

'Read and Write Gold'

An Introduction for Students and Teachers

Created
By
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So what is 'Read and Write Gold'?

Read and Write 8 Gold is designed to provide help to computer users with reading and writing difficulties.

It can read text aloud and help you construct words and sentences.

It also has many other features, such as advanced spell checking, document scanning and Internet tools, to name but a few.

A complete training and information guide can be found at:

<http://www.texthelp.com/webfiles/R&W%208%20Gold%20Training%20guide%20UK.PDF>



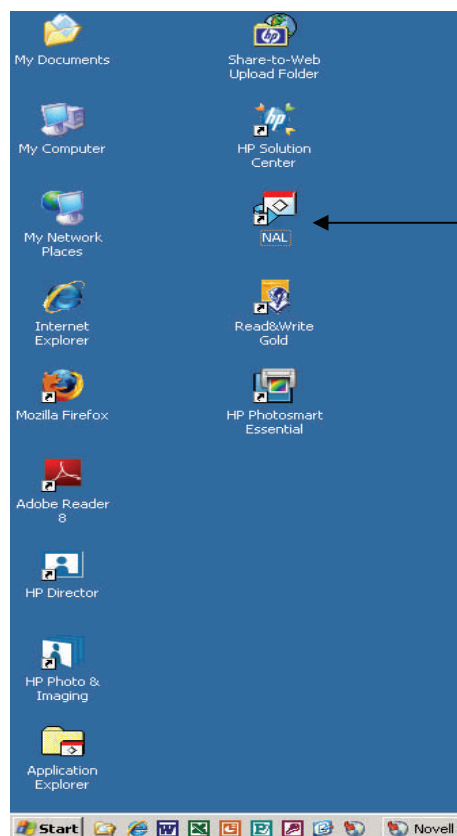
Why use 'Read and Write Gold'?

- For students who have dyslexia this is an invaluable tool.
- Students and teachers can scan work directly into MS Word and then use TextHelp to listen to the scanned document
- The menu bar is user friendly with picture icons that can be enlarged for easier recognition
- Each menu option has a tutorial that takes the user through each stage of the process, making it very user friendly
- Empowers students by allowing them to work independently and without support;
- Improves reading and writing skills
- Allows all electronic material to be accessible
- Training is available by appointment with the Disability Support Service

How do I access 'Read and Write Gold' software?

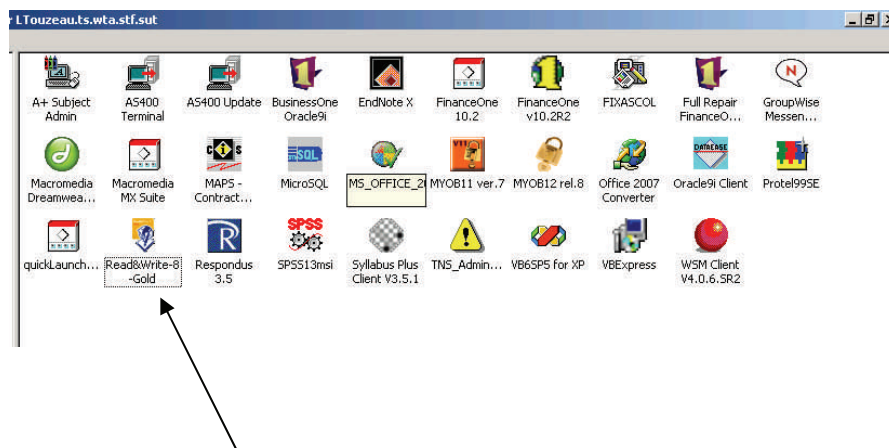
The powerful software program 'Read and Write Gold' is available on all computers across all campuses at Swinburne University of Technology.

The software is accessed through NAL if it is not already loaded onto your computer.



Open NAL by clicking on the icon.

How do I access 'Read and Write Gold' software?



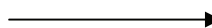
Find the 'Read and Write Gold' icon and double click on it to open.

By following the WIZARD commands, this will allow you to load it onto your computer.

For each question the WIZARD asks, all you need to do is click the ENTER key to agree.

