

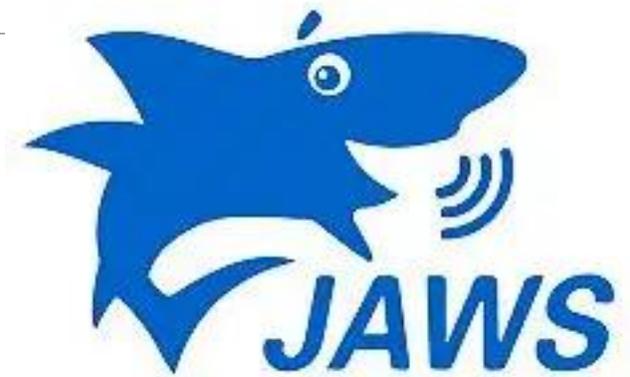
# Diving into Windows and the Web with JAWS

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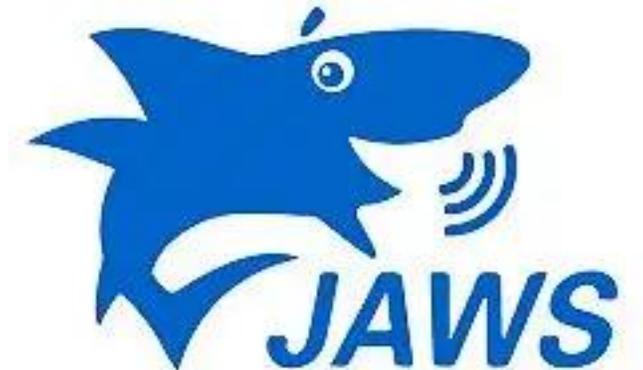
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# Disclosure

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I have no Relevant financial interest and no relevant non-financial interest in the topic I am presenting today.



# Windows Desktop Elements

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The Windows desktop is **not** a chemical or physical "element" in the scientific sense. Instead, in computing, the Windows desktop refers to a graphical user interface (**GUI**) **element** — it's the main screen area you see after logging into Windows, where icons, files, and open windows appear.

# In UI Design Terms



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- The desktop is considered a container element or interface layer.
  - It's part of the shell — the outermost layer of the OS that users interact with.
  - While it's not an "element" like hydrogen or oxygen, it is an essential element of the Windows user interface.
  - Would you like a visual breakdown of the Windows desktop components?

# What is the Windows Desktop?



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- It's part of the Windows operating system's GUI.
  - It serves as a workspace where users can interact with files, folders, and applications.
  - It typically includes:
    - Icons for shortcuts and files
    - Taskbar at the bottom
    - Start menu / Search Edit Box
    - Running Windows
    - Systems Tray

# How to access each element

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- Desktop Windows + D will always place your focus on the desktop
- Pressing the Tab key from the Desktop will move your focus to the Start Button
- Pressing the Tab key from the Start Button will move your focus to the Search Edit box
- Pressing the Tab key from the Search Edit box will move your focus to the Running Windows
- Pressing the Tab key from the Running Window will move your focus to the System Tray

# Quick Access for Desktop Elements

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- Desktop – Windows + D anytime
- Start Menu – Windows Key
- Search Edit - ???
- Running Programs – Insert + F10
- System Tray– Insert + F11

# What is the Purpose of...

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- Desktop – well we already mentioned that the desktop holds icons for different programs and files. The desktop also has a beautiful changeable desktop background. The desktop is really a visually beautiful space allowing accessing to other elements.
- Start Menu – is to launch programs already installed on the computer and you can find files, folder, settings, and the power options.
- Search Edit – to find anything that lives on the computers hard drive as long as you know the name.
- Running Programs – is a list of programs that are already running
- Systems Tray – displays background applications that are running – provides quick access to the background apps – shows status indicators – alerts you of updates and system messages

