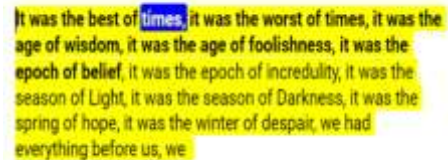




Reading Electronic Text Aloud

QuickTake

Reading electronic text on the screen is now easier than ever. No matter the device, there is a built-in option available as well as several third-party products to try. Do not forget to play with the different voices. You may find one you like better than the default.

A screenshot of a text document with several lines of text highlighted in yellow. The text is: "It was the best of times, it was the worst of times, it was the age of wisdom, it was the age of foolishness, it was the epoch of belief, it was the epoch of incredulity, it was the season of Light, it was the season of Darkness, it was the spring of hope, it was the winter of despair, we had everything before us, we". The word "times" in the first line is highlighted in blue.

Options for Reading Electronic Text

The ability to read on-screen text is near universal in today's products. However, not all products provide the same set of features, so it is important to understand what options to consider.

Capabilities

Several aspects of the reading experience can be customized depending on the product including:

- choice of male, female or child voices localized by country
- speed and pitch of the voice
- pause/play toolbar
- read text under the mouse cursor
- read text in images
- reading unit can be set to all, paragraph, sentence, or word
- highlighting of words/phrases as they are read aloud
- dual highlighting of both the word being spoken along with the sentence or paragraph it appears in
- masking the background to make the text pop



Text-to-Speech Functions by Operating System



Immersive Reader

Windows 10/11 Computers

Microsoft's **Immersive Reader** comes with their Office products and web browser called Edge. It provides tools that read text aloud, break it into syllables, and increase spacing between lines and letters for easier comprehension.

ro-tip: On newer versions of Windows, Microsoft's magnifier tool can speak text under the mouse arrow. Set the magnification to 100% and you have an easy-to-use text-to-speech reader.



MacOS Computers

Mac computers have a built-in text-to-speech tool called **Select-to-Speak** which can read any selected text. Newer versions also come with a speech control bar to allow for pausing and adjusting the speed of the voice on the fly.



ChromeOS Computers

ChromeOS' reading feature works much like Android's. Both are made by Google. You can activate the reading toolbar from accessibility settings. A button will then appear on the screen. Tap the button and a reading bar appears.



Center for Inclusive Design and Engineering (CIDE)

COLLEGE OF ENGINEERING, DESIGN AND COMPUTING

UNIVERSITY OF COLORADO DENVER | ANSCHUTZ MEDICAL CAMPUS



iOS – iPhones and iPads

iOS devices offer a couple of ways to have text read aloud.

Select to Speak puts a "Speak" option in the menu that appears when text is selected.

Speak Screen reads the contents of the screen after swiping down from the top of the screen with two fingers. Speak screen also uses the speech controller.



Android

You can activate a reading toolbar on newer Android devices from the [accessibility settings](#). A button will then appear on the screen. Tap the button and a reading bar appears.

Third Party Software



There are dozens of products (some free and some not) available for each of these platforms and the web. Here are a just few. A Google search will turn up many more of course.

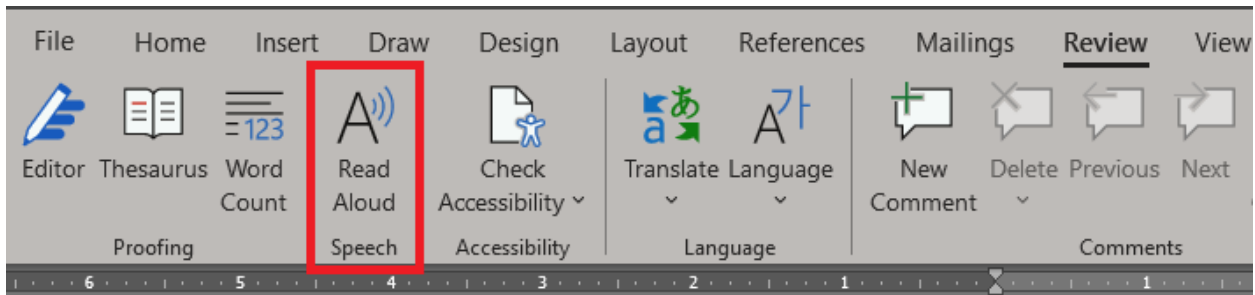
- [Read&Write for Google Chrome](#)
- [ClaroRead](#) – Win/Mac
- [Kurzweil 3000](#) – Win/Mac
- [Snap&Read](#) – Google Chrome / Microsoft Edge



