** list. Drag the frame's title bar to move it to another part of the screen. To resize the frame, move your pointer over a corner or edge of the frame border. When the pointer changes to a doubleheaded arrow, drag the border in the desired direction.

### Color

The **Color** tab lets you apply color enhancements to the active frame. You can adjust the brightness and contrast, create color switching rules, apply tinting, and more. The options available on this tab are identical to those in the **Color Enhancements** dialog box. For more information on these options, refer to *Color Enhancements* on page 60.

# Locator

From the **Magnification** menu, choose **Locator** to select a style and border color for the Locator. To enable or disable the Locator, use the **Locator** button on the MAGic user-interface.

When you activate the Locator, the full screen is temporarily presented unmagnified. Move the Locator around using the mouse or the arrow keys, and use the Locator to find something on your screen. Use **PAGE UP** to move to the top of the screen, **PAGE DOWN** to go to the bottom, **HOME** to go to the beginning of a line, and **END** to go to the end of a line. After you have located the item, press **ENTER** or the left mouse button to move the magnified area to that portion of the screen. Alternatively, you can press **ESC** to exit the Locator without moving the magnified area.

Locator	?×
Style Eull Cross <u>E</u> yeglass <u>R</u> everse Eyeglass	
Color: Black	*
[0K]	Cancel

# Style

Choose from three different styles for your locator:

- Full Cross Shows a portion of the screen in reversed colors. In 3× magnification or higher, the Locator appears with crosshairs running through the center of the block. With magnification set to 2×, the Locator appears as a block of inversed colors.
- **Eyeglass** Shows a square on the screen that is magnified while the rest of the screen is normal size.
- **Reverse Eyeglass** Shows a square on the screen that is magnified while the rest of the screen is normal size. Colors within the magnified square are reversed.

# Color

Specify what color border you want to appear around your Locator. The customizable border only applies to the Eyeglass and the Reverse Eyeglass options.

# Panning

Panning moves your display either horizontally or vertically, so you can browse the screen, locate objects, and read magnified text easier. With magnification set at 2× or higher, you can pan automatically or incrementally. The advantage of automatic panning is that you can review the contents of the screen without using repetitive mouse movements. While incremental panning is similar to automatic panning, it is different in that your viewing area moves in small, fixed increments making it easier for you to explore your focal area.

# **Automatic Panning**

Begin automatic panning in any direction by pressing the **MAGic Key** in conjunction with any arrow key. Panning then begins in that direction, and continues until you stop it, or until it reaches the edge of the screen.

**Note:** If you disable Line Wrap in the **Panning** dialog box, then panning will stop at the right edge of the screen when panning from left to right.

# **Stop Panning**

To stop panning, press the **MAGic Key** or the **ESC** key. You can also use the arrow key that corresponds with the direction in which you are currently panning.

# **Change Panning Direction**

Press the arrow key of the direction in which you want to pan.

# **Panning Quick Advance**

Pressing **ENTER** while panning right scrolls the view to the beginning of the next line, pauses, and then continues panning to the right.

# **Panning Speed**

Adjust panning speed during panning, or through the **Panning** dialog box. While panning, press **NUM PAD PLUS** to speed up, and **NUM PAD MINUS** to slow down. The speed adjustment only applies to the current direction of Panning.

# **Panning Dialog Box**

From the **Magnification** menu, choose **Panning** to specify panning properties.

Panning <b>?</b> ×
Forward Speed: 4
Reverse Speed: 4
Vertical Speed: 4
🔽 Line Wrap
Point Size: 10 🗧
Line Delay: 10 + (Tenths of a second)
OK Cancel

# Speed

Panning speed is set independently for each panning direction: forward, reverse, or vertically. Panning speed values are between 1 and 50. You might want to select different speeds for different directions. As you read, you are panning forward, which might require a higher panning speed, than reverse. As you move in the reverse direction you are probably looking for something, so you would want to go slower. You may also want to set vertical panning a bit faster, because you will use vertical panning for skimming documents or Web sites.

# Line Wrap

Select **Line Wrap** if you want MAGic to automatically wrap to the next line when you reach the right edge of the screen while panning. The edit spin boxes, below the **Line Wrap** check box, allow you to control the Line Wrap settings.

### **Point Size**

You can adjust the vertical distance that MAGic travels between successive lines with the line wraps. Point size should correspond to your font size. The default setting is 10 points.

**Note:** The point size specified here also controls the size of the Split View when set to Line.

# Line Delay

Line Delay controls the length of the delay while panning between lines. The Line Delay settings are in tenths of a second. The default setting is 10 (or one second).

### **Incremental Panning**

Before you can use the Incremental Panning feature you must assign hot keys for each incremental direction. To do this, go to the **Keyboard** menu and select **Keyboard Assignments**. From the **Category** list, select **Navigation**. Next, select the incremental direction you want to assign a hot key to and then choose the **Assign Hot Key** button. Within the **Assign Hot Key** dialog box type the keystroke you want to use, and then press **ENTER**.

When you are done assigning hot keys, choose the **OK** button to exit the **Keyboard Assignments** dialog box.

# Tracking

Tracking allows MAGic to follow your activity on the screen. For example, MAGic can track your mouse pointer so that it always remains in the center of the magnified area. To change how MAGic tracks the cursor and mouse pointer, as well as menus, dialog boxes, and highlighted text, open the **Magnification** menu and choose **Tracking**.

Tracking	?×
Mouse Edge Center	Dialogs and Menus C Edge C Center
Cursor © Edge © Center	Document <u>R</u> eading C Edge I Center
	Mouse Line Lock Irack Carets and Cursors
(OK)	Cancel

### Mouse

To control how MAGic tracks your mouse pointer, select one of the following radio buttons:

- Edge If you select this option, MAGic follows your mouse pointer only when it reaches the edge of the magnified area.
- Centered If you select this option, MAGic continuously follows your mouse pointer, ensuring that it is always in the center of the magnified area.

# Cursor

To control how MAGic tracks the cursor when you are typing text, select one of the following radio buttons:

- Edge If you select this option, MAGic follows your cursor only when it reaches the edge of the magnified area.
- **Centered** If you select this option, MAGic continuously follows your cursor, ensuring that it is always in the center of the magnified area.

# **Dialogs and Menus**

The **Dialogs and Menus** area lets you control how MAGic follows your movement through dialog boxes and menus. Select one of the following radio buttons:

- **Edge** MAGic automatically moves the magnified area when you reach the edge of the screen while moving through dialog boxes and menus.
- **Centered** MAGic continuously tracks the active dialog box option or menu command, ensuring that it is always in the center of the magnified area.

# **Document Reading**

To control how MAGic tracks highlighted text during document reading, select one of the following radio buttons:

- Edge MAGic automatically moves the magnified area when the highlight reaches the edge of the screen.
- **Centered** MAGic continuously tracks the highlight, ensuring that highlighted text always remains in the center of the magnified area.

# **Auto Switch**

If you select this check box, centered and relative mouse tracking is temporarily stopped after you stop moving the mouse. The screen remains stationary as long as you keep the mouse pointer within the boundary of the screen. When you move beyond the edge of the screen, tracking starts again.

# **Tether to Display**

If you select this check box, the mouse pointer is "tethered," or attached, to the magnified display. As soon as you move the mouse, the mouse pointer automatically appears at the current magnified location, even if it was not visible on the screen. If you do not select this check box, MAGic moves to the current location of the mouse pointer when you move the mouse.

Tip: You can press CTRL+INSERT+NUM PAD MINUS to enable or disable this option at any time.

### **Mouse Line Lock**

If you select this check box, you can only move the mouse pointer in horizontal and vertical directions. If you move the mouse in a diagonal direction, MAGic moves the mouse pointer in the closest direction.

# **Track Carets and Cursors**

Select this check box if you want MAGic to track your cursor and mouse pointer.

# **Multi-Monitor Operation**

This section describes how to set up and use MAGic with multiple monitors. If this is the first time that you are using MAGic with multiple monitors, refer to *Multi-Monitor Configuration* on page 84 for more information.

# **Turning On Multi-Monitor Support**

To configure and use Multi-Monitor mode, do the following:

- **Note:** Once enabled, MAGic always checks to see if two monitors are connected. If not, MAGic automatically reverts to single-monitor mode without requiring a computer reboot. This is useful when traveling with a laptop computer.
- 1. From the Magnification menu, choose Multi-Monitor Settings. By default, the Enable Multi-Monitor Support check box is selected. To turn off Multi-Monitor mode, clear this check box.
- 2. In the Magnified Mode combo box, select Independent or Overview.
  - For Independent mode, both monitors are magnified, and each can operate independently. For example, you can have a spreadsheet open on one monitor while editing a document on the other monitor. To move the mouse pointer between monitors, press MAGic Key+SHIFT+D, the Jump to Display keystroke. When switching between monitors, the cursor will return to its previous location in the open document. You can also drag the mouse pointer left, right, up, or down (depending on the monitor configuration) to jump to the other monitor.

In Independent mode, the Windows 7 shortcuts **WINDOWS Key+SHIFT+RIGHT ARROW** and **WINDOWS Key+SHIFT+LEFT ARROW** allow you to move the current application window between monitors while maintaining mouse pointer and cursor location.

- For Overview mode, the same screen and desktop appears on both monitors; however, one monitor is magnified and the other is not. Press **MAGic Key+SHIFT+D** to switch the magnified and unmagnified views between monitors. Note that if you switch from Independent mode, where both monitors are magnified, to Overview mode, all desktop and taskbar icons are consolidated to the primary monitor.
- 3. If Magnified Mode is set to Independent, go to step 4. If Magnified Mode is set to Overview, go to step 5.
- 4. To prevent the mouse pointer from accidentally moving to the other monitor, do the following. Note that these settings are not available for Overview mode.

- Select the **Restrict Mouse to Active Monitor** check box.
- Select the **Switch After Waiting** check box and then specify in seconds how long the mouse pointer must stay at the edge of the screen before it moves to the next screen.
- Select the **Switch on Double Tap Within** check box and then specify in seconds the time required to perform the double tap before the pointer moves to the other monitor. If the double tap occurs outside of this period, the pointer does not move to the other monitor. (If you are using a touchpad, the double tap is a right-left-right or left-right-left sliding motion. Use an up-down-up or down-up-down sliding motion for vertically arranged monitors.)
- Use the **Sound When Reaching Monitor Edge** combo box to select a WAV file to play that indicates that the mouse pointer is at the edge of the screen.
- Use the **Sound When Switching Monitors** combo box to select a WAV file to play that indicates when the mouse pointer has moved to the other monitor.
- 5. In the Unmagnified Display combo box, select the monitor that will not be magnified. This combo box is not available for Independent mode.
- 6. Select OK to save changes, and close the Multi-Monitor Settings dialog box.
- 7. To save Multi-Monitor mode so that it is on when you restart MAGic in the future, choose Save Default Settings from the File menu.

