reset

Resources for
Post-Pandemic
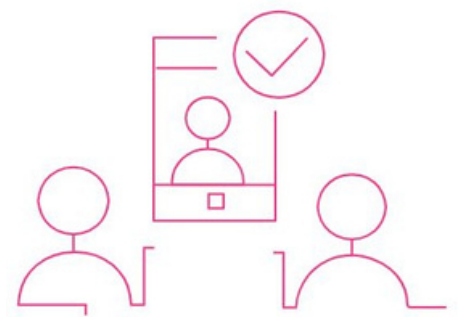Effective Training

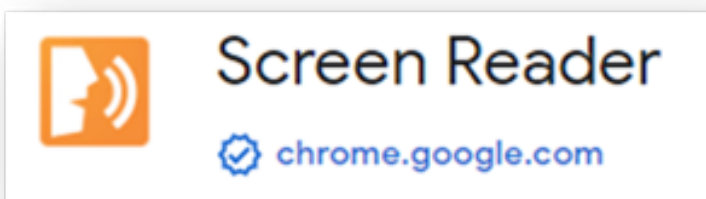# How-to-guide for google docs

https://project-reset.eu

How-to-guide for google docs

By using these features, students with reading and writing difficulties can have access to text-to-speech, OCR, dictionary, and translation features in Google Docs, making it easier for them to comprehend and create written content.
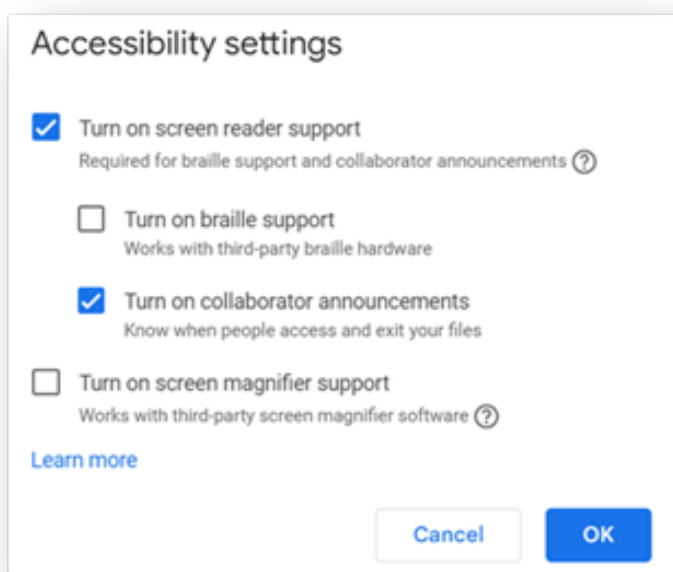
To access these features, you need to use Google Chrome as your web browser.
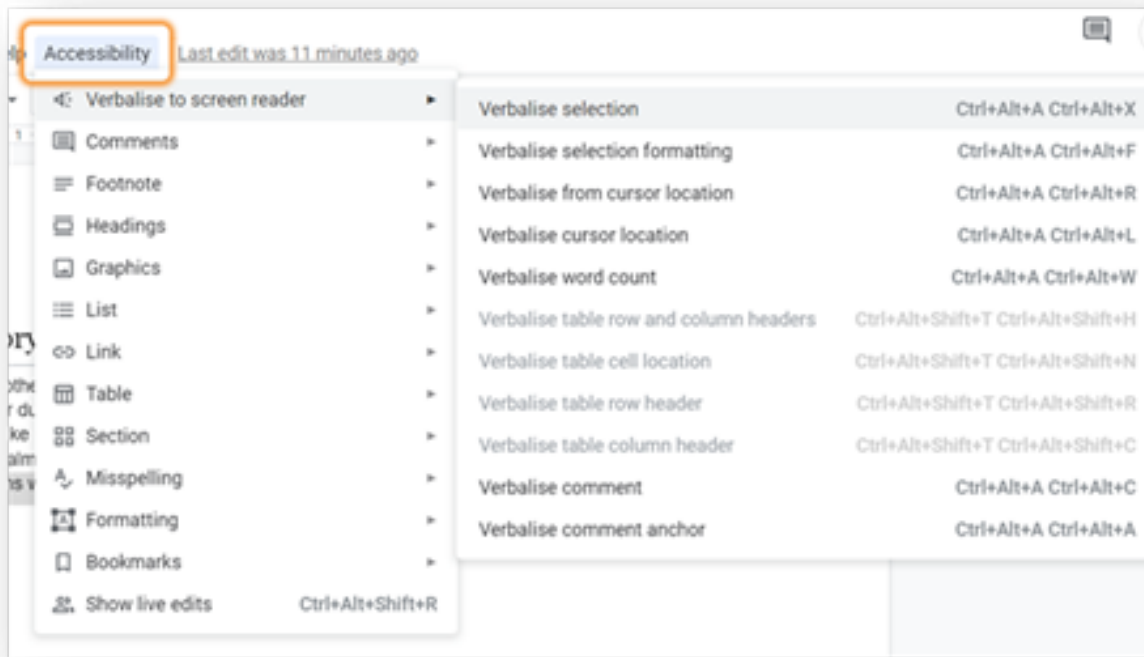
Text-to-Speech:
- Add the google screen reader extension from the chrome web store