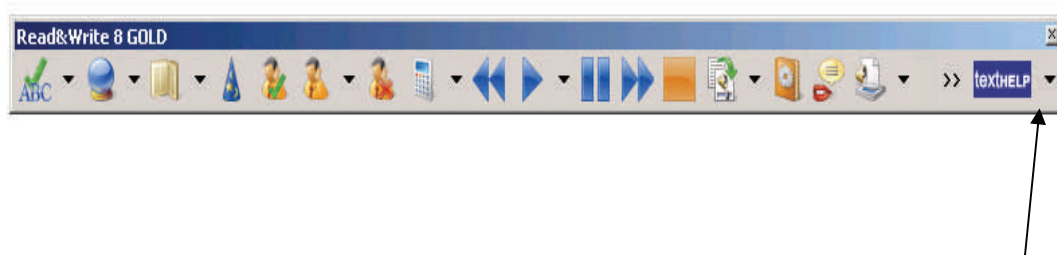
Once it is loaded, which will take about 3 minutes, you will see the 'Read and Write Gold' icon.

The 'Read and Write Gold' icon



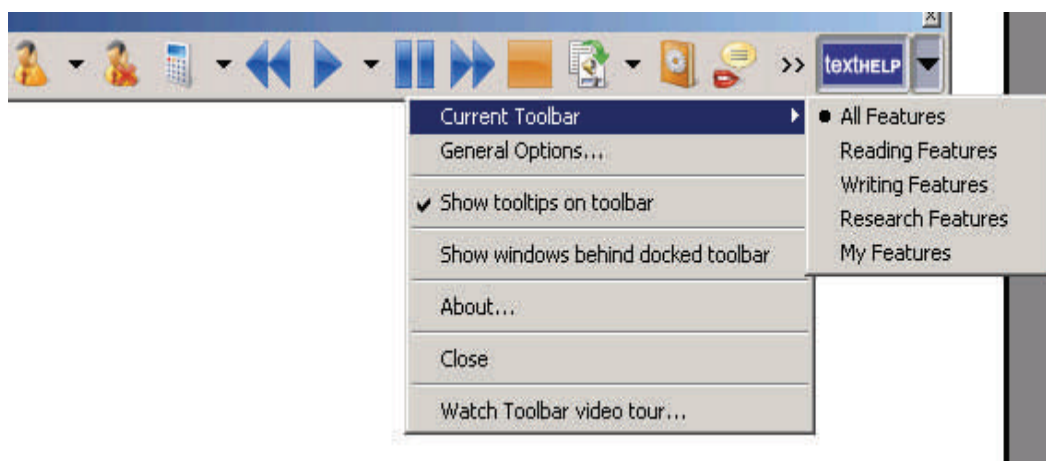
Using 'Read and Write Gold'

Now that you have loaded the software onto your computer you will notice the 'Read and Write Gold' icon. By using the mouse to click on this icon the software program will open. The first thing you will see is the main tool bar. This is where you utilize all the options: screen reader, speech to text, spell check, sounds like, plus many others.



You have a choice of tool bars which you access by clicking on the down arrow.

