

MAGic[®] **for Windows**

**Screen Magnification
with Low Vision Speech**

User's Guide
VERSION 8.0

Freedom Scientific BLV Group, LLC
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MAGic® for Windows® User's Guide

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Introduction

MAGic 8.0 User's Guide

About This Book

The MAGic 8.0 User's Guide teaches you to use and customize MAGic's magnification and speech capabilities to fit your personal needs. The first chapter, the Quick Start Guide, gives you the basics to get up and running with MAGic. Following the Quick Start Guide is a more complete guide to all of MAGic's features. Finally you will find appendices that include perforated keystroke reference cards. However you decide to use this book, we will guide you to a more productive computing experience with magnification and speech.

Items Checklist

In your MAGic package, you should find the following items. If you discover damaged or missing items, please contact your retailer.

- CD Wallet containing one program CD-ROM, and either an authorization or update diskette
- Registration diskette
- MAGic User's Guide

Documentation Conventions

In the *MAGic User's Guide* we will refer to various commands, menu options, and other selections. To make reading this guide as simple as possible, we have included a sample of the following conventions.

When instructing you to type text into a command line or input field, the text will appear in this type style: `C:\MAGic80\MAG.exe`.

A hot key is a combination of keys pressed on the keyboard, which will invoke the same response regardless of the application you are currently using. A hot key can be a single key on the keyboard, but more commonly it is several keys pressed in combination. For example, **ALT+CTRL+M** requires you to press all three keys simultaneously.

Alternatively, shortcut keys invoke a different action depending on the application in which you are currently working. Shortcut keys also can be one key, or multiple keys pressed in combination. Shortcut keys may also require you to press a sequence of keys, such as **ALT+F, O**. This requires that you press the **ALT** key and the **F** key, release them, and then press the letter **O** key. These hot keys and shortcut keys will appear in bold text throughout the *User's Guide*.

Chapter 1

Quick Start Guide

Welcome to MAGic

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

In addition to magnifying your computer screen, MAGic also reads your programs and documents clearly and audibly. MAGic synchronizes magnified print with speech. MAGic also highlights words and lines as it speaks them.

You see and hear what you are typing. You see and hear menus, buttons, and other window controls. MAGic lets you enlarge Microsoft Windows application screens, dialogs, and windows from 2 to 16 times their normal size on your PC. MAGic also provides several different magnified viewing options.

MAGic tracks the movements of one or more objects, such as the mouse, menus, dialogs, and so on. Screen locators give you a visual reference of magnified views in relationship to the unmagnified portion of your screen.

The MAGic multi-directional panning system gives you complete control during screen review

with adjustable speed, direction, stop and start, and screen navigation controls.

For easier viewing, you can reverse screen colors and customize the shape and color of your mouse pointer.

If you have a magnification only version of MAGic, and want to upgrade to a speech version, contact Freedom Scientific Sales.

System Requirements

The recommended system requirements for MAGic are listed below.

Specification	Minimum Requirement
MAGic Standard	Windows 95, 98, Me and XP Home
MAGic Professional	Windows 95, 98, Me, NT, 2000 and XP Home and Pro
Processor speed	166 MHz
RAM	64 MB
Available hard disk space for installation	75 MB
Available hard disk space after installation	45 MB
Video	Super VGA display*
Sound	Windows compatible sound card (for speech option)

* While MAGic will work with 256 colors, we recommend that you use high or true color depth (16-bit color or higher) to give better color contrast.

Installing MAGic

1. Insert the MAGic CD into your CD-ROM drive.
2. 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.

If your MAGic installation CD does not start automatically, click the Start button, select Run, and type `D:\setup`. If your CD-ROM is not D, substitute the correct drive letter.

The MAGic setup program will then begin.

Choose to run the Automatic or Guided installation of MAGic. The Automatic installation assumes that you want to install all languages, and you approve of the default location where MAGic installs on your hard drive. If you want to specify which languages to install and/or where MAGic is stored on your computer, use the Guided installation.

Instructions for installing MAGic on a Network can be found in the online help system.

Authorize MAGic

The authorization key holds the information your computer needs to run MAGic. MAGic prompts you for either an authorization or an update disk, if you received one. Follow the instructions displayed on your screen to complete the authorization process.

If you do not have a current authorization key, MAGic runs for 40 minutes in a demonstration mode. For more information about MAGic Authorization, see Appendix A, Using HJAuth.

Register MAGic

Initial Registration

MAGic prompts you to register the first time you run the program. MAGic will only prompt you to register if you have not previously registered. MAGic lets you choose to register now or later. If you choose to register later, MAGic will prompt you to register each time you launch the program.

If you choose to register later, and you check the checkbox, "Do not show this dialog," you need to manually register later. To access the registration dialog later, select Register MAGic from the Help menu.

Note: If you are running a site, district, or enterprise license version of MAGic,

you will not be prompted for registration.

We recommend you register *MAGic* as soon as you start the software. After you choose the option to register now, fill in the edit fields. Those preceded with an asterisk are required fields. Use the **TAB** key to move around the dialog box, select **Next** to move to the next page of the registration. Use the **Back** button if you need to move backward through the registration to change any of your information. Use the **RIGHT** and **LEFT ARROW** keys to move through the options in the combo boxes.

On the last screen of the registration, a combo box asks you to select a method to send your information to Freedom Scientific. Choose to send your information via the Internet using your Internet connection, if you have one; or save the information to a floppy disk and mail it to Freedom Scientific. If you choose to send it via traditional mail, *MAGic* prompts you to enter the registration disk, which is provided with the software. If you send your registration via e-mail, you will receive a dialog box thanking you for your registration information.

Changing Your Registration

If you need to change your registration information, such as your address or phone number, select **Update Registration** from the **Help** menu. The same series of dialog boxes

appear that you used for your initial registration. Change the necessary information, and send it again.

Uninstalling MAGic

To uninstall MAGic go to the Program Menu and select the Uninstall MAGic option in the MAGic 8.0 submenu.

Getting Started

Opening MAGic

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

- Press the hot key, **ALT+CTRL+M**, which is automatically assigned when you install MAGic.
- Double-click the MAGic icon on your desktop.
- Go to the Start menu, select Programs, and then select MAGic 8.0, and select MAGic from the MAGic 8.0 submenu.

After you open MAGic for the first time, you can set MAGic to begin running when Windows starts. To make this selection, choose *Run MAGic at Startup* from the File menu.

Closing MAGic

Close MAGic like any other Windows application by pressing **ALT+F4**, point the mouse and left

click on the X in the top right hand corner of the window, or select Exit from the File menu. As you exit, MAGic prompts you to save any settings that you changed. MAGic also confirms that you want to close the program.

Magnification and Speech

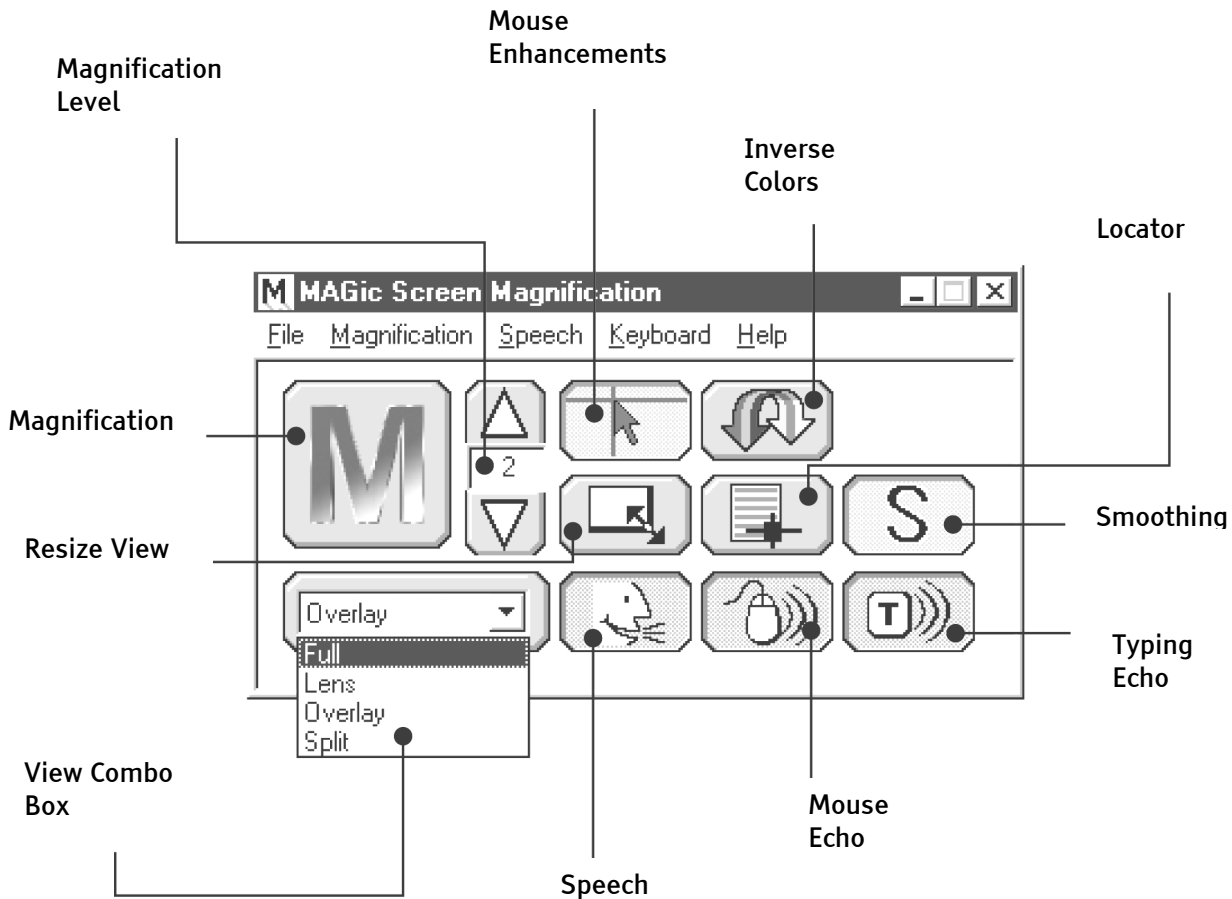
MAGic 8.0 combines great magnification features with true low vision screen reading, giving you the ability to choose the information you want read from the screen as you navigate your applications.

When you install MAGic, Eloquence software speech synthesizer is also installed to work with MAGic. You can use magnification, speech, or both. Additionally, you can customize both the magnification and speech properties of MAGic.

Here are a few hot keys to get you started with MAGic. By default the MAGic Key is the **CAPS LOCK** Key.

- To toggle magnification on or off, press the **MAGic Key+DELETE**.
- To increase magnification level, press **MAGic Key+NUM PAD PLUS**.
- To decrease magnification level, press **MAGic Key+NUM PAD MINUS**.
- To toggle speech on or off, press **MAGic Key+SHIFT**.
- To silence current speech press **CTRL**.

The **MAGic** user interface also easily lets you control magnification and speech.



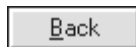
For more information on the **MAGic** user interface, please refer to Chapter 3.

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 **Table of Contents** to

navigate the help system. Use the Index or the Find 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**. To move to the next topic, press the **PERIOD** key, and to move back a topic, use the **COMMA** key. Additionally, for your convenience, the back button, as shown below, will take you directly back to the topic you read prior to the one currently displayed.



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 Users' 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. The manual contains the Quick Start Guide to get you started, followed by detailed description of **MAGic's** features, and also pull out reference cards.

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.

Chapter 2

Navigating MAGic

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, 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, again 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 number 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, 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.

Keyboard Assignments

From the Keyboard menu on the MAGic user interface, select Keyboard Assignments to learn more about the hot keys in MAGic. You can view the current hot keys assigned to actions, assign different hot keys, remove hot keys, or restore the hot keys to the default settings from within the Keyboard Assignments dialog box.

From the Category combo box, select what kind of hot keys you want to view. By choosing one of these categories, the items in the Action list will change to show only items that fit the category, making the list more manageable.

