

If you are finding it difficult to read through all the instructions and assignments on Teams, there is actually a way to get your device to read your screen to you. Follow the steps below to get the most out of Teams and Immersive Reader.

Step 1 – Log in to Glow and Access Teams



Step 2 – Select one of your classes and see what your teacher has posted.



Step 3 – If you are trying to read a post from your teacher/something on the 'General' channel of your class Team you can access Immersive Reader by clicking on the three dots (see picture below).



If you wish to use Immersive Reader within an Assignment that your teacher has set you, click on the icon with the book and speaker.





If you are using Teams on a mobile app, scroll down to the bottom of your assignment and Immersive Reader will be at the bottom of your screen.

ြ႕) Immersive Reader

Step 4 – You can adjust the voice settings by clicking on the 'speaker' button. Once happy with your setting press play.





Step 5 – You can change the text size, spacing, colours, font style, background colour and more by clicking on the two A's icon.

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Step 6 – You can adjust the number of lines to improve focus. This icon will also allow you to translate the document into another language.

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By word

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