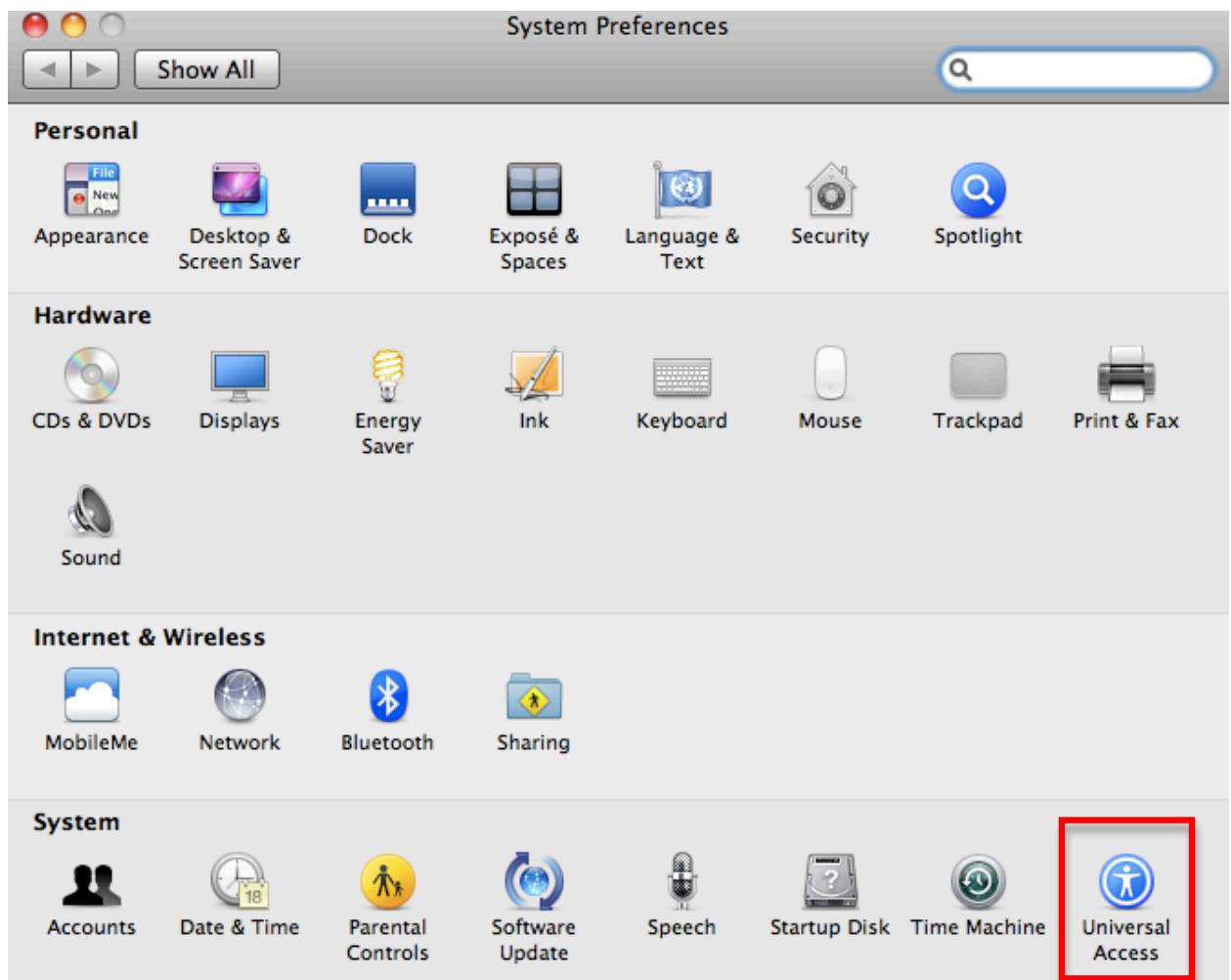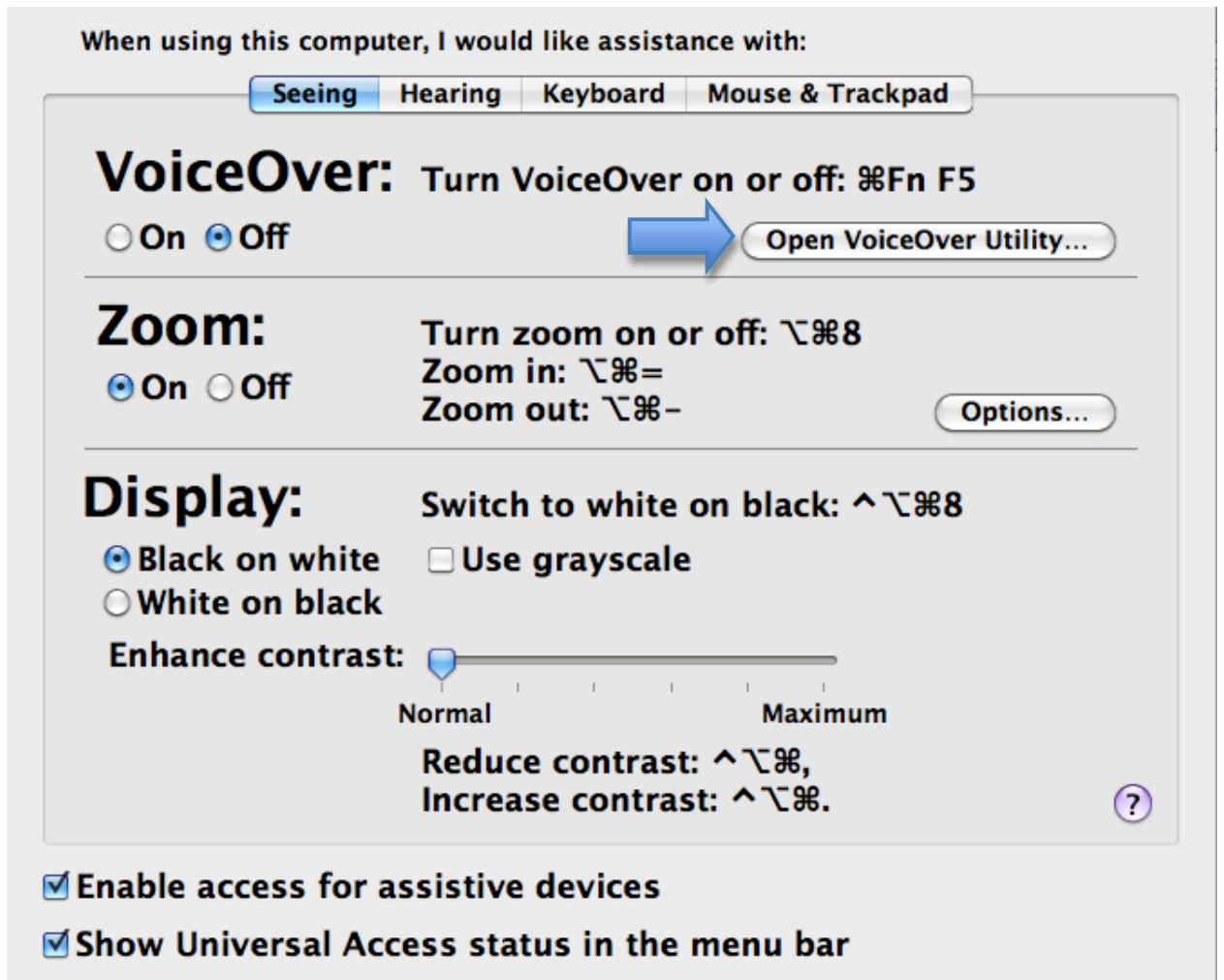# Tech Ease for All

