# FREE Text-To-Speech Programs

Step-by-step directions on how to install and use free text-to-speech software.

## Read&Write

*Program that reads text aloud.*

*Visit R&W Quick Reference Guides for information about additional features.*

### Install Read&Write Desktop Version:

**For Windows:**

- o  Go to: Read&Write for **Windows** to download **R&W.exe** file
- o  Once downloaded, find R&W.exe file (Downloads) and double-click to start the installer
- o  Click **Accept and Install**

**For MacOS:**

- o  Go to: Read&Write for **MacOS** to download **R&W.dmg** file
- o  Drag the Read&Write icon to the Applications folder
- o  Follow prompts and agree to permissions (click Allow or OK)

### How to use:

- o  Open Read&Write
- o  When prompted, sign in with **Microsoft** using your **Cayuga email** and **password**
- o  A tool bar should appear at the top of the screen
- o  Open PDF, Word doc, etc.  *For webpages use R&W's Browser Extension (see below)*
- o  With the mouse, highlight the text and click **Play** ▶ in the toolbar
- o  Go to settings in the toolbar to change the voice or the speed

# **Install Read&Write Browser Extension**, Compatible with 🅱 **Brightspace:**

*Choose your preferred browser, Microsoft Edge or Google Chrome.  Recommended browser is Google Chrome.*

Install on **Microsoft Edge**

Open Edge browser and go to [R&W for Microsoft Edge](). Click **Get**

- o   Select the **Add extension** option in the pop-up window

- o   Select 🧩extensions in the top right corner and 📌 pin Read&Write to the browser

**Activate:**

- o   Using Edge, navigate to Brightspace (or any webpage)

- o   Click on the R&W icon in the top right corner

- o    When prompted, sign into Microsoft and use Cayuga email and password

Install on **Google Chrome**

Open Chrome browser and to go [R&W for Google Chrome]().  Click **Add to Chrome**

- o   Select the **Add extension** option in the pop-up window

- o   Select 🧩extensions in the top right corner and 📌 pin Read&Write to the browser

**Activate:**

- o   Using Chrome, navigate to Brightspace (or any webpage)

- o   Click on the R&W icon in the top right corner

- o    When prompted, sign into Gmail account.  Accept permissions.

- o   A toolbar will appear at the top of the browser

- o   Select **…** in the right-hand corner of the toolbar

- o   Go to Settings > Accounts

- o   **Sign in with Microsoft** and use Cayuga email and password to complete activation

## **How to use the Browser Extension:**

- o   Click on the R&W icon in the top right corner of the browser

- o   A toolbar will appear at the top of the browser

- o   Highlight text on the screen and click Play

- o   To change the settings (voice, speed, etc.), click on **…** and select **Options**

# Equatio

*Use Equatio's Screenshot Reader to have **MATH** equations read aloud.*
*Visit [Equatio Quick Reference Guide](#) for information about additional features.*

## Install Equatio Desktop Version

Compatible with Brightspace & Pearson MyLab & Mastering:

- o  Go to: [Download Equatio](#)
- o  Select Windows or Mac
- o  **Equatio** file will download. Open and click **Accept and Install**
- o  Or follow prompts and agree to permissions (click Allow or OK)
- o  After installing, an **Equatio** icon should be available on the Desktop or in Applications

## How to use Screenshot Reader:

- o  Open **Equatio**
- o  When prompted, sign in with **Microsoft** using your **Cayuga** email and password
- o  A tool bar should appear at the bottom of the screen
- o  Open a math document, or navigate to Brightspace or Pearson, etc.
- o  Select Equatio's **Screenshot Reader** in the toolbar
- o  Drag a box around the equation using the mouse
- o  The equation will be converted into readable math. Click the play button
- o  To change the settings (voice, speed, etc.), click Equatio on the toolbar and select Options

## Install Equatio Browser Extension, Compatible with Brightspace & Pearson:

*Choose your preferred browser, Microsoft Edge or Google Chrome. Recommended browser is Google Chrome.*

Install on **Microsoft Edge**

Open Edge browswer and go to [Equatio for Edge](#). Click **Get Extension** at the top of the page
- o  Select the **Add extension** option in the pop-up window
- o  Select extensions in the top right corner and pin Equatio to the browser