This will open a dropdown menu as shown below



Tool bars

General tool bar with all features



Reading features only



Writing features only

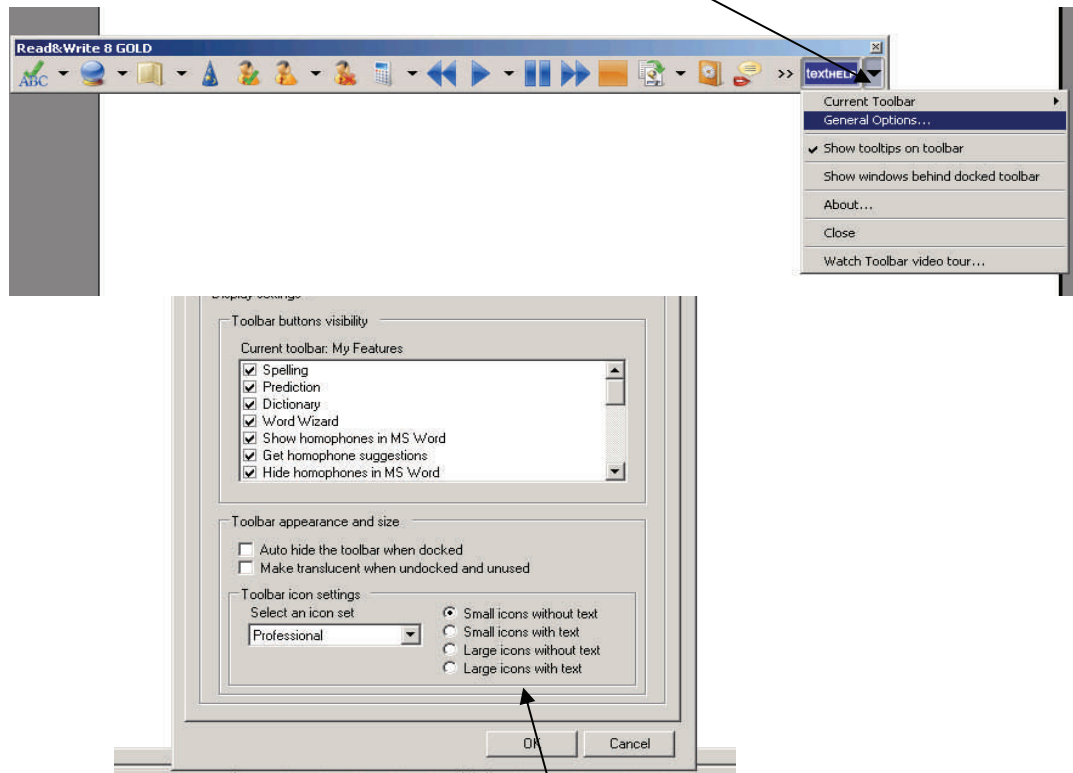


Research features only



Changing the tool bar to suit you

By going into the GENERAL OPTIONS via the toolbar you can change the tool bar icons.



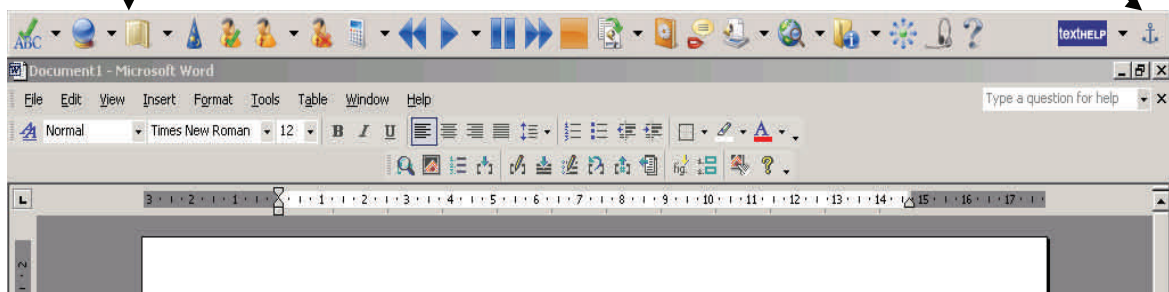
You can make them smaller or larger and you can have the icons with labels to help you identify them as shown below.



Floating tool bar

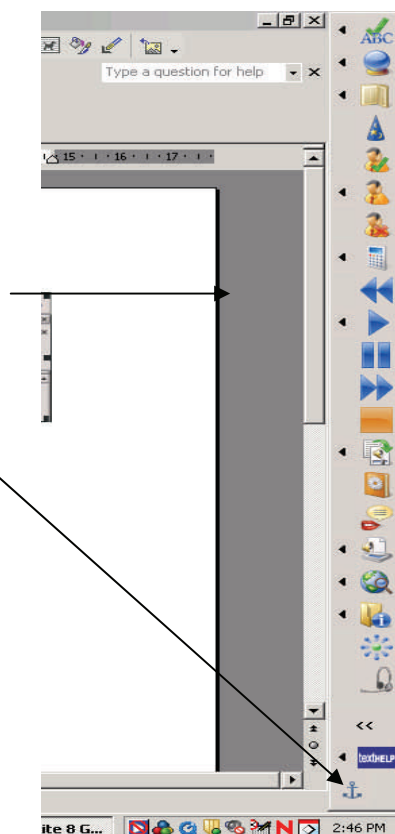
The tool bar can be positioned on the top of the page, to the side of the page or at the bottom of the page. Just drag and drop the tool bar where you would like it. Once positioned it locks itself in. To unlock and move the toolbar you need to click onto the ANCHOR

Tool bar shown at top of the page.



