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# 1. INTRODUCTION


Read&Write 9 Gold is designed to provide help to computer users with reading and writing difficulties. It can read text aloud and help you construct words and sentences. It also has many other features, such as advanced spell checking, document scanning and Internet tools, to name but a few.

## 1.1 Conventions used in this guide

The style and conventions in this guide are designed to make reading it as clear and simple as possible.

 *This is a note. Important additional pieces of information that you should be aware of are represented as notes.*

 **This is a warning. Information that you must read and observe are represented as warnings.**

 This is a reference. Referrals to information in other chapters or sections are represented as references.

### Other conventions

Other conventions include:

- Instructions that must be followed in order are shown in numbered lists
- Menus and options are represented in *italics*
- Buttons with text written on them are represented in **bold**, otherwise the picture of the button is shown
- Fields such as text boxes and radio buttons are represented in ***bold italic***.

## 2. INSTALLING READ&WRITE 9 GOLD

Before you can install Read&Write 9 Gold, you must ensure that the computer has:

- Internet Explorer version 6 or above
- 512 MB RAM (1 GB RAM recommended on Windows Vista)
- 1.2 GB of free disk space
- a Pentium 4 1.8 GHz Processor
- a sound card and speakers
- a DVD Player (for install purpose only)
- Windows 2000 SP4 or above.

To install Read&Write 9 Gold, you insert the DVD in the DVD drive. After a moment, you see the Read&Write 9 Setup Menu dialog box displayed. Click on the *Network*

*Install (Enterprise)* option if you are installing Read&Write 9 Gold Enterprise, or the *Local Install (MSI)* option if you are installing Read&Write 9 Gold locally.

Follow the steps in the Microsoft Windows installation wizard.

If the Read&Write 9 Setup Menu dialog box does not appear:

1. Select the *Run* option from the *Start* menu.
2. Browse to the location of the DVD drive and locate the *AutoRun.exe*.
3. Click on the **OK** button.

### 2.1 Activating the software

When Read&Write 9 Gold starts up for the first time you will see the Read&Write Activation dialog box.


Activating Read&Write 9 Gold ensures that Texthelp can contact you about any updates to the software that become available in the future.

To activate Read&Write 9 Gold:

1. Enter your serial number.
2. Enter your name and email address.
3. If you have purchased International voices from Texthelp, enter the code supplied to you in the **International Voices Code** field and then click on the **Activate** button to activate the voices.
4. If you want to allow Texthelp to gather usage information to help them improve subsequent versions of Read&Write Gold, select the check box at the bottom of the dialog box.
5. Click on the **OK** button to activate the software.






























### 3. INTRODUCING READ&WRITE 9 GOLD

You have many facilities available to you in Read&Write 9 Gold. The majority of them are covered in this user guide. If you want more information on other facilities which are not included in this guide, refer to the online help.

 Refer to 'Setting up the system' in the online help for information on setting up and changing how facilities work.





#### 3.1 Using the toolbar

Figure 3-1 labels all of the buttons on the Read&Write 9 Gold toolbar.


 Spell Check	 Word Prediction	 Dictionary	 Word Wizard	 Show Homophones	 Sounds Like (Homophone)	 Hide Homophones
 Calculator	 Rewind Speech	 Play Speech	 Pause Speech	 Forward Speech	 Stop Speech	 Screenshot Reader
 Speech Maker	 Daisy Reader	 Pronunciation Tutor	 Scan	 Fact Finder	 Fact Folder	 Fact Mapper
 Use the Translator	 Speech Input	 Screen Masking	 Extra options	 Launch PDFAloud	 Change Toolbar button and Read and Write Menu	 Help  Undock the Toolbar

**Figure 3-1 The Read&Write 9 GOLD toolbar**

You may also see the following Study Skills buttons:

-  – **Highlight color** button
-  – **Clear highlights** button
-  – **Collect highlights** button
-  – **Summary** button.


You can:

- position the toolbar anywhere on the screen by dragging and dropping it onto the appropriate position. If you dock the toolbar, you can undock it by clicking on the  button
- access the functions on the toolbar using hotkeys. You can set up your own hotkeys



For information on setting up hotkeys,


refer to 'Choosing General Options' in the online help.


- customize the toolbar
- load your personal settings
- view any hidden buttons that cannot fit on the toolbar by clicking on .

### Customizing the toolbar

To customize the toolbar:


1. Click on the  drop down list, select the *Current Toolbar* option and then select the type of features you want to display.

Alternatively, click on the  button until the toolbar of your choice is displayed. The tooltip of this button indicates which toolbar is displayed.

 For information on setting up which buttons you see when you select any of the options and to customize the toolbar further, refer to 'Choosing General Options' in the online help.


2. Click on the  drop down list and select any of the following:
  - *Show tooltips on toolbar*
  - *Show windows behind docked toolbar.*

### **Loading your personal settings**


To load your personal settings, click on the  drop down list and select *Load my settings*.

You can save your personal settings to a location of your choice, e.g. a folder on your hard drive or on a memory stick.

To save your personal settings, click on

the  drop down list and select *Save my settings*.


To load your personal settings:

1. Click on the  drop down list and select *Load my settings*.  
The Browse For Folder window is displayed.
2. Browse to the appropriate drive on your computer and then click on **OK** to load your personal settings.



## **4. READING TEXT**



This section explains how to use Read&Write 9 Gold to read text. It also explains how to convert text into sound files.

## 4.1 Reading text using the toolbar



 You can also read text within OpenOffice Writer (3.0) using dual color highlighting.

To read text using the toolbar:

1. Click on the  drop down list, and select *Read by word*, *Read by sentence* or *Read by paragraph*.
2. Select the *Automatically read next block of text* from this menu if you would like to set up the system to automatically read aloud the next word, sentence or paragraph. To disable this facility, select this option again.
3. Click on one of the following buttons:
  -  – place the cursor on the word, sentence or paragraph, then click on this button

-  – to move speech back click on this button
-  – to move speech forward click on this button.

The system reads the text aloud. If required, click on either of the following buttons at any stage:

-  – click on this button to pause reading, then click on it again to resume
-  – click on this button to stop reading the text aloud.


## 4.2 Reading text as you type

To read text as you type:

1. Click on the  drop down list and select

*Speech Options*. You see the Speech options window.


2. Click on the AUTOREAD tab and then select the ***I would like to use speak as I type*** check box.
3. Select any combination of the ***Speak on each letter***, ***Speak on each word***, and ***Speak on each sentence*** check boxes and then click on **OK**.

You can disable/enable the Speak As I Type facility more easily by clicking on the  drop down list and selecting the *Speak As I Type* option.

### 4.3 Activating Screen Reading


You can instruct the system to read aloud information on most objects, including icons, toolbars and buttons, when you hover your mouse over them.

To activate the Screen Reading facility:

1. Click on the  drop down list and select *Speech Options*. You see the Speech options window.
2. Click on the AUTOREAD tab and then select the ***I would like to use screen reading*** check box.
3. Select the types of information you want the system to read by selecting the appropriate check boxes from the list at the bottom of the window and then click on **OK**.


