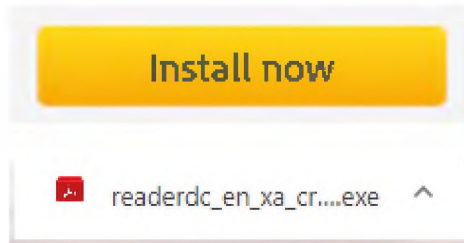
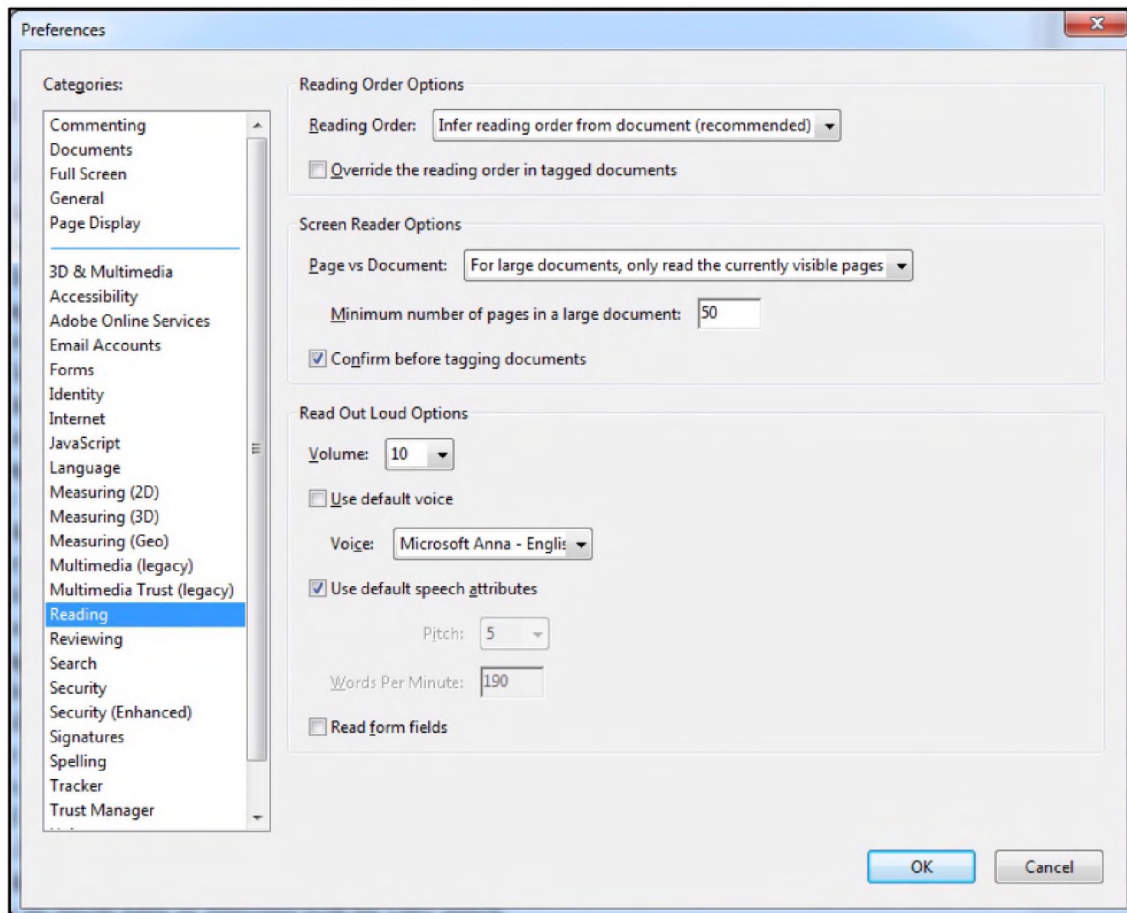


