

Kurzweil 3000 for Windows Getting Started Guide

This document is meant only as an introduction to the most basic features. For more detailed information, please visit the

the Kurzweil Education website www.Kurzweiledu.com, Kurzweil 3000 Help menu, and the web app Help (www.Kurzweil3000.com).

For further information about customized Professional Development, please contact the Customer Success Dept at 800-894-5374.

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KURZWEIL 3000 PRODUCTS

Kurzweil 3000 Web License Subscription

A yearly subscription to licenses that includes several components working together to support students wherever they are and on whatever device they are using. **One Login to Access Everything** Kurzweil 3000 for Windows and Macintosh Installed Application Install on your Windows or Mac desktop or laptop www Kurzweil 3000 for Web Browsers - http://www.Kurzweil3000.com/ Access from any web browser connected to the internet Kurzweil 3000 Universal Library Store your k3000 documents here • Share between students and teachers Access from the Installed Application, Web App and iPad for access anywhere anytime you are connected to the internet. Kurzweil 3000 Read the Web extension Add to Chrome, Edge or Firefox web browsers for Text to Speech (TTS) access to content on the fly Kurzweil 3000 Network Concurrent licenses shared across a LAN (local area network) Includes Kurzweil 3000 for Windows and Macintosh Installed Client ONLY Kurzweil 3000 Read the Web extension Add to Chrome, Edge or Firefox web browsers for TTS access to content on the fly • Kurzweil 3000 Standalone Individual licenses Includes Kurzweil 3000 for Windows and Macintosh Installed Client ONLY Kurzweil 3000 Read the Web extension Add to Chrome, Edge or Firefox web browsers for TTS access to content on the fly ٠

OPEN / SIGN IN

STAND ALONE

Double Click the Kurzweil 3000 icon on your desktop.

NETWORK

Double Click the Kurzweil 3000 icon on your desktop. If a license is available log in is completed.

If all licenses are in use a message will popup and let you know. (Wait for one to become available.)

LOGIN (Web License Subscription Only):

Username and password is the same for ALL Kurzweil 3000 Subscription components.

Kurzweil site administrators – login is emailed to you in your welcome package from Kurzweil's Customer Service team.

Teachers and students – check with your school/district Kurzweil site administrator to have a profile created. They will give you the login information or you will receive it in an email.

SINGLE SIGN ON (SSO)

- If your institution has implemented SSO your profile will be created when you click on the appropriate sign in button.
- The first time you may be asked to allow the software access permissions (varies by system.)
- Subsequent logins, click on the same button.

Note: Only the button related to your institution will show. ClassLink, Google and Microsoft all show here for demonstration purposes.

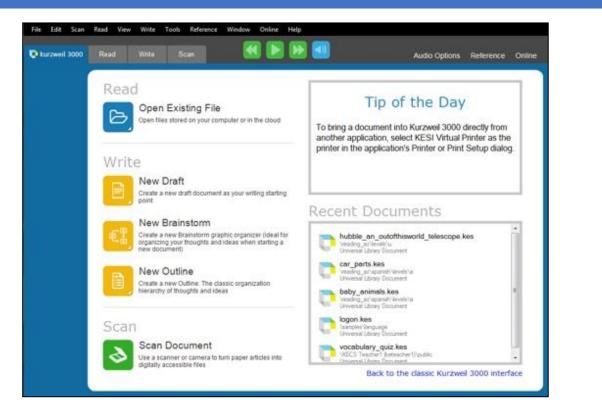
Note: This process can vary both by system used and individual school set up so it may vary some from steps above.







KURZWEIL 3000 - (HOME TAB)





Kurzweil for Windows is designed to feel familiar like a web page.

The program can be used completely from the drop-down menus across the top and with keyboard hot keys

The Tabs allow you to move between functions while minimizing the number of tools showing on each page.

