

HELP NOTES

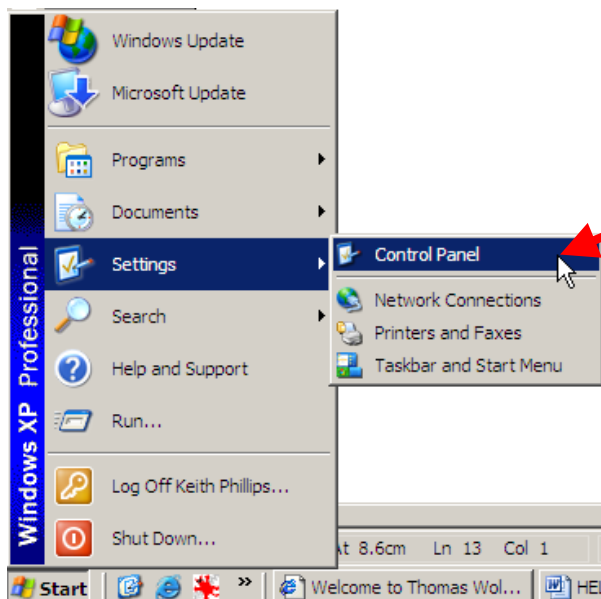
These notes are designed to enable users to change the:

MOUSE Options and ENLARGER the POINTER:

How to check/adjust the Left Mouse click speed:

Move the mouse and point to the  button at the bottom of the screen. Press and release the Left Mouse button.

Move the mouse upward (the pointer will move up the list) – stop at the **Settings** item.



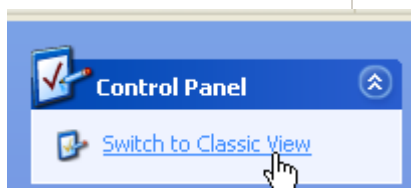
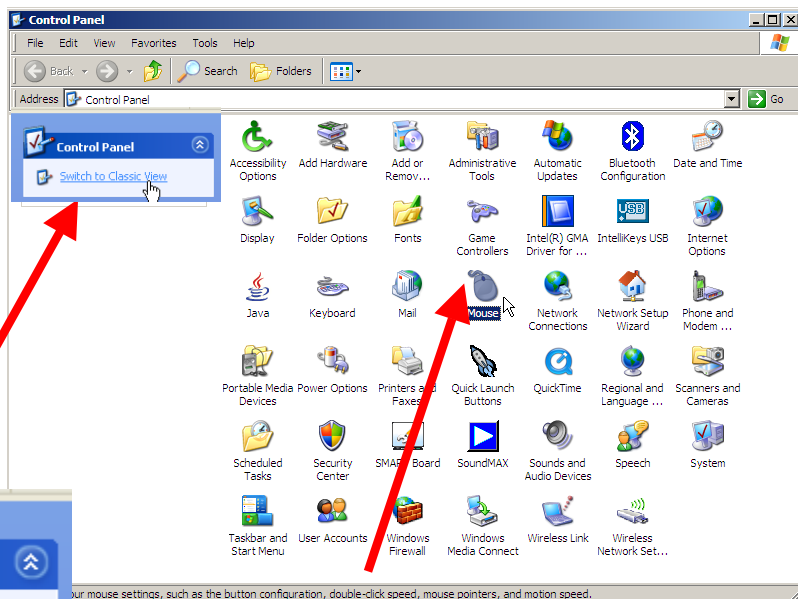
Another box will appear.

Move the cursor so that it points to the **Control Panel**

Now click the Left Mouse Button

Another screen (or 'Window') will eventually appear similar to the one shown here.

(If it looks different to the one shown and you are using Windows XP press the line that will be displayed here called Classic View)

