



Windows

Customizing Windows for Low Vision High Contrast

Colors that look very different can have similar brightness and not provide enough contrast.

When you get the best combination of customized settings on your computer, you may find text easier to read and have less eye fatigue. **Check out these settings.**

1. Use the keyboard shortcut **Windows + U** to open the Ease of Access menu.
2. The **Settings** list on the left side of the screen shows a list of customizing tools. Part way down the list, you'll find **High Contrast**.

Select this option to view the high contrast settings that appear on the right.

3. **Turn on high contrast:** This toggle switch turns high contrast on and off. You can use either your mouse pointer or the spacebar to use the toggle switch.

The screen changes after you see the words “Please Wait”. Black letters on a white background are replaced with white letters on a black background.

4. **Keyboard shortcut to turn High Contrast on and off:** Use **Alt + Left Shift + Print Screen** to activate High Contrast.
5. **Choose a Theme:** This drop-down box offers you four different high-contrast themes. Select a theme to preview it.

Then check out the colored rectangles in a box below the drop-down list. These rectangles show you the colors of text, links, selected text, and background in the theme. You can set the color of each of these elements.

6. **Selected Text:** When you select the color rectangle next to the Text label, you’ll bring up a color window. You can click anywhere along the spectrum to customize the text color.

Choose the Done button when you have found the color you want for the text.

7. Do the same for each of the four elements. Select Apply to finalize your choices.

Tip: You don't have to change the colors. You can just use the default choices if they work for you.

8. **High Contrast themes:** Have some fun experimenting with the color settings.
 - **High Contrast #1:** This is the default setting if you choose High Contrast. You can adjust the color of any of the four elements.
 - **High Contrast #2:** This setting changes the text color to green. Again, you can choose various shades.
 - **High Contrast Black:** This setting leaves the background black, but the text color changes to white.
 - **High Contrast White:** This setting gives you a white background with black text. Many of the usual colors found in Normal view, such as grays and blues, are replaced by white.

Tip: High-contrast themes take effect across most applications, such as Word, Excel, PowerPoint, and Outlook, BUT do not currently work in the Google Chrome browser.

Changing the contrast can reduce your eye strain. Other workshops in this series explore more ways to customize how you use your computer. Try them out to see which ones work best for you!

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