

# TypeIt ReadIt

Windows

v 1.8



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# TypeIt ReadIt

TypeIt ReadIt is 100% free to download and use.

TypeIt ReadIt can help users who are visually impaired, cannot read, desire to improve their reading comprehension, want to listen to how words are pronounced, or want to listen to their documents read aloud.

TypeIt ReadIt can convert text to a spoken sound file by using text-to-speech technology.

TypeIt ReadIt uses text-to-speech voices installed in the computer. Any language voice can be used.

Windows can download additional text-to-speech voices. The free voices can be download and installed in Windows Settings.

Speech can be dictated to TypeIt ReadIt. Windows has speech recognition (dictation) capabilities. The settings and download for dictation can be found in Windows Settings.

TypeIt ReadIt for Mac is slightly different than the Windows version.

Both versions of TypeIt ReadIt can be downloaded at:

<http://www.SchoolFreeware.com>

# What's New With Version 1.8

## *Windows Version*

- Ability to highlight words and sentences while the computer reads and scrolls to the line being read
- Larger font support to 350 size font
- Better support for monitors larger than 4K
- Better support for widescreen monitors
- Better text file support
- Increased stability of the application

## What Was New With Version 1.7

## *Windows Version*

- Updated to 64-bit with a 32-bit version available for download
- Updated buttons that work better on the newer Windows computers
- Updated responsive viewing for new 4k and larger monitors
- Pause button replaced with Stop button
- Larger font support
- Faster reading support
- Better support for non-english voices
- More reliable saving
- Smother scrolling of text
- Access to printing controls from Windows and the printer drivers
- Ability to change the printed font size
- Improved stability of TypeIt ReadIt

# System Requirements

Windows 7 SP1, Windows 8.1, Windows 10

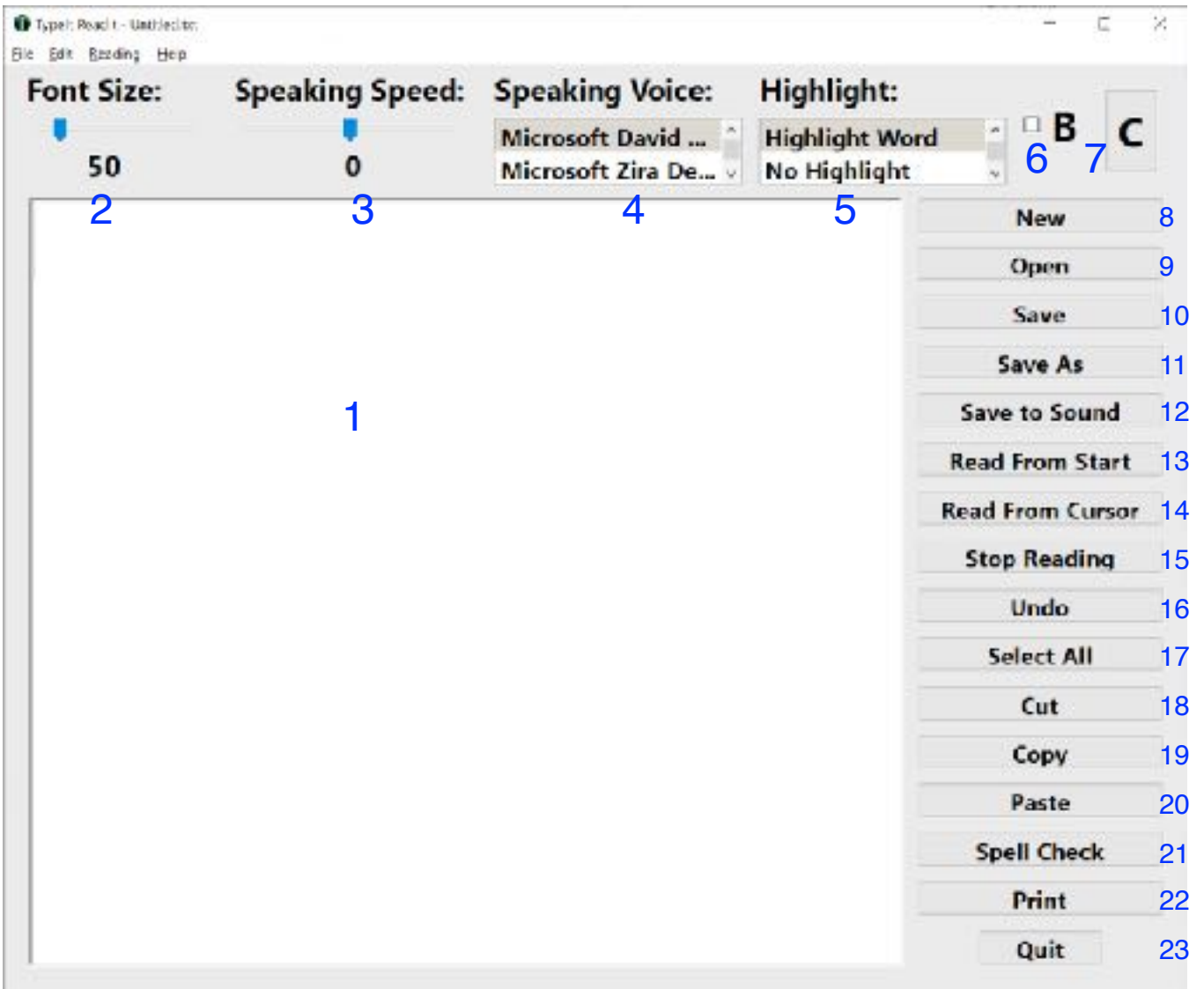
80 MB Free Hard Drive Space \*

800x600 or Higher Screen Resolution

Speakers

\* Saving to Sound requires more hard drive space depending on length and amount of sound files created. Installing additional voices and dictation software will require additional hard drive space.