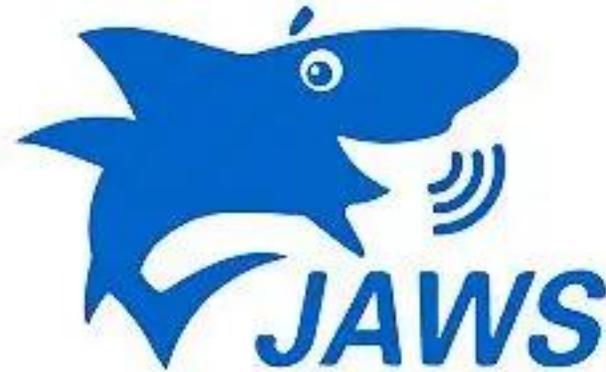
# Let's Dive in now with JAWS and Explore

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Windows + D

Tab Key

Windows  
Key



Windows + B

Insert + F10

Insert + F11

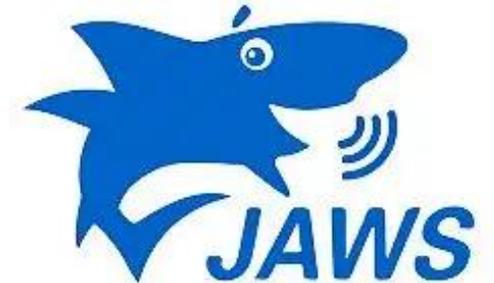
Any keyboard command that uses Insert is a JAWS Specific Command

# User Interface...What?

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A user interface (UI) is the point of interaction between a human user and a computer, software, or device. It encompasses everything the user sees and interacts with to control or receive feedback from a system.

- The key components of the UI are visual elements like Buttons, Icons, Windows, Sliders and Edit Boxes
- The input methods are keyboard, mouse, voice, touch screen
- Each program has a UI



# Let's Dive In

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- If you are running JAWS, then you have access to an application called RUN HJPAD.
- It lives in the JAWS Utilities Folder so you can locate it by pressing the windows key – typing in JAWS – down arrowing to Utilities JAWS folder and pressing enter – now using first letter navigation press R until you hear Run HJPAD and press enter. You now have opened the application and are in the UI for this application.
- I use this application as a training tool. Let me show you

# Navigating the UI of Run HJPAD

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- Insert + T reads the title of the window in focus
- Insert + Pg Dn reads the bottom of the window in focus
- Press Alt always takes you to the menu bar
- Press the right arrow to move through the menu
- The tools menu has some sample dialog boxes great for new learners or anyone who just wants to understand different elements how to interact with them
- Let's take a look

# Different Types of Elements

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Dialog Box What's that? It is asking and or giving information and cannot be ignored it will stop you in your tracks until you give it attention.

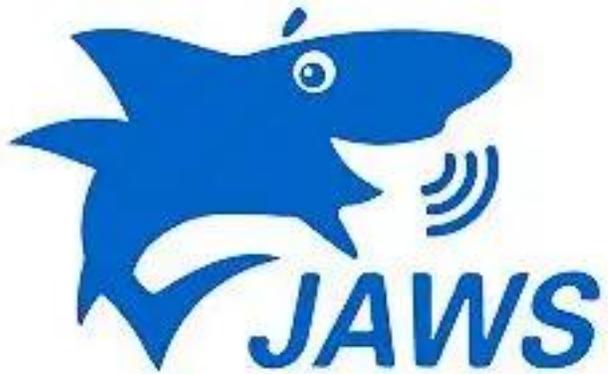
- Radio Button
- Edit Box
- Combo Box
- Edit Spin Box
- Left Right Slider
- Checkbox

Let's explore

# Let's now talk about PDF's

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A PDF (Portable Document Format) is a file format developed by Adobe that preserves the layout, formatting, fonts, and graphics of a document across different devices and platforms.



# Key Features of PDF

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- **Consistency:** Looks the same on any device or operating system.
- **Security:** Supports password protection, encryption, and digital signatures.
- **Compatibility:** Can be opened with free readers like Adobe Acrobat Reader or built-in viewers on most devices.
- **Non-editable by default:** Ideal for sharing finalized documents like contracts, reports, or forms.

