

Ghotit Real Writer & Reader 9 for Mac User Guide

Version 9.8.1

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Real Writer&Reader 9 for Mac - User Guide

Ghotit Real Writer & Reader is a comprehensive literacy solution combining several advanced assistive technologies tailor-made for people with dyslexia, dysgraphia and other learning disabilities. **Ghotit helps children and adults with dyslexia/dysgraphia to read, write and correct text in any application.**

Ghotit's patented Text Correction technology provides the most accurate fixes for spelling, grammar and punctuation mistakes according to the intended meaning of a text like nobody does.

Ghotit Quick Spell Word-Prediction is a state-of-art technology designed for writers with typing issues and phonetic/creative writers; this technology increases writing speed and successfully predicts intended words with instant correction of the first misspelled letters.

Ghotit Reading technology makes any text document readable: hear text read aloud in conjunction with dual highlighting. And Ghotit Screenshot Reader reads even texts of images, locked PDF files and other inaccessible documents.

Ghotit Real Writer & Reader 9 includes:

- Phonetic and context-sensitive spell checker
- Grammar and punctuation corrector
- Corrector of confused words including homophones
- Synonyms and Text Enrichment **(New Features - Preview)**
- Quick-Spell Word-Prediction with instant correction for creative/phonetic writers
- Predict Anywhere **(New Feature)** for Quick-Spell Word-Prediction when writing in any application

- Word-Prediction Topics (Advanced Word-Banks)
- Effective proofreader
- Speak as you write (speech feedback)
- Integrated dictionary
- Reading assistance with text dual highlighting
- Reading Anywhere **(New Feature)** for reading-aloud any text in any application
- Screenshot Reader able to read text in images, locked PDF, etc.
- Highlighting texts and highlights collection **(New Feature - Preview)**
- Integration with Mac applications
- Editor of Google Docs
- Independent Text Editor
- Examination Settings **(New Feature)** - Forbid/Allow any feature of Ghotit in line with your exam of curriculum requirements
- **Absolute Privacy for users – last but not least:**

<https://www.ghotit.com/privacy-policy>

Ghotit Real Writer & Reader integrates with most common Mac applications (i.e. Pages, Mail, iMessage, Desktop Microsoft Office, Office-365 Online, Safari, Chrome, Gmail, Google Docs/Google Drive, Facebook) for text correction and reading aloud.

Additionally, the software could be used as a standalone “Dyslexia Text Editor”.

Setup and Application Start

Prerequisites

Mac OS 10.10 and up

Memory: 4 GB at least; 8 GB and up are recommended.

Local disk space: 1.5 GB.

Connect to the Internet for the license activation.

Review your version of Mac by clicking on the “apple” icon located at the top-left corner of the screen and selecting “About This Mac”.

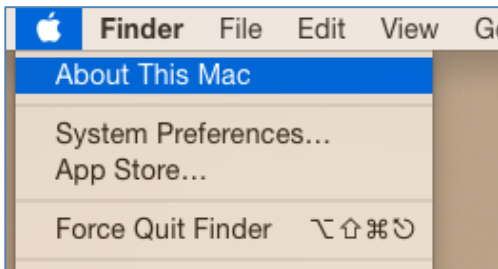


Figure #1: About This Mac

The Operating system (OS) version number will then appear:



Figure #2: Mac OS Version

Download/Copy the Ghotit Package File

You may access the Ghotit package file by either downloading the file from the Ghotit website, or by copying the file from a Ghotit CD.

Open the Ghotit Package File

Before you run the Ghotit package, make sure you have a good Internet connection.

1. Double click on the Ghotit package file: Ghotit-Real-Writer-and-Reader-9.dmg
It opens with Ghotit.app inside:



Figure #3: Ghotit.app inside DMG-Archive.

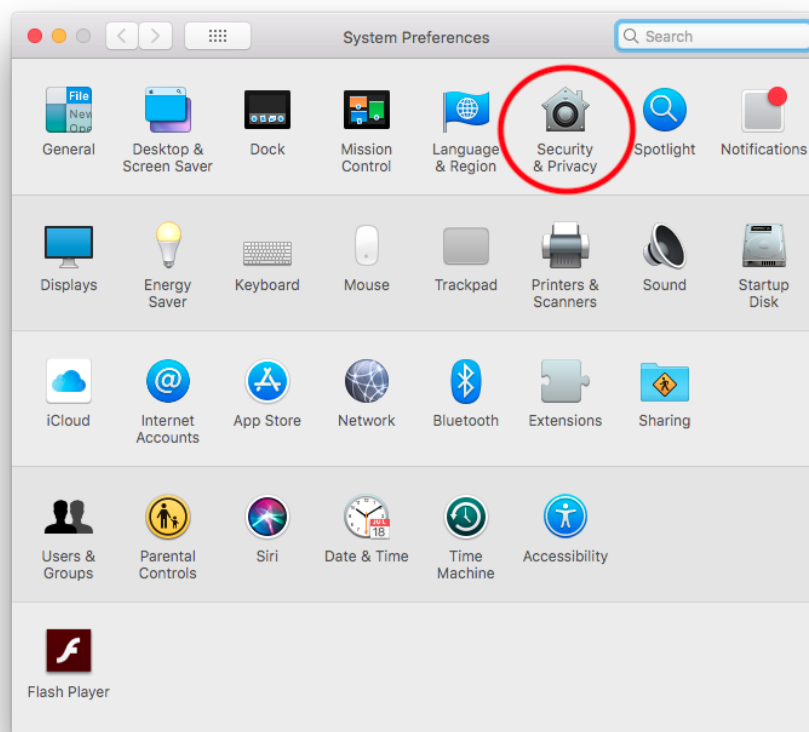
2. Install Ghotit by dragging Ghotit.app icon to the Applications folder image.
3. Wait till the copying completes
4. You may now close the opened package window
5. Launch Ghotit from your Mac's Applications like any other installed software
6. After a few seconds, the Set Setup Wizard appears. The wizard guides you through the initial configuration options of the Ghotit Software:
 - a. Adjusting voice settings
 - b. Selecting English dictionary
 - c. Activating the software
7. To activate Ghotit, enter your license: username and password. User credentials are case sensitive. When successfully activated, you will receive the message: "Welcome to Ghotit!"

Note :If you are copying-pasting your credentials, select text only and paste with the Keep Text Only option.

