Factsheet 5: Using ClaroRead Plus to support reading.
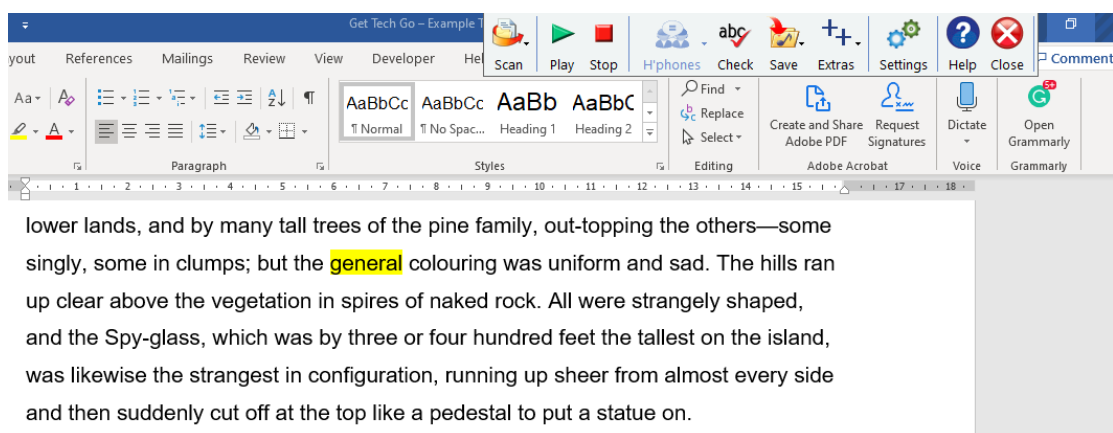
ClaroRead Plus

ClaroRead Plus is a standalone software tool that provides a range of features which can be incorporated into your study skills strategies.
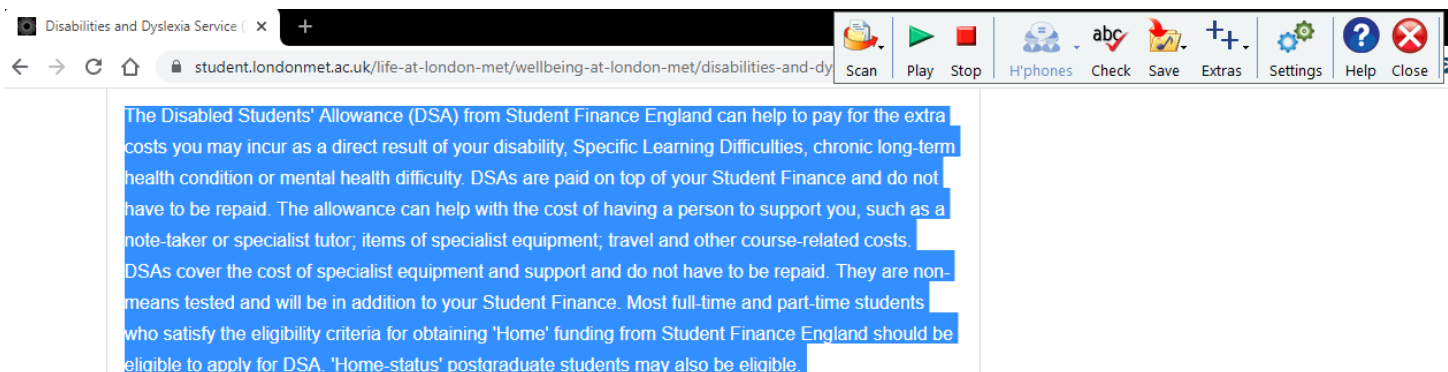
- The ClaroRead Plus toolbar.

Play and stop reading (red arrow).

- Reading Word documents aloud is as easy as clicking on the 'Play' button.

- ClaroRead Plus will read webpages and PDF documents too. Note: You must first select the text you want to have read aloud.

