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How to Use ReadSpeaker TextAid in Schoology

You can use ReadSpeaker TextAid to read all parts of your Schoology course. First, ensure that you have installed the ReadSpeaker TextAid Extension in your Chrome browser. If you have not done this yet, please reach out to your ReadSpeaker TextAid Administrator for instructions or assistance.
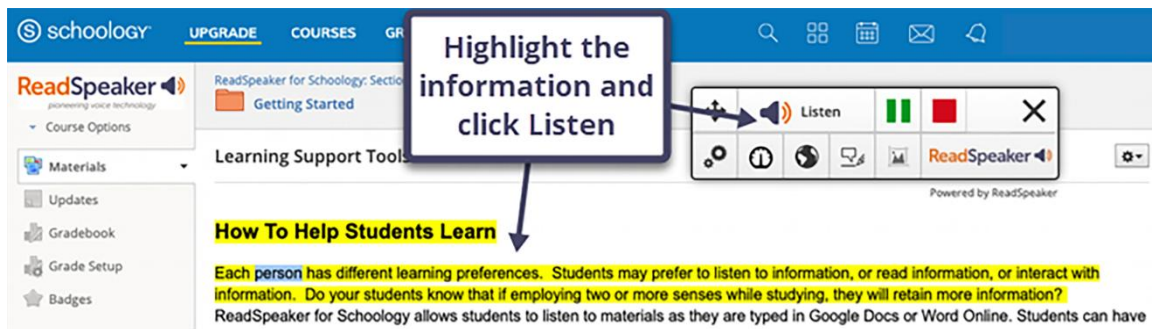
Using the Extension

To use the extension, find the course material you want to read aloud. Click on the ReadSpeaker TextAid extension from the extension area of your browser.
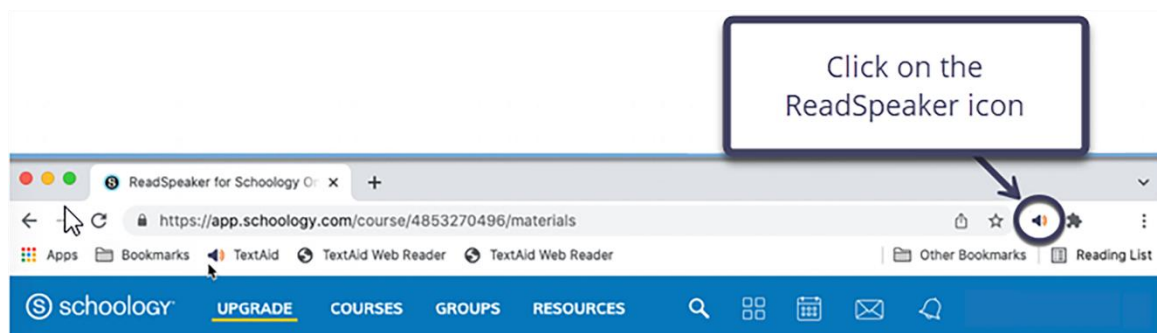
Next, position the extension where you would like it located on the page by using the four-pointed arrow icon and dragging it to the desired location.
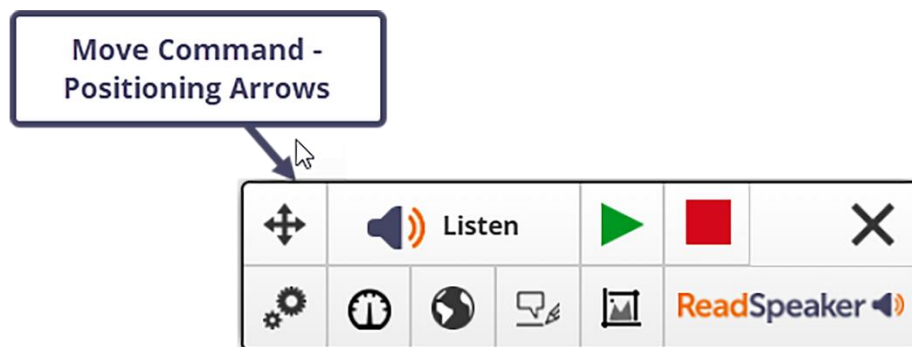
Highlight the text you want to read within your course and click **Listen**.

Extension Tools

## Positioning the Player – Move Tool

To reposition the player, use the Move tool, which has a four-pointed arrow icon. Click and drag the player to the desired location.

