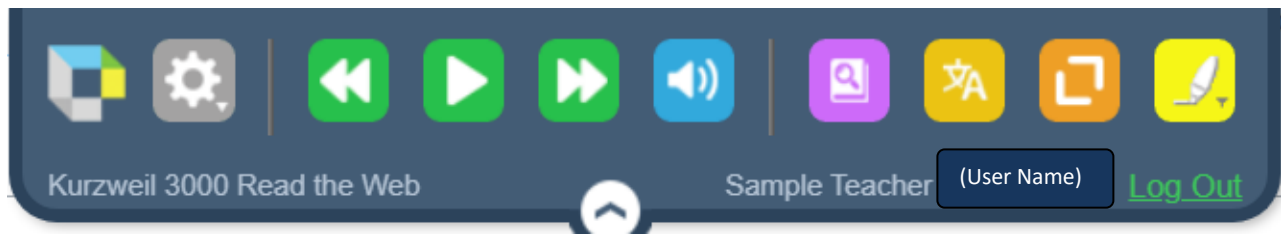


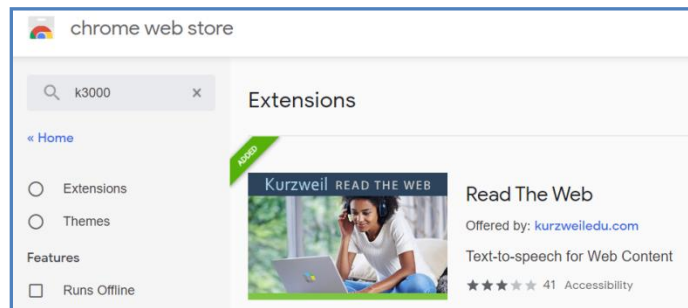
How-to-Guide for the Kurzweil Read the Web Extension

Updated March 2022



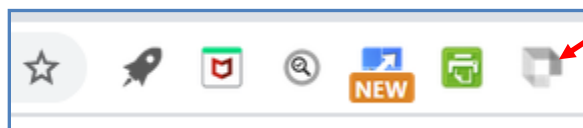
The **Kurzweil Read the Web Extension (for Google Chrome, Mozilla Firefox and Microsoft Edge)** allows users to have web content read aloud, including many web-based educational platforms and Learning Management Systems, including the [Respondus Lockdown Browser](#) which is often used for testing, esp in Higher Ed.

To add the Chrome Extension, go to the [Google Chrome Web Store](#) and search “K3000” or “Kurzweil.” (Or go to <https://www.kurzweiledu.com/products/software-updates.html> and under the **OTHER TOOLS** heading, click the link for **Chrome Extension for Read the Web, Firefox Extension for Read the Web, or Microsoft Edge Extension for Read the Web**, and follow instructions. (For Edge, you can also go to <https://microsoftedge.microsoft.com/addons/search>. Search for “Read the Web.”)

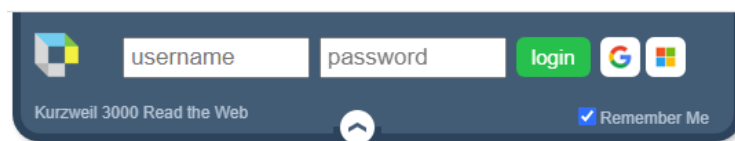


Select **Add to Chrome**. Follow instructions presented for installation.

To **LOGIN** to Read the Web, click on the Kurzweil icon in the Chrome, Firefox, or Edge toolbar.






Enter your Kurzweil3000 login credentials. **IF** your school or district has implemented Google Single Sign On or Microsoft Single Sign On for Kurzweil 3000, you can select the Google or Microsoft buttons and enter those login credentials.



TIP: If you would like to save your login so that you don't have to login each time you use the RTW extension, click in the "Remember Me" checkbox and don't logout when you're finished using it. After the extension times out or the browser is closed, when the user returns to the same browser, the extension will auto load and sign in.