The system will now read out information on the selected object types when you place the cursor over them or tab to them.

You can disable/enable the Screen Reading facility more easily by clicking

on the  drop down list and selecting the *Use Screen Reading* option.


#### 4.4 Reading text on web pages

To read text on a web page:

1. Click on the  drop down list and select *Web Highlighting*.
2. Hover your mouse over an area of text on a web page until it becomes highlighted. The system reads aloud the highlighted text.


You can then use the **Speech** buttons on the Read&Write 9 Gold toolbar.

To read text in the Firefox browser (3.0)


select the text and click on the  button. Click on **OK** when prompted to install the plug-in.

#### 4.5 Using the Text Reader window

You can use the Text Reader window to display text from text files, from the clipboard, or from Screenshot Reader. You can then use the **Speech** buttons on the Read&Write 9 Gold toolbar as required.


 Refer to 'Using Screenshot Reader' on page 11 for more information.

To display a text file in Text Reader:

1. Click on the  drop down list and select *Text file* from the *Open in Text Reader* menu. You see the Select file to open window.
2. Browse to the location in the directory where the text file is located, and then click on **Open**.

To display text from the clipboard in Text


Reader:


3. Highlight the text in your document.
4. Right click on the highlighted text and select *Copy* from the pop-up menu.
5. Click on the  drop down list and select *from clipboard* from the *Open in Text Reader* menu.

## 4.6 Using the Speech Maker


You use the Speech Maker facility to convert text in any document or program into speech, which can then be converted into a sound file.

To convert text to sound:

1. Highlight the text you want to convert.
2. Click on the  button on the toolbar.

Alternatively, click on the  drop down


list and select *Speech Maker* from the *Speech Maker* menu. You see the first window in the Speech Maker facility, displaying the text you selected in step 1.

3. Click on **Next**.
4. Alter the current voice settings until you are happy with the settings. Click on the  button to test the new voice.
5. Click on **Next**.
6. Click on **Save As** and browse to the folder in the directory in which you want to save the sound file, then click on **Save**, or if you have an MP3 player attached to your computer, select the MP3 drive.
7. Select the appropriate **File Format** radio button to specify the type of sound file format you want to create.
8. You can customize the MP3 and WMA

settings by clicking on the **Options** buttons.

9. Click on **Finish** to create the new sound file.




The next time you want to convert text into sound using the settings you have just configured:

10. Highlight the text you want to convert into a sound media file.
11. Click on the  drop down list and select *Create file using last saved settings* from the *Speech Maker* menu.

## 4.7 Using Screenshot Reader

You use Screenshot Reader to read aloud any text on the screen. In particular, it can read aloud text used in images or any application, even if this text is not accessible, for example, flash.

To use Screenshot Reader to read text:




1. Click on the  drop down list and specify whether or not you want to use Text Reader to read aloud the text. If you do not select this option, the text will be read aloud in a separate window.
2. Click on the  button. Your cursor now looks like this: 
3. Select the area of text you want to read aloud.

Read&Write 9 Gold reads the text aloud in a separate window/Text Reader.

### Importing text into MS Word

You can also import text from a screenshot into MS Word, therefore allowing you to use the other Read&Write 9 Gold facilities on the text.

To import text into MS Word:

1. Click on the  drop down list and select *Screenshot to MS Word*.
2. Click on the  button. Your cursor now looks like this: 
3. Select the area of text you want to import.


The text is displayed in a new MS Word document.

## 5. SPELL CHECKING

You use the Spell Checker to spell check selected words, your entire document or as you type.

### 5.1 Spell checking selected words

To spell check selected words:

1. Select the word that you want to check.
2. Click on the  button on the toolbar. If the selected word is:
  - correctly spelt, nothing happens
  - incorrectly spelt, you see the Spell Helper window (Figure 5-1).  
From the Spell Helper window, you:
3. Select the appropriate radio button depending on whether you want to view nouns, verbs, adjectives or adverbs. To view all word types, select the **All** radio button.

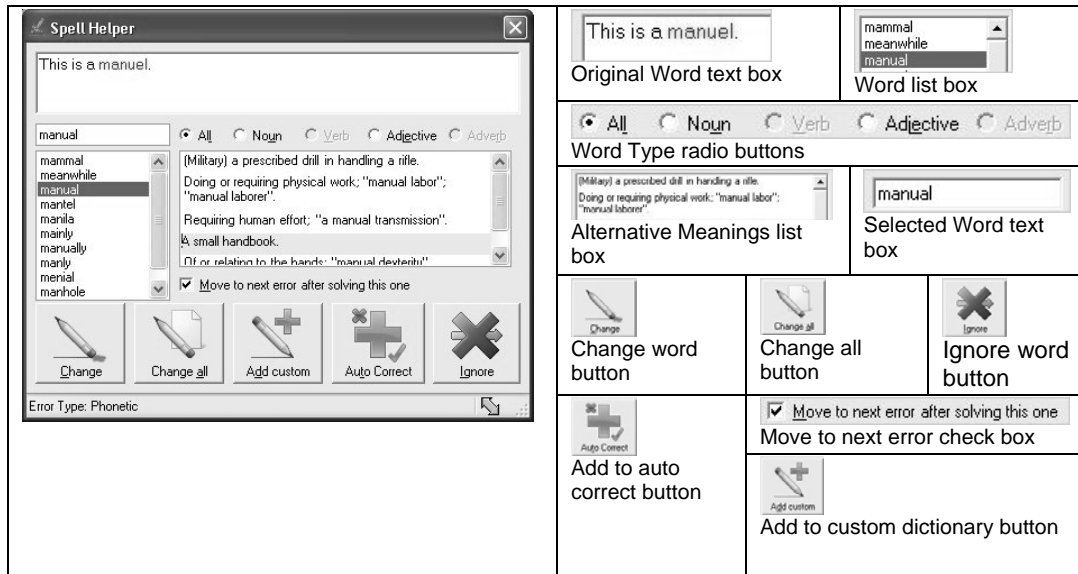




Figure 5-1 The Spell Helper window

4. Select a word from the **Word** list box. A list of alternative words and their meanings is displayed in the **Alternative Meanings** list box.
5. Choose from the following options:
  - change the mis-spelt word to the selected word by clicking on **Change word**
  - change the mis-spelt word throughout your document by clicking on **Change all**
  - add the selected word to your custom dictionary by clicking on **Add to custom dictionary**
  - add a mis-spelt word to the auto correct file by clicking on **Add to auto correct**
  - ignore the mis-spelt word by clicking on **Ignore word**.
6. Select the **Move to next error** check box to automatically move to the next mis-spelt word after analyzing the current word.

## 5.2 Spell checking your document

1. To spell check your document:
2. Click on the  button on the toolbar. You see the Spell Helper window (Figure 5-1) and the first suggested mis-spelt word in the **Original Word** text box.
3. Follow steps 3 to 5 in the previous section.



