www.readspeaker.com

ReadSpeaker for Brightspace Installation Instructions, 3 November 2025

ReadSpeaker for BrightSpace Installation Instructions

These instructions walk you through the process of installing and deploying the new ReadSpeaker webReader extension for BrightSpace and docReader. The new integration offers a smoother and easier setup experience compared to the previous version, making it faster to get started and simpler to manage across your organization.

Part 1: Initial Setup for BrightSpace

To begin, request the ReadSpeaker docReader Integration be added to your BrightSpace instance. You have two options:

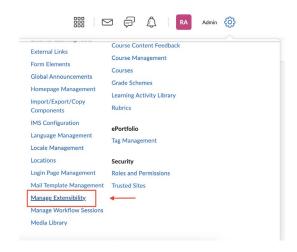
- 1) Email D2L Support.
- 2) Create a helpdesk ticket.

In both cases, please provide your ReadSpeaker **Customer ID**. This ID is provided by ReadSpeaker Support during account setup and can be found in your customer portal.

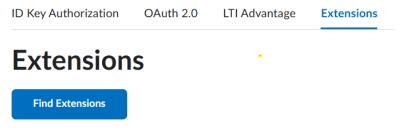
Part 2: Setting Up the webReader Extension

Access the Extensions Management Interface

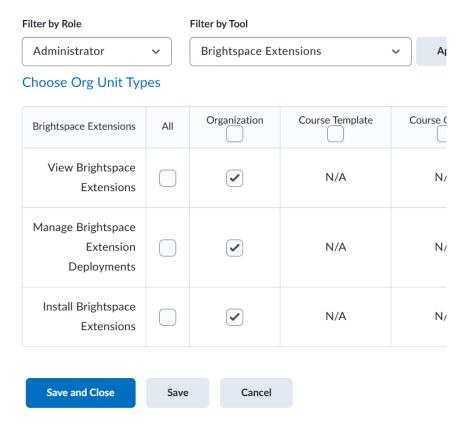
- 1. Navigate to **Admin Tools** (via the Cog icon).
- 2. Select Manage Extensibility.



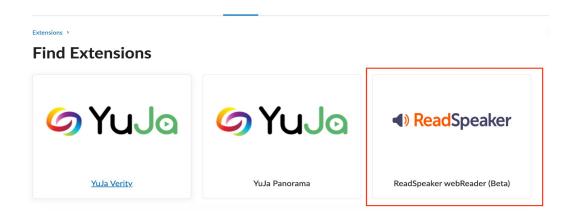
3. Open the **Extensions** tab.



(If the tab is not visible, the Super Admin must go to **Admin Tools > Roles** and **Permissions**, click on the **Administrator**, select **BrightSpace Extensions** from the dropdown menu, and enable the fields as shown in the image below.)

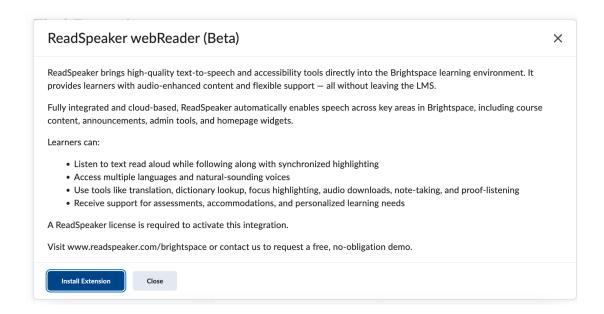


- 4. Select **Apply Filter**.
- 5. Click on the **Find Extensions** button.
- Click on the **ReadSpeaker webReader** extension in the list of available extensions.

