

ACCESSIBILITY FEATURES

Just a reminder of the various accessibility features available to help support your learning across the curriculum.

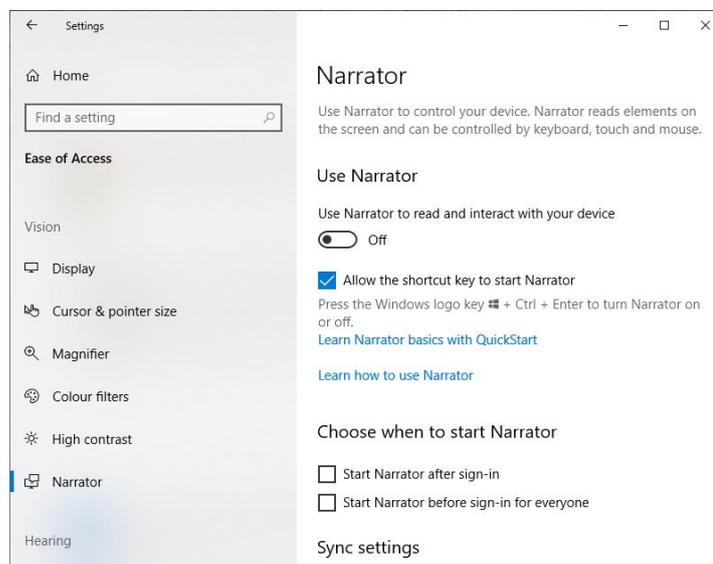
GOOGLE DOCUMENTS



Remember if you open **google documents**, using the **GOOGLE CHROME** browser you will be able to use voice typing in the tools menu

WINDOWS 10

- Click on window icon and choose **Settings** and then **Ease of Access**
- This gives you lots of options to change the **display**, apply **colour filters** and use the **narrator function** (which will read the screen to you).
- It is recommended that you click on **Learn to use narrator** to set it up the way you want. Once set up it will automatically come on when you start your computer.





If you have **WINDOWS 10** and use **MICROSOFT OFFICE**, you can use the **dictate** function on the toolbar and also use **read aloud** function under the review menu.

You can also use the **IMMERSIVE READER** function in Word

In word document click view

Click Immersive reader

You cannot edit in immersive reader so click the back arrow to go between the edit and read page, but you can add filters and space the writing out further.

This link will show you how to use it:

<https://www.bing.com/videos/search?q=how+to+useimmersive+reader+picture+instructions&view=detail&mid=64A7E4E0E065E98B004D64A7E4E0E065E98B004D&FORM=VIRE>

MICROSOFT EDGE

If you use the **MICROSOFT EDGE** internet browser you can access the read aloud function by highlighting the text you want read to you and then right-clicking your mouse and selecting **read aloud**. The speech toolbar will then appear at the top where you can pause speech or change settings.



IPAD

In the settings app, under *General* you can turn on the **accessibility features**, particularly useful for reading aloud.

Select speech.

Turn on Speak Selection

Turn on Speak Screen



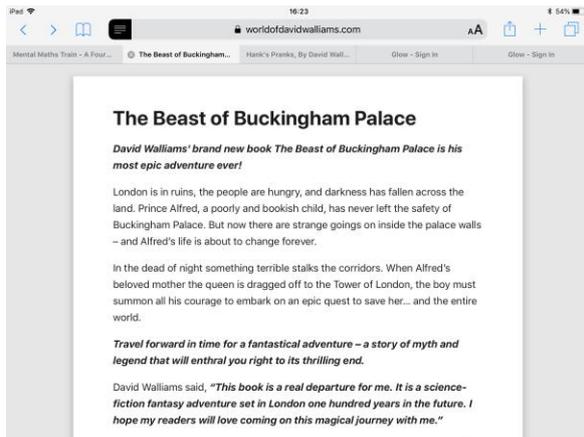
Turn on Highlight Content

When you are on a webpage if you swipe two fingers down from the top of the screen and a speech menu will appear and start reading the page to you.

You can also select parts of text on a webpage and a menu will appear giving you the option to 'speak' which will read it to you.



Some webpages will also have 'reader view' available which gets rid of the clutter on a webpage and makes it easier to read. If this is available on a webpage you will see a few short lines in the left of the web address bar (highlighted in black below).



READ AND WRITE GOLD

It is possible to upload Read and Write Gold onto your home computer.

Home Use



Under our current licence agreement (July 2018 - July 2019) pupils can benefit from home copies of TextHelp RW at no charge on Windows, iPads/Android, Chromebooks and Mac. The instructions on how to do this can be found on Glow:

1. Log into Glow
2. Click on 
3. Click on the Read&Write tile 
4. Follow the instructions under the heading "Texthelp RW on Home Devices."