**Introduction**

This booklet lists the most useful hot keys to control the three editions of Dolphin SuperNova:

- Magnifier
- Magnifier & Speech
- Magnifier & Screen Reader

A list of all the hot keys for your SuperNova software can be found in the user manual. To open the manual, press F1 or click the "Help" button on the SuperNova Control Panel. To get context help and a list of available hot keys while using particular applications press CAPS LOCK + F1 from within your application.

Most users prefer the default Dolphin hot key set as the most popular Speak commands can be operated by pressing a single key. When a hot key includes "NUMPAD", this means that the key is situated on the numeric keypad, a block of keys usually on the right end of your keyboard. On a laptop the Numpad keys are usually available by holding down the FN key. Where the Numpad is unavailable or difficult to use, we recommend using the Laptop Keyboard layout. Throughout this document, Laptop hot keys that differ from the desktop are shown inside square brackets.

**Choosing the Keyboard Layout and Hot Key Set**

While SuperNova is running, open the SuperNova Control Panel by holding LEFT CONTROL and pressing SPACEBAR. Then press ALT + G to open the "General" menu, press K to open the "Keyboard and hot keys" dialogue where you can choose: keyboard layout, keyboard language and preferred hot key set. Press OK to save any changes and close the dialogue.
**Getting Started with SuperNova**

Starting SuperNova

(Magnifier/Magnifier & Speech/Magnifier & Screen Reader)

SuperNova: CONTROL + SHIFT + S

Demo installation (if alongside full install): CONTROL + SHIFT + D

General

(Magnifier/Magnifier & Speech/Magnifier & Screen Reader)

Open SuperNova Control Panel: LEFT CONTROL + SPACE

Exit SuperNova: ALT + F4

Dolphin Help: CAPS LOCK + F1

Allow next keystroke through to Windows: LEFT CONTROL + 7 [CAPS LOCK + 3]

**Magnifier**

Magnifier Preferences

(Magnifier/Magnifier & Speech/Magnifier & Screen Reader)

Magnifier On/Off: LEFT CONTROL + NUMPAD ENTER [ALT + 0]

Larger: LEFT CONTROL + NUMPAD PLUS [ALT + EQUALS]

Smaller: LEFT CONTROL + NUMPAD DASH [ALT + DASH]

Panning: RIGHT CONTROL + UP/DOWN/LEFT/RIGHT ARROW

View (Full Screen/Split Screen/Fixed Window/Magnifying Glass/Resizing Lens): LEFT CONTROL + NUMPAD 7 [ALT + SHIFT + M]

Color Scheme On/Off: LEFT CONTROL + NUMPAD 0 [ALT + SHIFT + C]
Line View
(Magnifier/Magnifier & Speech/Magnifier & Screen Reader)

Start Line View from Cursor: LEFT CONTROL + LEFT SHIFT + NUMPAD 2 [ALT + SHIFT + L]
Start/Stop Scrolling: SPACEBAR
Change Scroll Speed: UP/DOWN ARROW
Skip Forward/Back: RIGHT/LEFT ARROW
Exit Line View: ESCAPE

Multiple Monitors
(Magnifier/Magnifier & Speech/Magnifier & Screen Reader)

Switch Monitor: CAPS LOCK + MIDDLE MOUSE BUTTON
Windows command to move applications between monitors: WINDOWS KEY + SHIFT + LEFT/RIGHT ARROW

Speech

Voice Preferences
(Magnifier & Speech/Magnifier & Screen Reader)

Voice On/Off: LEFT CONTROL + 0 [ALT + CONTROL + 0]
Louder: LEFT CONTROL + EQUALS [ALT + CONTROL + EQUALS]
Softer: LEFT CONTROL + DASH [ALT + CONTROL + DASH]
Faster: LEFT CONTROL + LEFT SHIFT + EQUALS [ALT + CONTROL + PAGE UP]
Slower: LEFT CONTROL + LEFT SHIFT + DASH [ALT + CONTROL + PAGE DOWN]
Next Synthesizer: LEFT CONTROL + LEFT SHIFT + RIGHT SQUARE BRACKET [CONTROL + CAPS LOCK + S]
Next Language: LEFT CONTROL + FULLSTOP [CONTROL + CAPS LOCK + L]

Stop speech: LEFT CONTROL

Read Text

(Magnifier & Speech/Magnifier & Screen Reader)

Press these keys multiple times to spell or hear additional info.

Character: NUMPAD 4 [CAPS LOCK + LEFT ARROW]

Word: NUMPAD 5 [CAPS LOCK + RIGHT ARROW]

Line: NUMPAD 6 [CAPS LOCK + UP ARROW]

More Read Text

(Magnifier & Screen Reader)

Press multiple times to spell or hear additional info.

Selected text: NUMPAD 1 [SHIFT + CAPS LOCK + DOWN ARROW]

Line to Cursor: LEFT SHIFT + NUMPAD 1 [CAPS LOCK + HOME]

Line from Cursor: LEFT SHIFT + NUMPAD 2 [CAPS LOCK + END]

Read Documents

(Magnifier & Speech/Magnifier & Screen Reader)

Read from Here: NUMPAD PLUS [CAPS LOCK + DOWN ARROW]

Click and Read from Here: MIDDLE MOUSE BUTTON

Stop Read from Here: LEFT CONTROL

Open Doc Reader Window: CAPS LOCK + NUMPAD PLUS [ALT + SHIFT + D]

