

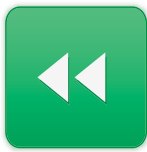


*Web Accessibility Toolbar
User Guide*



Toolbar Button Guide

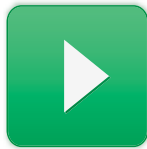
Click the Recite button on the website to bring up the Recite Toolbar



Rewind to the previous paragraph of text



Change the text dimensions



Click the Play button to read the text aloud



Enable Dictionary



Skip forward to the next paragraph of text



Remove images and view in plain text mode



Decrease the text size



Highlight the text then click to download text as an MP3



Change the Font



Translate text into a different language



Increase the text size



Magnify what is on the screen



Change the background, text and link colours



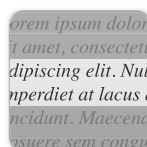
Adjust your Recite settings



Enable the Reading Ruler



Reset settings to default



Enable Screen Mask



Recite Me User Guide



Text to Speech

The following will guide you on how to use the Recite toolbar to read text aloud.

- 1) Once the toolbar has been enabled, click on the play button or hover over some text on the page.
- 2) Click off the text or click to Stop button to Stop recite from reading aloud.
- 3) Click the forward and back buttons to jump to the next or go to the previous paragraph.

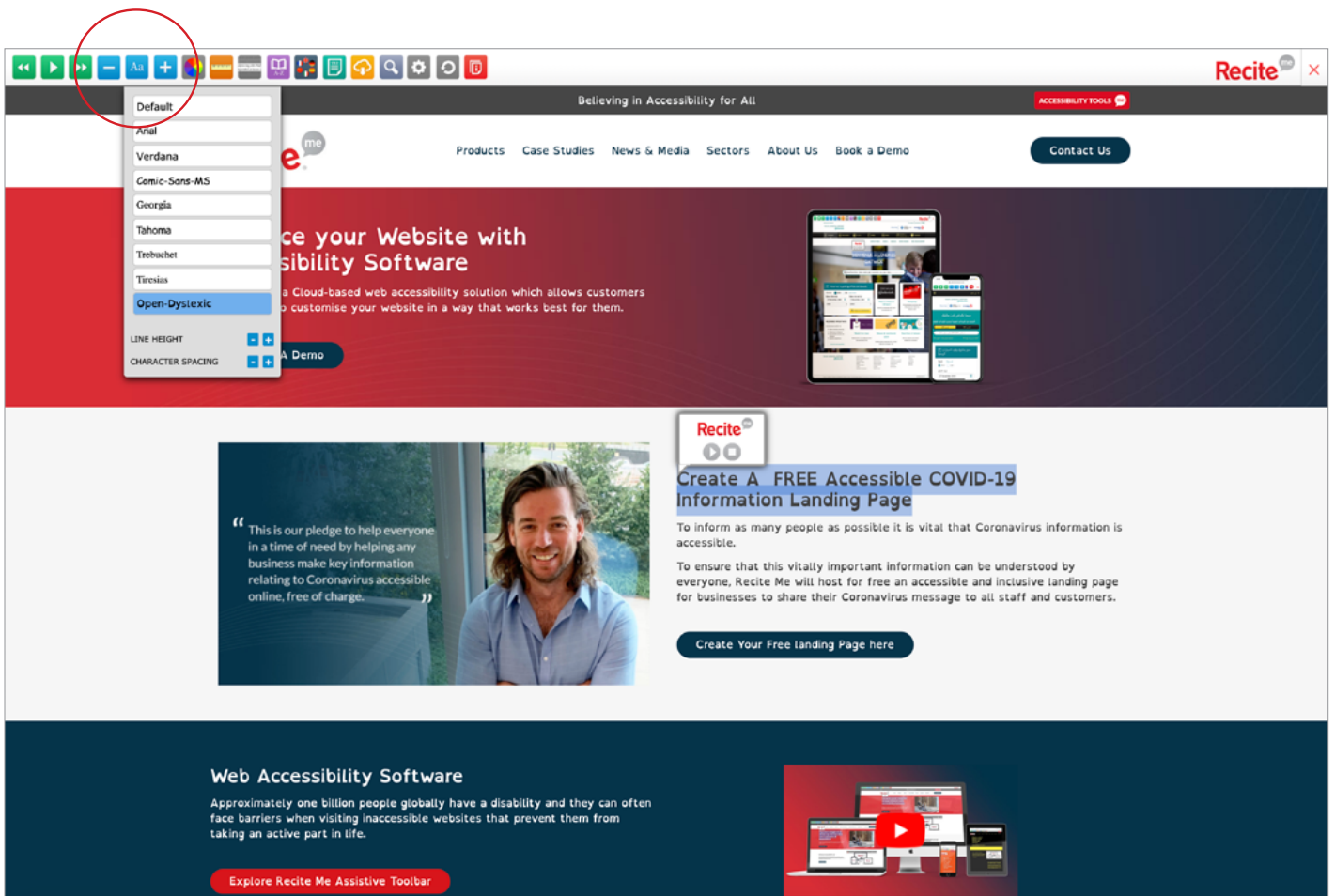
The screenshot shows a web browser with the Recite toolbar visible in the address bar. The toolbar contains several icons: a play button, a stop button, a back button, a forward button, a font size icon, a search icon, a refresh icon, and a close icon. The website content includes a header with the Recite logo and navigation links, a main section titled "Enhance your Website with Accessibility Software", and a section titled "Create A FREE Accessible COVID-19 Information Landing Page".



