







ACTIVATING READ OUT LOUD FEATURE IN CO: WRITER

1. **Open** Co:Writer
2. **Release** the NumLock key
3. **Open** the document that you want to have read to you
4. **Place** the Co: Writer box within Word, PPT, etc.
5. **Highlight** text you want read to you
6. **Press** the  button

LET CO: WRITER HELP YOU AS YOU TYPE




1. Make sure Co: Writer is running
2. Begin typing. As you type, Co: Writer will begin saying the words out loud
3. You may also choose a word from the generated list that appears by choosing its corresponding number.

ADJUST CO: WRITER'S VOICE

1. Click on the 
2. Click the  tab
3. Adjust the voice properties as needed
4. Click  when finished



READ DOCUMENTS ON THE INTERNET WITH THE READ: OUTLOUD FEATURE

1. **Open** Read: OutLoud
2. **Search** for your topic using 
3. **Highlight** the text that you want to have read to you
4. **Click** on the  symbol to start the narration
5. **Click** on the  symbol to stop the narration