Hadley

Everyday Tasks Sample

Presented by Ricky Enger

**Ricky:** Hello, my name is Ricky Enger. Today we'll learn a little about using Narrator in our every-day tasks, such as navigating documents and webpages. To accomplish our tasks, we'll use concepts we covered in previous workshops in this series. So if you haven't checked those out yet, you'll find lots of great info in the rest of the series that will be useful for what we're doing today. When we think about the kinds of things we wanna do on our computer, reading a document is definitely on that list somewhere, right? Let's check out how to use Narrator to accomplish that.

We've got a document open, but what is it? Let's press our Narrator key plus T as in tango, so that's Caps Lock+T, to read the title of our window.

**Narrator:** The Picture of Dorian Gray.docx, Word window**.**

**Ricky:** The title of our window tells us we have Microsoft Word open and our document is The Picture of Dorian Gray.

Now that you've had a chance to learn a bit with us, we'd like to learn more about you. Your email address, name, how you heard about Hadley, and your relationship to vision loss. Learning more will give us a better understanding of how to personalize Hadley just for you. And don't worry, everything you share with us online will be kept safe and secure. Of course, if you'd prefer to talk through these questions, we are just a phone call away at 800-323-4238.

Taking these few steps saves your preferences so you can continue right where you left off and track your progress every time you log on. Plus it connects you to the Hadley community and helps sustain our funding to keep Hadley free-of-charge. And last but not least, it gives you direct access to the Hadley team. So now is your chance to sign up and join us.