# **Using View Lock**

Use the View Lock feature to freely move the mouse pointer across screens without moving any objects on the desktop. Press and hold **MAGic Key+SHIFT** while moving the mouse pointer across the screen. This provides a smooth transition from one monitor to the other without shifting the view on the screen. Normal mouse pointer movement resumes when you release **MAGic Key+SHIFT**. This feature is useful when you are moving back and forth between two monitors and you want to keep the screen views locked.

# **Multi-Montior Keystrokes**

- **MAGic Key+SHIFT+D**: Use this MAGic keystroke to quickly switch focus from one monitor to the other. This eliminates the need to drag the mouse between monitors.
- WINDOWS Key+SHIFT+RIGHT ARROW or WINDOWS Key+SHIFT+LEFT ARROW: Use these Windows 7 shortcuts to move the current application or window in focus to the monitor on the right or the left. This eliminates the need to click and drag an application window from one monitor to the other.
- **MAGic Key+SHIFT**: Press and hold while dragging the mouse to smoothly move the mouse pointer between screens without scrolling any screen content. This is the View Lock feature. To resume normal operation, release **MAGic Key+SHIFT**.

# Troubleshooting

Use the following to troubleshoot any Multi-Monitor issues.

**Problem:** Moving the mouse cursor between monitors is difficult since the application scrolls until the mouse reaches the edge. It would be better if I could just jump to the other screen without either monitor scrolling.

**Solution:** Press **MAGic Key+SHIFT+D** to quickly jump from one monitor to the other. This is easier and faster since you do not have to drag and lift the mouse (or your finger on a touchpad) several times to travel the same desktop area.

**Problem:** Double tapping my touchpad does not move the mouse pointer between monitors.

**Solution:** To double tap with a touchpad, press and hold your finger on the touchpad, and then slide it to the right, left, and right to move from the left monitor to the right monitor. Slide your finger left, right, and left to move from the right monitor to the left monitor. If your monitors are arranged vertically, use an up-down-up motion or down-up-down motion.

**Problem:** A message displays asking to verify that the primary monitor is set as the leftmost and topmost display.

**Solution:** Open the display settings in Windows and make sure that the primary display is positioned to the left or above or both of the extended display. Refer to the procedures described earlier in the Windows Configuration section for more details. MAGic will not open until this is resolved.

**Problem:** A message displays stating that the color depth is not the same.

**Solution:** Open the display settings in Windows and make sure that the color depth on both displays is the same. The recommended setting is 32-bit color.

Problem: The primary and extended displays are reversed.

**Solution:** In Windows, you must configure your main (primary) display as the leftmost or topmost display. As for the physical placement of the monitors on your desk, you can position the monitors anywhere you like. For example, the monitor designated as extended can sit on the left side of your desk while the other monitor sits to the right of it. To verify which monitor is the primary, use the Identify button or Identify Monitors button in your display setting for Windows.

# **Multi-Monitor Configuration**

The following describes how to set up your Windows display settings and configure MAGic for multiple monitor operation. To use Multi-Monitor mode, see *Turning On Multi-Monitor Support* on page 80.

# **System Requirements**

The following hardware and software is required for Multi-Monitor operation:

- A computer and video card that supports dual monitors
- Two computer monitors
- Windows Vista or later

**Note:** If using an HDTV as a computer monitor, use the VGA or HDMI connector on the TV. Both 720p and 1080p are supported.

# **Windows Configuration**

Before using the Multi-Monitor feature in MAGic, you must connect a second monitor to your computer, and configure Windows for multiple monitor operation. These procedures will vary based on your operating system.

**Note:** Each monitor can use a different screen resolution. This provides greater flexibility between laptop and desktop monitors.

1. Press **WINDOWS Key+M** to minimize all open applications, and move focus to the Windows Desktop.

**Note:** Focus must be on the Windows Desktop. If you see or hear that an icon on the desktop is selected, press **CTRL+SPACEBAR** to unselect it.

- 2. Press the **APPLICATION Key**, and do one of the following:
  - For Windows 7, select Screen Resolution.
  - For Windows Vista, select Personalize and then Display Settings.
- 3. Make sure that the primary display is positioned as the leftmost or topmost display. In this example, the primary is labeled as 1. The other display, which is known as the extended display, is labeled as 2.



Leftmost example



Topmost example

- **Note:** Setting the display icons side-by-side (borders evenly touching) horizontally or top-to-bottom vertically provides a smooth transition when moving the mouse cursor from one monitor to the other. If necessary, select the Identify button or the Identify Monitors button to discover which one is the primary display.
- 4. Select the extended display, and verify the following:
  - The orientation is the same as the primary display (Windows 7 only).
  - The color quality (depth) is the same as the primary display. The recommended color setting is 32-bit color, which is the default setting for Windows 7. To locate the Windows 7 color settings, select Advanced Settings, Monitor tab, and then the Colors combo box for color settings.
  - For Windows 7, the Multiple Displays combo box is set to "Extend these Displays."
  - For Windows Vista, the Extend the Desktop onto this Monitor check box is selected.
- 5. Choose OK to save changes.

# **MAGic Speaks**

Not only does MAGic magnify your computer's screen, but it also has screen reading capabilities. You can customize MAGic's speech components to fit your needs. The **Speech** menu, located on the menu bar contains all the controls to help you adapt MAGic's speech to suit you.



The first item on the **Speech** menu, **Enable Speech**, lets you activate or deactivate speech. If the menu item appears with a checkmark next to it, speech is enabled. If there is no checkmark, speech is disabled.

# Speech Menu

# **Global Voice Adjustment**

From the **Speech** menu, choose **Global Voice Adjustment** to change MAGic's voice, speech rate, pitch, synthesizer, language, punctuation level, and other speech options. These speech preferences are used any time MAGic speaks. If you only want to change certain aspects of MAGic's speech (such as the speech used to read documents) use the **Individual Voice Adjustment** command on the **Speech** menu. You can save your speech settings as a voice profile, allowing you to switch between different settings quickly and easily.

**Tip:** You can quickly switch between voice profiles by using the MAGic Context Menu. Select **Voice Profiles** from the menu and then choose the profile you want to use.

Global Voices ?X
Profile
Name: Primary - (default)
Synthesizer
Name: Eloquence Software V Detect SAPI 4 Synthesizers
Language: American English
Voice
Rate: 79 Volume: 0
Punctuation: Some 🗸 Spell Rate Change Percent: -20
Person: Reed V Upper Case Pitch Change Percent: 20
Pitch: 65
Say All
Speech Synthesizer: RealSpeak Solo Direct
Rate: 57 Person:
Punctuation: Some V Pitch: 0
Volume: 100
OK         Save As         Restore To Eactory         Cancel
ave changes and close dialog.

# **Profile Group Box**

You can save your global voice settings as part of a voice profile. Use the Profile area to select and manage voice profiles that you have created. To save your current voice settings as a voice profile, choose the Save As button. Profiles can have both global and individual voice settings.

**Tip:** You can quickly switch to any of the voice profiles you have created by pressing **MAGic Key+F11**. A context menu displays, allowing you to choose one of the available profiles.

#### Name

In the Name list, select the voice profile that you want to use.

### Delete

Choose the **Delete** button to delete the currently selected voice profile.

### **Synthesizer Group Box**

The **Synthesizer** area allows you to select a different speech synthesizer and synthesizer language.

#### Name

By default MAGic uses Eloquence as its speech synthesizer, although if you have other Speech Application Interface (SAPI) synthesizers installed on your computer, you can use one of those synthesizers instead. Initially, the list of synthesizers only includes Eloquence. To add synthesizers, choose the **Detect SAPI Synthesizers** button.

Note:	When you use a synthesizer other than Eloquence, you may
	experience a delay of several seconds as you load the other
	synthesizer.

### **Detect SAPI Synthesizers**

Choose the Detect SAPI Synthesizers button to find the other compatible synthesizers installed on your system. After MAGic locates all compatible synthesizers, the **Update Synthesizer List** dialog box appears. On the left side of the dialog box, there is a list of the available SAPI synthesizers. The buttons in this dialog box allow you to add or remove synthesizers.

Update Synthesizer List		?×
		<u>K</u> ancel
Available <u>S</u> API Synthesizers:		Synthesizer List for MAGic:
Lernout and Hauspie SAPI 5 Microsoft SAPI 5	Add All ->	
	<u>A</u> dd →	
	<- <u>R</u> emove	
	<- Remove All	

To add a new synthesizer:

- 1. Select one or more synthesizers from the Available SAPI Synthesizer list.
- 2. Choose the **Add** button to add just the selected synthesizers to the **Synthesizer List for MAGic**, or choose **Add All** to move all synthesizers to the **Synthesizer List for MAGic**.

To remove a synthesizer from the Synthesizer List for MAGic:

- 1. Select one or more synthesizers from the **Synthesizer List for MAGic**.
- 2. Choose the **Remove** button to remove only the selected synthesizers, or choose **Remove All** to remove all the synthesizers from the **Synthesizer List for MAGic**.

Note: Although Eloquence does not appear in the Update Synthesizer List dialog box, it always appears in the list of available synthesizers.

### Language

In the **Language** list, select the synthesizer language that you want to use. The languages that are available are determined by the speech synthesizer you are using.

# **Voice Group Box**

The **Voice** area allows you to change various characteristics of MAGic's synthesized speech.

### Person

The **Person** list allows you to select which synthesizer voice you want to use. The voices that are available are determined by which speech synthesizer you have selected.

### Rate

The **Rate** slider allows you to adjust the rate of speech for the currently selected synthesizer. As you use MAGic, you may want to hear different types of activities at different rates. For instance, while you are typing, you may want MAGic to read more quickly, so that you can ensure the accuracy of your typing. On the other hand, if you are reading a document, you might want MAGic to speak more slowly, so you can concentrate on content.

### Pitch

The **Pitch** slider allows you to adjust the pitch for the currently selected voice.

### Punctuation

The **Punctuation** list allows you to specify how much punctuation MAGic speaks. Available options are "None," "Some," "Most," and "All."

### Volume

If you are using a hardware speech synthesizer, you can use the Volume slider to increase or decrease the volume of MAGic's speech.

### Spell Rate Change Percent

When you hold down **INSERT** and press **NUM PAD 5** twice quickly to spell a word, the word is spelled at a rate of speech slower than the normal speech rate. The value in the **Spell Rate Change Percent** edit box determines the extent to which the speech rate decreases.

