

ReadSpeaker TextAid Quick Start Guide

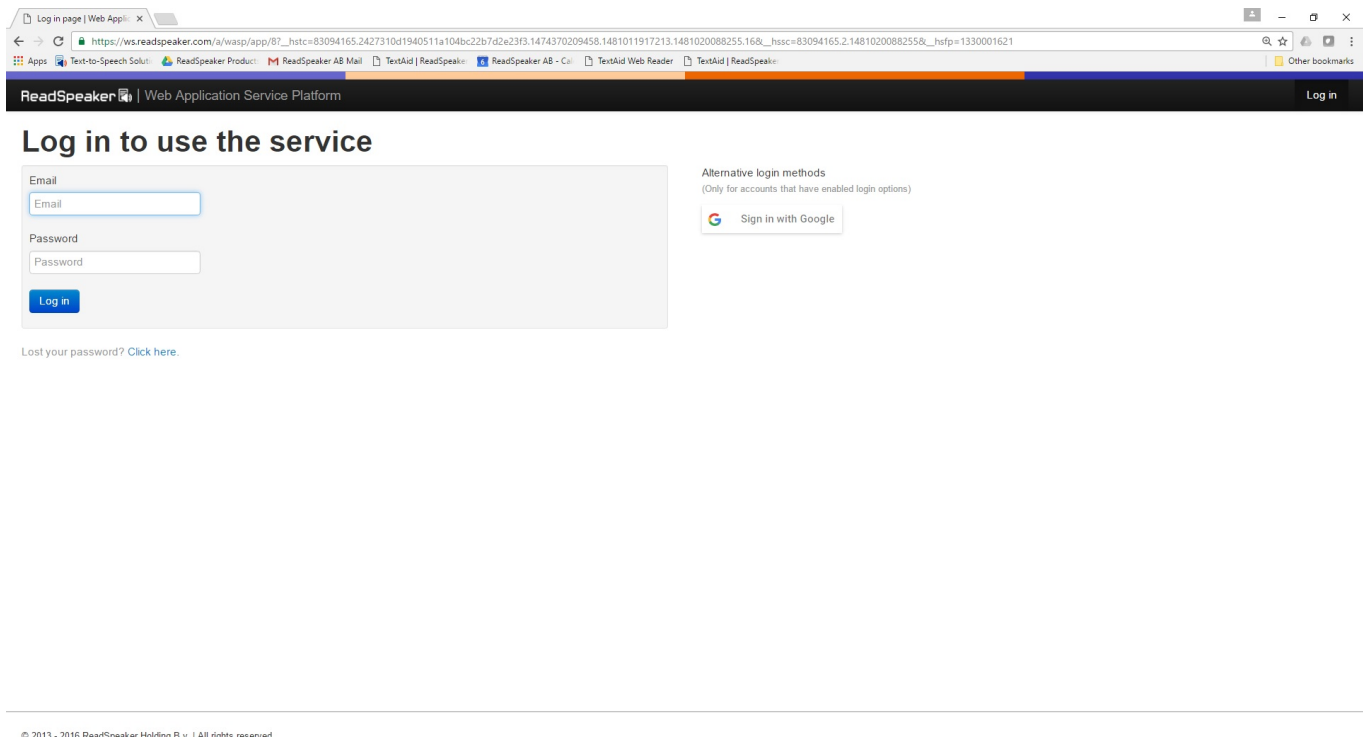
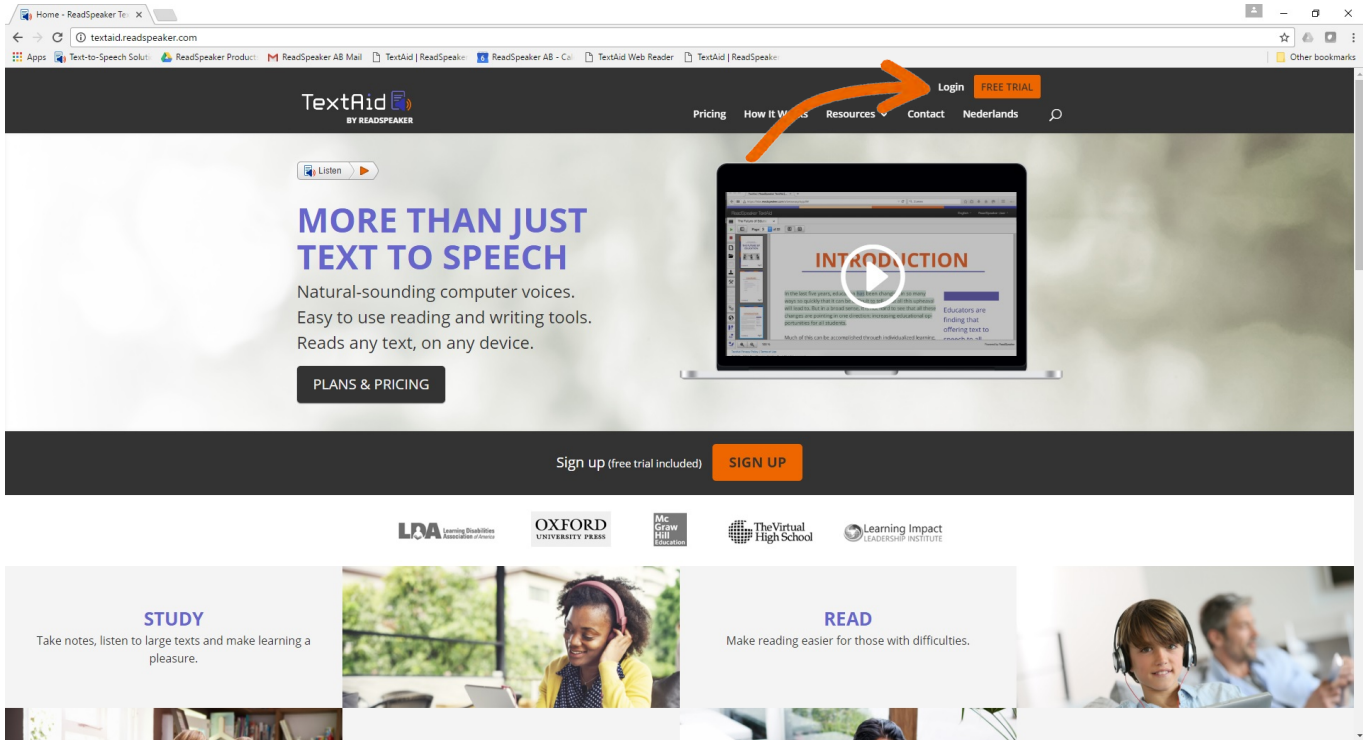
Getting Started Couldn't Be Easier!



