

How to tailor InformationNOW to your access needs

If you have trouble reading websites because of a visual impairment, learning disability or because you speak a language other than English we can help to make InformationNOW easier for you to use.

You can open the free Recite ME software by clicking the icons in the right hand corner of any page on the site. This opens the Recite Toolbar where you can

- listen to the website being read aloud
- increase the size of the writing
- change the colour and contrast
- use a ruler to hold your place on the page
- change the spacing of the text on the site
- find out the meaning of any words you're unsure of
- translate the website into your choice of language
- see the website in plain text only
- download the page of information as an audio file so you can listen later
- use a magnifying glass to zoom into the page
- save your choices so you can browse the rest of the site easily

User Guide

Click the Recite button (top right hand corner of any page on InformationNOW) to open the Recite Toolbar

Back: Rewind to the previous paragraph of text

Play: Click the Play button to read the text aloud

Forward: Skip forward to the next paragraph of text

Decrease: This will decrease the text size

Font: You can change the font that displays on the page

Increase: This will increase the text size

Colour: Change the background, text and link colours

Ruler: Click to enable the reading ruler

Margins: Change the text dimensions by narrowing the width of the text column

Dictionary: Highlight and click on this to find the definition of the word

Text Mode: Remove images and view in plain text mode

MP3: Highlight the text then click to download text as an MP3

Magnifier: Click and drag the magnifying glass to magnify text on the screen

Language: Translate text into a different language

Settings: Adjust your Recite settings

Authentication: Login/Logout and close the Recite Toolbar

Frequently Asked Question's Q: Do I need to download anything to enable Recite?

A: No. Recite is cloud based software so there is no need to install anything on your computer. Q: How do I open the Recite Tool Bar?

A: To open the Recite Web accessibility tool bar you will need to click on the Recite button. This will then launch the tool bar which will appear at the top of the page. Q: How Do I Disable the Auto Read?

A: To disable the auto read you need to click on the button marked 'Settings'. This will give you a list of 3 functions to choose from. You need to click on the bottom to the Right of the option marked 'Autoplay' this will then disable auto read. Q: Does Recite work across different operating systems and mobile devices?

A: Yes. The software works on multiple devices and operating systems including Android, iOS, Linux, Mac and Windows devices. Q: Can I save my Settings?

A: Yes. Once you create a Recite account, on the toolbar (the button which looks like a person) you can save your settings so InformationNOW appears exactly as you need it every time you visit.Q: How do I change the Language?

A: To change the language of InformationNOW you need to select the flag button marked 'Languages'. This will then produce a drop down list of all the languages that Recite offers translation too. Find the language that you want from the list and press on it, the site will then be converted to that language.Q: How do I create an MP3?

A: To create an MP3 first turn of the Autoplay option located within the setting button. Highlight the section of Text that you wish to create into an MP3. Once highlighted select the MP3 button from the toolbar. You will then see a message telling you that you file is being created. Once created you will see the file appear ready at the bottom of the web page. You can now either listen to the file created or save it to a location of your choice.Q: How do I Turn Recite Off?

A: To close the Recite toolbar simply click the red cross which is at the right hand side of the toolbar.

Last updated: July 23, 2019

Useful Organisations

Recite Me

Email: info@reciteme.com

Website: <https://www.reciteme.com/>

Telephone: 0191 432 8092

Address: Baltimore House, NE8 3DF

Related Articles

[Visual Impairments](#)

Learning disability & Autism

Black Minority and Ethnic (BME) people Health Services in Newcastle

Black Minority and Ethnic (BME) groups in Newcastle