

Kurzweil 3000 (Win) v.20: Reading Digital Text

Introduction

In this tutorial you will learn how to use Kurzweil's text reading features and tools to read digital text from a variety of different sources.

Learning Objectives

Completion of this Tutorial will provide experience with the following:

- Using the reading tools to read text that has been typed in Kurzweil
- Using the reading tools to read text scanned into Kurzweil (.kesi documents)

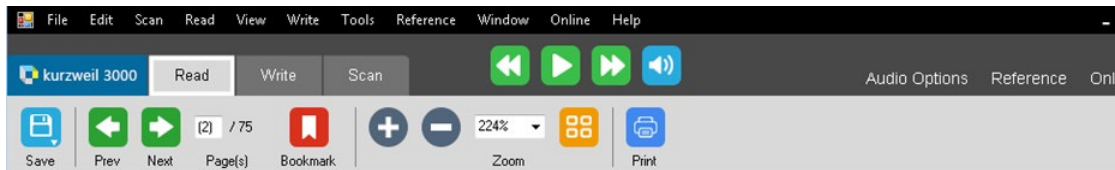
This tutorial assumes that you have

- Kurzweil 3000 version 20 for Windows installed on your computer
- A computer that supports audio output either through speakers or a headset

Reading Text That Has Been Typed or Scanned into Kurzweil

Step	Instruction
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1



The **Reading Ribbon** is displayed by clicking the **Read** tab. Page navigation buttons are on the left: go to the previous and next page, as well as any specific page (type in a page number to jump to that page). The Reading Tollbar also contains an Add/Go to Bookmark button, page Zoom controls, Thumbnail view, and Print.

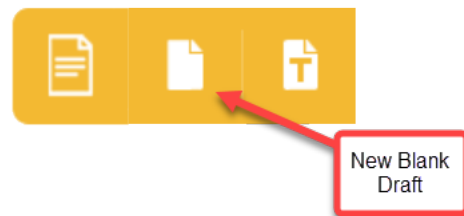
2

Launch Kurzweil 3000
 Click the **New Draft** button in the Quick Start Window.



3

Click **New Blank Draft** to create a new empty text file.



4

Click the **Read** button. The text should read aloud.
 The **Read** button will toggle to a **Pause** button. Click to stop reading.



Step Instruction

5 To move the cursor back 1 sentence, click the **Back** button.



6 To move the cursor forward 1 sentence, click the **Forward** button.



7 To have Kurzweil 3000 highlight the text but NOT read it out loud, click the **Audio Toggle** button – it will toggle to Silent. Click it again to resume reading aloud.

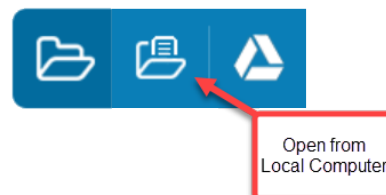


8 Click the **Open an Existing File** button in the Quick Start Window.

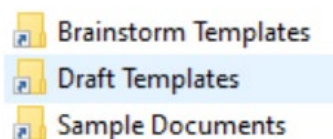


Double-click the Sample Documents folder to open it.

Click **Open from Local Computer** to open an existing file.

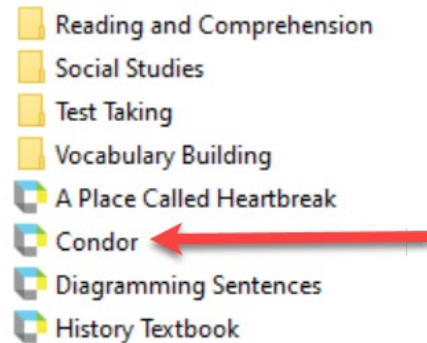


9 Find the folder called **“Sample Documents”**. This folder contains a large number of sample files that you can open to use when learning about Kurzweil 3000.

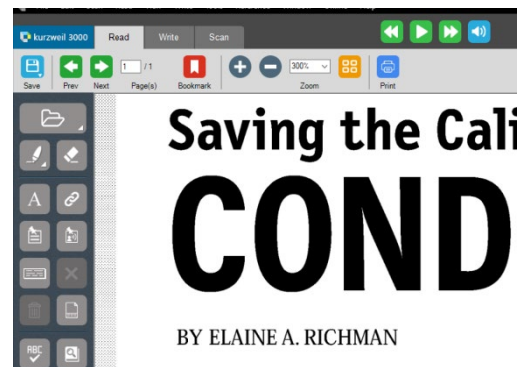


Step **Instruction**

- 10 Locate the “**Condor**” file and double-click to open it.



- 11 Click anywhere in the document to start reading the text. Use the Reading tools like before to read this text aloud. You can also click and drag to highlight and read specific text.

**Tip...**

Using the Reading Tools on the Reading Ribbon may be the first skill you teach students who will be using the program. If the student will be using the program for word processing, use a piece of their own text to read. Kurzweil 3000 will open Microsoft word documents, so you can open one directly into Kurzweil and then have the student read it aloud. If they will be reading scanned material, use material that is not overly cognitively challenging so the student can focus first on learning how to use Kurzweil, rather than on understanding the concepts of the practice text.