Read Parts of Windows
Entire Window: NUMPAD 9 [CAPS LOCK + B]
Focus: NUMPAD 0 [CAPS LOCK + UP ARROW]
Status Bar: NUMPAD 2 [CAPS LOCK + PAGE DOWN]
Where am I? (Window Title and Focus): NUMPAD 7 [CAPS LOCK + PAGE UP]

Speak Additional

Key Describe Mode On/Off: CAPS LOCK + SLASH [CAPS LOCK + 1]
Time and Date: LEFT CONTROL + LEFT SHIFT + NUMPAD SLASH [CAPS LOCK + F12]
Battery Status: LEFT CONTROL + LEFT SHIFT + NUMPAD PLUS [SHIFT + CAPS LOCK + B]

Announcement Settings

When typing (Characters/Words/Both/None): CAPS LOCK + SEMICOLON [CAPS LOCK + 2]
Speech Verbosity Level (Low/Medium/High): CAPS LOCK + EQUALS [CAPS LOCK + V]

**Touch Screens**

Touch Gestures

Move magnifier around the screen: 1 finger slide in any direction
Speak text at your finger position (not in SuperNova Magnifier): 1 finger press and hold
Increase magnification: 2 finger stretch

Decrease magnification: 2 finger pinch

Show/Hide SuperNova Touch Bar: 3 finger single tap

Magnification On/Off: 3 finger double tap

**Dolphin Cursor**

The Dolphin Cursor provides keyboard access to applications that usually require a mouse. Screen reading keys continue to be available when the Dolphin Cursor is on. Your Dolphin software switches on the Dolphin Cursor automatically in applications such as web browsers when the application cursor is restricted or unavailable. You can change this automatic behaviour from the Dolphin Control Panel in the Speech > Advanced Options dialogue.

Dolphin Cursor

(Magnifier & Screen Reader)

Dolphin Cursor On/Off: NUMPAD DASH [CAPS LOCK + Z]

Move Dolphin Cursor to Application Cursor: NUMPAD STAR [CAPS LOCK + DASH]

Navigate and Select with Dolphin Cursor

(Magnifier & Screen Reader)

To select text while using the Dolphin Cursor, add SHIFT to the following commands. Then press CONTROL + C to copy text to the Windows Clipboard.

Next/Previous Character or Line: ARROW KEYS

Next/Previous Word: LEFT CONTROL + RIGHT/LEFT ARROW

Start/End of Line: HOME/END

Start/End of Document or Window: LEFT CONTROL + HOME/END

Next/Previous Object including Links and Controls: TAB/SHIFT + TAB
Next/Previous Window: LEFT CONTROL + TAB/LEFT CONTROL + LEFT SHIFT + TAB

Move by Cell within a Table: CAPS LOCK + ARROW KEYS [ALT + CONTROL + ARROWS]

Dolphin Cursor Quick Navigation Keys

(Magnifier & Screen Reader)

When browsing web pages, use these keys to move to the next item, add SHIFT to move to the previous item.

ARIA Landmark: ;

Heading: H

Specific Heading Level: 1-6

Paragraph: P

Table: T

Link: K

Edit Area: E

Button: B

Radio Control: R

Check box: X

More Quick Navigation Keys are also available to help you get around the web pages and work in other applications. Press CAPS LOCK + F1 while in the application to view a full list of available hot keys.

Dolphin Cursor Mouse Control

(Magnifier & Screen Reader)

Left Click the Current Link or Control: INSERT [CAPS LOCK + 8]

Right Click the Current Link or Control: DELETE [CAPS LOCK + 9]

Move Mouse Pointer to Dolphin Cursor: RIGHT CONTROL + DELETE [CAPS LOCK + EQUALS]
Drag with Left Mouse Button: RIGHT CONTROL + HOME [CONTROL + CAPS LOCK + 8]

Drag with Right Mouse Button: RIGHT CONTROL + RIGHT SHIFT + HOME [CONTROL + CAPS LOCK + 9]

Drop: RIGHT CONTROL + END [CONTROL + CAPS LOCK + 7]

**Item Finder**
(Magnifier/Magnifier & Speech/Magnifier & Screen Reader)

NOTE: Some lists are only available in selected Office applications and web browsers.

Open Item Finder: CAPS LOCK + TAB

Headings: CAPS LOCK + 2 [CAPS LOCK + F6]

Links: CAPS LOCK + 1 [CAPS LOCK + F7]

System Tray Icons: CAPS LOCK + 0 [CAPS LOCK + F11]

**Braille**
(Magnifier & Screen Reader)

Braille On/Off: LEFT CONTROL + LEFT SHIFT + 0 [CONTROL + CAPS LOCK + 0]

Braille Verbosity: LEFT SHIFT + CAPS LOCK + EQUALS [CONTROL + CAPS LOCK + V]

Braille commands are assigned to buttons on your Braille display subject to make and model. Use Key Describe Mode to discover the button functions for your particular Braille display.

**Getting Support for your SuperNova Software**

Press CAPS LOCK + F1 in any app (Word, Outlook etc) and SuperNova’s Help menu will provide: basic tips and guidelines, useful hot keys for the app, as well as handy SuperNova hot keys.

The Dolphin website also contains a range of helpful resources including training videos, SuperNova tutorials and a regularly updated Knowledge Base. Visit www.YourDolphin.com/support
For further support, Dolphin has a dedicated support team trained to help with your SuperNova questions:

UK & Rest of World:
Tel: +44 (0)1905 754765
Email: support@yourdolphin.com

North America:
Tel: 1 888 519 4694
Email: supportus@yourdolphin.com

If you purchased SuperNova from one of Dolphin's international dealers, please contact them for support. Visit www.YourDolphin.com/dealers to find your nearest SuperNova dealer.

www.YourDolphin.com