Text-to-speech using Immersive Reader

Languages supported

Arabic, Bulgarian*, Catalan*, **Chinese (Simplified and Traditional)**, Croatian*, Czech*, Danish*, Dutch*, **English***, Estonian*, Finnish*, **French***, German*, Greek*, Hebrew, Hindi, Hungarian*, **Indonesian**, Irish, Italian*, **Japanese**, Korean, Latvian*, Lithuanian*, Malay, Maltese, Norwegian*, Polish*, Portuguese*, Romanian*, Russian*, Slovak*, Slovenian*, **Spanish***, Swedish*, Tamil, Telugu, Thai, Turkish*, Ukrainian*, Vietnamese and Welsh*

* Languages marked with an asterisk (*) also support syllabic reading
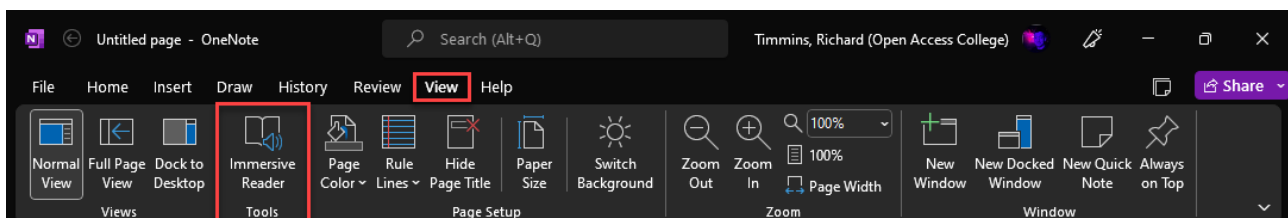
Enter Immersive Reader

1. Open your document/text you wish to use Immersive Reader in Microsoft Word or OneNote
2. Go to the **View** tab
3. Click on the **Immersive Reader** button

NOTE: If you don't have the Immersive Reader functionality, check the version of Microsoft Office you have installed. This functionality is only available in Office 365.

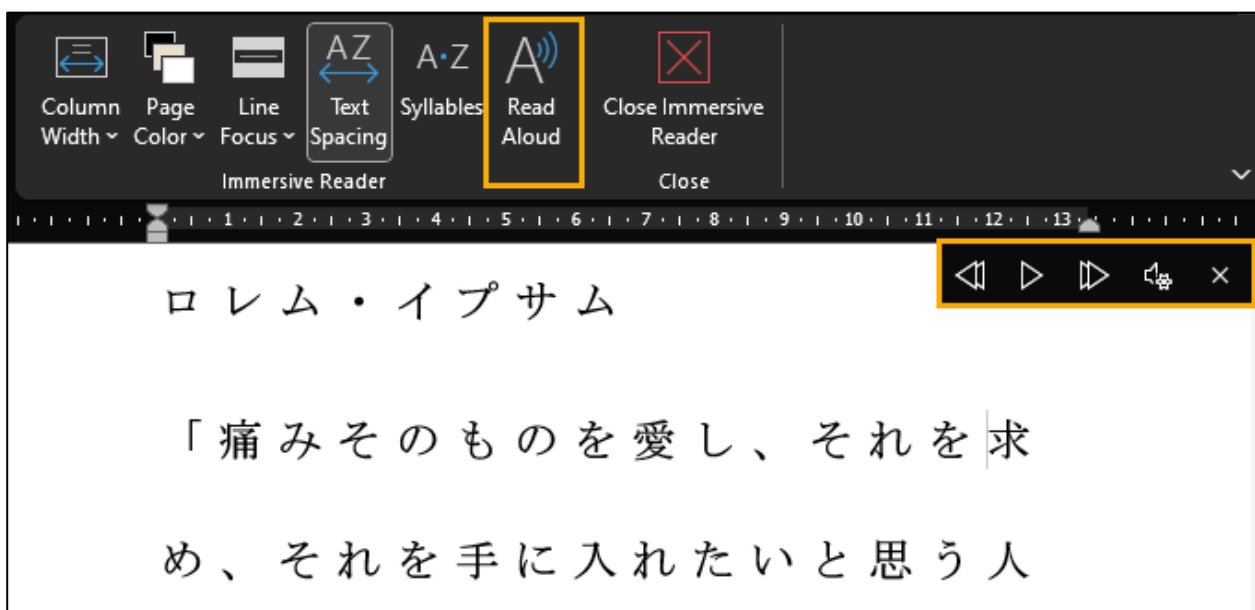### Microsoft Word
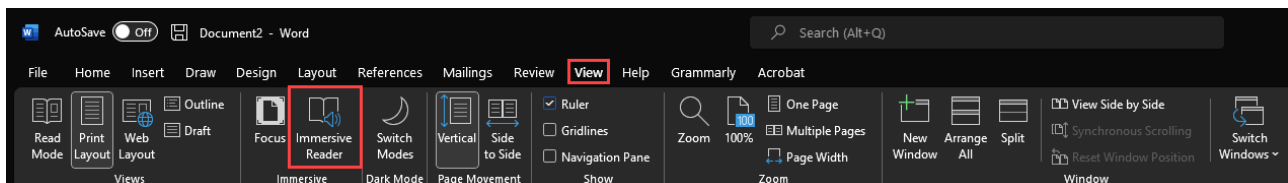
Microsoft OneNote

