**Text-to-Speech (Getting your iPhone to read aloud to you)**

Are you ever too busy to read every word of an email or a word document? Would you ever like to hear a paper you’ve written proofread out loud back to you? You can, if you have an iPhone!

**HOW TO ENABLE TEXT-TO-SPEECH ON YOUR iPHONE**

Go to the Settings Application
→ General
→ Accessibility
→ Speech
→ Check “Speak Selection”
→ Slide the bar to set the reading speed

Tap on your screen and either choose “Select” to read a portion of what’s on your screen (and select what you’d like), or “Select All” to read everything. Then click on to see “Speak” and select that to have your selection read aloud. (Make sure your volume is turned up.)

*(The default voice for English is “Samantha.” Notice that you can change voices and even select voice in other languages by selecting “Voices.”)*

**Dictation (Getting your iPhone to type out what you say)**

We can all speak much faster than we can type, so dictation is not only a great way to capture your thoughts much more quickly than typing them, it has the added bonus of doing a very good job of spelling words correctly when it’s in context. (For example I might say the word “there.” But if I say the sentence, “They picked up their things” it’s going to spell it “their.”)

**HOW TO ENABLE DICTATION ON YOUR iPHONE**

When the keyboard is in use there is an option to dictate for iPhones 6s or later!
→ Tap next to your keyboard, then start speaking
→ Remember to insert punctuation, and “new line” when needed
→ When finished speaking, then tap on your keyboard.

*Be sure to check for accuracy. To make corrections, tap next to what you need to edit and delete the word, or tap the underlined words and select the correct spelling.*

*For later model iPhones:*

To *replace a word*, double-tap it, tap , then say it again, and tap .

To *replace a section*, select what you want to replace, then tap and speak again.

To *add more text*, tap where you want to add new text, tap , then speak again.