

# Kurzweil 3000 (Win) v.20: Editing Underlying Text

## Introduction

When scanning books or other materials using Kurzweil 3000, the quality of the scanned document varies depending on the quality of the original textual material. To ensure documents are read aloud accurately and to add annotations that will support students' reading comprehension requires some level of document preparation. This tutorial will demonstrate how to prepare documents by optimizing text reading, by adding custom annotations, and by locking specific features for test taking.

## Learning Objectives

Completion of this tutorial will provide experience with the following:

- Correcting the underlying text to ensure Kurzweil 3000 reads text accurately
- Saving a .KES file

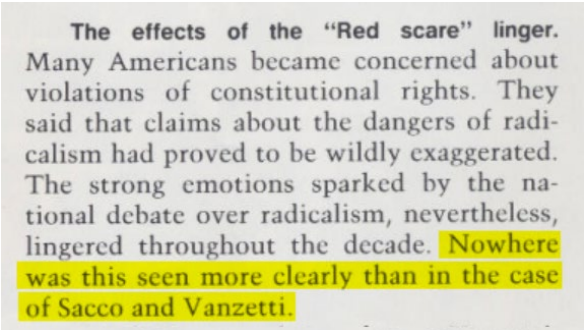

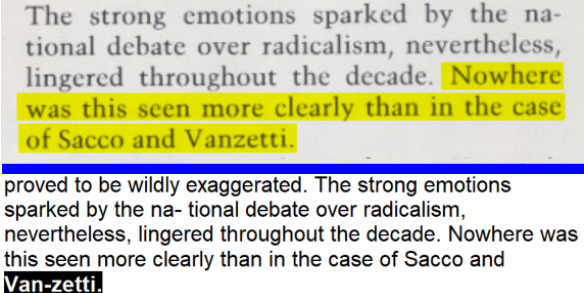
## This tutorial assumes that you have:

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

## Case Study

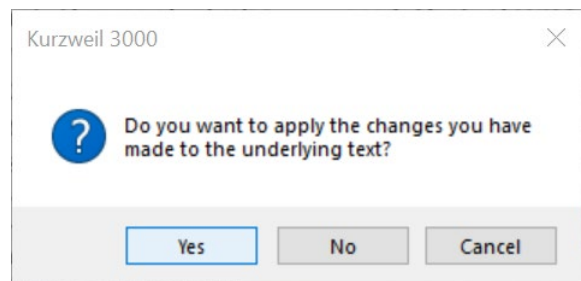
Sheila is a Learning Support Teacher who helps the classroom teachers in her middle school support a range of students who have learning difficulties. She has an Educational Assistant, Reena, who helps her prepare student materials. Last year her school installed the network version of Kurzweil 3000 allowing classrooms' mini-labs to access the program throughout the day. Because of the range of students who would be using the program and the variety of curricular materials, Sheila and Reena developed a system for producing and preparing e-text materials for the teachers. Reena has been given preparation time in her schedule which she uses to locate (on the web) or scan texts and novels. She either downloads the material, if available, from one of the many e-text sites, or she scans the requested book using the school's duplex scanner. She takes this file and opens it up in Kurzweil 3000 and saves it as a .kesi file. Once she has done that, she performs the first two steps in Kurzweil document preparation – she zone edits the material to make sure the correct zones are being read and then she randomly checks to make sure the program is reading the material accurately by editing the underlying text. Once finished, she saves the .kesi file on the school server and Sheila takes over. Sheila takes this file and adds the moderate level reading comprehension support – Kurzweil 3000 annotations such as instructions and vocabulary support. She then saves a third version and further adds more significant reading comprehension strategies in the form of comprehension bubble notes. Over the course of several months, Sheila and Reena were able to create a repository of Kurzweil 3000 e-text files of popular classroom-based titles that could be used with a range of students who struggle with reading.

## Edit Underlying Text in Kurzweil 3000 (Correcting Reading Errors)

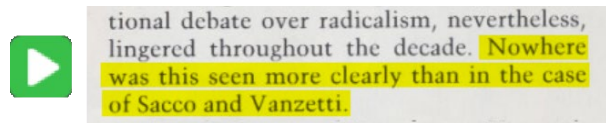
Step	Instruction	Visual Depiction
1	<p>The second step in the preparation of Kurzweil documents is to correct any <b>Optical Character Recognition (OCR)</b> errors. During the OCR process, text may be missed, inserted improperly, or missed altogether. To correct these problems, <b>Edit Underlying Text</b>.</p> <p>Go to <b>page 4</b> of the History textbook document. Near the end of the page, find “Nowhere was this seen more clearly than in the case of Sacco and Vanzetti.”</p> <p>When Kurzweil reads the name “Vanzetti” it sounds like “Vonzetti”.</p> <p>Let’s correct this problem...</p>	
2	<p>Click the <b>Edit Underlying</b> button on the <b>Scan Ribbon</b>. A window will open up at the bottom of the page.</p> <p>This is the underlying text that Kurzweil reads.</p>	
3	<p>Locate the word “<b>Vanzetti</b>” by clicking on it in the document area – the underlying text window will jump to that text. In the window, add a hyphen to the word so that it reads “<b>Van-zetti</b>”.</p>	