## 5.3 Spell checking as you type



To spell check as you type, click on the  drop down list and select *Spell As I Type*.

## 6. USING WORD PREDICTION

You can use the Word Prediction facility to access a list of words that will complete the one that you are currently typing. Word Prediction will also try to predict your next word as you finish typing a word.

To use the Word Prediction facility:

1. Click on the  button on the toolbar. You see the Prediction window. This window displays a list of predicted words from which you can select. Homophones are marked by the  symbol. Prediction accuracy for each word is shown by:
  - a green indicator or circle if it is highly likely. This is based on probability and grammatically accurate based on word triplets

- an orange indicator or a square if it is likely. This is based on probability and grammatically accurate based on word pairs
  - a black indicator or a triangle if it is least likely. This is based on probability only.
2. If required, place the cursor over a predicted word, and then click on the  button. You see the Dictionary window (Figure 7-1) listing definitions for the predicted word.  
 Refer to Section 7, 'Using the Dictionary', for information on using the Dictionary window.
  3. Right click on the Prediction window and select the prediction options.
  4. Complete one of the following depending on the prediction options you selected in step 3:


- if you selected the *Speak the word when it is clicked* option, click on a word to hear it read aloud
- if you selected the *Type the word when it is clicked* option, click on a word to insert it into the document
- press the appropriate function key to select the word that you want to insert.

## 6.1 Creating your own prediction files

You can set up your own prediction files and use them to enhance the Prediction facility. For example, you may have a text file containing text relating to biochemistry which contains words that are not present in the default Prediction file. If you add this text, the Prediction facility will become better equipped to provide you with

predictions relating to biochemistry.

To create your own prediction files:

1. Highlight the text you want to use to create a prediction file and then copy it to the clipboard.
2. Click on the  drop down list and select *Create prediction word bank from the clipboard*. The Create a new prediction word bank dialog box is displayed.
3. Enter a unique name and description for the new prediction file in the fields provided.  
The text you copied to the clipboard is displayed at the bottom of the dialog box. If required, you can edit this text from within this dialog box.
4. Click on **OK**. A message box is

displayed explaining that the file has been saved in your User Setting's folder.

## 7. USING THE DICTIONARY



You use the dictionary to look up different meanings for selected words. You can configure the dictionary to display:

- basic definitions – lists meanings and word inflections
- advanced definitions – allows you to conduct advanced dictionary functions and displays synonyms
- web definitions – lists meanings in the Dictionary.com website.

This chapter also helps you use the Word Wizard.

### 7.1 Finding basic definitions

To find basic definitions:

1. Make sure the *Basic Definitions* option is selected in the  drop down list.
2. Highlight the word in the text you want to check.
3. Click on the  button on the toolbar. You see the Dictionary – Basic Definitions window (Figure 7-1). The word you specified is shown in the **Original Word** text box.
4. Select the appropriate radio button to specify whether you want to look up meanings for nouns, verbs, adjectives, or adverbs for the word. To look up all word types, select the **All** radio button.

	<p>have</p> <p>Original Word text box</p> <p>Search</p> <p>Search button</p>
<p>All Noun Verb Adjective Adverb</p>	<p>All Noun Verb Adjective Adverb</p> <p>Word type radio buttons</p>
<p>Back Next</p>	<p>Advanced</p> <p>Browse buttons</p> <p>Advanced button</p>
<p>Replace</p>	<p>has had having</p> <p>Replace button</p> <p>Inflections/Synonyms list box</p>
<p>1. Used with past participles to make the perfect tense, "They have gone home".</p> <p>2. Own or hold something, "I have a blue car".</p> <p>3. Experience something, "I have a broken arm".</p> <p>4. Put or keep something in a certain position, "I have his picture on my wall".</p> <p>5. 'Have to' means 'need to', "We broke down and had to be rescued".</p> <p>6. When a woman gives birth she is said to have had a baby, "She had the baby this morning".</p>	<p>1. Used with past participles to make the perfect tense, "They have gone home".</p> <p>2. Own or hold something, "I have a blue car".</p> <p>Dictionary Meanings list box</p>

**Figure 7-1 The Dictionary – Basic Definitions window**




You can also use the Dictionary window for the following functions:

- replace the original word with a different word. To do this, click on one of the meanings displayed in the **Dictionary Meanings** list box, then click on a word in the **Inflections** list box and then click on **Replace**
- conduct a new dictionary search. To do this, enter the new word in the **Original Word** text box and then click on **Search**
- browse through the different word searches you have conducted using the **Browse** buttons. When you close the Dictionary window, the browse history will clear.

## 7.2 Finding advanced definitions

You may need to narrow down a search if the word is used in many different ways.

To do this:



1. Make sure the *Advanced Definitions* option is selected from the  drop down list.
  2. Highlight the word in the text you want to check.
  3. Click on the  button on the toolbar. You see the Dictionary – Search All Definitions window. The word you specified is shown in the **Original Word** text box.
-  *This window is similar in appearance to the Basic Definitions window.*
4. Click on **Advanced** to view a list of search types.
  5. Click on a search type. The list of alternative meanings relating to the search item you selected is displayed in

the **Dictionary Meanings** list box.

6. You can now use the other dictionary functions as described on page 17. The only difference is that you can replace the original word with a synonym instead of a word inflection. A list of synonyms is displayed in the **Synonyms** list box.

### 7.3 Finding web definitions

To find web definitions:

1. Make sure the *Web Definitions* option is selected from the  drop down list.
2. Highlight the word in the text you want to check.
3. Click on the  button on the toolbar. The Dictionary.com website is displayed. Your specified word and definition(s) are


listed.


### 7.4 Using the Word Wizard


You can use the Word Wizard to:

- help you find words or phrases that you cannot remember
- search for words using opposites or other relationships. For example, if you search using the phrase 'parts of a car', the Word Wizard will list words like throttle, tailpipe and fender.

To use the Word Wizard:

1. Highlight the word you want to look up.
2. Click on the  button on the toolbar.

Alternatively, click on the  drop down list and select *Word Wizard*. You see the first window in the Word Wizard.

3. Select the appropriate radio button to specify whether the word is a noun, verb, adjective, or adverb, and then click on **Next**.  
 *If it is obvious that the specified word is a certain type of word, for example, a noun, the first window is not displayed.*  
You see the next window in the Word Wizard.
4. Select the synonyms list and meaning that corresponds to the word you are searching for and then click on **Next**.
5. Click on one of the **Advanced Search** radio buttons depending on the type of search you want to conduct, for example, you can look for words that are opposite to the words in the specified synonym list.
6. Click on **Next** to continue.

7. Click on a word or phrase in the **Related Words or Phrases** list box to view a list of related synonyms, i.e. click on a word or phrase from the list on the left.
8. Select the word you want to insert into your document, from the **Synonyms** list box.
9. Click on **Replace** to insert the specified word.

## 8. USING THE HOMOPHONES FACILITY

You can use the Homophones facility to view descriptions of like sounding words to help you ensure you have typed the correct word.

 You can only highlight homophones when using MS Word.