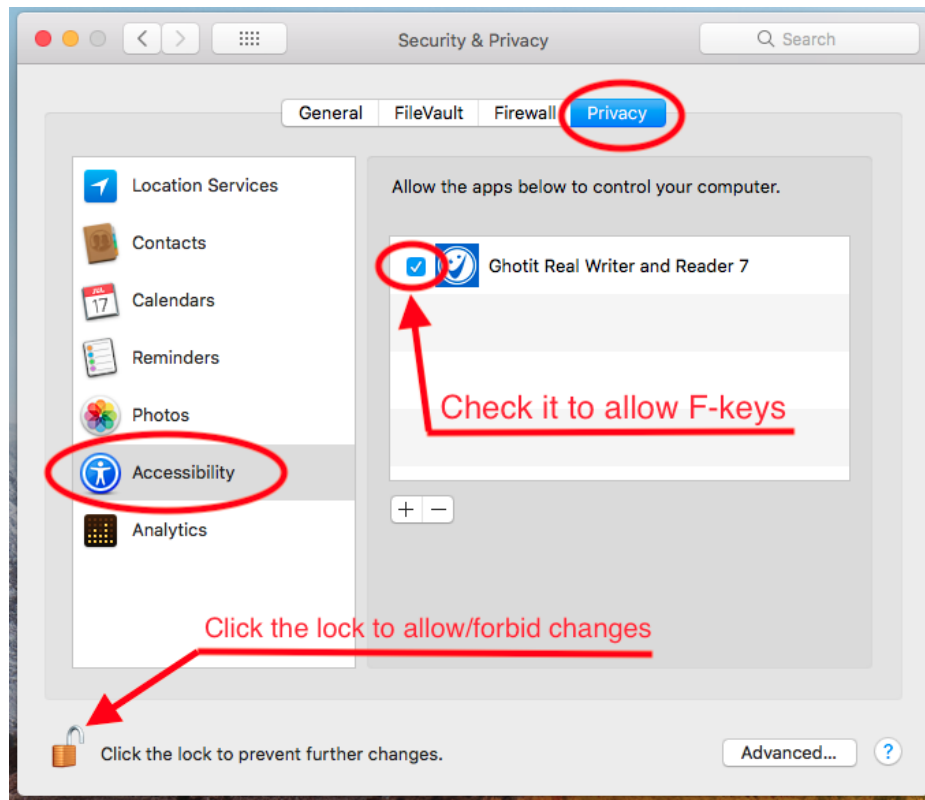
8. **MUST: Allow Ghotit's Accessibility Features – Most of the Features** - as explained by the next section.

Allow Ghotit's Accessibility Features.

1. First, run Ghotit
2. Click the *Apple icon* in the top left of the screen
3. Click the *System Preferences*
4. Click the *Security & Privacy* icon



5. Select the *Privacy tab*
6. Select *Accessibility icon* at the left side
7. Click the lock icon at the left lower corner of the window (see the picture below) and provide your admin credentials when requested
8. Select the checkbox left from Ghotit-9.app to allow accessibility features and integration with applications. **When done you could see the following:**



9. Close System Preferences

10. Restart Ghotit for the changes to take effect!

Initial Settings

To start working with Ghotit Real Writer&Reader, you are guided by the Setup Wizard to configure:

1. English dictionary.
2. Speech options.

To customize the software, activate Real Writer & Reader window e.g. by clicking it and select from the top left menu just right to the apple sign "Ghotit" drop-down menu. Select Preferences line to get into the software Preferences.

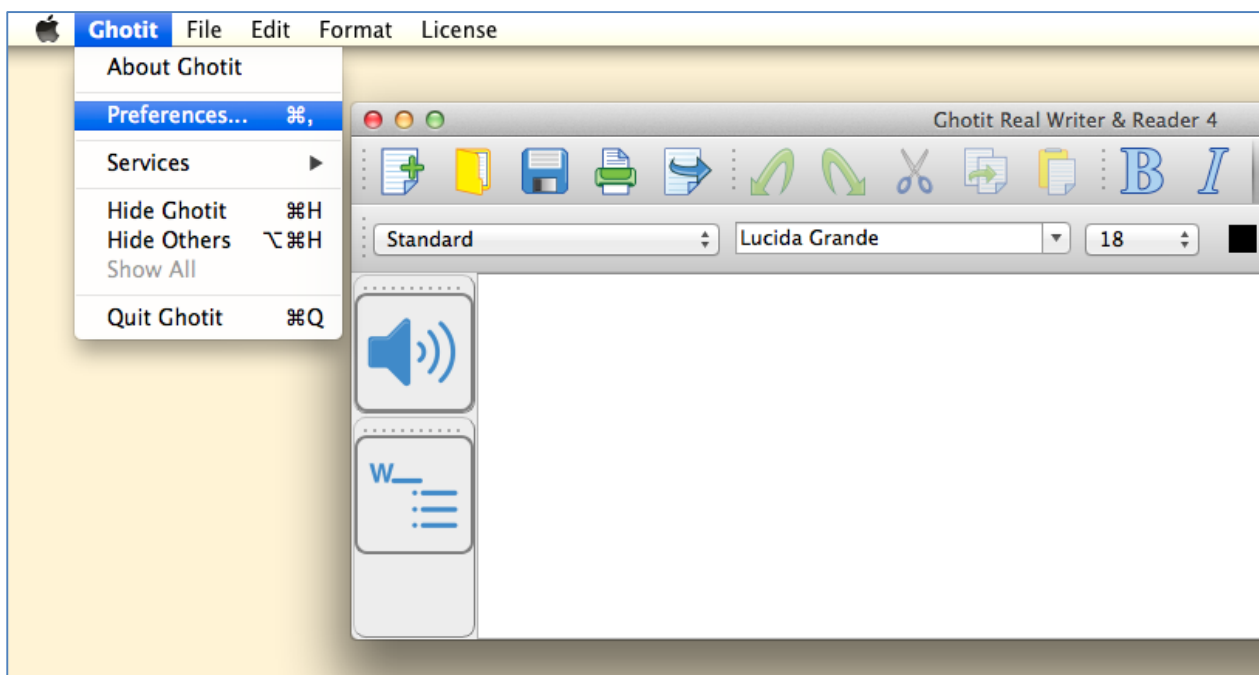


Figure #5: Preferences from Ghotit Menu.

Alternatively, get to the Preferences by clicking the Preferences button with "wheel" image located on the Floating Toolbar:



English Dictionary Configuration

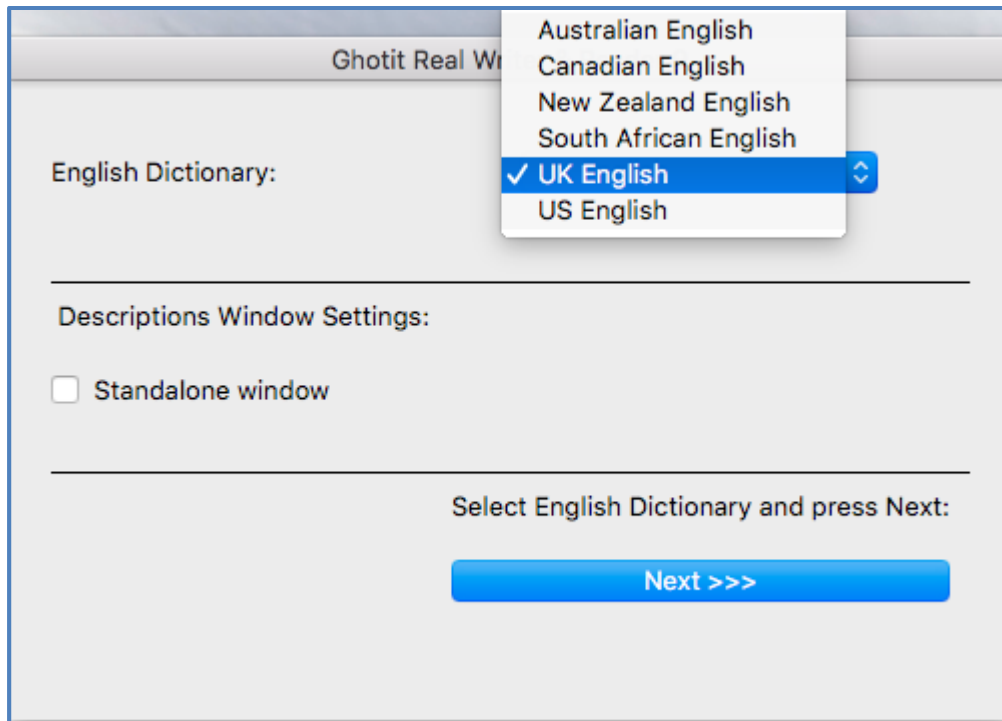


Figure #6: The Setup Wizard Screen: Select English Dictionary

At the screen English Dictionary Configuration, select the English dictionary of your choice. You can change your selection of English Dictionary at any time by going to Edit -> Preferences -> Tab "English".