- ·To enable the text-to-speech feature in Google Docs, go to "Tools" and select "Accessibility settings."
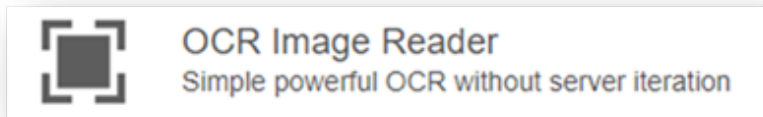
- ·To listen to the text, highlight the portion you want to hear > go to the menu "Accessibility" > "verbalise to screen reader" and select "verbalise selection"

- ·The text you selected will then be read aloud.
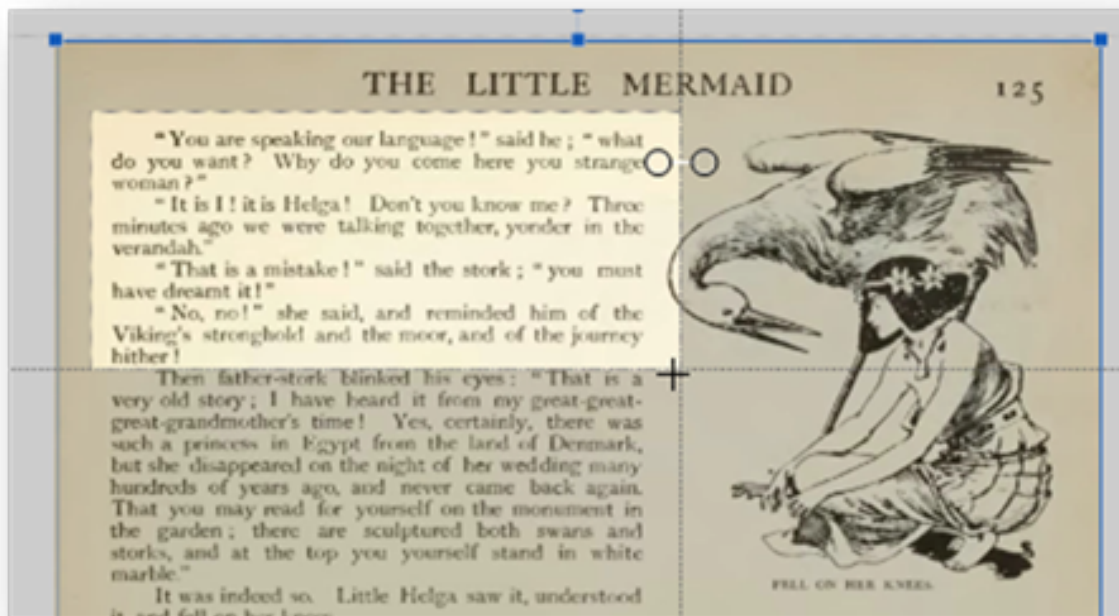
OCR (Optical Character Recognition):

