

## Choosing Your Preferred Colours in Windows XP

### Choosing from predefined colour schemes

- Open the Start menu by clicking on the **Start** button.
- Click on **Settings**.
- Click on **Control Panel**.
- Double click on **Display**.
- Click on the **Appearance** tab. This page contains a snapshot of a sample Windows screen and below three drop down menus listing the Windows and buttons style (XP or classic), the currently selected colour scheme and the font size.

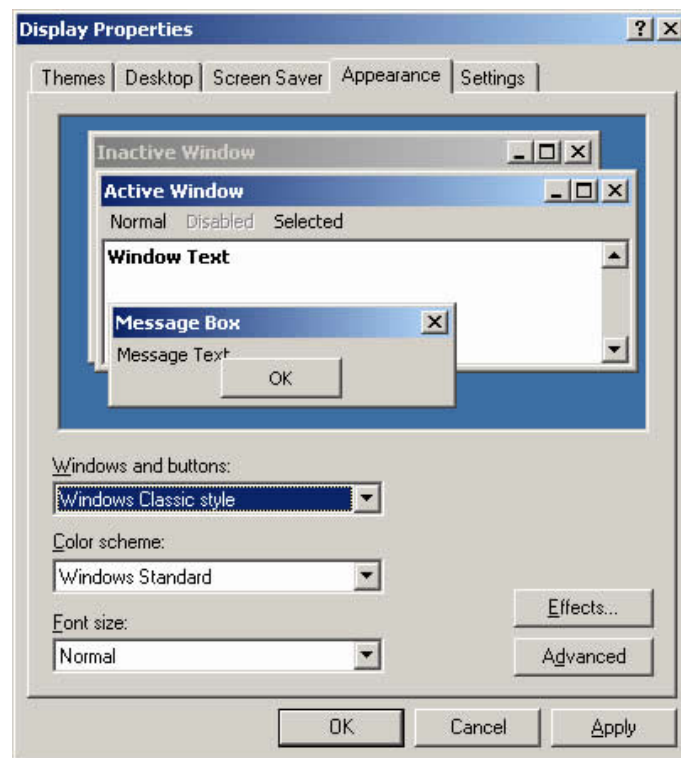


Fig 1

- Click in the **color scheme** dropdown box. Use the mouse or the up and down arrow keys to browse through the list and click on the **scheme** you want. Click **Apply**. Click **OK** or press **Enter** to exit the display properties dialogue box.

## Advanced Options

In order to fully use this feature you must have your Windows and buttons setting on Windows Classic. From this window you can select each screen element and tune it to your exact requirement. You can either select the element you want from the interactive preview area at the top, or select it from the drop down item menu.

When you select an element, the editable options become highlighted to the right and the options which are unavailable are greyed out. For most options you can change the font type, size, foreground and background colours.

See below for instructions on how to change items individually.