### **Upper Case Pitch Change Percent**

MAGic indicates that a letter is capitalized by reading it with higher-pitched speech. The value in the **Upper Case Pitch Change Percent** edit box determines the extent to which the pitch increases beyond the normal level. The values and ranges for this setting vary depending upon which synthesizer is selected.

# Say All Group Box

MAGic can immediately switch from one synthesizer, for example, Eloquence Software, to another, such as SAPI 5 or RealSpeak Solo Direct, when using the Say All command (**INSERT+DOWN ARROW** or **MAGic Key+LEFT MOUSE CLICK** or **MAGic Key+SPACEBAR**). While the default Eloquence voice may be useful for reading and navigating short text such as prior or next line, sentence, or paragraph, it may not be the preferred voice for longer passages of text. The SAPI 5 or RealSpeak Solo Direct voice chosen remains active during the Say All even as you fast forward, rewind, speed up, or slow down. However, when you stop the Say All, the Eloquence voice returns.

Use the following controls in the Say All group to set preferences for how the Say All command works.

#### **Speech Synthesizer**

Use this combo box to select the synthesizer used for Say All. Select either Default, SAPI 5, or RealSpeak Solo Direct. When using Default, all other controls in the Say All group are unavailable. Also, note that RealSpeak Solo Direct is only available if you have downloaded and installed a RealSpeak Solo Direct voice.

If the Say All synthesizer is Default, then either SAPI 5 or RealSpeak Solo Direct will be used for an Alternate Say All (**ALT+INSERT+DOWN ARROW**). If either SAPI 5 or RealSpeak Solo Direct is selected, the Default synthesizer is used for Alternate Say All.

#### Rate

Use this slider to select a comfortable speech rate for the Say All voice. **PAGE DOWN** and **PAGE UP** change the rate of speech by larger increments, while the **UP ARROW** and **DOWN ARROW** keys make more gradual changes.

#### **Punctuation**

Use this list to set the punctuation level used by MAGic when the Say All voice speaks. Use the **UP** or **DOWN ARROW** keys to select a punctuation level. The options available are None, Some, Most, which is the default, and All.

### Person

The **Person** combo box lets you to select which SAPI 5 or RealSpeak Solo Direct synthesizer voice to use for Say All.

### Pitch

The **Pitch** slider allows you to adjust the pitch for the currently selected voice.

### Volume

Use the slider to increase or decrease the Say All speech volume. The **DOWN ARROW**, **LEFT ARROW**, and **PAGE DOWN** keys decrease volume, and the **UP ARROW**, **RIGHT ARROW**, and **PAGE UP** keys increase volume.

### Save As

Choose the **Save As** button to save your current global voice settings as part of a voice profile. Type a name for your voice profile or select an existing profile from the list. If you select an existing profile, that profile's global voice settings will be overwritten by the new settings when you choose **OK**.

### **Restore to Factory**

The **Restore to Factory** button allows you to return to MAGic's default global voice settings. These were the settings in use when you first installed the program.

# **Individual Voice Adjustment**

From the **Speech** menu, choose **Individual Voice Adjustment** to make changes to the voices that MAGic uses for reading documents, messages, menus, dialog boxes, items that you point to with the mouse, and keystrokes. You can define different settings for each of these contexts. Like global voice settings, you can save your individual voice settings as part of a voice profile, allowing you to switch between different settings quickly and easily.

Individual Voices	?×		
Profile			
Name: Primary - (default)	✓ Delete		
Synthesizer			
Name: Eloquence Software	Detect SAPI 4 Synthesizers		
Language: American English	¥		
Voice			
Context: Document Reading Voice 🗸	Person: Reed		
Rate: 79	Pitch: 65		
Punctuation: Some 🗸	Volume: 0		
Say All			
Speech Synthesizer: RealSpeak Solo Direct			
Rate: 57	Person:		
Punctuation: Some 🗸	Pitch: 0		
Volume: 100			
OK Save <u>A</u> s	Restore To Eactory		
Save changes and close dialog.			

# **Profile Group Box**

You can save your individual voice settings as part of a voice profile. Use the **Profile** group box to select and manage voice profiles that you have created.

Tip: To save your current voice settings as a voice profile, choose the **Save As** button.

#### Name

In the Name list, select the voice profile that you want to use.

#### Delete

Choose the **Delete** button to delete the currently selected voice profile.

# Synthesizer Group Box

The **Synthesizer** group box allows you to select a different speech synthesizer and synthesizer language.

#### Name

By default MAGic uses Eloquence as its speech synthesizer, although if you have other Speech Application Interface (SAPI) synthesizers installed on your computer, you can use one of those synthesizers instead. Initially, the list of synthesizers only includes Eloquence. To add synthesizers, choose the **Detect SAPI Synthesizers** button.

Note:	When you use a synthesizer other than Eloquence, you may
	experience a delay of several seconds as you load the other
	synthesizer.

#### **Detect SAPI Synthesizers**

Choose the **Detect SAPI Synthesizers** button to find the other compatible synthesizers installed on your system. After MAGic locates all compatible synthesizers, the **Update Synthesizer List** dialog box appears. On the left side of the dialog box, there is a list of the available SAPI synthesizers. The buttons in this dialog box allow you to add or remove synthesizers.

Update Synthesizer List		?×
		<u>OK</u> <u>C</u> ancel
Available <u>S</u> API Synthesizers: Lernout and Hauspie SAPI 5 Microsoft SAPI 5	<u>Add</u> All -> <u>A</u> dd -> <- <u>B</u> emove <- Re <u>m</u> ove All	Synthesizer List for MAGic:

To add a new synthesizer:

1. Select one or more synthesizers from the Available SAPI Synthesizer list.

2. Choose the Add button to add just the selected synthesizers to the Synthesizer List for MAGic, or choose Add All to move all synthesizers to the Synthesizer List for MAGic.

To remove a synthesizer from the Synthesizer List for MAGic:

- 1. Select one or more synthesizers from the **Synthesizer List for MAGic**.
- 2. Choose the **Remove** button to remove only the selected synthesizers, or choose **Remove All** to remove all the synthesizers from the **Synthesizer List for MAGic**.

```
Note: Although Eloquence does not appear in the Update
Synthesizer List dialog box, it always appears in the list of available synthesizers.
```

#### Language

In the **Language** list, select the synthesizer language that you want to use. The languages that are available are determined by the speech synthesizer you are using.

### **Voice Group Box**

The **Voice** group lets you change various characteristics of synthesized speech in MAGic.

The **Voice** area allows you to change various characteristics of MAGic's synthesized speech.

#### Person

The **Person** list allows you to select which synthesizer voice you want to use. The voices that are available are determined by which speech synthesizer you have selected.

#### Rate

The **Rate** slider allows you to adjust the rate of speech for the currently selected synthesizer. As you use MAGic, you may want to hear different types of activities at different rates. For instance, while you are typing, you may want MAGic to read more quickly, so that you can ensure the accuracy of your typing. On the other hand, if you are reading a document, you might want MAGic to speak more slowly, so you can concentrate on content.

### Pitch

The **Pitch** slider allows you to adjust the pitch for the currently selected voice.

### Punctuation

The **Punctuation** list allows you to specify how much punctuation MAGic speaks. Available options are "None," "Some," "Most," and "All."

### Spell Rate Change Percent

When you hold down **INSERT** and press **NUM PAD 5** twice quickly to spell a word, the word is spelled at a rate of speech slower than the normal speech rate. The value in the **Spell Rate Change Percent** edit box determines the extent to which the speech rate decreases.

### **Upper Case Pitch Change Percent**

MAGic indicates that a letter is capitalized by reading it with higher-pitched speech. The value in the **Upper Case Pitch Change Percent** edit box determines the extent to which the pitch increases beyond the normal level. The values and ranges for this setting vary depending upon which synthesizer is selected.

### Volume

If you are using a hardware speech synthesizer, you can use the **Volume** slider to increase or decrease the volume of MAGic's speech.

# Say All Group Box

MAGic can immediately switch from one synthesizer, for example, Eloquence Software, to another, such as SAPI 5 or RealSpeak Solo Direct, when using the Say All command (**INSERT+DOWN ARROW** or **MAGic Key+LEFT MOUSE CLICK** or **MAGic Key+SPACEBAR**). While the default Eloquence voice may be useful for reading and navigating short text such as prior or next line, sentence, or paragraph, it may not be the preferred voice for longer passages of text. The SAPI 5 or RealSpeak Solo Direct voice chosen remains active during the Say All even as you fast forward, rewind, speed up, or slow down. However, when you stop the Say All, the Eloquence voice returns.

Use the following controls in the Say All group to set preferences for how the Say All command works.

### **Speech Synthesizer**

Use this combo box to select the synthesizer used for Say All. Select either Default, SAPI 5, or RealSpeak Solo Direct. When using Default, all other controls in the Say All group are unavailable. Also, note that RealSpeak Solo Direct is only available if you have downloaded and installed a RealSpeak Solo Direct voice.

If the Say All synthesizer is Default, then either SAPI 5 or RealSpeak Solo Direct will be used for an Alternate Say All (**ALT+INSERT+DOWN ARROW**). If either SAPI 5 or RealSpeak Solo Direct is selected, the Default synthesizer is used for Alternate Say All.

#### Rate

Use this slider to select a comfortable speech rate for the Say All voice. **PAGE DOWN** and **PAGE UP** change the rate of speech by larger increments, while the **UP ARROW** and **DOWN ARROW** keys make more gradual changes.

### Punctuation

Use this list to set the punctuation level used by MAGic when the Say All voice speaks. Use the **UP** or **DOWN ARROW** keys to select a punctuation level. The options available are None, Some, Most, which is the default, and All.

#### Person

The **Person** combo box lets you to select which SAPI 5 or RealSpeak Solo Direct synthesizer voice to use for Say All.

### Pitch

The **Pitch** slider allows you to adjust the pitch for the currently selected voice.

### Volume

Use the slider to increase or decrease the Say All speech volume. The **DOWN ARROW**, **LEFT ARROW**, and **PAGE DOWN** keys decrease volume, and the **UP ARROW**, **RIGHT ARROW**, and **PAGE UP** keys increase volume.

# Save As

Choose this button to save your current voice settings as part of a voice profile. Type a name for your voice profile or select an existing profile from the list. If you select an existing profile, that profile's individual voice settings will be overwritten by the new settings when you choose **OK**.

### **Restore to Factory**

Use this button to restore the default Individual Voice settings for the speech synthesizer, language, and voice that are in use for the current voice profile.

