



## Quick Reference Guide: Desktop Screen Readers Keyboard Commands for Forms

Screen Reader Keyboard Commands in Common for Forms	
Task	Command
<b>Navigate through focusable items</b>	Tab (or Shift + Tab to go backward)
<b>Activate a button</b>	Enter or Space Bar
<b>Select a checkbox</b>	Tab to the checkbox, then press Space Bar
<b>Select a radio button</b>	Tab to the group of radio buttons, use the Arrow Keys to choose one of them, then press Space Bar
<b>Select an item in a <code>&lt;select&gt;</code> drop-down list</b>	Tab to the <code>&lt;select&gt;</code> field, press Alt/Option + Down Arrow to open the list, use Down/Up Arrow to select item, then press Enter

Screen Reader Keyboard Commands for Forms				
Task	JAWS	NVDA	Narrator	VoiceOver
<b>Toggle modes</b>	<i>Forms Mode:</i> (On) (Automatic when in form element), (Off) Numpad Plus	To <i>Browse/Focus Mode</i> or <i>Forms Mode:</i> Insert + Space Bar	<i>Scan Mode:</i> Caps Lock + Space Bar	Not Available
<b>Navigate to a form</b>	In Document Mode, press F	In Document Mode, press F	In Scan Mode, press F	VO + Command + J
<b>Navigate to next form element</b>	F (or Shift + F to go backward)	F (or Shift + F to go backward)	F (or Shift + F to go backward)	VO + Command + J (or Shift + VO + Command + J to go backward)
<b>List all form elements</b>	Insert + F5	Insert + F7, then Alt + F	Caps Lock + [F5 or F6], then Tab (twice) to the Scoping drop-down list and select Form Fields	VO + U, then Left/Right Arrow until reaching Form Controls list

### Notes:

- Insert is the default NVDA modifier key, but Caps Lock can be set as a duplicate modifier key (so that it can be used in place of Insert).
- The Narrator key, Caps Lock (or Insert can be used in its place), can be locked so it doesn't need to be pressed with every command by pressing Caps Lock + Z (or Insert + Z) (only when not in Scan Mode).
- VO is an abbreviation for VoiceOver keys Control + Option. The VO keys can be locked so that they don't need to be pressed with each VoiceOver command by pressing VO + ;.

### Recommended Browsers:

- JAWS + Chrome, Edge, Firefox, or Internet Explorer
- NVDA + Firefox, Chrome, or Edge
- Narrator + Edge
- VoiceOver + Safari