

# What is ReadSpeaker & How Do I Use It?

ReadSpeaker is a software program now available in D2L for all Normandale students to use for **FREE!** This program will read online content out loud. Listening to course info is great for auditory learners, multitaskers, people with disabilities, bilingual learners, and anyone tired of looking at a screen.

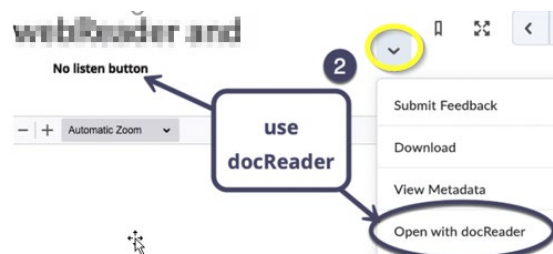
## How to Access ReadSpeaker in D2L:

ReadSpeaker is added directly to D2L. Follow one of these options to read information in D2L.

1. When available, use the listen button if you see it on the D2L page. Click the hamburger icon to the left of the listen button for additional settings and options.

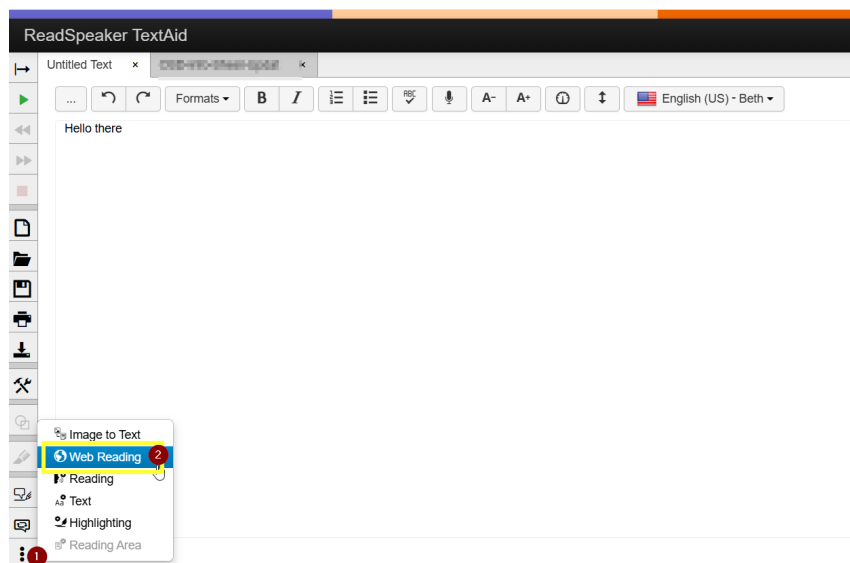


2. Don't see the listen button? Try using the **DocReader** Option. The drop-down menu to select **Open with ReadSpeaker** may be found either the top or bottom of the D2L page.



3. Lastly if DocReader is not an option, then you would have to add the **Read the Web extension**, located in the TextAid Software Program. See [where to find ReadSpeaker Textaid section of this document](#) for more information.

**Step one:** Click on the *ellipsis* button at the bottom of the page and choose *Web Reading*.



**Step two:** Depending on what device you wish to use, choose either *Computer* or *Mobile* and follow the corresponding instructions.

## Web Reading Tools

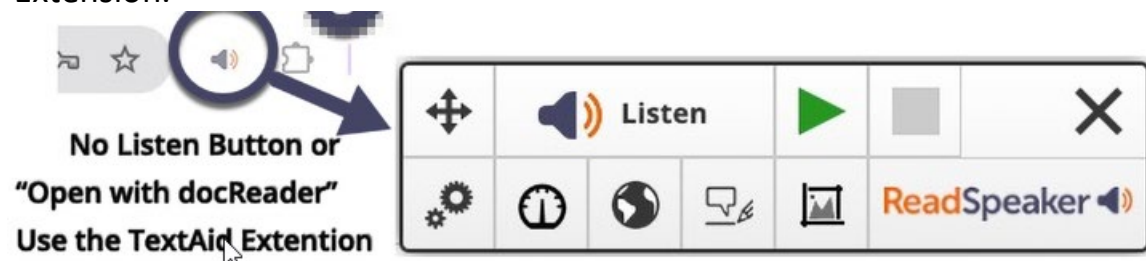
ReadSpeaker TextAid offers different tools for reading content outside of TextAid. Which tools are available depends on whether you are on a mobile device or a computer.

[Computer](#) [Mobile](#)

Click on a tab above to find out which options are available and get instructions on how to install the tools.

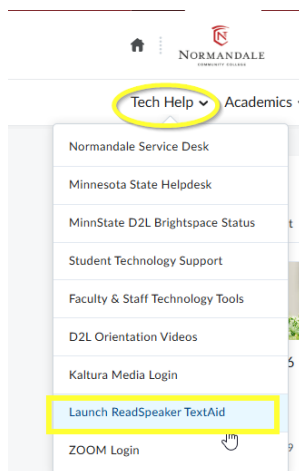
**Step three:** The extension should show up as a speaker icon within your web browser or device. It is recommended that you use the extension if there is not a ReadSpeaker listen button or Open with DocReader option for the page.