Install on **Google Chrome**

Open Chrome browswer and go to [Equatio for Chrome](#). Click **Add to Chrome**
- o  Select the **Add extension** option in the pop-up window
- o  Select extensions in the top right corner and pin Equatio to the browser

**Activate:**
- Click on the Equatio icon in the top right corner of the browser
- When prompted, sign in with **Microsoft** using your **Cayuga email** and **password**
- A toolbar will appear at the bottom of the browser

**How to use the Browser Extension**

- Select Equatio's  **Screenshot Reader** in the toolbar
- Drag a box around the equation using the mouse
- The equation will be converted into readable math. Click the play button
- To change the settings (voice, speed, etc.), click Equatio on the toolbar and select Options

# Natural Reader

*Software with natural-sounding voices that converts text into spoken words.*

**Install Natural Reader Browser Extension,** Compatible with Ⓑ Brightspace

*Choose your preferred browser, Microsoft Edge or Google Chrome. Recommended browser is Google Chrome.*

Install on **Microsoft Edge**

Open Edge browser and go to [NaturalReader for Edge](#) . Click **Get Extension** at the top of the page
- Select the **Add extension** option in the pop-up window
- Select extensions in the top right corner and pin NaturalReader to the browser

Install on **Google Chrome**

Open Chrome broswer and go to [NaturalReader for Chrome](#). Click **Add to Chrome**
- Select the **Add extension** option in the pop-up window
- Select extensions in the top right corner and pin Read&Write to the browser

**How to use:**
- Navigate to Brightspace or any webpage
- Click on the icon in the top right corner of the browser
- The Natural Reader toolbar will appear
- **Highlight** text on the screen and click the Play ▶ button
- Click on the face icon to change the voice or speed

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**Natural Reader Mobile App (iOS or Android):**

- Take a picture of the QR Code with your mobile phone

- Install Natural Reader from the app store

- Open app on phone and create an account

- Select **Camera** to take a picture of document, textbook, computer screen, etc.

- Select **Use Photo** and then click the play button

- Or select **ADD** to upload a file stored on your phone


**Natural Reader Web & Desktop Version:**

- Go to: https://www.naturalreaders.com/

- Select Get Started > Personal

- Web Reader will open up

- Select **Upload Document**

- Choose:  PDF or file, Images, or Webpage URL

- Or drag and drop files right into the Natural Reader window

- To create an account and access from your Desktop: Select **Account** > **Login > Sign up**

- Natural Reader icon will now be available on Desktop

# Read Aloud

*Read Aloud uses text-to-speech technology to convert webpage text to audio.*

If your preferred browser is Mozilla Firefox:

**Install** 📢 **Read Aloud Extension for** 🦊 **Firefox,** Compatible with Ⓑ Brightspace:

- o Open **Firefox** browser and go to: [Mozilla Add Ons](#)

- o Enter **Read Aloud** in the **Find add-ons** search bar

- o Select Read Aloud and Click **Add to Firefox**

- o A box will pop up - "Add Read Aloud: A Text to Speech Voice Reader?" Click **Add**

- o A box will pop up - "Read Aloud" was added. Click **Okay**

- o The Read Aloud icon will appear in the top right-hand corner of the Firefox menu

**How to use:**

- o Navigate to the webpage using Firefox

- o **Highlight** text on the page and **right click the mouse**

- o Scroll down through the options box and select **Read aloud selected text**

# Acrobat Reader

*Open and interact with PDF files – includes a built-in PDF reader.*

**Install Acrobat Reader:**

- o Go to [https://get.adobe.com/reader/](https://get.adobe.com/reader/)

- o Click on **Download Acrobat Reader**

- o Open the download folder and locate the **Adobe Acrobat Installer** file

- o Double-click on the installer to complete installation

- o Acrobat Reader should be available on the Desktop

**How to use built-in PDF reader:**

- o Open Acrobat Reader on the Desktop. Locate and open PDF saved on computer

- o Click on **View** from the top left menu

- o Scroll down to **Read Out Loud** and select **Activate Read Out Loud**

- o Click text on the screen with the mouse

- o To Turn **off**: Go to **View** > **Read Out Loud** > **Deactivate Reader, Pause, or Stop**