

A decorative graphic consisting of vertical columns of colored dots in shades of purple, pink, orange, and yellow, arranged in a pattern that resembles a sound wave or a stylized 'V' shape.

Voice **OPTIONS**

California Speech Technology Program
A Program of the California Public Utilities Commission

Apple iPad Accessibility Features Quick Reference Guide



Provided by CTEC, Communication Technology Education Center

supportedlife.org/ctec



Guided Access

Guided access helps restrict the features available to the user, and can lock a user in an app. This is helpful if an iPad is being used as a dedicated communication device.

How to turn on guided access:

1. Open **settings**
2. Tap **General**, then tap **Accessibility**
3. Scroll down, and tap **Guided Access**
4. To turn on guided access, tap the toggle switch to green.
5. Set a passcode to turn on and off guided access by tapping **Passcode Settings**.

How to use guided access:



1. Open the app you wish to restrict access to
2. Triple click the **home** button, then tap **Guided Access**
3. The first time you use guided access, a screen similar to the picture above should appear.

4. Make sure touch is enabled and green.
5. Tapping **Options**, under hardware buttons, allows you to choose if the volume buttons, and device keyboard can be used during guided access.
6. To choose how long the app will be used, tap **Time Limit**, and choose an amount of time.
7. To disable certain parts of the screen, draw a circle around the area you want disabled. A grey circle will appear on the screen, and will be visible during guided access.
8. To end guided access, tap **End** in the upper left hand corner.
9. To resume guided access, tap **Resume** in the upper left hand corner.

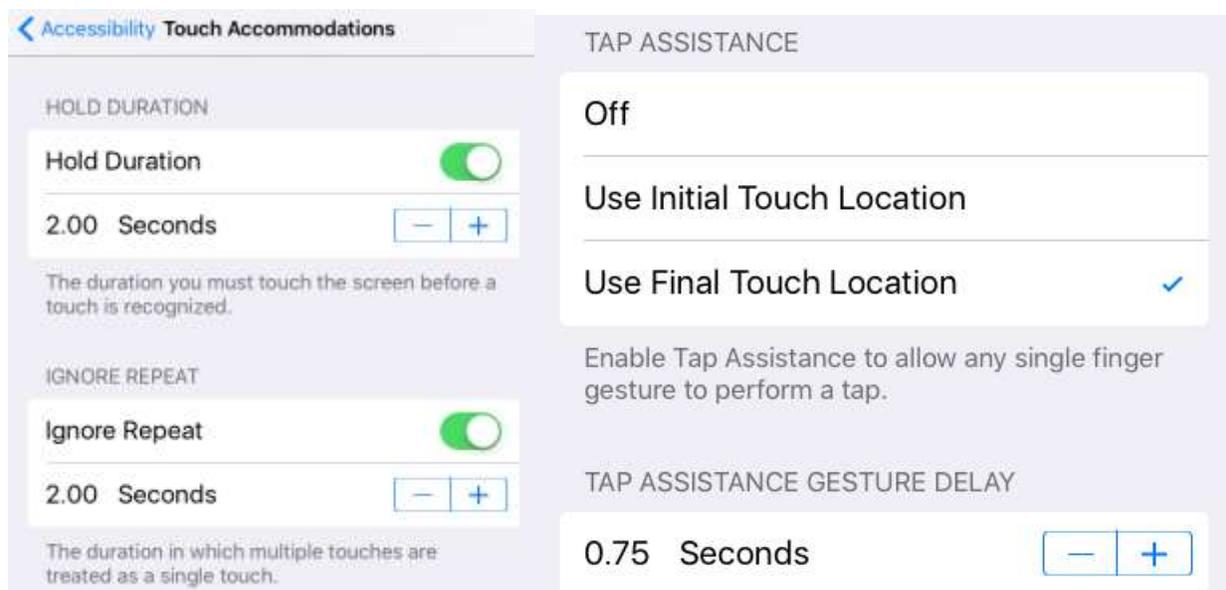
Touch Accommodations

Touch accommodations are helpful to slow down the sensitivity of the iPad screen and help users who have motor impairments. They are also helpful to prevent accidental activation of buttons, for example if a user is impulsive.