To activate the Homophones facility either:


- click on the  button on the toolbar
- click on the  drop down list and select *Show Homophones in MS Word*.

All homophones within the text are highlighted.

To deactivate the Homophones facility either:

- click on the  button on the toolbar
- click on the  drop down list and select *Hide Homophones in MS Word*.

To use the Homophones facility:

1. Click on the  button on the toolbar.  
If the document is in MS Word, all homophones within the document are highlighted. You see the Same Sounding Words window (Figure 8-1).
2. Select a word from the **Homophones** list box. A list of meanings is displayed in the **Word Meaning** list box.
3. Choose from the following options:
  - ignore the word highlighted in the text by clicking on **Ignore**
  - always ignore the word highlighted in the text by clicking on **Always Ignore**
  - replace the word in the text with the selected word by clicking on **Replace**

	<p>These are homophones There are boy</p> <p>Current Sentence text box</p> <p>are hour our</p> <p>Homophones list box</p> <p>present tense plural of is e.g. He is, They are</p> <p>Word Meaning list box</p> <p><input checked="" type="checkbox"/> Move to next homophone after this check</p> <p>Move to next homophone check box</p> <p>Ignore button</p> <p>Always Ignore button</p> <p>Replace button</p> <p>Options button</p>
--	---

**Figure 8-1 The Same Sounding Words window**

4. Select the ***Move to next homophone*** check box to automatically continue to the next homophone after you have dealt with the current one.



Refer to 'Editing the Homophones facility' in the online help for information on editing homophone groups.

## 9. USING THE CALCULATORS

In this section, you will learn how to use the Read&Write 9 Gold Standard and Scientific Calculators.

### 9.1 Using the Standard Calculator


You can use the Standard Calculator to perform calculations in much the same way as you would with the MS Windows

calculator. However, the Standard Calculator has several added features, which are discussed in the following sections.

To access the Standard Calculator, click



on the drop down list and select *Standard Calculator*. The next time you want to access the Standard Calculator,

you will only have to click on the  button. The Standard Calculator is displayed.

### 9.2 Changing the appearance of the calculators

You alter the appearance of the calculators using the *View* menu. You can change the calculator background/foreground color by selecting

the *Background Color/Foreground Color* option, then selecting a color from the color palette.

In the Standard Calculator you can also use the *View* menu to:

- change the size of the calculator by selecting *Small, Medium* or *Large*
- change the calculator input display and audit trail fonts by selecting the *Font* option, then selecting the appropriate font options from the Font window.

To revert to the default settings, click on the *View* menu and select *Reset Defaults*.

### 9.3 Selecting calculator speech options

You can specify how you want Read&Write 9 Gold to read aloud when

you perform calculations using the Standard and Scientific Calculators.

To select calculator speech options, click on the *Speech* menu and then select one of the following options:

- *Speak on Mouse Over* – you will hear the name of the button read aloud when you hover the mouse over it
- *Confirm on Equals* – you will hear the whole calculation read aloud after you click on equals



*This option is not available on the Scientific Calculator.*

- *Speak on Click* – you will hear the name of the button read aloud when you click on it
- *Audible Button Click* – you will hear an audible click when you click on a button

- *No Sound on Click* – you will hear no sound when you click on a button.

## 10. SCANNING

The Read&Write 9 Gold Scanning facility allows you to scan documents directly to Word, Internet Explorer or to a PDF file. It also allows you to acquire images from a digital camera. Before you perform a scan, you can specify the scanner settings, where you want to save scanned images and how you want them to look.

### 10.1 Configuring scanning options

To configure scanning options, click on



the *Scanning Options* button and select *Scanning Options*. You see the Scanner Settings

window.

You use this window to configure:

- output settings
- scanner settings.

#### Configuring output settings

You can specify where you want to save scanned images and how you want them to look, using output settings. To do this:

1. Click on the Output Settings tab.
2. Specify where you want to save scanned images by selecting one of the following radio buttons:
  - **Temporary file/folder** – saves images to a temporary file/folder created by Read&Write 9 Gold
  - **Ask for a filename every time** – allows you to specify the filename and directory in which you want to save scanned

images each time you scan a document

- **Choose a location to save to** – allows you to specify the directory in which you want to save all scanned images.  
If you select this radio button, click on **Browse** and browse to the location in the directory where you want to save your images. Then enter a prefix for each saved image in the **Filename prefix** text box.
- 3. Select either of the following radio buttons from the **PDF output settings** section, depending on how you want your scanned images to look if they are scanned to a PDF document:
  - **Fully Formatted PDF document** – will contain font information
  - **Image on text** – will contain an image with embedded text. This option

produces a more accurate representation of the scanned document.

4. Select the **Retain full formatting with graphics** check box in the **Word output settings** section if you want images, scanned to Word, to contain images and text with formatting. If you deselect this checkbox, the Word document will contain only text.
5. Select either of the following radio buttons from the **HTML output settings** section, depending on how you want your scanned images to look if they are scanned to an Internet Explorer file:
  - **Retain Graphics in final output** – will contain images and text with formatting
  - **Use simple HTML, without graphics** – will contain only text. If you select this option, specify if you want to use your

own font size, style and color and background color by selecting the **Use custom font and color settings** check box. Click on **HTML Options** to select the font and colors.

6. Click on **OK**.

### Configuring scanner settings

You can specify how you want to scan documents using scanner settings. Before you can do this, you must be using TWAIN mode. Your scanner must also be connected to the system, as it is necessary to communicate with the scanner to accurately configure settings.

To configure scanner settings:

1. Click on the Scanner tab (Figure 10-1). The options you can see depend upon the type of scanner you are using.
2. Select the scanner you want to use from

the **Scanner** drop down list.

3. Select the **Hide your scanners configuration dialogs** check box if you do not want to use your scanner's configuration screens.
4. Specify the resolution at which you want to scan documents by selecting either the **150 DPI** or the **300 DPI** radio button from the **Image Resolution** section.
  - ☞ *150 DPI is faster than 300 DPI. It is recommended that 300 DPI is used for OCR scanning.*
5. Select one of the following radio buttons from the **Multipage Settings** section:
  - **Single pages** – allows you to scan one page at a time

The image shows a screenshot of the 'Scanner Settings' dialog box for an HP scanner. The window is titled 'Scanner Settings' and has a close button in the top right corner. It features two tabs: 'SCANNER' and 'OUTPUT', with 'SCANNER' currently selected. The main content area is divided into several sections:

- Scanner:** A dropdown menu showing 'hp scanjet 4600 series TWAIN'.
- Image Acquisition Settings:**
  - Hide your scanners configuration dialogs
  - Image Resolution:**
    - 150 DPI (Faster)
    - 300 DPI (Better for OCR)
  - Color Settings:**
    - Monochrome
    - Grayscale
    - Full color
  - Multipage Settings:**
    - Single pages
    - Multiple pages (with prompt)
    - Multiple pages (countdown)
    - Multiple pages (using ADF)
    - Enable duplex
    - 5  Countdown
- Image Capture Settings:**
  - Brightness:** A slider control with an 'Auto' checkbox.
  - Contrast:** A slider control.