Immersive Reader How-To

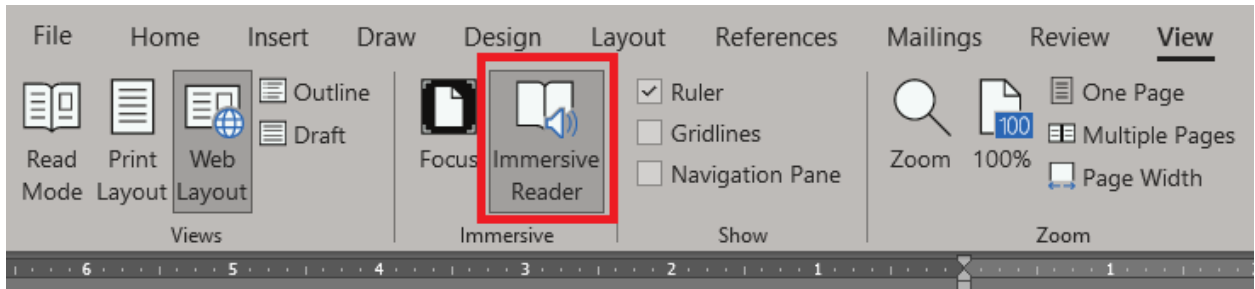
(Microsoft Office 365 Apps)

Microsoft Word – Read Aloud



1. Select the Review Tab in Word
2. Select Read Aloud

Microsoft Word – Immersive Reader



1. Select the View Tab in Word
2. Select Immersive Reader



Immersive Reader How-To (Microsoft Edge Web Browser)

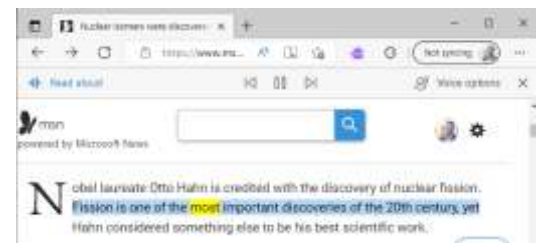
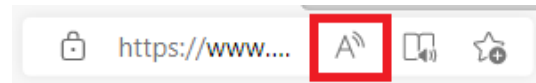
Available in the following apps for both desktop and online:

- Microsoft Word*
- Microsoft OneNote*
- Microsoft Outlook*

* Requires a license for Microsoft Office

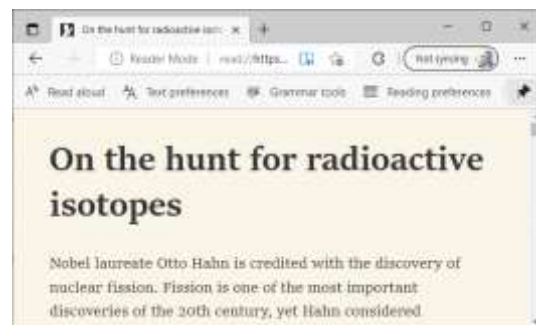
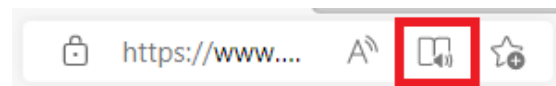
Microsoft Edge – Read Aloud

1. On a web page - **select the Read Aloud icon** in the address bar
2. Click on the text you would like to read aloud.
3. Use the Play/Pause toolbar to Start and Stop the speech



Microsoft Edge – Immersive Reader

1. On a web page - **select the Immersive Reader icon** in the address bar
2. Click on the **Read Aloud** icon.
3. Use the Play/Pause toolbar to Start and Stop the speech





MacOS Speak Selection How-To

1. Enable Speak Selection.

Apple Menu > System Preferences > Select Accessibility, then select Spoken Content

Select the **Speak Selection** checkbox



2. Highlight the Text to be read. Press Option + Escape

Let's have my Mac read some text out loud!

Wow, it's doing an amazing job. I'm so happy I know how to use Accessibility feature on my Mac. It makes this so easy!