Tool bar positioned at side of page.

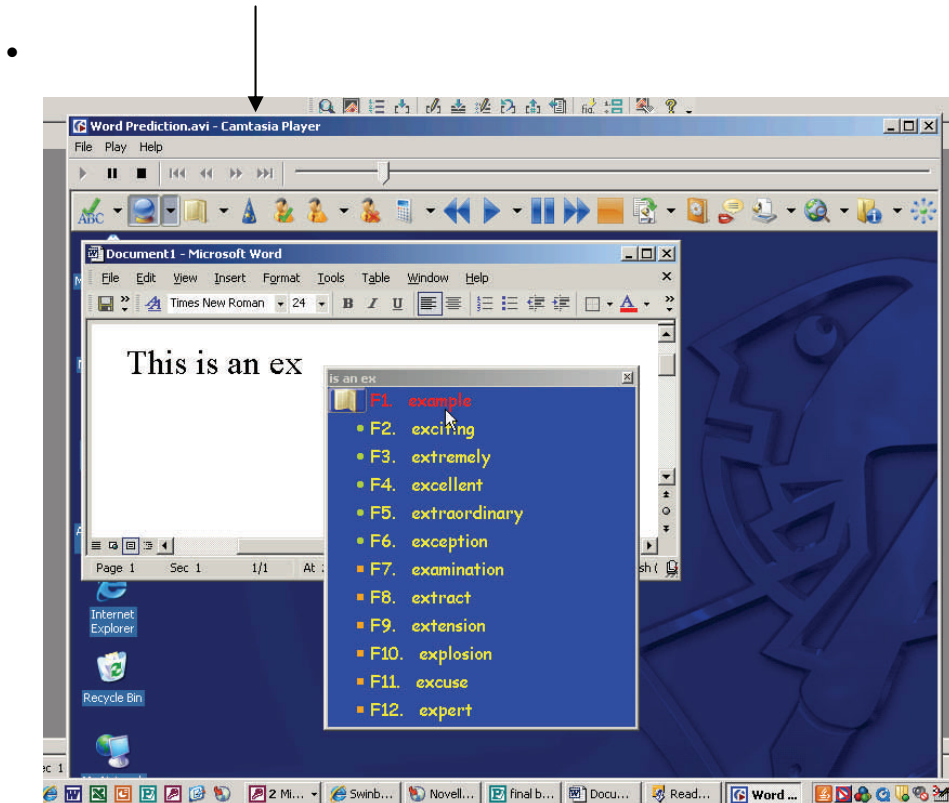
Notice the anchor?



Learning how to use 'Read and Write Gold'

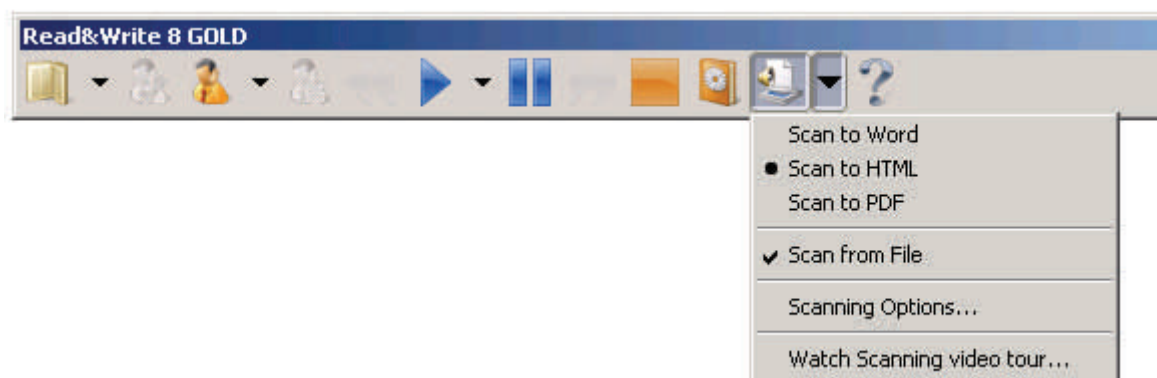
Students have different options in the way they choose to learn the software program 'Read and Write Gold'. They can:

- Make an ongoing appointment with the Disability Support Service staff. This will be for one hour a week as an ongoing commitment
- Following the manual with the help of a support worker
- Use the tutorials for each icon and option. This is a great way to understand how to manage the tools and get the best out of them. Because it is visual and audio the student has a better understanding of what the software is capable of



Scanning documents

A major bonus for students and teachers is the ability to scan any documents and save as word, html or PDF file. This may be books, images, graphs and handouts. This is done using the scan option in 'Read and Write Gold'.



Scanners are located alongside all the Disability Support Service (DSS) computers in campus libraries. They are also located in the Adaptive Technology room on level 2 at the Prahran campus.

The DSS staff are also available to help staff and student with any scanning issues.

Read to me!

By choosing the **READING FEATURE** on the drop down menu you will see the following menu bar. This now give you the ability to have text read aloud to you. The tutorial will take you through the steps. It is easy; just highlight words, sentences or paragraphs then click on the Speak Text icon.



Speak Text

Reads text aloud. Reading will begin at the top of the page or from where the cursor is placed in the text. You can also highlight a section of the text to read.



Rewind

The **Rewind** button will cause Read & Write to read the whole sentence **before** the cursor.



Forward

The **Forward** button will cause Read & Write to read the complete sentence after the cursor.



Pause

Click on the **Pause** button to stop in the middle of reading and then click again to resume.

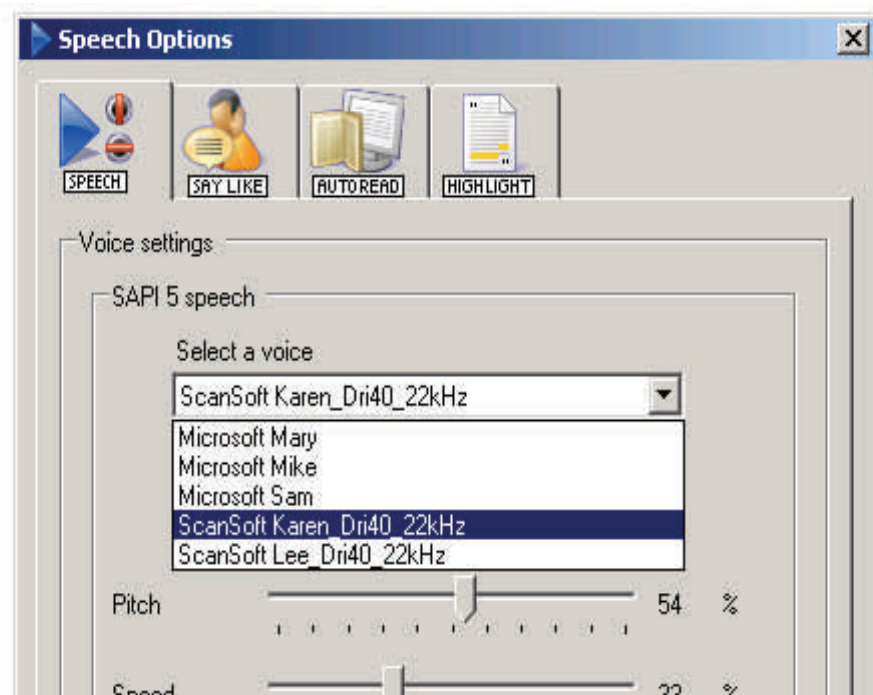
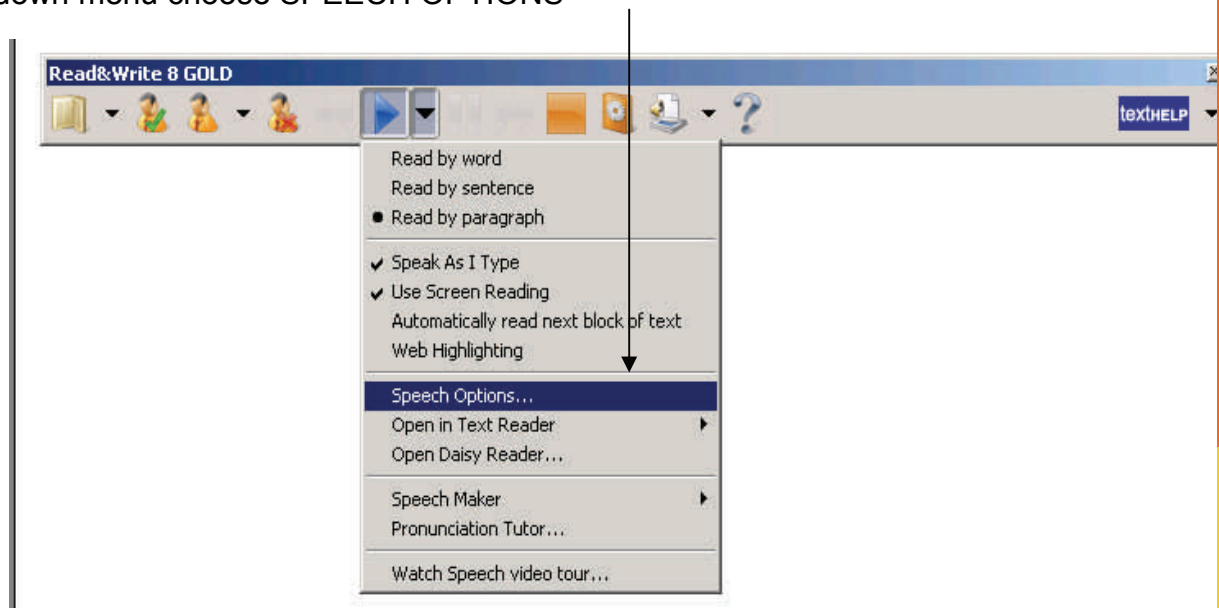


