*** ONLY FOR SEA CLAIMS WITH PURCHASE ORDERS THAT INCLUDE READ & WRITE GOLD ***

Read&Write 8.1 Home Version Download Instructions for Windows XP and Vista

Any issues regarding installation or operation of this software should be directed to TextHELP via one of the following methods:

Phone: toll-free (888) 248-4947   Email: support@texthelp.com   Internet: http://support.texthelp.com

Maintenance and Technical support is available weekdays (Monday to Friday) 8:00 am – 6:00 pm Eastern Standard time.

When communicating with TextHELP regarding technical issues, indicate that you have a TDSB Take Home License and quote license/serial number.


*** The following instructions are for 1 home install as per the purchase order agreement. ***

To locate, download, and install Read&Write, please refer to the following instructions.

1. Enter the following URL in the address field of your web browser:
   http://www.texthelp.com/toronto.asp

2. Once the TDSB page is displayed, **enter in your Username and Password**.

   a. Username: TDSB
   b. Password: is your purchase order number for the **Dell computer** included in the SEA claim . e.g. 4500XXXXX (*The P.O. number should be located in your child's OSR). Please contact your child's school if this information has not been provided.*
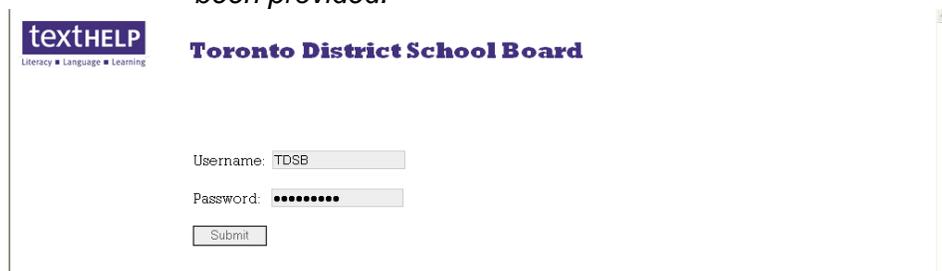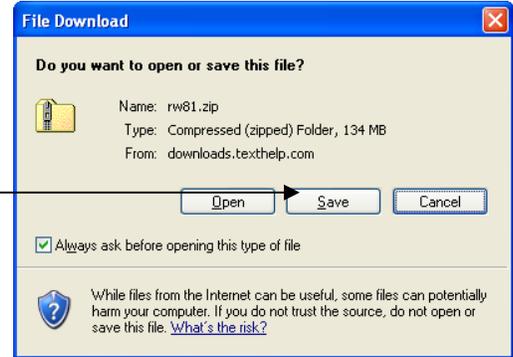

3. Click **submit**
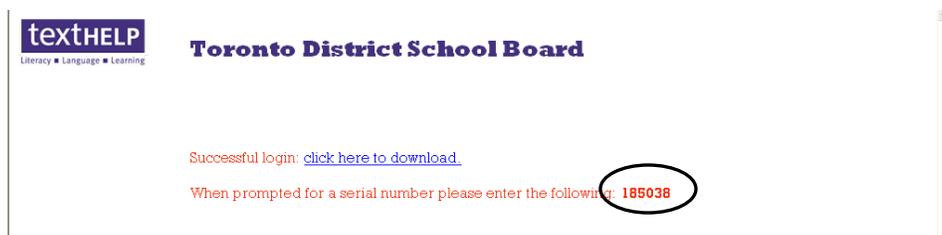

4. Once logged in, you will be provided with a serial number to install the software. **Record this number for later use**.