# **RealSpeak Solo Direct Speech Synthesizer**

Included on the program DVD is the RealSpeak Solo Direct speech synthesizer. It contains a variety of voices in several languages. To install these voices, insert the DVD into your computer's DVD drive. Next, follow the instructions to select which voices you want to install, and complete the installation.

You can also use the RealSpeak Solo Direct Sample and Download page available at http://www.freedomscientific.com/downloads/RealSpeak-Solo-Direct-Voices/RealSpeak-Solo-Direct-Downloads.asp. On this page, you can preview voice samples, and then download and install voices directly from the Web page.

**Note:** Contact your international distributor for additional languages.

# **Mouse Echo**

If mouse echo is enabled, MAGic reads text that you point to with the mouse. To customize this feature, open the **Speech** menu and choose **Mouse Echo**.

Mouse Echo ?×
✓ Enable Mouse Echo Speech Delay: 0.4 ★ (seconds)
<ul> <li>Point &amp; Speak</li> <li></li></ul>
Mouse Movement Stops Speech
Cancel

# Enable Mouse Echo

Use this check box to turn mouse echo on or off.

# **Note:** MAGic still speaks ToolTips if mouse echo is off. If you do not want MAGic to speak ToolTips, open the **Speech** menu and choose **Verbosity**. Then clear the **Tool Tips** check box.

# **Speech Delay**

Specify the length of time you want MAGic to wait before it reads the word or line at the current location of the mouse pointer. The delay is measured in seconds. If you move the mouse pointer away before the delay has elapsed, MAGic does not read the word or line.

# **Point & Speak**

In this area, select one of the following options:

- Word at Mouse Position MAGic reads the word at the current location of the mouse pointer. You must point at the word for the length of time specified in the Mouse Speech Delay box before MAGic reads the word.
- Line at Mouse Position MAGic reads the line of text at the current location of the mouse pointer. You must point at the line for the length of time specified in the Mouse Speech Delay box before MAGic reads the line.

#### **Mouse Movement Stops Speech**

Select this check box to allow MAGic to interrupt speech when you move the mouse pointer over text. If you clear this check box, you can move the mouse pointer anywhere on the screen without interrupting speech. This option does not interrupt speech generated by mouse echo.

## **Typing Echo**

When Typing Echo is enabled, MAGic repeats characters and/or words as you type them. To customize this feature, open the **Speech** menu and choose **Typing Echo**.

Typing Echo ?X
Enable Typing Echo
Typing Echo <u>U</u> nit
<ul> <li>Characters</li> </ul>
C Words
C Characters and Words
Indicate Capitalization By
C No Indication
<ul> <li>Pitch Increment</li> </ul>
🔘 Say "Cap"
Indicate <u>C</u> apitalization During:
Say Character and Spelling
Cancel

## **Enable Typing Echo**

Select this check box to turn on typing echo. Clear this check box to turn off typing echo.

## **Typing Echo Unit**

Select one of the following options to determine whether MAGic should repeat characters you type, words that you type, or both:

- Characters MAGic speaks each character that you type.
- Words MAGic speaks each word that you type after you press the SPACEBAR.

• Characters and Word – MAGic speaks each character that you type and then reads the entire word after you press the SPACEBAR.

**Tip:** You can press **INSERT+2** at any time to cycle through the available typing echo units.

#### **Indicate Capitalization**

Select one of the following options to determine how you want MAGic to indicate that a letter is capitalized:

- No Indication MAGic does not indicate capitalization.
- **Pitch Increment** MAGic indicates that a letter is capitalized by reading it in a higher pitched voice.
- **Say "Cap"** MAGic says the word, "Cap," before reading a letter that is capitalized.

#### **Indicate Capitalization During**

If you selected the **Pitch Increment** radio button, select one of the following options to determine when MAGic indicates that a letter is capitalized:

- Say Character and Spelling MAGic only indicates capital letters when spelling a word or reading by character.
- Say Word, Character and Spelling MAGic indicates capital letters when spelling, reading by word, and reading by character.
- Say Line, Word, Character and Spelling MAGic indicates capital letters when spelling and when reading by line, word, or character.

# **Tip:** You can press **MAGic Key+F2** at any time to cycle through the various options for indicating capitalization.

## Verbosity

From the **Speech** menu, choose **Verbosity** to control the event driven functions that MAGic speaks. Select the check boxes of the items that you want to hear.

Verbosity	?×
Automatically Speak ✓ <u>Control Group Name</u> ✓ Control Name ✓ Control Type ✓ <u>D</u> ialog Name ✓ Dialog Text ✓ Document Name ✓ Help <u>B</u> alloon I tem <u>N</u> umber	<ul> <li>✓ Item State</li> <li>Position Information</li> <li>✓ Magic Message</li> <li>✓ Screen Message</li> <li>✓ Selected Item</li> <li>✓ Status Information</li> <li>✓ Tool Tip</li> </ul>
Access <u>K</u> ey None Speak All Speak Menus Only Speak Dialogs Only	<u>R</u> estore Factory Settings Cancel

#### **Automatically Speak**

This area contains check boxes that allow you to determine which items MAGic reads as you navigate dialog boxes or documents. If the check box next to the item is selected, then MAGic will announce that item. The following are brief descriptions of each available verbosity option:

- **Control Group Name** Often, options in a dialog box are put into groups when they have related functions. When this check box is selected, MAGic speaks the group box heading the first time you move to or select an item in the group.
- **Control Name** MAGic automatically reads the prompts or labels for dialog box options when you move to them. Control names appear on the screen, and usually provide information about a control.
- Control Type MAGic announces the type of the currently selected dialog box option. There are several common types of controls found in Windows, including edit boxes, combo boxes, buttons, list boxes, and so on. Control types do not appear as text on the screen.

- **Dialog Name** MAGic reads the text that appears on the title bar of a dialog box when it becomes active.
- **Dialog Text** MAGic reads the descriptive, non-interactive text that appears in dialog boxes.
- **Document Name** MAGic announces the title of the active document window. This can be the title of a document in Microsoft Word, a text document in Notepad, or e-mail message in Outlook.
- **Help Balloon** Help balloons are used in Windows to provide information about the selected item. When this check box is selected, MAGic automatically reads this information as it is displayed.
- **Item Number** MAGic automatically announces the selected item's numeric position in relation to the total number of items in a window, group, or list.
- **Item State** MAGic announces information that reflects the state of an item. For example, MAGic will notify you whether a choice in a list box is selected or not selected.
- **Position Information** MAGic provides information that describes an item's location in relation to the larger structure that contains it. For example, the coordinates of a table can be considered positional information because they describe that cell's position within the table.
- **MAGic Messages** MAGic provides you with messages that aid in navigation by verifying that a Windows action has taken place. For example, the message, "Top of window," assists in navigation by alerting you that you have reached the top of the current window.
- Screen Message MAGic reads text that appears on the screen, but may not be attached to a particular control. For example, some radio buttons have additional or related information found in another nearby area of the screen.
- Selected Item MAGic automatically reads the selected item within a list or window.
- **Status Information** MAGic provides you with speech feedback when you perform certain MAGic commands.
- **Tool Tips** Tool Tips frequently appear when you rest the mouse over an item for a brief period of time. The Tool Tip gives you a short description of the item. If this check box is selected, MAGic speaks Tool Tips of any length.

#### Access Key Verbosity

Within menus and buttons, often a letter is underlined. You can press the underlined letter (also called an access key) in conjunction with the **ALT** key to activate the command or button. You can choose which access keys MAGic announces by selecting one of the following options:

- None Access keys are not announced.
- Speak All MAGic announces access keys in both menus and dialog boxes.
- Speak Menus Only MAGic only announces access keys in menus.
- Speak Dialogs Only MAGic only announces access keys in dialog boxes.

#### **Restore Factory Settings**

Choose the **Restore Factory Settings** button to return to the default MAGic verbosity choices. These were the settings in use when you first installed the program.

## **Verbosity Schemes**

From the **Speech** menu, choose **Verbosity Schemes** to create and switch between verbosity schemes. Verbosity schemes give you additional control over which items MAGic announces, as well as how they are announced. You can also define custom text that MAGic speaks when you move to a control or other element. Alternatively, you can assign a sound that you want MAGic to play instead of speaking. You can also choose to combine both speech and sounds, or tell MAGic to ignore certain items entirely.

Speech Or	nly - Verbosity Sc	heme			
<u>S</u> cheme:	Speech Only		-	Save <u>A</u> s	<u>D</u> elete
Control T	уре				
Control	Types	Behavior			~
Default 3 State Button		Speak Speak Speak			
, Behavior:	Speak	•	Sele	ct <u>W</u> ave File	
<u>T</u> ext:					
Control S	itate				
Control	States	Behavior			~
Default Checke Closed		Speak Speak Speak			~
, Behavior: <u>T</u> ext:	Speak	<u> </u>	Sele	ct <u>W</u> ave File	

#### Scheme

In the **Scheme** list, select the verbosity scheme that you want to use. If you create and save a new scheme, it appears in this list.

Tip: You can press ALT+INSERT+S to select a different verbosity scheme at any time.

#### Save As

After you choose which speech and sounds you want MAGic to use when announcing various control types and states, choose the **Save As** button to save your preferences as a scheme. Navigate to the folder where you want to save the scheme, and then type a name for the scheme in the **File Name** edit box. This is the name that appears in the **Scheme** list. Select your new scheme in the **Scheme** list to activate it.

#### Delete

Choose the **Delete** button to delete the verbosity scheme currently selected in the **Scheme** list.

## **Control Type**

The **Control Type** list shows all of the various controls that MAGic can announce. A control can be a dialog box option, HTML element, heading, button, or other item. The **Behavior** column lists the action that MAGic takes when you move to that control type. "Speak" means that MAGic announces the control type using synthesized speech. "Play Sound" means that MAGic plays a specific sound instead of speech. "Speak & Play Sound" means that MAGic both speaks the control type and plays a sound. "Ignore" means that MAGic does not announce the control in any way.

#### **Behavior**

To change the action associated with a control, select the control in the **Control Type** list and then choose a new action from the **Behavior** list. If you select "Play Sound" or "Speak & Play Sound," you must choose the **Select Wave File** button to pick which sound you want to use.

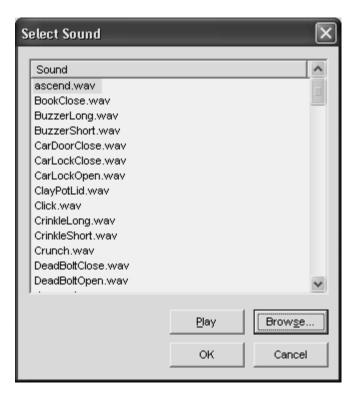
Tip:	Assign the behavior "Ignore" to control types that you do not
	want MAGic to announce.