Note: Selecting a specific application category shows hot keys for special MAGic functions in that application. Selecting All Default will not show application hot keys.

Next move to the Action list, and select the Action that you want to view, the hot key will appear in the Current Hot Keys list, found just to the right. If no hot key appears in the Current Hot Keys list, no hot key is assigned. You can assign hot keys for those actions that do not

already have one assigned. From here, you can either add a hot key or remove one.

Customizing Hot Keys

To add a hot key, press the Assign Hot Key button. MAGic will then present the Assign Hot Key dialog. Press the combination of keys that you want to assign to the action. The key combination will appear in the Assign To edit field. Press OK to save the hot key, or Cancel to return to the Keyboard Assignments without saving.

Note: By default, when you assign hot keys to actions, whether you press the right or left **ALT**, **CTRL**, or **SHIFT** is irrelevant. If you want MAGic to differentiate between the left or right keys, then do so in the Keyboard Options dialog box.

To remove a hot key, select the hot key in the Current Hot Key list, and then press the Remove Hot Key button. MAGic then verifies that you want to delete that hot key.

The last button in the Keyboard Assignments dialog is Restore Defaults. Press the Restore Defaults button to return all hot keys to their original key combinations.

Keyboard Options

By default, when you customize hot keys in the keyboard assignments dialog, whether you use the left or right **ALT**, **CTRL**, or **SHIFT** key is irrelevant. You may want to specify which key to use when assigning hot keys to make more key combinations available to you.

To specify the left or right **CTRL**, **ALT**, or **SHIFT** keys, go to the Options dialog, activated from the Keyboard menu, and select the check boxes you prefer.

- Differentiate between Left/Right **ALT**
- Differentiate between Left/Right **CTRL**
- Differentiate between Left/Right **SHIFT**

Now when you assign hot keys in the Keyboard Assignments dialog, the key will be assigned to the left or right **ALT**, **CTRL**, or **SHIFT** key. You specify which key when you press it to assign the hot key. The hot keys that you assign while the check box in options is selected will always require you to press the correct left or right key. If you later clear the check box in the options dialog, the hot keys already created still require you to use the correct left or right keys. Hot keys that you assign in the future will not be differentiated though.

Using the Mouse with MAGic

Point & 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 invert screen colors, just point at the Inverse Colors button, click with the left mouse button, and the colors on your screen change.

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.

Right click on 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.

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

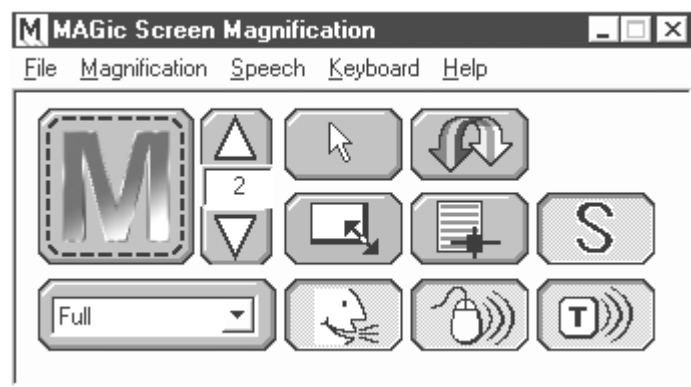
your main keypad. Use the **TAB** key to place the focus on the button that you want to see the context menu for, and press the **Application key** to see the menu. Then use the **UP** and **DOWN ARROWS** to move through the menu choices.

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, press **ALT+CTRL+M**.

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





The title bar is the blue bar across the top of the application, which says, "MAGic Screen Magnification." The menu bar is located just below, and contains the File, Magnification, Speech, Keyboard, and Help Menus. Finally 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. Press **MAGic Key+T** to hear the text of the title bar. If speech is not enabled you will not hear anything.



Press 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*. Use the  button, or press **ALT+SPACEBAR, N** to minimize the application. Press the  in the top right corner, or **ALT+F4** to exit **MAGic**.

Menu Bar

The **MAGic** menu bar contains five menu titles: *File*, *Magnification*, *Speech*, *Keyboard*, and *Help*.



To open these menus press **ALT** and the underlined letter, for example, press **ALT+F** to open the *File* menu.

The File menu contains four items:

- **Run MAGic at Startup** – When checked, **MAGic** runs automatically after you log on to your computer.
- **Save Settings** – When you change options found in the *Magnification* and *Speech*

menus, select **Save Settings** to store your preferences for the next time you run **MAGic**.

- **Restore Factory Settings** – Select this menu item to reset **MAGic** options to the state they were in when you installed **MAGic**. Selecting this options returns all features to the original settings, except hot keys that you customize. Press the **Restore Defaults** button in the **Keyboard Assignments** dialog to revert all hot keys to their original configurations.
- **Exit** – Exiting **MAGic** closes the program. If you have made any changes, **MAGic** prompts you to save those settings upon exiting the program.

Find information about the **Magnification** and **Speech** menus in the **Chapters 4** and **5**.

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. Only some buttons contain context menus.

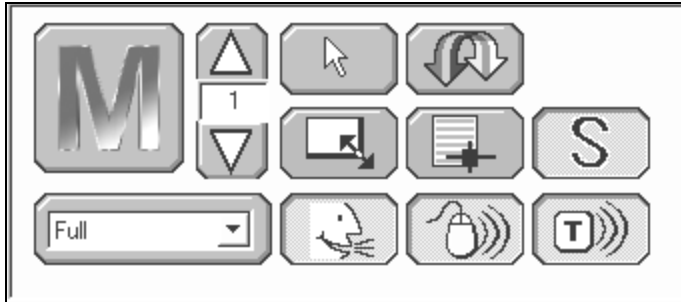


Figure 1 Quick Access Window

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.



When MAGic opens, the screen is magnified two times its normal size. Press the magnification button to turn off magnification. If the **M** on the magnification button is animated, then magnification is turned off.

Hot Keys

Enable or Disable
Magnification

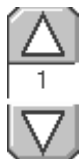
MAGic Key+DELETE

Magnification Level Button

Increase or Decrease Magnification Level with this button.

The Magnification Level button is actually two 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 between the two buttons shows the current magnification level. The default level of magnification is 2x (2x 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 1. This will prevent the M button from rotating and provide access to some magnification features, such as using the locator.



Hot Keys

Increase
Magnification

**MAGic Key+NUM PAD
PLUS
or CTRL+EQUALS**

Decrease
Magnification

**MAGic Key+NUM PAD
MINUS
or CTRL+HYPHEN**

Mouse Enhancements Button

Change the appearance of your cursor with this button.

After you change the properties of your Magnified View Mouse and the Unmagnified View Mouse, press the Mouse Enhancement button to enable the changes. Press the button again to return to the standard mouse.



Right click the Mouse Enhancement button to quickly access the Magnified View, Unmagnified View, or Navigation Options pages of the Mouse Settings dialog.

Locator Button

Activate the Locator with this button.

To find items on your screen, press the Locator button. Move the Locator with your mouse or your arrow keys. Change the properties of the

Locator with the Locator Properties dialog, 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**

Inverse Colors Button

Change your display colors with this button.

Press the Inverse Colors button to invert the colors of the display. Press it again to toggle the colors back to normal. Right click the Inverse Colors button to choose what views should be inverted when Inverse Colors is enabled. You may choose to invert only the Magnified View, only the Unmagnified View, or All Views.



Hot Keys

Invert Colors **MAGic Key+F12**

Smoothing Button

Toggle Smoothing on or off with this button.

Press the Smoothing button to smooth the appearance of jagged letters in a magnified state. Press the button again to turn Smoothing off.



Resize View Button

When working in Split, Overlay, or Lens Views, use the Resize View Button to turn on the Windows Tool. This appears as a pointer used to resize or move the view.



You must be in the Split, Overlay, or 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 pressing the Magnification button on the MAGIC user-interface. After you press 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.



If the pointer appears as an X, like above, it is not positioned over the view or one of 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.



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



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



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 and Lens views.

Magnified Views Combo Box

Select your favorite magnified view from the combo box on the MAGic user-interface.

You can select Full, 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 Combo Box to quickly access the properties for the Split, Lens, or Overlay views.



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.

Note: When a button is pressed or enabled the background color of the button will have a checkerboard pattern. This will cause the enabled buttons to appear lighter in color.

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 quickly access the Voices and Speech Rates dialogs.

Hot Keys

Toggle Speech

MAGic Key+SHIFT

Mouse Echo Button

Click this button to toggle the Mouse Echo.



If the button appears with white lines to the right, the Mouse Echo is turned off.



If the button appears with black lines to the right, the 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, the Typing Echo is turned off.



If the Typing Echo button has black lines extending from the right side, then the Typing Echo is turned on. To specify the typing echo to words or characters, you need to activate the Typing Echo dialog from the Speech Menu, or right click and choose Automatically Speak. Choosing Keystrokes to Echo lets you modify how much MAGic echoes back to you.

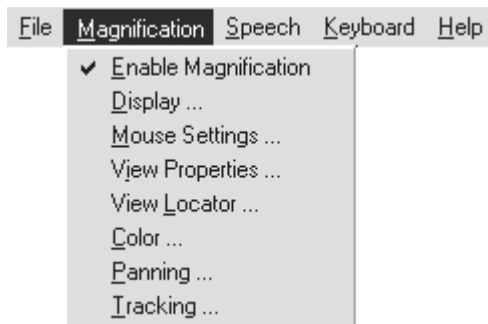
Chapter 4

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.



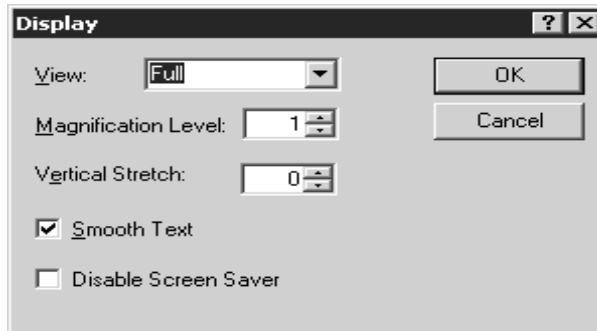
The first item on the Magnification menu, Enable Magnification, lets you activate or deactivate magnification. If the menu item appears with a checkmark next to it, magnification is enabled. If there is no checkmark, magnification is disabled.

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

The Magnification Menu

Display

The Display dialog box, accessed from the Magnification menu, lets you control a variety of magnification features.



View

The View combo box contains the choices, Full, Lens, Overlay, and Split.

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.

Split allows you to see both an unmagnified view 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 make the Lens, Overlay, and Split views active in all magnification levels, including 1x. Using these views with level 1 magnification can be helpful, if you invert the colors of either the magnified or unmagnified view. You then have two images, one with normal colors, and one with inverted colors.

Using these features in level 1 magnification is also helpful if you use the Lens view with *Resize to Control* turned on. Activate *Resize to Control* from the Lens page of the View Properties dialog box. Press the **TAB** key to move through items in a dialog, and you will see a border around the Lens view. You can customize the border to make the controls easy for you to see.

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 16 times the size of the normal display.

Vertical Stretch

Vertical Stretch allows you to stretch the display to make images taller while maintaining the characters current width.

Smooth Text

Smoothing compensates for the stair-step effect, as screen objects get larger during magnification. Smoothing is on by default. You can turn Smoothing on or off with the Smoothing checkbox.

Disable Screen Saver

For those screen savers that do not work well with MAGic running, place a check in the Disable Screen Saver checkbox. When you close MAGic, the screen saver is automatically re-enabled.