# Adobe Read-Out-Loud Guide

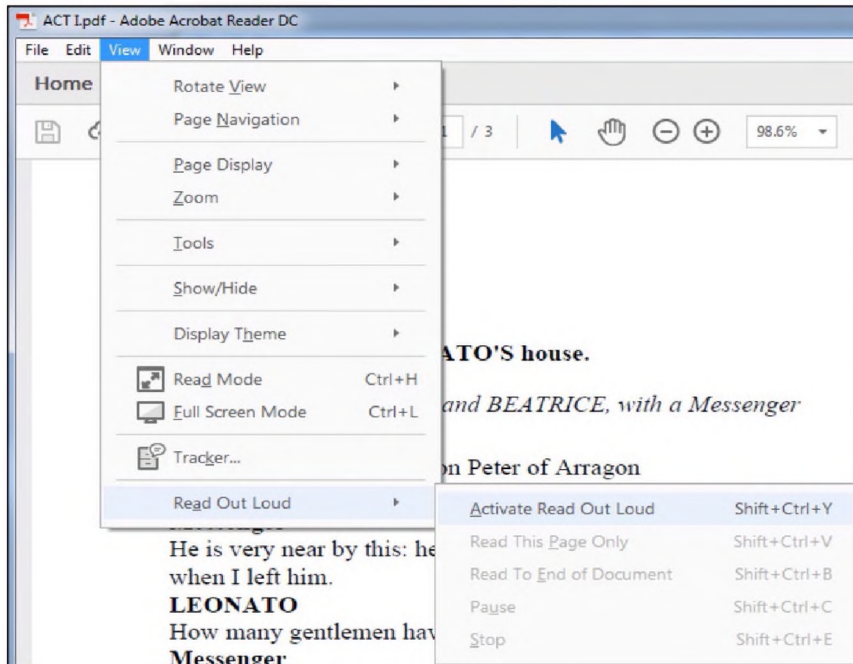
Step 1: Download Adobe Reader by clicking this link: <https://get.adobe.com/reader/>. Click Install Now. Then double-click the .exe file that pops up in your downloads bar. Follow the given instructions to install it and click "finish." Then double-click your alternate format textbook pdf file to open it.



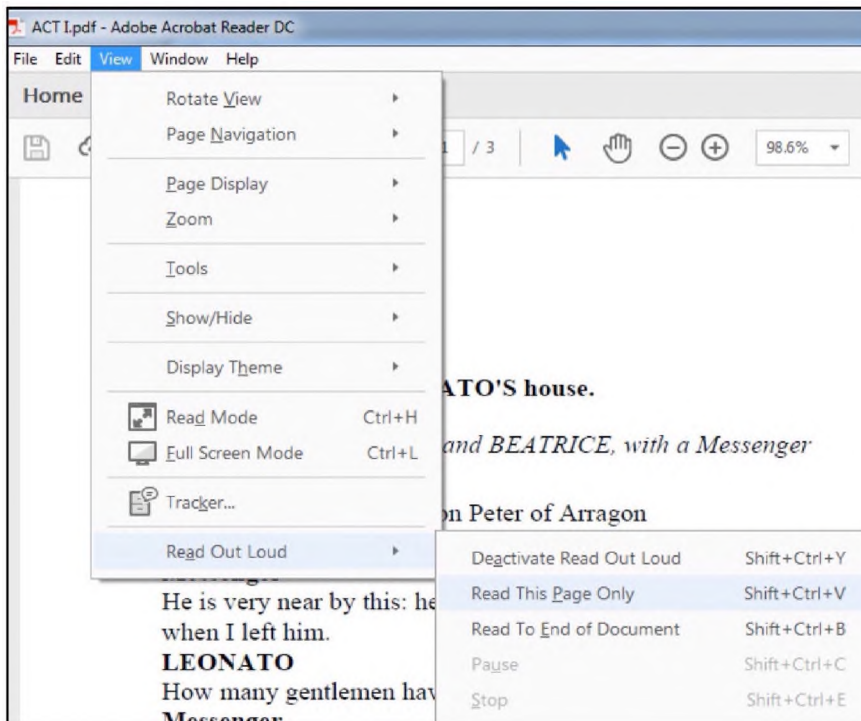
Step 2: Clicking the "Edit" menu and then click "Preferences". Change the Page vs. Document options to "read entire document." Here, you can also adjust the volume, the pitch, the voice, and the words per minute.