- ·To use the OCR feature, you'll need to install the "OCR image reader" extension from chrome web store
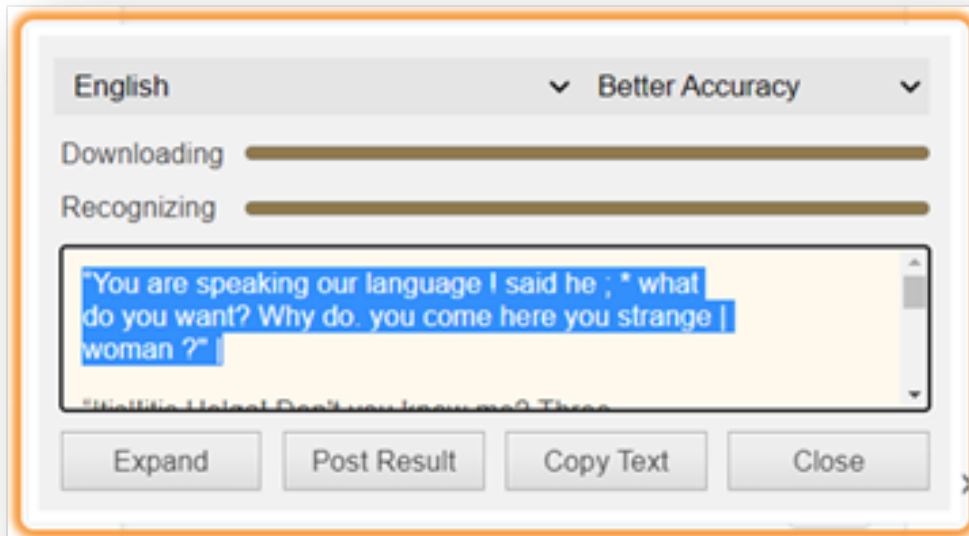

OCR Image Reader
Simple powerful OCR without server iteration

- ·Click on the OCR icon in the extension bar

- ·Click on the OCR icon in the extension bar

THE LITTLE MERMAID   125

"You are speaking our language!" said he; "what do you want? Why do you come here you strange woman?"

"It is I! it is Helga! Don't you know me? Three minutes ago we were talking together, yonder in the verandah."

"That is a mistake!" said the stork; "you must have dreamt it!"

"No, no!" she said, and reminded him of the Viking's stronghold and the moor, and of the journey hither!

Then father-stork blinked his eyes: "That is a very old story; I have heard it from my great-great-great-grandmother's time! Yes, certainly, there was such a princess in Egypt from the land of Denmark, but she disappeared on the night of her wedding many hundreds of years ago, and never came back again. That you may read for yourself on the monument in the garden; there are sculptured both swans and storks, and at the top you yourself stand in white marble."

It was indeed so. Little Helga saw it, understood it and fell on her knees.
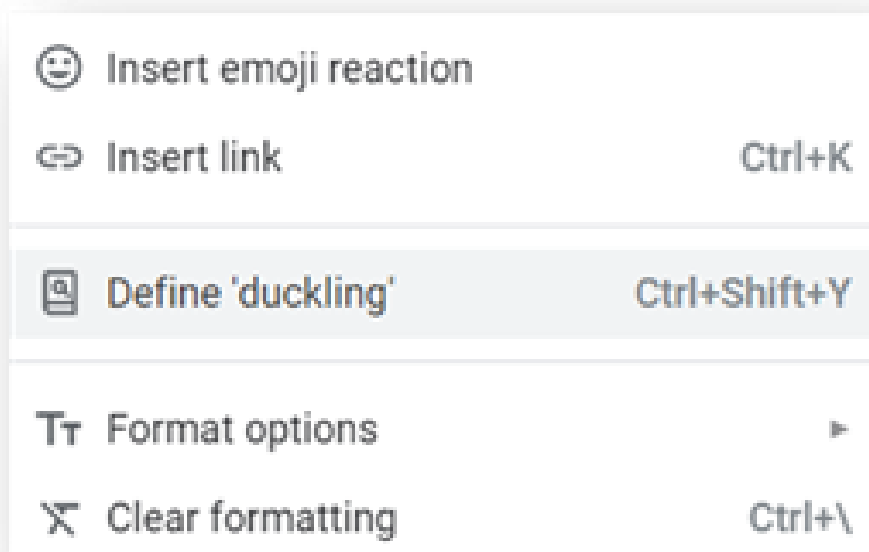
FELL ON HER KNEES.

