

Guide to Read&Write

There are two ways you can use Read&Write.

You may be using it for exams in which case refer to

Guide: Exam Access

Or you may be using it during school/homework in which case refer to

Guide: School/Homework

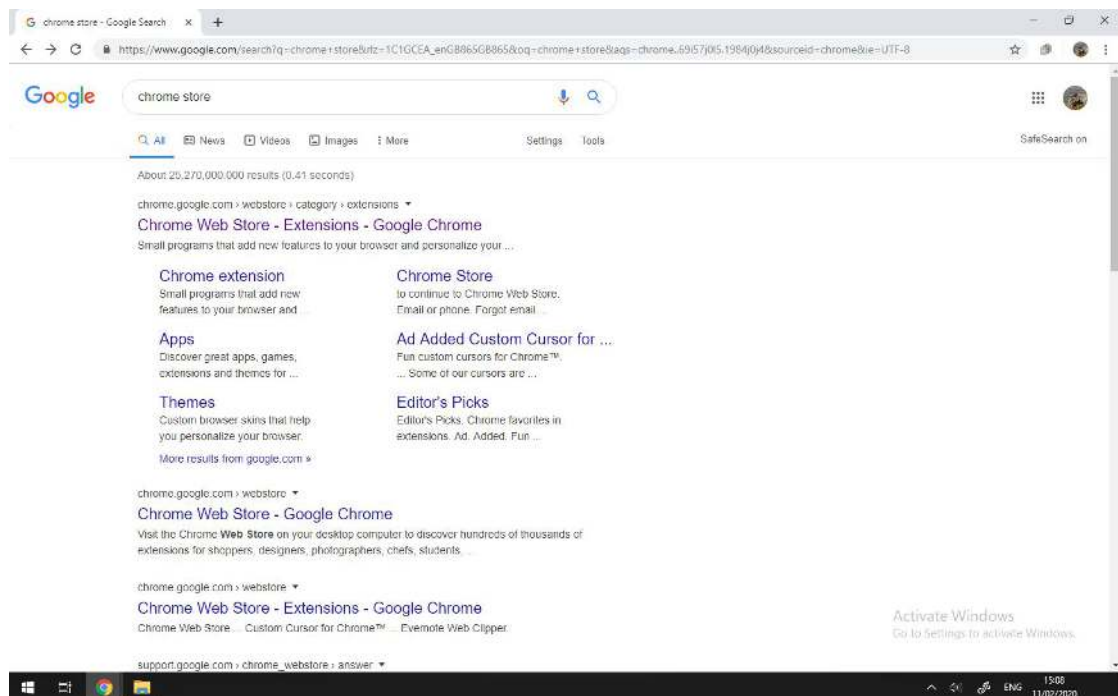
Guide: Exam Access

Guide: School/Homework

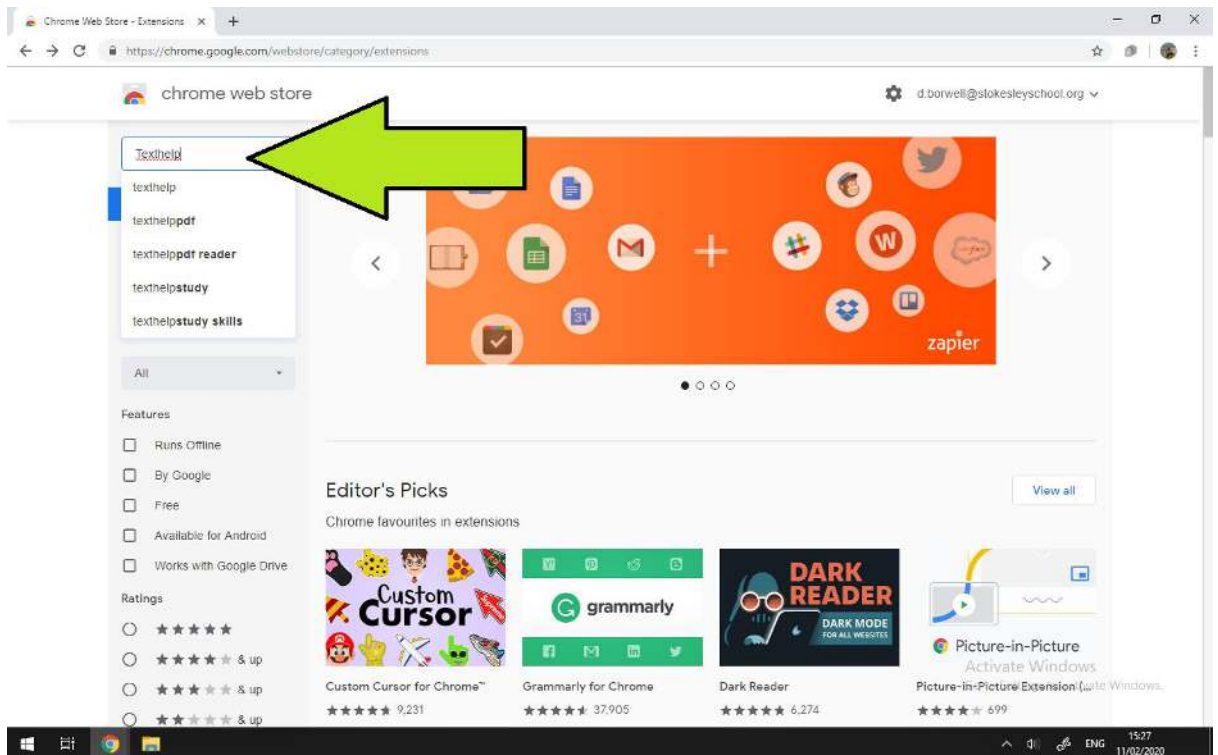
Read&Write is not just for exams, you may want to use it within lessons needing to use your chromebooks or completing homework/coursework at home.