Change the Font and Text Size

The following will guide you on how to use the Recite toolbar to change the text.

- 1) Once the toolbar has been enabled, click on the Font icon and select the font you would like to change the text to.
- 2) To increase the size of the text click on the plus (+) icon
- 3) To decrease the size of the text click on the minus (-) icon
- 4) Click on the 'Reset' button to restore the default font and text size.





Change the Background, Text and Link Colours

The following will guide you on how to use the Recite toolbar to change the colours.

- 1) Once the toolbar has been enabled, click on the colour wheel icon.
- 2) Select a colour combination to see the background and text colour change.
- 3) Click on default to reset the colours.

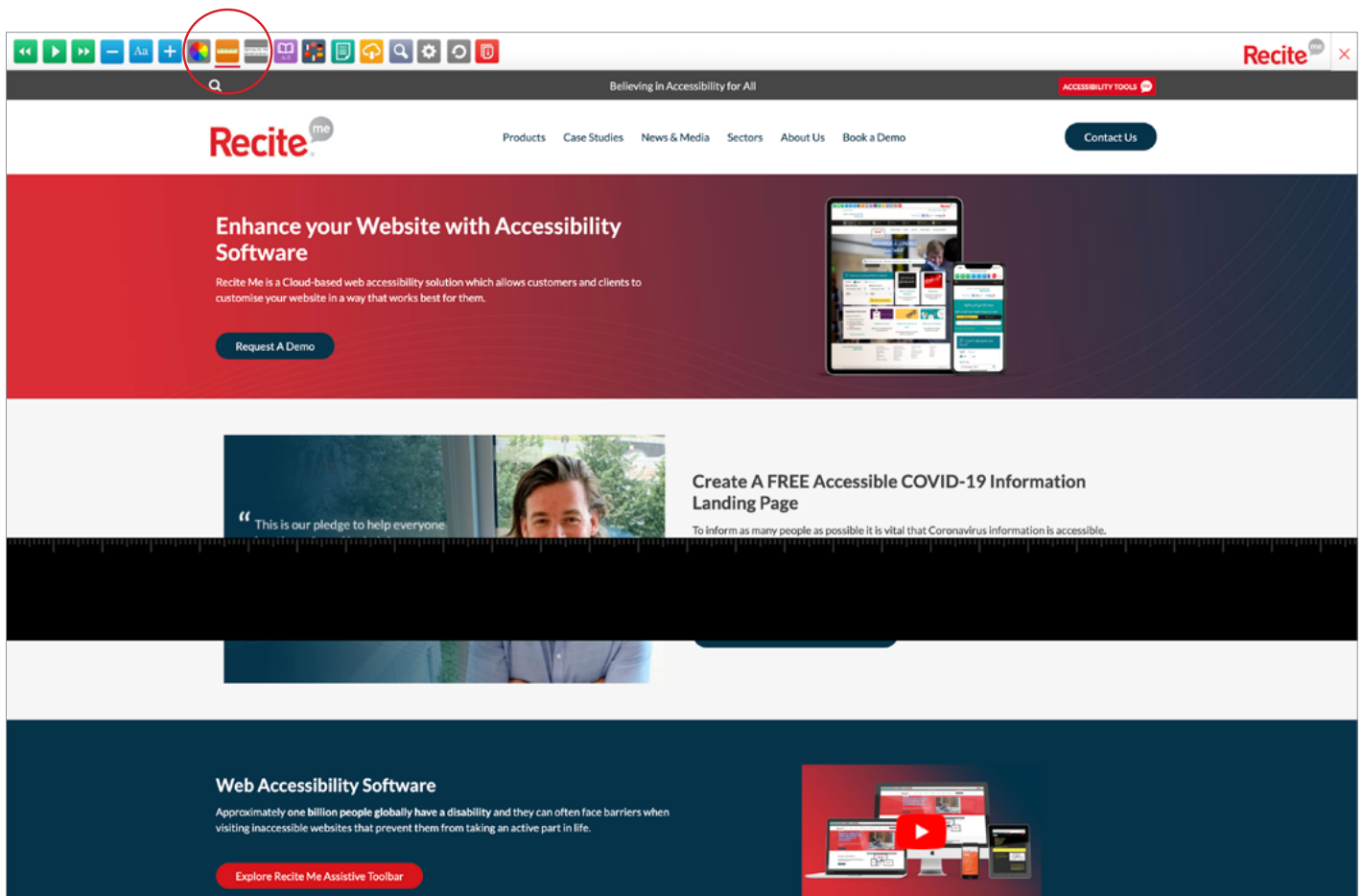
The screenshot shows a browser window with the Recite toolbar at the top. The toolbar includes a color wheel icon circled in red. A dropdown menu is open, displaying a grid of color combinations for text and background. The website content includes a navigation menu, a 'Request A Demo' button, a quote from a man, and a 'Create A FREE Accessible COVID-19 Information Landing Page' button.



