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-  **Word Prediction:** Click this button to open or close the word prediction window. Start typing and words will be predicted. Use the small arrow button to open options.
-  **Dictionary:** Click this button when you have selected a word to look up in the dictionary. Alternatively, click the button before selecting a word, then type the word into the text box. Definitions can be read aloud by clicking Play.
-  **Picture Dictionary:** Click this button and then select a word. An image of the word will be displayed. Click on the dictionary link to get a text definition of the word. Note: You must be online to use this feature.
-  **Word Wizard:** Select a word and click on this button. The software will search for alternative words and associated information.
-  **Sounds Like and Confusable Words:** Click this button to identify same sounding and confusable words. Definitions can be read aloud by clicking Play. Use the small arrow button to open options.
-  **Verb Checker:** Click this button to see a verb table with conjugation options for a selected verb. Click Play to hear them read aloud and click the Change button to add the selected verb into your document.
-  **Calculator:** Click this button to open the calculator. You can have your calculations read aloud. Use the small arrow button to change calculator.
-  **Rewind:** Click this button to have the previous word, sentence, or paragraph spoken to you.
-  **Play:** Place your cursor where you wish the text to be spoken. Click this button to hear it read aloud. If on a website, highlight the text first. Use the small arrow button to open options.
-  **Pause:** Click this button if you wish to have any current speech paused. Resume with another click.
-  **Forward:** Click this button to have the next word, sentence, or paragraph spoken to you.
-  **Stop:** Click this button to stop any speech.
-  **Screenshot Reader:** Click this button and drag the mouse over any inaccessible text you wish to read, e.g., locked PDFs or inaccessible Flash.
-  **Speech Maker:** Select a piece of text, then click this button to convert the text into a sound file, e.g., MP3. A wizard will guide you through the conversion process.



-  **Daisy Reader:** Click this button and then browse to the Daisy book you wish to hear read aloud.
-  **Pronunciation Tutor:** Click this button to show the Pronunciation Tutor. Words are pronounced and syllables displayed.
-  **Scan:** Click this button to OCR/Scan a paper document to PDF, Word, HTML, or ePub format. Use the small arrow button to open options.
-  **Fact Finder:** Click this button to do a quick web search directly from your Windows applications. Use the small arrow button to open options.
-  **Fact Folder:** Select information you wish to store, then click this button and complete the dialog box. The web address is automatically saved.
-  **Fact Mapper:** Click this button to create a visual representation of facts and ideas on screen. Note: You must be online to use this feature.
-  **Screen Masking:** Click this button to tint or mask sections of the window. Use the small arrow button to change the options.
-  **Speech Input:** This tool allows you to easily create documents by dictating into a microphone connected to your computer.
-  **Translator:** Click this button to open the single word translator, then select a word to have it translated. The Paragraph translation option in the dropdown menu allows you to select whole paragraphs to translate into the language of your choice. Note: You must be online to use this feature.
-  **PDF Aloud:** Click this button to launch Adobe Reader. Open your PDF document. On the PDF Aloud toolbar, (located in Extended/plugin in Adobe X/XI) select 'click & speak'.
-  **Options:** Click here to toggle through the different toolbars. Use the small arrow button to change the options.
-  **Study Skills:** Use the buttons on this toolbar to highlight and collect sections of text. You can also highlight words to automatically create a vocabulary list with definitions and images.
-  **Word Cloud:** Select your own text or use the online word banks to create a Word Cloud. Use the small arrow button to open options.
-  **Voice Note:** Place your cursor where you wish the voice note to be inserted in your MS Word document. Click this button to record the voice note.
-  **Help:** Click this button to access help on how to use the software.