Hello and welcome to the Accessibility’s web module on JAWS. For your convenience, there is closed captioning provided on this video. In addition, please find the transcript for the video below on this web page. So the first thing to know when using JAWS is that it should automatically open with your computer, when it turns on. It will open on your lock screen and if you have a password, then JAWS should be speaking already, to notify you that you should login. And then once you are logged in and JAWS is launched, say you want to navigate through certain programs or get to certain Apps. Press your Windows key to get to your Start menu. [Search box edit. Type in text] and say you’re on a Start menu or and you are also in a browser or a certain program, a good way to easily navigate different sections is to press Tab. [Tab. Start list box, toggle start navigation menu items collapsed, one of six] and JAWS will tell you where you are currently. And just keep pressing Tab to move through different sections. And you can you press Shift Tab to move back. [Tab. All Apps checked. All Apps list boxes. Recently added. Shift Tab. Start list box. Toggle Start navigation menu items collapsed, one of six] [Tab. All Apps checked. All Apps list boxes. Recently Added.] When you want to navigate through those sections, depending on if it’s a list or it’s a grid, you can navigate with your arrow keys. So if it’s a list, just navigate with your up and down arrow keys. [Start Zoom view. Most used. Word Twenty Sixteen. Google Chrome. Tab. Pin tiles list box. Custom Applications Group header. Google Chrome. PowerPoint Twenty Sixteen.] If you’re somewhere set up like a grid then you can use your up and down arrow keys as well as your left and right. [File Explorer. Microsoft Edge. MSC Remote Assistance. PowerPoint Twenty. Google Chrome. Word Twenty Sixteen.] Okay, and now to show you some basic ways to navigate JAWS when you’re reading some texts. [Enter] [opening dash] [opening dash Word] Also you might have heard that when I wanted to select the Word program, I pressed the Enter key, so usually when you are selecting an item in JAWS, like if you want to follow a link or open a program or go to a site search result, you press Enter. [Blank. Caps lock on] so when you’re typing JAWS will read what you’re typing by each character so each letter and each punctuation or number. So for example, if I type today’s date [J. U. N. E. Space. Five. Com. Space. Two. Zero. Two. Zero.] And then say you want to read the line that you just wrote, just use your up and down arrow keys again. [Enter. June Fifth Twenty Twenty. Blank. Caps lock on] and then say you want to read something paragraph by paragraph so like if it’s separated. [J. Cap A. W. S.] You can press control and then use your up and down arrow keys. So for this example if I want to read the line that says the date, I can go back up by pressing the control and the up arrow. [June Fifth Twenty Twenty] and then if I want to go back and read the line below that. That’s been separated by a break and is a different paragraph, I would just use the control and down arrow. [JAWS] and then [June fifth] Say you want to read something letter by letter or character by character, again, then you just use your left and right arrow keys. [U. N. E. Space. Five. Comma. Space. Two. Zero. Two. Zero] and then if you want to read something word by word then you would press your control key and then either your left or right arrow key to move throughout the sentence. [Twenty Twenty. Comma. Five. June.] Okay. So that just some basic ways to use JAWS when you want to read a certain text. So, say you’re on the internet and you want to quickly search something up. Let me show you by opening a Google Chrome window. [Cortana. Tab. Start list box. Tab. All Apps checked. All Apps list box. Recently added. Tab. Pin tiles list box. Custom Applications Group header. Google Chrome. Enter] [Address and search bar edit. Type in text. Control plus L.] So once you’re in Google Chrome, you can use a shortcut to get to the search bar by pressing your Alt key and then D, so [Alt D.] and then, once you’re in the search bar just type up what you want to search. [J. A. W. S. Space. S. H. O. R. T. C. U. T. Space. K. E. Y. S.] so in this case, I’m searching up JAWS shortcut keys and then press Enter. [Enter] [JAWS shortcut keys dash Google search dash Google Chrome. JAWS shortcut keys dash Google search. Page has four regions. Twenty headings and forty six links.] [JAWS shortcut keys dash Google search. Heading level one, accessibility links. links skip to main content. link accessibility help. Link accessibility feedback. Google Apps button collapsed. Google account, call account colon] Now as you can hear, JAWS often times, if you go to a certain site or go to certain Google search, sometimes it will try to read the entire page at once and just go throughout. If you want to stop that, just press control, or an easier way to navigate items one by one, you can press H, which will take you to different headings. [search mode headings level one] [search results heading level one] [web results heading level two] [JAWS keystrokes dash support heading level three link] and then you can navigate through the search results that way. You can also navigate with Tab like earlier. [Tab. Main region. JAWS keystrokes dash support, support dot freedom scientific dot com single right point and angle quotation mark document single right point and angle quotation mark manuals heading level three link] or you can navigate with your arrow keys again. [Heading level two web results. Heading level three link JAWS keystrokes dash support] and then once you find the result you like just press Enter to select it. [Enter] [H. T. T. P. S. Colon slash slash support dot freedom scientific dot com slash content slash documents slash manuals slash JAWS slash keystrokes dot] and then it will take you to whatever that result was [Page number. One. escape. Learn keystrokes heading level two] and again if you want navigate something quicker you can press your H letter key to jump through headings [web browsing keystrokes heading level two] and then your arrow keys to navigate through paragraph you want to read or through sentences you want to read. [Note colon the JAWS help system includes detailed information about using the internet. In your browser, press and hold insert and press F twice quickly. the internet. In your browser, press and hold insert and press F1] [twice quickly. Once JAWS help is open, press F6 to move to the help topic window.] As you can see when you go on Google there are a lot of different results and different sites you can look up if you want to learn about more shortcut keys for JAWS because there are a lot depending on what programs you’re using or what browser. Some sites are voice over accessible and they will say certain keyboard commands that you can use if you want to jump around. Not all sites are accessible though, so those site will be harder to navigate and you’ll have to go through your arrow keys. And that really it for basic JAWS commands you can use to navigate through your computer and read. Should you have any question or concerns about the JAWS program, please contact the main Accessibility office at nine, zero, five, five, six, nine, four, six, nine, nine, or at access dot utm at utoronto dot ca. Thank you for reviewing the online JAWS module for Accessibility Services at the University of Toronto Mississauga.