FEATURE	FUNCTION	DETAILS
Open Existing File	Open files from multiple locations	Click the Open File button
Stored on computer Saved in Universal Library From Google Drive		Click the desired location Follow appropriate steps for pop-up

FEATURE	FUNCTION	DETAILS
New Draft	Start new Writing document or Open a Template with detailed	For a blank document click:
	instructions	For Template with detailed instructions Click: Choose the template from the list.
New Brainstorm	Build a Brainstorm from scratch OR Open a Brainstorm temple	For a blank Brainstorm page click:
New Outline	Build an Outline from scratch OR Open an Outline template	then choose the template from the list. For a blank Outline page click on: For an Outline Template click on: For an Outline Template click on: For an outline Template from the list.
Scan Document	Scan using an attached scanner OR Capture an image using a web cam	Click the Scan button Click the Scan tab to see the image
Tip of Day	Learn to use kurzweil 3000 better	
Recent Documents	See and open last 10 documents viewed	To open a recent document, click on the title

ACCESS CONTENT

Kurzweil 3000 can open a variety of files and convert them to .kes files.

From your local Computer, the Universal Library, Google Drive

or other programs



Supported Files KESI File (*.KES) Rich Text Format (*.RTF) Text File (*.TXT) MS Word Files (*.DOC) MS Word 2007 Files (*.DOCX) Image Files (*.TIF; *.BMP; *.JPG; *.PNG) Adobe Acrobat Files (*.PDF) Daisy (*.OPF) Compressed DAISY (*.BKS) EPUB (*.EPUB) HTML (*.HTM; *.HTML; *.XML) SEK (*.SEK) All Files (*.*)

LOCAL COMPUTER

Click the Local Computer button to open File Explorer and

Open a file as you would from your hard drive in any other program.

THE UNIVERSAL LIBRARY (WEB LICENSE SUBSCRIPTION ONLY)

Unlimited cloud storage for your Kurzweil 3000 files in addition to some pre-loaded content:

See and open:

- Your Private and Public folders
- Public folders for the Top-Level admin and any teachers or students in your team.
- Students cannot see other student's folders.
- Classic Literature folder (1800+ titles)
- Help files folder
- Non-Fiction Bookbag folder containing 15 titles for grades 3 through 8
- Sample files folder
- Templates

Filter folders by last name

Type the file in name in the filter box

Open a file from a folder

- Click on your name to select
- Click the plus (+) button
- Click on the folder where the file is saved
- Choose the file from the list on the right

Open from the Universal Library New Folder Filter folders by name Administrator (chutchings) 202103_handout.pdf.kes ittle_men_chapter_01071.kes Joe a_christmas_carol.txt - private my_brainstorm.kes acp ceu text.kes genealogy chapter_08131.txt fundingbook 15edition.kes text_doc.kes the_iliad_of_homer.kes hider_folder uploads horses_tale.kes word zork.kes public life_is_wonderful_bibliography.docx word_zork1.docx recently_opened_local_files File Name: Supported Files Open Cancel Help

NOTE: Profile management is done in kurzweil3000.com

From Google Drive

- Sign in to Google Drive via the web.
- Return to K3000 the **Open from Google Drive** button will be displayed, click on My Drive to see files.

Bookstores/Online

Use the **Online** dropdown menu on the right or other sources such as Project Gutenberg or Access Text.

Download the book as an PDF or ePub file to your computer.

NOTE: Kindle format is not supported.

From a Scanner (connected to your computer)

- Choose the Scan tab,
- Choose Scanner Setup button indication choose scanner
- Place the document or page on the scanner, click the Start a Scan button

Virtual Print – convert and import non .kesi supported documents (Power Point, Publisher, etc.)

- Open a file in its native application
- File > Print and choose the KESI Virtual Printer
- The file will appear in K3000 to be read, saved, etc.

From Online File Storage - such as Dropbox, Box, etc.

