



## **TextAloud Quick Start Guide**

### **Speaking the first time**

When you first install TextAloud, the first thing to do is get it to speak a few words just to make sure installation went well and everything is working. TextAloud will be pre-loaded with a sample article. Simply click the Speak button, or choose Speak on the main menu to get TextAloud to talk. After this is spoken, you can move on to learning more about how to use the program.

### **Four Ways to load Text into TextAloud**

- **Clipboard Watching** - TextAloud can automatically monitor the windows clipboard and anytime you copy text by highlighting it and hitting Control-C, TextAloud can import the text. Go to Options->TextAloud Options->Clipboard Options for settings related to this.
- **File->Open** - By using File->Open on the main menu, TextAloud can directly open text files and documents in .txt, .rtf, .html, .doc (MS Word) or .pdf files.
- **Using Hotkeys** - See Options->Hotkey setup for a variety of hotkeys you can setup. When working in any program, you can highlight text and press a hotkey to have TextAloud speak or import text.
- **Manual Creation** - By right-clicking in the text area of TextAloud, you can choose New Article and create a blank article where you can paste or type in text.

### **Internet Explorer Plug-in**

TextAloud now includes an Internet Explorer plug-in. After installing TextAloud, if you'll restart windows, you can then do View->Toolbars->TextAloud in Internet Explorer's main menu. This will display TextAloud's toolbar within Internet Explorer. From this toolbar you can speak text directly from your web browser.

### **Creating Audio Files**

TextAloud can create audio files from text. These files can be .wav, .mp3, or .wma files. To do this, setup file options under Options->Voice and File Options, then use the Speak To File button to create the audio file.