Using the Reading Ruler

The following will guide you on how to use the Reading Ruler.

- 1) Once the toolbar has been enabled, click on the Ruler icon to show the ruler
- 2) Use you mouse to move the ruler up and down.
- 3) Click on the ruler icon to disable the ruler.

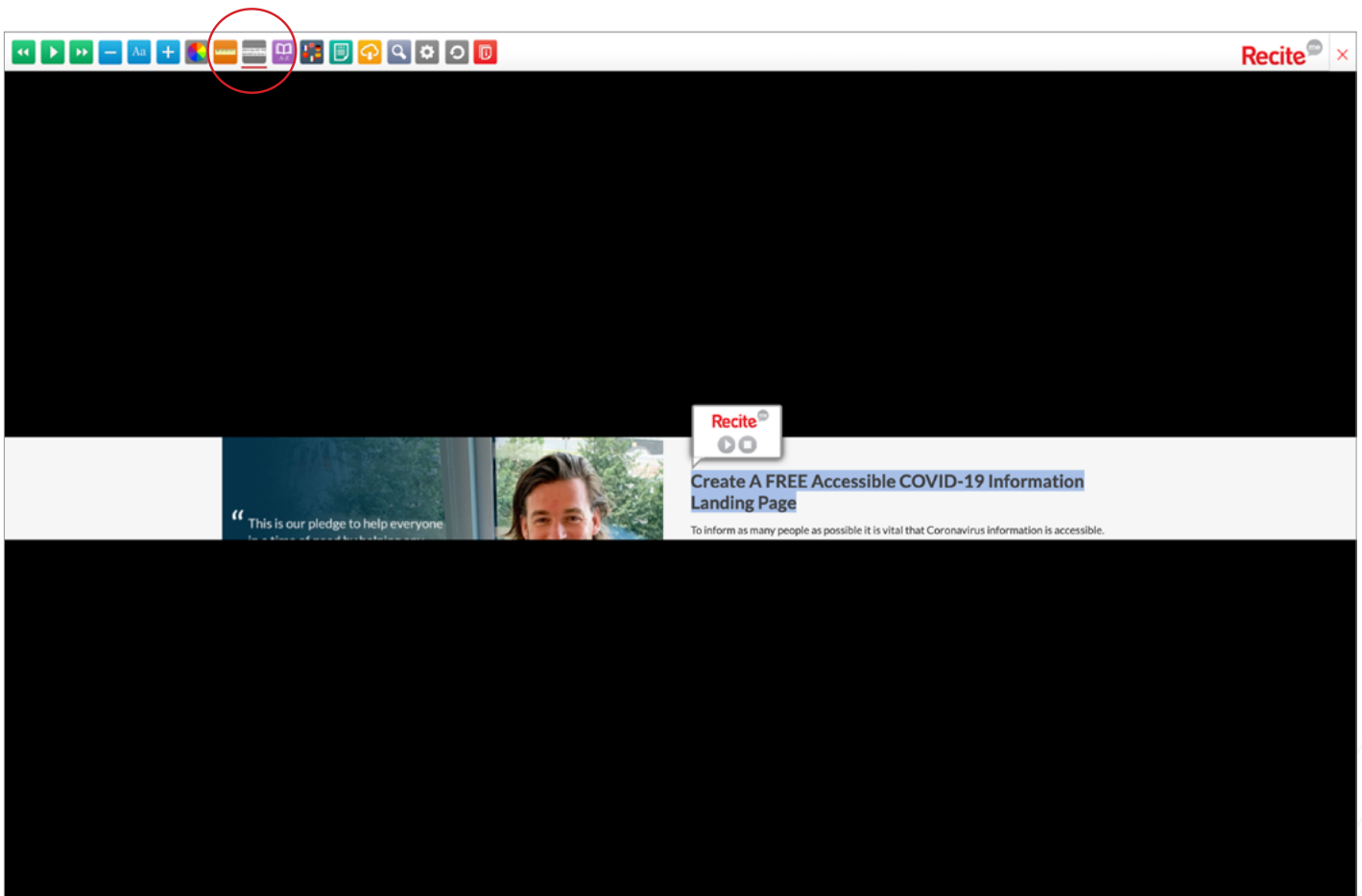


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Enable Screenmask

The following will show you how to enable Screenmask.

- 1) Once the toolbar has been enabled, click on the Screenmask button to reveal
- 2) Move the mask up and down using the mouse
- 3) Click the Screenmask button to turn off.





Using the Dictionary

The following will guide you on how to use the Dictionary with Recite.

- 1) Once the toolbar has been enabled, click on the Dictionary button
- 2) Highlight a word on the page
- 3) The definition will appear in the Dictionary pop up.

The screenshot shows the Recite website interface. At the top, there is a navigation bar with the Recite logo, a search bar, and a menu with links for Products, Case Studies, News & Media, Sectors, About Us, and Book a Demo. A 'Contact Us' button is also visible. The main content area features a large red banner with the heading 'Enhance your Website with Accessibility Software' and a sub-heading 'Recite Me is a Cloud-based web accessibility solution which allows customers and clients to customise your website in a way that works best for them.' Below this is a 'Request A Demo' button. To the right of the banner is an image of a smartphone displaying the Recite interface. Below the banner is a section titled 'Create A FREE Accessible COVID-19 Information Landing Page' with a sub-heading 'To inform as many people as possible it is vital that Coronavirus information is accessible.' and a 'Create Your Free landing Page here' button. To the left of this section is a quote from a man: 'This is our pledge to help everyone in a time of need by helping any business make key information relating to Coronavirus accessible online, free of