# User Interface



## 1. The Text Area

This is the area to type, dictate, or cut and paste text.

## **2. Font Size**

By clicking on the blue pointer and sliding the mouse left or right, the Text Area font size will increase or decrease. The font size range is from 10 point to 250 point. This can be also be achieved with Ctrl = to increase the size and Ctrl - to decrease the size.

## **3. Speaking Speed**

By clicking on the blue pointer and sliding the mouse left or right, you can decrease or increase the speaking speed. The speed ranges from -10 to 10. This can also be achieved from the Reading menu or with Ctrl ] to increase speed and Ctrl [ to decrease speed.

## **4. Speaking Voice**

By clicking on the blue box, you can choose from several different voices for the computer to use when it reads aloud.

## **5. Highlight Text**

### *Highlight Word*

This highlights the word that is being read by the computer and automatically scrolls to the line being read. The computer may not read individual words as smoothly compared to reading by sentence and when the highlight is turned off. The shortcut key is Ctrl I.

### *Highlight Sentence*

This highlights the sentence that is being read by the computer and automatically scrolls to the line being read. The shortcut key is Ctrl U.

### *No Highlight*

There is not any text highlighted while the computer reads. The text does not scroll to the current line being read. The shortcut key is Ctrl K.

## **6. Bold**

By clicking on the checkbox next to the B, the computer will bold or unbold the text in the Text Area. This can also be achieved from the Edit menu or with Ctrl B.

## **7. Change Color**

This button brings up the menu to set the colors back to the default, or to change the color of the window, background and font. Changing the color is only designed to work on the screen. Printed text will still be black. Changing colors can also be achieved from the Edit menu. Ctrl L is the shortcut to bring up the color menu.

## **8. New**

This button creates a new text file. This can also be achieved from the File menu or with Ctrl N.

## **9. Open**

This button will allow you to choose a text file for the computer to read or work on. Word documents and other files that are not just text must be opened in their respected programs and copied and pasted into the Text Area. Opening text files can also be achieved from the File menu or with Ctrl O.

## **10. Save**

This button will allow you to save the contents of the Text Area to a file. This can also be achieved from the File menu or with Ctrl S.



## **11. Save As**

This button will allow you to save the contents of a previously saved text file to another location and/or as another name. This can also be achieved from the File menu or with Shift-Ctrl S.

## **12. Save to Sound**

This button will allow you to create a sound file from the contents of the Text Area with the selected voice and speed. Depending on the size of the document and speed of the computer, the computer may take several minutes to create the sound file. Save to Sound can also be achieved from the File menu or with Ctrl W.

## **13. Read From Start**

This button will cause the computer to read text from the start of the Text Area. This can also be achieved from the Reading menu or with Ctrl R.

## **14. Read From Cursor**

This button will cause the computer to read the text from the current location of the text cursor in the Text Area. This can also be achieved from the Reading menu or with Ctrl E.

## **15. Stop Reading**

This button will cause the computer to stop reading. This can also be achieved from the Reading menu or with Ctrl T.

## **16. Undo**

This button will undo your most recent changes. This can also be achieved from the Edit menu or with Ctrl Z.

## **17. Select All**

This button will select all of the text in the Text Area. This can also be achieved from the Edit menu or with Ctrl A.

## **18. Cut**

This button will cut the current selected text to the Clipboard. This can also be achieved from the Edit menu or with Ctrl X.

## **19. Copy**

This button will copy the current selected text to the Clipboard. This can also be achieved from the Edit menu or with Ctrl C.

## **20. Paste**

This button will paste the current contents of the Clipboard into the Text Area at the current location of the text cursor. This can also be achieved from the Edit menu or with Ctrl V.

## **21. Spell Check**

This button will start spell checking the Text Area. This can also be achieved from the Edit menu or with Ctrl ;

## **22. Print**

This button will cause the computer to print the current contents of the Text Area in the current font size selected. A dialog box will appear allowing the user to change the printing font size. The default size is 12. Printing can also be achieved from the File menu or with Ctrl P.

## **23. Quit**

This button will exit the program. This can be also achieved from the File menu or with Alt F4.

### **Help**

To get to the Help document, click on Help or use Shift-Ctrl H

### **Changing the Spelling Dictionary**

The TypeIt ReadIt's spelling dictionary can be changed from the Edit Menu.

# Keyboard Shortcuts

New .....Ctrl N  
Open .....Ctrl O  
Save .....Ctrl S  
Save As .....Shift-Ctrl S  
Print .....Ctrl P  
Save to Sound .....Ctrl W

Undo .....Ctrl Z  
Bold/UnBold .....Ctrl B  
Cut .....Ctrl X  
Copy .....Ctrl C  
Paste .....Ctrl V  
Select All .....Ctrl A  
Increase Font .....Ctrl =  
Decrease Font .....Ctrl -  
Change Color Menu .....Ctrl L  
Spell Check .....Ctrl ;

Read From Start .....Ctrl R  
Read From Cursor .....Ctrl E  
Stop Reading .....Ctrl T  
Increase Speed .....Ctrl ]  
Decrease Speed .....Ctrl [

Highlight Word .....Ctrl I  
Highlight Sentence .....Ctrl U  
No Highlight .....Ctrl K

About .....Ctrl-Shift A  
Help .....Ctrl-Shift H

Quit .....Ctrl Q

# Printing



The printing has been updated to prevent wasted paper from accidentally printing with a large font and to get settings from Windows and the print driver.

The printing font size is set to 12 by default. To change the size, move the slider. Click OK and the settings for the printer will be displayed.

For more help, please see our video tutorials and website located at:  
[www.SchoolFreeware.com](http://www.SchoolFreeware.com)

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