Listening Commands

The listening commands include **Listen**, **Play/Pause**, and **Stop** tools. The **Play** tool (arrow point) changes to **Pause** (two vertical bars) after the reading begins. If you click **Pause**, you can restart the reading from where you stopped.

However, if you click **Stop** (the square) and want to hear the information re-read, you will need to highlight your material and click **Listen**.
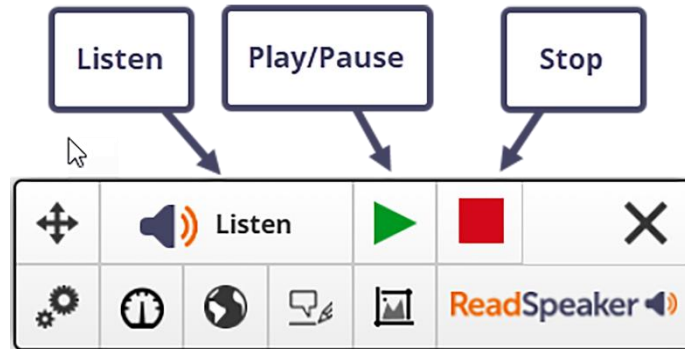
Settings

You can access **Settings** by clicking the tool with the two-gear icon. It is located on the left side of the lower toolbar.

The **Settings** menu has several choices that you can make. You can turn on or off highlighting, decide on what you want to highlight, and which colors to use for the word, sentence, and text. Make your selections and then click **Save**. If you do not change any **Settings**, then click **Close.**
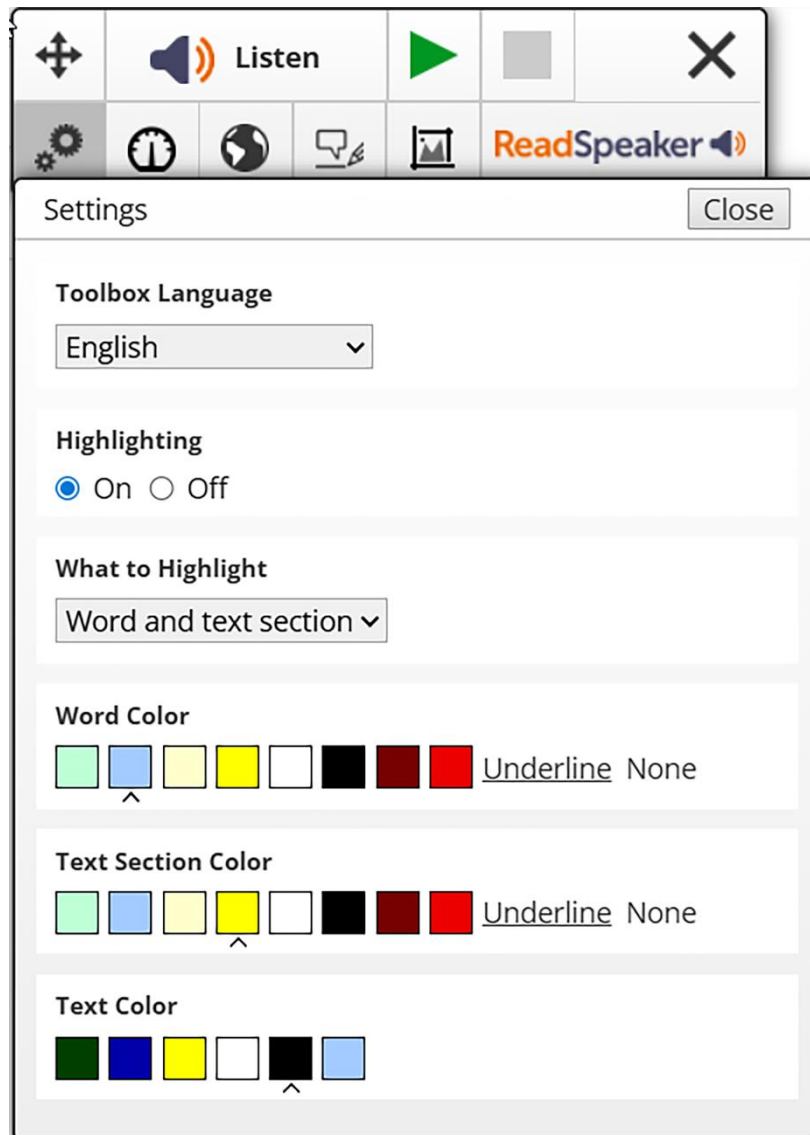
Reading Speed

