

## Changing My Preferences in Enroll and Pay

Users can customize their settings in Enroll and Pay to accommodate the usage of screen readers. Screen readers identify and interpret what is being displayed on the screen in a text-to-speech output device.

1. To change your preferences, select the **Actions List** (the three vertical dots in the upper right hand corner).
2. Choose **My Preferences** and then select **General Settings**.
3. Select the **General Options** area in General Settings. **Accessibility Layout** is located right below **General Options**, and here you can select to have the screen reader mode on or off.
4. Once you have decided which option you would like, click the **Save button**. To restore your options back to default, click the **Restore Defaults** button.
5. You will have to log out of your account and log in again in order to refresh your account settings.