- Download the file to your computer from the online storage program (such as Dropbox)
- Use the **Open from Local Computer button** or the **File menu > Open**, to locate the file



Audio Options Reference Online

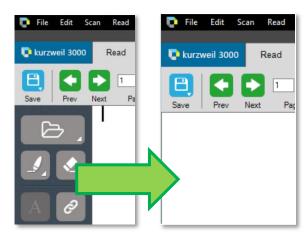


SHOW / HIDE TOOLBARS AND RIBBON

View	Write	Tools	Ref	erence	Win
F	it To				·
Z	oom				- F
R	otate				· •
P	age				-
Т	humbnail	ls			•
P	age View				-
A	nnotation	ns			→
N	lagnify Sp	poken W	ord	Ctrl+K	
T	oggle Left	t Toolbar	Ctr	rl+Alt+L	
T	oggle Top	Toolbar	Ctr	rl+Alt+T	
Т	oggle Top	Ribbon	Ctr	l+Alt+R	



Hide/show Left Toolbar



Default

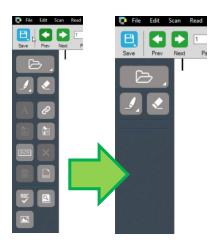
📭 File Edit Scan Read View Write Tools Reference Window Online Help			- 8 ×
📭 kurzweil 3000 Read Write Scan < 🕞 🕨 🕠	Audio Options	Reference	Online
Save Prev Next Page(s) Bookmark Image: Constraint of the second sec			
View > Toggle Top Ribbon			
File Edit Scan Read View Write Tools Refere Window Online Help			- 8 ×
Save Prev Next Page(s) Bookmark D 100% ~ EB D Save Prev Next Page(s) Bookmark Zoom Print			
View > Toggle Top Toolbar			
📭 File Edit Scan Read View Write Tools Reference Window Online Help			- 8 ×
📭 kurzweil 3000 Read Write Scan 📢 💽 🕪 🕑 🗍	Audio Options	Reference	Online

Hide both

Ð	File	Edit	Scan	Read	View	Write	Tools	Reference	Window	Online	Help
		ን .									

NOTE: If you are running the program using only the drop-down menus and keyboard hot keys this also clears items you don't need.

CUSTOMIZE TOOL BAR

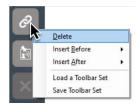


ADD OR REMOVE buttons to only see only what you need.

To Remove a button right click on it and click Delete

To ADD a button,

Right click on the **toolbar** Select **Insert above** or **Insert Below** Choose the tool category Click on the desired tool



Konst at Beginning
 Highlight
 More Options
 Copen coloring woll licis
 Copen floating woll licis
 Copen floating woll licis
 Sort Toolbar Set
 Sort Toolbar Set

RESTORE DEFAULT TOOLBAR / LOAD A NEW TOOLBAR

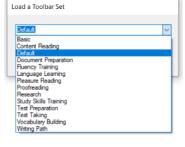
Right click on toolbar

Choose: Load a Toolbar Set

Pick toolbar set you want from dropdown menu

CREATE A CUSTOM TOOLBAR SET

Right click on **toolbar** Choose: Save Toolbar Set



Insert at Beginning	۲
Insert at End	۲
Load a Toolbar Set	
Save Toolbar Set	
Save Toolbar Set	

YO	YOU'VE OPENED IT, NOW READ IT!												
File	Edit	Scan	Read	View	Write	Tools	Reference	Window	Online	Help			
💽 ku	rzweil	3000	Read	d	Write	S	can				Audio Options	Reference	Online

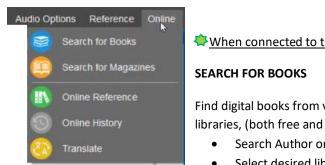


- Place your cursor in the text and click the **Read button (F3)** to start reading.
- The Forward and Backward buttons will skip to the previous or next reading unit.
- The Audible Reading button toggles between audible and silent reading.