5. To start the download, **click** on the "click here to download" link

6. **Click** the **"Save"** button to save the software installer onto your computer

7. Choose where you would like to save the file. (E.g. Desktop) Remember … you will need to access the file once the download is complete
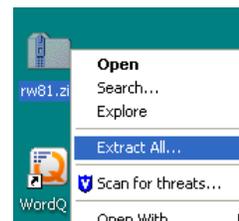
8. Click **Save**, leaving the file name as it's default
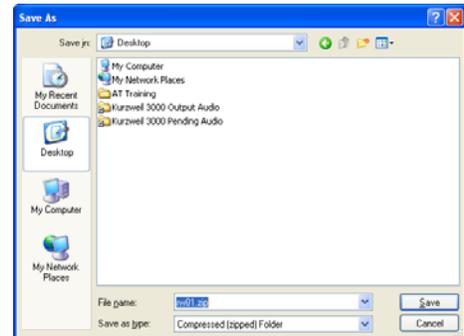
9. At this point, the downloading process will begin. Please note that this can take 15 minutes or longer depending on the speed of your Internet connection.
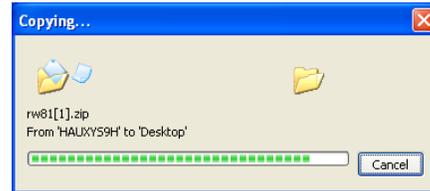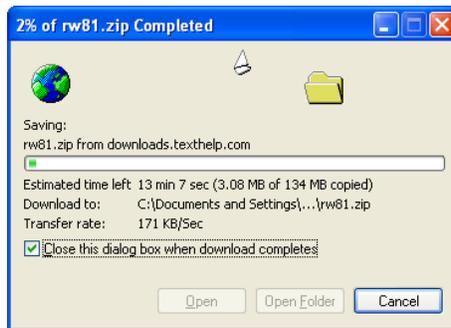
10. Once the download has completed.
    The following folder will appear on your computer (where you chose to save it).
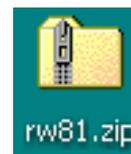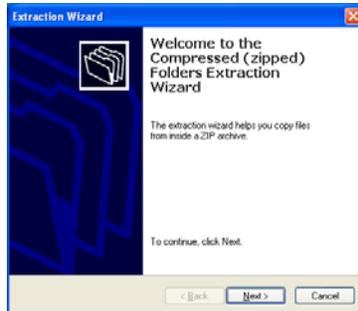
11. **Right click** on the folder

12. **Select Extract All** from the right click menu

Windows XP	**Vista**

13. The Welcome to the Compressed (zipped) Folders Extraction Wizard window will appear.

does not use an Extraction Wizard

14. **Select next**.

15. **Choose** the **location** to extract the files. (E.g. your Desktop)

Choose the location to extract the files (E.g. your Desktop)