You can add the program to your Google Chrome browser with a few steps.

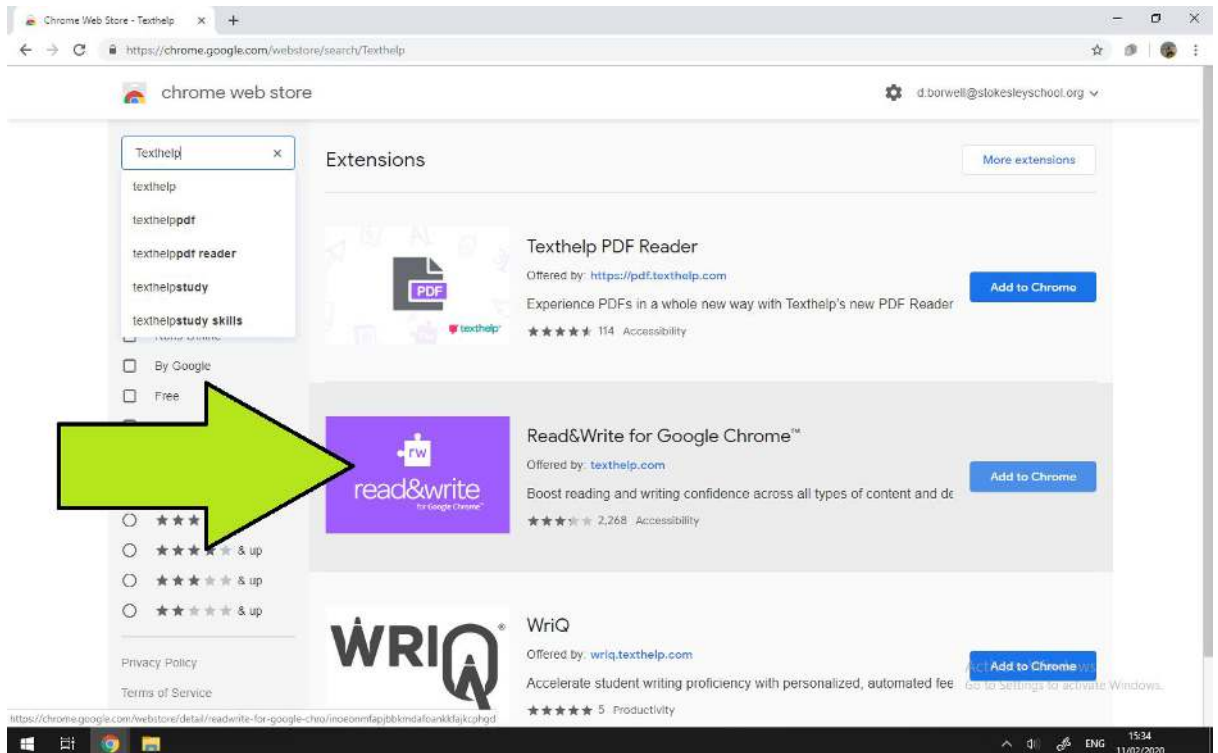
1. Using Google Chrome, go to the google chrome store.



