

## Using the Office 2019 Word Immersive Reader

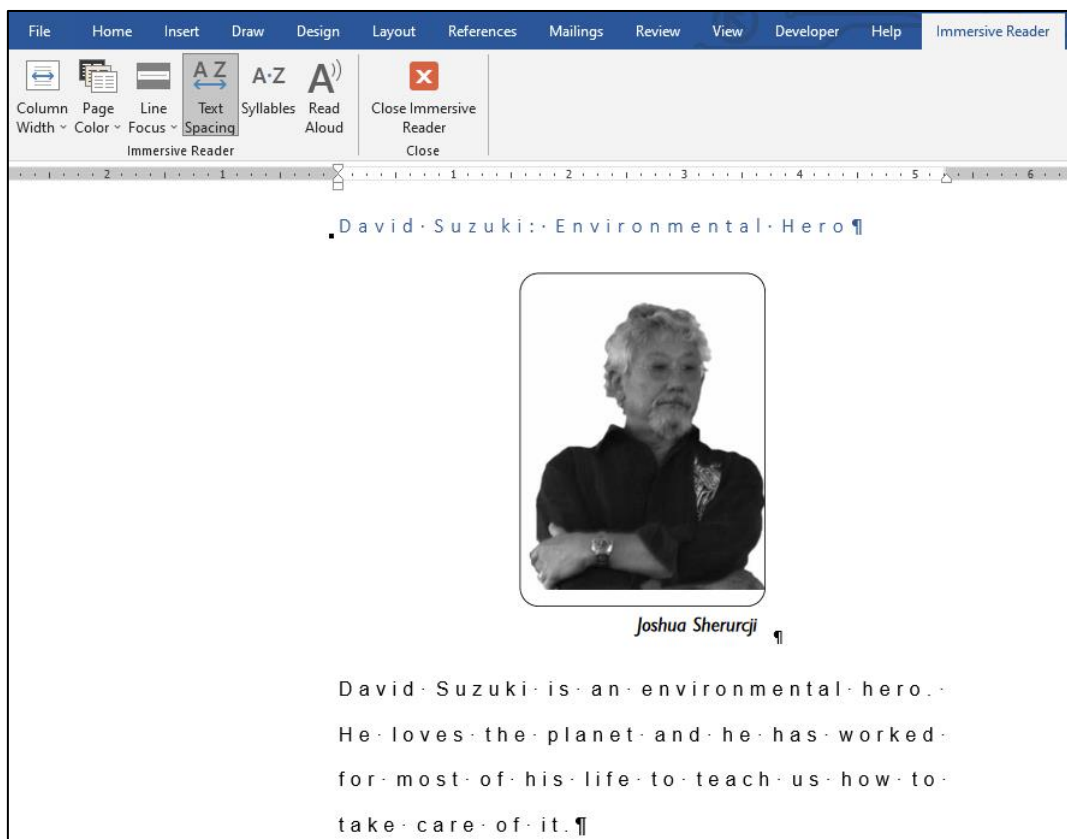
Instructors can use and share this document to take advantage of Microsoft's 2019 **Immersive Reader** to customize reading tasks, take advantage of assistive features, teach grammar, syllables, listening and more. The **Immersive Reader** technology is integrated with more than 30 third-party apps. Unfortunately, it has not yet been integrated into Moodle.

### Steps

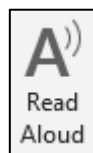
1. Open a **Word** document.
2. Click on the **View** tab in the menu bar.
3. Click on the **Immersive Reader** icon.



**Note:** The **Immersive Reader** screen appears. A new **Immersive Reader** tab appears and the text appears with smaller margins and more paragraph spacing, reducing distractions and making the text the focus.



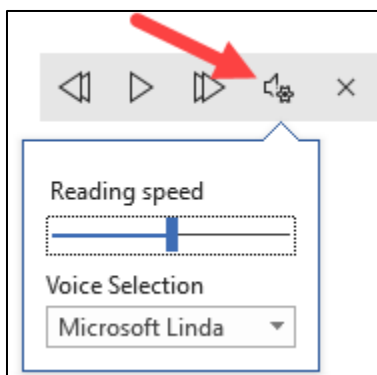
- Click on the **Read Aloud** button.