Converting onscreen text to MP3 files.
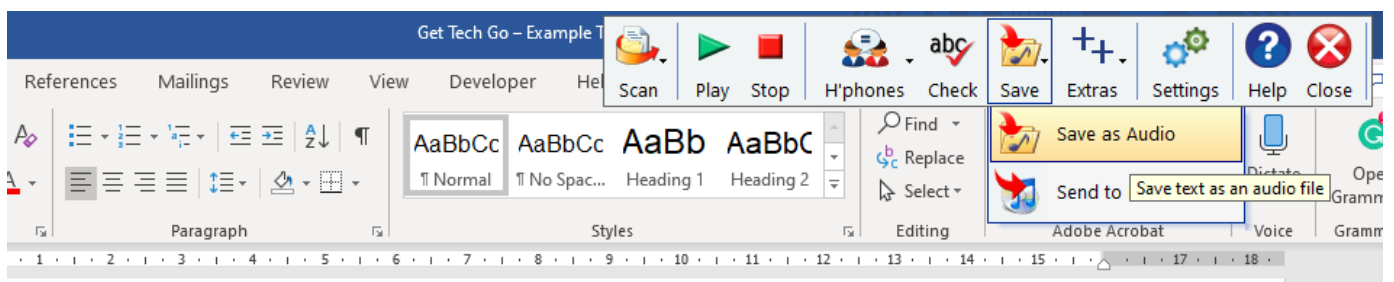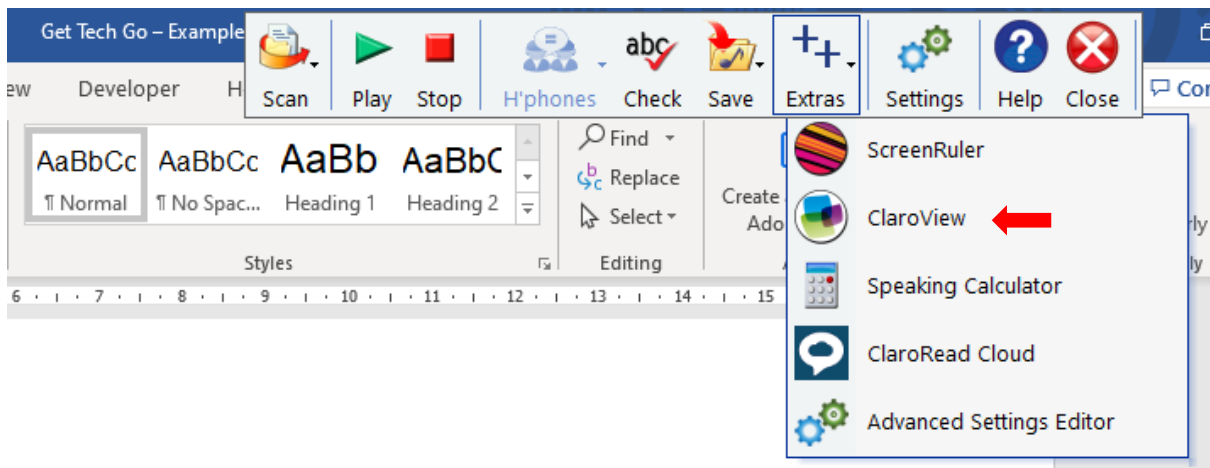
- Select text within your Word document, PDF document or webpage.
- Open the 'Save' menu from the ClaroRead Plus tool bar.
- Select 'Save as Audio'.
- Save your audio file to an appropriate folder - e.g. a coursework folder that you have created.

Using 'ClaroView' to adjust display settings.

- Open the 'Extras' menu from the ClaroRead Plus tool bar.
- Select 'ClaroView' (red arrow).

- Choose your settings to add a tint to the screen.
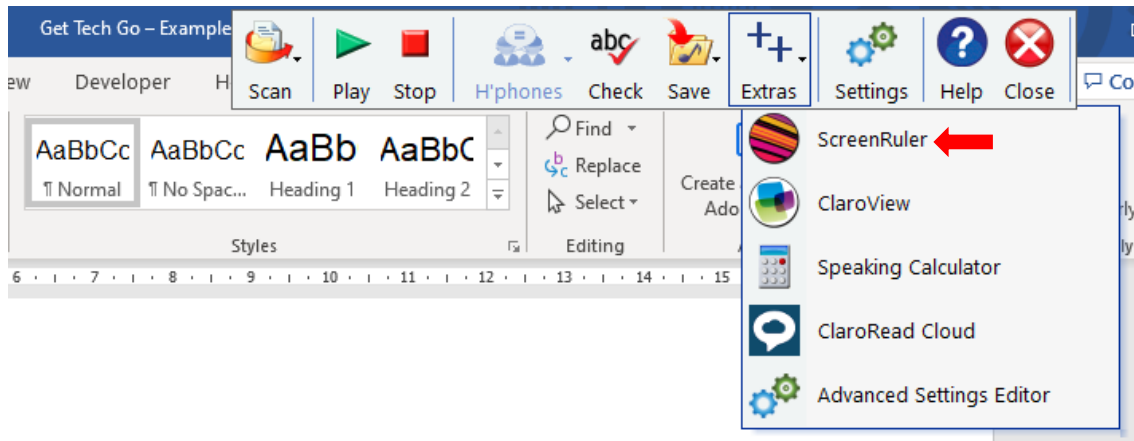
Get Tech Ready...Get Tech GO!

