Kurzweil 3000 (Win) v.20 Navigating Documents: Setting the My Zoom Value

Introduction

Kurzweil 3000 Kurzweil 3000 is reading and writing software that has many features designed to support students who are struggling with reading comprehension and written output. The program can be used as a word processor or it can be used to scan documents, like textbooks or worksheets, which can then be read aloud or completed within the program. Students with a wide variety of abilities and challenges can use Kurzweil 3000 effectively. Kurzweil 3000 has several built in options for navigating single or multiple page documents. The ability to navigate documents is an important skill for both students and those who prepare documents for their use. While completing this tutorial, you will learn how to use the various document navigational options.

Learning Objectives

Completing this tutorial will give you experience:

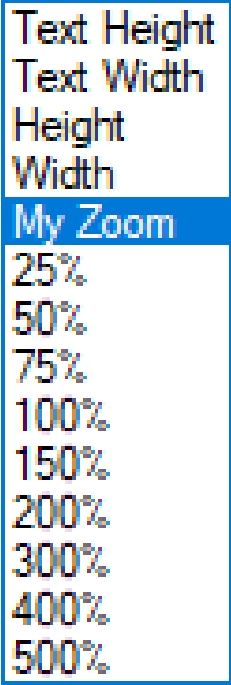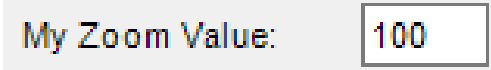- Setting "My Zoom" or custom zoom value

This tutorial assumes that

- Kurzweil 3000 version 20 for Windows is installed on your computer. If you do not have the program already installed, please refer to the installation and registration instructions that came with your software.
- Your computer system supports audio output either through speakers or a headset.
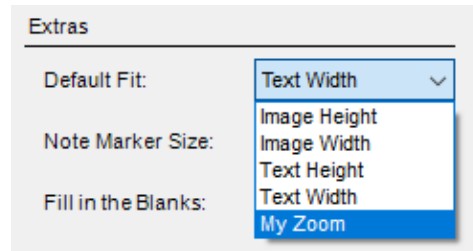
Case Study

Cindi is a Grade 7 student who has a visual impairment making it difficult for her to read regular font sized on the computer. Together with her Special Education Assistant, she scans her textbooks and novels and uses the various text reading tools in Kurzweil 3000 to have her materials read aloud. This supports her reading comprehension and also decreases her eye strain. Since she is dealing with large, multi-page documents, she has been taught how to use the various tools to help with navigation. She has set the My Zoom value to 150% which allows her to quickly jump to that level on any document. She also makes extensive use of bookmarks which she places, with help from her SEA, into textbook and novel documents. In textbooks, the bookmarks identify major chapter sections; in novels they identify chapters. Cindi's SEA spent time with her when she first began using Kurzweil 3000 to ensure she clearly understood how to use the navigational features of the program, so she has become very independent and is free to concentrate on the content of her documents.

Setting the My Zoom Value

Step	Instruction	Visual Depiction
1	While choosing the zoom value from the reading toolbar drop down list, you may have noticed a "My Zoom" option. This is very handy because you can specify what value you would like and use this to quickly jump to that value on any document.	Text Height Text Width Height Width **My Zoom** 25% 50% 75% 100% 150% 200% 300% 400% 500%
2	To set your own My Zoom value, go to Tools > Options > General Options. On this General Options tab, in the lower right corner, you will find the My Zoom field. Type a custom zoom value in this field. Click OK to close the Options window. Now when you select My Zoom from the drop-down list on the Reading toolbar, you will zoom in (or out) to your custom zoom value.	My Zoom Value: 100

Step	Instruction	Visual Depiction
3	The My Zoom value is also useful if you want to have all documents automatically open to that value. To set this option, go to **Tools > Options > Image**. On the right side of the window, under "Extras", you will find a drop-down list for **Default Fit.** Select **My Zoom** from the list, click the **Apply** button to save that setting, and **OK** to exit the Options window. Now, all documents will open to the value you assigned as My Zoom	

Tip…

The My Zoom values are connected to the user that has signed into the Kurzweil 3000 program. If you are using the program with multiple users, you can set a different My Zoom value for every student.