charge.' Below this is a 'Web Accessibility Software' section with a sub-heading 'Approximately one billion people globally have a disability and they can often face barriers when visiting inaccessible websites that prevent them from taking an active part in life.' and an 'Explore Recite Me Assistive Toolbar' button. The bottom of the page features a decorative graphic of white curved lines on a dark red background.



Translate Text

The following will show you how to use Recite's Translation Tools

- 1) On the toolbar click on the translate button and you will see a dropdown.
- 2) Select a language from the dropdown list
- 3) This will translate the website into the selected language.
- 4) Click 'default' in the dropdown or the reset button on the toolbar to return to the default language.

The screenshot shows a web browser displaying the Recite website. The browser's toolbar is visible at the top, with the Recite translation tool icon circled in red. The website content is in French. The main navigation includes 'Des produits', 'Études de cas', 'Médias', 'Secteurs', 'À propos de nous', and 'Réservez une démo'. A 'Nous contacter' button is also present. The main content area features a red banner with the text 'Recite Me aidez votre site Web avec un logiciel d'accessibilité' and a 'Demander une démo' button. Below this, there is a section titled 'Créer une page d'accueil d'informations COVID-19 GRATUITEMENT accessible' with a 'Créer votre page de destination gratuite ici' button. The footer contains the text 'Logiciel d'accessibilité Web' and a button 'Explorer la barre d'outils d'assistance Recite Me'.



Enable Plain Text Mode

The following will guide you on how to enable Plain Text Mode.

- 1) Once the toolbar has been enabled, click on the plain text button to strip all the styling from the page.
- 2) While in plain text mode a 'Margins' button will appear (this will be explained on the next page)
- 3) Click on the Plain text mode button or the 'Reset' button to restore the default styling.