Technology workshops with DDS
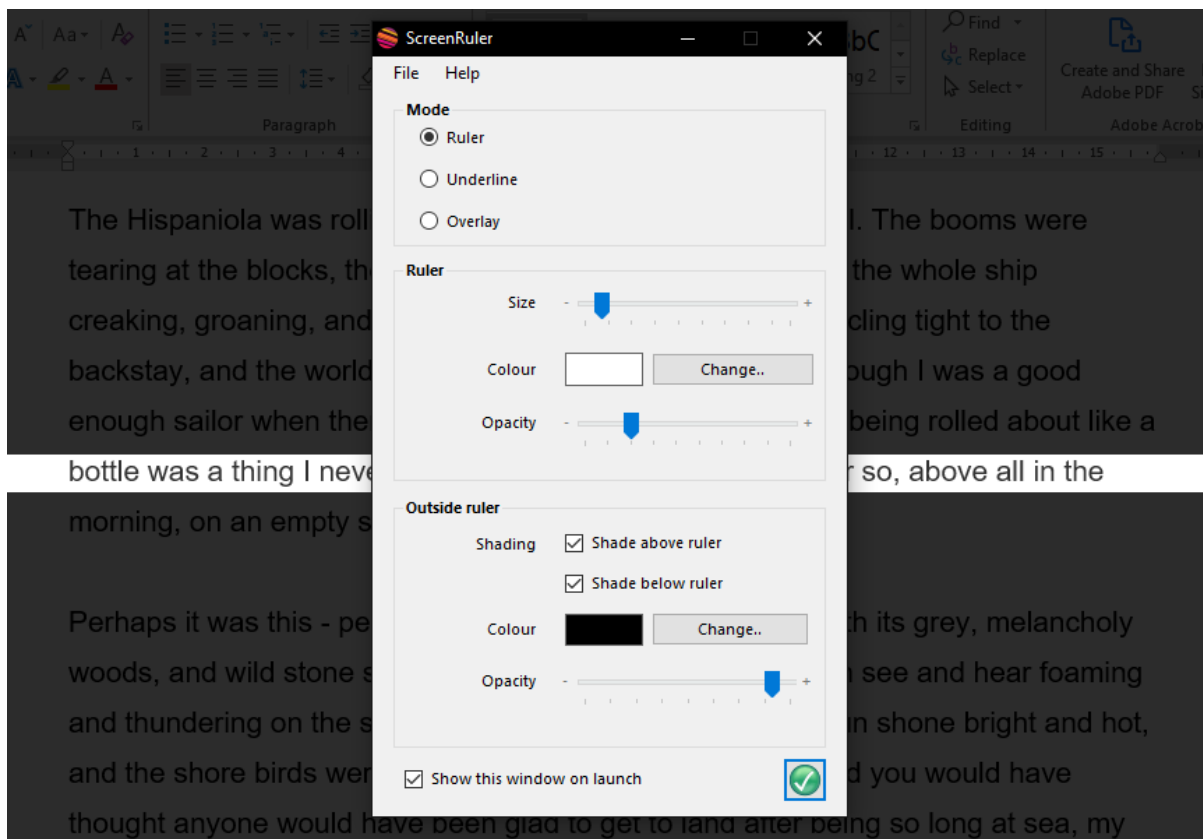See the DDS website for more information

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Using Claro ScreenRuler to help with focus and tracking when reading.

- Open the 'Extras' menu from the ClaroRead Plus tool bar.
- Select 'ScreenRuler' (red arrow).