Mouse Settings

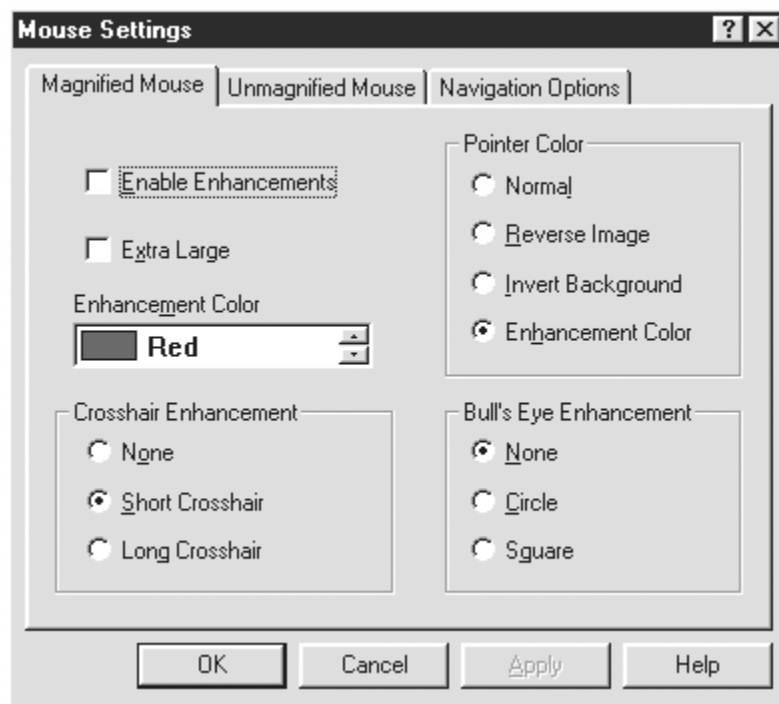
The Mouse Settings dialog box allows you to control the appearance of your mouse while in the Magnified and Unmagnified Views, and also lets you set Navigation Options. Below you will see a picture of both pages, but the controls are only described once, just below the illustrations.

To activate any of these choices check the box Enable Enhancements in the top left corner of the Mouse Settings dialog box, press the apply

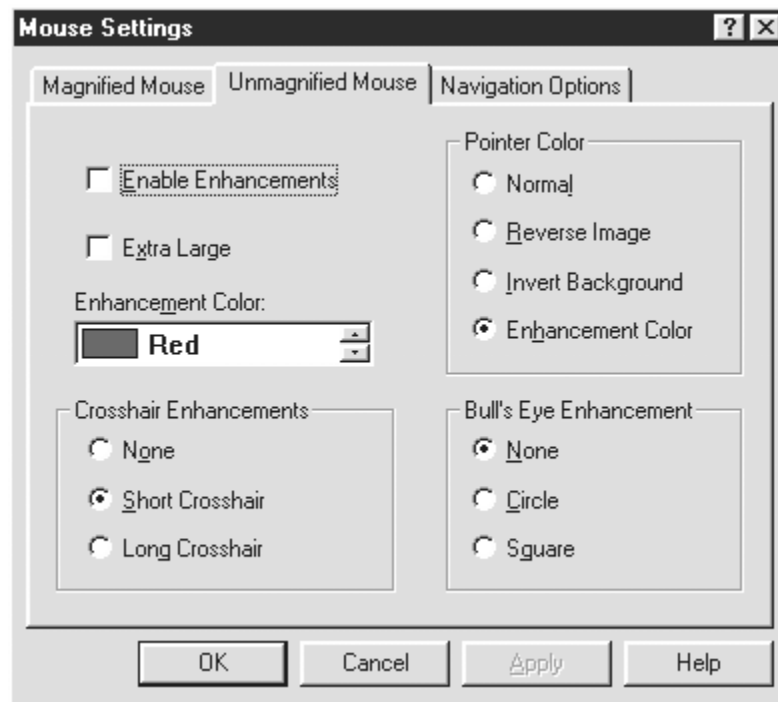
button, or press OK and then click the Cursor Button on the MAGIC User Interface.

Note: Checking the Enable Enhancements check box on either page of the Mouse Settings dialog selects the check box for both pages of the dialog.

Magnified Mouse



Unmagnified View



Enable Enhancements

Check this box to activate the enhancements you set within this dialog.

Extra Large

Increases the size of the mouse.

Enhancement Color

Select a color for your enhancements, and MAGic assigns it to the Pointer Color (if you select the Enhancement Color option), Crosshair Enhancements, and Bull's Eye Enhancements.

Pointer Color

Normal – presents the system mouse with the default colors. Typically white with a black border.

Reverse Image – reverses the colors of your standard mouse.

Invert Background – the pointer becomes transparent with the background showing through with inversed colors, which increases contrast. The black border remains around the pointer.

Enhancement Color – the pointer appears in the color you selected for your Enhancement Color.

Crosshair Enhancements

None –no crosshair is shown.

Short Crosshair – applies short vertical and horizontal crosshairs centered at the tip of the pointer.

Long Crosshair – applies vertical and horizontal crosshairs through the center of the pointer, extending to the edges of the view.

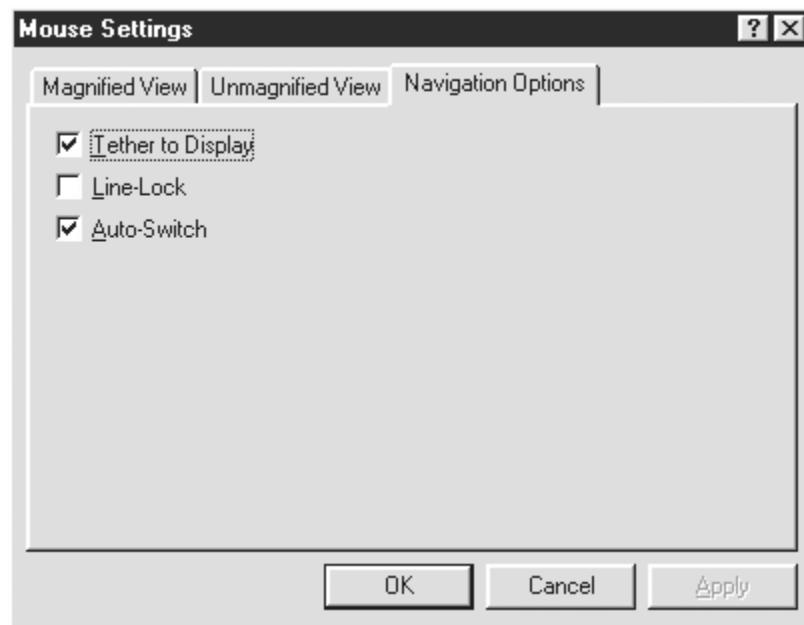
Bull's Eye Enhancements

None – applies no Bull's Eye to the pointer.

Square – applies a square around the pointer.

Circle – applies a circle around the pointer. If you select the Circle it flickers as you move the mouse around the screen.

Navigation Options



Tether to display – When checked, the mouse is “tethered,” or attached to the magnified display. As soon as you move the mouse, the mouse automatically snaps into view at the current magnified location, even if the mouse was not initially on the display. When disabled, your view moves to the location of the mouse.

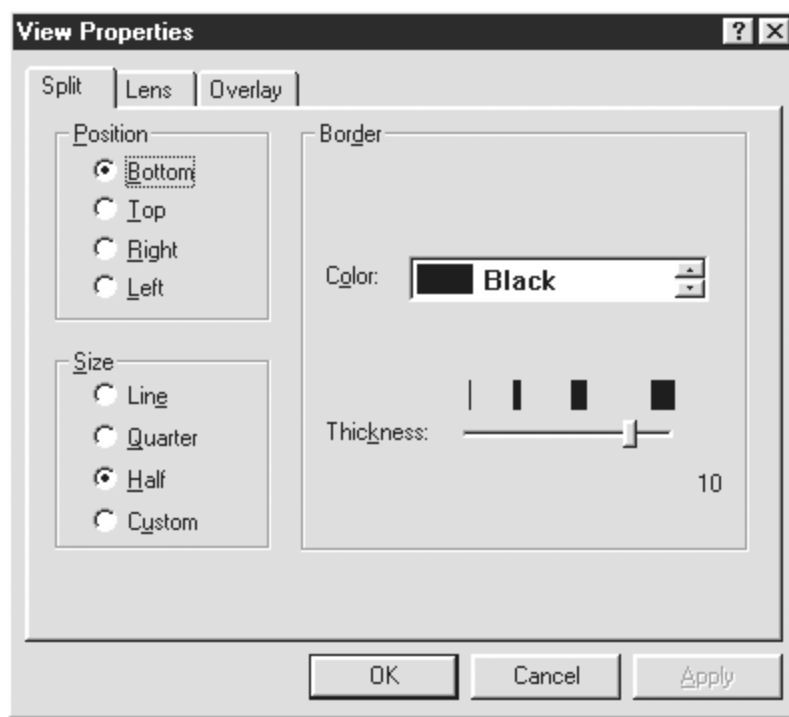
Line-Lock – When checked, the mouse will move only in the horizontal and vertical directions. If you move the mouse in a diagonal direction, MAGic moves in the predominate direction. If you are moving up and to the right, but more to the right than up, then the mouse moves to the right.

Auto-Switch – When checked, Centered and Relative Mouse Tracking remain still after you stop mouse movement. The screen is stationary as long as you move the mouse within the boundary of the screen. When you move beyond the edge of the screen, tracking movement begins again. Auto-Switch is useful when you want to move the mouse toward stationary objects on the screen.

View Properties

If you select Split, Lens, or Overlay as your magnified view, you can customize how these views appear on your screen. Select View Properties from the Magnification menu.

Split View



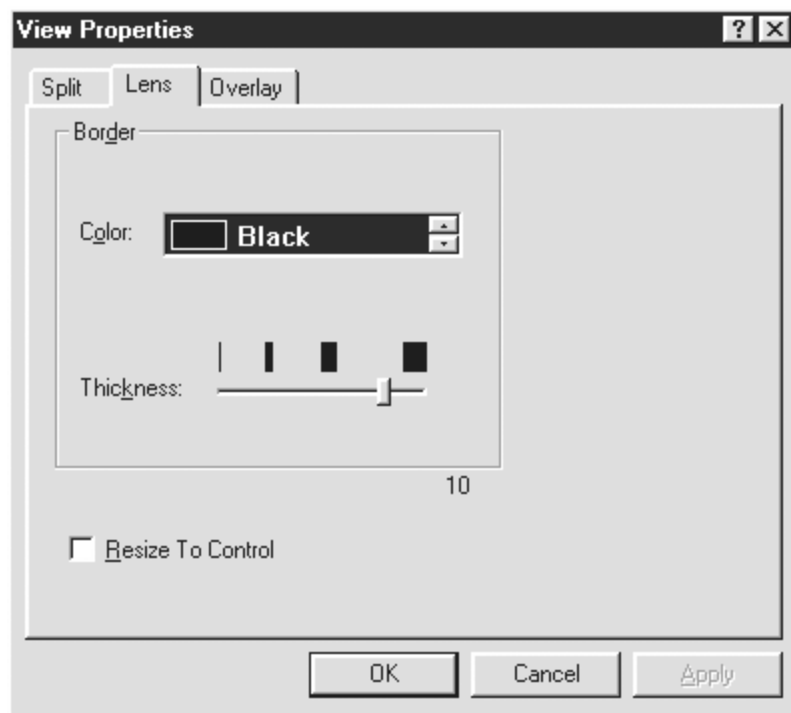
Position – Select where you want your Split to appear on the screen. Select Bottom, Top, Left, or Right.

Size – Select how large you want the Split to be. Line is equivalent to the size of one line of text, as specified in the Panning dialog's point size feature.

Border – Select from one of sixteen different colors for the border of your Split.

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.