#### Text

If you select "Speak" or "Speak & Play Sound" in the **Behavior** list, you can type some custom text in this edit box that you want MAGic to announce. MAGic reads this text instead of the control type.

#### **Select Wave File**

If you select "Play Sound" or "Speak & Play Sound" in the **Behavior** list, choose the **Select Wave File** button to open the **Select Sound** dialog box. Select the sound that you want to use and choose **OK**. You can choose the **Play** button to hear a preview of the selected sound. If the sound you want to use is not in the list, choose the **Browse** button to locate the file on your computer. You can use any sound file with a .wav file extension. After you locate and select the file, choose **OK** to add it to the list of available sounds.



#### **Control State**

The **Control State** list shows all of the control states that MAGic can announce. Control states provide information about the status of a control. For example, the control states for a check box are "Checked" and "Unchecked." The **Behavior** column lists the action that MAGic takes when you move to an item with that control state. "Speak" means that MAGic announces the control state using synthesized speech. "Play Sound" means that MAGic plays a specific sound instead of speech. "Speak & Play Sound" means that MAGic both reads the control state and plays a sound. "Ignore" means that MAGic does not announce the control state in any way.

#### **Behavior**

To change the action associated with a control, select the control in the **Control State** list and then choose a new action from the **Behavior** list. If you select "Play Sound" or "Speak & Play Sound," you must choose the **Select Wave File** button to pick which sound you want to use.

#### Text

If you select "Speak" or "Speak & Play Sound" in the **Behavior** list, you can type some custom text in this edit box that you want MAGic to announce. MAGic reads this text instead of the control state.

#### Select Wave File

If you select "Play Sound" or "Speak & Play Sound" in the **Behavior** list, choose the **Select Wave File** button (see page 107) to open the **Select Sound** dialog box.

## **Reading Options**

From the **Speech** menu, choose **Reading Options** to customize how MAGic reads and scrolls the page.

Reading Options	]
Auto Scroll During Reading C <u>N</u> one • <u>By Page</u> C By <u>L</u> ine	
🦳 Auto Speak <u>W</u> eb Pages	
OK Cancel	

#### **Auto Scroll During Reading**

The **Auto Scroll During Reading** area lets you customize how speech advances when the bottom of a window is reached.

- **None** Reading stops at the bottom of the window regardless of the size of the document. The document does not scroll automatically; you must move to the next screen manually and make MAGic begin speaking again.
- **By Page** Reading continues beyond the window limit by automatically feeding the next page of the document.
- **By Line** Reading continues beyond the window limit by automatically feeding the document one line at a time.

#### Auto Speak Web Pages

Select the **Auto Speak Web Pages** check box if you want MAGic to automatically begin reading when you view Web pages or other HTML documents.

## **Highlight Options**

From the **Speech** menu, choose **Highlight Options** to customize how MAGic highlights text on the page.

Highlight Options 🛛 🗙			
<u>H</u> ighlight Style:	Box 🗸		
C <u>o</u> lor:	Green 🗸		
<u>T</u> ransparency:			
Thic <u>k</u> ness:			
OK	Cancel		

#### **Highlight Style**

When MAGic uses synthesized speech to read the text on your screen, it can highlight the text it is speaking. This allows you to easily follow the text visually while MAGic reads. In the **Highlight Style** list, choose one of the following options to specify how you want MAGic to highlight text:

- None MAGic does not highlight text as it reads.
- **Box** Surrounds the text MAGic reads with an empty, rectangular outline.
- **Block** Highlights the text MAGic reads with a solid rectangle.
- **Underline** Underlines the text that MAGic reads.

## Color

In the **Color** list, choose a color for the highlight style you selected. If you want to invert the colors in the area covered by the highlight, choose **Invert Colors**.

#### Transparency

Use the **Transparency** slider to adjust the transparency level of the selected highlight style. A higher level of transparency allows you to see more of the surrounding area covered by the highlighting.

#### Thickness

Use the **Thickness** slider to adjust the thickness of the highlight style you selected. This lets you change the vertical size of the underline and block highlight styles, and determine the thickness of the border for the box highlight style.

The **Tools** menu allows you to customize how you use your computer's keyboard with MAGic.

<u>T</u> ools	
<u>K</u> ey	board Manager
Dict	ionary Manager
<u>S</u> cri	pt Manager

## **Keyboard Manager**

Use the Keyboard Manager to

- Assign keystrokes, or hot keys, to MAGic functions. Hot keys can be applied globally or to specific applications. See *Assigning Hot Keys* on page 114 for more information.
- View current hot key assignments
- Change or remove current hot key assignments
- Restore default hot key assignments
- Reassign keys on the MAGic Large Print Keyboard (see page 115)
- Create shortcuts and associate hot keys to run programs, locate files, and open Web pages. See *Creating Shortcuts* on page 115 for more information.

To open the Keyboard Manager, choose the **Tools** menu, and then select **Keyboard Manager**. Below is a graphic and description of the Keyboard Manager dialog box.

Keyboard Manager	?×		
Agplications: All Default Action: AlternateSayAll AnnounceLastAlert AnsiCharsDecrement AutoSwitchToggle CenterMouseInView ColorEnhancementToggle DecreaseMagnification DecreaseSpeedDuringPanning DecreaseSystemVolume DisplayLocator DisplayMagicContextMenu	Category: All Default Current Hot Keys: Insert+Alt+DownArrow MAGicKey+Alt+MouseLeftClick MagicKey+Alt+Space Assign Hot Key Bemove Hot Key Category: All Default Differentiate Between Left/Right <u>C</u> trl Left/Right <u>S</u> hift Left/Right <u>A</u> lt		
Action D <u>e</u> scription:	Create Shortcut Delete Shortcut		
If you are set up to use a SAPI synthesizer for SayAll, the alternate SayAll will use your default non-SAPI synthesizer. If you are not setup to use SAPI for SayAll, the alternate SayAll will use your currently installed SAPI synthesizer for the SayAll. MAGic Key:CapsLock <u>M</u> AGic Key OK Cancel Apply			

- Use the **Applications** list to select a specific program and view its associated functions and hot keys. These functions appear in the **Action** list, and the assigned hot keys appear in the **Current Hot Keys** list.
- Use the **Category** list to further define functions such as magnification, speech, and navigation. By using both the Applications and Category lists, you can reduce the number of items in the Action list and make it more manageable. A brief explanation of the selected item appears below the Action list.
- Choose Create Shortcut to make a shortcut that launches an application, opens files on your computer or network folder, or opens a favorite Web site. For example, you can assign the M1 key (available on the MAGic Large Print Keyboard) to open a document that you need to regularly access.
- Finally, you can choose **MAGic Key** to change the modifier key (**CAPS LOCK**, **ALT**, **SHIFT**, **CTRL**, or **WINDOWS Key**) used to perform MAGic functions from the keyboard.

## **Assigning Hot Keys**

To add a hot key, do the following:

- 1. Use the Applications and Category lists to reduce the number of items in the Action list.
- 2. Select an action in the **Action** list, and click **Assign Hot Key** or press **ALT+S**. The Assign Hot Key dialog box opens.

**Note:** If a hot key is already assigned, it appears in the Current Hot Keys list.

- 3. Press the combination of keys that you want to assign to the selected action. The key combination appears in the **Assign To** edit box. Choose **OK** to exit the dialog box and return to Keyboard Manager.
- **Note:** When you assign hot keys to actions, it does not matter whether you press the right or left **ALT**, **CTRL**, or **SHIFT** key. However, you may want to use only the left or right key so that additional key combinations remain available.
- 4. To specify the left or right ALT, CTRL, or SHIFT keys for a hot key, select the appropriate check boxes in the Differentiate Between group before you activate the Assign Hot Key button. For example, if you want to create a hot key that uses only the left ALT key, select the Left/Right Alt check box.
- **Note:** The hot keys that you assign while these check boxes are selected will always require you to press the correct left or right key. If you later clear the check box, previously created hot keys still require you to use the correct left or right key.
- 5. Choose **OK** or **Apply** to save the new hot key assignment.

To remove a hot key, do the following:

• Select it in the **Current Hot Keys** list and click **Remove Hot Key** or press **ALT+R**. Confirm that you want to delete the hot key.

To restore default hot keys, do the following:

• Click **Restore Defaults** or press **ALT+D** to return all hot key assignments to their original key combinations.

## **Creating Shortcuts**

#### Click Create Shortcut or press ALT+O.

- 1. In the Assign Hot Key edit field, press the key combination you want to use to activate the shortcut.
- Type the path to a file, program executable, or Web site address in the Location edit field.
   For example, C:\\files\myfile.txt, or http://www.freedomscientific.com.
   Select the Browse button to search for the application or document you want to use if you do not know the direct path.
- 3. Type a name for the shortcut in the Shortcut Name edit field. This name then appears in the Action list.

## **MAGic Large Print Keyboard**

The MAGic Large Print Keyboard contains extra keys that are assigned to the most commonly used MAGic functions. These functions also appear in the Action list. When highlighted, an image of the key displays in the Keyboard Manager dialog box for easy identification. Also, in the Current Hot Keys list, the prefix Mk is used to identify a key's default assignment. If you like, you can assign other functions to these keys. For example, if you do not use dual monitors, you can change the **Jump to Next Display** key to mute system sounds.

#### Windows Commands in the Action List

A list of standard Windows commands for Web browsers, media players, and other items are available in the MAGic Keyboard Manager. Select any command from the Windows Commands category and assign it a unique keystroke (hot key) for use with the MAGic Large Print Keyboard, or a standard computer keyboard. For example, you can assign **ALT+SHIFT+B** to the Browse Home action. When using your Web browser, press this hot key to return to your home page.

- Browser Back. Opens the previous Web page in the Web browser.
- Browser Favorites. Opens the list of Favorites in Internet Explorer or Bookmarks in Firefox.
- Browser Forward. Opens the next Web page in the Web browser.
- Browser Home. Opens your Web browser's home page.
- Browser Refresh. Refreshes (reloads) the current Web page.
- Browser Stop. Terminates downloading of the current Web page or file in your Web browser.
- Launch Calculator. Starts the Microsoft Calculator.
- Launch Mail. Starts the default e-mail program.
- Launch Media Player. Starts the default media player.
- Launch My Computer. Starts My Computer, which gives access and information about your computer's hardware.
- Media Next Track. Moves to the next track in the media player.
- Media Play/Pause. Switches between play and pause in the media player.
- Media Previous Track. Moves to the previous track in the media player.
- Media Stop. Stops the current track being played in the media player.
- Microphone Mute. Mutes the microphone.
- Microphone Volume Down. Decreases the microphone's input volume level.
- Microphone Volume Up. Increases the microphone's input volume level.
- Redo. Repeats the last action.
- Search. Opens Windows Search so you can search for documents, emails, pictures, and other content on your computer.
- Undo. Cancels the last action.