- Choose settings to help with focus and tracking.
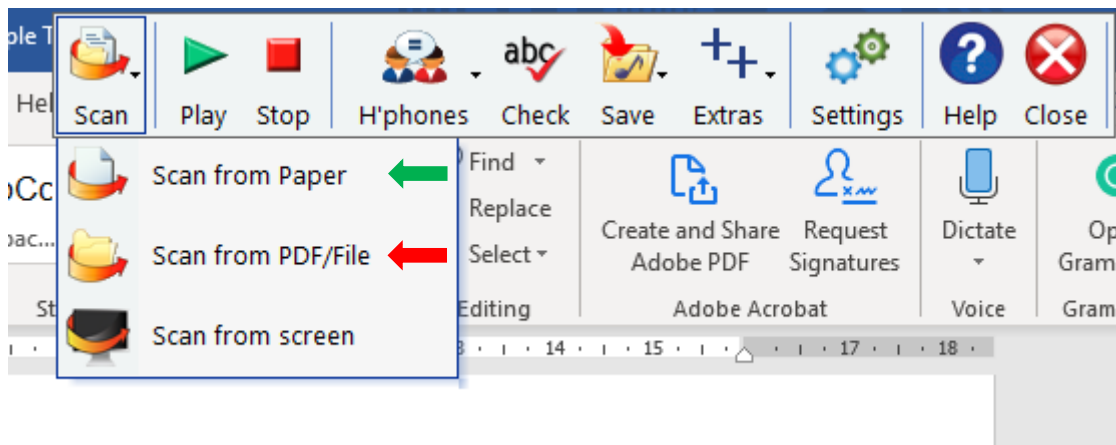
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Convert inaccessible text using the 'Scan' tool.

Some documents may be inaccessible to text to speech tools - e.g. PDF image files or photos of text taken with a phone camera. If you cannot read a document aloud using text to speech tools you may need to convert it first.

- Open the 'Scan' menu from the ClaroRead Plus tool bar.
- Select 'Scan from PDF/File' and locate your document (red arrow).
- Follow onscreen instructions, then send your document to Microsoft Word or save your file to a suitable location (e.g. a coursework folder on your hard drive).
- Read your document aloud using ClaroRead Plus.

Note: If you have a scanner attached to your computer you can use ClaroRead Plus to scan and convert paper documents using the 'Scan from Paper' tool (green arrow above).

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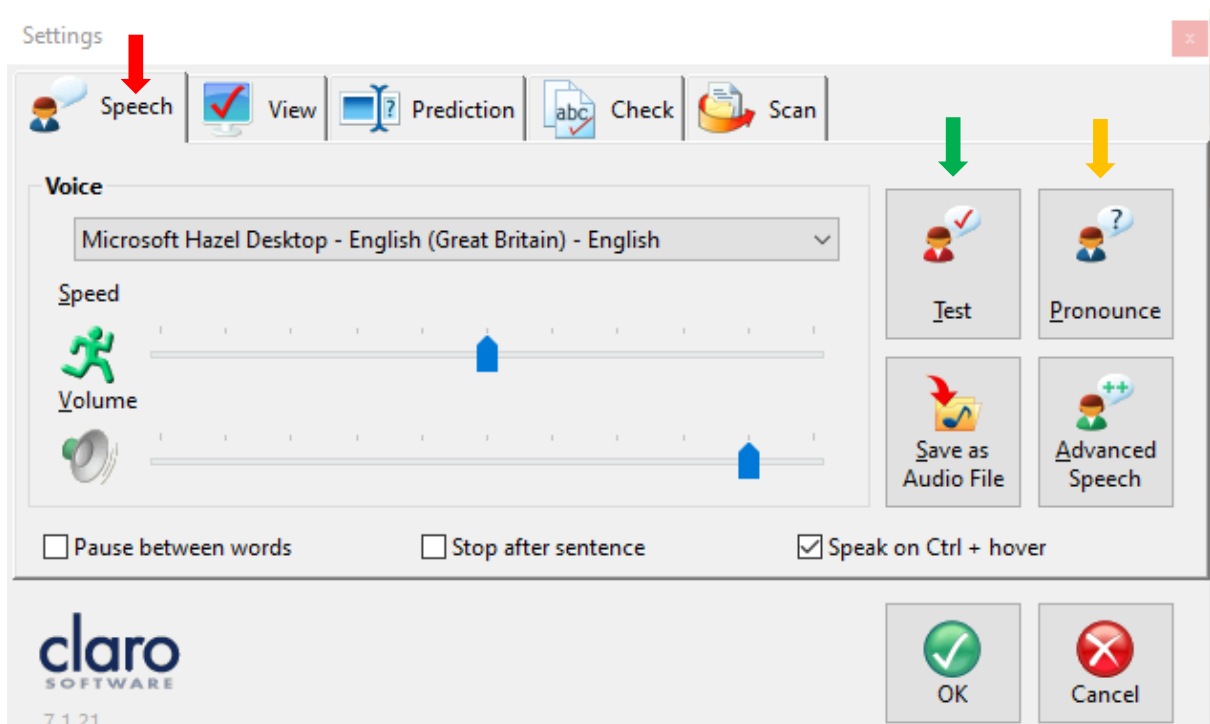METROPOLITAN
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Changing ClaroRead Plus settings.

