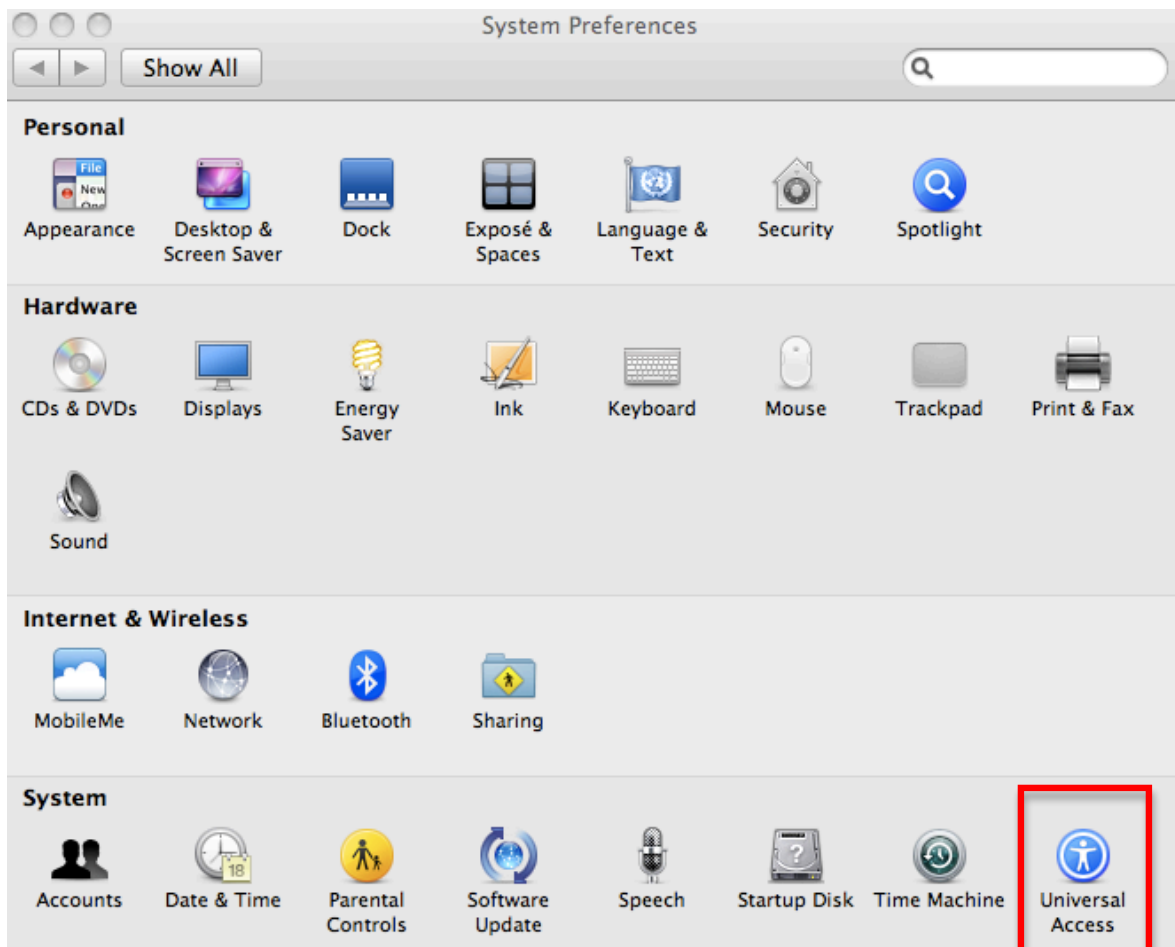


# Tech Ease for All

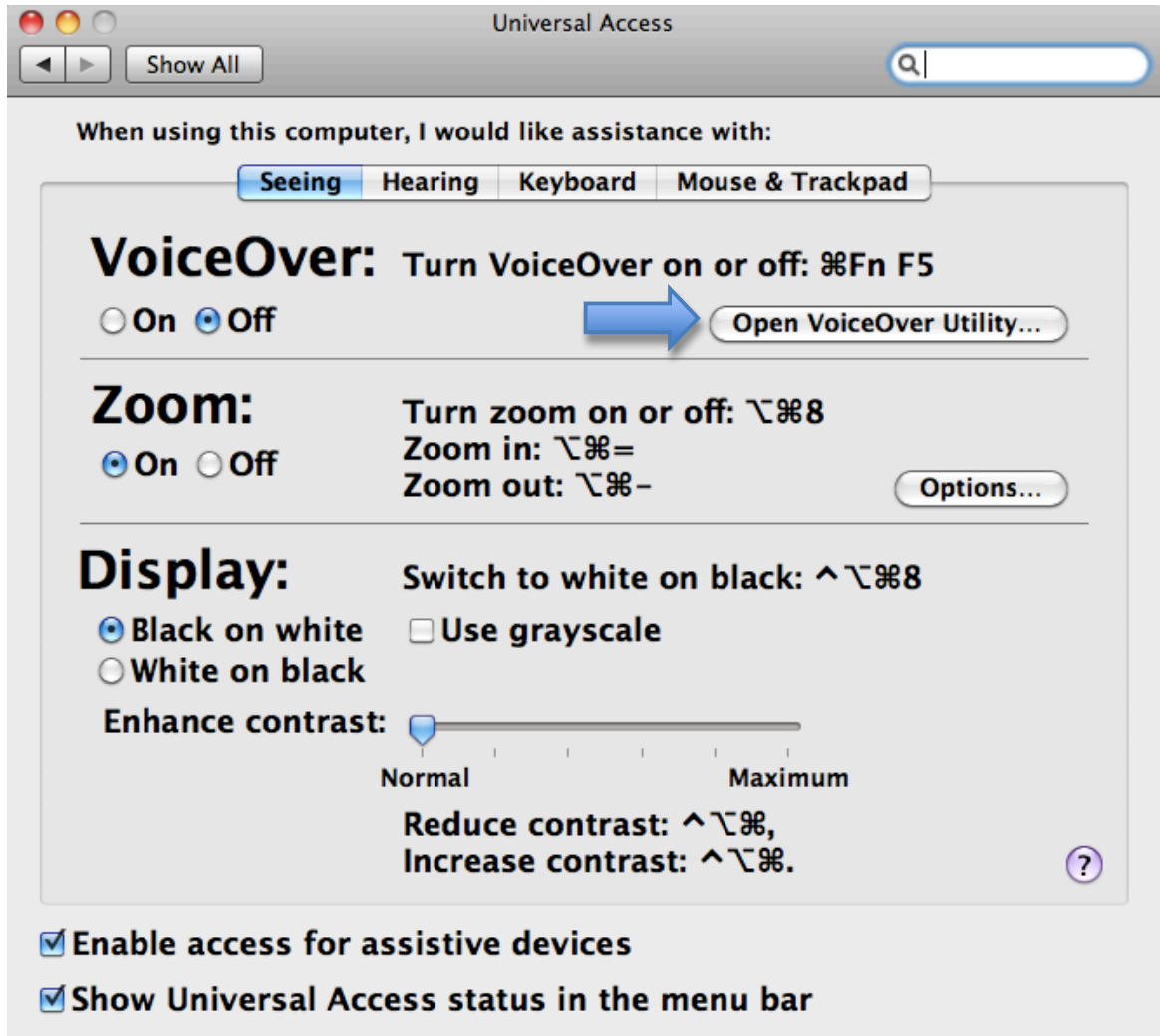
## Changing the Verbosity Settings for VoiceOver

To change the verbosity, or the amount of detail that VoiceOver will read back:

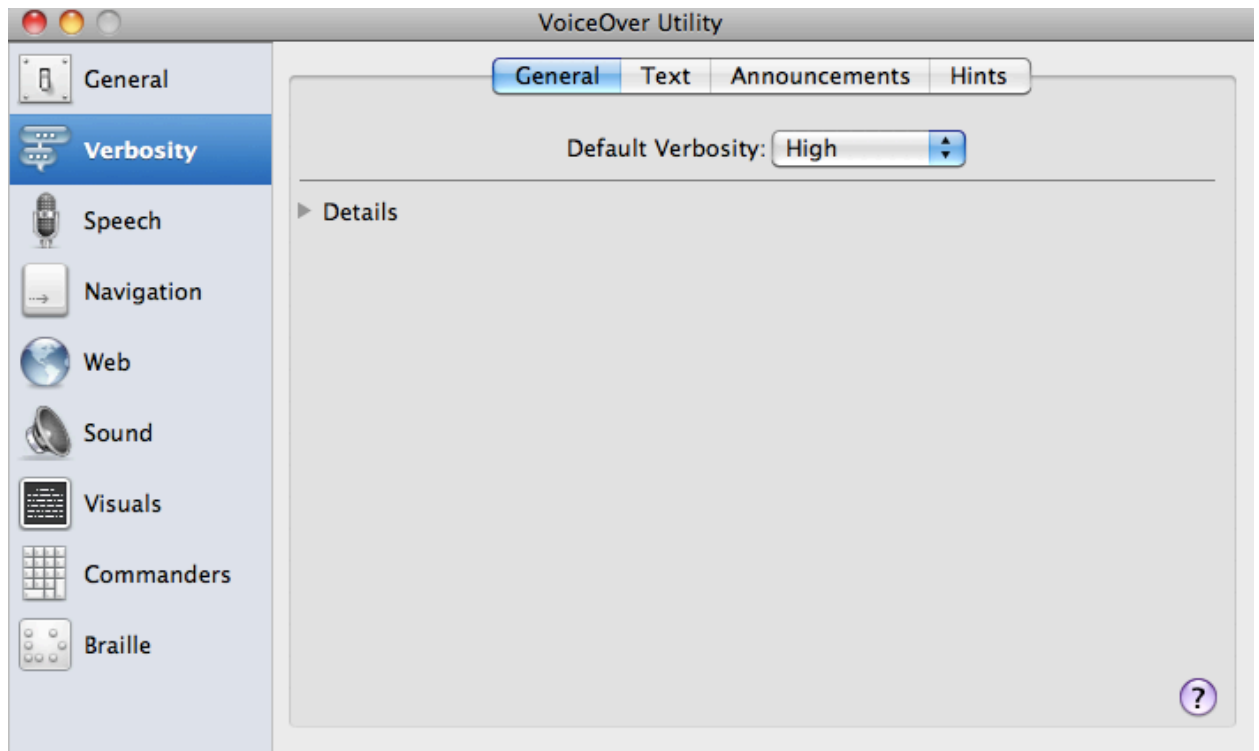
1. Choose Apple, System Preferences, Universal Access.



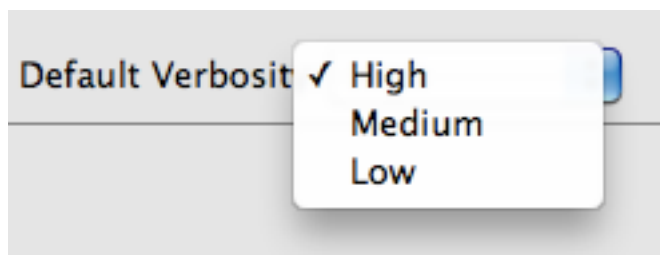
2. In the Seeing pane, choose Open VoiceOver Utility.



