Recite Me Toolbar
Below you will find a guide to using all of the features on the Recite Me toolbar, as well as Keyboard shortcuts and FAQs.

Give your visitors total control when viewing online content. Discover the unique range of accessibility features to allow people to customise the way they interact with your website.

Screen Reader
The following will guide you on how to use the Recite Me toolbar to read text aloud.
Back: Rewind to the previous paragraph of text
Play: Click the Play button to read the text aloud
Forward: Skip forward to the next paragraph of the text

- All content read aloud in a natural voice.
- 35 different language options.
- Speed controls and Word by Word highlighting for total customisation.
- MP3 download to listen to content offline.

Reading
The following will guide you on how to use the Recite toolbar to add a ruler, use a screen mask, magnifier, dictionary, and margins.
Ruler: Click the ruler icon to enable the reading ruler.
Screen Mask: Will create a letterbox for focused viewing of a section of the page, click on the screen mask button.
Magnifier: Click and drag the magnifying glass to magnify text on the screen.
Dictionary: Highlight a word and click the dictionary button to find the definition.
Margins: The margins button will appear when plain text mode is enabled. Select the dropdown to change the text dimensions by narrowing the width of the text column.

- Ruler to read line by line.
- Reading mask to eliminate distraction.
- Magnifier to zoom in sections of text.
- Fully integrated dictionary and thesaurus on site.
- Margins to reposition text in text-only.

Styling
Increase:
Decrease:
Font: Click Aa icon and select your font.

Colour: Change the background, text, and link colour, click on the colour wheel icon.

Text Mode: Click the plain text button to strip all the styling from the page.

- Text size and colour
- Website background colour
- Text font type, including Open-Dyslexic.
- Text only mode to eliminating all styling, much like a Word document.

Translation

Translation: Click the translate button and select language from the dropdown list, this will translate text into a different language.

- Translates on demand all your web content into over 100 languages including 35 text to speech voices.

Settings

Settings: Adjust your Recite settings.

Reset: This will restore the default settings.

User Guide: This will give you an overview of the Recite Me Toolbar Features.

Keyboard Shortcuts

Tab- To move to the next toolbar button.

Shift+Tab- To go backward

Spacebar- To select a button and to change toggles

CTRL + Right - play next element

CTRL + Left - Play previous element

CTRL + ALT+ P- play the current element

CTRL + ALT + F - show font menu

CTRL+ ALT + C- show theme menu

CTRL + R - Enable/Disable ruler

CTRL + D - Enable/Disable dictionary

CTRL + L - Show translation languages

CTRL + X - Enable/Disable text-only mode

CTRL + M - Show page margin settings

CTRL + Shift + O - Show/Disable settings menu

CTRL + S - Save settings

<u>**FAQ**</u>

Q: Do I need to download anything to enable Recite Me?

A: No. Recite Me is cloud-based software so there is no need to install anything on your computer.

Q: How do I launch the Recite Me toolbar?

A: To Launch the Recite Me Web accessibility toolbar you will need to click on the Recite Me button. This will then launch the toolbar, which will appear at the top of the page.

Q: How do I disable the Auto-Read?

A: To disable the auto read you need to click on the button marked "Settings". This will give you a list of 3 functions to choose from. You need to click on the bottom to the Right of the option marked "autoplay" this will then disable auto-read.

Q: Does Recite Me work across different operating systems and mobile devices?

A: Yes. Our software on multiple devices and operating systems including Android, iOS, Linux, Mac, and Windows devices.

Q: Can I save my settings?

A: Yes. Once a user creates an account, they can save their settings, so your website appears exactly as they need it every time they visit.

Q: How do I change the language?

A: To change the language of the website that you are viewing you need to select the button marked "Languages". This will then produce a drop-down list of all the languages that Recite offers translation to. Find the language that you want from the list and press on it, the site will then be converted to that language.

Q: How do I create an MP3?

A: To create an MP3 first turn of the AutoPlay option located within the setting button. Highlight the section of text that you wish to create into an MP3. Once highlighted select the MP3 button from the toolbar. You will then see a message telling you that your file is being created. Once created you will see the file appear ready at the bottom of the web page. You can now either listen to the file created or save it to a location of your choice.

Q: How do I turn Recite off?

A: To Close the Recite toolbar simply click on the icon marked "Close" to the right of the Toolbar.