AUDIO OPTIONS				
kurzweil 3000 Read	Write Scan	- 🛃 🕨 🛛	▶ 🕘	Audio Options Reference Online
Audio Options	VOICE – Choose the READING MODE O Continu O Self-Pac O Word by T READING UNIT O What is	TE – Match the reading s e voice you prefer to liste ous: continuous reading r ed: pause at the end of e y Word: pause at the end Click Read button to beg highlighted rd and Forward buttons n	n to. from page to page. ach unit. of each word. gin again.	style and the document difficulty.
	LANGUAGES			
	English	Spanish	French	Portuguese

English	Spanish	French	Portuguese
Dutch	German	Italian	Swedish
Danish	Norwegian	Finnish	Catalan

REFERENCE TOOLS kurzweil 3000 Read Audio Options Reference Read the Web Read Read the Web Definition Synonyms Syllables Picture Human Pronunciation	Write Scan Click the Read button to hear any of DEFINITION, SYNONYMS, SYLLABLES • Click the word • Click Reference • Click desired tool • Click Image: The close when done PICTURE (dictionary) Same steps Shows pictures of the chosen	Definition of 'two' from American H two noun The number, writ the sum of 1 + 1. adjective	tten 2, that is equal to
ONLINE TOOLS	Write Scan		Audio Options Reference Online



When connected to the internet you can use these tools

Find digital books from various online libraries, (both free and subscription)

- Search Author or Title
- Select desired libraries
- Select desired book from results
- Click 'OK' •
- Use File > Open to open book •

SEARCH FOR MAGAZINES

Same steps as books

ONLINE REFRENCE

- Click word to lookup •
- Click Online •
- Click Online Reference
- Choose source to search (Wikipedia, Medical dictionary, etc.) ٠
- Click Search •

Article will open in a new window in kurzweil

ONLINE HISTORY

See list of searched words

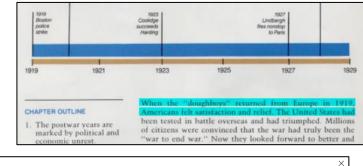
_				
Conline Sear	ch			×
	Author	⊖ Title		
Contains:				
◯ And	Or	 Ignore 		
	Author	◯ Title		
Contains:				
Query:				
Sites:	Classic L	iterature CD		^
	Project G	Butenberg		
	Baen Fre	e Library		
		re.org (Subscription Servi		
	Rooksha	re ord New Books (Subsc	rintion Service)	~
(ок	Cancel	Help	

Search Site:	MANJARA PERSONAL	100
Search Site:	Wikipedia (English)	T.
	Wikipedia (English)	
Search For:	Encyclopaedia Britannica (Subscription Service)	
	Encyclopaedia Britannica Student (Subscription Service)	
	Bartlett's, Columbia, Simpson's, and Respectfully Quoted Quotations	
	Wikipedia (Deutsch)	
	Wikipedia (Español)	
	Wikipedia (Français)	
	Wikipedia (italiano)	
	Wikipedia (Nederlands)	
	Wikipedia (Português)	
	Word Reference (inglés al Español)	
	Word Reference (Spanish to English)	
	Merriam-Webster Medical Dictionary	

TRANSLATE

Powered by Google Translate with some kurzweil magic.

- Highlight the selection of text you would like translated.
- In the **Online** dropdown click the **Translate** button
- Select 'From' language (if needed) and 'To' language
- Click Translate
- Click **Read** to hear the text (12 languages)
- or Click **Open as new Document** to create a new document of the translation.
 - Save the new document.



NOTE: Also great for translating documents to share non-legal documents with students, parents and other members of the team.

WRITTEN TRANSLATION IN OVER 100 LANUGAGES

rom: Detect language ~	To: French ~	Translate
When the "doughboys" ^ returned from Europe in	Lorsque les "doughboys" ^ revinrent d'Europe en	Open as a Document
1919, Americans felt satisfaction and relief. The United States had	1919, les Américains ressentirent satisfaction et soulagement. Les États-Unis avaient	Read
		Help
		Done

TEXT DOCUMENT

- Contains text data (think MS Word or Google Docs)
- Open an existing text file or create one in Kurzweil 3000 by typing or extracting text
- Create Brainstorms and Outlines
- Use Speech to Text
- Students can edit and format content



IMAGE DOCUMENT

- Exact image of page (text, pictures, graphics) and underlying text
- Load documents from scanning, virtual printer, downloads or your phone
- Examples include PDF, JPEG, HTML, screenshots
- Image is not changeable
- Add notes and bookmarks
- Zoom in and out for easy reading



