

iPad Accessibility Features

Siri / Dictation Features

Siri needs to be enabled in order for the Dictation feature to work. Siri and the Dictation feature require access to the Internet in order to work.

To setup Siri:

- Go into the Settings App > Select Siri & Search
- Listen for “Hey Siri”: ON
- Press home for Siri: ON
- Language: English (Canada)
- Voice Gender: Choose a male or female voice
- Voice Feedback: Always

To setup Dictation and other accessible writing help:

- Go into the Settings Apps > Select General > Keyboard
- Check Spelling: ON (Checks spelling)
- Predictive: ON (Predicts text as you type)
- Slide to Type: ON
- Delete Slide-To-Type by word: ON
- Enable Dictation: ON (Allows you to dictate text)



Access the dictation feature using the on-screen keyboard and selecting the microphone.

Speak Selection (Text-to-Voice)

The iPad has text-to-voice capabilities built directly into the device. To enable the Speak Selection feature:

- Go into the Settings App > Select Accessibility > Select Spoken Content
- Speak Selection: ON
- Speak Screen: OFF
- Voices: English (U.S.)
- Speaking Rate: Adjust as needed for the student
- Highlight Words: ON
- Speak Auto-Text: OFF

To use speak selection, tap to highlight text and then select “Speak”.



Switching Between Apps

To quickly switch between recently opened apps, double tap on the Home button. This will bring up the Multitasking screen. You can swipe through and tap the screen of the app you would like to use. Swipe up to close an application. To close the multitasking screen, press the home button once and you will be brought back to the main screen.



Notification Center

To access the Notification Centre, swipe down from the top of the screen. The Notification Center contains events, reminders, and app notifications.



Control Center

To access the Control Center, swipe up from the bottom of the screen. The Control Center contains commonly used features. These include: music, volume, airplane mode, Wi-Fi, Bluetooth, do not disturb, mute / lock rotation, clock/timer, camera, and brightness settings. You can access the **Control Center** on your **iPad** by swiping up from the bottom of the screen on older **iPads** or by swiping down to the middle from the top right corner on **iPads running iOS12 or newer**.



Device/Spotlight Search

To access the Device Search feature, swipe down from the middle of the screen. A search bar will appear. The student can enter their search criteria into the search bar and a search will be conducted on the device.



Basic Apple Apps

Camera & Photos



The camera app can be used to take a regular photo, a square photo, a series of time-lapse photos, or a video. you will be able do some basic photo editing, such as: rotate the photo, turn on an automatic enhancer, choose a filter, remove red eye, and crop photos. Your photos will then appear in the Photo app for later use.



Safari



Safari is the default web browser on the iPad. Press the + sign to open a new tab. Enter the web address or search criteria into the search bar. You can also install the chrome browser to make use of its extensions.

Calendar



You can add events such as homework, projects, and tests into their calendar. You can add different calendars for different types of activities. You can also switch views modes from Day, Week, Month, and Year.

Reminders



You can set reminders for yourself regarding important tasks or appointments. Once created, you can go into the Details section to set an alarm, indicate the priority level, and add notes to the reminder.

Organizing Apps

You can organize your apps by holding their finger on any app for a few seconds until all of the apps begin to shake. Once the apps are shaking, the following actions can be completed:

- To move an app, drag it to a new location to reorder the apps on that page.
- To move an app to a different page, drag it to the edge of the current screen, wait until the screen flips over to the next screen, and drop the app on the new page.
- To delete an app, tap the little “x” on the top left hand corner of the app.
- To create a folder of similar apps, drag one app on top of another. This will create a folder with both apps inside. More apps can be added to this folder
- To change the apps that appear on the Dock, drag an app off or onto the Dock.

Once you have organized your apps, tap the Home button to lock the apps in place.

On-screen keyboard Shortcuts

- To capitalize a letter when typing, tap the Shift key. 
- To turn on the caps lock, double tap the Shift key. 
- To access numbers and symbols, tap the Numbers key. 
- To access additional symbols, tap the Symbols key. 
- To quickly enter a period, double tap the Space Bar.
- To access letters with accents, tap and hold the desired letter, drag the finger up to the desired option, and then let go. 
- To quickly access the apostrophe and quotation marks, tap and hold the ,! or .? keys respectively, drag the finger up to the desired option, and then let go. 
- To hide the keyboard, tap the Hide Keyboard button. 

Enabling Bluetooth Devices (Headphones or Keyboard)

- Go to Settings > Select Bluetooth
- Bluetooth: ON
- Press the connect button on the keyboard. The keyboard will show up on the screen under “Devices”. Tap on the device you want to pair. You may need to type the PIN code shown on the screen on your keyboard.
- If successfully paired, it will say “Connected” next to the keyboard on the Devices list.

For More information:

General Accessibility: <https://support.apple.com/en-ca/guide/iphone/iph3e2e4367/ios>

<https://support.apple.com/en-ca/guide/ipad/ipade572ca56/ipados>

<https://www.apple.com/ca/accessibility/ipad/>

Blind, Low vision and Deaf-Blind Users: <https://www.applevis.com/blog/whats-new-ios-13-accessibility-individuals-who-are-blind-or-deaf-blind>