- Volume Down. Decreases the playback volume level of the sound device.
- Volume Mute. Mutes the playback volume of the sound device.
- Volume Up. Increases the playback volume level of the sound device.

## **MAGic Key**

Pressing the **MAGic Key** in combination with other keys activates a MAGic command if one is assigned; otherwise it will pass the key combination through to the application. Pressing the **MAGic Key** by itself and releasing it will not carry out any action.

The default **MAGic Key** is **CAPS LOCK**. From the **Keyboard Manager** dialog, choose **MAGic Key** to assign the MAGic Key to any of the following keys: extended **INSERT** (found on the six pack), **NUM PAD INSERT**, either **INSERT**, or **SCROLL LOCK** (the key just above **HOME** on the six pack).

MAGic Key	?×
MAGic Key © Caps Lock © Extended Insert © Num Pad Insert © Either Insert © Scroll Lock	
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## **Dictionary Manager**

The Dictionary Manager lets you change the way MAGic speaks words, phrases, abbreviations, or symbols. If MAGic mispronounces your name, for example, you can change the pronunciation with the Dictionary Manager. You can also assign a sound to play, speak the word in a different language, or any combination of these options. MAGic contains a large dictionary of words and their pronunciations. As a word is read on the screen, MAGic checks it against the dictionary and follows the rules when it speaks the word. You can use the Dictionary Manager to add, change, or delete word pronunciation rules.

🌿 default.jdf - MAGic Dictionary Manager		
File View Help		
D 26 8		
Dictionary Entries		
, English I	Add	٦
Eloquence Software		5
irrational≕ir rational	Change	
ESA=E S A	Delete	٦.
🚊 Russian	Delete	J
표 RealSpeak Solo Direct		
.freedomscientific.com=dot freedom scientific dot com		
Aguilar=AgULar		
anspach=onn spock		
Brigham=Brigam		
Cakewalk=CakeWalk		
	*	
or Help, press F1.		T

To add a word to the Dictionary Manager, do the following:

- 1. From the File menu, do one of the following:
  - Choose **New** to add Dictionary files for applications that do not already have .jdf files. After you choose this command, type a name for this dictionary file and press **ENTER**.
- **Note:** Pressing **MAGic Key+D** while in the current application automatically opens a new dictionary file if one does not exist for that application.
  - Choose Open if you want to make a change to the Dictionary files for several applications, select the .jdf file for the application from the Open File dialog and press ENTER to open the Dictionary file. You can then add, change, or delete a dictionary entry for that application. The list of files contains both shared and user files located in the MAGic settings folders. To copy a dictionary file from another location into your user settings folder, choose the Import button.
  - Choose Open Default File if you want the word to be spoken the same way in every application, choose Open Default File (CTRL+SHIFT+D) to add, change, or delete default dictionary entries.
- 2. Select Add. The Add Dictionary Definition dialog box opens.

Add Dictionary Definition
Actual Word:
Replacement Word:
Sound:
<none></none>
Select Sound Play Sound
Applies to:
Language:
English
Synthesizer:
RealSpeak Solo Direct 🛛 👻
Voice:
All Voices
Speak replacement word <u>u</u> sing Language:
Default 🗸
Case Se <u>n</u> sitive
<u>O</u> K <u>C</u> ancel
For Help, press INSERT+F1.

- 3. In the Actual Word edit field, type in the word as it is spelled in your application. When this word is later read by MAGic it will be pronounced in the way you specify in the Replacement Word edit field.
- 4. In the Replacement Word edit field, type in the word as you want it pronounced. When this word is later read by MAGic it will be pronounced in the way you specify. Use the Say Line command to hear the word and make sure it is being pronounced as you want. To hear the actual word, press **ALT+A**.
- 5. Use the Select Sound and Play Sound buttons if you want to associated a sound when MAGic reads the word entered in the Actual Word edit field.

- 6. Select a language from the Language combo box to limit a dictionary rule to a specific language. After selecting a language, you can further refine the rule to include an exact synthesizer and supported voice. If "All Languages" is selected, the rule applies to all languages, synthesizers, and voices.
- 7. Select a synthesizer from the Synthesizer combo box to limit a dictionary rule to a specific synthesizer for the current language. After selecting a synthesizer, you can further refine the rule to include an exact voice that is supported by the synthesizer and language. If "All Synthesizers" is selected, the rule applies to all synthesizers for the selected language.
- 8. Select a voice from the Voice combo box to limit a dictionary rule to a specific voice for the current synthesizer and language. If "All Voices" is selected, the rule applies to all voices for the selected synthesizer.
- 9. If you want MAGic to read the word in the Actual Word edit box using a different language, select a language from the Speak Replacement Word Using Language list. The list displays languages that are available for whichever synthesizer is selected in the Synthesizer combo box located in this dialog. If the Synthesizer combo box is set to All Synthesizers, then this language list will only contain Default.
- 10. If you select the Case Sensitive check box, MAGic will apply the dictionary definition to match the text that is typed into the Actual Word edit box. For example, if the word is capitalized, then the rule only applies to capitalized instances of that word. When the check box is cleared, MAGic will apply the definition to the Actual Word value no matter its case.
- 11. Select **OK** to save the dictionary definition and close the Add Dictionary Definition dialog box. The new rule now appears in the Dictionary Entries tree view.

#### **Dictionary Entries**

The Dictionary Entries tree view contains a list of all rules for the current Dictionary Manager. In addition to creating rules for specific words, rules can also be defined to restrict the rule to a particular language, synthesizer, or voice. If such a rule exists, the language will appear at the top of the tree view. The language rules restrict the dictionary rule to text spoken in the language. Use the **RIGHT ARROW** key to expand the tree for a specific language to access language specific rules. Further restrictions within the language can apply to specific synthesizers. The synthesizer rules restrict the dictionary rule to text spoken with a specific synthesizer. Use the **RIGHT ARROW** key to expand the tree for a specific synthesizer to access synthesizer specific rules. Further restrictions within the synthesizer can apply to specific synthesizer voices. The voice rules restrict the dictionary rule to text spoken with a specific synthesizer voice. Use the **RIGHT ARROW** key to expand the tree for a specific synthesizer voice to access synthesizer voice specific rules. Use the **LEFT ARROW** to collapse items, and use the UP and DOWN ARROW keys to move through and select items in the tree view. First letter navigation is also available so that you can quickly jump to an item in the tree view.

## **Script Manager**

**Note:** The Script Manager command is only available if you have the MAGic Scripting Pro Edition application. If you have another version of MAGic, this command is grayed out.

The Freedom Scientific Script Manager is a script editing program with all the features necessary for you to create scripts. These features include:

- Hot keys for quick file navigation, text editing, and dialog access
- Easy to follow dialogs that help you to find and assign scripts, functions, and parameters
- Seamless information transfer to other files
- Commands for opening and saving both user and shared script files
- A compiler that checks for syntax errors when compiling
- A zoom feature for those of you with low vision

For more information about scripting MAGic, refer to MAGic's online help.

# Chapter 7 Application Specific Functions

For many popular software applications, such as Microsoft Word, Excel, Internet Explorer, and Adobe Acrobat, MAGic contains application specific functions to help you work in these applications. With MAGic's application specific functions, you will find that using these functions consolidates screen information, enhances application navigation, and gives you greater control over what is spoken. Each popular application may contain unique options, settings and key assignments. There are several ways for you to learn more which applications contain special functionality and the options available for each application.

# **MAGic Help System**

Use the MAGic help system to view topics describing application specific keystrokes and options. To access this information, do the following:

- 1. From the MAGic application window, select **Help Topics** from the **Help** menu. This opens the MAGic help system.
- 2. Select the book titled **Popular Applications with MAGic**; it appears in the **Contents** window on the left side of the split screen. Within this book are topics for each popular application for which MAGic provides special functionality. The application topics describe detailed keystrokes, options, and functionality for that application.
- 3. Once a topic is selected, it appears on the right side of the split screen. Use the links within the topic to learn more about using MAGic with the program.

## **Keyboard Manager**

The Keyboard Manger contains all MAGic functions that can be used in any application, as well as functions that are specific to popular applications. Within the Keyboard Manager, you can learn about current assignments. You can also create or redefine hot keys using the Keyboard Manager.

To open the Keyboard Manager, do the following:

1. From the MAGic application window, select **Keyboard Manager** from the **Tools** menu. The Keyboard Manager dialog box opens.

- 2. In the **Category** combo box, scroll down and select an application.
- 3. Select an action in the **Action** list box. The action is defined in the **Description** read-only edit box at the bottom of the Keyboard Manager dialog box.

## Chapter 8 Contacting Freedom Scientific



**Corporate Headquarters** 

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**Technical Support Hours:** Monday through Friday 8:30 am to 7:00 pm Eastern Time (USA)

## **Freedom Scientific Web Site**

The Freedom Scientific Web site, http://www.FreedomScientific.com, is a comprehensive source of information regarding MAGic screen magnification software, JAWS screen reader software, training opportunities, application-specific cassette tutorials and the company that develops these products.

The Freedom Scientific Web site is designed to be accessible by people with disabilities and includes a great deal of technical support information as well as online ordering capability, RealAudio descriptions of many products, and continuous product update and maintenance downloads.

## **Documentation Feedback**

At Freedom Scientific, we strive to produce the highest quality documentation products, and welcome your feedback. If you have comments or suggestions about our online Help or printed guides, send your e-mail messages to Documentation@FreedomScientific.com.

## Sales

Contacting the Freedom Scientific Sales Department

Sales Telephone: (800) 444-4443

International Sales Telephone, including Canada: (727) 803-8000

Sales Fax: (727) 803-8001

World Wide Web: http://www.FreedomScientific.com

Sales e-mail: info@FreedomScientific.com

To ensure that your request is handled promptly, include your complete address and telephone number.

**Office Hours:** Monday through Friday, 8:30 am to 5:00 pm Eastern Time (USA)

# **Technical Support**

You must be a registered user to access Freedom Scientific support services. Freedom Scientific support services are subject to Freedom Scientific terms and conditions in place at the time the service is used.