Ghotit Real Writer & Reader supports the following English dictionaries:

- Australian
- Canadian
- New Zealand
- South African
- United Kingdom (UK)
- United States (US)

Text-to-Speech Voice Selection

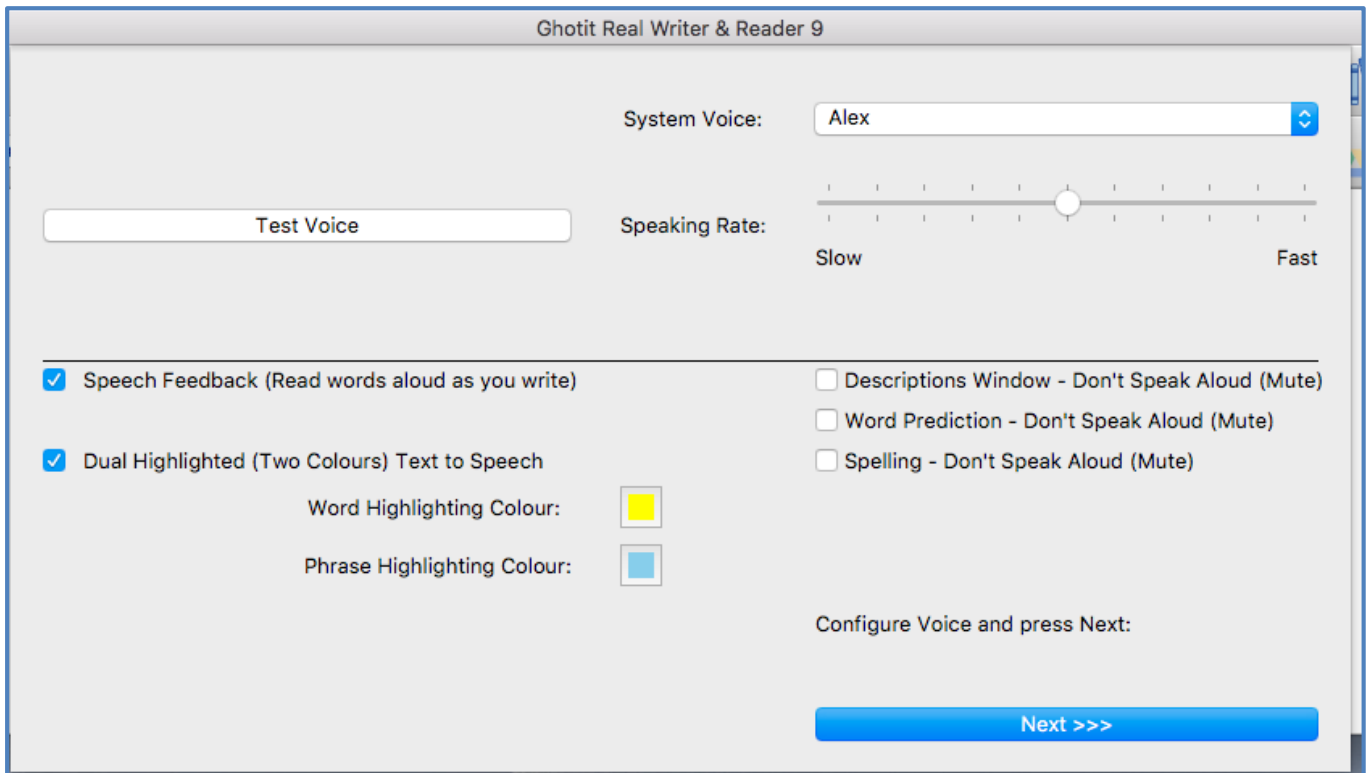
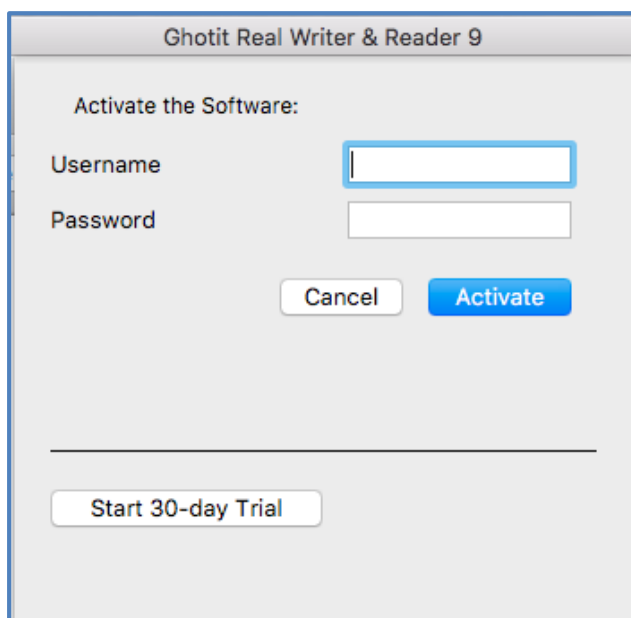


Figure #7: Setup Screen: Select and Test Text-to-Speech Voice

At this screen, setup the Text-to-Speech settings.

Enter User Credentials (License)



The screenshot shows a dialog box titled "Ghotit Real Writer & Reader 9". Inside the dialog, the text "Activate the Software:" is displayed. Below this text are two input fields: "Username" and "Password". The "Username" field is currently selected with a blue border. Below the input fields are two buttons: "Cancel" and "Activate". At the bottom of the dialog, separated by a horizontal line, is a button labeled "Start 30-day Trial".

Figure #8: Setup Screen: Activate the Software.

Note: The credentials, username and password, are case sensitive.

Alternatively, to start 30-day trial, click on the button "Start 30-day Trial", fill the form and click the button "Activate Trial".

After activation of the software, move the Floating Toolbar from the center of the Ghotit Main Window to any place of your convenience.

Writing and Correcting Text

Real Writer & Reader makes it easy for you to write a text and correct all spelling and grammar mistakes.

