

Instructions

1. Open the ' Start ' menu by clicking on the ' Start ' button or by pressing the ' Windows ' logo key (located between the ' Ctrl ' + ' Alt ' keys on most keyboards) alternatively press ' Ctrl ' + ' Esc ' .
2. Click on ' Control Panel ' or press the letter ' C ' on the keyboard.
3. If you see the text ' Pick a category ' (see Fig 1) as the main title on the page and under the Control Panel title you can see ' Switch to Classic View ' you need to click the ' Switch to Classic View ' (you are currently in 'Category View') by clicking on the link or by pressing tab until the ' Switch to Classic View ' is selected and then press ' Enter ' .

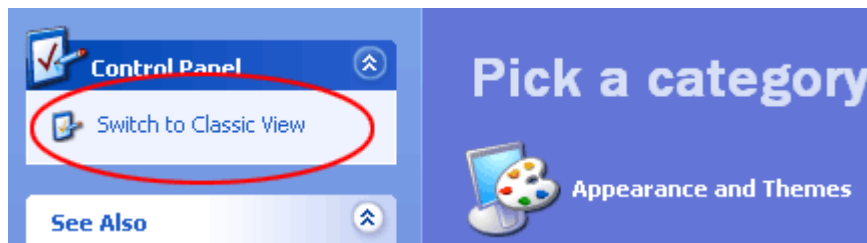


Fig 1

4. Once in 'Classic View' double click on ' Mouse ' or press the ' M ' key repeatedly until ' Mouse ' is highlighted and then press ' Enter ' .
5. The ' Mouse Properties ' page should be displayed as shown in Fig 2 .

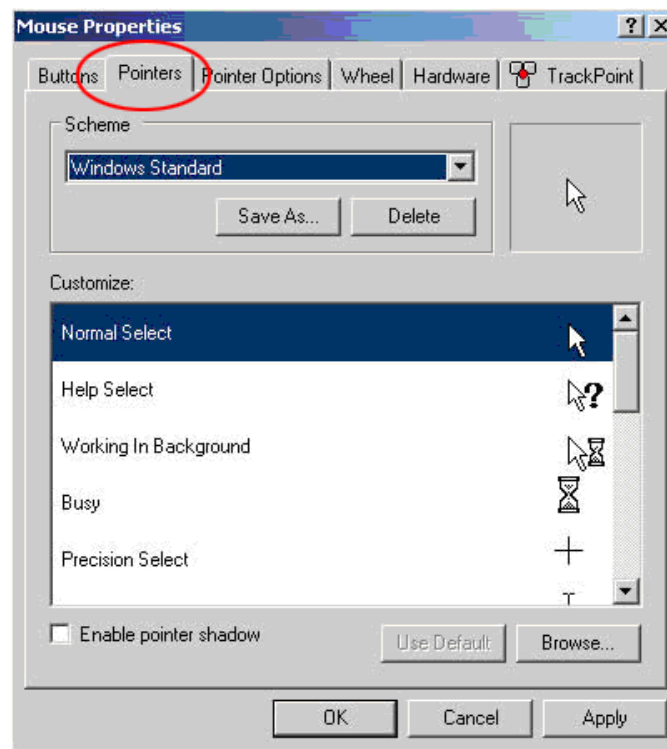


Fig 2

© BBC – see http://www.bbc.co.uk/accessibility/win/sub_root.shtml for more help

6. Click on the ' Pointer ' tab or press ' Control' + 'Tab ' until the ' Pointer ' tab is at the front.
7. Underneath ' Scheme ' is a drop down box which contains predefined sets of mouse pointers you can use. Click on this box, or press ' Tab ' until the scheme drop down box is highlighted, and the list appears.
8. Use the up and down arrow keys on the keyboard to move through the list. As you do so, you will see the pictures changing to reflect the scheme that is highlighted at the time. Some of these sets are labelled as ' Large ' , ' Extra Large ' or ' Inverted ' schemes - these are the ones you should try first.
9. To choose a scheme either click on it or if it is already highlighted press the ' Enter ' key on the keyboard.
10. Click ' OK ' or press ' Enter ' to exit the ' Mouse Properties ' page.

Note: If this does not work it could be because your computer settings cannot be changed due to local IT policies - contact your local IT support for further help.