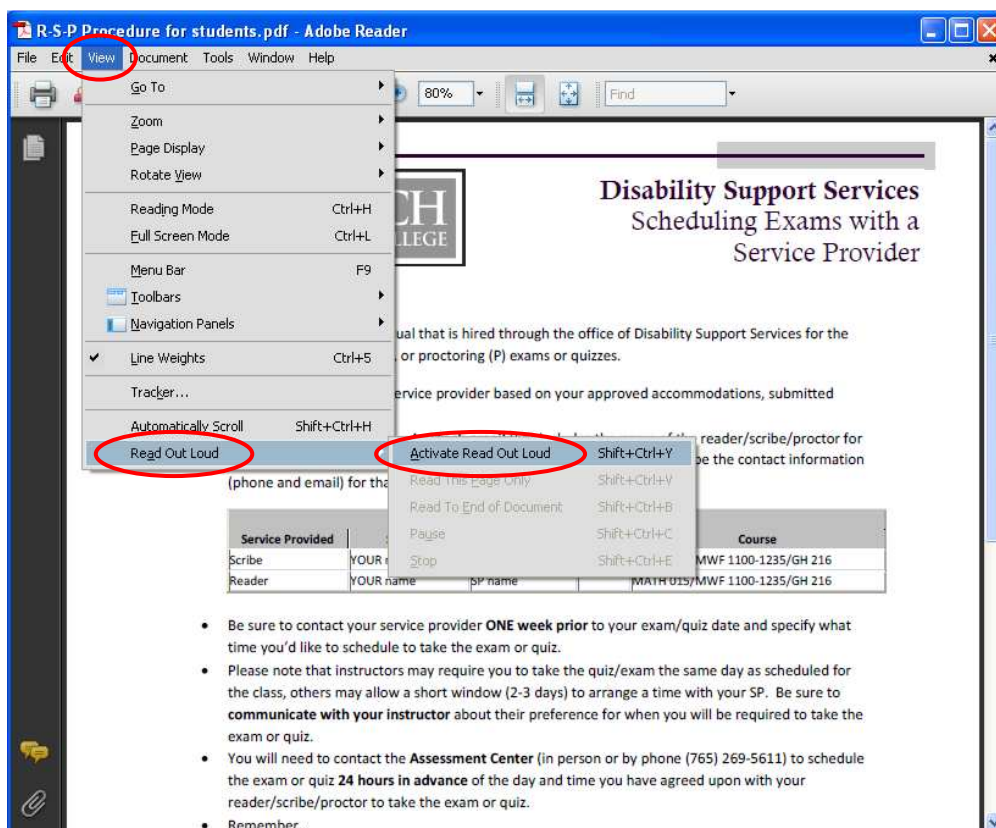


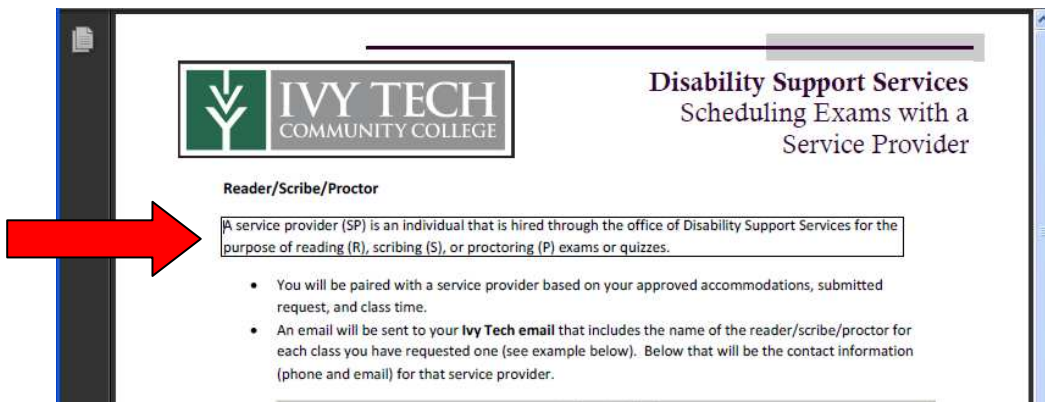


Disability Support Services *A How To Guide:* Using the Adobe Screen Reader

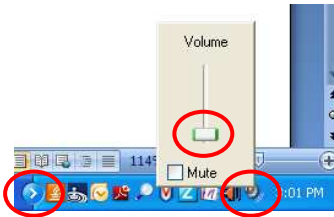
1. Open the PDF file by double clicking on the FILE NAME
2. The file should automatically open in Adobe Reader
3. To use the READER option, simply click the VIEW menu, scroll down to READ OUT LOUD, then click on ACTIVATE READ ALOUD



4. LEFT click on the area where you would like for the screen reader to begin. A box will appear around the area the screen reader will read so you can follow along. See the example below.



5. To adjust the VOLUME, you will need to click on the ARROW in the bottom RIGHT area of your screen and then click on the SPEAKER. Dragging the bar that appears in the volume window will allow you to adjust the volume as desired.



6. You will need to click on EACH area you would like read, or reread.
7. Close out of the document by clicking the RED X in the upper right corner of the page when finished.

