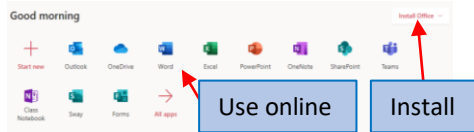


# I want my device to read documents to me out loud.

Sometimes hearing what you have to do or listening to your work read back to you is really helpful. Here are some ways to make your devices read text to you.

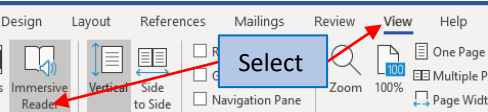
## I have access to a computer with internet.

Go to office.com and sign in using your school username and password.

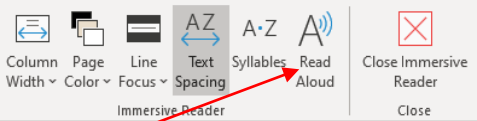


When you see this screen you can either install the apps or use through the internet.

If you click this button the start speaking your speech will turn into text on the screen. You may need to give it a few seconds to catch up with you



In the [view] menu, click on [immersive reader]

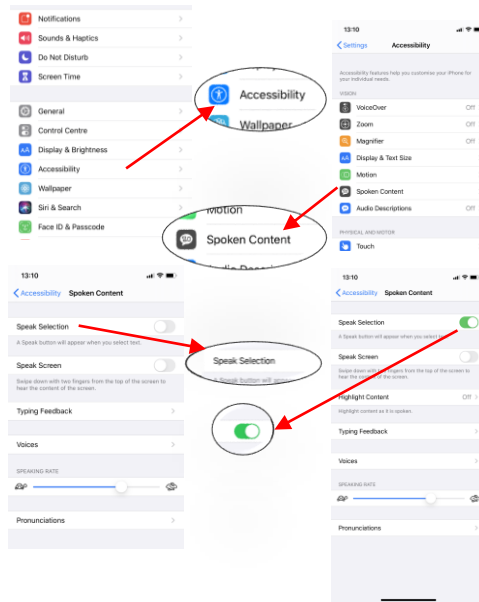


[Read Aloud] will read the text for you.

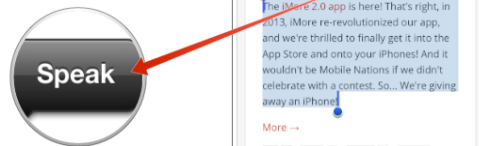
You can edit the other options to make the text easier to read.

## I have access to an iPhone or iPad and I want to use built in settings.

You can change the settings on your device to allow you to select text and read it aloud. In [Settings] select [General] then [Accessibility] the turn on the [Speak Selection] toggle.



Now just select text and click [speak] and Siri will read to you.



## I have access to an Android tablet or Smartphone and I want to use built in settings.

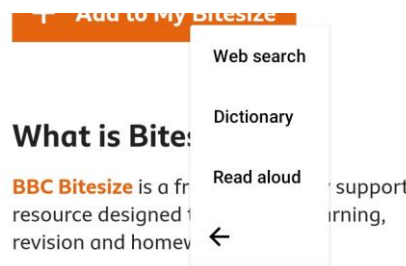
Open your device's Settings app .



Depending on your device select [Accessibility] or [Language input], then [Text-to-speech output].

You can adjust options and choose whether you want Google or your device to do the reading.

Now you can select text and in the extra options select read aloud.

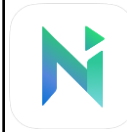


Bitesize provides support for learners aged 5 to 16+ across a wide range of school subjects. It also supports children and young people's wellbeing and career choices. From April 20th Bitesize will be publishing daily lessons to help students across the UK with home schooling.

Bitesize guides are written by teachers and

## I have access to a Smartphone or Tablet with internet access.

### Apple App Store



Download NaturalReader  
You can add files to read and you can change the speed that it reads to you

### Android Play Store



@Voice Aloud Reader  
You can open files or copy and paste text to read.

### iPad or Android Tablets

Download the Word App and sign in with your school email address.