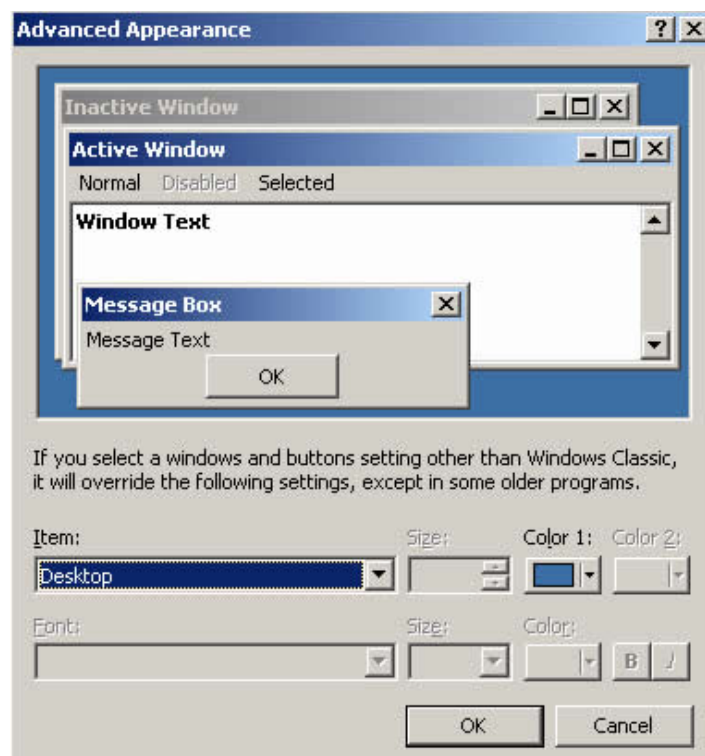


Fig 2

## Changing individual colours

- Open the Start menu by clicking on the **Start** button.
- Click on **Settings**.
- Click on **Control Panel**.
- Double click on **Display**. This will bring up the Display Properties dialog box (see Fig. 1)
- Click on the **Appearance** tab
- Click in the **Windows and Buttons** box. Use the mouse or the up and down arrow keys select the option: **Windows Classic Style** and **click on it**, or press **Enter** when it is selected.
- Click on **Advanced**. This will display the advanced appearance tab. (see Fig. 2)
- Click on the **drop down box** below the Item heading. Use either the mouse or the up and down arrow keys to navigate through the list of items. Each of these items can be modified individually. As an example, we'll change the menu colour scheme from its usual grey background with black text.

**Please Note:** This information is provided for the purposes of information only, and should not be construed as a recommendation. Prices and details are subject to change so please confirm details with supplier.

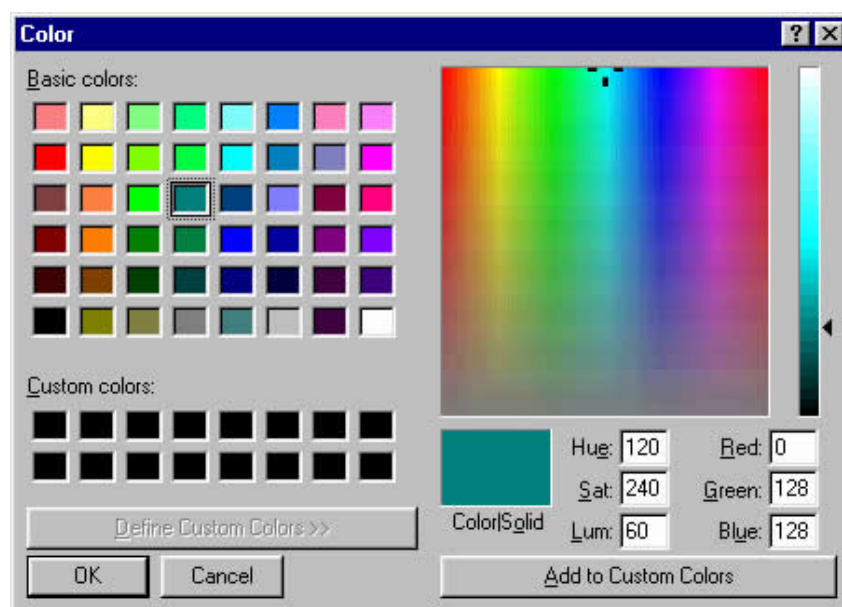
- Move down the list until **Menu** is highlighted and then press **Enter**. Any colour changes you now make will only apply to Menu items throughout Windows.
- Click on the **colour** box to the right of the Item drop down box and **choose a different colour** by clicking on it. (see Fig. 3).
- Press **Enter** to return to the Display properties page.



Fig 3

Now you have changed the menu background colour, let's change the text colour on the menus. Make sure that Menu is still selected in the Item drop down box – if not then repeat the steps above to select it.

- Click on the **second colour box** on this page (directly below the first one we used), and **choose a different colour** by clicking on it. Press **Enter** to return to the Display properties page.
- Press **Enter** or click **OK** to return to Windows where you should be able to view your changes.



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