





Volume, Zoom and Brightness Controls


Volume

In the bottom right hand corner of your screen there is a volume icon that looks like a speaker . When you click this icon, a box will appear just above it. This is where you control the volume of your computer. Sliding the bar to the right will increase the volume, and sliding it to the left will lower the volume.

Clicking the speaker icon next to the slider will mute your computer, and you will hear nothing from the computer. You will know if your computer is muted as there will be an X symbol next to the speaker icon .



Brightness and zoom

Your computer screen can be adjusted to suit your needs, such as making the screen brighter or making the text larger. To do this, click on the start button and click on settings . Then select "Ease of Access".

The "Ease of Access" setting allows you to customise many things, including changing the size of the text and apps, adjusting the screen brightness, changing the zoom level, using colour filters, and so on. Through "Display" you can make the display on your computer easier to see by making the size of the text and apps bigger.

Experiment to see what settings work best for you!