	TEXT DOCUMENTS	IMAGE DOCUMENTS
Description and File Creation	Created by typing in text, opening an existing text or word processing file, or extracting text or annotations or highlights within a Kurzweil 3000 image document	Image documents are generated by scanning, virtual printing or opening a PDF. These files contain two layers: The image , is a picture of the page that you see on the screen can include text, pictures, and graphics The underlying text , which is the set of words that Kurzweil 3000 reads. (You do not see this data)
Purpose	Students can create, edit and format text documents for study guides and to complete writing assignments.	Used for print-based materials that need to be read aloud; and for curriculum content that includes graphics or images that support the text.
Supported Editing Features	Cut/Paste, insert page breaks, Text formatting - font, size, style, line spacing, word spacing	You cannot change the format of the picture layer of image documents. You can change the underlying reading order and underlying text using Zone Editor and Edit Underlying Text.
Supported Study Skills Features	Highlights, Bookmarks, Voice Notes, Footnotes and Bubble Notes.	Highlights, Bookmarks, Voice Notes, Footnotes, Text Notes, Sticky Notes, Fill in the Blanks Bubble Notes

READ TAB



FEATURE	FUNCTION	DETAILS
Save Save As Save to Library Save a copy to Google Drive	Save changes to document	 Click Save button Choose Format from drop down Follow steps in pop up window
Change Pages	Change the page Move page by page Jump to a specific page Next Page (Ctrl E) Previous Page (Ctrl R) 	 Click the green Left and Right page arrow buttons. OR Click the box and type the page number Press Return/Enter on your keyboard
Zoom	Change size of text Increase or decrease the size of an image document by changing the Zoom value. Zoom in: (F7) Zoom out: (F8)	 Click the Plus or Minus buttons OR Click the down arrow to select a preset zoom value.
Bookmark	Add bookmarks to aid in text navigation	 Click where you want the bookmark to be Click Bookmark button Type in a description and click Add To view Bookmarks in a document, click on the bookmark tool to view them all. Click on the Bookmark you want and Go To.
Thumbnail View	View document in Thumbnail size to help find specific pages, such as beginning of chapters.	Click on Thumbnail buttonClick desired page
Print Document	Print document showing in window	 Click Print button Follow prompts in pop up window

LEFT TOOLBAR



FEATURE	FUNCTION	DETAILS
Open An Existing File	Open document to use	 Click Open Existing File Button Choose where to open from expanded menu
Highlighter	Highlight, Circle or Cross out text Extract Highlights to an outline File > Extract > Extract Notes and Highlights	 Choose a highlighter, click and drag across text to highlight, circle or cross out Different colors of highlighters let you associate different concepts with different colors Highlights can be extracted to an outline. In the dialog box you can customize the extraction settings.
Highlight Eraser	Erase Highlights or Circles	Highlights and Circles can be erased by selecting the Erase tool and dragging your mouse over the highlighted or circled text.
Text Note	Insert a Text Note To quickly insert text notes on every blank line on a page:	Text Notes can be used to answer questions in a .kes test or quiz file. They have a transparent background – great for fill-in-the-blanks or labeling graphics.
	Tools > Fill-in-the-blanks	 Click on the Text Note button Click anywhere on your open document Begin Typing
Hyperlinks	Add a link to another place in the document or to a website.	Click hyperlink button Fill in fields in popup Add/edit Hyperlink × © Vide Page O File O Link within this document Hyperlink Description: burnet Link To Diffee Add Cencel Help