At the bottom of the window are 'OK' and 'Cancel' buttons. The right side of the image contains a series of callouts with arrows pointing to specific elements in the dialog box:

- Scanner drop down list:** Points to the scanner model dropdown.
- Hide your scanners configuration dialogs check box:** Points to the checkbox in the Image Acquisition Settings section.
- Image Resolution section:** Points to the radio buttons for 150 DPI and 300 DPI.
- Multipage Settings section:** Points to the radio buttons for single pages, multiple pages (with prompt), multiple pages (countdown), and multiple pages (using ADF), as well as the 'Enable duplex' checkbox and the 'Countdown' field.
- Color Settings radio buttons:** Points to the radio buttons for Monochrome, Grayscale, and Full color.
- Contrast scale:** Points to the Contrast slider.
- Brightness scale and Auto check box:** Points to the Brightness slider and its associated 'Auto' checkbox.

**Figure 10-1 Scanner Settings window – Scanner tab**

- **Multiple pages (with prompt)** – allows you to set up the Scanning facility to ask you if you want to scan more pages after each scan has been completed
  - **Multiple pages (countdown)** – allows you to scan multiple pages at a time. You can then enter the number of seconds you want to leave between each scan, in the **Countdown** text box
  - **Multiple pages (with ADF)** – allows you to scan multiple pages at a time using Automatic Document Feeder (ADF).
6. Select the **Enable duplex** check box if you want to scan on both sides of the paper and your scanner allows you to do this.
  7. Specify the level of color required for the scanned document by selecting one of the **Monochrome**, **Grayscale** or **Full color** radio buttons from **Color Settings**.

8. Move the **Brightness** and **Contrast** scales as required. Select the **Auto** check box if you want the system to adjust the brightness automatically.

*Contrast increases the difference in shading between areas.*



## 10.2 Scanning documents

To scan a document:

1. Place the document you want to scan into the scanner.
2. Select the appropriate option from the



drop down list depending on whether you want to scan to a Word, Internet Explorer or PDF file. For example, select *Scan to HTML* if you want to scan to Internet Explorer.

3. Click on the  button on the toolbar. The document is scanned and opened in the application of your choice. You can also scan from a saved image file, by selecting the *Scan from File* option from the  drop down list.

### 10.3 Scanning from a digital camera

To scan from a digital camera:

1. Take the required photo using your digital camera.
2. Connect your camera to your computer using your USB cable.
3. Click on the  drop down list and select either of the following options:

- *Scan from WIA* – select this option if your camera is WIA compatible. The MS Windows WIA Browse dialog box is displayed. Select the photo you want to scan. If there are two devices attached to your computer, for example, your camera and the scanner, the Select Device dialog box is displayed. Select your camera and then click on **OK**. You can browse for the photo you want to scan.
- *Scan from file* – select this option if your camera is **not** WIA compatible but instead opens in Windows Explorer. This option allows you to browse for the photo you want to convert.


## 11. USING THE FACT FOLDER

The Fact Folder is a desk research tool, which allows you to capture text and graphics from any application and organize them into categories that can aid you with your study.


### 11.1 Capturing text using the toolbar

You can capture and save text using the Read&Write 9 Gold toolbar or the Fact Folder window. This section deals with the former.

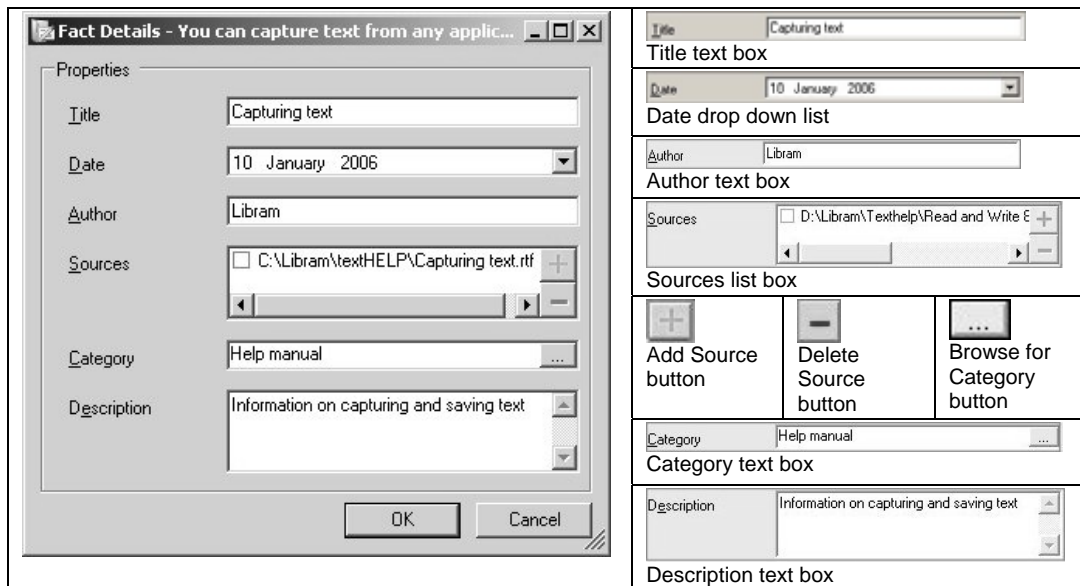
To capture and save text:

1. Highlight the text you want to capture and then click on the  button on the toolbar.

Alternatively, copy the text to the


clipboard, click on the  drop down list and select the *Add Clipboard Contents* option. You see the Fact Details window (Figure 11-1).


2. Complete the following fields:
  - **Title** – enter a name for the item
  - **Date** – the current date is displayed by default. Click on the drop down list to use the Calendar to select a different date
  - **Author** – enter the name of the author of the item


**Figure 11-1 Fact Details window**


- **Sources** – the website addresses of any web pages you have open are automatically added to the **Sources** list box. If you captured the item from a different source, you must add the location of the document to the Fact Folder. This is important because at some stage you may need to refer to the original document.

Select the check boxes of the sources from which the item originated.

To add a different source, click on the  button and locate the document in the Browse for a Source dialog box.

To remove a source from the list, select the source and then click on the  button.

- **Category** – click on the  button to access the Categories window, which allows you to specify to which category you would like to add the item

 For more information on the Categories window, refer to ‘Managing categories’ on page **Error! Bookmark not defined..**


- **Description** – enter a statement to help identify the item.
3. Click on **OK** to save the new item to the Fact Folder.

## 11.2 Capturing graphics using the toolbar

You can capture and save graphics using the Read&Write 9 Gold toolbar or the Fact Folder window. This section deals with the former.


To capture and save a graphic:

1. Open the web page containing the graphic.

2. Click on the  drop down list on the toolbar and select *Add Web Image*.
3. The Texthelp Web Hover popup is displayed at the bottom right-hand corner of your screen. Hover your mouse over the images on the website to see them appear in the popup.
4. Click on the image you want to capture. You see the Fact Details window (Figure 11-1).
5. Complete steps 2 and 3 on page 32.