Stop Speech

An Aussie voice

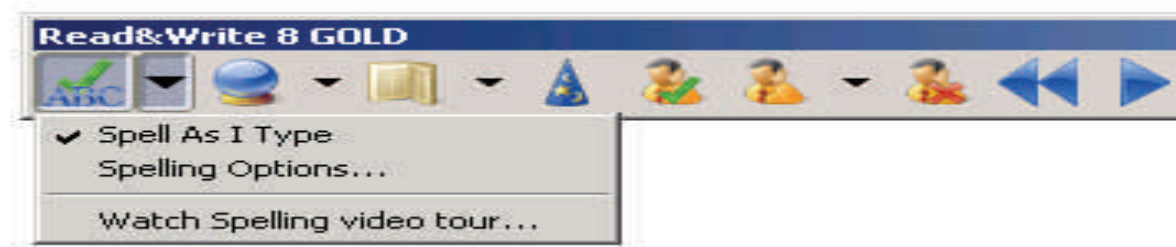
“Read and Write Gold” gives the user the choice of accents; Australian, American, English. You can choose between a male or female voice and can change the pitch, speed and volume of the voice.

To do this the user will need to choose the READING FEATURES tool bar and using a drop down menu choose SPEECH OPTIONS



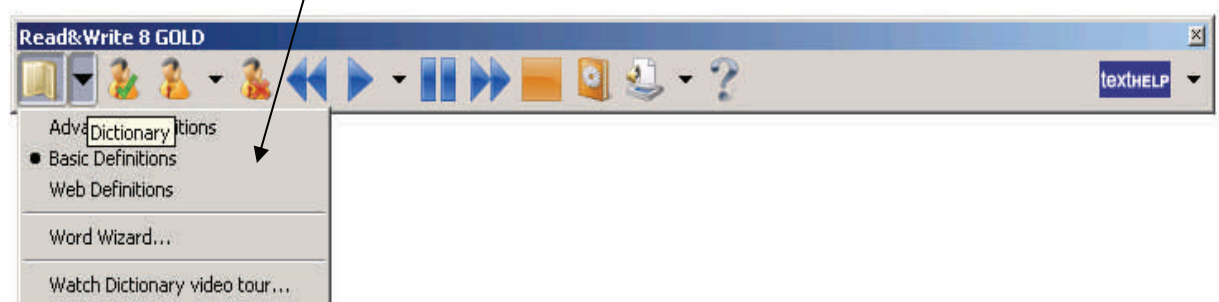
How do I spell...?