Reach Technical Support using the following options:

World Wide Web: http://www.FreedomScientific.com

Technical Support e-mail: Support@FreedomScientific.com

Technical Support Telephone: (727) 803-8600

**Technical Support Hours:** Monday through Friday 8:30 am to 7:00 pm Eastern Time (USA)

When you call, be at your computer, have your documentation in hand, and be prepared to provide the following information:

- Product serial number used for registration.
- Product name and version number.
- Type of computer hardware you are using.
- Software version number of Windows.
- Exact wording of any messages that appear on your screen.
- What you were doing when the problem occurred.
- How you tried to solve the problem.

# Appendix A Remote Access

Remote access software, like Citrix Program Neighborhood and Remote Desktop Connection, allows you to establish a connection from your computer (called the "client") to another computer (called the "server"). Once connected, you can run programs and view files just as if you were sitting at the server's keyboard. The server handles all processing and data storage tasks. The client computer acts as an intermediary between you and the server, relaying your commands and displaying the results.

Visually, users see a graphical representation of the server's desktop on their client computer. However, the version of MAGic installed on the client cannot read or interact with this image. With MAGic remote access, you install a version of MAGic on the server to provide access to programs you use while in a terminal session. The version of MAGic installed on the server sends the output to the client through a virtual channel. The version of MAGic installed on the client computer then relays this output to the user.

The Remote Access feature is only available for licenses of MAGic Professional that use Internet License Manager (ILM) for authorization. You cannot use the thumb drive versions of MAGic in terminal sessions. The Remote Access feature must be purchased separately. Contact Freedom Scientific Sales for more information.

## **System Requirements**

## **Server System Requirements**

Citrix and Terminal Services both allow client computers to connect to the server and access programs and files stored on it through the Windows user interface. Your server must meet the following requirements:

- Windows XP, Windows Server 2008, or Windows Server 2003.
- If you are using Citrix ICA protocol, you will need Citrix MetaFrame Feature Release 3 or later.

## **Client System Requirements**

Client computers can use Remote Desktop Protocol (RDP) or Citrix Independent Computer Architecture (ICA) protocol to connect to a server and access its programs and files. MAGic only supports Windows-based clients.

There are no additional system requirements beyond those required for MAGic and Citrix Program Neighborhood, Terminal Services Client, and/or Remote Desktop Connection. In addition, client computers must meet the following minimum requirements:

- Program Neighborhood Client version 7.0 or later, if you are using Citrix ICA protocol.
- If you are using Terminal Services, you need either Microsoft Remote Desktop Connection version 5.0 or later or Terminal Services Client version 5.0 or later.
- One or more serial ports, if you are using a serial hardware synthesizer. One port is required for each device.
- One or more USB ports, if you are using a USB hardware synthesizer. One port is required for each device.

## **User and Shared Profiles for Remote Access**

Just as Windows provides a My Documents folder for each user on a computer or server, MAGic allows each user to have their own profile. This profile contains the user's custom settings. This allows different users on the same system to set up and run MAGic in completely different ways. MAGic saves your user settings in Documents and Settings\*User Name*\Application Data\Freedom Scientific\MAGic\*Version*\Settings\Enu.

In addition to these user profiles, MAGic also sets up a shared profile. MAGic uses the settings in this shared profile whenever the user has not specifically defined their own custom settings. The shared profile allows a network administrator to set up a baseline configuration for MAGic according to the needs of that network's users. MAGic saves shared settings in Documents and Settings\All Users\Application Data\Freedom Scientific\MAGic\Version\Settings\Enu.

**Note:** User settings override any identical setting specified in the shared profile.

User and shared profiles allow MAGic to work better with Citrix MetaFrame and Terminal Services. Each user that connects remotely to the server uses his or her own user settings, without overriding the shared settings or the settings of other users. Your settings for remote sessions are stored on the server and are available if you connect to the server using the same account and a different client computer. A user can have different settings for using MAGic locally on the client computer and using MAGic remotely with the server.

## **Assigning Access Privileges**

Before installing MAGic on the server, ensure that you have full write access to the folder where MAGic will be located. All MAGic users should have read-only access to this folder using the same network name.

MAGic saves user settings files in the folder Documents and Settings\User Name\Application Data\Freedom Scientific\MAGic\Version\Settings\Enu (where User Name is the name associated with the user account). Users must have read and write access to these files.

Settings in shared files apply to all MAGIC users on the computer or network. MAGic saves shared files in Documents and Settings\All Users\Application Data\Freedom Scientific\MAGic\Version\Settings\Enu so they are accessible to each user that logs on to the computer. Users must have a minimum of read-only access to these files.

# **Remote Access Installation Instructions**

You must install MAGic on the server and all client computers. The server and/or client must have the proper licenses with the remote access option enabled. In addition, the version of MAGic installed on the server must be identical to the version of MAGic installed on the client computer.

## **Installing MAGic on the Server**

Do the following to install MAGic with remote access support on the server. This procedure provides MAGic speech access for local users of the server. You must have administrative privileges for the server to install MAGic. In addition, you must restart the server after installation.

- **Tip:** For information on installing MAGic on the server remotely or without installing the drivers, refer to the MAGic online help system.
- 1. Insert the MAGic program disc into the server's disc drive.
- When the MAGic Setup dialog box displays, choose the MAGic Setup button. If the dialog box does not appear, press WINDOWS Key+R, type "D:\Setup.exe" and press ENTER (if your disc drive is not D, substitute the correct letter).

**Note:** If you are installing MAGic from the package for the Web, press **WINDOWS Key+E**, navigate to the folder where you saved the package file, select the file, and press **ENTER**.

- 3. When Setup asks you to select an installation type, select **Custom**.
- 4. Choose the destination folder and your startup preferences.
- 5. When Setup asks you to select remote access components, select the Allow MAGic Enabled Clients to Connect to this System check box. If you intend to use the server computer locally to connect to another server, you can select the Allow this System to Connect to MAGic Enabled Servers check box as well.
- 6. Follow the instructions and complete the installation.

## **Installing MAGic on Client Computers**

After you install MAGic on the server, you must install the program on any client computers that will use MAGic while accessing the server remotely.

Do the following to install the program on a client computer:

- 1. Insert the MAGic program disc into the client computer's disc drive.
- When the MAGic Setup dialog box displays, choose the MAGic Setup button. If the dialog box does not appear, press WINDOWS Key+R, type "D:\Setup.exe" and press ENTER (if your disc drive is not D, substitute the correct letter).
- 3. When Setup asks you to select an installation type, select **Custom**.
- 4. Choose the destination folder and your startup preferences.
- 5. When Setup asks you to select remote access components, select the Allow this System to Connect to MAGic Enabled Servers check box.

- **Note:** Setup will only install support for Citrix if the client software is installed on the computer. Be sure to install the Citrix client software before installing MAGic.
- 6. Follow the instructions and complete the installation. If you have a single-user license of MAGic, you can activate your product after the installation.

## **Authorizing MAGic for Remote Access**

When using MAGic in terminal sessions, you must have a license that includes the remote access option (purchased separately). After you establish a remote connection, the version of MAGic installed on the server attempts to obtain remote access authorization from the client computer. In order to obtain authorization from the client, the version of MAGic installed on the client computer must have either a stand-alone (local) license, access to a license server with one or more free tokens, or an attached dongle. The client computer's license must include the remote access option to provide authorization for the version of MAGic installed on the server.

If the server cannot find the correct authorization, it searches for a license server. The license server must have one or more free tokens, and its multi-user license must include the remote access option. The server cannot obtain authorization from its own stand-alone (local) license or a dongle during terminal sessions.

If the server cannot find any authorization, an error message appears and you will not be able to use MAGic during the terminal session.

**Tip:** For information on activating a single-user license or setting up a license server for a multi-user license, refer to *Product Activation* on page 6.

## **Starting a Terminal Session**

After you have installed MAGic on the server and client computers and activated your license, you can begin using MAGic in terminal sessions. To start a terminal session, do the following:

1. Start the client software you are using to connect to the server (such as Program Neighborhood or Remote Desktop).

- Tip: Remote Desktop is included with Windows. To start this program, open the Start menu and choose Programs, Accessories, Communications, Remote Desktop Connection.
- 2. Establish a connection to the server. For information on connections, refer to your client software documentation.
- 3. Log on to the server using the credentials supplied by the system administrator.
- 4. In the terminal session window, start MAGic on the server. You will not hear any speech feedback until you start MAGic on the server.
- **Tip:** You can start MAGic quickly by pressing **WINDOWS Key+R**, typing "MAGic*X*" (where *X* is the version number), and pressing **ENTER**.

## **Ending a Terminal Session**

When you have finished working in a terminal session, you can choose to either disconnect or log off from the server. If you disconnect, you end the connection between the client and server computers, but your user account remains logged on. Depending on how the administrator sets up the server, this may cause your programs and files to remain open and use system resources. Logging off from the server ends the connection and closes all your programs and files, ensuring that they do not consume unnecessary server resources.

## Appendix B SAPI Synthesizers on a Network

When you use MAGic on a network, the procedure for selecting a synthesizer other than Eloquence is the same as when you use a standalone version of MAGic.

When you update your synthesizer list in the **Voices** dialog box, the synthesizers that populate the **Available SAPI Synthesizers** list are stored in your user profile. Therefore, the next time that you log into MAGic this information will automatically be displayed for you.

If you move to another computer that does not have the same synthesizers installed, and attempt to change your synthesizer to one of these, you will receive a message stating, "The synthesizer you have selected is not available. Would you like this synthesizer removed from your list of available synthesizers." Choose **Yes** if you do not want to use this synthesizer on the network in the future. Choose **No** to have the synthesizer remain in your list for use on other network computers. When you choose an unavailable synthesizer, after attempting to find the synthesizer on your computer, MAGic will continue to use the synthesizer you were using before attempting to change synthesizers. If you select a synthesizer other than Eloquence as your synthesizer and move to a computer that does not have that synthesizer installed, when you log into MAGic, you will receive notification of this. Speech then defaults to Eloquence.

