



NVDA Screen Reader

Customizing How NVDA Speaks

Did you know you can customize how your NVDA Screen Reader sounds?

Since it's the voice you'll hear as you do everything on your computer, NVDA should be comfortable to listen to. Whether it's voice, pitch, or speed, there are lots of options for making NVDA sound just right. **Check them out!**

Adjusting Speech Settings

1. Press **NVDA + N** to open the **NVDA** menu.
Tip: Remember, the NVDA key is either the Insert key or the Caps Lock key.
2. Press the **Down arrow** until you reach **Preferences**.
3. Then, press **Enter** to open the **Preferences** submenu.
4. The submenu opens with the **Settings** option selected. Press **Enter** again to open the **Settings** dialog.

5. Press the **Down arrow** until you land on **Speech** in the **Categories** list of the **NVDA Settings** dialog.
6. Press **Tab** to move through the **Speech** settings until you reach the **Voice** drop-down menu.
7. Use the **Down arrow** to move through the three **Voice** options:
 - **David (Default voice)**
 - **Zira**
 - **Mark**
8. To move backward through the list, use the **Up arrow**. Stop when you reach the voice you want to use.
9. Press **Tab** to move to the **Rate** slider where you can change the voice's speed rate.
10. Use the **Down arrow** to slow the speech rate and the **Up arrow** to increase the speed rate. Stop when you find a speech rate you like.
11. **Tab** through the dialog box to explore the other **Speech** settings options.

Setting NVDA to Read by Word

12. Press **Shift + Tab** until you are back in the **Categories** list.

13. Press the **Down arrow** until you reach the **Keyboard** category.
14. **Tab** through the options until you land on the **Speak Typed Characters** check box, which is checked by default.
15. Press the **Spacebar** to uncheck the box.
16. **Tab** once more to move to the **Speak Typed Words** check box.
17. Press the **Spacebar** to check the box. Now, when you are typing, NVDA will read by word instead of by character.
18. Press **Enter** to save your changes.

Tip: If you press ESC instead of Enter, the dialog box will close without saving your changes.

Now you can customize NVDA so it's comfortable to listen to. Try another workshop to learn some useful shortcuts.