

# Kurzweil 3000 v11– Reference

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## Toolbars

To show/hide the toolbars, click coloured horizontal bar.

### The Main Toolbar



The **Main** toolbar lets you perform common scanning, reading, and file management tasks, such as opening and printing documents.

### The Reading Toolbar



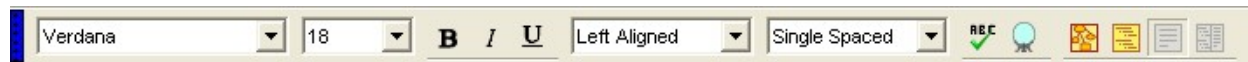
The **Reading** toolbar lets you choose the Reading Voice, how much text Kurzweil 3000 reads before pausing (Reading Mode), how much text are highlighted (Reading Unit), the Reading Speed, as well as some page options.

### The Study Skills Toolbar



The **Study Skills** toolbar lets you apply tools like highlighting, annotations, bookmarks and Column Notes to image or text documents. \*\*\*Sticky Notes and Text Notes are available only for image documents.

### The Writing Toolbar



The **Writing** toolbar lets you format the text you type yourself. Word prediction and Brainstorm Options are added support features.

## Reading Web Content

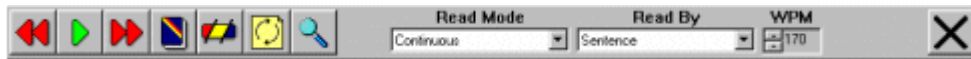
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Kurzweil uses either Internet Explorer or Mozilla Firefox to read the web. The default is Internet Explorer.

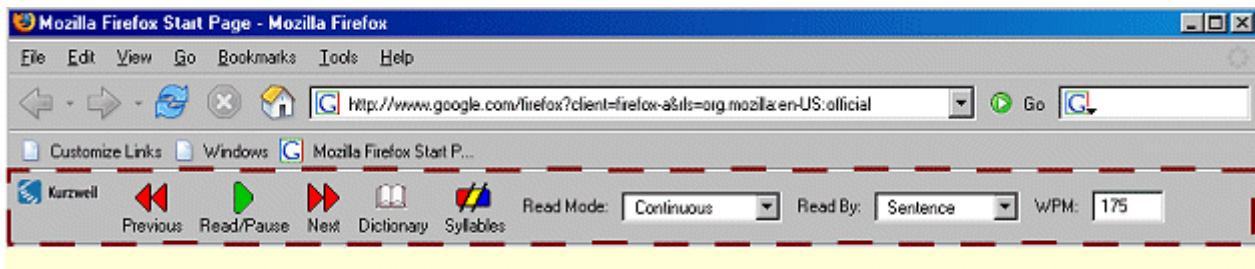
### To access the Web through Kurzweil 3000:

From the **Read** menu, choose **Read the Web**.

Toolbar (**Internet Explorer**) appears along the bottom of your monitor.



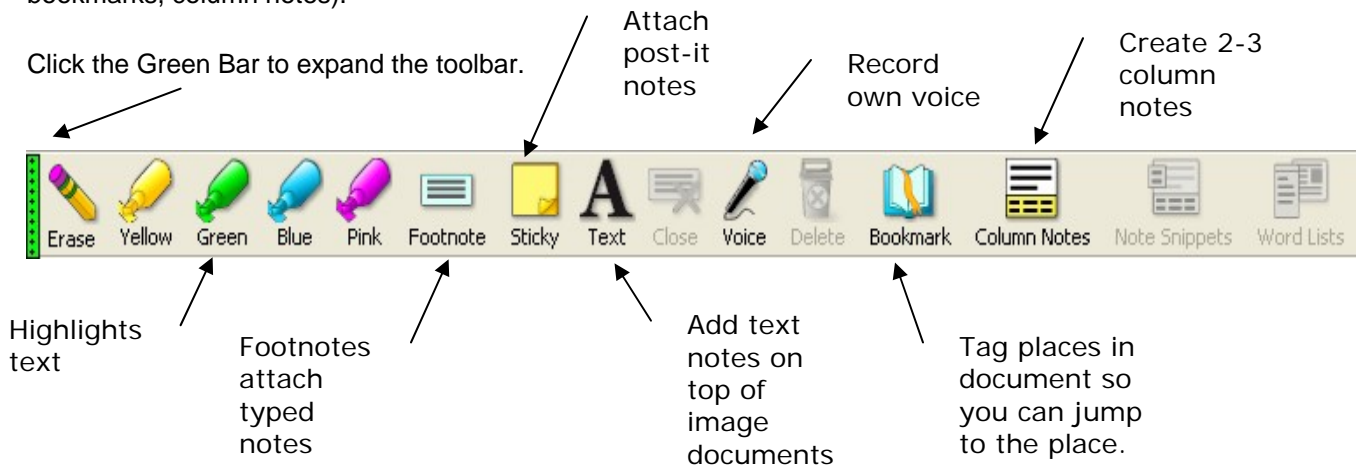
Toolbar (**Firefox**) is integrated into the browser's toolbar area.