ReadSpeaker 
THE POWER OF **SPEECH**

LOGGING IN

To start, navigate to textaid.readspeaker.com. Log in with your email address and the password provided by your campus. *

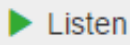
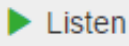


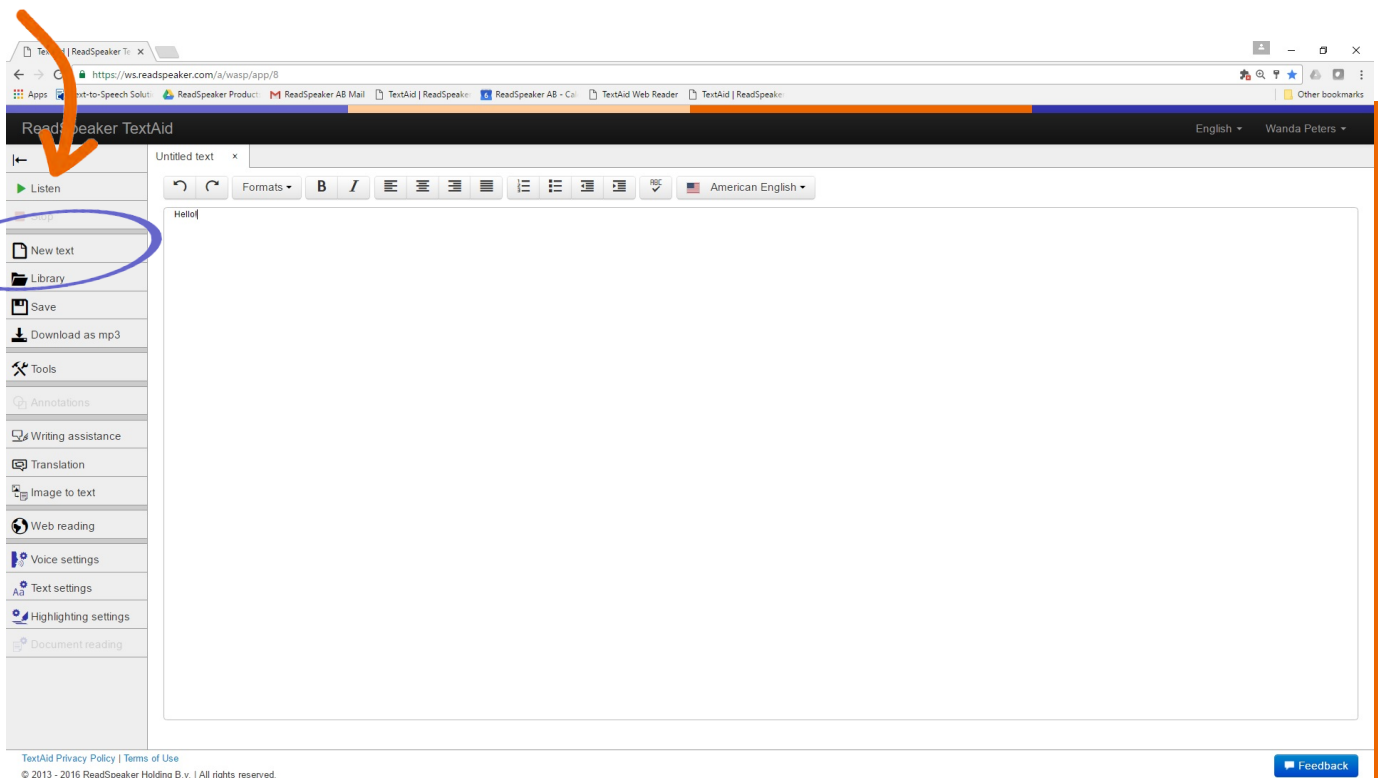
*Please note: this process is not applicable if you are accessing within a Learning Management System.