By having the **spell as I type** option on gives the student awareness of mistakes and the corrections necessary as they create a word document.



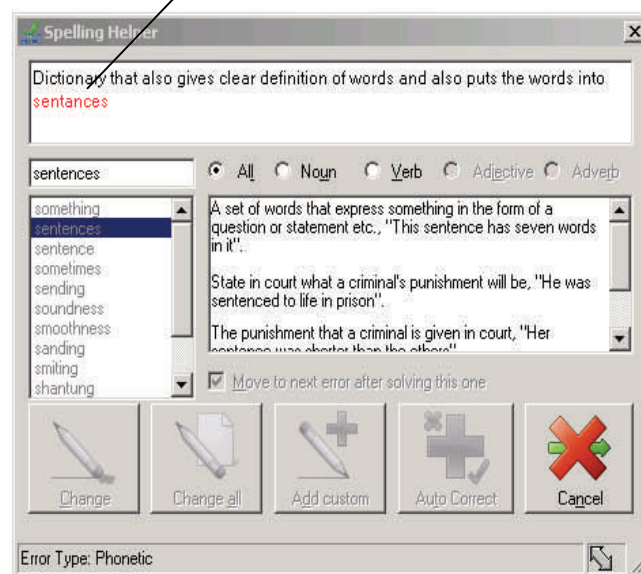
There is a built in tutorial to take you through the simple steps. These tutorials are available for all options on the menu bar.

And a definitions option, word wizard and dictionary.



Major strengths

- Phonetic Spell Checker: colour coded identification of errors. This is a great tool to help students identify where their mistakes are and correct them
- Homophone identification: confusion of like sounding words is addressed by giving the student a clear definition of the words.
- Dictionary that also gives clear definition of words and also puts the words into **sentences**
- Spell helper picks up mistakes and gives options for words. Once the student picks the correct word from the list that word is put into a sentence so as to help student make sense of the word e.g. sentences in previous point

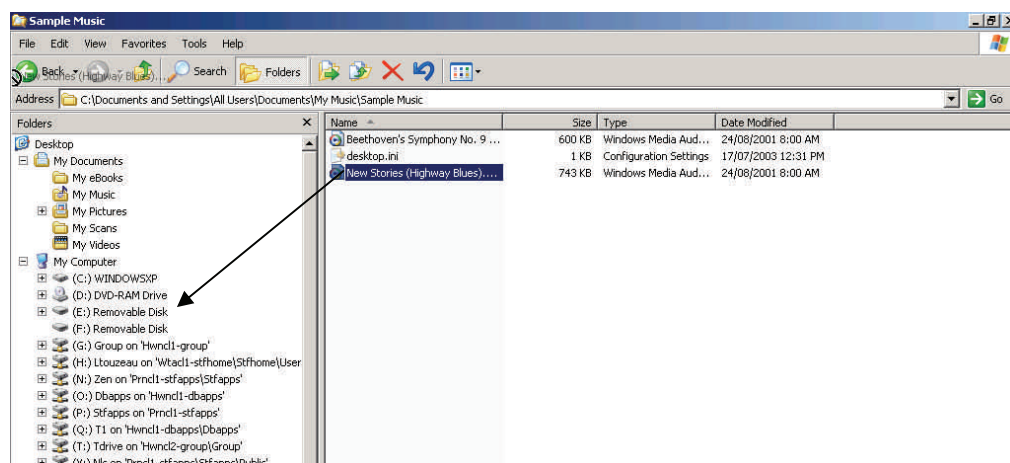


Listen to handouts whilst you walk/ride/sit/play..

An excellent tool for students is the Speech Maker option. By saving any electronic data into an audio file the student has the ability to listen to PDF, word documents and importantly class hand outs on audio devices such as MP3 players. Students can then listen to these files anywhere.