The screenshot shows a browser toolbar with various icons. A red circle highlights the Plain Text Mode button, which is a document icon with a 'T' and a horizontal line. Below the toolbar, the page content is displayed in a plain text format, with all styling removed. The text includes a search bar, a list of links, and several sections of text with bold headings.

Terme de recherche Search Term Chercher

Croire en l'accessibilité pour tous

- [Des produits](#)
- [Études de cas](#)
- [Médias](#)
- [Secours](#)
- [À propos de nous](#)
- [Réservez une démo](#)

[Nous contacter](#)

Améliorez votre site Web avec un logiciel d'accessibilité

Recite Me est une solution d'accessibilité Web basée sur le cloud qui permet aux clients et aux clients de personnaliser votre site Web de la manière qui leur convient le mieux.

[Demander une démo](#)

Créer une page d'accueil d'informations COVID-19 GRATUITEMENT accessible

Pour informer le plus de personnes possible, il est essentiel que les informations sur le coronavirus soient accessibles.

Pour s'assurer que ces informations d'une importance vitale puissent être comprises par tout le monde, Recite Me hébergera gratuitement une page de destination accessible et inclusive pour les entreprises afin de partager leur message Coronavirus avec tout le personnel et les clients.

[Créer votre page de destination gratuite ici](#)

Logiciel d'accessibilité Web

Approximativement un milliard de personnes dans le monde ont un handicap et ils peuvent souvent faire face à des obstacles lorsqu'ils visitent des sites Web inaccessibles qui les empêchent de participer activement à la vie.

[Explorer la barre d'outils d'assistance Recite Me](#)

Les entreprises font un changement positif

[Lire plus d'études de cas](#)

Donnez à chacun la possibilité d'utiliser votre site Web de la manière prévue

Recite Me soutient chaque visiteur en fournissant des options afin qu'il puisse utiliser votre site Web de la manière qui lui convient le mieux.

Dans le monde entier, votre site peut être inaccessible à:

- Les gens sont handicapés**
- Les gens souffrent de dyslexie**
- Avoir des troubles d'apprentissage**
- Parlez anglais comme langue seconde**
- Les adultes handicapés n'ont jamais utilisé le Web en 2019**
- Les gens ne savent ni lire ni écrire**


Pourquoi me réciter?

Dans le monde d'aujourd'hui, tout ce que nous faisons est en ligne, de la réservation de vacances à la gestion de nos finances et au paiement des factures. Environ un milliard de personnes dans le monde ont un handicap et elles peuvent souvent faire face à des obstacles lorsqu'elles visitent des sites Web inaccessibles. La technologie d'assistance Recite Me fournit à vos clients les outils en ligne nécessaires pour comprendre et interagir avec vos produits et services.

La bonne chose à faire

Rendez votre site Web non seulement accessible mais utilisable par tous. Tout le monde devrait avoir la possibilité d'accéder au contenu en ligne. Soutenez les personnes neurodiverses, malvoyantes, qui parlent anglais comme deuxième langue ou âgées.

La chose intelligente à faire





Adjust the Text Margins while in Plain Text Mode

The following will guide you on how to adjust the Margins while in Plain Text Mode.

- 1) The Margins button will appear once Plain text mode is enabled.
- 2) Click off the Margins button and select from the dropdown to change to margins around the text.
- 3) Click on 'Default' or the 'Reset' button to restore the default margins.

Terme de recherche Search Term Chercher

Croire en l'accessibilité pour tous

- Des produits
- Études de cas
- Médias

Recite Me

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[Créer votre page de destination gratuite ici](#)

Logiciel d'accessibilité Web

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[Explorer la barre d'assistance Recite Me](#)

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Download text as MP3

The following will show you how to convert text from a page into an MP3.

- 1) Highlight the text that you would like to save as an MP3
- 2) Click on the MP3 button
- 3) The selected text will now download as an MP3.

The screenshot shows a web browser window with the ReciteMe toolbar at the top. The toolbar includes various navigation and accessibility icons, with the MP3 button (a speaker icon) circled in red. The webpage content is titled "Valuing difference to change lives every day" and features a portrait of Mark Abrams, Chief Executive of Auriga Services. The text on the page is highlighted in blue, indicating it has been selected for conversion. In the bottom left corner of the browser window, a file named "Recite-Audio (1).ogg" is shown, also circled in red, indicating it has been downloaded.



Magnify the page

The following will guide you on how to use the Recite Magnifier.

