

## Quick Start Guide

# TextAloud version 2.274

### Overview

TextAloud is a simple-text-to-speech program made by NextUp Technologies, LLC. TextAloud reads text from email, web pages, word documents, and more, aloud on your computer. TextAloud can also convert text documents to MP3 or Windows Media files that you can play on your iPod, PocketPC, or even on your TV with Tivo's Home Media Option.

### How it is organized

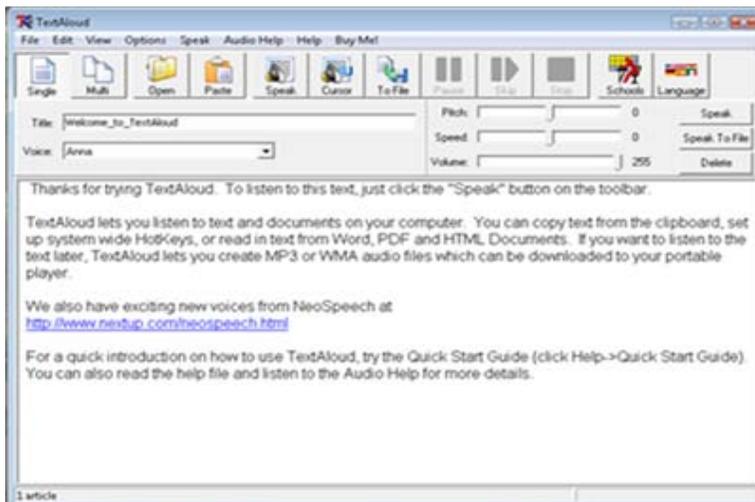
To Open TextAloud Click on the TextAloud Icon on the desktop see Figure 1.



Figure 1-TextAloud Icon

The TextAloud window will appear once TextAloud is open see Figure 2.

Figure 2-TextAloud window



The TextAloud tool bar is located near the top of the TextAloud window see Figure 3. The main features of TextAloud can be turned on and off using the icons on the toolbar. You can also open word documents and paste text that you copied from other sources such as websites and e-mail into the TextAloud window.

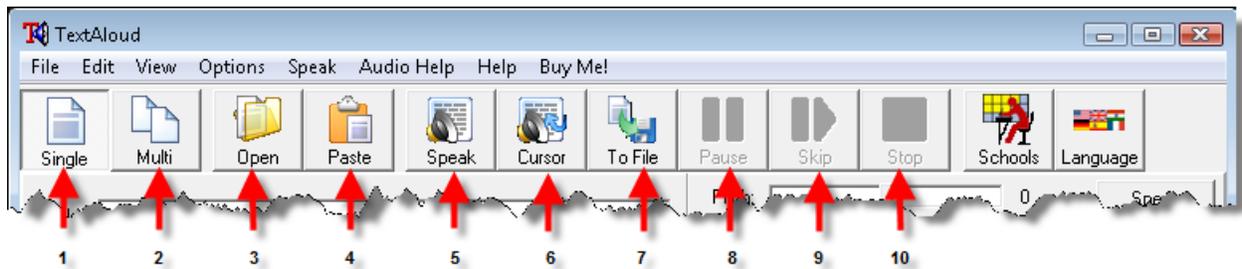


Figure 3- TextAloud Toolbar

1. **SINGLE** – Click on the single button if you are only going to work with one document.
2. **MULTI**- Click on the multi button if you are going to have two or more documents. An Article list bar will appear below the tool bar and you can scroll through and select which document you want.
3. **OPEN**- When you click on the open button it opens up a window in which you can select saved documents on your computer to open into TextAloud.
4. **PASTE**- When clicked on it will automatically paste text that you have copied from other sources such as the internet or word documents.
5. **SPEAK**- When clicked on it will automatically start reading aloud the text in the TextAloud window from the beginning of the document.
6. **CURSOR**- When clicked on it will begin reading from where the cursor is.
7. **ToFile**- Converts documents in the TextAloud program to audio files that are saved to the computer. When ToFile is clicked on it will bring up a window where you select where you want the audio file saved to. Select where you want it saved then press ok and it will automatically convert the file and save it to the selected place.
8. **PAUSE**- Pauses the voice reading the document.
9. **SKIP**- Can only be used in multi document format. When Skip is clicked on it will skip to the next document. The Skip button can only be used when it is reading a document or is paused from reading a document.
10. **STOP**- Stops the voice reading the document.