The process is as simple as saving a file with an audio extension e.g. wav and then copying or drag and dropping the file onto the device e.g. an iPod.



What else?

Read and Write Gold is a robust software system. This booklet has only covered the basic uses so as to get a student started. The many features are:

- Text to speech
- PDF Aloud
- Phonetic Spell Checker
- Homophone Support
- Extensive Dictionary
- Word Wizard
- Word Prediction
- Clipboard History
- Web Highlighting
- Scanning
- Speech Input (voice dictation)
- Speech maker
- Fact Folder
- Fact Finder
- Simple/Scientific Calculator
- Pronunciation Tutor
- Customisable Toolbar
- RealSpeak voices
- Single word display
- Teacher Toolkit

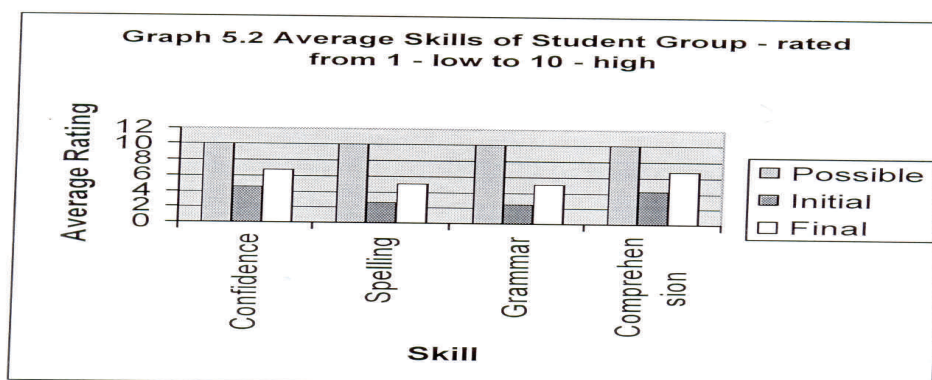
Do students improve their skills using the software?

In 2002 Sunraysia Institute of TAFE compiled a report on 'Read and Write Gold' software. This report was written by Debbie Frost Project Coordinator and Disability Liaison Office along with Colleen Mile and Andrew Vardis who were tutors.

They found when using a scale of between 1—low and 10—high that :

- Students confidence increased from 4.6 to 6.8
- Spelling improved from 2.7 to 5
- Grammar improved from 2.5 to 5.1
- Content/comprehension improved from 4.2 to 6.7

It was noted that students who did not regularly attend training in the software had no improvement.



Graph taken from the 2002 report
by Sunraysia Institute of TAFE

What do students think of 'Read and Write Gold'?

The DSS of Swinburne University has not as yet requested students using the software to complete a questionnaire so as to evaluate it. We have relied on contacts within the sector who have highly recommended it, gone to training conferences and had speakers come to us. In the near future it is hoped that students using the software will participate in a research survey.

Angeline King gave a presentation in May 2006. From the handouts that accompanied her lecture the following is taken:

R. Newson; student aged 19, Essex, BA Technical Theatre Arts, Middlesex University. Uses Read and Write 7.1 Standard.

R. Newson uses Read & Write every day in particular text to speech, spell checking, Word prediction, Dictionary, calculator and PDF aloud.

R. Newson says "Excellent! It was really easy to use. I use it alongside Dragon: it works very well using the two together. I write my essays in Dragon and then get Read and Write to read it back to me."

Feedback

Lorraine Davey of the DSS Swinburne University TAFE wrote:

It looks good. Can we use it for a training guide when you are done? Because there is only a little on each page, it will be great for the students to access. I liked that you had more diagrams than text, since the students who will be using the program will have difficulties with text.

I agree with the Sunraysia comment that we need to have on-going training in the program. Not sure how to implement that and get the students to attend.

Lana Todes of the DSS Swinburne University HEd wrote:

Hi Lee,

Looks great - really useful, good stuff!!

Lana

Elizabeth Williams of the DSS Swinburne University HEd wrote:

Hi Lee

The guide is a very good introduction to Read and Write Gold for students and staff to get started.

Great job!

Cheers

Elizabeth