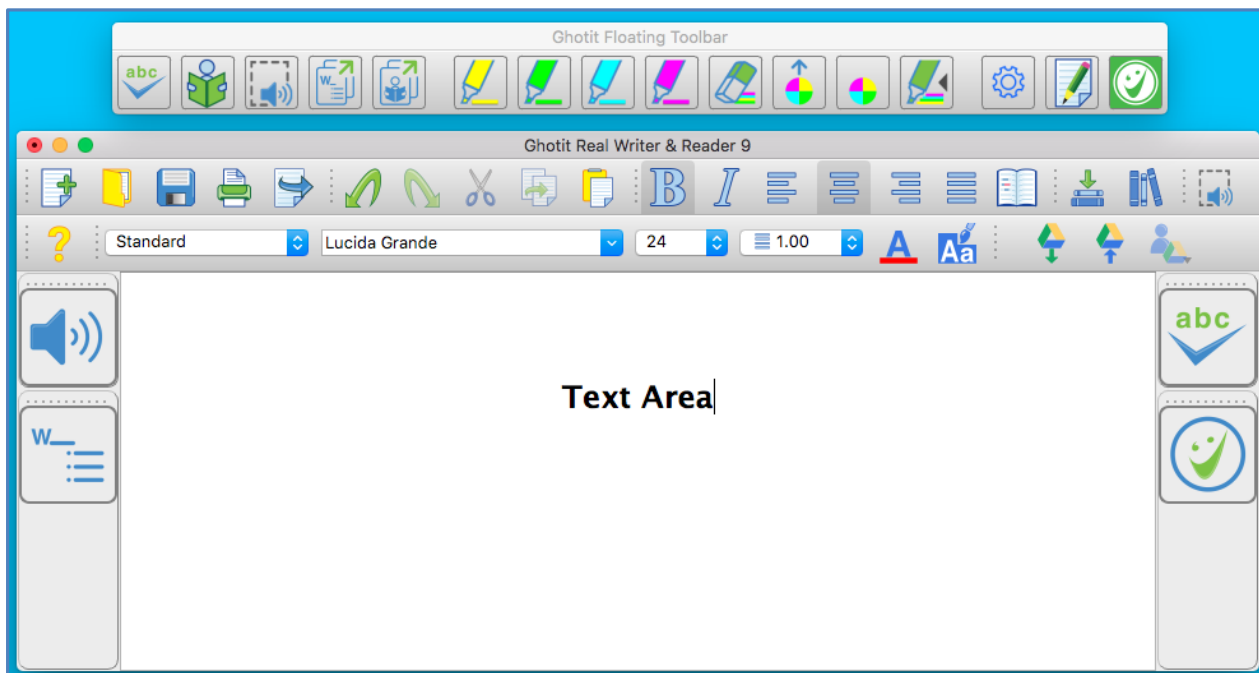



Figure #9: Ghotit Real Writer & Reader Application Main Screen and Floating Toolbar

Write your text in the Text Area. You may opt to write your text with Speech Feedback enabled reading you each written word aloud (see

Speech Options).

To correct the text, either place the cursor in front of the text that needs correction or select the text by mouse.

Further, click the "ABC"-button .

The software will mark misspelled words, suspected confused words and grammar errors by red, blue and green underlining, respectively. When Dark Theme is set, orange, green and yellow colors are used instead for better contrast with dark background.

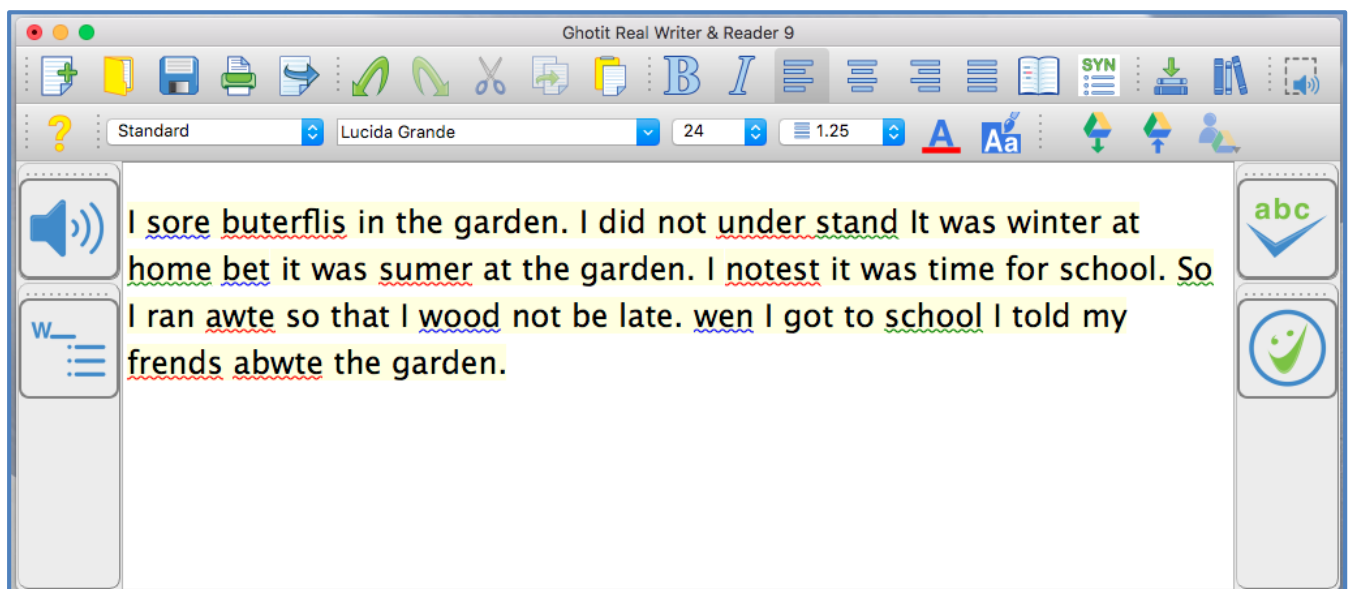



Figure #10: Marking Text for Correction

Click on a marked word. The software will offer the word correction suggestions.



To approve and apply the selected changes, click the Apply button . Clicking the Apply button will also remove all remaining markings and underground coloring from the Text Area.

To read out loud the text written in the Text Area with dual highlighting, click the

Speaker   to toggle speech playback on/off.

Suggestions Menu

The text correction Suggestions Menu displays a list of suggested spelling or grammar candidates and their descriptions. To select the correct word, click on the word. The correct word will be inserted into the Main Screen text replacing the misspelled word.

Additionally, software can read out loud the suggestions and their descriptions, by clicking the Voice buttons. The Voice icons   are used to toggle playback of the suggestion and its description to an on/off mode.