**Note:** The **Immersive Reader** control bar appears on the top right corner of the page.



- On the **Immersive Reader** control bar, click on the **Settings** icon.
- Alter the **Voice** and the **Reading speed** if required.



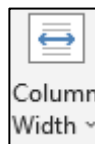
- Click on the **Play** button.

**Note:** The text is read aloud and you see the words highlighted.

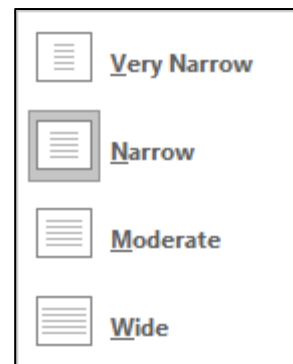
- If you want to stop or pause the reading, click on the **Pause** button.





- Click on the **Column Width** button.



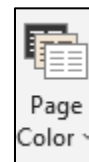
- Choose from one of the four **margin options** in the drop-down menu.



## Example:



<div style="border: 1px solid red; padding: 5px; display: inline-block;">moderate</div>	 <p><i>Joshua Sherurcji</i></p> <p>David Suzuki is an environmental hero. He loves the planet and he has worked for most of his life to teach us how to take care of it.</p> <p>David Suzuki was born in Vancouver, British Columbia in 1936. He has a twin sister and two other siblings. When David was growing up, he and his father Kaoru Carr Suzuki often went on fishing and camping trip together. David says his father is his hero because he taught David to think about nature and the environment.</p> <p>David Suzuki is a scientist. He studied in Canada and the United States and has a PhD in zoology. He became very</p>	<div style="border: 1px solid red; padding: 5px; display: inline-block;">very narrow</div>	 <p><i>Joshua Sherurcji</i></p> <p>David Suzuki is an environmental hero. He loves the planet and he has worked for most of his life to teach us how to take care of it.</p> <p>David Suzuki was born in Vancouver, British Columbia in 1936. He has a twin sister and two other siblings. When David was growing up, he and his father Kaoru Carr Suzuki often went on fishing and camping trip together. David says his father is his hero because he taught</p>
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11. Click on the **Page Color** button.



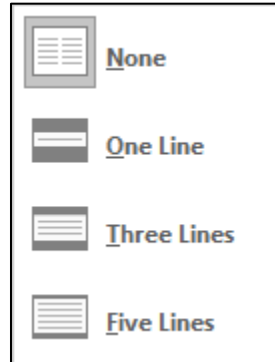
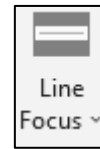
12. Choose from the options, **None, Sepia, Inverse or other colors** to change the colour contrast between text and background.

## Example:

<div style="border: 1px solid red; padding: 5px; display: inline-block;">none</div>	 <p><i>Joshua Sherurcji</i></p> <p>David Suzuki is an environmental hero. He loves the planet and he has worked for most of his life to teach us how to take care of it.</p> <p>David Suzuki was born in Vancouver, British Columbia in 1936. He has a twin sister and two other siblings. When David was growing up, he and his father Kaoru Carr Suzuki often went on fishing and camping trip together. David says his father is his hero because he taught David to think about nature and the</p>	<div style="border: 1px solid red; padding: 5px; display: inline-block;">Sepia</div>	 <p><i>Joshua Sherurcji</i></p> <p>David Suzuki is an environmental hero. He loves the planet and he has worked for most of his life to teach us how to take care of it.</p> <p>David Suzuki was born in Vancouver, British Columbia in 1936. He has a twin sister and two other siblings. When David was growing up, he and his father Kaoru Carr Suzuki often went on fishing and camping trip together. David says his father is his hero because he taught David to think about nature and the</p>
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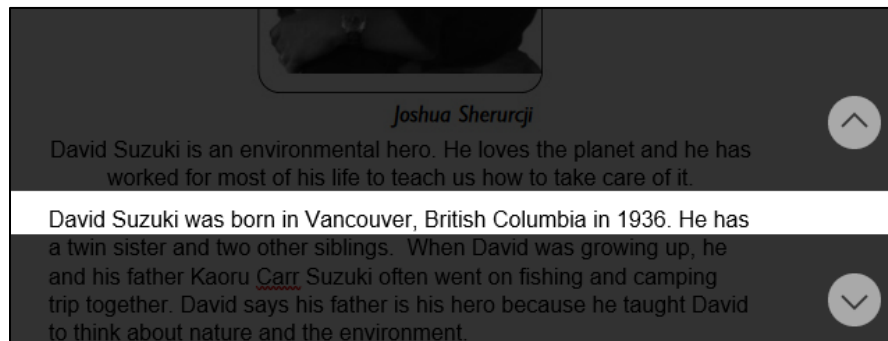
13. Click on the **Line Focus** button.