QUICK KEY GUIDE

	Collapse or expand menu
 Listen	Listen to composed or pasted text
 Stop	Stop the reading
 New text	Open new document to paste or type text into
 Library	Access or upload documents
 Save	Save text to library
 Download as mp3	Download audio file
 Tools	Use screen mask, ruler and calculator
 Annotations	Mark up your document
 Writing assistance	Hear letters, words or sentences while typing
 Translation	Translate text
 Image to text	Convert an image to text for reading
 Web reading	Read the web from an Internet browser
 Voice settings	Adjust voice speed and language
 Text settings	Adjust text font, size, color and more
 Highlighting settings	Change highlighting colors
 Document reading	Change reading selection settings

USING THE NEW TEXT FUNCTION

You can type in your own text or copy and paste from another source to have it read back to you. Type or paste text, then click  to have it read back to you. To listen to a section of the text, select that section and then click .



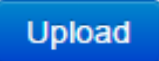
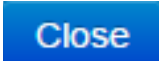
USING THE LIBRARY

You can read and listen to Word documents, PDFs, PowerPoint files and more through the TextAid library.

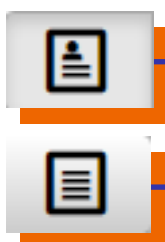
To open a document in the Library:

1. Click  Library .
2. Click the document name.

To add a document to the library:

1. Click  Library .
2. Click  Upload document .
3. Select the document's language from the drop-down menu.
4. Select in which folder you want to save the document. To create a new folder, use the  Create folder option before step 2.
5. Either drag and drop the compatible document into the dialog box, or click  Select document .
6. Click  Upload . You will see a message saying "Document(s) added successfully!".
7. Click  Close .

For documents with images, you can toggle from layout mode to text mode for easier reading. In text mode, you can change the font, size, colors, etc.



Layout mode

Text mode

ReadSpeaker TextAid

Open file

Library

My library Shared with me Featured

Current folder: / Home /

Type	Filename	Size	Changed date
Folder	TextAid Start Guide		10/05/2016 9:38 AM
File	www_ebooksgratuits_com_st_exupery_le_petit_prince.pdf	1.23 MB	10/04/2016 5:44 PM

through the TextAid library.

To open a document in the Library:

1. Click "Library".

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USING T

You can re...

through th

To open a

1. Click "Library".

New document

Document language
Select language

Save in folder
Root folder

Where do you want to upload the document from?
From my computer From the internet

Drag and drop files into the box below (maximum 4 documents)

