# Introduction to Screen Reader Instruction

# **Screen Reader Skills Progression**

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Name [ ]

Phase: [ ]

Objective [ ]

## **Phase 1: Reading**

Students will:

1. be able to read text using a variety of reading commands.
2. be able to identify the titles and section titles of documents with Headings

## **Phase 2: Writing**

Students will:

1. be able to access documents, open and close programs, and will be able to navigate easily to the desktop.
2. be able to type with all alphanumeric keys on the keyboard.
3. be able to write and edit documents using a basic understanding of cursor placement.
4. be able to select, copy and paste text.

## **Phase 3: Using the Internet**

Students will:

1. be able to define common element types on the internet such as Headings, Buttons*,* Links, Tables as well as text.
2. be able to identify each element by type.
3. Use the “Tab” key to navigate to the next clickable object (Shift Tab for previous) (**METHOD 1)**
4. be able to navigate by “Quick Keys” (h for heading, b for button, v, and u for link) (**METHOD 2)**
5. be able to use Elements Lists on a website to navigate by element type (**METHOD 3)**
6. Switch between Quick Nav Mode and Forms Mode (may be labeled differently based on screen reader).
7. be able to navigate a table.
8. be able to apply skills to a variety of environments.

**Phase 4: Navigating and File Management**

Students will:

1. be able to save and open files using File Explorer.
2. be able to create folders and move files in File Explorer.
3. be able to download material from the internet and place that material in a location on the computer.
4. be able to extract zipped folders.
5. Be able to utilize the mouse pointer (JAWS cursor or NVDA mouse keys) as a backup to access typically inaccessible material.
6. be able to use OCR features to read inaccessible material.