### 11.3 Reviewing facts

You can review the facts you have collected using the Fact Folder window (Figure 11-2). You access the Fact Folder










window by clicking on the  drop down list and selecting the *Review Facts* option.

You can reorder the facts by clicking on the column titles, and adjusting the column widths using the double arrowed cursor. If you select a fact, a preview of the fact is shown in the Preview pane. If you cannot see this pane, click on the Tools menu and select *Preview Pane*.


### 11.4 Using the Fact Folder window

You can use the Fact Folder window to review all of the facts you have collected and add additional facts and graphics.

To view facts within different categories, click on the **Category** drop down list and select the category for which you want to view facts.

	 Acquire a new fact button	 Execute the currently selected fact button
 Delete the currently selected fact button	 Display content of the selected fact button	
 Edit information of the selected fact button	 Export all facts to MS Word button	
 Category drop down list		
 Facts list and check boxes		
 Preview pane		

**Figure 11-2 Fact Folder window**


 You can select and deselect all facts by clicking on the Tools menu and selecting either *Select All Facts* or *Deselect All Facts*.

## Displaying and editing the contents of facts

If you select a fact, a preview of the fact is shown in the Preview panel.

To display and edit the contents of a fact:

1. Select the fact you want to view and then


either click on the  button on the toolbar or click on the Facts menu and select *Display Contents*. Alternatively, double click on the fact you want to view. You see the Displaying Fact window, which allows you to view the fact contents.

2. If required, edit the fact contents and then click on **Apply** to save the changes.

## Editing fact properties

To edit the properties of a fact:

1. Select the fact you want to edit and then

either click on the  button on the toolbar or click on the Facts menu and select *Edit Information*. You see the Fact Details window (Figure 11-1).

2. Edit the fields as required.




Refer to steps 2 and 3 on page 32 for information on completing these fields.

## Capturing text

To capture and save text:

1. Highlight the text you want to capture

and then click on the  button on the toolbar. Alternatively, copy the text to the clipboard, click on the Tools menu and select *Add Clipboard Contents*.

You see the Fact Details window (Figure 11-1).

2. Complete steps 2 and 3 on page 32.

### **Capturing graphics**

To capture and save a graphic:

1. Open the web page containing the graphic.
2. Click on the Tools menu and select *Web Hover*. The Texthelp Web Hover popup is displayed at the bottom right-hand corner of your screen. Hover your mouse over the images on the website to see them appear in the popup.
3. Click on the image you want to capture. You see the Fact Details window (Figure 11-1).
4. Complete steps 2 and 3 on page 32.



### **Capturing files**

You can add files to the Fact Folder, e.g.

MS Word documents.

To add a file:

1. Open Windows Explorer and locate the file you want to add to the Fact Folder.
2. Click and hold down your left mouse button on the file and drag and drop it onto the Fact Folder. You see the Fact Details window (Figure 11-1).
3. Complete steps 2 and 3 on page 32.

 *You can access this file from within the Fact Folder by clicking on the  button or clicking on the Facts menu and selecting Execute.*

### **Capturing URLs**

To add a URL to the Fact Folder:



1. Open your browser window and then open the webpage you want to add.

- Click and hold down your left mouse button on the Internet Explorer icon displayed beside the URL in the **Address** text box, as shown below:



Internet Explorer icon

- Drag and drop the icon onto the Fact Folder. You see the Fact Details window (Figure 11-1).
- Complete steps 2 and 3 on page 32.


 *You can access this URL from within the Fact Folder by clicking on the  button or clicking on the Facts menu and selecting *Execute* option.*

### Opening files and URLs in their native application

If you have added a file/URL to the Fact

Folder, you can open it in its native application from within the Fact Folder.

To open a file/URL in its native application:

- Click on the fact containing the file/URL.
- Click on the  button or click on the Facts menu and select *Execute*. You see the file/URL displayed in its native application.

### Deleting facts


To delete a fact, you select the fact you want to delete, and then click on the Facts menu and select *Delete*.

To delete several facts at once, select the check boxes beside the facts you want to delete and then click on the Tools menu and select *Delete Selected Facts*.

### Managing categories

You use the Categories window to manage

categories containing facts and to specify to which categories you would like to add facts.

 *You can only do the latter function if you have accessed this window from the Fact Details window, i.e. if you are entering fact details.*



To access this window, click on the Tools menu and select *Manage Categories*. You can now:

- add a new category – click on **Add**, enter a name for the category in the Edit Category Name dialog box and then click on **OK**
- edit a category – select the category from the **Category List**, click on **Edit**, enter a new name for the category in the Edit Category Name dialog box and then click on **OK**

- delete a category – select the category from the **Category List** and then click on **Delete**
- specify to which categories you would like to add facts – select the check boxes beside the appropriate categories.

### Exporting facts

You can export a category of facts to an HTML web page or an MS Word document.

 *For a more direct way of exporting all facts to an MS Word document, click on the  button or click on the Tools menu and select *Export All to Word*.*

To export facts:

1. Select the category of facts you want to export, from the **Category** drop down.

2. You can now:
  - select the check boxes of the facts you want to export, click on the Tools menu and select *Export Selected Facts*
  - click on the Tools menu and select the *Export All* option.  
You see the export window.
3. Select the type of export you want:
  - *Web Export* – creates a new HTML web page based on the facts you have selected. The HTML page will list all of the selected facts under the same headings as the Fact Folder, e.g. Name and Description
  - *Word Export* – creates a new MS Word document based on the facts you have selected. The document will list all of the selected facts under the same headings as the Fact Folder, e.g. Name and Description.

4. Click on **Browse** to display the Select Export File dialog box, specify where you want to save the file, enter a file name and then click on **Save**.
5. Click on **OK**.  
Read&Write 9 Gold automatically creates the HTML page or MS Word document and displays it in the appropriate application.

## 12. USING THE FACT MAPPER

Fact Mapper helps you simplify thought processes by utilizing the mind's ability to understand and remember visual information.

Fact Mapper provides an online graphical user interface that allows you to add new information elements to a map.


To access the Fact Mapper, click on the  button. You see the Fact Mapper open in a new browser window.

Figure 12-1 explains all the buttons in the Fact Mapper window. These have been split into the File menu toolbar buttons and the Fact Map menu toolbar buttons.

● **Make sure you save your fact map before closing the Fact Mapper or you will lose your work.**

✍ *You will know when you have selected a fact in the Fact Mapper when you see it surrounded by a dotted line.*

When you first access the Fact Mapper, as soon as you attempt to use any of the facilities you will see a message box asking you if you want to allow this webpage to access your Clipboard. Click on the **Allow access** button to enable this facility.

## 12.1 Changing the appearance of the Fact Mapper window


You can change the coloring of the Fact Mapper window. This may help you to see the buttons and options more clearly.

To change the color of the window, click on the appropriate **Theme** button:








These buttons are located at the top right-hand corner of the window.