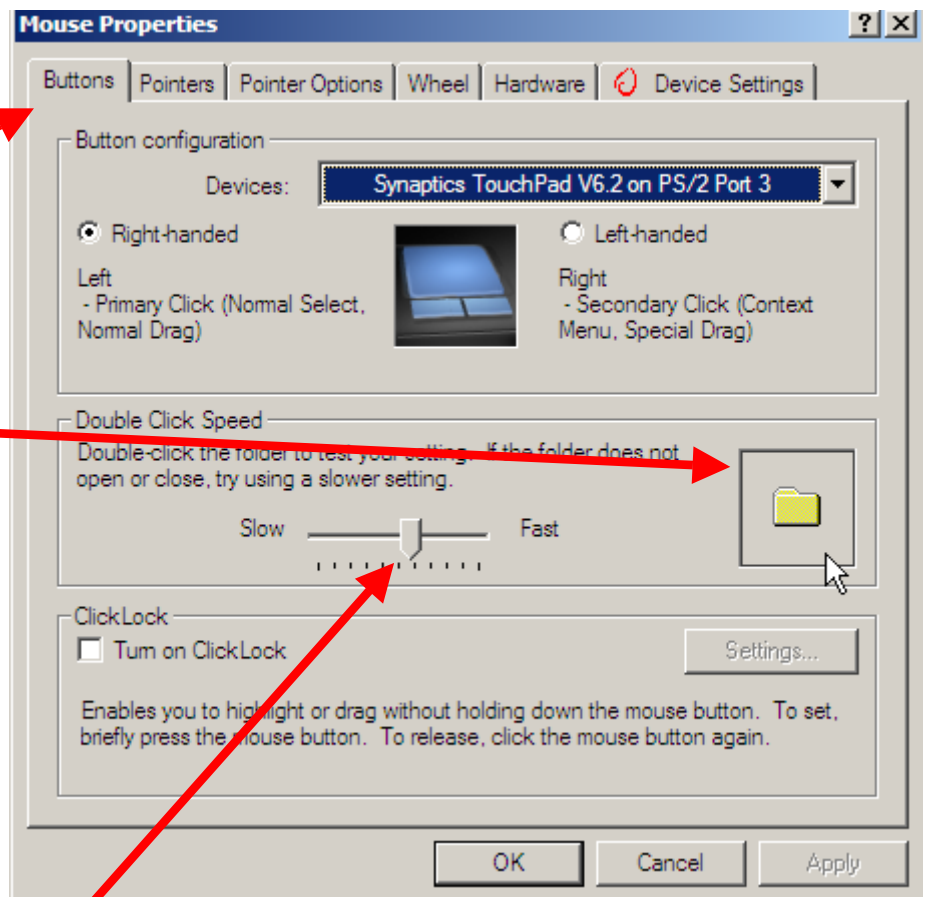


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NOW double click the Left Mouse Button on the Mouse Icon
The following 'Mouse Properties' screen (window) will appear:

Ensure that the **Buttons** tab is selected

To test the mouse double click speed point to this square and click the Left Mouse Button twice in rapid succession – if the folder opens then the speed of your double click is at the speed the system is set to.



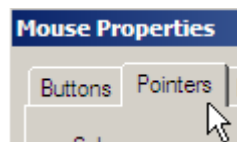
If you can not open the folder move the mouse until the arrow head (cursor) is pointing at the control slider – press the Left Mouse Button and hold it down now move the mouse and the control will follow in the same direction either towards the Fast or Slow end of the scale. Release the Mouse Button and test your clicking speed using the square containing the folder again. Continue until you can open/close the folder every time you Double Click the Left Mouse Button.

Press the **Apply** button using the Left Mouse button.

(NOTE: If you press **OK** then the setting will be applied but the 'window' will close and you will have to press **Start – Settings – Control Panel – Mouse** all over again.)

How to change the mouse pointer / cursor to a larger size or colour.

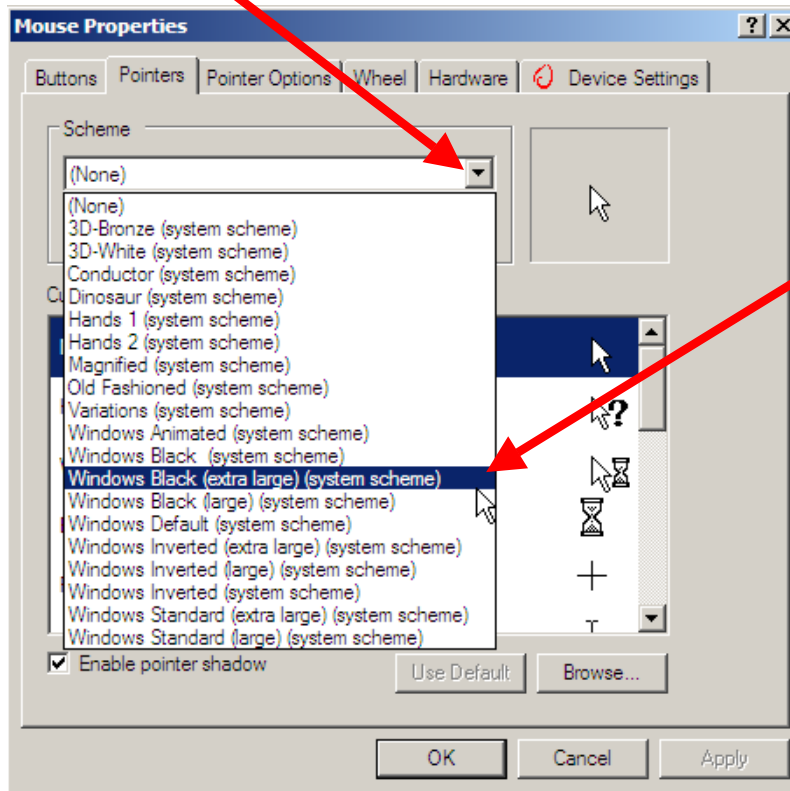
Select the **Pointers** tab



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A 'Mouse Properties' window similar to the one shown below will appear.