## How to Convert a Text File to an Audio File

Have a document you want to convert to an audio file open in the TextAloud window. Go to options and select Voices and File Options see Figure 4.

In Voice and File Options click on File Options tab then go to Audio File Format and choose either a Wav, MP3, or WMA format and select OK see Figure 5.

Then press the ToFile button from the TextAloud tool bar.

A window will appear select where you want the audio file to be saved on your computer, and then click OK.

The text document will then be converted to an audio file and saved.

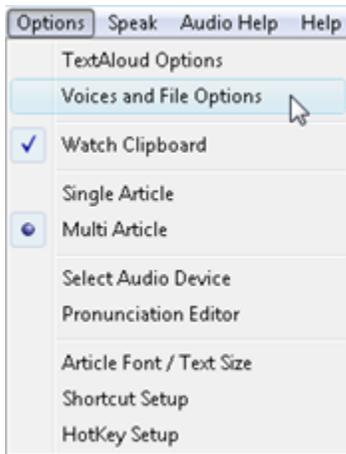


Figure 4- Options Window

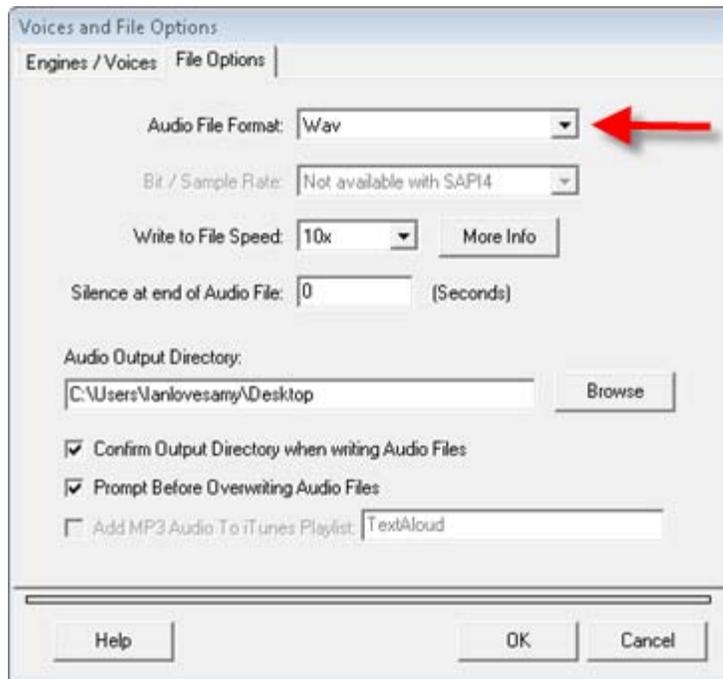


Figure 5- Voice and File Options Window

## Some Common Settings

The voice, pitch, speed, and volume can all easily be changed. These changes can be made under the tool bar on the TextAloud window see figure 6.



Figure 6- TextAloud Voice Options

The font, font size, font style, font color, background color and script can be changed by clicking on options then selecting article font/ text size see Figure 7. The Article Font and Color window will open see Figure 8 you can then make changes as needed.