16. Select **Next**

Select **extract**

17. Once the extraction is complete, **select** "Show extracted files" by clicking the check box
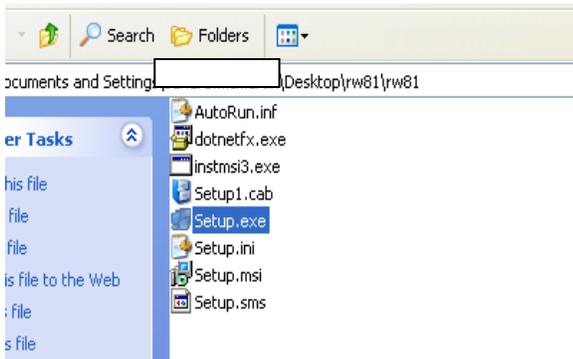
18. Click **Finish**
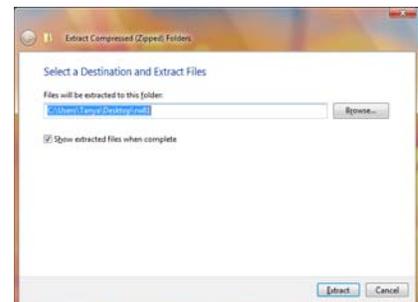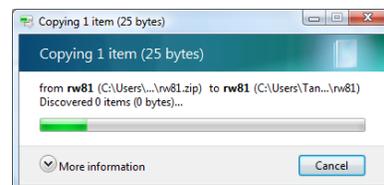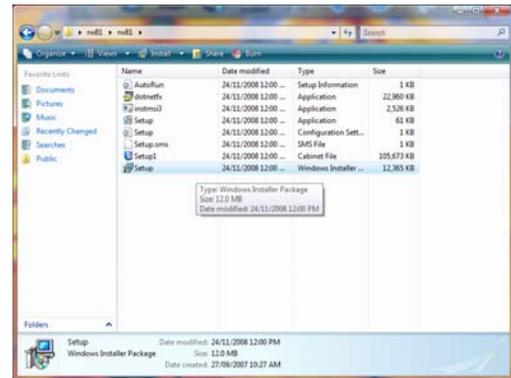
19. **Double click** the rw81 folder
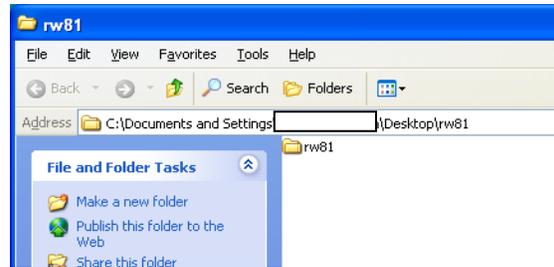
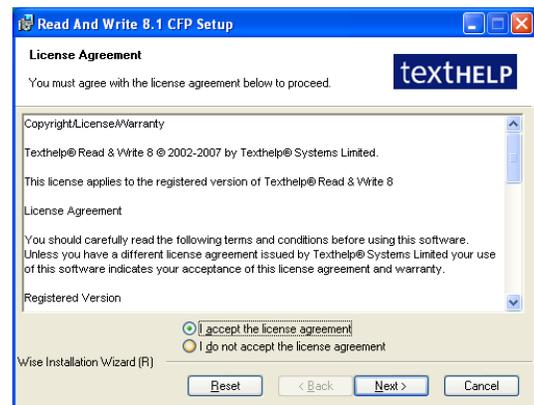
20. For XP **Double click Setup.exe**

For Vista **Double Click Setup** (Windows Installer Package

21. **Click** on **Run** to start the installation process

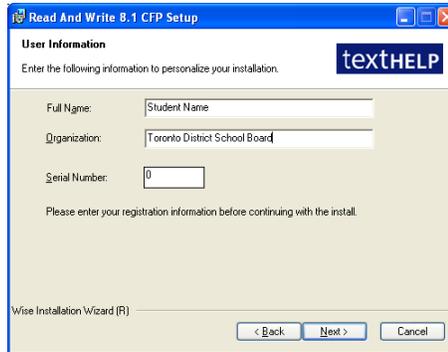22. The installation wizard window will appear

23. **Select "I accept the license agreement"** by clicking on the appropriate radio button.

24. **Click Next**

25. **Enter** in the following information

    a. Full Name: student's **Last Name**
    b. Organization: Toronto District School Board
    c. Serial Number: refer to the number recorded at the download screen

26. Select **Next**

27. **Leave** the **destination folder** as the default
C:\Program Files\ … as well as **Yes** to check for
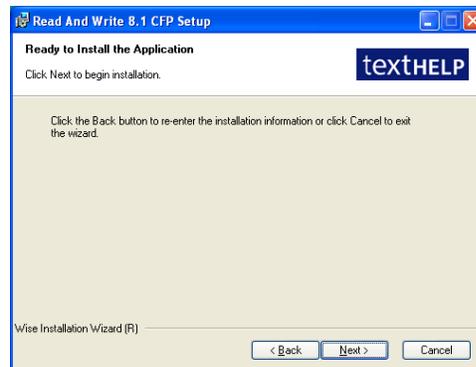updates very seven days.