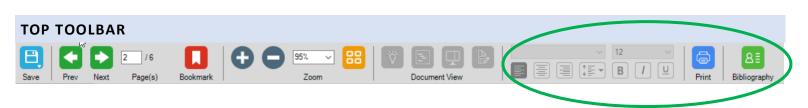


FEATURE	FUNCTION	DETAILS
Sticky Notes	Add notes to any location on the document.	 Click Sticky Notes button Place cursor where you want the top left corner of the note. Note will expand as you type.
Voice Note	Insert a Voice NoteVoice notes are a great way to support English Language Learners by embedding clarifying notes recorded by 	 Voice note tool can be used to insert a recording of your own voice. Click on the Voice Note button Click where you want the note A dialog box will open Click on the microphone to record a message up to 120 seconds long. Click OK To hear the note: Double click Click in document where you want to link to be
		 Click Footnote button Type footnote in popup window. Close window by clicking on X To reopen, click note number
Delete	Delete a note	 Click on the note ONE time Click Delete button OR Right Click on a note and select Delete note
Column Notes	Open a new or existing Column Notes.	 Click on the button Choose option in pop up Open Column Notes Open a new notes file. Open an existing notes file. OK Cancel



FEATURE	FUNCTION	DETAILS
Spell Check	Spell check and correct the spelling in a document	Spelling Correction (English) × Word Guteenberg Skip Change To Gutenberg Change Suggestions Gutenberg Add Skip All Dictionary Exit Help
Dictionary	 Choose default dictionary Children's Intermediate Collegiate Foreign Language 	Definition of 'elephan
Picture Dictionary	Learn the meaning of a word through pictures	african elephant

WRITE TAB



For buttons not listed below see: **READ TAB – TOP TOOLBAR**

FEATURE	FUNCTION	DETAILS
Document View	Change views to follow the writing process Any changes made in a Brainstorm or an Outline will show in the other when changing view	Click the button for the desired view Brainstorm Brainstorm Outline Outline Split Screen Split Screen Draft
Text Formatting	 Basic tools for style are available: Font Text Size Alignment Style 	 Click to Draft view and format document as you want it for printing. If advanced formatting is required, download as a Word Document, and continue formatting there.
Bibliography Tool	Create a Bibliography / Work Cited Enter data in fields and all formatting is done for you	 Choose Format Enter Data Create a List of works cited Create a Work Cited page from that list

LEFT TOOLBAR



For tools not listed below see: **READ TAB – LEFT TOOLBAR**

FEATURE	FUNCTION	DETAILS
New Document	 Create a new blank document Draft Brainstorm Outline 	Click New Document button Choose type from sub menu
Note Snippets	Note Snippets is a floating window that shows the contents of a Column Notes file in an easily accessible popup. Use to quickly review Column Notes taken from a different document. Click and drag notes from the popup to place them directly in your document.	Note Snippet – – ×
Floating Word Lists	Improve writing with help of prompt words Practice vocabulary words Words appearing in the document are highlighted	Float × Confusable I (Optional) Homoph • angel angle bother brother captain caption · Double-click on any word for Word Info Edit Word Lists
Writing Review	Use the checklist to make sure you have thoroughly reviewed your document before turning it in. Customize list to your needs.	<pre>b533-index.htm Review Checklist Ulisten to Your Written Work Check Spelling Check Punctuation Verify Capitalization Check Word List(s) Site Quotes</pre>

FEATURE	FUNCTION	DETAILS
Spell Check	Check and correct spelling in the document.	Spelling Correction (English) × Word Guteenberg Skip Change Io Gutenberg Change Suggestions Gutenberg Add Greenberg Add Skip All Dictionary Exit Help
Word Prediction	 Word Prediction will guess words as they are typed based on frequency and recency. Click on the Word Prediction button Begin typing Words will be offered as you type Click on homophones to hear definitions Click on the Number of the word to insert 	righ 1 right 2 righted 3 rightful 4 righting 5 rights
Speech to Text	Dictate the text of your paper with some basic punctuation and formatting options.	