- 1) Once the toolbar has been enabled, click on the magnifier button.
- 2) Click on the magnifier and use the mouse to move the magnifier around the page.
- 3) Click on the magnifier button to disable the magnifier.

The screenshot shows a web browser window with a toolbar at the top. A red circle highlights the magnifying glass icon in the toolbar. A magnifying glass is positioned over the 'Web Accessibility' section of the page, which is magnified in a circular inset. The magnified text reads: 'Web Accessibility', 'Approximately one billion people visiting inaccessible websites th...', and 'ity and they often face barriers when ing an active part in life.' Below this, there is a video player with a red play button. The main page content includes a section titled 'Companies Making a Positive Change' with logos for 'WATFORD', 'Disability Rights Arkansas', 'DISABILITY RIGHTS TN', and 'visit Belfast'. A button labeled 'Read More Case Studies' is also visible. At the bottom, a dark blue section contains the text: 'Allow everyone the opportunity to use your website in the way that it is intended', 'Recite Me supports each visitor by providing options so that they can use your website in a way that works best for them.', and 'Worldwide your site may be inaccessible to:'. Below this are three statistics: '1 in 5 People Are Disabled', '15% People Have Dyslexia', and '10% Have Learning Disabilities'. At the very bottom, there are more statistics: '4.2 m', '1 in 5', and '774m'.



Adjust your Recite Settings

The following will show you how to adjust your Recite Settings.

- 1) Once the toolbar has been enabled, click on the settings button to reveal the settings dropdown
- 2) Adjust the settings using the buttons on the dropdown
- 3) Click the Settings button to hide the dropdown.

The screenshot displays the Recite Me website interface. At the top right, the Recite Me logo is visible. Below the navigation menu, there is a section titled "Enhance your Website Software" with a "Request A Demo" button. A secondary section promotes "Create A FREE Accessible COVID-19 Information Landing Page" with a "Create Your Free landing Page here" button. At the bottom, there is a "Web Accessibility Software" section with an "Explore Recite Me Assistive Toolbar" button. The accessibility toolbar is located in the top right corner of the browser window, and its settings dropdown menu is open, showing options for Autoplay, Tooltip on hover, Continuous play, English Voice (set to M), Reading Speed (set to 1), User Guide, and Logged in as Guest.



Reset Settings

The following will show you how to Reset to default settings.

- 1) Once you have changed various settings, you can click the Reset button and this will restore every setting to default.

The screenshot shows a web browser window displaying the Recite Me website. The browser's address bar shows the URL 'Believing in Accessibility for All'. The Recite Me logo is visible in the top right corner of the browser window. The website header includes the Recite Me logo, navigation links for 'Products', 'Case Studies', 'News & Media', 'Sectors', 'About Us', and 'Book a Demo', and a 'Contact Us' button. The main content area features three sections: 1) 'Enhance your Website with Accessibility Software' with a 'Request A Demo' button. 2) 'Create A FREE Accessible COVID-19 Information Landing Page' with a 'Create Your Free landing Page here' button. 3) 'Web Accessibility Software' with an 'Explore Recite Me Assistive Toolbar' button. A red circle highlights the settings icon in the browser's toolbar.



View User Guide

The following will show you how to view the User Guide.

- 1) Once the toolbar has been enabled, click on the User Guide button to view it.

The screenshot shows a web browser window with the Recite Me Accessibility Toolbar enabled. The toolbar is located at the top of the page and includes various icons for navigation and accessibility. The User Guide button is highlighted with a red circle. The User Guide page is displayed below the toolbar, featuring a red header with the text "User Guide" and "Your guide to all the features of the Recite Me Accessibility Toolbar". The page content includes a section titled "Recite Me Toolbar" and a "Play Audio" section with three green buttons for navigation. The footer of the page includes "Text Options" and a small icon in the bottom right corner.

Keyboard Shortcuts

Use the following keyboard commands to toggle between toolbar functions

ctrl+right - play next element

ctrl+left - Play previous element

ctrl+alt+p - play the current element

ctrl+alt+f - show font menu

ctrl+alt+c - show theme menu

ctrl+r - Enable/Disable ruler

ctrl+d - Enable/Disable dictionary

ctrl+l - Show translation languages

ctrl+x - Enable/Disable text-only mode

ctrl+m - Show page margin settings

ctrl+shift+o - Show/Disable settings menu

ctrl+s - Save settings



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Believing in Accessibility for All