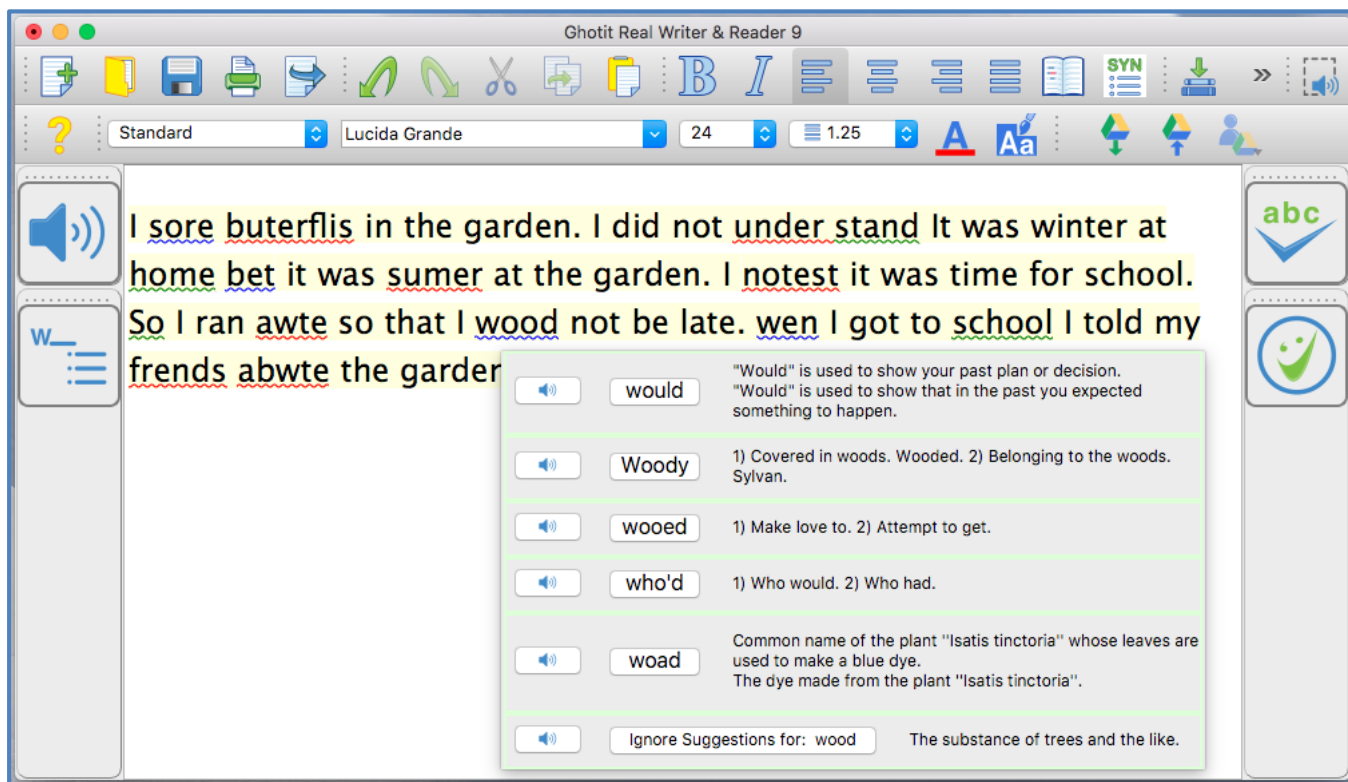



Figure #11: Suggestions Menu for Text Correction

Descriptions Window

Get the meaning of a word in a written text by selecting a word or placing a cursor on it and clicking the Descriptions Window button  located at the right corner of the top toolbar.

The meanings or usage examples are opened in a dedicated Descriptions Window located just under the target word. The Descriptions Window could be configured to be a standalone and user-located via Preferences->English settings.

The text in the Descriptions Window is by default read aloud when the mouse cursor hovers over the window, but it could be muted via Preferences->English settings.

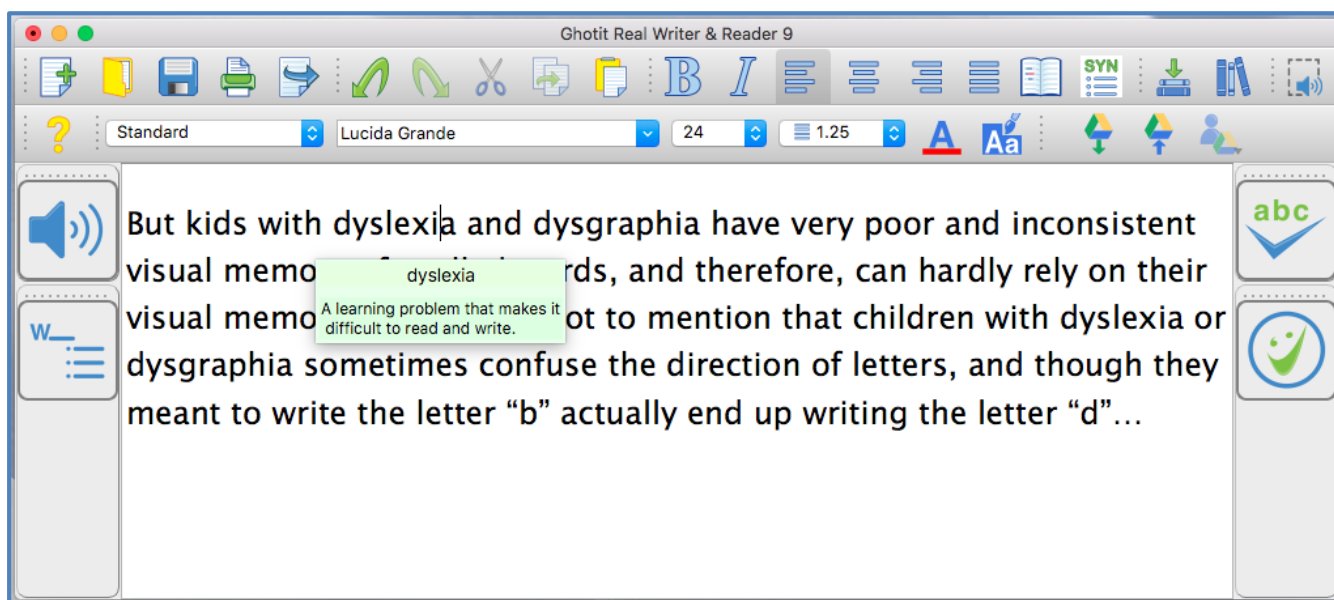


Figure #12: Descriptions Window.

Word-Prediction

Word-Prediction helps a user to write by "predicting" a word the user intended to type. Predictions are based on spelling, context, grammar, syntax, and frequently/recently used words as well as by loaded Word-Prediction Topics. The Word-Prediction feature assists in the writing of kids and adults who struggle with typing as it enables them to write correctly with fewer keystrokes.


Ghotit Word-Prediction provides highly accurate predictions, specifically when the writer has dyslexia or dysgraphia by using **Ghotit Quick-Spell Word-Prediction Technology** - non-stoppable instant corrective word-prediction which continues even when the writing contains several misspellings.

You can try to write with prediction the following:

"Help us to **andes**"

and despite two errors already made in the attempted writing of the real word "**understand**", the prediction suggests correctly the word "**understand**".

The message is - never give up trying to write and expect the right prediction to come.

Press the Prediction button  located on the left toolbar to activate "local" word-prediction in Ghotit Writer Window and start writing **within Ghotit window**.

To write with word-prediction in any other application, i.e. Microsoft Word, **press**

instead the Predict Anywhere button  **(New Feature)** located on the Floating Toolbar.