Lens



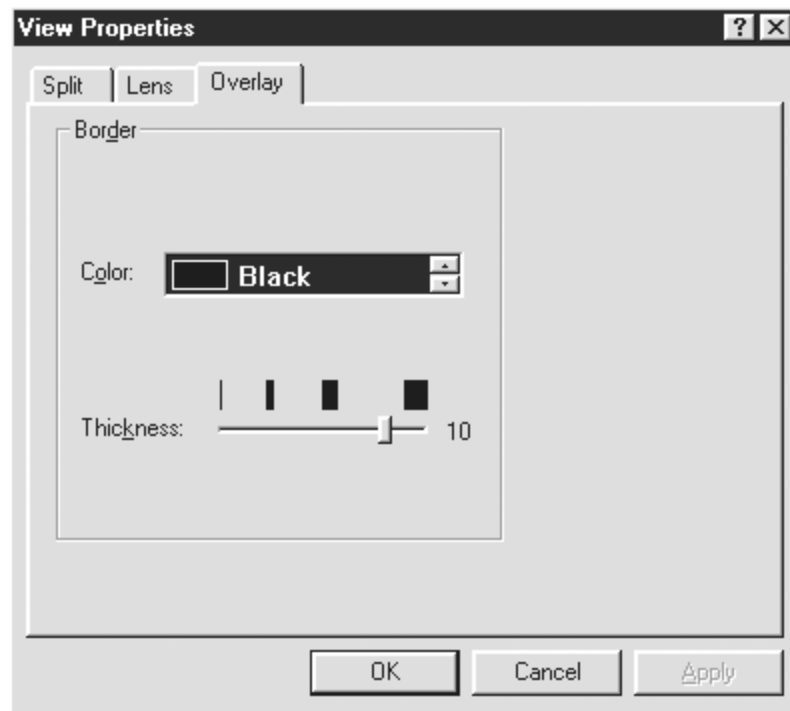
Border – Select from one of sixteen different colors for the border of your Lens.

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.

Resize To Control – Resizes the Lens view to exactly fit the control that has focus. The feature is most useful when navigating with the keyboard. As you press the **TAB** key to move through a dialog, the Lens changes size to fit the

control with focus, which becomes magnified. The border, if you have set one, will surround the control. If you navigate with the mouse, the Lens remains the standard size.

Overlay



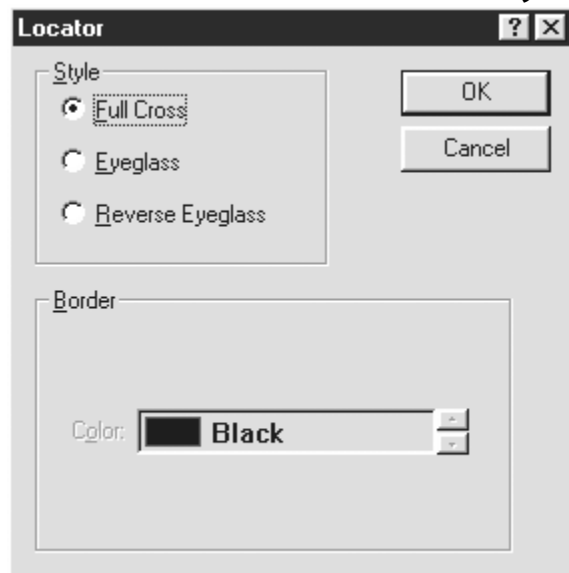
Border – Select from one of sixteen different colors for the border of your Overlay.

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.

Locator

Activate the Locator dialog from the Magnification menu. Here you can set the style of the Locator you want to use. To activate the Locator, press the Locator button on the **MAGic** user-interface.

When you activate the Locator, the full screen is temporarily presented unmagnified. The default Locator is the Full Cross, which shows an area in inverse colors. Move the Locator around using the mouse or the arrow keys, and use the Locator to find something on your screen. Press the arrow keys to move around the 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 the left mouse button, or **ESC** to return to your magnified display. The area you covered last with the Locator is now in your magnified view.



Style

Choose from three different styles for your locator:

Full Cross – Shows a portion of the screen in reversed colors. In magnification 3x or higher, the Locator appears with crosshairs running through the center of the block. With magnification set to 2x 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 – The same as the Eyeglass, except the colors are reversed.

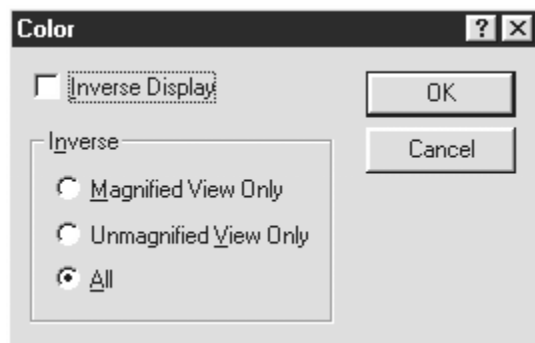
Border

Specify what kind of border you want to appear around your Locator. The customizable border only applies to the Eyeglass and the Reverse Eyeglass options. Choose one of the sixteen available colors for the border of your Locator.

Color

MAGic lets you invert the colors of your screen. You can invert the magnified image, the unmagnified screen, or both. Your choice of inverted areas will apply regardless of your

selected magnified view. Select Color from the Magnification menu to specify your colors.



Inverse Display – Select this check box to invert the colors that are displayed on your screen. Then specify the areas to invert with this option activated.

Magnified View Only – Magnified images are inverted, while unmagnified views are unchanged.

Unmagnified View Only – Only the unmagnified view is inverted, while all magnified views appear unchanged.

All – The display is always inverted including magnified and unmagnified views.

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 2x 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 it 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, then Panning will stop at the right edge of the screen when Panning from Left to Right. **MAGic** will automatically wrap to the next line and continue Panning.

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

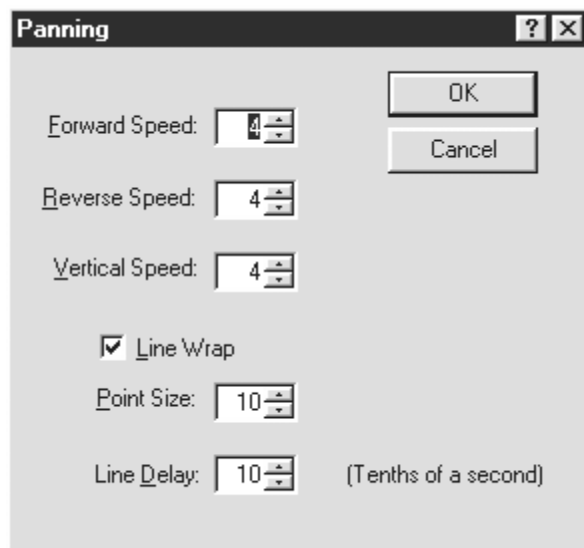
Pressing **ENTER** while Panning right, scrolls the view to the beginning of the next line, pauses, and then continues Panning to the right.

Panning Speed

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

Panning Dialog Box

Specify Panning properties in the Panning dialog box, which is activated from the Magnification menu.



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 render 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 websites.

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 checkbox, 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. See Also: Split View Size

Line Delay

Line Delay controls the length of the delay while Panning between lines. The Line Delay settings are in tenths of seconds. The default setting is 10 tenths of a second.

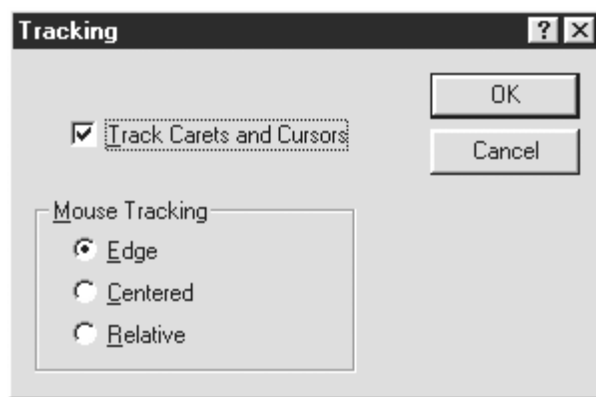
Incremental Panning

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 combo box, select Panning, Navigation. Next, select the incremental direction you want to assign a hot key to and then press the Assign Hot Key button. Within the Assign Hot Key dialog type the keystroke you want to use, then press **ENTER**.

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

Tracking

By default, MAGic tracks the activity of the active cursor on the screen. This means that as the cursor moves, the screen will move with it. Also, if a dialog box appears on the screen, and the focus is moved to that dialog, MAGic will track to where that dialog box is located. Turn Tracking on and off, and adjust where the mouse is located during tracking in the Tracking dialog box, which is activated from the Magnification menu.



Track Carets and Cursors – when checked, MAGic tracks all carets and cursors.

Mouse Tracking

The Mouse Tracking properties offers you the option to control the placement of the mouse as you move it across the display. You can select one of three options that dictate at what point the magnified view moves to follow the mouse movement.

Edge – The mouse pointer pushes the magnified screen in a corresponding direction as it reaches the edge of the screen. Edge is the default setting.

Centered – The mouse pointer stays in the center of the screen as you move it on the magnified display.

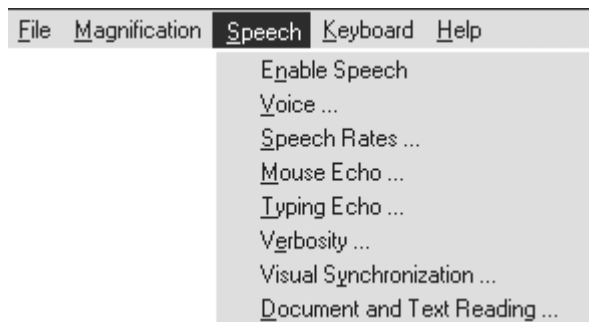
Relative – The mouse pointer slowly shifts in the direction of the mouse movement. The mouse position corresponds to its actual position on the display at normal screen magnification.

Chapter 5

Speech

MAGic Speaks

Not only does MAGic magnify your computer's screen, but it also has low vision 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.



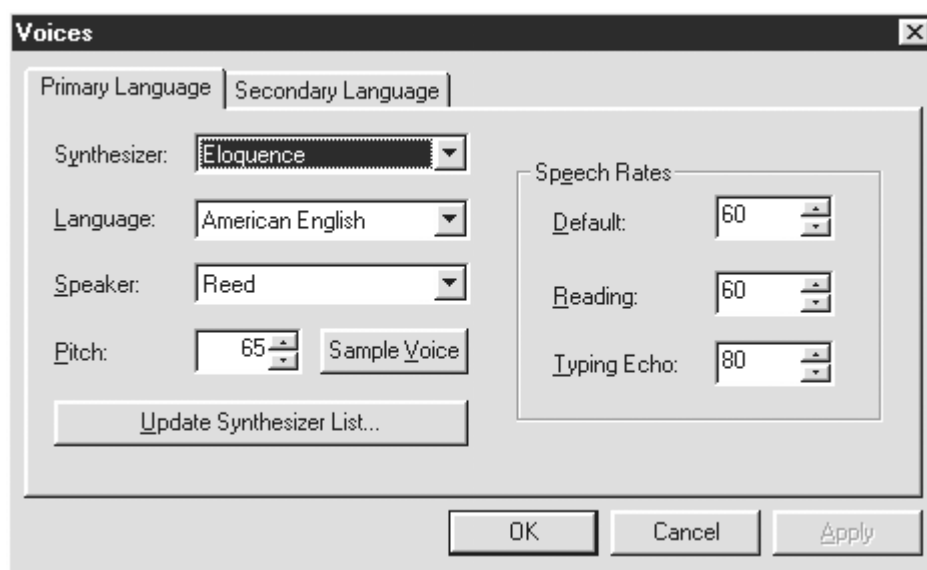
The first item on the Speech menu, Enable Speech, lets you activate or deactivate speech. If the menu item appears with a checkmark next to it, speech is enabled. If there is no checkmark, speech is disabled.

