

TECHNOLOGY TIPS OF THE WEEK

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“Change is the end result of all true learning”

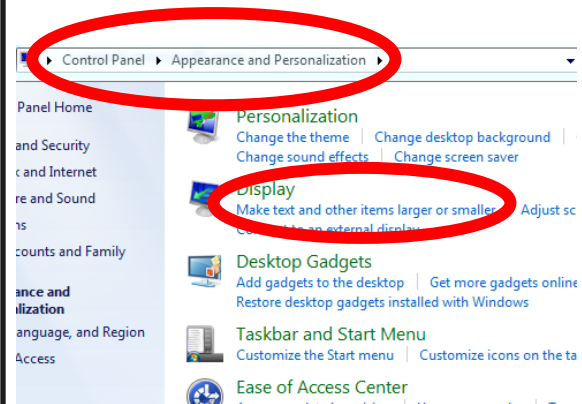
—Leo Buscaglia

Desktop Tip—Increasing Text and Item Size

The small text on computers may be a problem for many people but fret no more! Follow these steps to make your screen easier to read.

1. Click the “Start” button in the bottom left of your screen.
2. On the pop-up menu, click on “Control Panel”.
3. Select the tab labeled “Appearance and Personalization”.
4. Find the Display tab, and click the option, “Make text and other items larger or smaller” (see right).
5. Select “Medium-125%” to increase the text and item sizes.
6. Finally, click “Apply” at the bottom right.

Note: After clicking “Apply”, you will be asked to log off.



iPhone/iPad Tip—Changing Text Size and Boldness

Do you ever find that the words on your device are a bit difficult to read? No problem, just change the text size and/or boldness!

1. First, click on the settings icon in your homepage.
2. Scroll slightly down and select “Display & Brightness”; it is located directly below “General”.
3. Click on “Text Size” (see right).
4. Drag the slider to the right to increase text size and to the left to decrease text size.
5. In the previous screen, click on the “Bold Text” option to make your device’s text stand out more (see right).