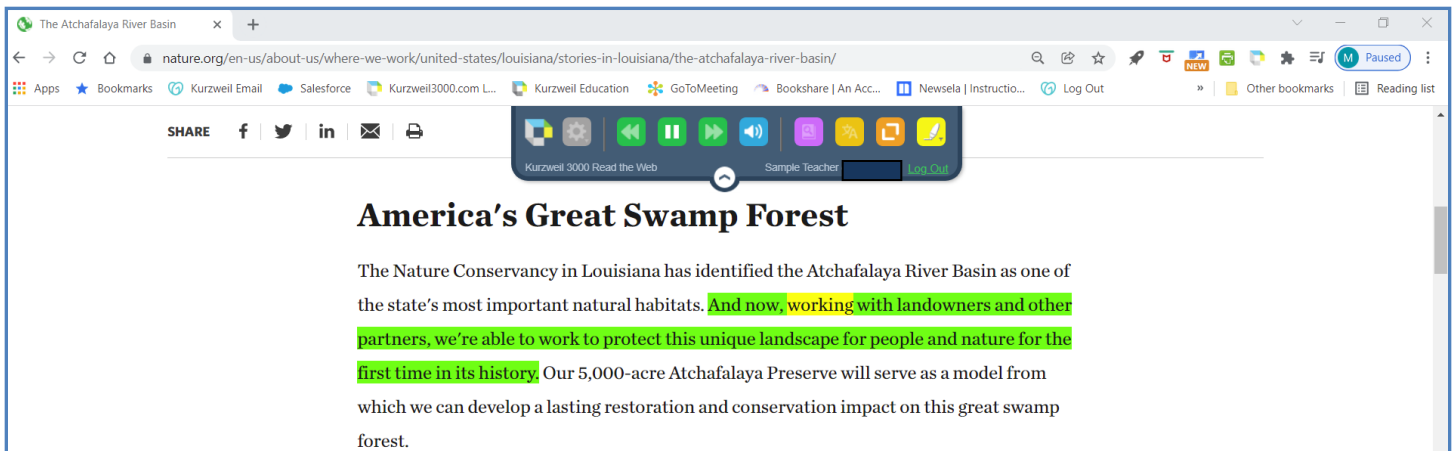
(If you have the RTW extension already installed in Chrome, Firefox or Edge and you are logged into Kurzweil3000.com, you can also select "Enable Read the Web," open a new browser tab, and you will already be logged into the Read the Web extension. This method does not store the login credentials as described above.)

The Read the Web Icon will appear in Chrome, Firefox or Edge and is displayed in one of three states:

-  (In color with a red line through it.) Installed, but not available on that page. To use, navigate to another website or open another tab in your browser.
-  (Icon in black and white) Installed, but turned off. Click on the icon and login using your Kurzweil 3000 login credentials. If your school or district has implemented Google or Microsoft Single Sign On with Kurzweil 3000, you can login using those credentials by selecting the appropriate button on the login screen.
-  (In color.) Available, enabled and ready use.

TIP: To hide your toolbar, click on the Kurzweil icon on the in your browser toolbar.

To Read, place your cursor on the page where you wish to start reading, and then select the Read button.

