

# Read&Write OCR

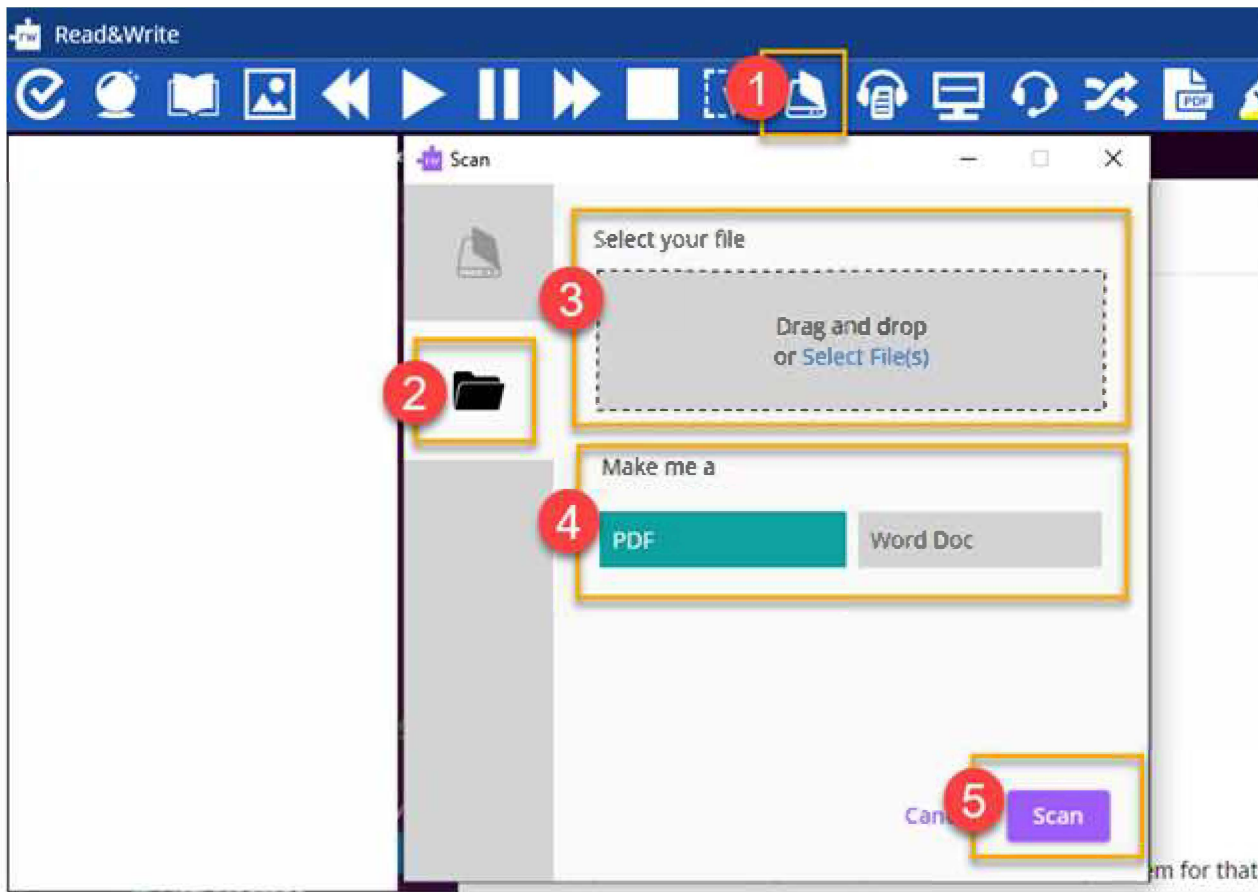
## OCR Functionality

R&W can OCR using the Scan button and the Screenshot Reader.

### Scan Button

The Scan features allow users to scan directly into R&W . A physical scanner can be set up or users can simply drag and drop a file into the Scan from File option. To OCR a PDF, follow these steps:

1. Select Scan
2. Select Scan from File
3. Select your file
4. Choose export type as PDF or Word Doc
5. Select the scan button



## Screenshot Reader

Read&Write has a built-in Screenshot Reader that allows a user to draw a box anywhere on their page and have the text read aloud. This can be done in any file, or any webpage open on the computer. To use the Screenshot Reader follow these steps:

### Open the screen that has the text that you want to read aloud

This can be a word doc, a PDF, a webpage, or any other text on the screen.

### Select Screenshot Reader

Screenshot Reader



## Draw a box around the text you want to be read aloud

The larger pink box represents the selection of text. Students can close the window after reading the text or choose to play the text in the window again by selecting the Play Button on the bottom right corner of the window.

Close Window

A screenshot of the Screenshot Reader window. The window has a blue title bar that says 'Screenshot Reader'. The main content area contains text: 'Read&Write has a built in Screenshot Reader that allows a user to draw a box anywhere on their page and have the text read aloud. This can be done in any file, or any webpage open on the computer. To use the **Screenshot Reader** follow these steps: Open the screen that has the text that you want to read aloud This can be a word doc, a PDF, a [webpage](#), or any other text on screen.' A large pink box highlights the entire text area. A yellow box highlights the bottom right corner of the window, which contains a red 'X' icon (Close) and a red play button icon. A red arrow points from the 'Close Window' text box above to the 'X' icon, and another red arrow points from the 'Play selection again' text box below to the play button icon.

Play selection  
again