Select [View] and then toggle [Immersive Reader]  
You can read text aloud and change lots of option

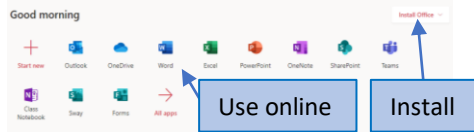
All the Microsoft Office Apps are included with your school login so they do not need purchasing. Natural Reader and @Voice Aloud Reader are free but do contain adverts and in-app purchases so check with an adult that it is ok to use them.

# I want my device to type what I say.


If you aren't fast at typing or you need to read and type at the same time it can help to just say what you want and let your device type it for you. This can help if it takes you a long time to write things down or you find it easier to say what you mean. Give it a try and see if it helps.

## I have access to a computer with internet.

Go to office.com and sign in using your school username and password.



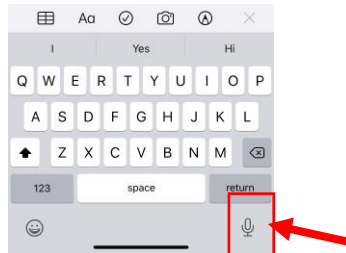
When you see this screen you can either install the apps or use through the internet.

 If you click this button then start speaking your speech will turn into text on the screen. You may need to give it a few seconds to catch up with you.

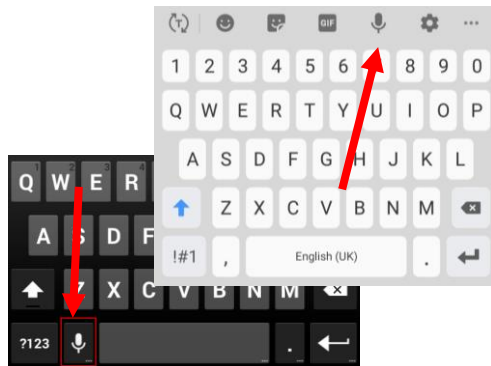
## I have access to a smartphone or tablet but I don't have access to the internet.

Select somewhere you want to type and select the dictation button. When you talk the words should appear in the screen.


### iPad/iPhone Dictation




### Android Dictation



## I have access to a tablet with the internet.

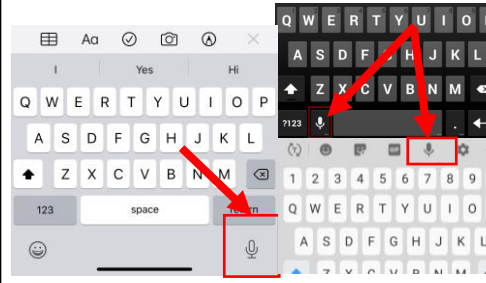
 Download the Word App and sign in with your school email address.

Near your keyboard is this 

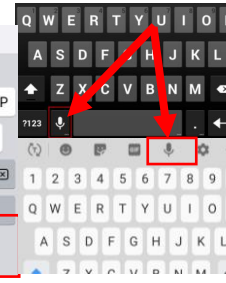
Open your document in the Microsoft Word App and click where you want to type then select this button and speak.

Select somewhere you want to type and select the dictation button. When you talk the words should appear in the screen.


### iPad/iPhone




### Android



## I have access to a smartphone and internet.

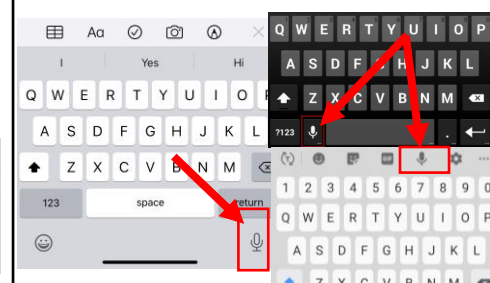
 Download the Word App and sign in with your school email address.

Near your keyboard is this 

Open your document in the Microsoft Word App and click where you want to type then select this button and speak.

Select somewhere you want to type and select the dictation button. When you talk the words should appear in the screen.

### iPad/iPhone



### Android