How to turn on touch accommodations settings

1. Tap settings
2. Tap General, then tap Accessibility
3. Tap Touch Accommodation
4. Tap the toggle switch next to touch accommodations to green to turn it on

Features available



- **Hold duration:** Sets an amount of time a button must be pressed before it is activated. The amount of time can be changed.
- **Ignore repeat:** Ignores multiple key presses within a set period of time. The amount of time can be changed
- **Tap Assistance:** There are two options; "initial touch location" and "final touch location". "Initial touch location" means the iPad will activate the button that is first pressed. "Final touch location" means the iPad will activate the place where you lift your finger. Set a "gesture delay" time to delay the time between a tap and activation.

Zoom

The zoom feature helps magnify the entire screen, and zoom in on portions the screen. This feature is helpful for users who have visual impairments.

How to turn on zoom

1. Open Settings
2. Tap General, then tap Accessibility

3. Tap Zoom

4. Next to the word zoom, tap the toggle switch to green to turn it on

How to magnify the entire screen

1. Using three fingers, double tap the screen.

2. To move the screen around, place and drag three fingers on the screen.

3. Double tap the screen again with three fingers to turn off the full screen zoom.

How to control zoom



1. In the zoom settings, to turn on zoom control, tap the toggle switch next to **show controller** to green.

2. A small grey compass should appear on the screen. This is the zoom controller, and can be dragged around the screen.

3. To control the zoom settings, tap the grey compass

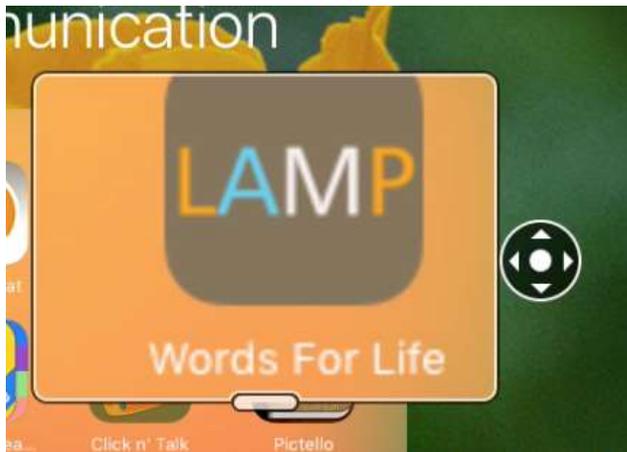
4. A menu of options should open.

5. Tap **Zoom In** to zoom in on the screen. To zoom out after pressing zoom in, tap the compass again and tap **Zoom Out**

6. **Choose Filter** opens a list of color filters, for example **gray scale** and **inverted**, which inverts the colors of the screens.

7. Drag the white circle at the bottom between the magnifying glasses of the zoom controller window to change the amount of magnification.

8. **Window zoom** opens a small zoom window that allows you to zoom in on part of the screen. To move around the window, press near bottom center of the zoom window frame and drag around the screen.



9. **Hide controller** hides the grey compass from being seen on the screen. To see the controller again, go back into the zoom settings and turn on **show controller** again.

Quick Tips

Remember that features may vary by the iPad and the iOS version, for specifics on a certain iPad and more information, visit the Apple Accessibility website at: www.apple.com/accessibility/

Accessibility features can be quickly accessed by triple clicking the home. To adjust which features will be available by triple clicking the home button, go to **settings -> general -> accessibility -> accessibility shortcut**. Tap the features you wish to be available by triple clicking the home button.

Some accessibility features may not be fully usable if multiple features are turned on.

If you are using a communication app, like TouchChat, it would be best to turn off gestures to prevent accidental activations.

Resources

- Video demonstrations and explanations of the **guided access** feature:
www.youtube.com/watch?v=FRTNiCnC-nw
- A video demonstration and explanation of the **zoom feature**:
www.youtube.com/watch?v=DPjn6BCjmGA