

What is accessibility?

Accessibility is the word we use to describe whether a website can be used by people of all abilities and disabilities. For instance, a website is accessible if all people, including disabled and elderly people, can use it.

On a website, accessibility depends on how a person's disability affects the way they perceive information on a page and how they navigate within and between pages.

There aren't bespoke features available on our Appeals Casework Portal, but you should be able to change certain functionalities within your operating system and browser to better suit your needs.

- [For people who can't see very well](#): the colours and the contrast between colours; the size of text; the choice of fonts
- [For people who are blind](#): how a screenreader interprets the elements on a page;
- [For people who find a keyboard or mouse hard to use](#): the ease with which someone can navigate to parts of the page;
- [For people who find words difficult](#): the complexity of the vocabulary; the choice of fonts and size of text; the opportunity to have text read out loud

I can't see very well or I find words difficult...

This features tips on ways you could possibly adjust your settings to make things easier for people who have difficulty seeing or for people who have difficulty with words.

Change text and background colours

Some people find certain text and background colour combinations difficult to read, while others prefer to always have a specific colour, such as white text on a black background.

To amend this, you can –

- Change the colours on your computer by changing the settings in your operating system so that your chose colours appear every time you use your computer.
- Change the colours in your browser so that your preferred text and background colours are stored for whenever you visit websites in browsers such as Internet Explorer or Firefox.

Change your fonts

Some people find certain text styles or fonts difficult to read on their computer and on websites.

To amend this, you can –

- Change the font settings in your operating system to make the text easier to read every time you use your computer.
- Change the default font in your web browser so that they appear every time you surf the internet.

APPEALS CASEWORK PORTAL

Magnify your screen

If increasing the text size on your operating system or web browser does not make text easier to read, try magnifying the screen.

To do this, you can –

- Set up the magnify feature on your operating system and customise it to suit your needs.

Make your computer speak text aloud

You can make your computer talk in a number of ways, which can be a valuable facility for people who have difficulties with reading, for someone who can't see very well or at all, and for those who need to rest their eyes.

To do this, you can –

- Set up the screen-reader or speech-to-text feature on your operating system and customise it to suit your needs.

Make the text larger

You can change the settings in your operating system or web browser to increase the text size, making it easier to see.

To do this, you can –

- **Make the text larger on your computer** by changing the settings in your operating system to make the text easier to see every time you use your computer.
- **Make the text larger in your browser** by increasing the text size in web browsers temporarily or for every time you surf the internet.
- **Making the text larger in applications.**

I am blind...

I am blind

This features tips on ways you could possibly adjust your settings to make things easier for people who are blind.

Make your computer speak text aloud

You can make your computer talk in a number of ways, which can be a valuable facility for people who have difficulties with reading, for someone who can't see very well or at all, and for those who need to rest their eyes.

To do this, you can –

- Set up the screen-reader or speech-to-text feature on your operating system and customise it to suit your needs.

I find a keyboard or mouse hard to use...

I find a keyboard or mouse hard to use

This features tips on ways you could possibly adapt your computer to make it easier to use the keyboard and mouse.

Change the keyboard settings on your computer

You can change the settings in your operating system to control the pace of repeated keystrokes and avoid accidental keystrokes.

Use the keyboard with one hand

Change the settings in your operating system so that you do not need to press multiple keys at the same time.

Turn on and customise the on-screen keyboard

Activate your operating system's virtual keyboard, so you can use a mouse, switch or other device instead of a physical keyboard.