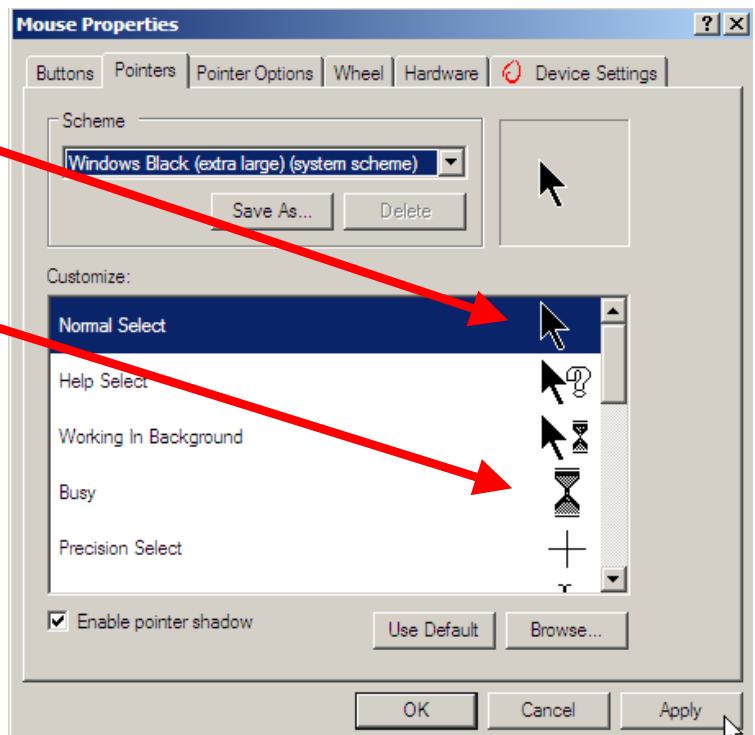
Press the 'drop down' arrow to see a list of available cursors/sizes



Move the mouse down and press the left mouse on the text

The selected pointer will then appear - as shown here

(The rest of the cursor styles will be shown below – e.g. the 'hour glass' which appears on the screen when the PC or Laptop is busy doing something)

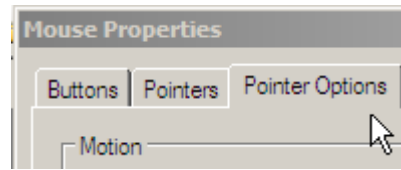


If this is suitable press **Apply** – if not then try another option.

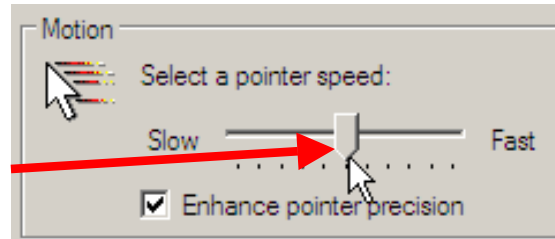
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How to change the Speed of the mouse pointer / cursor:

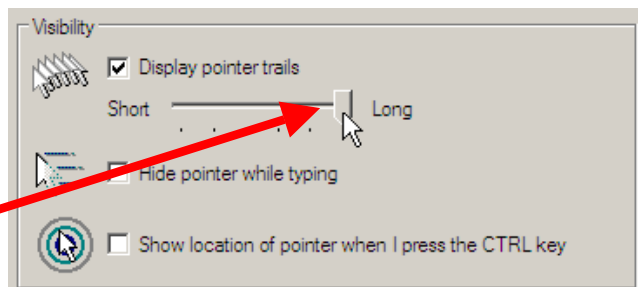
Select the **Pointer Options** tab



MOTION SECTION: The speed that the cursor moves about the screen can be altered - move the cursor to point as shown here then click and hold the Left Mouse Button To change the speed - move the slider right to speed up the cursor movement or left to slow down the speed that the cursor moves around the screen.

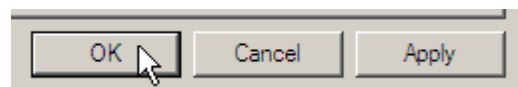


VISIBILITY SECTION: If you decide to have 'tails' that follow the mouse pointer around the screen to make it easier to locate where the pointer is then move the cursor to point as shown here then click and hold the Left Mouse Button. To change the 'Tail' length - move the slider right to give the mouse a longer 'tail' or left to have a shorter one.



Click the **OK** button at the bottom the 'window'

(This will apply the changes and close the displayed 'Mouse Properties' window)



TO OBTAIN A SELECTION OF LARGER CURSORS see the **CURSORS** heading on the 'SPECIALIST WEBSITE' page.