- ··Copy the digitized text to the "clipboard" and then "paste" it into a document where it can be read aloud using the text-to-speech feature

Dictionary:

Google Docs has an in-built dictionary feature.
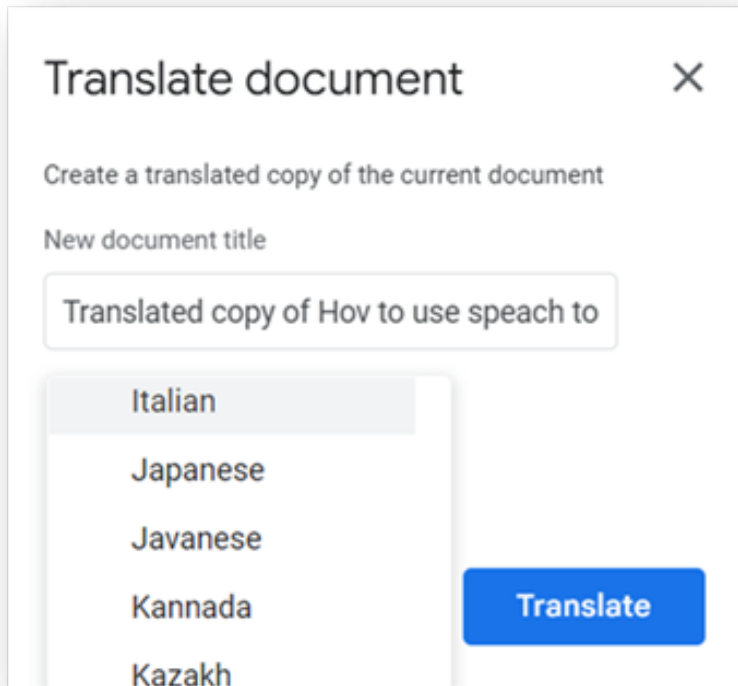- ·To use it, simply right-click on a word and select "Define" from the drop-down menu.

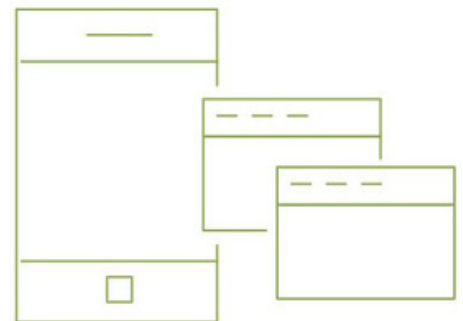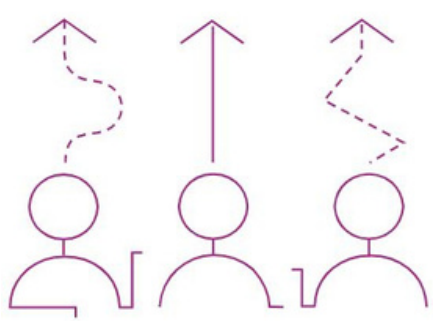- A pop-up window with the definition of the word will appear.

Translation:

- To enable translation in Google Docs, go to "Tools" and select "Translate document"

- Select the language you want to translate the document into and then click "Translate"

- ·A newly created document will contain a translation of the entire original document into the selected language

reset

Resources for
Post-Pandemic
Effective Training

Partners

IALFVG

Aalborg Business College

Internet Web Solutions

nlpaalborg
MORTEN GELBEK

EPIC
European Platform
For International Cohesion aps

IHF
Institut de Haute Formation aux Politiques Communautaires

IHK
IHK-Projektgesellschaft mbH
OSTBRANDENBURG

https://project-reset.eu