

## Customising colours

## Help Sheet 13

WWS2000 gives you the option to change the background of a document or cell. It is sometimes useful to set a dark background with light coloured text for users with a visual impairment, for example, yellow letters on dark blue background. Background colours are also very useful in grids. Apart from making a grid look interesting, background colours can help users navigate through grids and understand that some cells have different purposes.

For example, it could be helpful to make the colour all cells that link to another grid the same – as in the Environment **Likes**. Alternatively where there are many linked grids, such as in the environment **All about Me**, the cell colour is the same colour as the grid it links to.

Set the background colour from the **Options** menu.

The colours available are from the standard palette and many of them are quite strong colours, which may not be visually helpful, especially if you are using them with coloured symbols. Also, the colours tend to print quite a bit darker than they appear on screen. You may, therefore want to customise your own colours.

### Customising Colours

Select **Background Colour** from the **Options** menu.

The Colour dialog box will appear.

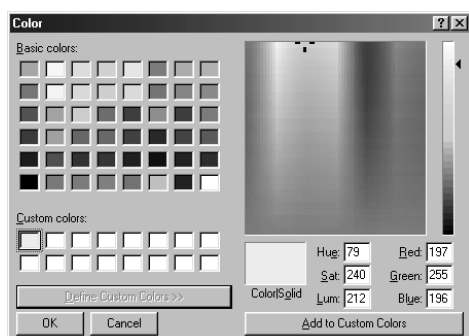
At the bottom of the dialog box you can see 16 spaces for Custom Colours. You can define a colour for each of these space.

Click on one of the **Custom Color** spaces.

Next click on the **Define Custom Colors** button. When you do this the dialog box will increase in size and offer you more options.

The dialog box contains a box called **ColorSolid** this is where the colour you are defining will be shown.

In this example we will make a pale green colour. First click on the green section of the large box containing the spectrum of colours. A sample of this colour from white to black will be displayed in the vertical right hand box. To define a colour click in this thin right hand box. The higher up this box you click the paler the colour will be.



This black and white image of the colour box is to give you a picture of the dialog box.

When you are happy with the colour shown in the ColorSolid box, click on **Add to Custom Colours**. The colour will appear in the small Custom Colours box you clicked on at the beginning of the process.

When you close the WWS2000 program these custom colours will be saved.

16 Custom Colours is the maximum number you can have saved at any one time. You can, however, edit the custom colours easily. Once a colour is added to a WWS2000 document, it becomes part of that document, and so you can move grids from one machine to another without losing these colours (As in the environment **All about Me**)