14. Choose either **None**, **One**, **Three** or **Five Lines** options.



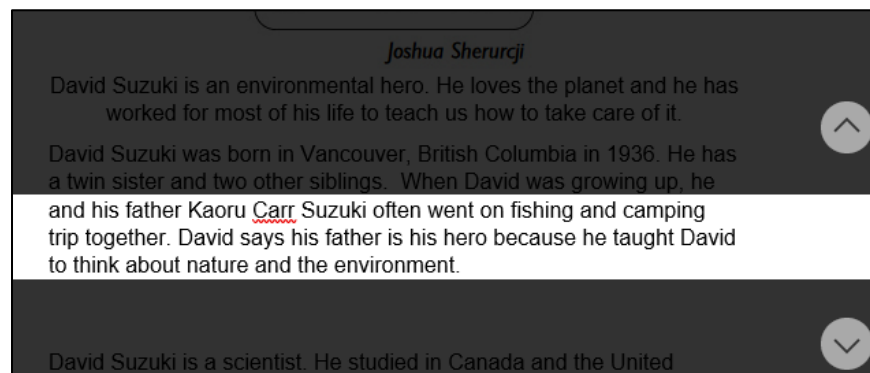
**Examples:**

One Line

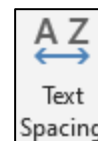


Three



Lines



15. Click on the **Text Spacing** button to toggle between increasing or decreasing space between characters, words and lines.

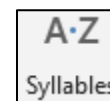


**Example:**

<p>Text Spacing OFF</p>		<p>Text Spacing ON</p>	
<p><i>Joshua Sherurciji</i></p> <p>David Suzuki is an environmental hero. He loves the planet and he has worked for most of his life to teach us how to take care of it.</p> <p>David Suzuki was born in Vancouver, British Columbia in 1936. He has a twin sister and two other siblings. When David was growing up, he and his father Kaoru Carr Suzuki often went on fishing and camping trip together. David</p>		<p><i>Joshua Sherurciji</i></p> <p>David Suzuki is an environmental hero. He loves the planet and he has worked for most of his life to teach us how to take care of it.</p>	

16. Click on the **Syllables** button.

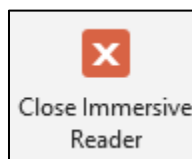
**Note:** Breaks between syllables are shown with spaces, and a dot appears.



**Example:**

<p>Da·vid Su·zu·ki is an en·vi·ron·men·tal he·ro. He loves the plan·et and he has worked for most of his life to teach us how to take care of it.</p> <p>Da·vid Su·zu·ki was born in Van·cou·ver, Brit·ish Co·lum·bia in 1936. He has a twin sis·ter and two oth·er sib·lings. When Da·vid was</p>
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17. To close the **Immersive Reader**, click on the **Close Immersive Reader** button.



## Resources

Immersive Reader TESL Ontario, <https://tinyurl.com/rpytchv7>

Microsoft Immersive Reader support, <https://tinyurl.com/2tz4cyct>