Step	Instruction	Visual Depiction
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- 4 Close the **Edit Underlying** text window by clicking the Edit Underlying button on the Ribbon or by clicking the close “X” on the Edit Underlying window.
- You will be asked if you want to apply the changes, **Click Yes**.



- 5 Now, place the cursor back at the beginning of the same sentence and click the **Read** button. Vanzetti should now be pronounced more closely to how it is spelled.



### Tip...

Using the **Edit Underlying** text feature allows for the addition of text that is missed, removal of text that shouldn't be read and changes to pronunciations.

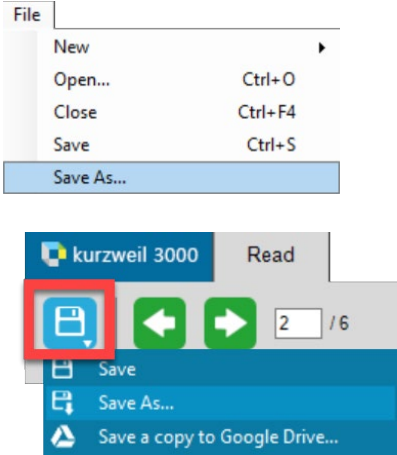
Editing the underlying text of an entire document can take a great deal of time. Kurzweil is generally quite accurate. It is often sufficient to do a quick scan of the document and check only those areas that may obviously cause problems (e.g. unusually formatted headings, names and words from other languages, mathematical expressions, etc.).

Note: The **Text Editing** features can also be found 2 different ways in the **Edit** menu.

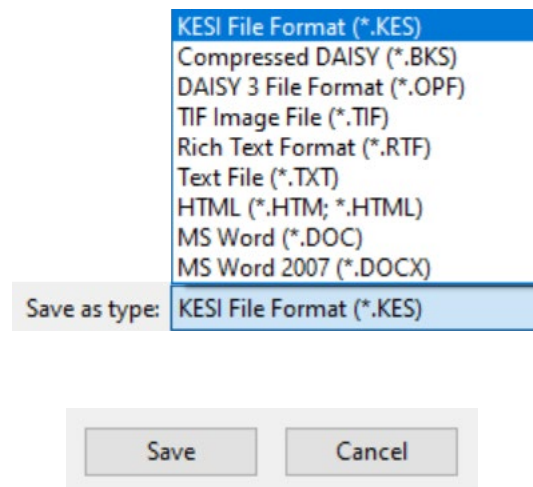
**Edit > Correct Recognition > Change Underlying Word...** (to change a highlighted word)

**Edit > Correct Recognition > Edit Underlying Text...** (to go to the Edit Underlying text window).

## Saving Kurzweil 3000 Image (Scanned) Documents

Step	Instruction	Visual Depiction
1	<p>Once zone editing is completed, documents need to be <b>saved</b>.</p> <p>To save Kurzweil image documents...</p> <p>Go to <b>File &gt; Save / Save As</b></p> <p>OR</p> <p>Click the <b>Save</b> button on the toolbar.</p>	 <p>The first screenshot shows the 'File' menu with 'Save As...' highlighted. The second screenshot shows the 'kurzweil 3000' toolbar with the 'Save' button (a floppy disk icon) highlighted in a red box.</p>

- 2
- While documents can be saved in a variety of formats, they **MUST** saved as a **KESI (.KES)** file if annotations have been added.
- If saved as a .doc or .rtf for example, a warning will appear that the annotations will be lost.
- Documents can be saved in any format if they do not contain annotations.
- To change the file type, click the **Save as type** menu and select the desired file type from the list. Then click the **Save** button at the bottom of the window.



**Tip...**

File organization can sometimes be challenging for students to manage. Consider setting up individual file folders for each subject area in Documents > KESI > Kurzweil 3000 to help keep files organized and easy to find. Also consider using a naming convention for files so that the file names are easy to understand e.g. Socials10 Chapter 4 quiz Sep 30 2022.