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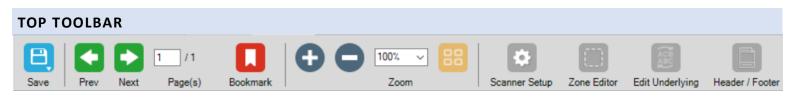
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SCAN TAB



FEATURE	FUNCTION	DETAILS
Scanner Setup	 Select Scanner Set page size Choose what to optimize scan for 	Select Scanner Scanned Page Size Scanner Optimization
Zone Editor	Edit all zone properties Add Delete Change reading order Change zone type Set silent reading	Delete Zone Image: Secondary Ted Delete Zone Image: Secondary Ted Delete All Zones Image: Secondary Ted Zoom Image: Secondary Ted Delete All Zones Image: Secondary Ted Zoom Image: Secondary Ted Image: Secondary Ted Image: Secondary Ted
Edit Underlying (Text)	 Fine tune editing of what the OCR thinks the page said. Correct misunderstood words Adjust pronunciation Correct errors 	contronted with sharpiy failing crop prices. Wheat, which sold for over \$2 a bushel in 1919, was selling for 52 cents in 1921. The aution was entering a period of economic The Postwar Years Are Marked by Political and Economic Unrest Within a few months after the armistice ended Selected Word Page 3 of 6
Header / Footer	 Mark / Unmark headers and footers and designate them to be read or unread. Keeps reading of document clean and streamlined. Set one zone per page Apply to all pages if desired 	For Section 1 strategies, see p. 200 of Teacher's Manual. Zoom Unmark Header/Footer Unmark All Header/Footers Adjust Header/Footer Mark Header/Footer Mark Header/Footer Apply to All Pages Header/Footer Editor Ctrl+F8 Help

LEFT TOOLBAR



FEATURE	FUNCTION	DETAILS
Start a Scan		
Rescan Page	Make sure all pages are readable with clear scans If a scan is too light, dark crooked etc. You can rescan a page without redoing whole document.	Have the document to scan in place Click Rescan button
Insert Page	Inset a missing page If you missed a page while scanning insert it without redoing whole document	 Navigate to location of missing page in digital document. Put missing page on scanner Click insert button
Preview	See a quick preview of the page before the detailed scan is completed	 Click Preview button View in popup window Click Acquire to complete scan
Insert Image	Select a file from an image	 Click Insert Image button Use File Explorer to find image Click Open
Scan in Color	Select Scan in Color or leave to default black and white	Click button to activateScan document
Double-Sided Scanning	The computer will process the document from a double sided original to the correct order.	Click button to activateScan document
Two Page Mode	Allows for scanning of 2 pages of a book simultaneously. The software splits the pages and creates 2 images for reading.	 Click button to activate Place open book on scanner Be sure binding is flat enough to get a good scan



FEATURE	FUNCTION	DETAILS
Scan Repeatedly	Scans repeatedly with pauses between scans. Process a multiple page document without having to hit scan each time,	 Click button to activate Change page while timer to next scan is counting down.
Edit Underlying Text	 Fine tune editing of what the OCR thinks the page said. Correct misunderstood words Adjust pronunciation Correct errors 	Contronted with sharpiy failing crop prices. Wheat, which sold for over 52 a bushel in 1919, was selling for 52 certs in 1921. The nation was entering a period of economic The Postwar Years Are Marked by Political and Economic Unrest Within a few months after the armistice ended Selected Word: Postwar t mode Page 3 of 6
Spell Check	Check and correct spelling in the document.	Spelling Correction (English) × Word Guteenberg Skip Change Io Gutenberg Ghange Suggestions Gutenberg Add Skip All Change All Exit Dictionary Exit Help
Rerecognize Page	If the page has a lot of errors rerun the OCR software	Click Rerecognize button.Verify action in popup.
Delete Page	Remove a page from the Scan sequence (such as duplicated or poorly scanned pages)	Click Delete Page button.Verify action in popup.

OTHER COOL TOOLS

CREATE AUDIO FILES

File > Audio Files > Create Audio File

Open a Zoned book,

Open the Audio File Creator

Primary zones only or Primary and Secondary

Starting Page: 1	MP3 O WAV O DAISY 2
Ending Page: 1	Quality: Best File Paths File Name: Kurzweil Version16 Instructions.mp3
English Reading Voice Speaker: VW Paul v Speed: 150	Add to iTunes Playlist. Kurzweil 3000
	Add to Windows Media Player Playlist: Kurzweil 3000

SPEAK BUTTONS

Tools > Options > Options General

Great tool to help those who are visually impaired or blind.