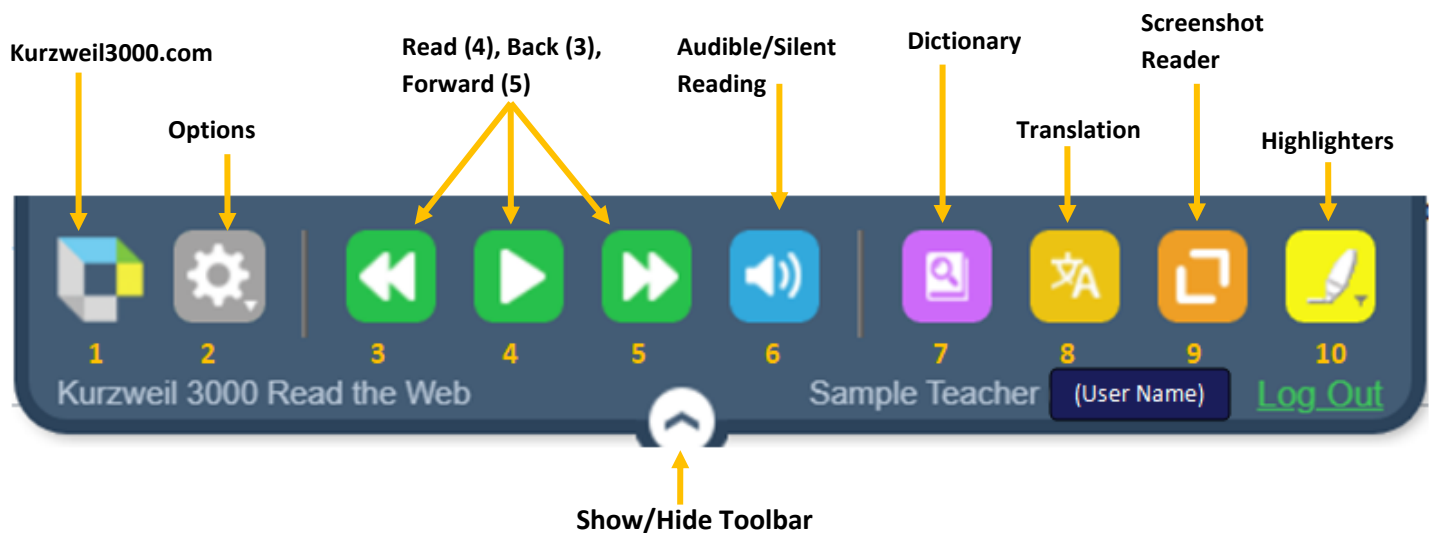


Keyboard shortcuts are available to control reading functions. A tool tip appears when hovering the mouse pointer over the reading control buttons.

- Play & Pause: Alt+Shift+P
- Move forward: Alt+Shift+. (period)
- Move Backward: Alt+Shift+, (comma)



The **Read the Web Toolbar** has 11 buttons. (The red Open PDF button is visible when a web-based pdf is opened. The PDF button is only available in the Chrome Browser. Now shown in the view below.)



- Kurzweil** button: select to open Kurzweil3000.com
- Options** button: select to open the options menu. Allows users to customize the reading voice, rate, mode, unit, as well as change the position of the RTW toolbar.
- Double Arrow Left**: select to move your cursor back one reading unit; Alt+Shift+, (keyboard shortcut)
- Arrow/Read** button: Read/Pause toggle; click to turn reading on; click to turn off; Alt+Shift+P
- Double Arrow Forward**: select to move your cursor forward one reading unit; Alt+Shift+.
- Audible/Silent Reading** toggle: select to mute sound; select again to hear sound
- Dictionary** button: select to open the Dictionary dialogue. Place your cursor in front of the word that you wish to look up, then select the dictionary. Select the desired dictionary or the thesaurus using the dropdown menu.
- Translate** button: select to open the translate dialogue. To Translate text: first select the text you wish to translate, select "Translation," then select the language.
- Screenshot Reader** button: Drag from upper left hand corner to bottom right corner of text that you wish to select. This is helpful when you have text that you wish to "capture" and/or you have text that the Read the Web extension won't read. Once the text is select, it will open in Kurzweil3000.com and will be saved in the Recently Opened Local Files folder. The document will be named "imagereader_"month"_"date". For example, imagereader_10_12 is a screenshot captured on October 12.
- Highlighters** button: Allows users to highlight text on a web page and export them to an outline or column notes. Interactive mode allows users to select text and highlight colors without returning to the highlight menu.
- Open PDF Reader (Chrome Browser Only)** button: This button will replace the highlighter button and only appears when a web-based PDF is open. Clicking on the button will open the pdf in Kurzweil3000.com. The red PDF button will replace the yellow Highlighter button on the toolbar.

Note: Once the Chrome Extension has been added, users can also activate it from Kurzweil 3000.com by clicking the **Enable Read the Web** button in the lower left hand corner of the Kurzweil3000.com.

[READ THE WEB EXTENSION VIDEO](#)

[RTW EXTENSION VIDEO SHOWING IMAGE READER AND PDF READER](#)