

RECITE ME - PATIENT GUIDE

Dear Patient,

We want to make sure that you have access to all of the information about our services that you need.

We have added a new tool to our website to help you view the information on our websites in a way that is best for you.

You can click on the Accessibility Tool on the top left side of the screen.



Which will bring up the following toolbar of options for you.



You can find out more about each of Recite Me's feature below.

Screen Reader

You can click on the symbols below to access the screen reader which will read aloud the website text for you.

- Click the play button to read the text aloud
- Click the back button to read the previous paragraph of text
- Click the forward button to skip forward to the next paragraph of text



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Dictionary, Translation & Magnifier

Click on the below buttons to:

- Dictionary - Highlight and click on this to find the definition of the word
- Language - Translate text into a different language
- Magnifier - Click and drag the magnifying glass to magnify text on the screen



Plain Text Mode, Margins & Audio Download

Click on the below buttons to:

- Text Mode - remove images and view in plain text mode
- Margins - change the text dimensions by narrowing the width of the text column
- Download Audio - highlight the text then click the button to download text as an audio file



Settings

Click on the below buttons to:

- Settings - adjust your Recite settings
- Reset - this will restore the default settings
- User Guide - will give you an overview of the Recite Me Toolbar Features



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Recite Me Frequently Asked Questions

Q1: Do I need to download anything to enable Recite Me?

A1: No. Recite Me is cloud-based software so there is no need to install anything on your computer.

Q2: How do I launch the Recite Me Tool Bar?

A2: To launch the Recite Me Web accessibility toolbar you will need to click on the Recite Me button or the accessibility tool as on page 1 of this guide. This will then launch the tool bar, which will appear at the top of the page.

Q3: How Do I Disable the Auto Read?

A3: To disable the auto read you need to click on the button marked "Settings". This will give you a list of 3 functions to choose from. You need to click on the bottom to the right of the option marked "Autoplay", this will then disable auto read.

Q4: Does Recite Me work across different operating systems and mobile devices?

A4: Yes, it works on multiple devices and operating systems including Android, iOS, Linux, Mac and Windows devices.

Q5: Can I save my Settings?

A5: Yes, if you create an account you can save their settings so your website appears exactly as they need it every time they visit.

Q6: How do I change the Language?

A6: To change the language of the website that you are viewing you need to select the button marked "languages". This will then produce a drop down list of languages. Find the language that you want from the list and click on it. The site will then be translated to that language.

Q7: How do I Turn Recite Off?

A7: Simply click on the icon marked "close" to the right of the Toolbar.