Snap&Read™ QUICK CARD

Snap&Read Tools

How it Works

Snap&Read Tools Overview
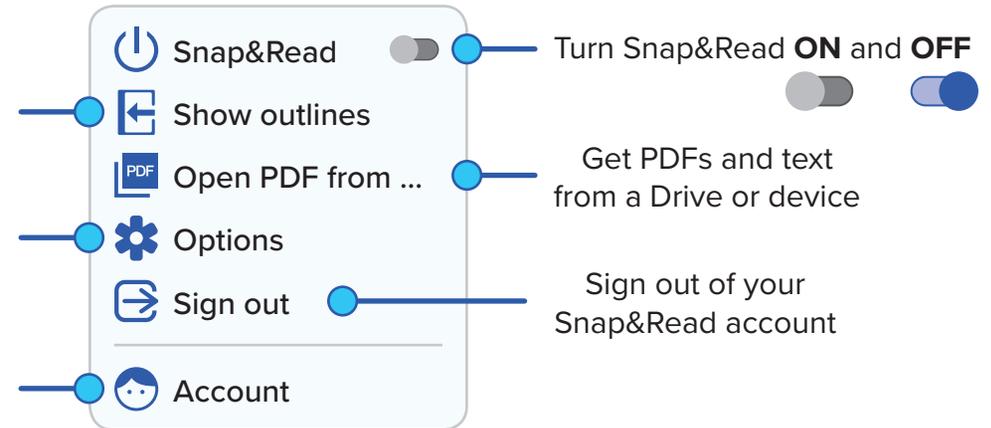
Sign in and out of Snap&Read, change your settings, and get your outines and PDFs

Show outlines and other study tools

Change your settings in Snap&Read

See who is logged into Snap&Read

- Snap&Read
- Show outlines
- Open PDF from ...
- Options
- Sign out
- Account

Turn Snap&Read **ON** and **OFF**

Get PDFs and text from a Drive or device

Sign out of your Snap&Read account

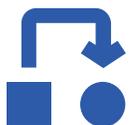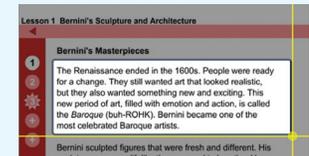### Text Reader 1

Reads PDFs and most text on websites

1. Click
2. Click the word where you want to start reading.
3. Click anywhere on the screen to stop reading.
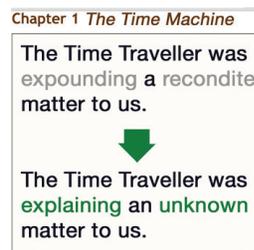
Text Reader 2

Reads text that Text Reader 1 will not read

1. Click
2. Draw a box around the text you want to read.
3. If you want to stop reading, click anywhere in the box.

Text Leveler

Changes hard words to words that are easier to understand.

Chapter 1 *The Time Machine*

The Time Traveller was expounding a recondite matter to us.

The Time Traveller was explaining an unknown matter to us.

1. Highlight text you want to level.
2. Click
3. Easier words are shown in *italics*.
4. Click on words in *italics* to see the original word(s).
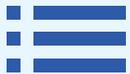5. Click   to turn text leveler **OFF**.

DON·JOHNSTON
Human Learning Tools

Snap&Read Tools

How it Works

Show Study Tools & Bibliographer

Hide Study Tools & Bibliographer

To add text to the outline and sources to the Bibliographer:

1. Click [icon] to open the **Note** tab.

2. Click **NEW** and type the name of the **Note**.

3. Highlight text you want to place in the outline.

4. Click [icon]

5. The text goes into outline with its citation **and** the source is entered in the **Bibliographer**.

Outline Templates

To add an outline template from the Study Tools:

1. Click [icon] to open the **Note** tab.

2. Click [+ icon] to add an **Outline**.

   TIP: You can create an outline on your own or click [⋮ icon] to get templates.

3. Choose an outline that matches your reading or writing assignment.

Annotate

Quickly add, edit, or highlight text

1. Click [icon] to open the **Note** tab.

2. Click [+ icon] to add an **Outline**. You can create an outline on your own — **OR** —

3. Click [⋮ icon] to get to [PDF] **Open PDF from ...**

   Options are Google Drive, One Drive, or My Device — click your selection.

4. Click [pencil icon] to show the annotating tools.

5. Click [T icon] to add text

6. Click [square icon] to highlight text.

7. Click [line icon] to use the line tool.