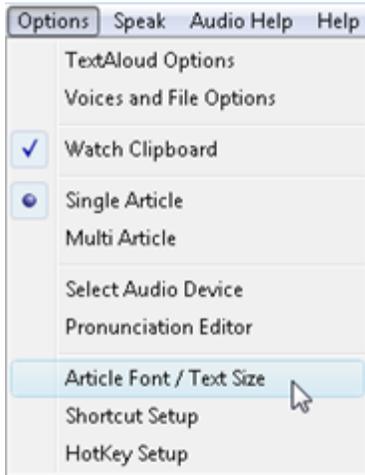


Figure 7- Options window

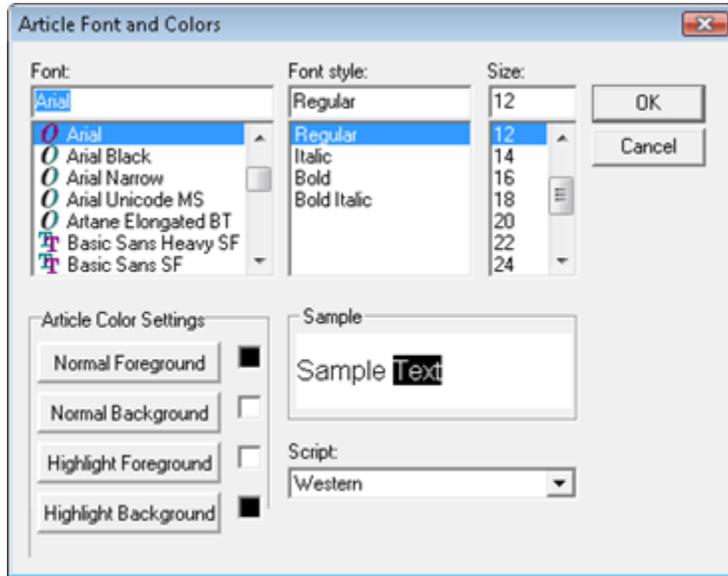


Figure 8- Article Font and Colors window

The size of the toolbar buttons can be changed and captions can be added or removed by going to view then toolbar then selecting your toolbar preference see Figure 9.

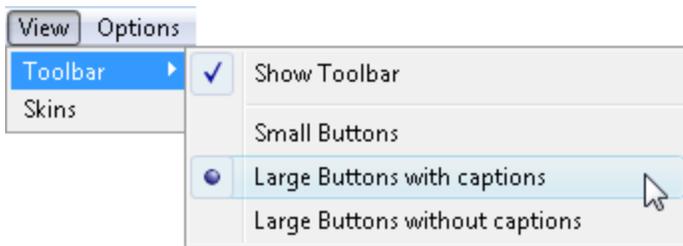


Figure 9- Selecting Toolbar Preferences

Skins can be applied to the TextAloud window. Skins change the appearance (color, style) of the TextAloud window. Go to view then click on skins see Figure 10. This will open up the Skins Preference window where you can choose the skin that you prefer.

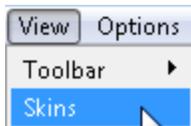
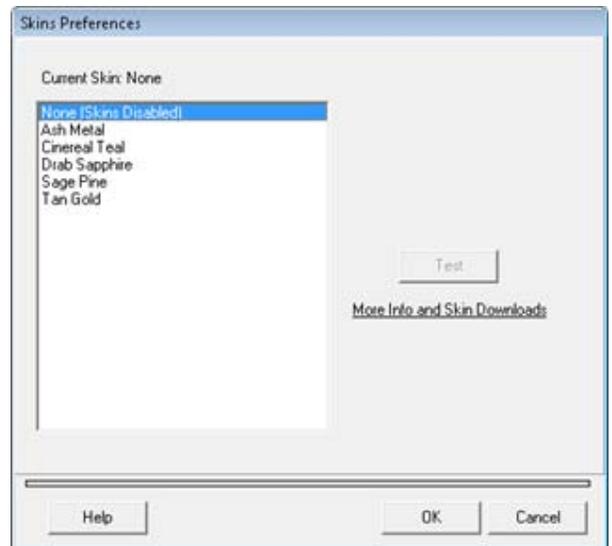


Figure 10- Clicking on skins

Figure 11- Skin Preferences window



## How to Get Help

TextAloud provides two menu options to get help they are Audio Help and Help. Both of which provide lots of information on different features of TextAloud. For even more help you can go to the TextAloud website at [www.nextup.com](http://www.nextup.com).

## Additional Voices and Languages

If you are interested in getting additional voices or other languages you can download them at the TextAloud website at [www.nextup.com](http://www.nextup.com).

## Program Manufacturer Contact Info

**Manufacture:** NextUp Technologies, LLC

**Website:** [www.nextup.com](http://www.nextup.com)

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