



## Lesson Plan, Windows 11 with JAWS Lesson 9

As you introduce this lesson to students be sure to let them know they should use the keyboard and not the mouse. Mouse users should be encouraged to hover the mouse over different objects to view available tooltips and for orientation but encourage them to use the keyboard as an alternative, and faster way to accomplish certain tasks.

### Objectives & Outcomes

Students will be able to identify, describe, define, and/or perform the steps outlined below:

- List at least two ways to open the Settings app in Windows 11
- Navigate through the different settings categories and within the individual settings for each category.
- Move quickly back to the Search edit box from anywhere in the settings screens
- Move back to the prior Settings page after moving forward one or more pages
- Use Windows Settings to enable or disable Bluetooth on your device
- Use of lists for navigation, both vertical and horizontal
- Discuss the changes to Accessibility settings
- List the keystroke to instantly open Windows Accessibility settings

### Materials Needed

- Internet access (optional)
- Computer with a full-sized keyboard (provide USB or wireless full-sized keyboards for any laptop computer users)
- Windows 11 installed
- Screen reader installed (JAWS, NVDA, etc.), optional but recommended for visual highlighting as well as voice output of control types
- Headsets
- Handouts (see below)

For this lesson, JAWS or other screen readers may be used if desired. If you plan to install JAWS ahead of time on computers in a lab setting, please review the **dSurf recommended JAWS settings for classroom environments** document for helpful suggestions.

If some participants choose not to use JAWS, advise them that they will hear JAWS speech output in the recordings of the instructor's PC. Speech output from JAWS is to

be viewed primarily as an auditory resource (i.e., a describer of the events happening on the PC) for the purposes of these lessons. However, the lessons are written from a keyboard-user perspective and work well with screen reading software. Participants who use or require screen reading software are encouraged to participate and should be allowed to install the assistive technology of their choice, if possible.

## Handouts

Prepare print, electronic, and/or braille copies of handouts for the class ahead of time:

- **Lesson text for Lesson Nine** (accessible PDF - use on class PCs or print, etc.)
- **Vocabulary List for Lesson Nine** (accessible PDF)

## Opening to Lesson

The instructor should begin by asking the student or participants some broad questions about their experience with the Windows 11 Settings app, including:

- What is the need for a settings app in the first place?
- Have you changed settings for Windows, such as for Bluetooth or volume control? Has anyone changed other settings, perhaps for accessibility?

Give the students handouts as well as any other materials. Discuss the handouts in broad terms, and make sure to let the students know they will learn these terms during the lesson, and not to worry about them now other than to just get an overview.

Mention and read the definitions of three of the more common vocabulary terms, such as the following:

- Breadcrumb Buttons
- Slider Control
- Widget

Discuss these in broad terms with the participants.

## Body of Lesson

Make sure each student has a computer (with JAWS installed, optional) to use for the lessons.

Explain the assignment to students:

- Open lesson nine and watch the video while reviewing the online notes or transcript for the lesson. Explain that they will have 30 minutes to view the YouTube video, which is [16:21] in length.
- After the time has elapsed, ask the students their impressions of the video and what they learned while watching it.

- Discuss the responses and answer any questions.
- Identify some of the tasks the students think they need to work more with.

## Methodology

NOTE: Settings are saved automatically in Windows 11. Consider creating restore points, backup copies, etc. prior to the training if you so desire. Alternatively, make sure participants or instructors can reverse any changes that are made prior to ending the class.

Some suggestions for your training, depending on time available, include:

- A. Pick and choose any topic from the headings list in the video to work on one-at-a-time, or
- B. Plan to go through the entire lesson, one heading/topic at a time allowing for sufficient breaks between topics.

See expanded topics in the bulleted list below for each heading within the lesson.

## Independent Practice

Have each participant follow the instructions in lesson nine for either method A or B above, depending on your lesson plans.

Float around the room and assist those in need.

## Video Heading Times (10 headings):

YouTube Video, The Settings App in Windows 11 [https://youtu.be/\\_kO5jmgK1DQ](https://youtu.be/_kO5jmgK1DQ)

- 01:05 Changes to Settings in Windows 11

Discuss how changes are made and how long it sometimes takes to have suggestions become features. Engage the participants in discussion about any changes they envision for the future of Windows settings.

- 01:40 Opening the Windows Settings App

Discuss the three different methods of opening the Windows Settings app presented in the video. Have the students practice all three methods.

Have participants use the tab key and arrow keys for navigation.

Have participants practice moving back to the Find a Setting edit box using the keyboard with **CTRL+E**.

Have participants practice using the Back button or keyboard to move to prior pages in the Settings app.

- 04:37 Bluetooth Settings

Have the participants navigate to the Bluetooth settings On/Off button and toggle it on/off and back again.

- 06:17 Controls and States in the Windows Settings App

Discuss the more standard controls one finds commonly in other apps besides Windows, including stand-alone apps as well as browsers. Explain that some of these controls work the same way in Windows 11, but some may not, which leads to the next set of exercises.

- 07:22 Lists or List Boxes

Explain the typical way to navigate lists using the keyboard. Discuss how the lists in the Windows Settings app may often contain controls which can in turn be activated by pressing the spacebar or by left-clicking them with the mouse pointer.

- 08:05 Vertical List Example

Allow participants to practice using vertical lists.

- 09:37 Horizontal List Example

Allow participants to practice using horizontal lists.

- 11:05 Back Button

Have the participants practice using the back button with the mouse and/or keyboard.

- 11:34 Slider Controls

Allow participants to practice using the slider control for the master volume.

- 14:02 Accessibility

Discuss the change from "Ease of Access Center" in prior versions of Windows to the new Accessibility settings in Windows 11.

Discuss the three groups of settings here: vision, hearing, and interaction.

Take time to explore with the participants any of the settings they wish to change.

## Closing

Thank the students for participating. Discuss the things they want to work on in future training. Engage them with a discussion of the benefits of the new Settings app in Windows 11. Finally, encourage students to move on to lesson ten when they are ready.