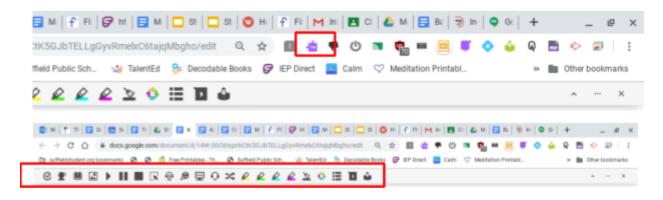
How to Use the Read&Write Chrome Extension

General Overview Video

1. Access the Read&Write Tools

a. Click on the purple puzzle piece in your Chrome browser. Then the tools will appear.



2. Text-to-Speech Tool

a. Click on the play button to hear the text read aloud on a Google Doc, Google Slides, and Google Forms. Highlight the words you want read and then click the play button if the tool is not automatically reading the document.



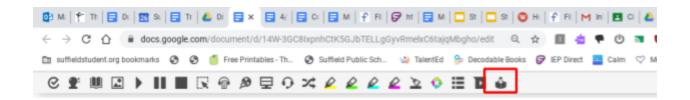
3. Screenshot Reader Tool

a. This tool allows you to capture text from a PDF or website and then reads it aloud. Follow this <u>link</u> to a video on how to use the screenshot reader tool.



4. Fluency Reader Tool

a. This tool records a student reading aloud. Click on this <u>link</u> for the directions on how to use the Fluency Reader tool.



5. Speech-to-Text Tool

a. This tool records your voice and converts it into text. Click on Talk&Type and a microphone will pop up. Start speaking and turn off the microphone when done speaking. Then the text will appear on the document.



6. Word Prediction Tool

a. This tool predicts words as you type. When typing in Google Docs or Google Slides, turn it on by clicking on the crystal ball icon. Then scroll over the suggested words to hear them read aloud.



7. Voice Note Tool

a. This tool allows one minute of voice recording. Highlight the text box or object you would like to narrate and then click on the Voice Note icon to record your voice in a Google Doc or Google Slide. The voice note will appear as a comment in the sidebar of the document.



8. Dictionary and Picture Dictionary Tool

a. Highlight a word and click on the dictionary tool to obtain the definition of the word. Click on the landscape icon to obtain a picture definition of the word.



9. Screen Masking Tool

a. Use this tool to mask part of the screen when reading.



10. Highlighting and Vocabulary List Tools

a. Use the highlighters to highlight important vocabulary words or information you would pull from a document/text. Once words/phrases are highlighted, select the vocabulary list icon (bulleted list icon) and the highlighted text will appear in a new Google Doc in a chart with definitions for the highlighted words. OR select the collect highlights tool (arrows in a circle icon) and all the highlighted text will be copied to a new Google Doc.