The D2L Announcement Page for your class would be a great opportunity to use the Read Speaker Extension.



## Where to Find ReadSpeaker Textaid:

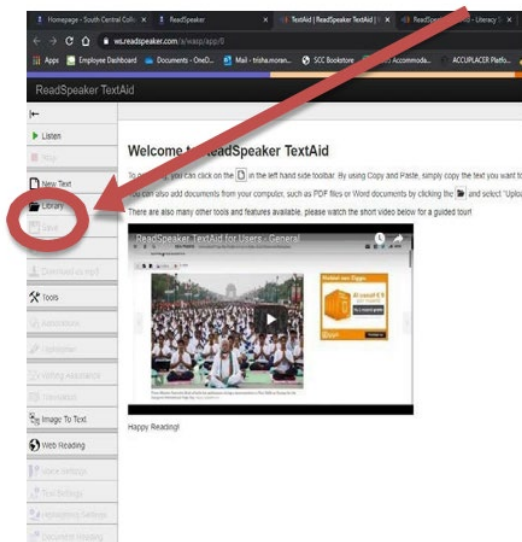
1. Log in to D2L Brightspace using your StarID and password.
2. From the top menu bar of the D2L homepage, click the **Tech Help** drop-down, and select **Launch ReadSpeaker TextAid**



## Uploading Documents to the Library:

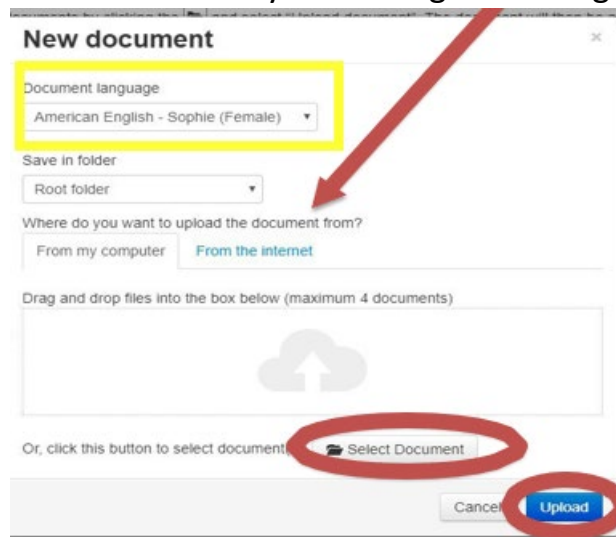
Great for reading PDF or E-Pub textbooks!

1. To upload a document to your library, click the **Library** tab on the left toolbar.

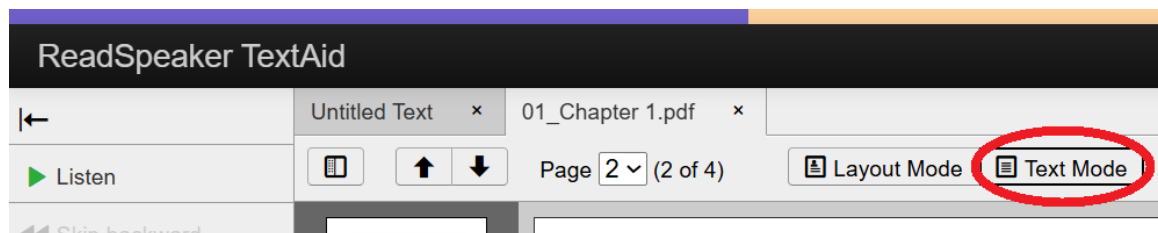


2. A window will appear. Click the **Upload Document** button near the top.
3. A popup window will ask, "Where do you want to upload the document from?"

4. Select the file you want from the library tab to begin listening.



- If the file is on your computer, select **From my computer**, click the **Select Document** button, locate and select the file, then click **Upload**. You can only load four sections at a time when uploading large files, such as a book with 23 chapters.
- If the article you want to upload is on the internet, select **From the internet**, paste the web address (URL) of the document into the text box, then click **Upload**.
- **Important Note:** In order to complete the upload process, you will need to **select what reading voice you wish to use**. You will be able to change the voice you choose, once the document is uploaded.
- To see any adjustments you make to the text settings (such as font changes), you will need to change from “Layout Mode” to “Text Mode” at the top of the screen:



## Troubleshooting:

- If you are able to click “Listen” with ReadSpeaker in D2L and it is highlighting the text

as if it is reading the text correctly, but you are **not able to hear the audio**:

- iPhone: Make sure the silent mode switch is not on. If it is a newer model of iPhone, click “Action” button, *press and hold* Silent mode option to toggle off.
- iPad: Go into iPad settings (**not** the browser, D2L, or ReadSpeaker settings), click the following options:
  - Settings >> Accessibility >> Speech Controller
  - Toggle to enable the Speech Controller setting.
- If you are getting a notification that a pdf file is too large, you will need to split it. You can use this free [Adobe pdf splitting tool](#).