## Study Skills Toolbar

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The power of Kurzweil is magnified by using the Study Skills Toolbar. This allows for note-taking, and marking up of text (through using colour as a memory support, post-it notes, text notes, voice notes, bookmarks, column notes).

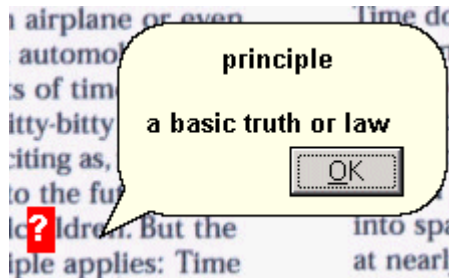


## Scaffolding with Bubble Notes (Teacher)

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Bubble Notes are usually created by a teacher to give students additional instructions or quick questions to assess comprehension.

Bubble Notes are either Balloon- or Cloud-shaped notes.

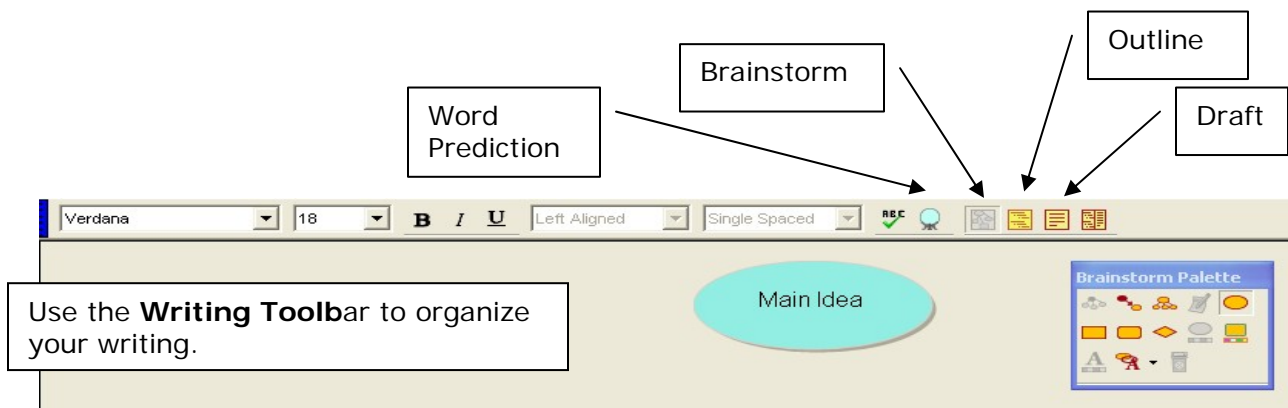


Bubble Notes are anchored to words. In an image document, the anchor is a question mark in a purple box.



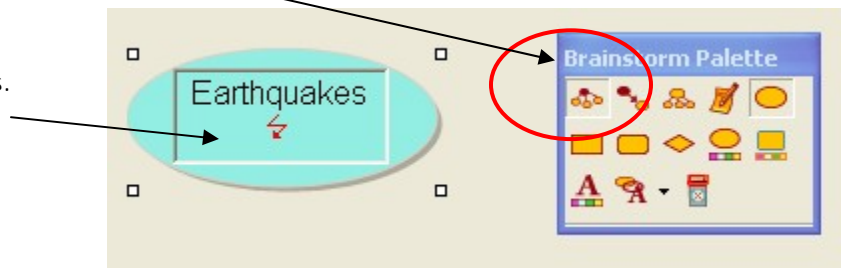
- To print NOTES, use **File Extract** feature to extract Notes, including Bubble Notes and use the Print Options dialog box.