The Speech Menu

Voices

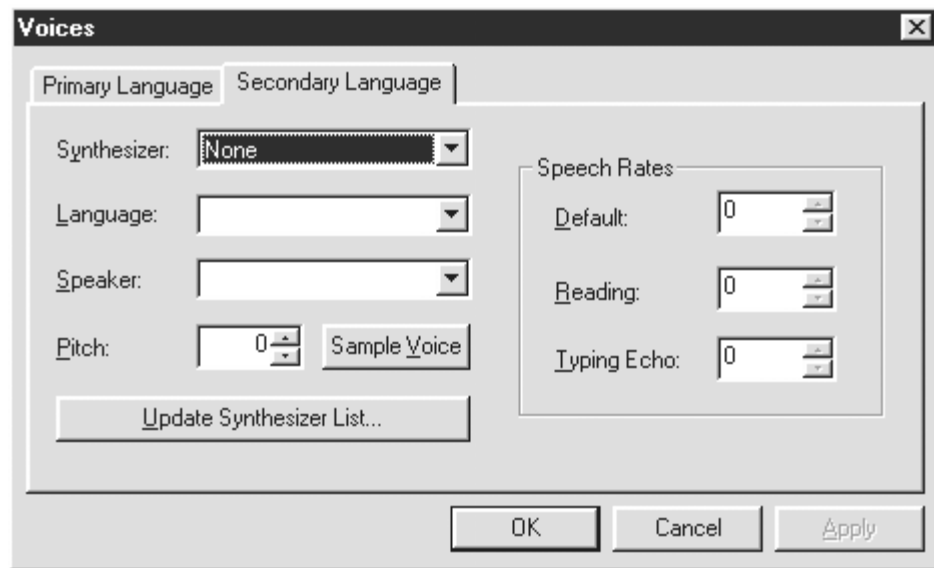
The Voices dialog, activated from the Speech Menu, allows you to set the basic components of how you hear MAGic. The Primary and Secondary Languages pages of the Voices dialog contain the same controls. Below you will see a picture of both pages, but the controls are only described once, just below the illustrations.

Primary Language



From the Primary Language page of the Voices dialog, you set your preferences for the language in which you want to hear MAGic. Choose from any of the languages available and proceed to set the specifications on this page to fit your language choice.

Secondary Language



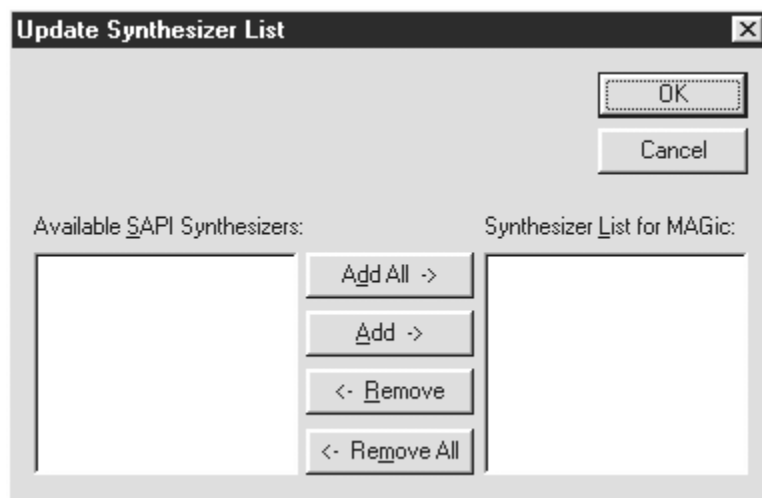
The Secondary Language is another language in which **MAGic** can speak. Press **MAGic Key+F11** to switch to your secondary language. If you often use two languages, set your other language in the Secondary Language page of the Voices dialog. There you can also set your preferences for the voice of that other language.

Synthesizer

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. When you first visit the Voices dialog, the synthesizer list will only include Eloquence. Press the Update Synthesizer List button to find the other compatible synthesizers installed on your system. While **MAGic** searches for other synthesizers you will

see a message box indicating that it is looking for them.

After MAGic locates all compatible synthesizers, you will see the Update Synthesizer List dialog box. On the left side of the dialog, there is a list of the available SAPI Synthesizers. Along the middle of the dialog, there is a series of buttons that will allow you to Add or Remove synthesizers.



To add a new synthesizer:

1. Select one or more synthesizers from the Available SAPI Synthesizer list.
2. Press the Add button to add just the selected synthesizers to the Synthesizer List for MAGic, or press the 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. Press the Remove button to remove only the selected synthesizers, or press the Remove All button to remove all the synthesizers from the Synthesizer List for MAGic.

Note: Although Eloquence does not appear in the Update Synthesizer list dialog, it always appears in your synthesizer list in the Voices dialog. Eloquence is always available for your use.

Press OK to accept these changes and move back to the Voices dialog. Your updated synthesizer list will apply to both the Primary or Secondary Language pages. From within the Voices dialog, move to the either the Primary or Secondary Language page and select your desired synthesizer from the Synthesizer list box. This changes the synthesizer only for the language page that currently has focus.

Language

When Magic is initially installed, on the Primary Language page, the Language combo box is set to the language in which your MAGic menus

appear. On the Secondary Language page, the language is set to None, until you change it.

Speaker

Next is your choice of Speaker, which provides different voices, used for MAGic.

Pitch

Use this spin box to control the tone of the voice you select.

Sample Voice

Press this button to hear a sample of the speaker's voice you have selected.

Speech Rates

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.

Default

This is the speed at which MAGic will read most of the items that appear on your screen, including dialog boxes and menus.

Reading

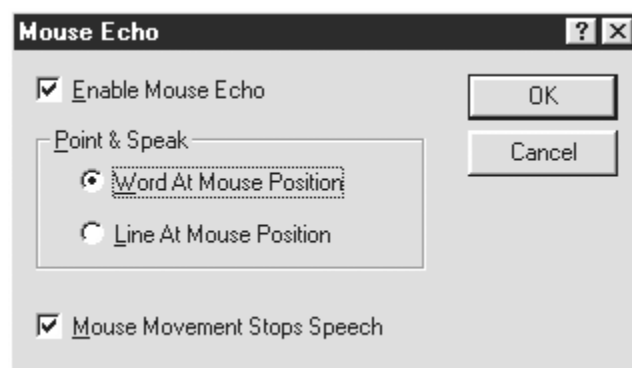
When you use Speech for reading documents, email, or websites, by pressing the Read Active Window keystroke, **MAGic Key+SPACEBAR** twice, you may want the speech to go slower, because you need to pay close attention to content, or perhaps you are just skimming a document, then you would want **MAGic** to read faster. Specify the rate at which you like **MAGic** to read.

Typing Echo

MAGic repeats what you type. Use this spin box to specify how fast you want **MAGic** to echo your keystrokes back to you.

Mouse Echo

With Mouse Echo enabled, as you point with the mouse, **MAGic** reads the text as you define it in this dialog box. The Mouse Echo dialog box, activated from the Speech menu enables you to personalize the, "Point & Speak" feature.



Enable Mouse Echo

Check this box to turn Mouse Echo on or off.

Word at Mouse Position orders MAGic to speak the word that the mouse points to when you stop the mouse.

Line at Mouse Position directs MAGic to speak the line of text the mouse points to when you stop the mouse.

Note: MAGic still speaks tool tips if Mouse Echo is off. If you do not want MAGic to speak tool tips, turn this feature off in the Verbosity dialog box.

Mouse Movement Stops Speech

Check this box to silence the current speech activity when the mouse moves.

Note: If mouse movement instigates speech, moving the mouse does not silence speech. Mouse movement only stops speech if speech begins automatically or through the use of a hot key.

Typing Echo

As you type, MAGic announces what you have typed. You can specify what is heard in the Typing Echo dialog box, which is activated from the Speech menu.



Enable Typing Echo

Check this box to turn Typing Echo on or off.

Automatically Speak

MAGic presents five choices for what is automatically spoken.

Arrow Keys Only – Speaks the letter to the right of the cursor as you press the arrow keys to move through the text. If you press the up or down arrow keys, MAGic will speak the line. Pressing **CTRL+RIGHT** or **LEFT ARROW KEY** causes MAGic to read the word.

Letter by Letter – Announces all alphanumeric characters and punctuation as they are typed, during word processing, editing, or data entry.

Word by Word – Speaks every keystroke including text entry, editing and other keyboard functions.

All Keystrokes – Announces every key that you press.

Keystrokes to Echo

As you type MAGic speaks, but if your typing speed is faster than the time it takes for the speech to respond to the keyboard your speech will lag behind typing. If so, adjust the Keystrokes to Echo.

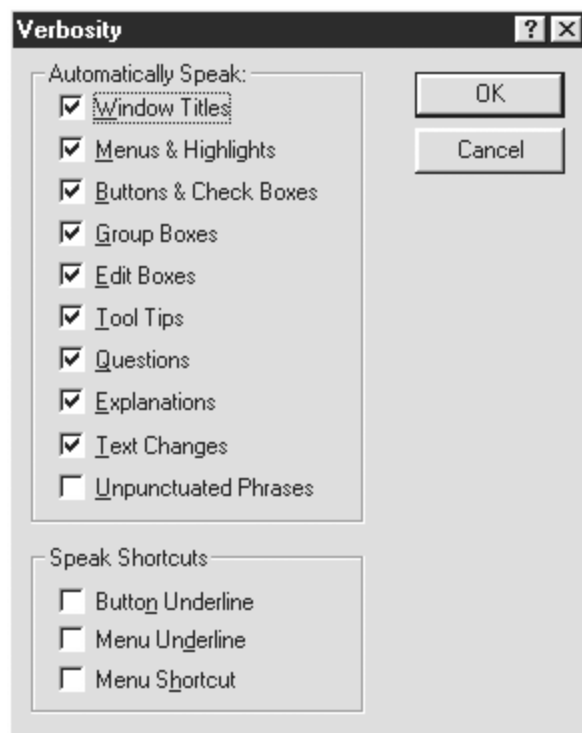
Last Entry Only – If your speech output lags behind typing, then MAGic speaks only the most recent entry, and discards backlog.

Last 10 Entries – MAGic speaks the last ten entries and discards the backlog, when speech output lags behind typing.

Speak All Entries – Even if a backlog occurs, MAGic speaks all entries.

Verbosity

Within MAGic's Verbosity dialog box, you control the event driven functions that MAGic speaks. Check the boxes of the items that you want to hear.



Automatically Speak

Automatically Speak contains a group of check boxes for items that you can choose to hear or not.

With these check boxes selected, the following is what you will hear:

Window Titles – MAGic speaks the text that appears on the title bar of the window as the window becomes active.

Menus & Highlights – As you navigate the menu items, MAGic speaks the highlighted menu items.

Buttons & Check Boxes – MAGic speaks buttons and check boxes as you select them.

Group Boxes – Group boxes are collections of related checkboxes or radio buttons often boxed together in a group with a common category or group heading. For example, in the Verbosity dialog box, the group boxes are *Automatically Speak* and *Speak Shortcuts*. When checked, MAGic speaks the group box heading the first time you select a button in the group.

Edit Boxes – An edit box is a field into which you type information. A list may appear beneath the field, from which you can make a selection, making this type of edit box a combo box. MAGic speaks edit boxes and combo boxes when they gain focus.

Tool Tips – Tool tips frequently appear when you rest the mouse over an icon for a brief period of time. The tool tip gives you a brief description of the icon. MAGic speaks tool tips of any length.

Questions – MAGic reads questions that may appear when dialog boxes are displayed. For example, “Are you sure you want to quit?”

Explanations – MAGic reads explanatory text that may appear when dialog boxes are displayed. For example, “Type the name of the

program, folder, or document and Windows will open it for you.

Text Changes – MAGic speaks dialog box text updates that may reflect status changes. Such updates may include the number of installation minutes remaining, or changes to display resolution.

Unpunctuated Phrases - MAGic reads text that appears in dialog boxes that does not contain punctuation.

Speak Shortcuts

Within menus, buttons, and shortcuts, often a letter is underlined. Use the underlined letter in conjunction with the **ALT** key, as a keyboard shortcut to the item. Menu selections may also list a keyboard combination that you can use to activate that choice, without the use of the mouse or the menus.

For example, on the File menu, to the right of Save Settings, you'll notice **CTRL+S**. You can press **CTRL+S** to Save Settings without accessing the menus.