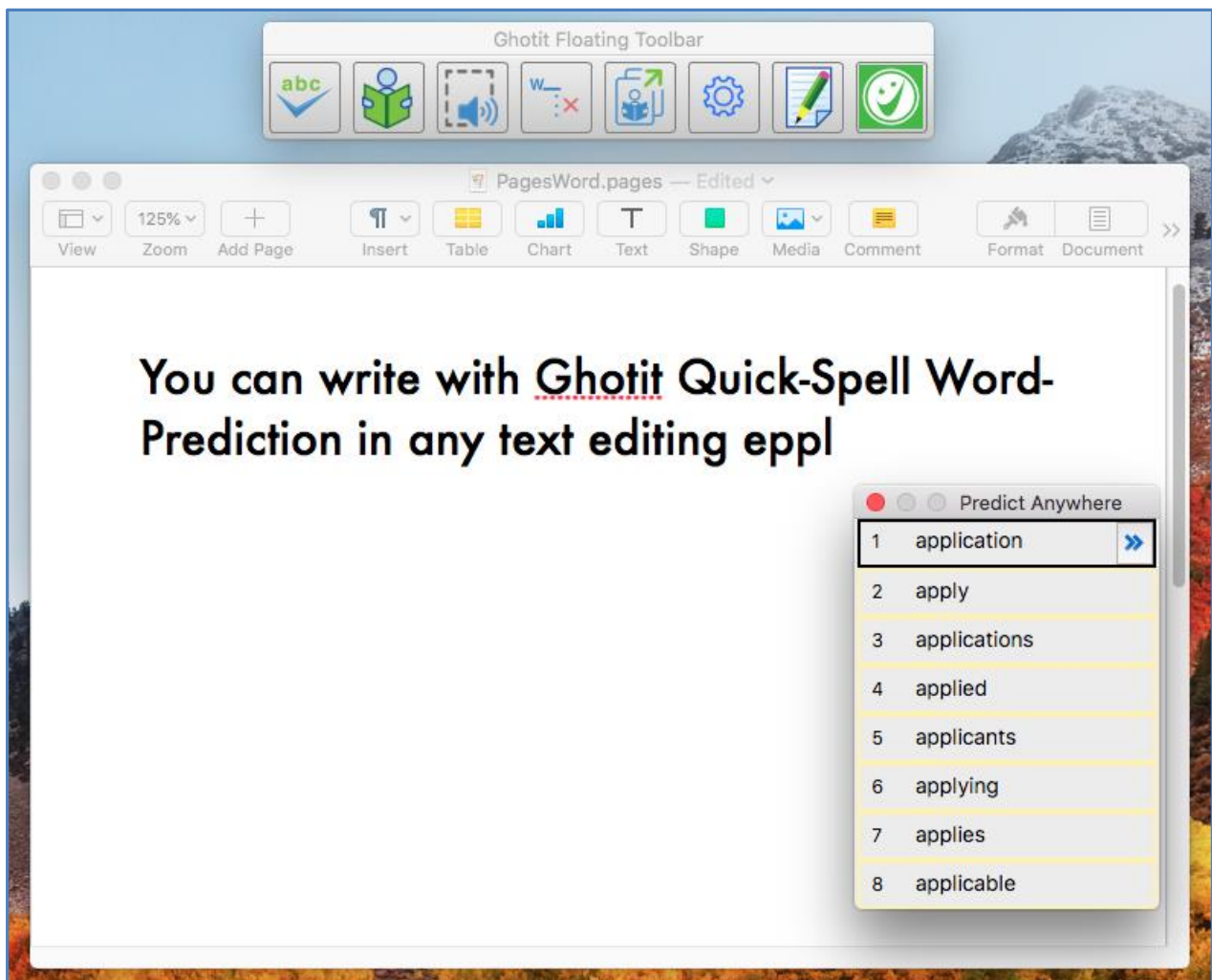



Figure #13A: Writing in Pages by using “Predict Anywhere” window.

Note. Predict Anywhere is due to writing with prediction in any application, but not in Ghotit Editor where Ghotit-local word-prediction (the left toolbar button ) to be used.

To select a predicted word, click the title-bar of Predict-Anywhere window, hover the mouse above the prediction window to read aloud the proposed predictions and choose the appropriate one clicking it by mouse. **Alternatively, use a combination of two buttons: Control and a number appearing left from the prediction, i.e. Control-1, Control-2, etc.**

Note, that due to platform-related specifics, the Predict Anywhere window doesn't follow the cursor.

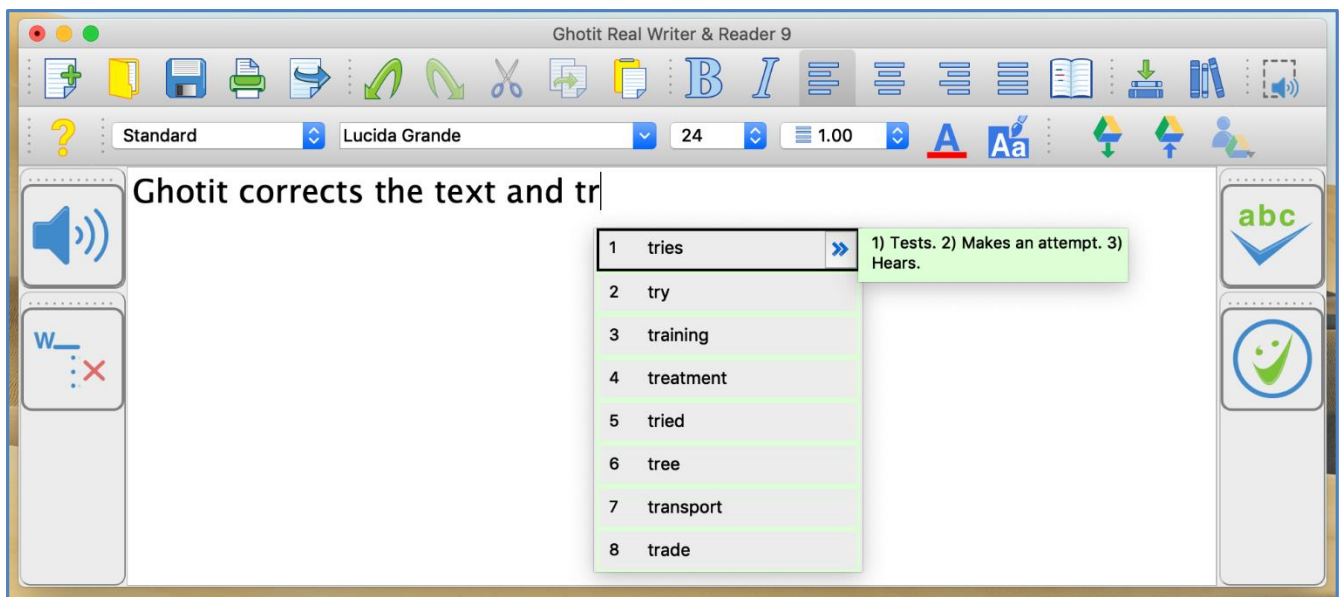



Figure #13B: Local Prediction Menu in Ghotit Writer

To select a word when using Local Prediction Window in Ghotit Writer, click it by mouse **or use a combination of two buttons: Control and a number appearing left from the prediction, i.e. Control-1, Control-2, etc.**

Words in the list are automatically read aloud when cursor hovers above them. If there are descriptions for a word available, right to the word appears a right-directed double arrow ➡. When clicking the double arrow, a separate window appears with meanings for the predicted word, and the meanings are read aloud.

In order to turn off word-prediction, click the word-prediction icon .

Word-prediction has several options that could be tuned for user convenience and/or for compliance with examinations requirements.

Text Editor: Main Screen Icons

The main screen offers a set of features to optimize the text editing experience.

Quick Access icons:



New file – creates a new file



Open File – opens an existing file



Save – saves the text you have written to a file



Print – prints the file



Undo – undoes the latest change



Redo – redoes the last change



Export – exports the text to DOC, DOCX, Open-Office or PDF file formats

Clipboard Icons:



Cut – cuts the text



Copy – copies the text



Paste – pastes the text

Paragraph Icons:



Align text to the left

Center text

Align text to the right

Justify – Align text both to the left and right margins

Font Icons:



Bold – mark text as bold



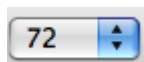
Italic – alter text to italic letters



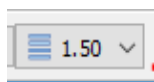
Style – select text style



Font type – select font type



Font size – select font size



Line Spacing – define line spacing for the selected text



Font Color – select font color



Text background color – select text background color

Descriptions Icon:



Descriptions – meanings of words: descriptions and examples

Synonyms Icon:



Synonyms – synonyms and their meanings

Learning and Topics (“Word-Banks”) Icons:



Learning to Word Prediction Topics



Topics for Word Prediction

Screenshot Reader:



Screenshot Reader – reads aloud texts in image and inaccessible documents

Google Docs Editor:



Open a Google Doc document in Ghotit Real Writer for editing/reading.