## 12.2 Creating new fact maps

To create a new fact map, click on the File menu and then click on the  button.



**File menu**

				
Add map file	Open map file	Save map file	Export to MS Word	Print map file

**Fact Map menu**


				
Undo last action	Redo last action	Paste	Edit information	Add new element
				
Delete element	Add link	Delete link	Toggle brainstorming mode	Arrange Facts
				
Select view				

**Figure 12-1 Fact Mapper menus**

You can select the zoom level at which you want to view the fact map, by clicking on the  and  buttons at the top right-hand-side of the Fact Mapper window.


## 12.3 Opening fact maps

To open an existing fact map:

1. Click on the File menu and then click on the  button. You see the Open File Webpage dialog.
2. Click on the **Browse** button. The Choose file dialog box is displayed.
3. Select the fact map you want to open and then click on **Open**.
4. Click on the **OK** button.

## 12.4 Saving fact maps

To save a fact map:

1. Click on the File menu and then click on the  button. You see the File Download dialog box.
2. Click on the **Save** button. The Save As dialog box is displayed.
3. Browse to the folder in the directory in which you want to save the fact map, enter a name for it in the **File name** text box and then click on **Save**.
4. The Download complete dialog box is displayed. Click on **Close**.

## 12.5 Adding new facts



To add a new fact to the fact map, click on the Fact Map menu and then click on


the  button.

The new fact is displayed in the main work area. You can now add more facts to the fact map and link them appropriately.

## 12.6 Adding notes to facts

To add a Post It note to a fact:

1. Select the fact to which you want to add the note.
2. Enter the text you want to associate with the fact in the text area at the bottom of the Fact Mapper window.
3. Click on the  button. The Post It note is added to the fact. It is represented by the  icon.  
You can delete a Post It note from a fact

by selecting the fact and then clicking on the  button, or right clicking on the fact and selecting *Delete Post It* from the popup menu.

## 12.7 Adding facts from the Image Library

You can use images from the Image Library to represent facts in your fact map.



To select an image from the Image Library:

1. Enter the name of the image you want to search for in the **Search** textbox at the bottom right-hand-side of the Fact Mapper window.
2. Click on the **Go** button. The Search tab expands to display the list of images that

match your search word.

3. You can now:


- click and hold down your left mouse button on the image and drag and drop it onto the main work area in the Fact Mapper. You can replace the image on an existing fact element, by dropping the image directly on top of the element
- right click on the image and then click on

*Copy Image.* Click on the  button in the Fact Mapper window. If you want to change one of the existing facts, select it first and then click on the  button.

You can change a fact image back to the way it was before you added the image by right clicking on the fact and selecting *Restore Original Image* from the popup menu.


## 12.8 Deleting facts

To delete a fact from the fact map:

1. Click on the fact in the main work area.
2. You can now:
  - click on the  button
  - press the **Delete** key on your keyboard.

## 12.9 Adding links

To add a link between two facts:


1. Click on the fact from which you want to make the link.
2. Click on the  button. The selected fact is highlighted.
3. Click on the fact to which you want to make the link.

Alternatively:

1. Right click on the fact from which you want to make a link and select the *Add Link* option from the popup menu.
2. Right click on the fact to which you want to make the link and select the *Complete Link* option from the popup menu.

## 12.10 Deleting links

To delete a link between two facts:

1. Click on the fact from which you want to remove the link.
2. Click on the  button. The selected fact is highlighted.
3. Click on the fact to which you want to remove the link.

Alternatively:


4. Right click on the fact from which you

want to delete a link and select the *Delete Link* option from the popup menu.

5. Right click on the fact to which you want to remove the link and select the *Complete Delete Link* option from the popup menu.


## 12.11 Printing a fact map

To print the fact map you are currently working with:

1. Click on the File menu and then click on the  button. The Print dialog box is displayed.
2. Select the printer to which you want to print the Fact Map and then click on **Print**.

## 12.12 Editing the fact title

To edit the title of a fact you can:

- double click on it
- right click on it and select the *Edit Title* option from the popup menu
- select the fact you want to edit, click on the Fact Map menu and then click on the  button.


## 12.13 Changing the view

You can view your fact map using one of the following styles:

- Fact Map – this style displays your facts using a diagram with links and fact icons
- Document Outline – this style displays the fact information using bulleted lists

- Treeview – this style displays the fact information in the form of a treeview.


To specify which view you want to use to represent the fact map, click on the Fact

Map menu and then click on the  button and select the appropriate option.

## 12.14 Brainstorming

Brainstorming can be an effective way to generate lots of ideas on a specific issue, no matter how remote a suggestion may sound. You can use the Fact Mapper brainstorm mode to add these ideas quickly.

To use brainstorming mode:


1. Click on the Fact Map menu and then click on the  button. A fact is added to the work area.

2. Enter a title for the fact and then press **Enter** on your keyboard.
3. Another fact is added to the work area and is automatically linked to the first fact.
4. Repeat steps 2 and 3 to add further fact titles. All facts are linked to the first fact.

## 12.15 Reorganizing the tree structure

You can specify how you want the tree structure of facts displayed.

To reorganize the tree structure:


1. Select the main fact from which all other facts are linked.
2. Click on the Fact Map menu and then click on the  button. You see the Arrange Facts window.
3. Select one of the available

arrangements, using the **Description** text to help you, and then click on **OK**.

## 12.16 Exporting fact maps

You can export a fact map to an MS Word document.

To export a fact map to an MS Word document:

1. Click on the File menu and then click on the  button. The Save As dialog box is displayed.
2. Browse to the folder in the directory in which you want to save the fact map, enter a name for it in the **File name** text box and then click on **Save**.  
MS Word launches automatically and the fact map is displayed.

## 13. USING THE FACT FINDER

You use the Fact Finder to search for information on the Internet using specific search engines. The search engines are categorized to help you select the one that will provide you with the best results.

You access the Fact Finder by clicking

on the  button on the toolbar.


### 13.1 Setting up the default search engine

To set up the default search engine:

1. Click on the  drop down list on the toolbar and select *Fact Finder Options*. You see the Fact Finder Options window displayed.
2. Click on **Change Default**. You see a


drop down list displaying different categories of search engines available.

3. Hover the mouse over a specific category to display search engines available within the category.
4. Click on the search engine you want to use as your default search engine.
5. Click on **OK**.

The next time you click on the  button, you see the Manual Text Search window, allowing you to search for facts using the default search engine.


### 13.2 Searching for facts using a different search engine

To search for facts using a different search engine:

1. Click on the  drop down list on the toolbar and select the *Search using* option. You see a drop down list displaying the different categories of search engines available.
2. Hover the mouse over a specific category to display search engines available within the category.
3. Click on the search engine you want to use to search for a word or phrase. You see the Manual Text Search window displayed, allowing you to search for facts using the specified search engine.

### 13.3 Searching for facts using manual text entry


To search for facts using manual text entry:


1. Click on the  drop down list and select *Manual Text Search*. You see the Manual Text Search window.
2. Enter the word or phrase you want to search for, in the text box provided.
3. If required, change the default search engine.