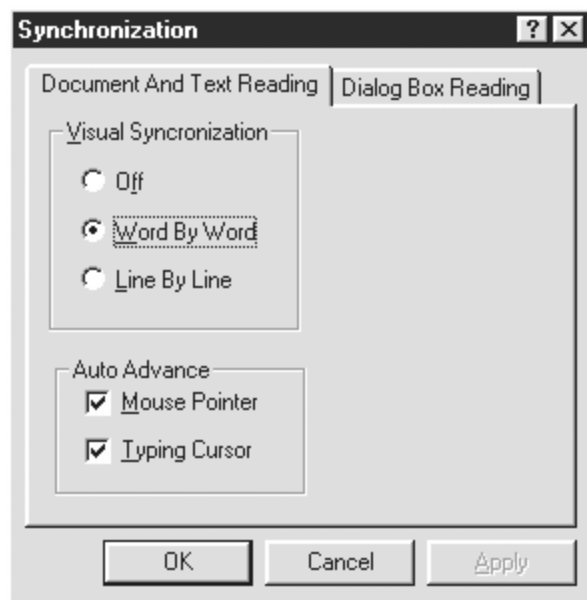
You can choose to have MAGic read all of these shortcuts to you, or just particular kinds: Button Underlines, Menu Underlines, or Menu Shortcuts.

Note: When MAGic reads Button Underlines, it reads them before the word.

Synchronization

The Synchronization dialog box, activated from the Speech menu, allows you to choose how speech and large print are synchronized on the display. You can set synchronization differently for Document and Text Reading and for Dialog Box Reading.

Document and Text Reading



Visual Synchronization

Word by Word – Large print advances in sync with speech on a word-by-word basis from left to right.

Line by Line – Large print advances in sync with speech on a line-by-line basis. When synchronization is set to Line by Line, MAGic

moves down each line, but it does not move left to right to show all words on the line.

Tip: To have MAGic highlight text as it reads, go to the Highlight Options page of the Document and Text Reading dialog, which is activated from the Speech menu.

Auto Advance

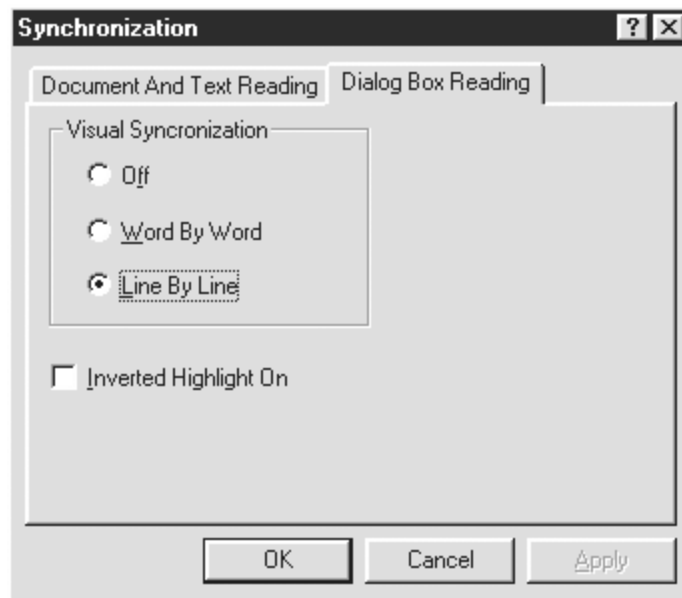
The following options automatically advance the mouse and typing cursor in synchronization with reading:

Mouse Pointer – When checked, the mouse is automatically advanced with reading. When reading stops, or you decide to pause, the mouse points to the final item that was read.

Typing Cursor – When checked, the typing cursor is automatically advanced with reading. When reading stops, or you decide to pause, the typing cursor points to the final item that was read.

Note: Auto Advance Typing Cursor only applies to documents and windows that you can edit.

Dialog Box Reading



Visual Synchronization

You can choose to synchronize speech with highlighting and large print on a word-by-word or line-by-line basis, or not at all.

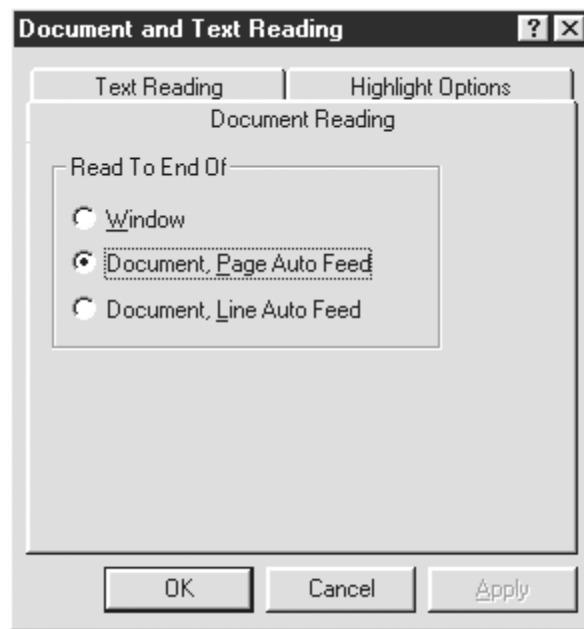
Inverted Highlight On - shows the text as white, and the highlight as a black square around it, as text is read.

Document and Text Reading

The Document and Text Reading dialog box, activated from the Speech menu, allows you to customize what you read with MAGic.

Document Reading

Document Reading lets you customize how speech advances when the bottom of a window is reached.



Read To End Of:

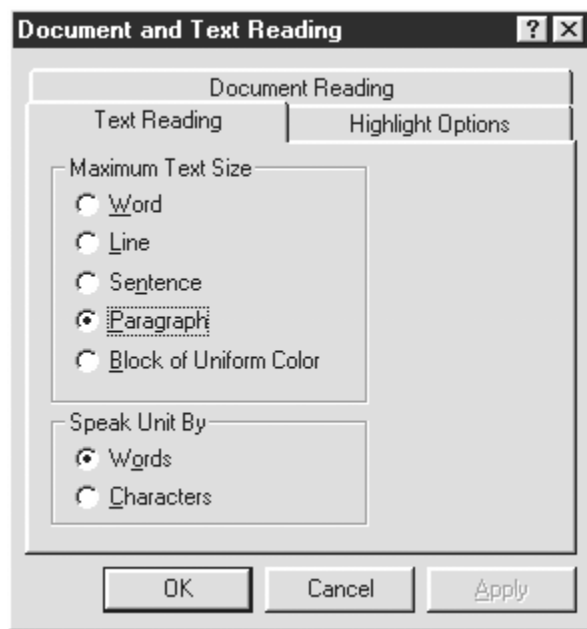
Window – Reading stops at the bottom of the window regardless of the size of the document. The document does not scroll automatically; you must move to the next screen manually, and make MAGic begin speaking again.

Document, Page Auto Feed – Reading continues beyond the window limit by automatically feeding the next page of the document.

Document, Line Auto Feed – Reading continues beyond the window limit by automatically feeding the document one line at a time.

Text Reading

Text reading lets you customize how much text you want read each time you press the Say Current Block or Label from Location keystroke, **MAGic Key+CTRL**.



Maximum Text Size

Word – Lets you read only one word at a time.

Line – Lets you read one line at a time.

Sentence – Lets you read one sentence at a time.

Paragraph – Lets you read one paragraph at a time, regardless of color.

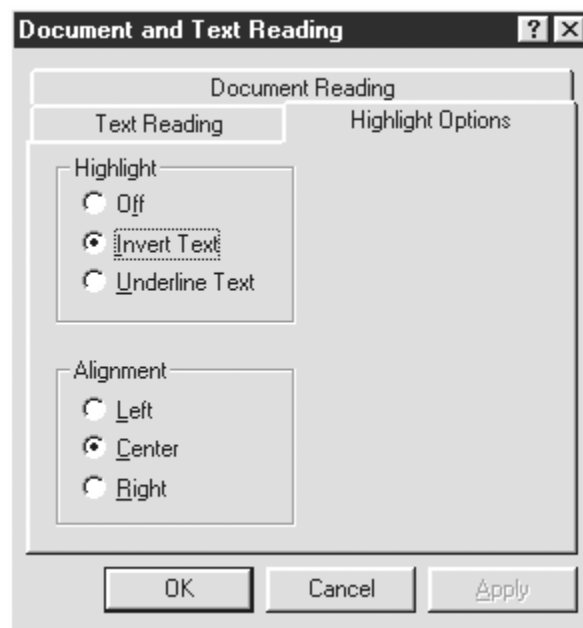
Block of Uniform Color – Lets you read any connected words with the same foreground and background colors. If there is any white space between lines MAGic may stop reading.

Speak Unit By

After you have specified how much information you want read at one time, you can determine whether you want that information read, or spelled out for you. Determine this setting in the Speak Unit By group box.

Highlight Options

Highlight Options lets MAGic highlight text as it is spoken.



Highlight

Off - Gives you no highlighting.

Invert Text - Shows the text as white, and the highlight as a black rectangle around it, as text is read.

Underline Text - Underlines the text on the screen as it is read.

Alignment

You can choose to left, center, or right align large print text as it is read and highlighted on the screen.

To begin reading and to see your Reading Highlight Options in action, press the **MAGic Key+SPACEBAR**.

Chapter 6

Application Specific Functions

MAGic 8.0 contains application specific functions to help you work in popular software applications. With MAGic's application specific functions, you will find that using these functions consolidates screen information, enhances application navigation, and eliminates visual clutter.

For example, with MAGic running in Microsoft[®] Excel you can bring up a dialog box that will list the cells for a particular row that contain data. This consolidates screen information, because it presents the header, if one exists, and only those cells containing data. You can then move directly to a particular cell, without pressing the arrow keys to move through multiple empty cells, which enhances application navigation. When using MAGic with Microsoft[®] Internet Explorer, you can eliminate visual clutter by reformatting the screen. After you reformat, MAGic presents only the necessary text, and hides graphics that may not be of interest to you. With only the text showing, you'll find it easier to read the less cluttered screen.

MAGic has included Application Specific Functions for Microsoft[®] Word, Microsoft[®] Excel, and Microsoft[®] Internet Explorer.

MAGic and Microsoft Word

MAGic has shortcut keys to help you use Microsoft Word 97 or 2000 without relying on the mouse to access certain features.

List Spelling Errors	CTRL+SHIFT+E
List Revisions	CTRL+SHIFT+V
List Grammatical Errors	CTRL+SHIFT+G
List Comments	CTRL+SHIFT+APOSTROPHE
Post Comment	ALT+SHIFT+APOSTROPHE
List Hyperlinks	MAGic KEY+F8
List Inline Objects	CTRL+SHIFT+O
Focus to First Form Field	MAGic KEY+CTRL+HOME
Select a Field	CTRL+SHIFT+L
Select a Table	MAGic KEY+CTRL+T
Post Footnote or Endnote	ALT+SHIFT+E

Listed below are detailed descriptions of the MAGic keystrokes you can use in Microsoft Word.

List Spelling Errors

Press CTRL+SHIFT+E to list all the words Microsoft Word marked as misspelled. From this

dialog, you can move to a selected misspelled word in the document.

List Revisions

Press **CTRL+SHIFT+V** to list all the revisions in Word's Track Changes feature. From this dialog, you can move to a selected revision in the document.

List Grammatical Errors

Use **CTRL+SHIFT+G** to list all the phrases marked by Microsoft Word as grammatical errors. From this dialog, you can move to a selected grammatical error in the document.

List Comments

Use **CTRL+SHIFT+ APOSTROPHE** to list all the reviewer's comments throughout the document, and this dialog allows you to move to the selected comment.

Post Comment

Press **ALT+SHIFT+ APOSTROPHE** to display a comment in a message box. To use this keystroke you must enable "Unpunctuated Phrases" in the Verbosity dialog found under the Speech menu and place the insertion point at the very end of the comment marker in the document. Use this keystroke to avoid hovering over the comment marker in the document. If you hover over the comment marker in higher magnifications, scrolling the magnified comment text could be a problem.

List Hyperlinks

Press **MAGic Key+F8** to list the hyperlinks in the current document. From this dialog, you can either move to the hyperlink in the document, or you can activate the hyperlink.

List Inline Objects

Press **CTRL+SHIFT+O** to list all the objects in the text layer of the document. It allows you to move to the location of the selected object in the document.

Focus to First Form Field

Press **MAGic Key+CTRL+HOME** to move to the first form field in a document.