Or, click this button to select document(s): Select document

Cancel Upload

ReadSpeaker TextAid

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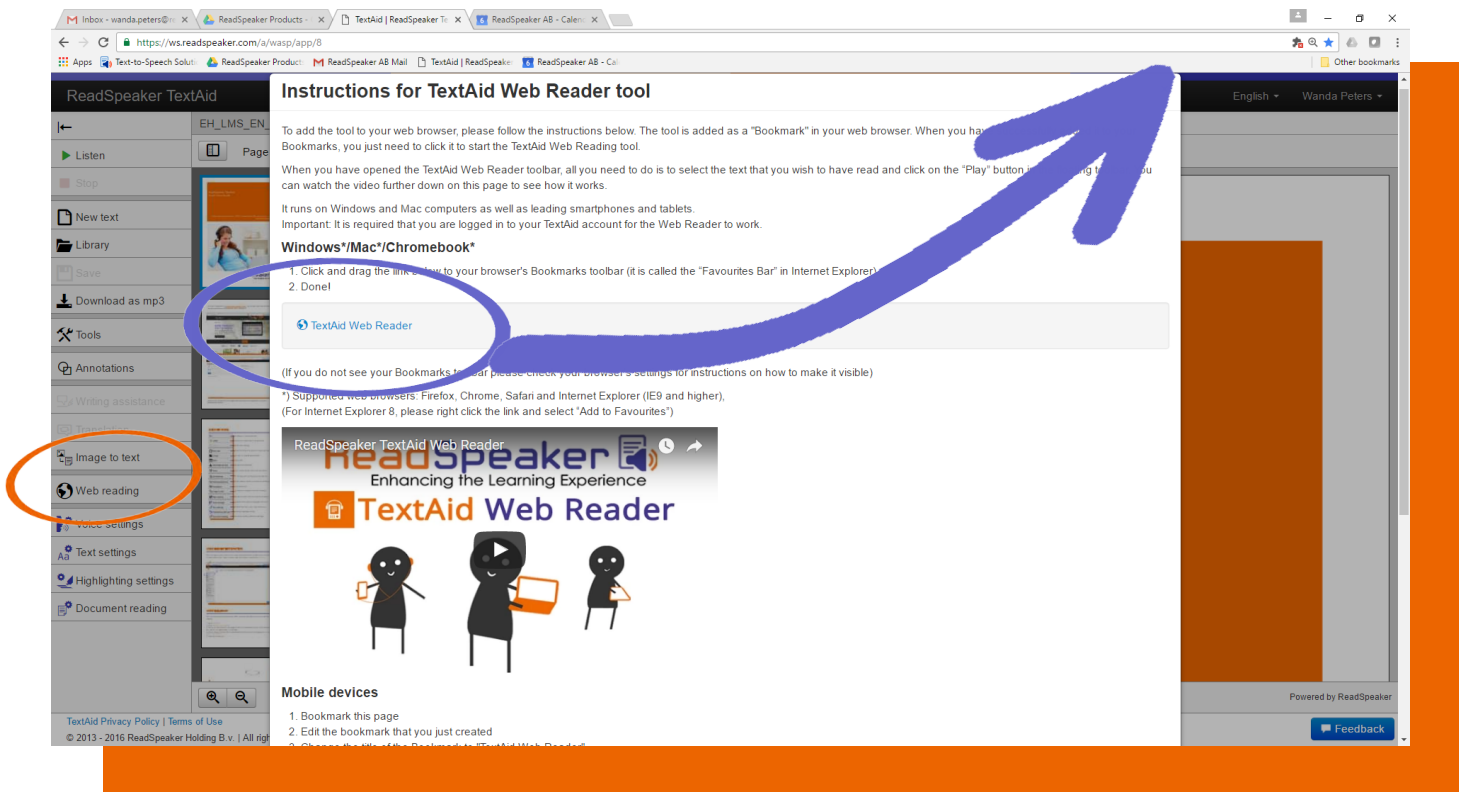
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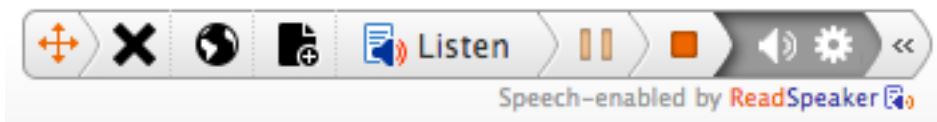
USING THE WEB READER

ReadSpeaker TextAid can also read web pages from the Internet.

1. Click  Web reading .
2. Click and drag  TextAid Web Reader to your bookmarks/favorites bar or folder.



3. Navigate to a site and select  TextAid Web Reader from your bookmarks or favorites. The Listen bar should appear. With the Listen bar, you can play selected text, pause, adjust volume and settings, move the bar around the page and more.



 Listen

SETTINGS

From the menu bar on the left, use  Voice settings,  Text settings, and  Highlighting settings to apply your preferred language, reading speed, text size, color and more. You can restore to default, too. You can change your settings at any time to suit your preferences!

Voice settings

Reading language

American English

Speed

100 %

SlowFast

Example
This is a sample text for previewing the voice settings.

▶ Play

⌂ Reset to defaults

Close

Text settings

Text color

Background color

Textsize

Aa

Aa

Aa

Aa

Aa

Aa

Fontface

Aa

Aa

Aa

Aa

Aa

Aa

Aa

Line spacing

Aa

Aa

Aa

Example
This is a sample text that shows how the different settings will look. And this is some more text.

⌂ Reset to defaults

Close

Highlighting settings

Word color

Aa

Sentence color

Aa

Text color

Example

This text is highlighted, and this text is not. This is another block of text that is not highlighted.

Reset to defaults

Close

To learn more, visit readspeaker.com.
Watch our instructional videos at textaid.readspeaker.com/help-center.
Check out our features at textaid.readspeaker.com/features.