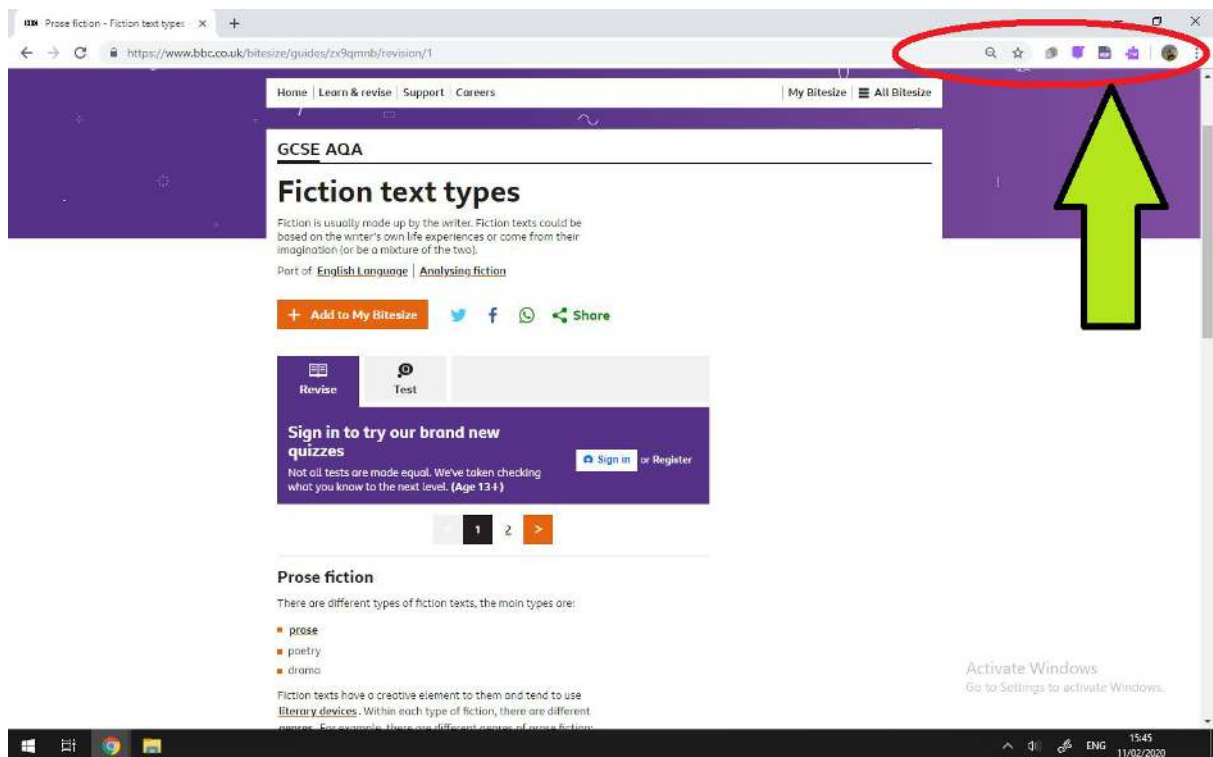
2. Search for 'Texthelp' in the chrome web store search box.



3. Add 'Read&Write for Google Chrome' to Chrome. (and if you want to read PDFs then you need to add Texthelp PDF Reader to chrome).