Select a Field

Use **CTRL+SHIFT+L** to list all the fields in a document. From this dialog, you can move to a selected field.

Select a Table

Press **MAGic Key+CTRL+T** to list all the tables in the document. You can move to a table from the dialog that appears. If the document is protected to only allow edits in form fields, **MAGic** moves the insertion point to the first form field of the selected table.

Post Footnote or Endnote

Press **ALT+SHIFT+E** to display a footnote or endnote in a message box. The insertion point must be located on the footnote or endnote reference and you must enable "Unpunctuated

Phrases” in the Verbosity dialog found under
MAGic’s Speech menu.

MAGic and Microsoft Excel

MAGic has shortcut keys to help you use
Microsoft Excel 97 or 2000 without relying on
the mouse to access certain features.

Adjust MAGic Options	MAGic Key+O
List Cells with Comments	CTRL+SHIFT+ APOSTROPHE
List Column	CTRL+SHIFT+C
Post Column Title	ALT+SHIFT+C
Post Column Total	MAGic KEY+ENTER
List Row	CTRL+SHIFT+R
Post Row Title	ALT+SHIFT+R
Post Row Total	MAGic KEY+R
List Visible Cells with Data	CTRL+SHIFT+D
Select Hyperlink	CTRL+SHIFT+H
Set Monitor Cells	ALT+CTRL+SHIFT+1 THROUGH 0
Move to Monitor Cell	CTRL+SHIFT+M
Post Monitor Cells	ALT+SHIFT+1 THROUGH 0

Listed below are detailed descriptions of the
MAGic keystrokes you can use in Excel.

Adjust MAGIC Options

Press **MAGIC Key+O** to adjust options that allow for easier navigation in higher levels of magnification. MAGIC presents the Adjust MAGIC Options dialog box, which contains several options from which you can choose.

- *Single or multiple region support* – If you use more than one region in Excel, turn on multiple region support to hear when you enter different regions. For information regarding regions, please see the Excel Help file.
- *Set region column titles to row range* – MAGIC defined the selected row range as the rows containing column titles so that when you press the keystroke to Post Column Title, MAGIC reads the title for the current row.
- *Set region row titles to column range* – MAGIC define the selected column range as the columns containing row titles so that when you press the keystroke to Post Row Title, MAGIC reads the title for the current column.
- *Set region total column to current* – MAGIC defines as the column in this region where row totals will be found. If you press post row total, instead of searching down the row to find the total, MAGIC looks directly to this column.

- *Set region total row to current* – **MAGic** defines as the row in this region where column totals will be found. If you press post column total, instead of searching down the column to find the total, **MAGic** looks directly to this column.
- *Set next available monitor cell* – A monitor cell is a cell or range of cells you can observe while you work in other areas of the spreadsheet. You have ten monitor cells available, which are defined by pressing **ALT+CTRL+SHIFT+1** through **0** on the number row, and read by pressing **ALT+SHIFT+1** through **0**. Instead of using **ALT+CTRL+SHIFT+1** through **0**, you can press **MAGic Key+O** for Adjust **MAGic** Options, and press the **SPACEBAR** on this option, and **MAGic** determines the next undefined monitor cell for this sheet and defines it to point to the currently selected range of cells. **MAGic** then tells you which monitor cell it has assigned to the range. Then you press the appropriate keystroke to read this range from anywhere on this sheet. For example, if you hear, “assigning monitor cell 5 to B5, it means that you should press **ALT+SHIFT+5** to hear the cell contents. Monitor cells are defined on a sheet-by-sheet basis regardless of the multiple or single region support setting.

- *Clear worksheet's monitor cells* – Clears the monitor cells defined for the current sheet.
- *Clear region's title/total definitions* – Clears any definitions for the following: the row range used for this region's column titles, the column range used for this region's row titles, and the row and column used for column and row totals. It also turns off title reading and resets MAGic so if you press a total reading keystroke (Post Row/Column total), MAGic will search across the row or down the column in the current region for a total rather than using the defined total row or column.

List Cells With Comments

Use **CTRL+SHIFT+APOSTROPHE** to list all of the cells in the visible window that have an attached comment. This allows you to quickly locate any visible cells that may provide important information about the spreadsheet.

List Column

Use **CTRL+SHIFT+C** to list the cells in the current column that contain data. From this dialog, you can move to a particular cell. If you defined column or row titles they will also be displayed.

Post Column Title

Use **ALT+SHIFT+C** to display the current column's title in a message box. Use this keystroke when you work in complex datasheets to find the column title without scrolling away

from your current place. You must define the column's title before the keystroke will be effective. Do so from within the Adjust MAGIC Options dialog. You also must enable "Unpunctuated Phrases" in the Verbosity dialog found under MAGIC's Speech menu.

Post Column Total

Press **MAGIC Key+ENTER** to display the current column's total in a message box. Magic will find either the predefined row containing column totals, set in the Adjust MAGIC Options dialog, or will search the current column for a cell that contains the word SUM. You also must enable "Unpunctuated Phrases" in the Verbosity dialog found under MAGIC's Speech menu.

List Row

Use **CTRL+SHIFT+R** to list the cells in the current row that contain data. This allows you to set focus on the selected cell. If you defined column or row titles they will also be displayed.

Post Row Title

Press **ALT+SHIFT+R** to display the current row's title in a message box. You must define the row's title first, using the Adjust MAGIC Options dialog and you must enable "Unpunctuated Phrases" in the Verbosity dialog found under the Speech menu.

Post Row Total

Use **MAGIC Key+DELETE** to display the current row's total in a message box. Magic will find

either the predefined column containing row totals, set in the Adjust MAGIC Options dialog, or will search the current row for a cell that contains the word SUM. To use this keystroke you must enable "Unpunctuated Phrases" in the Verbosity dialog found under the Speech menu

List Visible Cells With Data

Use **CTRL+SHIFT+D** to list only the cells with data, which are visible on the screen. This enables you to quickly access relevant cells that are visible on the current screen, skipping blank cells.

Select Hyperlink

Press **CTRL+SHIFT+H** to list all hyperlinks on the current sheet, and this dialog allows you to either move to the cell containing the hyperlink, or activate the link.

Set Monitor Cells

Use monitor cells to observe an area of your spreadsheet as you work. Press **ALT+CTRL+SHIFT+1** to assign the cell or region of cells to the first monitor cell. Use **ALT+CTRL+SHIFT+1** through **0** on the number row to assign up to ten different monitor cells.

Move to Monitor Cell

Press **CTRL+SHIFT+M** to list all defined monitor cells, so you can move to a particular cell.

Post Monitor Cells

Use the keystroke **ALT+SHIFT+1** through **0** on the number row to display the contents of that monitor cell in a message box. For example if you have 5 monitor cells defined, and you want to know the information in the 3rd monitor cell, press **ALT+SHIFT+3**. To use this keystroke you must enable "Unpunctuated Phrases" in the Verbosity dialog found under the Speech menu.

MAGic and Microsoft Internet Explorer

MAGic has shortcut keys to help you use Microsoft Internet Explorer 5.01 and 5.5 without relying on the mouse to access certain features.

Select a Frame	MAGic Key+F9
Reformat Document	MAGic Key+F5
Select a Link	MAGic Key+F7

Listed below are detailed descriptions of the MAGic keystrokes you can use in Internet Explorer.

Select a Frame

Use **MAGic Key+F9** to bring up a dialog containing a list of the frames present in the page. Choose a frame from the list and press **ENTER**. The focus will move to the frame you selected.

Reformat Document

Use **MAGic Key+F5** to reformat multiple column pages to be more readable with speech.

Reformat Document rearranges multiple column pages to read in a linear fashion. Internet Explorer columns are read one after another.

Select A Link

Use **MAGic Key+F7**. Brings up a dialog containing a list of the links present in the page. You can then select a link by using the arrow keys or the first letter of the link. Press **ENTER** to open the selected link. You may also press the **TAB** key to move between the various controls in the Select a Link dialog.

Chapter 7

Contacting Freedom Scientific



Corporate Headquarters

Freedom Scientific BLV Group, LLC
11800 31st Court North
St. Petersburg, FL 33716-1805
USA

Telephone: (727) 803-8000

Fax: (727) 803-8001

World Wide Web:

<http://www.FreedomScientific.com>

Office hours: Monday through Friday 8:30 am to
5:00 pm Eastern Standard Time (USA)

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

Freedom Scientific Website

The Freedom Scientific Website,
<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 Website 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 EST (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:

Automated Online Help: Technical Support
Department

World Wide Web:

<http://www.FreedomScientific.com>

Technical Support e-mail:

Support@FreedomScientific.com

Technical Support Telephone: (727) 803-8600

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.

Technical Support Hours:
Monday through Friday
8:30 am to 8:00 pm EST (USA)

System Information

Welcome to the System Information utility – a technical support assistant. This application guides you through the process of sending a Technical Support Request to Freedom Scientific. System Information first gathers a variety of information about your computer system, such as the versions of *MAGic* that are installed and the version of your operating system.

Compiling System Information

The main System Information window has two sections:

Select Components

This list box is used to determine what information is displayed in the Component Details text field. The following items can be checked or unchecked: JAWS for Windows Information, MAGic Information, Operating System Information, Display Adapter Information, CPU Information, Disk Drive Information, General Hardware Information, General Software Information. All items are checked by default.

Component Details

This edit field allows you to review system information for the components selected in the Select Components list box. This information can be reviewed, but cannot be edited.

Sending Freedom Scientific your System Information

After viewing the system information, you may select one of several methods of sending the gathered information to Freedom Scientific. You may print the message and send it to Freedom Scientific by mail or fax, or you may send the information by e-mail.

To send the message to Freedom Scientific by e-mail, press **CTRL+D** (send) or **CTRL+SHIFT+D** (send as displayed). The Send options are also available under the File menu. A dialog box is displayed prompting you for more information on your technical support request. This dialog asks for a message subject, a problem summary, the name of the product for which you would like technical assistance, and contact information. Once you have entered this information, the application composes a message based on your problem description and your system information.

You may fax the information to (727) 803-8001. Please specify: Attention Technical Support, and if you are working with a specific technician, include his or her name as well.

You may mail the information to:

Freedom Scientific BLV Group, LLC
Attention Technical Support
11800 31st Court North
St. Petersburg, FL 33716-1805
USA

Note: We recommend you e-mail the information to receive the timeliest response.

Sending System Information to a Specific Support Engineer

If a support engineer asks you to send a System Information report directly to him or her, press **CTRL+M** to configure the default e-mail address. The support engineer will give you the e-mail address to use.

Appendix A

Using HJAuth

Using HJAuth

HJAuth serves four main purposes:

1. To move an authorization key from your hard drive,
2. To determine the number of authorization keys on your MAGic authorization disk,
3. To determine whether your hard drive already has an authorization key, and
4. To perform an authorization reset.

To move an authorization key to or from your hard drive

Place your authorization disk in your floppy drive. Press the Start button, select Run, and then type `C:\MAGic80\hjauth.exe` and press **ENTER**. Select the Install Authorization or Uninstall Authorization from the list of available commands.

To determine the number of authorization keys on your MAGic authorization disk

Place your authorization disk in your floppy drive. Press the Start button, select Run, and

then type **A:\HJAuth** and press **ENTER**. Select the Get Install Count radio button from the list of available commands. Press the TAB key to move to the edit box following the Install Count radio button and type **A:.** Choose the EXECUTE button to display the number of authorization keys. The information section of the window displays authorization statistics such as Serial Number, Current Version, Reset Usage Count, Expire Date, Version Type, and other valuable details.

To determine whether your hard drive already has an authorization key

Place your authorization disk in your floppy drive. Press the Start button, select Run, and then type **A:\HJAuth** and press **ENTER**. Select the Get Authorization Information radio button from the list of available commands. In the edit field next to the authorization information radio button, type **C:.** Choose the EXECUTE button to display the authorization information. If there is no authorization on your hard drive, "No Authorization Found," is displayed.