## Writing Support - Brainstorm and Word Prediction



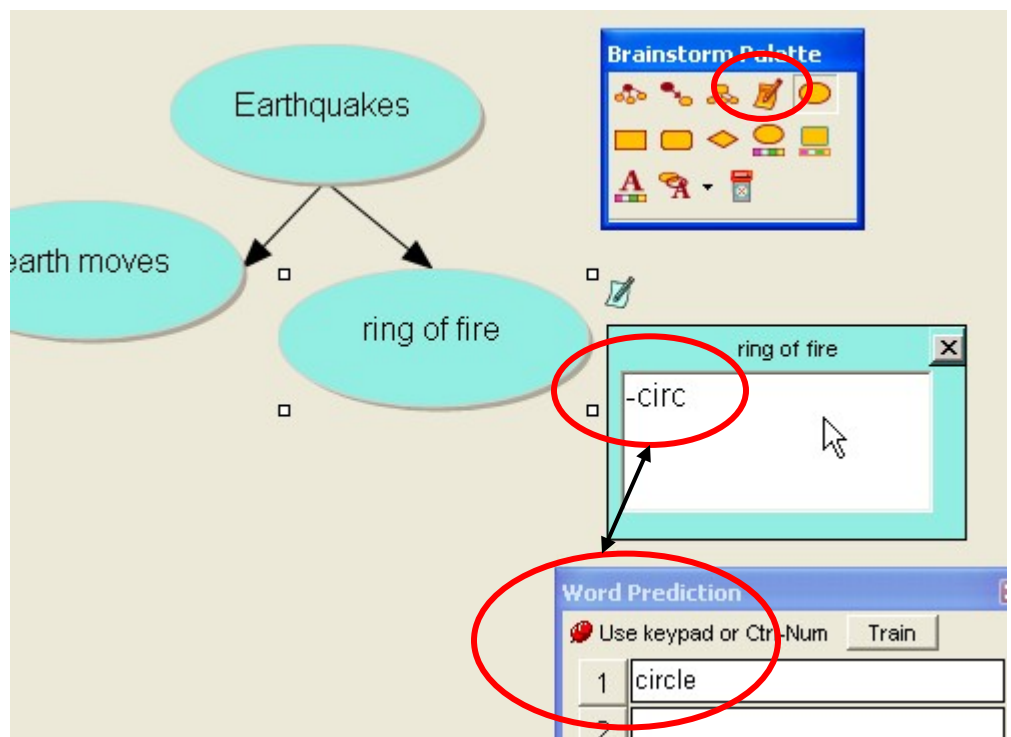
- Select the **Brainstorm** button. This opens up a bubble (ready to record) and the **Brainstorm Palette**.
- Record a topic and click **Quick Takes** (\*similar to Rapid Fire in Inspiration)

A 'lightning bolt' appears.



To brainstorm, record a phrase or single word and press **ENTER** after each one.

Use the **post-it note** function in the Palette to add more information.

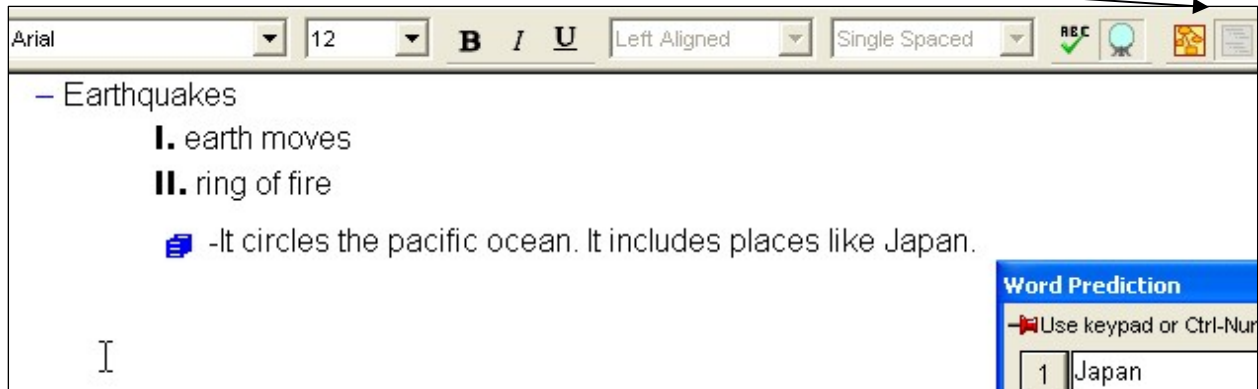


**\*Note:** Launch the Word Prediction and this will give you extra supports with the dictionary.

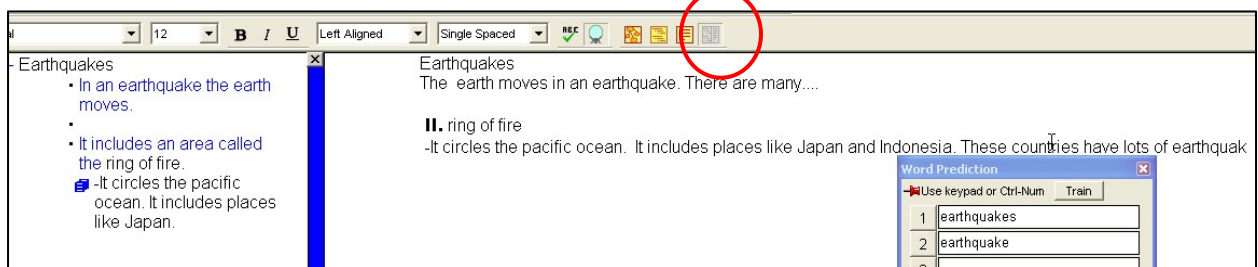
## Writing Support - Outlines, Drafts, Split Screen

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Brainstorms can be sent to an **outline view** for further writing.



Using the **split screen** will provide you with 2 views (outline and a drafting area).



You can continue to write using the **Word Prediction** as a support.

Work can be saved as a Word document.