textHELP

Read&Write 5 GOLD FOR MAC - QUICK REFERENCE CARD

Read&Write 5 GOLD For Mac

Spell Checker - click this button to check your spellings. Click Play on the main toolbar to read the dictionary definition aloud. When the correct spelling has been identified, click on the 'Change' button.

Word Prediction - click this button to open or close the word prediction window. Start typing in Pages or MS Word 2008 and upwards and words will be predicted. Click on this icon to check the meaning of the word; click on this icon to insert the suggested word into the document; click on this icon to have the word read aloud and click on this icon to read the definition aloud.

Dictionary - click this button when you have selected a word to look up in the dictionary. Alternatively, click the button before selecting a word, then type the word into the text box. Definitions can be read aloud by clicking Speak within the Dictionary window.

Picture Dictionary - You must be online to use this feature. An image of the word will be displayed. Click on the dictionary icon to get a text definition of the word. Double click on an image to place it in an open Word or Pages document next to the selected word.

Sounds Like and Confusable Words - click this button to identify same sounding and confusable words. Definitions can be read aloud by clicking Play. Click 'Replace' when you have selected the correct word.

Verb Checker - click this button to see a verb table with conjugation options for a selected verb. Click Play to hear them read aloud and click the Replace button to add the selected verb into your document.

Rewind - click this button to have the previous word, sentence or paragraph spoken to you.

Play - place your cursor where you wish the text to be spoken. Click this button to hear it read aloud. There are two ways of reading a website, either select text and click Play, or go to Speech on the Read&Write 5 GOLD for Mac menu bar, select Speech menu, Safari Web Highlighting and hover your mouse over the text.

Pause - click this button if you wish to have any current speech paused. Resume with another click.

Forward - click this button to have the next word, sentence or paragraph spoken aloud.

Stop - click this button to stop any speech.

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Screenshot Reader - click this button and drag the mouse over any inaccessible text you wish to read e.g. locked PDFs or inaccessible flash.

Speech Maker - click this button to convert text to MP3 or AIFF formats. Select a piece of text, click the Speech Maker button and then click on convert. Settings can be changed in the settings tab.

Scan - click this button to OCR/Scan a paper document to PDF, MS Word 2008 and upwards, Pages, HTML or Read&Write GOLD.

Fact Mapper - You must be online to use this feature. Then click this button to create a visual representation of facts and ideas on screen.

Screen Masking - click this button to tint the window. In Preferences, you can change the masking type and options.

Translator - You must be online to use this feature. Select a word from a document or website and click this button to translate it using Single Word Translator. You can change the language in Preferences. The Paragraph translation option in the dropdown menu allows you to select whole paragraphs to translate into the language of your choice.

Study Skills - use the buttons to highlight and collect sections of text. You can also highlight words to automatically create a vocabulary list with definitions and images.

PDF Aloud - click this button to launch Adobe Reader. Open your PDF document. On the PDF Aloud toolbar, select 'Click and Speak'. Click on the text to have it read aloud.

Text Transfer - click this button to transfer text when you are in Application View.

Preferences - click this button to modify all preferences.

Resize - click this button to switch between Application View and Floating Toolbar View.