

Introduction to HAL

(1 day)

Background

HAL is user-friendly screenreader which recognises and reads aloud information from the computer screen. Screen information can also be displayed in Braille for Braille users. With its easy recognition of windows and dialog boxes it is an ideal tool for the internet for visually impaired users.

Who should attend

- Users
- Special Needs teachers
- Special Needs Coordinators

Course Outline

- Introduction
 - What is a screen reader?*
 - Setting preferences.*
- Basic Keystrokes
 - Opening and moving between applications.*
 - Reading a page or document.*
 - Editing and formatting a document.*
 - Cutting and Pasting.*
 - Using Virtual Cursor (3 hours)*
- Application Specifics
 - Browsing the WWW*
 - Using Links Navigator*
 - Tricks to make navigation easier*
- Email
 - Sending and receiving mail*
 - General usage*
- Navigating forms and tables
- Using Map files. (3 hours)



0845 644 1712