**Note:** By default, the **MAGic Key** is the **CAPS LOCK** key on your keyboard.

#### General

Description	General Keystrokes
Start MAGic	<b>CTRL+ALT+M</b> (default keystroke – can be changed using the Startup Wizard)
Run Script Manager (Only available for MAGic Pro Scripting Edition)	INSERT+0
Minimize/Restore the MAGic User Interface	MAGic Key+U
Pass Through Key	MAGic Key+3
Refresh Screen	MAGic Key+ESC
Open MAGic Context Menu	MAGic Key+APPLICATION Key or MAGic Key+RIGHT MOUSE BUTTON CLICK

## Magnification, Views, and Enhancements

Description	Magnification, Views, and Enhancements Keystrokes
Increase Magnification	MAGic Key+NUM PAD PLUS or CTRL+EQUALS or MOUSE WHEEL UP (scroll wheel up or away from you)

Description	Magnification, Views, and Enhancements Keystrokes
Decrease Magnification	MAGic Key+NUM PAD MINUS or CTRL+DASH or MOUSE WHEEL DOWN (scroll wheel down or towards you)
Magnification Toggle On/Off	MAGic Key+DELETE
Toggle between 1x Magnification and Current Magnification	MAGic Key+SHIFT+DELETE or MAGic Key+MOUSE MIDDLE CLICK (press down on scroll wheel)
Switch to Next Magnified View	MAGic Key+NUM PAD SLASH
Switch to Previous Magnified View	MAGic Key+SHIFT+NUM PAD SLASH
Toggle Color Enhancements On/Off	MAGic Key+F12
Toggle Cursor Enhancements On/Off	MAGic Key+F8
Toggle Mouse Enhancements On/Off	MAGic Key+F4

# Panning and Screen Movement

Description	Panning and Screen Movement Keystrokes
Pan Right	MAGic Key+RIGHT ARROW
Pan Left	MAGic Key+LEFT ARROW
Pan Down	MAGic Key+DOWN ARROW
Pan Up	MAGic Key+UP ARROW

Description	Panning and Screen Movement Keystrokes
Increase Speed during Panning	NUM PAD PLUS
Decrease Speed during Panning	NUM PAD MINUS
Move to Left Edge of Screen in Magnified View	MAGic Key+HOME
Move to Right Edge of Screen in Magnified View	MAGic Key+END
Move to top of Screen	MAGic Key+PAGE UP
Move to Bottom of Screen	MAGic Key+PAGE DOWN
Move to Beginning of Next Line	MAGic Key+ENTER

# Tracking

Description	Tracking Keystrokes
Tracking Toggle On/Off	MAGic Key+R
Move View to Mouse Pointer	MAGic Key+NUM PAD 5
Move View to Cursor	SHIFT+MAGic Key+NUM PAD 5
Tether Mouse to Display	CTRL+INSERT+NUM PAD MINUS

## **Cursor Movement**

Description	Cursor Movement Keystrokes
Route Cursor to Mouse	INSERT+NUM PAD PLUS
Route Mouse to Cursor	INSERT+NUM PAD MINUS

## **Locator Mode**

Description	Locator Mode Keystrokes
Start Locator	MAGic Key+F10
Stop Locator and Move to Selected Area	ENTER
Stop Locator without Moving the Magnified Area	ESC
Move Left	LEFT ARROW
Move Right	RIGHT ARROW
Move Up	UP ARROW
Move Down	DOWN ARROW
Move to End of Line	END
Move to Beginning of Line	НОМЕ
Move to Top of Screen	PAGE UP
Move to Bottom of Screen	PAGE DOWN

## **Quick View Frame**

Description	Quick View Frame Keystrokes
Toggle Quick View Frame On/Off	MAGic Key+Q
Set upper left corner of frame	MAGic Key+LEFT BRACKET
Set lower right corner of frame	MAGic Key+RIGHT BRACKET
Create frame around current dialog box option	MAGic Key+LEFT BRACKET twice quickly
Open Quick View Manager	MAGic Key+9

## Speech

Description	Speech Keystrokes
Silence Current Speech	CTRL
Enable/Disable Speech	MAGic Key+F3
Voice Profiles	MAGic Key+F11
Set Screen Echo	INSERT+S
Select Verbosity Scheme	INSERT+ALT+S

## **Document and Text Reading**

Description	Document and Text Reading Keystrokes
Read All from Location (Say All)	INSERT+DOWN ARROW or MAGic Key+LEFT MOUSE BUTTON CLICK or MAGic Key+SPACEBAR
Alternate Say All	INSERT+ALT+DOWN ARROW or MAGic Key+ALT+LEFT MOUSE BUTTON CLICK or MAGic Key+ALT+SPACEBAR
Read Active Window (reads from the beginning of document window)	MAGic Key+SPACEBAR (twice) or INSERT+DOWN ARROW (twice)
Say Currently Selected Text	MAGic Key+CTRL or INSERT+SHIFT+DOWN ARROW
Say Current Character	NUM PAD 5
Say Current Word	MAGic Key+ALT or INSERT+NUM PAD 5

Description	Document and Text Reading Keystrokes
Spell Current Word	MAGic Key+ALT (twice) or INSERT+NUM PAD 5 (twice)
Next Word	INSERT+RIGHT ARROW
Prior Word	INSERT+LEFT ARROW
Select Next Word	INSERT+SHIFT+RIGHT ARROW
Select Prior Word	INSERT+SHIFT+LEFT ARROW
Say Current Line	MAGic Key+L or INSERT+UP ARROW
Next Line	DOWN ARROW
Prior Line	UP ARROW
Read to Cursor	INSERT+HOME
Read from Cursor	INSERT+PAGE UP
Say Current Sentence	MAGic Key+S
Next Sentence	MAGic Key+CTRL+S
Say Current Paragraph	MAGic Key+P
Read Column from Current Position	MAGic Key+C
Say Contents of Clipboard	MAGic Key+X

**Note:** When using the document and text reading commands, if you move the mouse MAGic reads from the current location of the mouse pointer. If you move the insertion point, MAGic reads from the location of the insertion point.

## **Dialog Box Reading**

Description	Dialog Box Reading Keystrokes
Say Title Bar	MAGic Key+T or INSERT+T
Read Bottom of Window	INSERT+PAGE DOWN
Say Top Line of Window	INSERT+END
Say Default Button in Dialog Box	INSERT+E
Say Window Prompt and Text	MAGic Key+TAB or INSERT+TAB
Say Current Access Key	SHIFT+NUM PAD 5

## Table Reading

Description	Table Reading Keystrokes
Say Current Cell	ALT+CTRL+NUM PAD 5
Cell to Right	ALT+CTRL+RIGHT ARROW
Cell to Left	ALT+CTRL+LEFT ARROW
Cell Below	ALT+CTRL+DOWN ARROW
Cell Above	ALT+CTRL+UP ARROW
First Cell	ALT+CTRL+HOME
Last Cell	ALT+CTRL+END
First Cell in Column	ALT+CTRL+SHIFT+UP ARROW
Last Cell in Column	ALT+CTRL+SHIFT+DOWN ARROW
First Cell in Row	ALT+CTRL+SHIFT+LEFT ARROW

Description	Table Reading Keystrokes
Last Cell in Row	ALT+CTRL+SHIFT+RIGHT ARROW

## **Typing Echo**

Description	Typing Echo Keystrokes
Cycle through Indicate Capitalization options	MAGic Key+F2
Cycle through Typing Echo Unit options	INSERT+2

### **Mouse Echo**

Description	Mouse Echo Keystrokes
Mouse Echo Toggle	MAGic Key+M

**Note:** Toggling the mouse echo rotates between speak lines, speak words, and mouse echo off.

Some actions in MAGic do not have hot keys assigned. You can define hot keys for these features from within the **Keyboard Manager** dialog box.

### **Multi-Monitor**

Description	Multi-Monitor Keystrokes
Switch focus between monitors	MAGic Key+SHIFT+D
Move the current application or window in focus to the monitor on the right or the left (Windows 7).	WINDOWS Key+SHIFT+RIGHT ARROW or WINDOWS Key+SHIFT+LEFT ARROW
View Lock. Press and hold and drag mouse to move the mouse pointer between screens without scrolling any screen content.	MAGic Key+SHIFT

# Appendix D Windows Shortcut Keys

### General

Description	General Shortcut Keys
Get Help	F1
Open the <b>Start</b> menu	WINDOWS Key or CTRL+ESC
Open Windows Explorer	WINDOWS Key+E
Open the Run dialog box	WINDOWS Key+R
Find file or folder from Desktop	F3
Minimize all windows	WINDOWS Key+M
Switch between programs	ALT+TAB
Quit the active program	ALT+F4

## For Windows and Menus

Description	Windows and Menus Shortcut Keys
Open the application control menu	ALT+SPACEBAR
Move to the menu bar	ALT
Choose a menu command	ENTER
Move between menus	ALT, arrow keys
Close a menu	ESC
Close a cascading menu	ALT

Description	Windows and Menus Shortcut Keys
Open a child window control menu	ALT+HYPHEN
Close a child window	CTRL+F4
Open the context menu	APPLICATION Key or SHIFT+F10

## For Dialog Boxes

Description	Dialog Boxes Shortcut Keys
Move through dialog box options	ТАВ
Move backward through dialog box options	SHIFT+TAB
Move to another tab	CTRL+TAB
Reverse direction through tabs	CTRL+SHIFT+TAB
Move to first option	НОМЕ
Move to last option	END
Select or clear an item in a list	SPACEBAR or CTRL+SPACEBAR
Select or clear a check box	SPACEBAR

## For Reading Text

Description	Reading Text Shortcut Keys
Move left one character	LEFT ARROW
Move right one character	RIGHT ARROW
Move left one word	CTRL+LEFT ARROW

Description	Reading Text Shortcut Keys
Move right one word	CTRL+RIGHT ARROW
Move to beginning of line	НОМЕ
Move to end of line	END
Move up one paragraph	CTRL+UP ARROW
Move down one paragraph	CTRL+DOWN ARROW
Scroll up one screen	PAGE UP
Scroll down one screen	PAGE DOWN
Move to beginning of document	CTRL+HOME
Move to end of document	CTRL+END

## **For Editing Text**

Description	Editing Text Shortcut Keys
Сору	CTRL+C
Cut	CTRL+X
Paste	CTRL+V
Undo	CTRL+Z
Delete character to the left	BACKSPACE
Delete character to the right	DELETE
Select one character left	SHIFT+LEFT ARROW
Select one character right	SHIFT+RIGHT ARROW
Select one word left	CTRL+SHIFT+LEFT ARROW
Select one word right	CTRL+SHIFT+RIGHT ARROW

Description	Editing Text Shortcut Keys
Select to beginning of line	SHIFT+HOME
Select to end of line	SHIFT+END
Select to beginning of document	CTRL+SHIFT+HOME
Select to end of document	CTRL+SHIFT+END
Select all	CTRL+A

# For Windows Explorer

Description	Windows Explorer Shortcut Keys
Rename selected file or folder	F2
Open properties	ALT+ENTER
Refresh a window	F5
Switch between panes	F6 or TAB
Go up a level	BACKSPACE

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