Changing VoiceOver Voice Settings

VoiceOver ships with a number of voices. To change the voice used by VoiceOver and adjust the speaking rate and other settings:
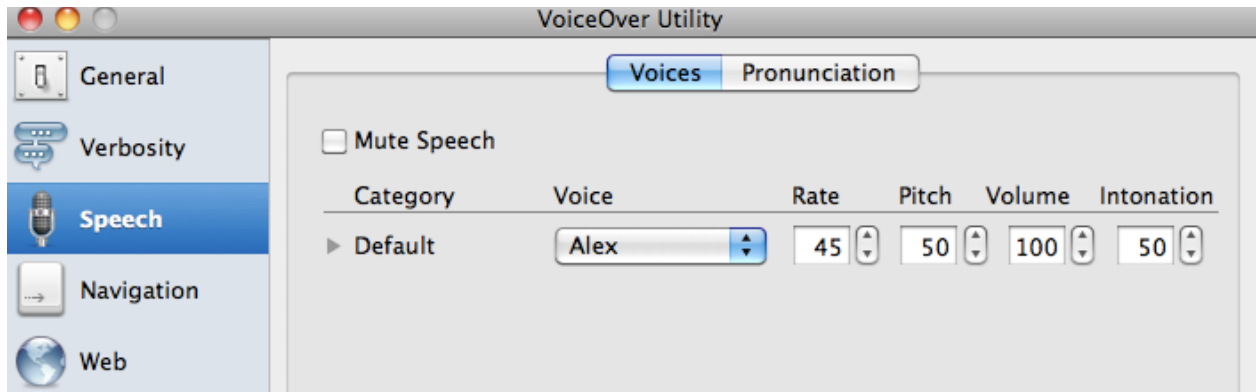
1. Choose Apple, System Preferences, Universal Access.

2. In the Seeing Tab, choose Open VoiceOver Utility.

When using this computer, I would like assistance with:

| Seeing | Hearing | Keyboard | Mouse & Trackpad |

VoiceOver: Turn VoiceOver on or off: ⌘Fn F5

○ On ⊙ Off   Open VoiceOver Utility…

Zoom: Turn zoom on or off: ⌥⌘8
⊙ On ○ Off   Zoom in: ⌥⌘=
                 Zoom out: ⌥⌘-   Options…

Display: Switch to white on black: ^⌥⌘8
⊙ Black on white   ☐ Use grayscale
○ White on black
Enhance contrast:
                    Normal   Maximum
                 Reduce contrast: ^⌥⌘,
                 Increase contrast: ^⌥⌘.   ⑦

☑ Enable access for assistive devices
☑ Show Universal Access status in the menu bar

3. Select the Speech category on the left side of the window, then select the Voices pane.

4. Use the controls in the Voices pane to select a voice and adjust the speaking rate, pitch, volume and intonation.

The VoiceOver voice settings can be quickly changed using just the keyboard. To do this, press Control, Option, Command and the Right Arrow key while VoiceOver is running, then use the Left and Right Arrow keys to navigate the different voice settings. To change the value of any setting, press the Up or Down Arrow keys on your keyboard.

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