## 14. USING STUDY SKILLS

You can use Study Skills to highlight text in MS Word and in Internet Explorer using different colors. You can then collect the highlighted text and insert it into a new document.


Read&Write 9 Gold also allows you to summarize text in your document/web page using Study Skills.

To use Study Skills, click on the  button until you can see the Study Skills buttons. The tooltip for this button helps you identify the appropriate toolbar.

Alternatively, click on the  drop down list, select the *Current Toolbar* option and then select *Study Skills*.

## 14.1 Using Study Skills to highlight text

To use Study Skills to highlight text:


1. Highlight text in your document/web page.
2. Click on any of the following  buttons:
  - Highlight yellow
  - Highlight blue


- Highlight green
- Highlight pink.

Read&Write 9 Gold highlights the text in the selected color.


## 14.2 Collecting highlighted text

To collect highlighted text:

1. Highlight the text you want to collect.
  -  *You can highlight the text in several different colors if you want.*

2. Click on the  button. The Collect Highlights window is displayed.
3. Set up your preferred options and then click on **OK**.

The collected text is displayed in a new MS Word document.

-  Refer to 'Using Study Skills' in the online help for more information on Study Skills,


such as using the Collect Highlights window and summarizing the text.

## 15. USING SCREEN MASKING


Screen Masking allows you to 'mask' out areas of your screen and change the Windows system background color. This enables you to focus on a key area.

To use Screen Masking, click on the  button on the toolbar.

The defaults set up for this facility mean

that when you click on the  button, the Windows system background color changes, with no masking. You can change this functionality to suit your needs.

To change Screen Masking options:


1. Click on the  drop down list and select *Screen Masking Options*.  
The Screen Masking Options window is displayed.
2. Select the type of masking you want to use from the **Select Masking Type** drop down list, e.g. if you select *Tint everything except the window I'm typing in*, the main area of focus is highlighted.
3. Click on the Spotlight tab to enable or disable the spotlight functionality. If the spotlight option is enabled, the focal point moves as you move your mouse around, and settles on the main area of focus when you start to type.
4. Click on the **OK** button to save your settings.

## 16. APPENDIX

### 16.1 Accessing PDFaloud from the Read&Write 9 Gold toolbar

You can access PDFaloud by clicking on



the  button on the Read&Write 9 Gold toolbar. A Browse dialog box is displayed, which allows you to locate and open a PDF file. Once the Adobe window opens, the PDFaloud toolbar is made available for use.

### 16.2 PDFaloud update with your Read&Write 9 Gold

The PDFaloud toolbar is added onto your Adobe Acrobat/Reader toolbar. This

simple toolbar has various buttons to activate speech within the PDF document.



– Select to have one word spoken at a time or an area of selected text. You can choose to have text spoken by word, sentence or paragraph.



– The click and speak tool when pressed allows the user to point and click on the text which is to be spoken. Text will be read back with dual color highlighting.



– Speak the selection.



– Read the previous selection.



– Pause the speech.

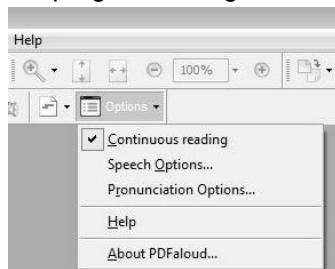


– Read the next selection.



– Stop the speech.

All key features have keyboard shortcuts. The **Options** button provides access to the program settings:



The voice pitch, speed and volume can be varied and a variety of male and

female voices are available:



From time to time the voice may mispronounce a word. This is easily fixed by opening the pronunciation options menu and typing words into the box, as illustrated in the following diagram. To ensure proper pronunciation, simply type the word phonetically into the second text box and save the changes.



## 17. GLOSSARY

This chapter discusses terms used in this guide which might be unfamiliar to you.

### **Consonant**

A letter or group of letters that represents a speech sound.

### **Custom dictionary**

Read&Write 9 Gold has the facilities for you to customize an existing dictionary

by adding rare words that you use. The result is called a custom dictionary.

### **Dictionary**

A dictionary is a reference document which groups together words with the same or similar meanings.

### **Dyslexic phonetic errors**

Dyslexic phonetic errors arise from spelling words as they sound rather than how they should be spelt. For example, a phonetic mis-spelling of photograph might be fotograf.

### **Homophones**

Homophones are words that are pronounced the same but spelt differently. For example, bred and bread.

### **Inflection**

The change in a word to mark such distinctions as case, gender, number, tense, mood etc. For example, 'happier'

and 'happiest' are inflections of the word 'happy'.

**Partial word match**

Partial word match is a Read&Write 9 Gold facility that can suggest words to complete a word fragment.

**Phoneme equivalents**

Phoneme equivalents are representations of phonetic spellings using the English alphabet.

**Phonetic alphabet**

This is based on the conventional alphabet, but is different because characters are represented phonetically.

**Phonetic map**

The phonetic map is a method used by Read&Write 9 Gold to group together letters and groups of letters that can sound the same. For example, ph is grouped with f.

**SAPI**

Speech Applications Programmers Interface (SAPI) is the standard voice application for Microsoft applications.

**Strict Consonant**

A letter that represents a speech sound excluding vowels.

**Syllable**

A part of a word that is spoken as one sound.

**Synonym**

A word that means exactly or nearly the same as another word in the same language.

**Word Prediction**

Word Prediction is a Read&Write 9 Gold facility that can predict words to follow a word that you are typing.

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**Read&Write 9 GOLD** software is a comprehensive toolbar that works with many Windows-based applications, such as word processors, email, Internet, spreadsheets or databases, to provide outstanding literacy support.

#### Minimum System Requirements:

Pentium 4 1.8GHz Processor  
512 MB RAM  
(1 GB RAM recommended on Windows Vista)  
1.2 GB Free Disk Space  
Sound Card  
Good Quality Speakers  
Microphone (for Speech Input)  
DVD Player (for Install purposes only)  
Windows 2000 SP4 or above

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Websites: [www.texthelp.com](http://www.texthelp.com)  
[support.texthelp.com](http://support.texthelp.com)

#### Key Features:

- Text-to-Speech
- **\*NEW\*** Screen Masking
- **\*NEW\*** High Quality Voices
- **\*ENHANCED\*** Phonetic Spell Checker
- **\*ENHANCED\*** Word Prediction
- **\*ENHANCED\*** Homophone Support
- **\*ENHANCED\*** Speaking Dictionary
- **\*ENHANCED\*** Fact Mapper
- **\*ENHANCED\*** Translator
- **\*ENHANCED\*** Screenshot Reader
- Study Skills Toolbar
- Summarise Tool
- Word Wizard
- Web Highlighting
- One-click Scanning
- Speech Maker
- Daisy Reader
- Speech Input
- PDF Aloud
- Pronunciation Tutor
- Scientific Calculator
- Teachers' Toolkit
- User Definable Toolbar
- Single Word Display

