Tech Ease for All

Accessing the Menu Bar with VoiceOver

The access the options on the Menu Bar while VoiceOver is running:

1. Use the keyboard shortcut Control, Option, M to move the focus to the Menu Bar.

2. Once the focus is on the Menu Bar (VoiceOver will announce "Menu Bar, Apple"), press the Left and Right Arrow keys to navigate the menus. VoiceOver will announce the name of each menu as you navigate.
3. To open a menu, press the Space Bar on your keyboard. VoiceOver will announce the number of items on that menu.
4. To navigate the items on a menu, press the Up and Down Arrow keys on your keyboard. Pressing the Right Arrow key will open a submenu. To exit the submenu, press the Left Arrow key.
5. To make a selection, press the Space Bar while the desired menu item has focus.
6. To exit the Menu Bar, press the Escape key on your keyboard.

For additional tutorials, please visit our website at http://etc.usf.edu/techease/4all/