Synchronize an opened and edited Google Doc document **OR** upload local file to Google Drive.



Sign-Out from the current Google Drive account (i.e. to sign-in with another account).

Reading Text: Integration with Common Applications

Ghotit Real Writer & Reader can read text from any text application e.g. browsers, text editors and e-mail clients.

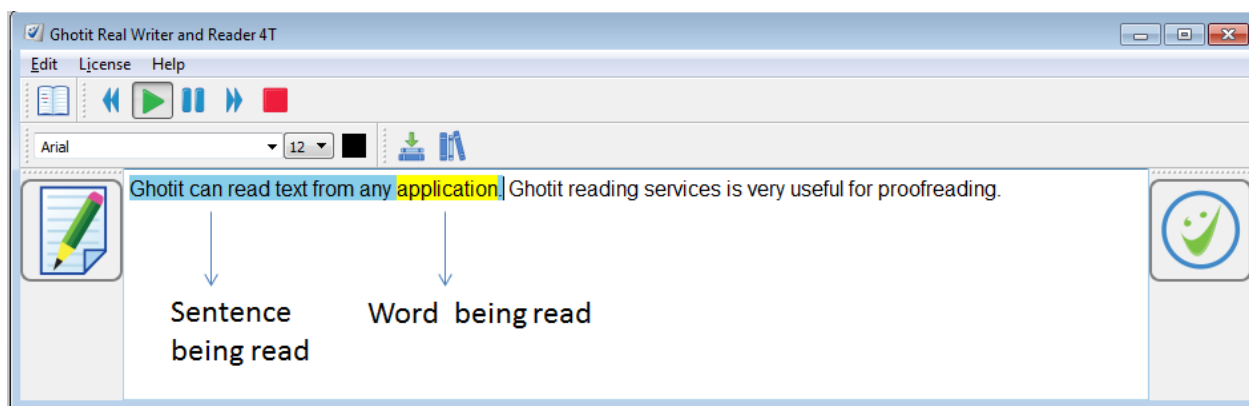



Figure #14: Ghotit Reader Screen

To start Ghotit Reader, select some text in your application and press F2-key; if F2-key alone is not working, use the combination of the two keys: Fn-F2 (press Fn-key and F2 together).

Alternatively, click the Reading-button of the Floating Toolbar.

Clicking the Edit icon  , switches the software to Text Correction Mode.

Text Correction: Integration with Common Applications


You can access Real Writer & Reader from various Mac applications (i.e. Pages, TextEdit, MS-Office, Chrome, Gmail, etc.) simply by marking the text and pressing the F6-key.

To use it:

1. Run Real Writer&Reader and, optionally, minimize it;
2. Write your text in an application window;
3. Select some text by mouse (up to 1000 words each time) and press F6-key; if F6-key alone is not working, use the combination of the two keys: **Fn-F6** (press Fn-key and F6 together).

Alternatively, click the left-most ABC-button of the Floating Toolbar.

4. Real Writer&Reader window is activated; the text is transferred to it, and user gets suggested correction candidates;
5. Correct the text by using various assistive technologies in Real Writer&Reader window or write additional text;
6. Once you are done correcting the text, return the corrected text back to the

application by clicking the Apply button .

Note: Text in Real Writer window is replaced on F6/F2 or Floating Toolbar clicks by a new text. The previous text is saved by Ghotit and could be retrieved from the menu Saved Texts. Make sure, you are saving the retrieved text to some file immediately.

Floating Toolbar: Integration with Common Applications

Floating toolbar could be particularly useful when for some reasons usage of F-keys is not possible or of less convenience. When the toolbar is not required, hide it by selecting the checkbox "Hide Floating Toolbar" in Preferences -> tab Advanced and restarting Ghotit Real Writer and Reader.

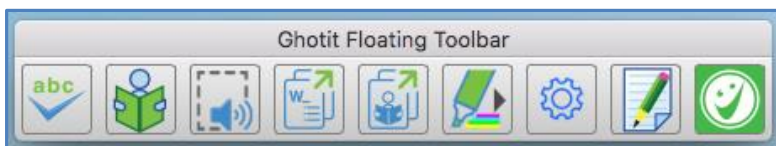










Figure #15A: Floating Toolbar











Figure #15B: Floating Toolbar Mode with enabled Highlighting Buttons

Floating Toolbar window is due to facilitate integration with Mac applications and has the following buttons:

- Spelling Button  to work exactly as F6 shortcut for text correction;
- Reading Button  is parallel to F2-shotcut and due for Reading Aloud;
- Screenshot Reader Button  duplicates functionality of the same button on the Main Window top toolbar for reading from screen.
- Predict Anywhere Button  (New Feature) to write with Ghotit Quick-Spell Word-Prediction in any editing application
- Read Anywhere Button  (New Feature) to read-aloud the text selected in any window
- Preferences/Settings Button  to get fast access to the configurable parameters

- Bring the Editor to Front  (New Feature), a convenience button to activate and bring to front Ghotit Real Writer's window from the minimized state or when obscured by other windows.
- Smiley Button  to minimize / maximize the Floating Toolbar.

The **Highlighting** buttons are:

- Highlight in Yellow Button  – highlights selected text background in yellow;
- Highlight in Green Button  – highlights selected text background in bright green;
- Highlight in Turquoise Button  – highlights selected text background in turquoise (aqua, light blue);
- Highlight in Pink Button  – highlights selected text background in pink;
- Erase Highlighting  – removes highlighting from the background of the selected text;
- Collect Highlighted Texts  – collects highlighted texts and outputs them to Ghotit Editor or to Microsoft Word document
- Create New Collection of Highlighted Texts  – forgets previously collected highlighted texts and starts a new collection
- Sign-in/out to Hypothesis Web-Annotations Service  – integrates with Hypothesis Web Annotations Service to collect annotations from web-pages and PDF files.

The size of Ghotit's Floating Toolbar could be adjusted and only necessary buttons could be configured to stay depending on each user needs. This is explained in the Settings -> Floating section.

Google Docs – Integration with

Ghotit's policy is Absolute Privacy for our users:

<https://www.ghotit.com/privacy-policy>

Using Google Drive, you are subject to Google's policy. Please, pay attention and understand the nature of your agreements with Google.

Ghotit Real Writer and Reader is a so-called "verified" software checked by Google's Verification Team. Unfortunately, you are still supposed to receive from Google so-called "Security Alerts" emails.

Integration with Google Docs works with Google Docs files located on Google Drive. If your files on Google Drive are in native formats, e.g. .doc, .docx, .html, .txt, and .rtf, you can easily convert them to Google Docs:

<https://support.aodocs.com/hc/en-us/articles/210147546-Convert-Microsoft-Office-files-to-Google-files->

To open in Ghotit Real Writer a Google Docs file from the Google Drive, click/tap the "Open

(Download) a Drive File" Button  located on the top toolbar.