ChromeOS Select-to-Speak How-To

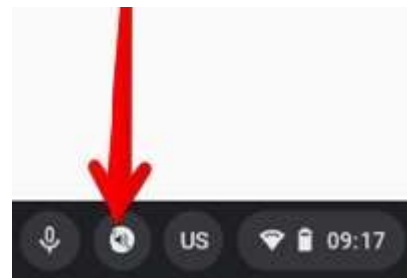
1. Enable Select-to-Speak.

Time > Settings >
Accessibility > Manage
Accessibility Features



Under “Text-to-Speech” turn
on **Enable Select-to-Speak**

2. Highlight the Text to be read. **Activate the Select to Speak** **button** near the time at the bottom right of the screen



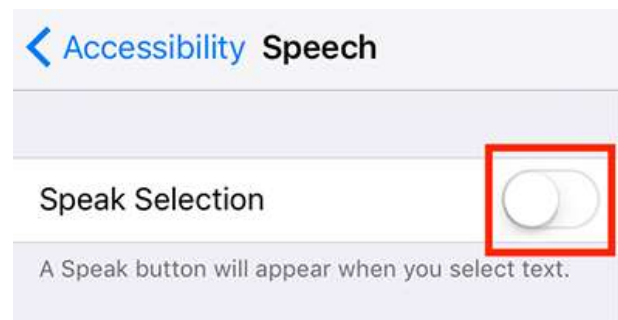


iOS Speak Selection How-To

1. Enable Select-to-Speak.

Settings > Accessibility >
Spoken Content

Enable Speak Selection



2. Highlight the Text to be read.

Press and hold the
highlighted text

Select the **Speak** option
from the menu



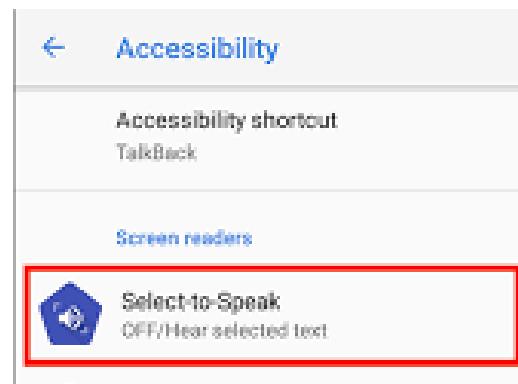


Android Select-to-Speak How-To

1. Enable Select-to-Speak.

Settings > Accessibility >
Select to Speak

Enable the **Select to Speak**
shortcut



Highlight the Text to be read.

Activate the Select to Speak
shortcut

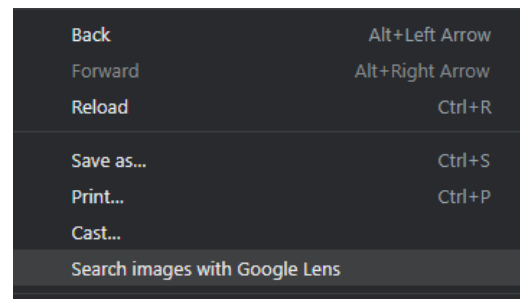
Tap an item on your screen



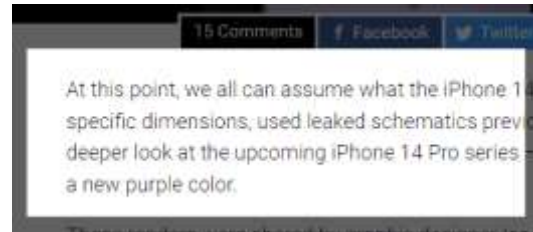


Google Lens for Chrome How-To

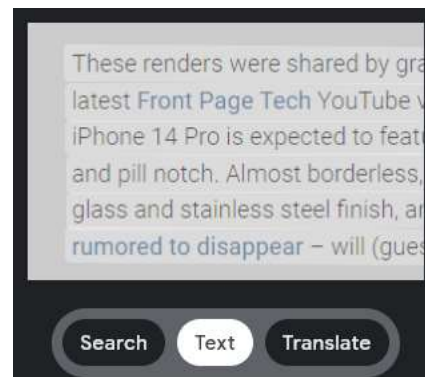
1. Right click on a web page and select **Search Images with Google Lens**



2. Select the Text to read.



3. Select the Text button from the Chrome sidebar



4. Select Listen

