

Kurzweil 3000 (Win) v.12

Using the Writing Tools

Suggested Activities

Once you have completed the tutorial, try these activities to practice using the Writing tools...

1. Open a new text file and type in some text. Use the formatting tools on the writing toolbar to adjust your text until it looks like you want. Use the ruler to adjust the margins for printing.
2. Adjust the speak as typing options for students that need more auditory support.
3. Make some spelling mistakes and run the spell check feature to fix the errors. Type in the name of a person or place that would not be in the spelling dictionary and add it to the dictionary.
4. Adjust the spell check options so that suggested spellings are limited. Decide if your student would need a visual cue indicating spelling mistakes as he or she types. Turn that feature on or off.
5. Create a personal dictionary for your student. Add words to the dictionary that are unique to your student that would not be found in the standard dictionary.
6. Turn on word prediction. Adjust the size and number of guesses available in the word prediction window. Try pinning and un-pinning the word prediction window to the cursor. Try the different ways to select words from the list.
7. Train a new word in the word prediction dictionary (it will have to be one not currently in the dictionary). Remember to add it to the spelling dictionary if needed.
8. Adjust the various word prediction options so they would make sense for a student who is a good speller and for a student who has problems spelling correctly.
9. Create a custom vocabulary list on a topic of your choice. Create it two ways – by typing words in individually and by importing from the text file you have been working on earlier.