# Key Features of PDF continued

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- Common Uses
- E-books and manuals
- Legal documents
- Invoices and receipts
- Application forms
- Academic papers

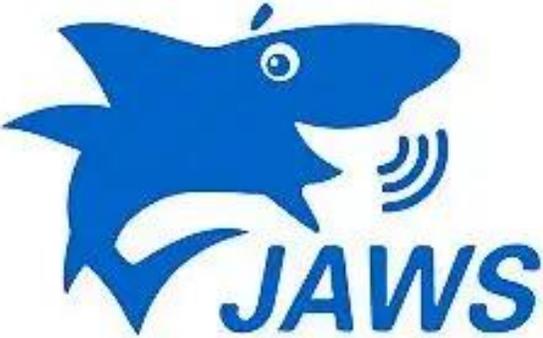
# Reading PDF's on my Computer

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- I have my computer configured to open and read my PDF files in Microsoft Edge and it works perfectly for my needs.
- Now if by chance I get a PDF that cannot be read by JAWS after opening it in Edge then I have the option of using Convenient OCR.
- Another option for reading PDF files is to use the Read Aloud this is a free reader included with most PDF files.

# Let's explore reading this PDF

■ [CATIS Letter 25](#)



# Now let's talk WWW with JAWS

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- Web Browsers
- Web Address
- Web Page
- Web Page Elements
- Navigating
- Temporary vs Permanent Changes

# What can we do on the Web

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- Search for answers
- Read articles
- Take online courses
- Stream movies and music
- Play games
- Work using cloud tools like Google docs and Office 365
- Attend virtual meets
- Shop
- Order food or grocery delivery

# Web Browsers

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- Microsoft Edge
- Google Chrome
- Fire Fox
- DuckDuckGo
- What are these and Why do I need to use them?
  - often referred to as a Browser
  - gateway to the WWW
  - necessary to request and retrieve and to display web pages
  - It usually does not matter which one you choose to use
  - User friendly interface allowing for easy navigation

# Browser Window

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Let's explore the user interface (UI), highlighting common elements across web browsers and the key differences that set them apart.

Browsers differ mainly in speed, privacy, compatibility, and extra features. Chrome is known for speed and extensions, Firefox for privacy and customization, Edge for Windows integration, Safari for Apple devices.

# Search Engines

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## Search Engine:

- Scanning website across the internet to collect data
- Indexing the collected data
- Ranking when you type in the query, the search engine uses algorithms to decide what results are the most relevant

## Most Popular:

- Google the most widely used
- Bing developed by Microsoft
- Yahoo an earlier search engine
- DuckDuckGo focus on privacy

# Break Down

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- Header located at the top of the page > Insert + T
- Address Bar under the header section > Alt + D
- Navigation bar and or Search box > E
- Main content > R
- Elements in the main content area
  - Links > Insert + F7
  - Headings > Insert + F6
  - Smart Glance > Y or Insert + Ctrl + Y
  - Paragraphs > P
  - List > L
  - Tables > T
  - Regions > R
  - Images > G
  - Form controls including radio buttons, edit fields, check boxes, combo boxes, list, buttons

# Let's Explore

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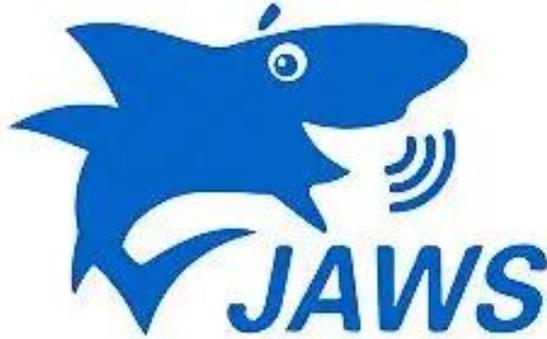
My browser of choice is Microsoft Edge

In this demonstration I will begin by using my favorite search engine which is Google. I will be navigating the INDATA web page. Using the keyboard commands mentioned in the previous slide. I am going to navigate from top to bottom the first screen often referred to as the Home Screen.

I also want to share one of my favorite training tools for JAWS users which is call Surfs Up. This is a great way to learn about the WWW and using JAWS.

Lastly, I want to share with you InnoSearch.ai

# Thank you



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