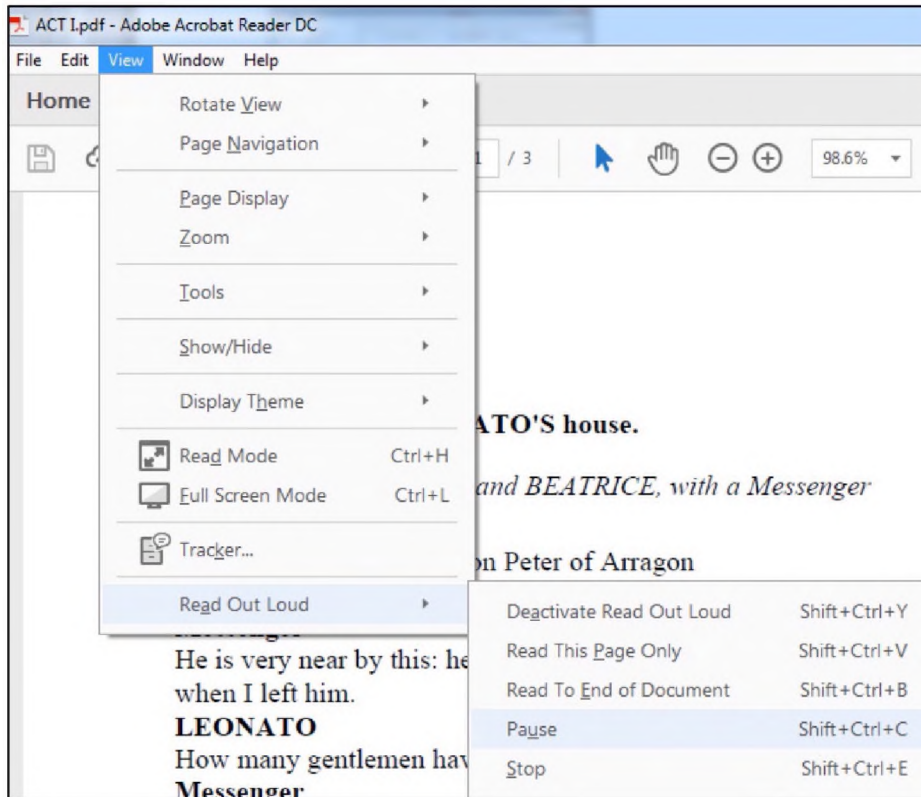
Step 3: Click "View" then "Read-Out-Loud", then "Activate Read-Out-Loud".



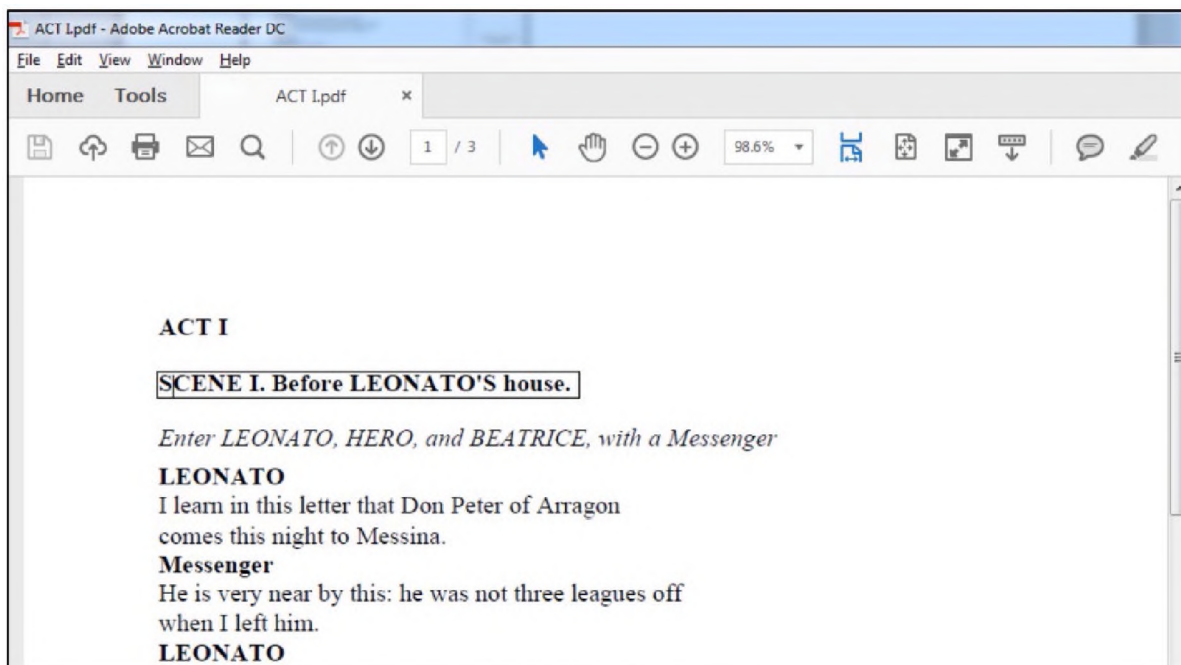
Step 4: Go back to Read-Out-Loud and click either "Read This Page Only" or "Read to End of Document" to start Read-Out-Loud. If nothing happens, go back to preferences and choose a different voice, then repeat this step.