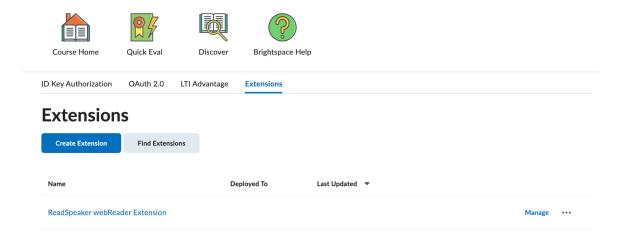


Install the ReadSpeaker webReader Extension

1. Click Install Extension in the ReadSpeaker webReader extension.



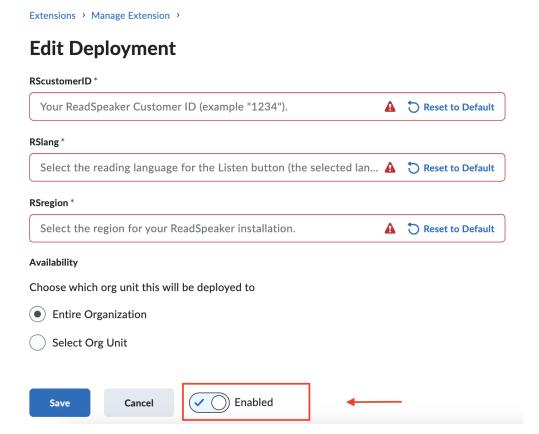
2. After installation, the ReadSpeaker webReader Extension will appear in your **Extensions** tab.



Deploy the Extension

- 1. Click **Manage** (···) next to the extension entry in the Extensions tab.
- 2. Select Add Deployments.
- 3. Choose the scope of deployment:
 - Entire organization or
 - Specific org units (e.g., individual courses)
- 4. Fill in the required deployment fields:

- RScustomerID: Your ReadSpeaker Customer ID (provided by Support during account setup and found in your customer portal). Existing customers should reuse their current customer ID.
- RSlang: The language code to be used (e.g., en_us).
- RSregion: Select the most appropriate region based on your geographical location (e.g., na for North America).
- 5. Enable the extension by turning the radio button **Enabled** to the "on" position.



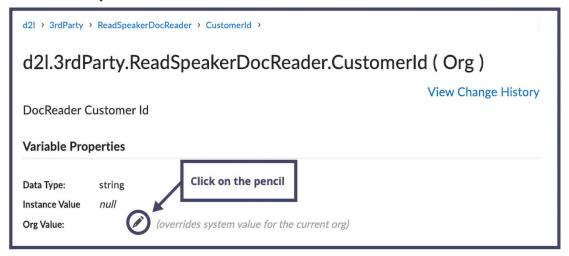
Disable Previous Version (if applicable)

If you were using the previous version of ReadSpeaker webReader for Brightspace, disable it to prevent conflicts:

- 1. Go to **Admin Tools > Organization Tools**.
- 2. Locate ReadSpeaker WebReader Integration and toggle it off.

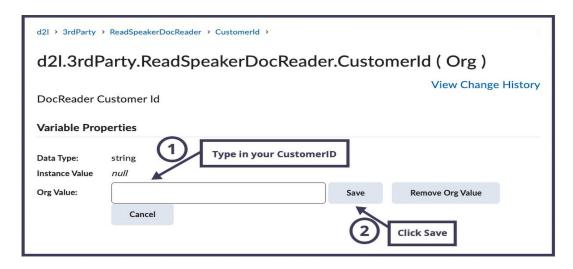
Part 3: Setting Up the docReader Plugin

- 1. Click on the Cog icon and then Config Variable Browser > 3rdParty > ReadSpeaker DocReader > CustomerID.
- 2. Click on the **pencil icon** to edit.



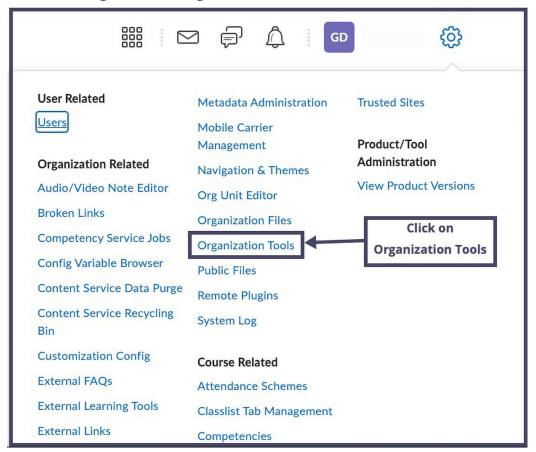
- 3. Enter your ReadSpeaker Customer ID.
- 4. Click Save.

Note: This requires that you have docReader available in your account. Contact your sales representative or support@readspeaker.com if you have any questions about this.



Part 4: Turning on the docReader tool:

1. From the **Cog**, click on **Organization Tools**.



2. Scroll down to **ReadSpeaker DocReader Integration**. Ensure it is toggled to the **on** position.