To read the text aloud in Microsoft Word

4. Click on the **Read Aloud** button

5. **(OPTIONAL)** Place the cursor where you wish for Immersive Reader to read from

6. **(OPTIONAL)** Click on the voice settings button to adjust the reading speed or gender of the speaking voice

7. Press the **Play (>)** button

Other reading features available in Microsoft Word

On the navigation bar, there are also buttons available:

- Column width – to adjust the words per line

- Page colour – to change the background of the text, or inverse (white text on black)

- Line focus – limits the screen to only show 1, 3 or 5 lines at a time
  NOTE: Line focus isn't available on Mac

- Text spacing – adjusts the spacing (some or nil) of whitespace between characters

- Syllables – breaks words into syllables for supported languages
  NOTE: Languages supported are marked with an asterisk on page 1

To read the text aloud in Microsoft OneNote

4. **(OPTIONAL)** Place the cursor where you wish for Immersive Reader to read from

5. **(OPTIONAL)** Click on the voice settings button to adjust the reading speed or gender of the speaking voice

6. Press the **Play (>)** button at the bottom of the screen
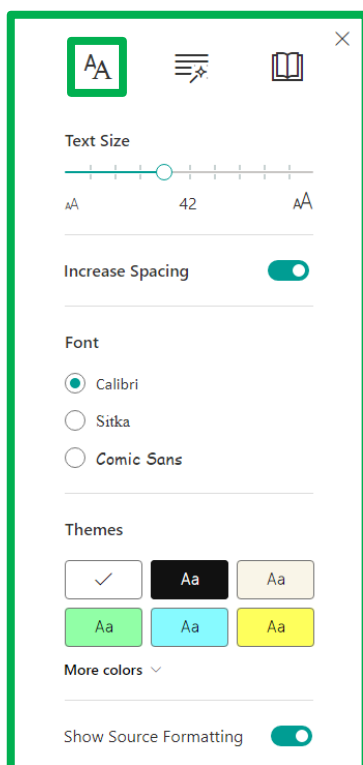
への飛躍にも耐え、本質的に

変わっていません。 1960 年代に
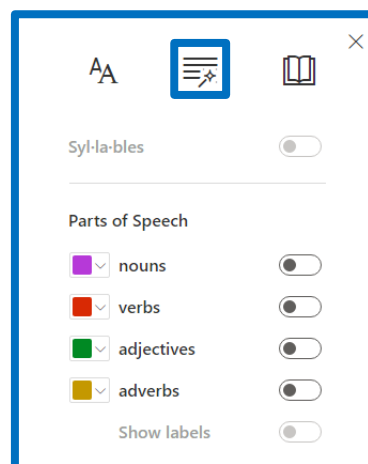
Other reading features available in Microsoft OneNote

Adjust text size, spacing, font and colour scheme	Break words into syllables or highlight parts of speech (nouns, verbs, adjectives, adverbs)	Limits lines shown at once (1, 3 or 5), show pictures for words (Boardmaker) and translate
Click on the **Text Preferences** button on the right side	Click on the **Grammar Options** button on the right side	Click on the **Reading Preferences** button on the right side
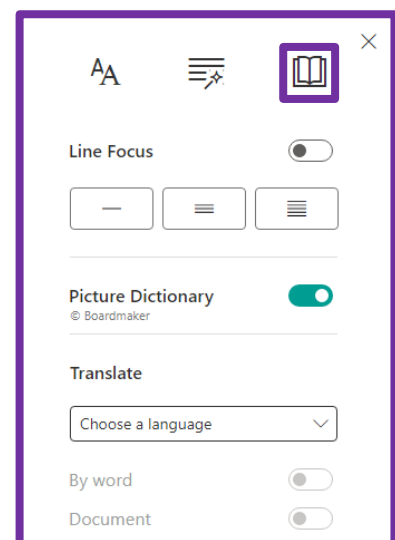
NOTE: If Picture Dictionary is enabled, click on a word to show the relevant picture