The **Reading Speed** tool is located on the lower toolbar of the extension. It has a speedometer as an icon.
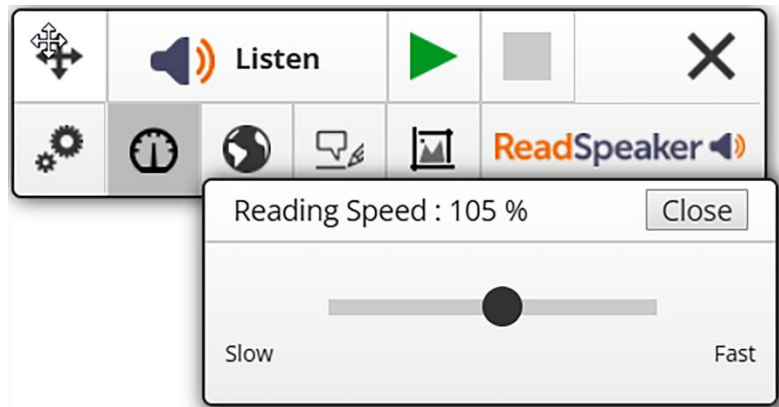
You can adjust the **Reading Speed** by repositioning the marker on the slide bar. Moving the marker to the left reduces the **Reading Speed,** and moving the marker to the right increases the speed. You will notice a percentage above the slide bar. You will want to remember your desired speed if you try different adjustments. Once you have selected your **Reading Speed**, click on **Save**, and if you do not make any changes, click **Close**.

Reading Language

An image of the world is the icon for the **Reading Language** tool.
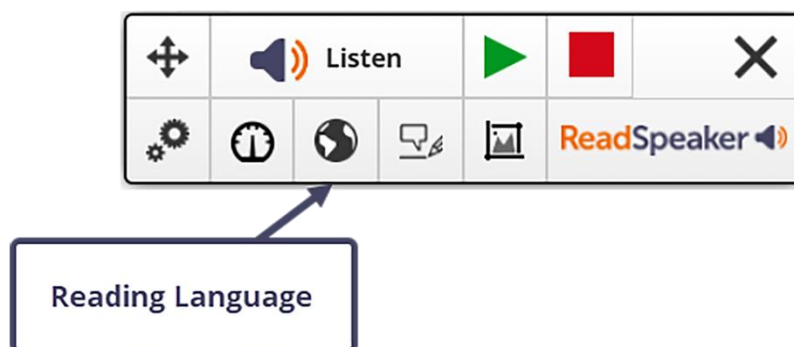
If you are reading a document written in a different language, then select the **Reading Language to match the document language**. The extension will then play the highlighted material in the desired language using a voice with the correct accents and word pronunciations. **The Reading Language tool is not a translation tool**. Once you have chosen the **Reading Language** for your document, click **Save**. If you do not make any changes, then click on **Close**.
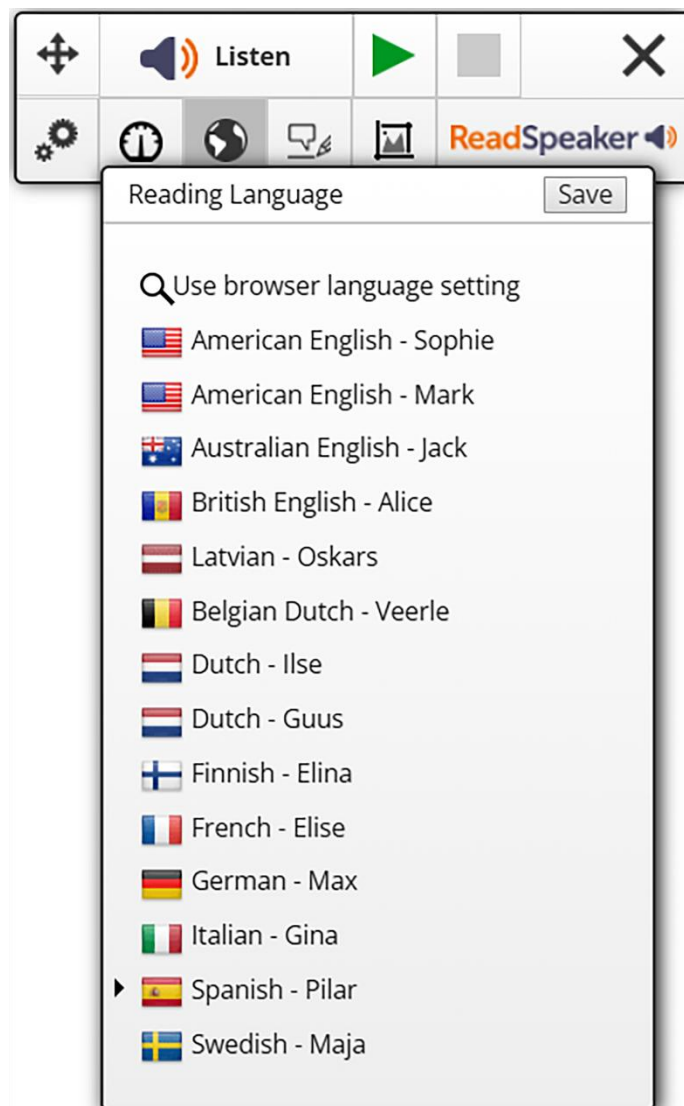
Writing Assistance

