

Getting Started: Tab 4: Accessories

Tab 4: Accessories (or Useful Utilities)

- **Zip or File Compression software** - is your file too big to fit on your floppy disk or USB removable pen drive or to send via email? Use ZipGenius to compress your file to a more reasonable size.
- **Calculator**: just like your pocket calculator. For more advanced calculations click on **View** and choose **Scientific**.



- **Notepad**: a basic text editor that creates plain text files (.txt). This is useful because most applications can recognize these files.
- **Paint**: for drawing and also to view and edit picture files.
- **Easy Color Themes**: the most complete tool for creating colour palettes and schemes. Easy to use, with this software you can precisely match any shade of colour you come across on your screen, take an image of part or all of the current screen. It is particularly useful when creating web pages, posters and leaflets.
- **Screen Grab**: another useful utility to easily save screen shots.
- **Windows 2000 built-in accessibility features**:
 - **Screen Magnifier**: makes the screen more readable for users who have impaired vision. Magnifier creates a separate window that displays a magnified portion of the screen.
 - **Narrator**: reads aloud what is displayed on your screen: the contents of the active window, menu options, or the text you have typed. It is designed to work with Notepad, Internet Explorer, and the Windows desktop.
- **Supernova Tutorials**: links to a couple of websites that provide fairly extensive tutorials for Supernova.
- **Supernova**: accessibility application that incorporates a Screen Reader and Magnifier similar to those available in Windows 2000, but with much greater versatility and functionality. The Supernova software is only available on the **Fully Accessible PC**. Each Hillingdon library has at least one Fully Accessible PC, normally this includes a height adjustable workstation, a tracker-ball (as an alternative to the mouse) and a large key keyboard.

Helpsheets are available for ZipGenius File Compression, Easy Color Themes, Screen Grab, and can be found in the **Intermediate** section. Helpsheets for Supernova can be found in the **Advanced** section.