Quick Start Instructions on using MyEconLab with JAWS 12, 13, and 14

To work on assignments in MyEconLab with JAWS, follow these steps to turn on the Automatically Detect for Accessibility Setting:

1. Open JAWS if it is not already running. It is important that JAWS is running prior to doing work so that JAWS can recognize the MyEconLab player.
2. Login to your MyEconLab account, and open the MyEconLab player. You can do this by opening a question in any assignment (homework, test, quiz).
3. Open the context menu from the MyEconLab player. You can do this by using JAWS shortcuts. First use the Insert and number pad minus keys, and then the number pad star key. If you are helping a student and you are using a mouse, you can open the context menu via the right mouse button click.
4. Select "Accessibility" from the context menu.
5. In the popup window, select the "Automatically detect," radio button and click OK.
6. This setting is active for the current browser session. So the next time you work on your assignment, you will need to do these steps.

You can use JAWS to enter answers to the following types of questions:

- Multiple-choice — you choose the correct answer or answers from several possible answers.
- Free-response — you type your answer into a field using command-line language.
- Fill-in-the-blank — you select the answer using your arrow keys.

You can cut, copy, and paste using keyboard shortcuts; you also can use the command-line language to enter special characters and symbols. (Refer to the section below, "Using Command-Line Language with MyEconLab and JAWS")

Note, with the current version of MyEconLab, the following types of questions are not screen-readable by JAWS:

- Questions that require creating a graph, plotting on a number line, or selected questions with a visual display such as a graph or table.

- Writing questions that require tagging words or phrases in a paragraph or writing an essay.

Navigation Tips in MyEconLab and JAWS 12, 13, and 14

You can use the standard JAWS navigation menus and keyboard shortcuts with MyEconLab. There are many different ways to navigate using JAWS. Here are some examples of how a student could access a test and homework assignment using JAWS.

Doing Homework in MyEconLab using JAWS

1. Open JAWS if it is not already running (It is important that JAWS is running prior to doing work so that JAWS can recognize the MyEconLab player).
2. Select your homework assignment.
3. Select the Question you wish to work on.
4. Turn on the Automatically Detect for Accessibility from the context menu in the question if you have not already done so.
5. Use CTRL+HOME to start reading from the top of the question.
6. Use down arrow to read the question.
7. You can also use O key to skip the navigation and heading information at the top of the question. Or use the TAB key to navigate to different content areas in the question.
8. If the question contains a multiple choice then use INSERT+F5 to select the answer from the JAWS forms field list. You can also select your answer by using up/down keys.
9. If the question is a free response question and contains an edit field, then once in the edit field enter your answer using the keyboard and command line language.
10. To select the next question, use INSERT+F5 to open the Forms Field list and select the specific question or the Next Question. You can also TAB to the Question in the top question navigation bar to select the question.
11. To Save your homework assignment, use INSERT+F5 to open the Forms Field list and select Save. You can also Save by using your TAB key to select the Save button.

Taking a Test in MyEconLab using JAWS

1. Open JAWS if it is not already running (It is important that JAWS is running prior to doing an activity so that JAWS can recognize the MyEconLab player).
2. Select the test you want to take.
3. Select Are you ready to start.
4. Turn on the Automatically Detect for Accessibility from the context menu in the question if you have not already done so.
5. Use CTRL+HOME to start reading from the top of the question.
6. Use the down arrow to read the question.
7. You can also use O to skip the navigation and heading information at the top of the question. Or use the TAB key to navigate to different content areas in the question.
8. If the question contains a multiple choice then use INSERT+F5 to select the answer from the JAWS forms field list. You can also select your answer using the up/down keys.
9. If the question is a free response question and contains an edit field, then once in the edit field enter your answer using the keyboard and command line language.
10. To select the next question, use INSERT+F5 to open the Forms Field list and select the specific question or the Next Question. You can also TAB to the Question in the top question navigation bar to select the question or TAB to the Next Question button.
11. To submit the test, use INSERT+F5 to open the Forms Field list and select Submit. You can also submit by using your TAB key to select the Submit button.

Using Command-Line Language with MyEconLab Free Response Questions and JAWS 12, 13, and 14

Copy and paste shortcuts	
To do this…	**Enter this shortcut…**
To copy text:	Select text and type Ctrl-c
To cut text:	Select text and type Ctrl-x
To paste text:	Place cursor and type Ctrl-v
To undo:	Type Ctrl-z
To redo:	Type Ctrl-y

Basic math operators	
To type this operator…	**Enter this…**
Plus	+
Minus	-
Multiplication dot	*
Multiplication dot	☆
Times (x)	×
Division (÷)	÷
Less than (<)	<
Less than or equal to (≤)	< =
Greater than (>)	>
Greater than or equal to (≥)	> =
Equal to (=)	=
Not equal to (≠)	<> Or ≠

Math symbols and expressions	
To type this expression or symbol...	**Enter this...**
Fraction	numerator-part / denominator-part
Mixed number	whole-number-part <space> numerator-part / denominator-part
Superscript	^
Subscript	_
Absolute value	|number|
Square root	SQRT(number)
Nth root	RTX(root degree,number)
Vertical bar (pipe)	|
Empty set	∅
Union	∪
Intersection	∩
Belongs to (element of)	∈
Does not belong to (not element of)	∉
Subset of	⊂
Not a subset of	&notsubset;
Proper subset of	&propsubset;
Not a proper subset of	&notpropsubset;
Ordered pair	(a,b)
Angle	∠
Partial derivative	&partiald;
Logical and	∧
Logical or	∨
Logical not	&lognot;
Tilde	˜
Infinity	&inf;
i (imaginary unit)	I

Math symbols and expressions	
To type this expression or symbol...	**Enter this...**
e (euler's constant)	E
Pi	π
Gradient	&grad;
Integral	&integral;
Uppercase sigma/summation	∑

Greek letters	
To type this letter...	**Enter this...**
lowercase alpha	α
lowercase beta	β
lowercase gamma	γ
uppercase delta	&cdelta;
lowercase theta	θ
lowercase lambda	λ
lowercase mu	μ
lowercase pi	π
lowercase rho	ρ
lowercase sigma	σ
uppercase sigma/summation	∑
lowercase tau	τ
lowercase phi	ϕ
uppercase phi (phi alt)	φ
lowercase chi	χ
lowercase psi	ψ
lowercase omega	ω

Windows Keyboard shortcuts and JAWS keystrokes

Here are some general Windows keyboard shortcuts and JAWS keystrokes that may be helpful when using MyEconLab. For a full list of JAWS keystrokes you can go to the Freedom Scientific help page: http://www.freedomscientific.com/doccenter/archives/training/JAWSKeystrokes.htm.

General Windows keyboard shortcuts	Keystrokes
Toggle active applications	ALT+TAB
Toggle active tabs in your browser	CTRL+TAB
Close active program	ALT+F4
JAWS keyboard commands	**Keystrokes**
Top of page	CTRL+HOME
Read line by line	Down arrow, Up arrow
Read entire page	INSERT+Down arrow
Stop JAWS reading	ESCAPE
List of links	INSERT+F7
List of headings	INSERT+F6
List of forms (such as edit fields)	INSERT+F5
Next interactive item (such as links, forms)	TAB
Previous interactive item	SHIFT+TAB
Next heading	H
Previous heading	SHIFT +H