4. Your chrome extensions should show up in the top right of the screen.



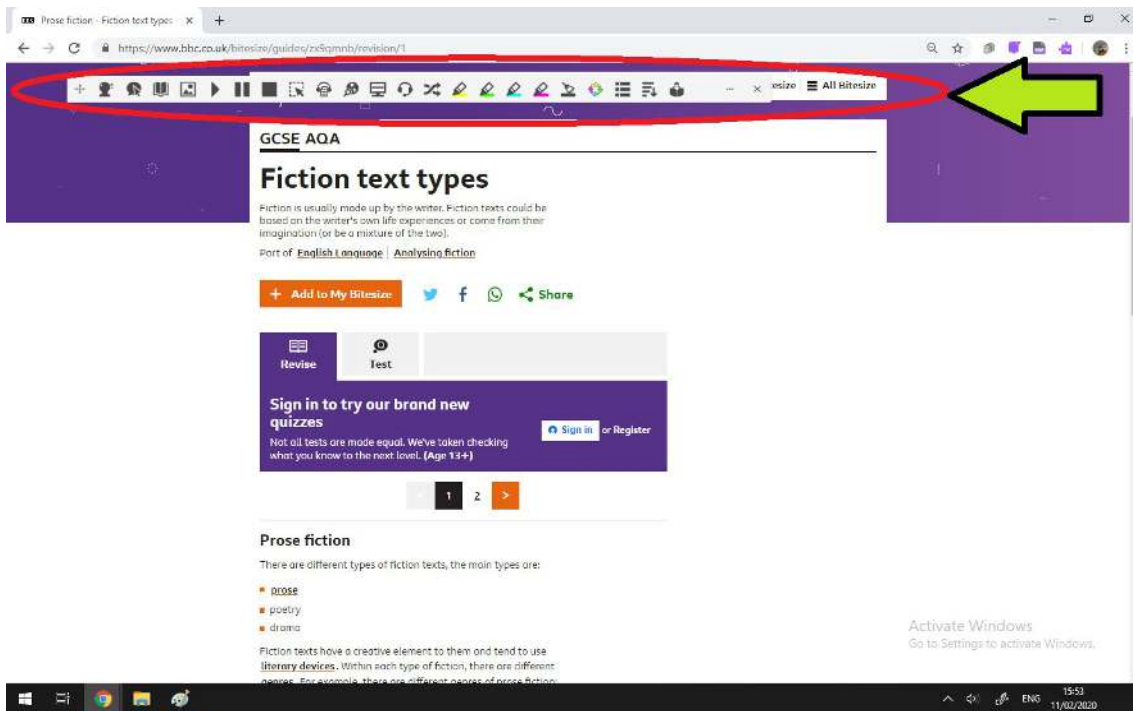
To bring up the Read&Write help bar click the icon.



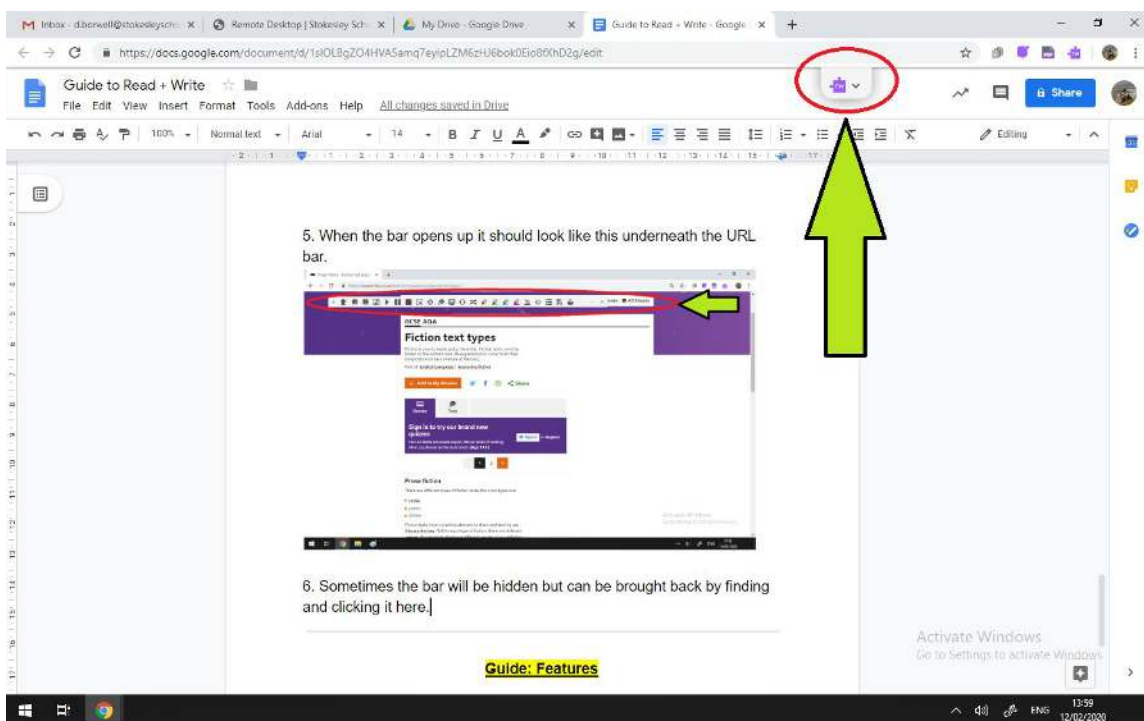
If this doesn't open up the bar:

- wait a moment and click again.
- Try a single click not a double click.
- Open a new tab or close down the browser and reopen it.

5. When the bar opens up it should look like this underneath the URL bar.



6. Sometimes the bar will be hidden but can be brought back by finding and clicking it here.



Guide: Features

There are many features on the Read&Write bar. I would suggest trying them out and seeing what you can work out but here is a run through of the features:

The main feature for reading is **Play, Pause & Stop**.

- Highlight the text you want to read and click the play button.