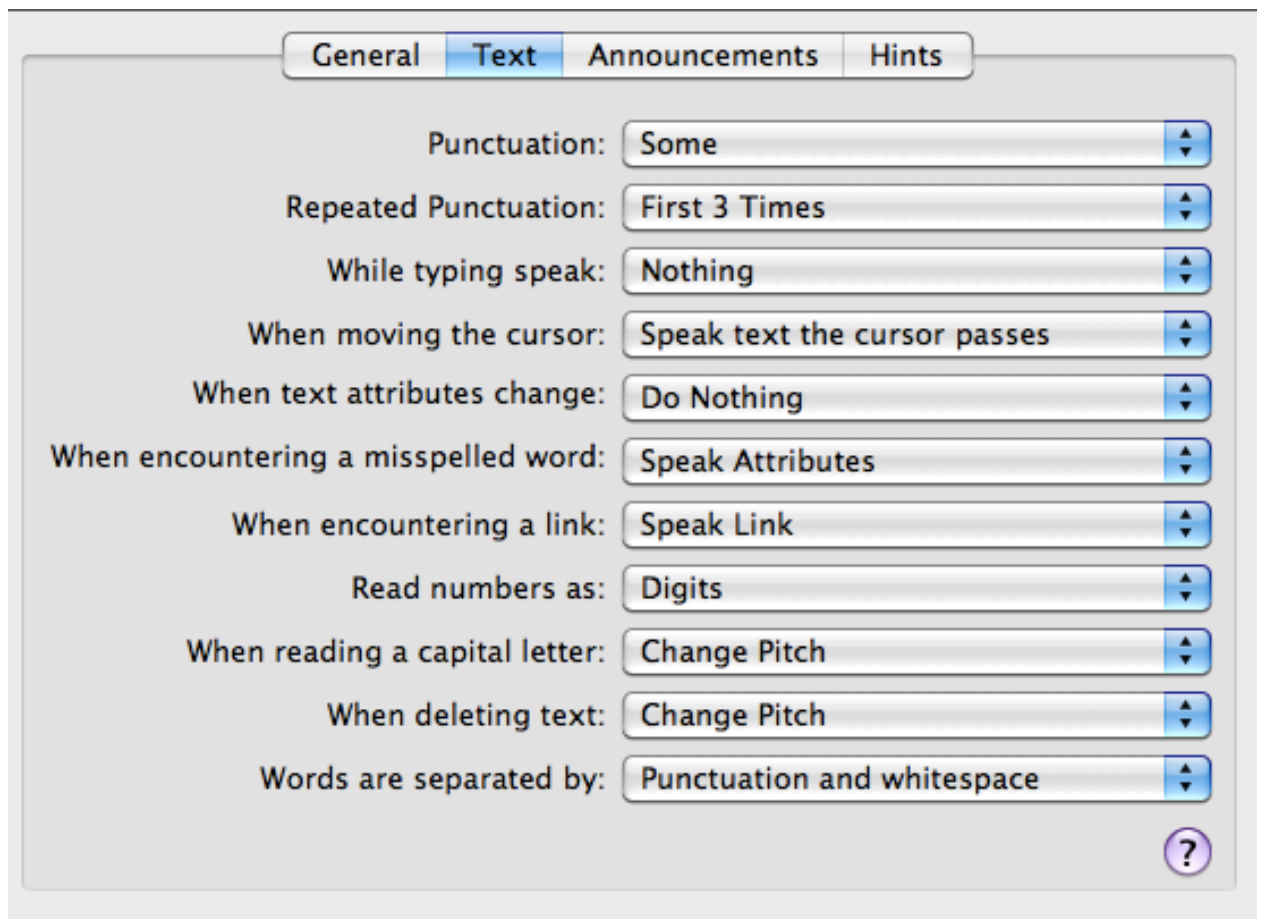
3. Select the Verbosity pane from the categories on the left side of the window.



4. In the General tab of the Verbose pane, use the Default Verbosity menu to select a verbosity level. This is the amount of detail VoiceOver will read back to you.



5. In the Text tab, use the pulldown menus to adjust how VoiceOver will handle punctuation, typing, links, numbers, capital letters and other text.



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