28. Select **Next**
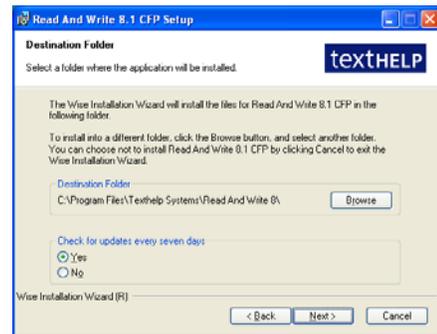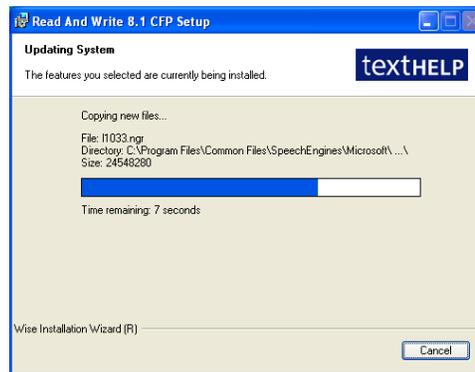
29. Select **Canada**.

30. Select **Next**.

31. Select **Next** to begin installation.

Vista Users:
User account Control: A programs needs you permission to continue

Click Continue

32. Click **Finish** once Read&Write has been successfully installed.

33. The **Read&Write icon** should now appear on your desktop.

Read & Write 8.1 for Home Use Quick Reference Guide

Reading Support

Dictionary
Use to look up different meanings for selected words. Basic, advanced or web definitions are available.

Speech Buttons
Use to listen to text within a word processing document or Internet text.

PDF Speech Buttons
Use to listen to text within a PDF document

Writing Support

Spell Checker
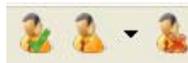Use to spell check selected words, whole documents, or as you type

Word Prediction
Use to display a list of suggested words to assist with completing words currently being typed. Word prediction will also try to predict the next word.

Word Wizard
Use to help find forgotten words or phrases, search for words using opposites or other relationships

Homophone (Homonym) Checker
Use to view descriptions of similar sounding words. Definitions of each word are provided, allowing users to make the correct choice.

Research Support

Highlighters and Clear Highlights
Use to highlight text within documents or on the Internet. Clear highlights can be used to "erase" unwanted highlights.

Collect Highlights
Use to collect highlighted text within a document or from the Internet. Highlights are gathered and then extracted into a word processing document.
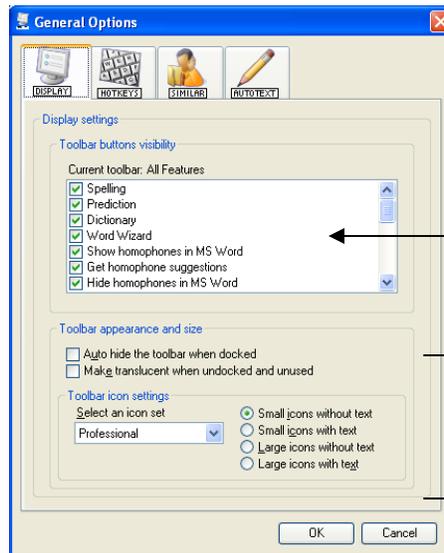
Summary
Use to summarize large bodies of text.

Customizing Your Toolbar

- Access the General Options menu through the dropdown menu located beside the **textHELP** button on your toolbar.
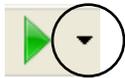
Show or hide icons on the toolbar by selecting/de-selecting the checkbox

Change the look and size of your toolbar

Speech Options

- Access Speech Options through the dropdown menu located beside the green "Play" button on your toolbar

Speech Tab
Use to select a new voice, change the reading speed and volume. Use the Test voice button to hear the available choices before selecting okay.

Say Like Tab
Use to change how Read & Write pronounces certain words. You may find that it is necessary to spell words phonetically to achieve the desired pronunciation.

AutoRead Tab
Select "I would like to use speak as I type" to read text as you are typing. You can use any combination of speak on each letter, each word, or each sentence.

Highlight Tab
Use to change the method in which text being read is displayed. Users can choose from speak with highlighting in document, in text reader, one word display or no visual display. Highlighting colours can also be changed using this tab.

Tutorials/videos : http://www.tdsb.on.ca/_site/ViewItem.asp?siteid=94&menuid=4465&pageid=3815