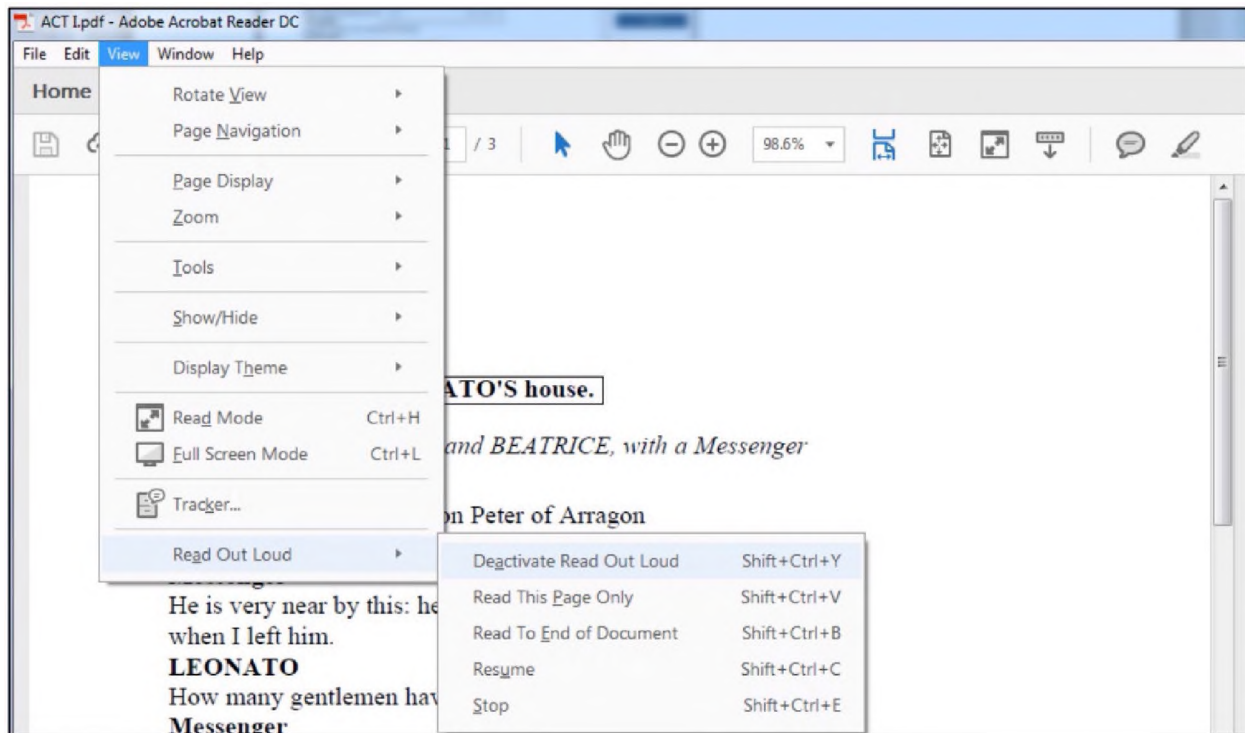
Step 5: Go back to Read-Out-Loud and click "Pause" or "Stop" to stop Read-Out-Loud.



Click on sections of text to have Read-Out-Loud read just that section. Adobe Reader will put a box around to indicate the section it is currently reading.



Step 6: Click "Deactivate Read Out Loud" to quit reading the pdf.



If you have any questions, or if you'd like to request this information in an alternate format, please contact the Center for Accessible Resources at (541) 463-5150 or [accessibleresources@lanecc.edu](mailto:accessibleresources@lanecc.edu).

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