You can customise ClaroRead Plus to suit your preferences using the 'Settings' icon on the main ClaroRead toolbar.

- Using the 'Speech' tab it is possible to change the voice and speed of reading aloud (red arrow).
- Click the 'Test' button to hear how the changes you make affect speech (green arrow).
- Use the 'Pronounce' tool to ensure course specific terms / words are pronounced correctly (yellow arrow).
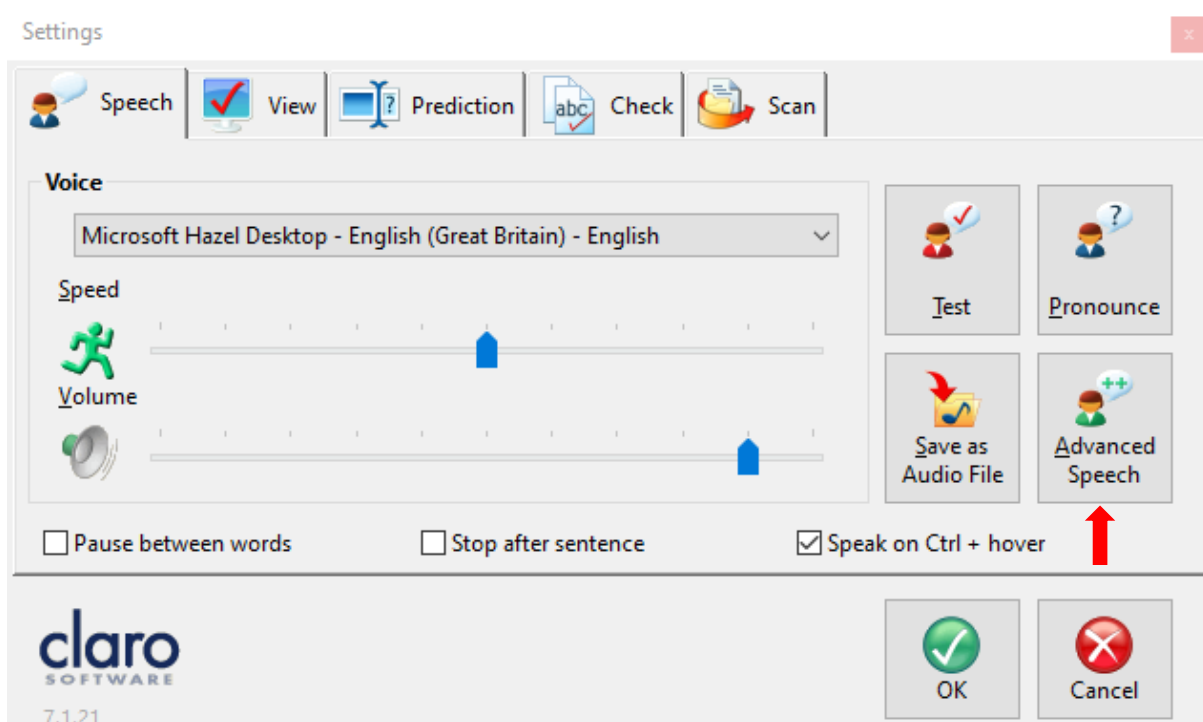
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- Select 'Advanced Speech' to adjust how words are highlighted when being read aloud (red arrow).

- Adjust settings to your preference. The select 'OK' to try them out.