The software will read

names of buttons the mouse hovers over

Menu names and items, sub-menu items

Doptions: General		×
General 600 Reading	General Tools Show Status Bar Show Ruler Units: Inches	Speak as Typing All Characters Whole Words Whole Sentences
Text Image	Units: Inches V	Miscellaneous
Q Magnifier		☐ Speak Messages ☑ Large Message Boxes

Tools > Options

Customize dozens of items in kurzweil to make it truly match your learning style and needs.

Onli

Sea

Sear

Options: Image			Options: Reading	×
Controns: Image General Control Reading Control Text Control Text Cont	Colors Reading: Selection: Green On light blue Background: White Background: Oaret Black Black Caret Black Screenshot Reader keeps image Screenshot Reader coverts to text To access Note Options use the Tools->	Caret Width 3 1 0 Default Extras 0 Default Fit: Text Height I Note Marker Size: Large I 0 Fill in the Blanks: Text Hotes I 0 Preserve Line Breaks on Copy, Extract or Save as Text 0 0.0 verride saved document page zoom Note menu or CTRL+F3. Note menu or CTRL+F3. 0	Image Speaker Extras Image Speaker Image Image Image Speaker Image Image Image Image Image Image Image Image Image Image Image Image Image Image I	d sked f Edge ssialiaton taliaton
Key Mapping	OK Cancel	Apply Help	Cancel Apply Help	

MEDICAL DICTIONARY

Online > Online Reference > Dropdown

- Click on word to lookup
- Click 'Online' menu
- Click 'Online Reference'
- From dropdown check Medical Dictionary.

After each use the last reference material will move to

n Site:	Wikipedia (English)	~
	Wikipedia (English)	
For:	Encyclopaedia Britannica (Subscription Service)	
	Encyclopaedia Britannica Student (Subscription Service)	
	Bartlett's, Columbia, Simpson's, and Respectfully Quoted Quotations	
	Wikipedia (Deutsch)	
	Wikipedia (Español)	
	Wikipedia (Français)	
	Wikipedia (Italiano)	
	Wikipedia (Nederlands)	
	Wikipedia (Português)	
	Word Reference (Inglés al Español)	
	Word Reference (Spanish to English)	
	Merriam-Webster Medical Dictionary	

KURZWEIL TASK BAR

The taskbar is desktop based and is great for reading text from any program.



For any text showing on the screen, if it can be highlighted and dragged drop it in the read box.

Address

If the text will not drag, use the image capture to read it.

In in programs like, PowerPoint, email, Google Docs, Excel etc.

TO ACTIVATE

- 1. Right click on program toolbar at the bottom (side) of your screen
- 2. In popup menu select Toolbars
- 3. In secondary menu click on Kurzweil Taskbar

If you see a check the taskbar is activated. Taskbar image will appear in the program toolbar.



Drag and drop text to this box to read

Read text placed in box (can repeat if desired)

Drop a word in the read box, then look up definition

Spellcheck words dropped in box

Links Search Kurzweil Taskbar ws and interests 3 Desktop Show Cortana button Show Task View button New toolbar. Show People on the taskbar Show Windows Ink Workspace button Show touch keyboard button Cascade windows Show windows stacked Show windows side by side Show the desktop Task Manager ock the taskba askbar setting

2

Image capture – click image to get crosshairs, draw rectangle around text to be read, software will scan the section and use OCR to pull the text from the area.

Note: Image Capture can be used on anything that shows on your screen.

UPDATES

Online > Updates

To update your software the latest version

Click 'Online' Menu Click "Updates' If an update shows in the window where the arrow is pointing, there is one available. Click 'OK'

Online Help	
Search for Books	
Search for Magazines	
Online Reference Lookup	Download Status ×
Online Reference History	All searches have been completed. 0 items were found.
Translate	Items available for Download
Updates	
	OK Search Again Cancel Help

RESOURCES

The Kurzweil Academy

New product features, videos, downloads, strategies and more!

https://kurzweiledu.com/kurzweil-academy/kurzweil-academy.html

YouTube Channel – kurzweil education

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