The **Writing Assistance** icon is a caption bubble above a sheet of paper with a pencil.
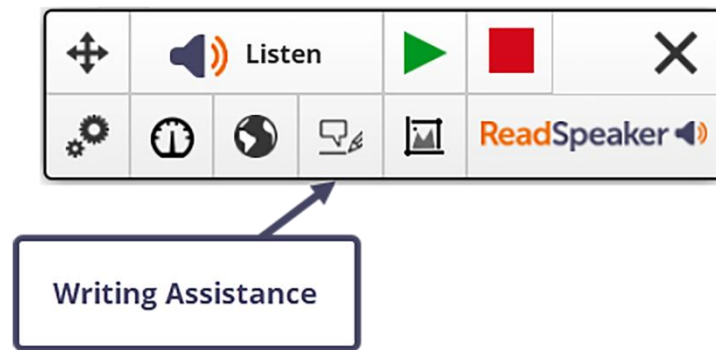
When working in either **Google Docs** or **Word Online**, you can use the **Writing Assistance** tool. When you turn on **Writing Assistance**, you have the choice of either having the letters sounded out or spelled out. The **Writing Assistance** tool is not a grammar tool, but it helps the writer proof-listen to what they have typed. Unintentional words such as form and from or left-out words are often heard by the listener, allowing the writer to make the corrections.
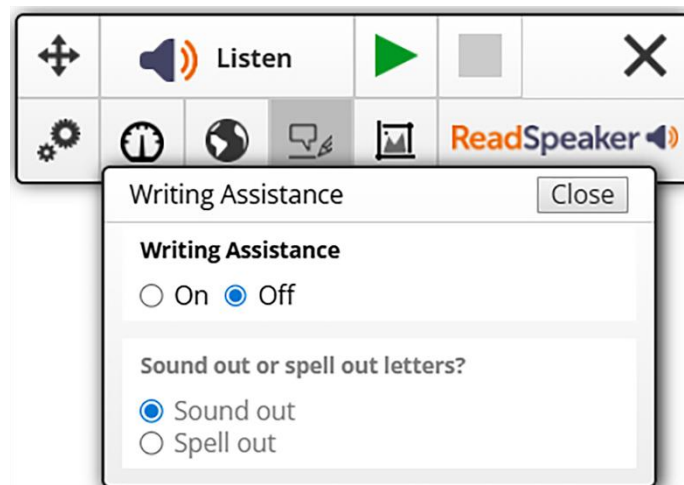
Snapshot

The **Snapshot** tool is located on the lower toolbar of the extension and has a framed picture as the icon.

The **Snapshot** tool uses an Optical Character Recognition (OCR) process to convert the words in the image to readable text. Typed words are better than handwritten words when using the **Snapshot** tool. First, click on the **Snapshot** tool and draw a box around the image with the text. The OCR process begins when you release the mouse. The OCR process produces the text in a box near the image. Once the OCR process is completed, the words are then read out loud.

ReadSpeaker Link

The ReadSpeaker link leads to the readspeaker.com website, where you can find a wealth of information and resources.