To perform an authorization reset

Contact Technical Support, at (727) 803-8600 or support@FreedomScientific.com to obtain an authorization reset code. Place your authorization disk in your floppy drive. Press the Start button, select Run, and then type

A:\HJAuth and press **ENTER**. Select Authorization String from the list of available commands. Press the TAB key to move to the next edit field, and type the authorization reset code you obtained from Technical Support. Do not include spaces when typing the authorization reset code. Choose the EXECUTE button. When you see, "Modification Complete," or something similar, your authorization key reset is complete.

Appendix B

Using SAPI Synthesizers with MAGic 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, 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 for your primary language, 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.

If you select a synthesizer other than Eloquence as your synthesizer for your secondary language, and move to a computer that does not have that synthesizer installed, when you press **MAGic Key+F11** to toggle the language, you will receive notification of this. **MAGic** then uses the same synthesizer that you have set for your primary language.

Appendix C Hot Keys

General

Launch MAGic	ALT+CTRL+M
Display/Hide MAGic User Interface	MAGic Key+ NUM PAD STAR
Pass through key	MAGic Key+3
Refresh Screen	MAGic Key+ESC

Magnification Hot Keys

Magnification, Views, & Color

Increase Magnification	MAGic Key+NUM PAD PLUS or CTRL+EQUALS
Decrease Magnification	MAGic Key+NUM PAD MINUS or CTRL+DASH
Magnification Toggle On/Off	MAGic Key+DELETE
Switch between Magnified Views	MAGic Key+ NUM PAD SLASH
Inverse Color (toggle)	MAGic Key+F12

Panning and Screen Movement

Pan Right	MAGic Key+ RIGHT ARROW
Pan Left	MAGic Key+ LEFT ARROW
Pan Down	MAGic Key+ DOWN ARROW
Pan Up	MAGic Key+ UP ARROW
Increase Speed during Panning	NUM PAD PLUS or CTRL+EQUALS
Decrease Speed during Panning	NUM PAD MINUS or CTRL+DASH
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	
Tracking Toggle On/Off	MAGic Key+R
Reposition Mouse	MAGic Key+

NUM PAD 5

Locator Mode

Start Locator	MAGic Key+F10
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Stop Locator	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	HOME
---------------------------	------

Move to Top of Screen	PAGE UP
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Move to Bottom of Screen	PAGE DOWN
--------------------------	-----------

Speech Hot Keys**General**

Silence Current Speech	CTRL
------------------------	------

Enable/Disable Speech	MAGic Key+SHIFT
-----------------------	-----------------

Language Toggle	MAGic Key+F11
-----------------	---------------

Note: On multi-language systems, the primary language by default is the language of the operating system. When you choose a second language, use **MAGic Key+F11** to toggle between the primary and secondary language. To set another language, do so in the Voices dialog, activated from the Speech menu on the MAGic user interface.

Document Reading

Read All From Location	MAGic Key+ SPACEBAR
Read Active Window (reads from the beginning of document window)	MAGic Key+ SPACEBAR (twice)
Say Title Bar	MAGic Key+T

Text Reading

Say Current Block or Label from Location	MAGic Key+CTRL
Say Current Word	MAGic Key+ALT
Spell Current Word	MAGic Key+ALT (twice)

Note: When you use Say Current Block or Label from Location, if you move the mouse it reads where the mouse lands, although if you move the insertion point, it reads from the location of the insertion point. If you have Read Uniform Block of Color selected from the Text Reading Page of the Document and Text Reading Dialog, you can select text and use Say Current Block or Label from Location to read the selected text.

Mouse Echo

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 many of these features from within the Keyboard Assignments dialog.

Appendix D

Windows Shortcut Keys

General

Get Help	F1
Open the Start Menu	Windows Logo Key or CTRL+ESC
Open Windows Explorer	Windows Logo Key+E
Open Run dialog	Windows Logo Key+R
Find file or folder from Desktop	F3
Minimize all applications	Windows Logo Key+M
Switch between applications	ALT+TAB
Quit the active application	ALT+F4

For Windows and Menus

Open the application control menu	ALT+SPACEBAR
Move to the Menu bar	ALT
Choose a menu item	ENTER
Move between menus	ALT, arrow keys
Cancel or close a menu	ESC
Cancel or close a cascading	ALT

menu	
Open a child window control menu	ALT+HYPHEN
Close a child window	ALT+F4
Open the applications menu	Applications key or SHIFT+F10
For Dialogs	
Move through dialog controls	TAB
Move backward through dialog controls	SHIFT+TAB
Move to another page	CTRL+TAB
Reverse direction through pages	CTRL+SHIFT+TAB
Move to first item	HOME
Move to last item	END
Select or clear in list view	SPACEBAR or CTRL+SPACEBAR
Toggle a check box on/off	SPACEBAR
For Reading Text	
Move left one character	LEFT ARROW
Move right one character	RIGHT ARROW
Move left one word	CTRL+LEFT ARROW

Move right one word	CTRL+RIGHT ARROW
Move to beginning of line	HOME
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	CTRL+HOME
Move to end	CTRL+END

For Editing Text

Copy	CTRL+C
Cut	CTRL+X
Paste	CTRL+V
Undo	CTRL+Z
Delete current character	DELETE
Select one character prior	BACKSPACE
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
Select to beginning of line	SHIFT+HOME
Select to end of line	SHIFT+END
Select to beginning	CTRL+SHIFT+HOME
Select to end	CTRL+SHIFT+END
Select all	CTRL+A

For Windows Explorer

Delete files	DELETE
Rename a file or folder	F2
Open properties	ALT+ENTER
Refresh a window	F5
Switch between windows	F6 OR TAB
Go up a level	BACKSPACE

Glossary

A

Autofeed When reading documents with **MAGic** and you arrive at the bottom of a line or page, **MAGic** can automatically present the next line or page of the document. Autofeed differs from scrolling, in that you must scroll manually.

B

Button Usually rectangular shaped control found in dialog boxes, which is activated using the **SPACEBAR** or **ENTER**.

C

Caret Used as the insertion point for text processing applications. It normally appears as a blinking vertical bar.

Check box Select with the **SPACEBAR** to activate a feature. Deactivate a check box's feature by clearing it with the **SPACEBAR**.

Combo box A box from which you choose from standard choices. Use the **UP** or **DOWN ARROWS** to move through the choices, or in some cases, you may press the first letter of the choice you want.

Context menu A menu that appears if you right click or press the Applications key on a control. Context menus change depending on where they are activated. Use the **UP** or **DOWN ARROWS** to move

through the items on a context menu, and press **ENTER** to activate a menu choice.

Cursor A moveable, visible mark that is used to indicate the position where the next operation will occur. The cursor may be a caret or an underscore.

D

Default A selection automatically used by **MAGic** in the absence of a choice made by the user.

Dialog box A window containing various controls, from which you can carry out commands or tasks. Use the **TAB** key to move through the available controls.

Document Reading **MAGic** reads your documents to you, starting from the insertion point, continuing to the end, when you press **MAGic Key+SPACEBAR**.

E

Edit box A field that contains an editable area for you to type the information requested.

Edit combo box A combination of two types of controls, the edit box, and the combo box. Either type in a value or press **ALT+DOWN ARROW** to open a list box that contains suggestions for the contents of the field. Use the **UP** or **DOWN ARROW** keys to move through the items in the list, and press **ALT+UP ARROW** or **ESC** to close the list box.

Edit spin box A field that contains an editable area where you can insert information. Also you can use your **UP** or **DOWN ARROWS** to move through a set of

fixed values. Use the **PAGE UP** or **PAGE DOWN** keys to move through at higher increments. Edit spin boxes are commonly used for fields requiring numerical values.

F

Focus A windows term used to describe the state in a window, dialog, menu, or control can receive keyboard input. For example, if a control can receive input from the keyboard, it is said to have focus.

Full A MAGic view that magnifies the entire screen.

G

Group box A rectangular area enclosing related controls. You can press **TAB** to move from one group box to another, and then use your arrow keys to move between the controls found inside the group box.

H

Highlight MAGic highlights words as it speaks them. A word is highlighted when you see a box of inverted color around the word, or if the words are underlined as MAGic reads to you.

Hot key Use only to refer to a key or key combination that cause some function to occur in the computer no matter what is currently running.

I

Icon A graphic representation of an item that can be selected and opened, such as a document or program.

Inverse Changes the colors of the computer display to increase contrast.

L

Lens A MAGic view that places a box on your screen that is magnified, while the rest of the display remains unmagnified. You can move the Lens around the display to find items with the magnified view.

List box A control containing a list of features from which you can select. Use the **UP** or **DOWN ARROWS** to move through the items in the list box.

List view A view that lists items. A list view is typically connected to a tree view and lists the contents of the items displayed in the tree view. Use your **UP** and **DOWN ARROWS** to move through the items in the list view.

Locator Visual indicator of where the current magnified view is located in relation to your full computer screen.

M

MAGic An acronym for **MAGnification In Color**.

Magnified View The portion of your screen that is enlarged. The magnified view can be the Full, Lens, Overlay, or Split views.

Menu bar The bar located along the top of most application windows, which contains words that expand into menus. Press the **ALT** key to activate the menu bar, and then press the right and left arrow keys to move across the menu bar. Press **ENTER** to activate any menu.

Mouse Pointer The visual pointer that moves on your screen whenever you move your mouse. With **MAGic**, you can enhance your mouse pointer to take on different shapes and colors.

O

Overlay A **MAGic** view that shows the top left corner of your screen magnified, while the rest remains unmagnified.

P

Panning Lets you visually browse application windows without changing the contents of the screen. Panning differs from document reading, in that it only lets you view the screen, and does not read while you pan.

R

Radio button A round button, found in dialog boxes, that you select to make a choice from several options. Use the arrow keys to move between different radio buttons, and use the **SPACEBAR** to select a radio button.

S

Setting When you change the state of the controls in *MAGic*, you modify the settings. You must save the settings for *MAGic* retain this information.

Smoothing Compensates for the loss of character definition, as screen objects get larger during magnification.

Spin box A control that contains values from which you can choose. Use the **UP** or **DOWN ARROWS** to move through the choices in the spin box. Use the **PAGE UP** or **PAGE DOWN** keys to move through at higher increments. Spin boxes typically contain numerical values.

Split A *MAGic* view that separates your display into two portions, one is magnified, while the other remains unmagnified. The split can be vertical or horizontal.

Shortcut Key Refers to a keyboard key or key combination such as **CTRL+N** or **CTRL+S** that invokes a particular command.

Start button The button located by default in the bottom left corner of the Windows Desktop. Press **ENTER** on this button to open the Start menu, and use the **UP** or **DOWN ARROW** keys to move through the menu items.

Start menu The menu activated when you press the Start button. The Start menu is customizable, but

contains such items as Programs, Documents, Settings, etc.

Static text Text found in a dialog that describes controls and does not change.

Status bar Found in most application windows along the bottom of the window. Contains descriptive information that changes based on where your cursor is located.

Synchronization Occurs when the magnified view shows what MAGic speaks. As MAGic reads the display moves to show what is spoken.

T

Task bar The bar that appears, by default, at the bottom of the Windows desktop. It contains the Start button and the systray. As you open applications in Windows they will appear as buttons on the taskbar.

Toolbar The bar found just below the menu bar that contains buttons for commonly used commands.

Tracking Enables MAGic to focus automatically on an active object anywhere on the magnified view. An object can be an open dialog, a button, or a text cursor.

Tree View Items are presented in a hierarchical format, organized vertically on the screen. Use the **RIGHT ARROW** to open closed levels, and use the **UP** or **DOWN ARROWS** to move through the list. Press the **LEFT ARROW** if you want to close a

level. Press the **TAB** key to move to the information in the right pane of the tree view.

U

Unmagnified View Refers to the portion of your screen that appears in the default size. The unmagnified view can be seen in the Lens, Overlay, or Split views. The unmagnified view is not active when you disable magnification. When magnification is turned off, it is not considered unmagnified.

V

Verbosity Amount of information **MAGic** speaks. Specify what **MAGic** speaks in the verbosity dialog, activated from the Speech menu.

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