Doing that for the first time, prompts for signing into the Google Drive with a list of Drive accounts to select from or an option to sign-in with another Google Account:

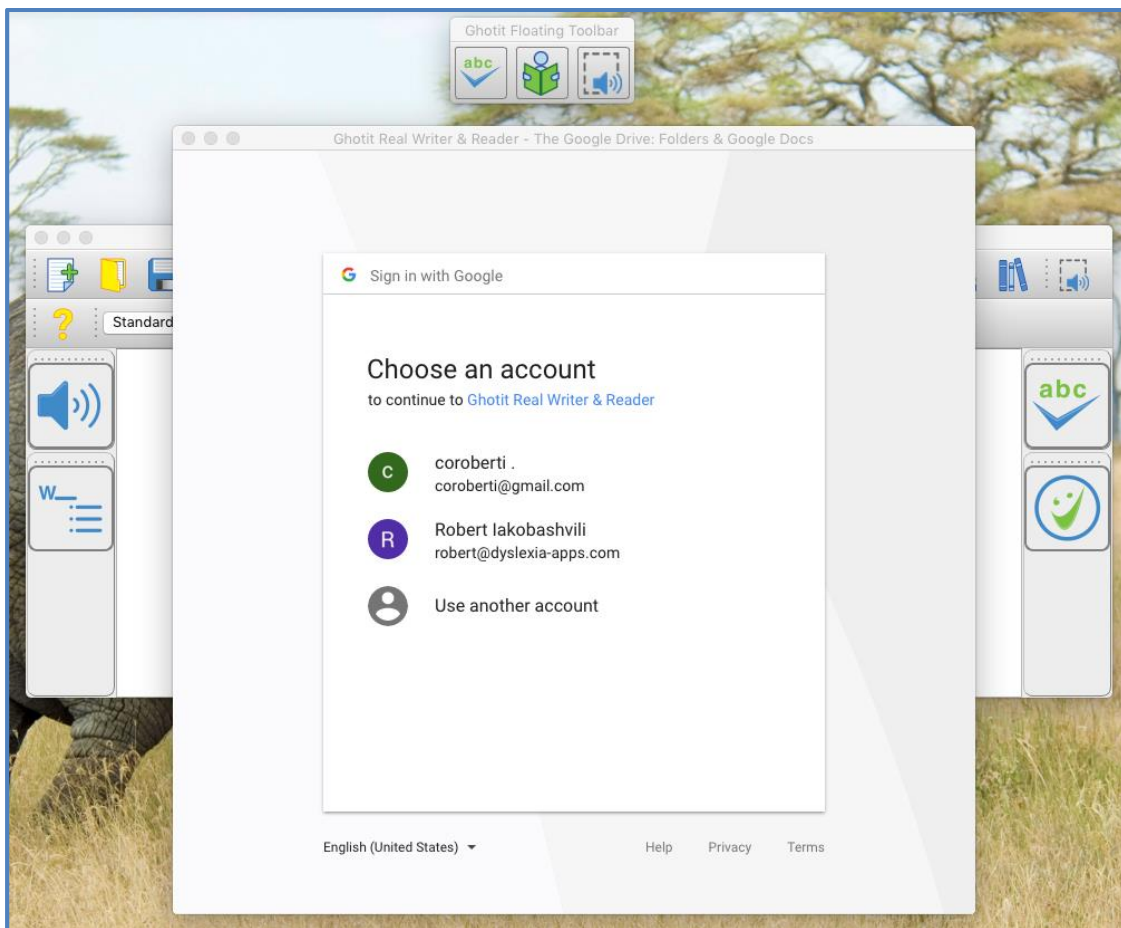


Figure #16: Choose Account to Sign-in to Google Drive.

After signing into your Drive account, navigate File Open dialog and select the file Google Docs file you'd like to open and edit.

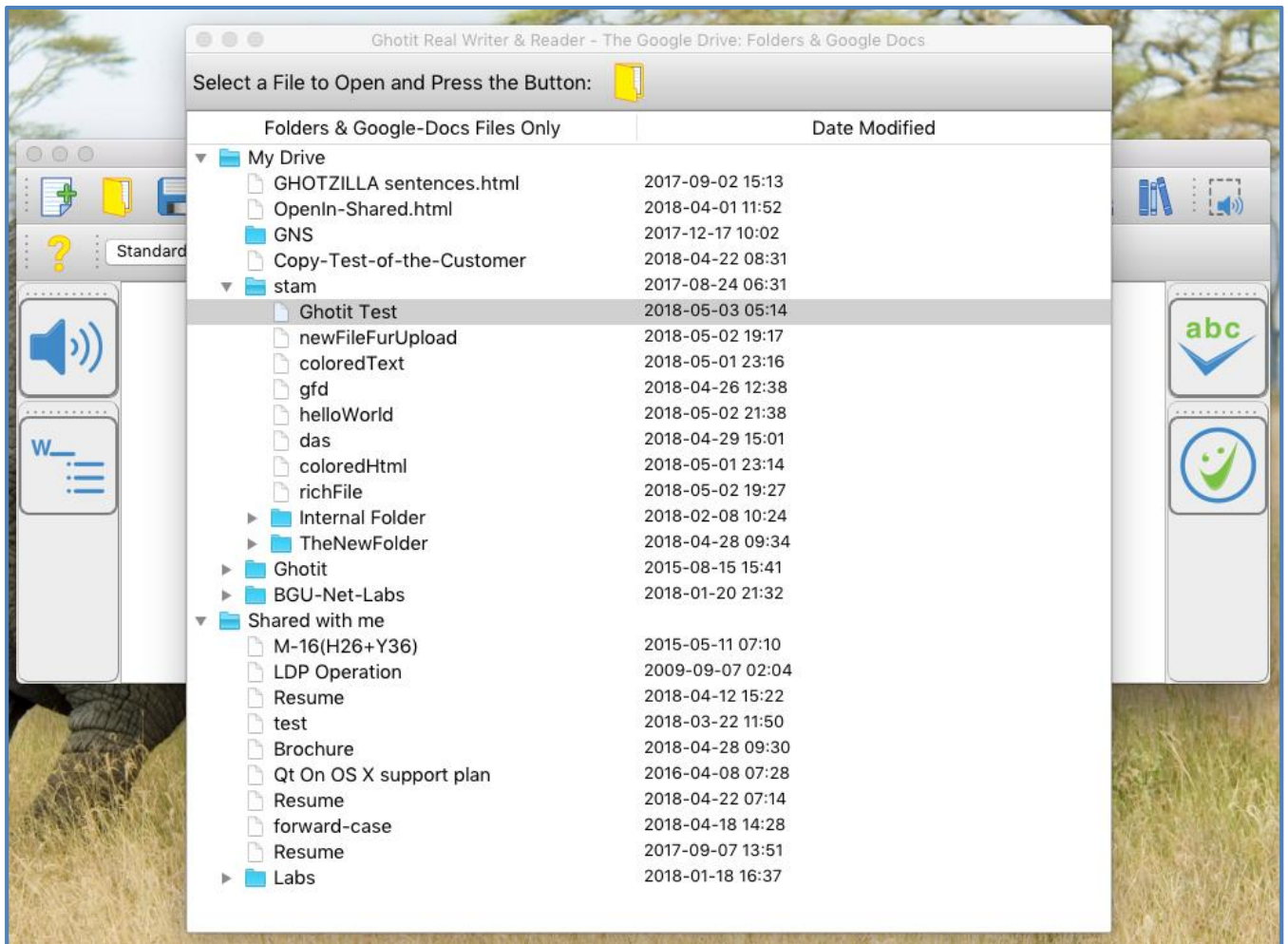


Figure #17: File Open Dialog. Select a File and Press Select.

The selected Google Docs file is loaded into the Ghotit Real Writer editor. When a Google Docs file is opened, it is indicated at the window title by "A Google Docs File".

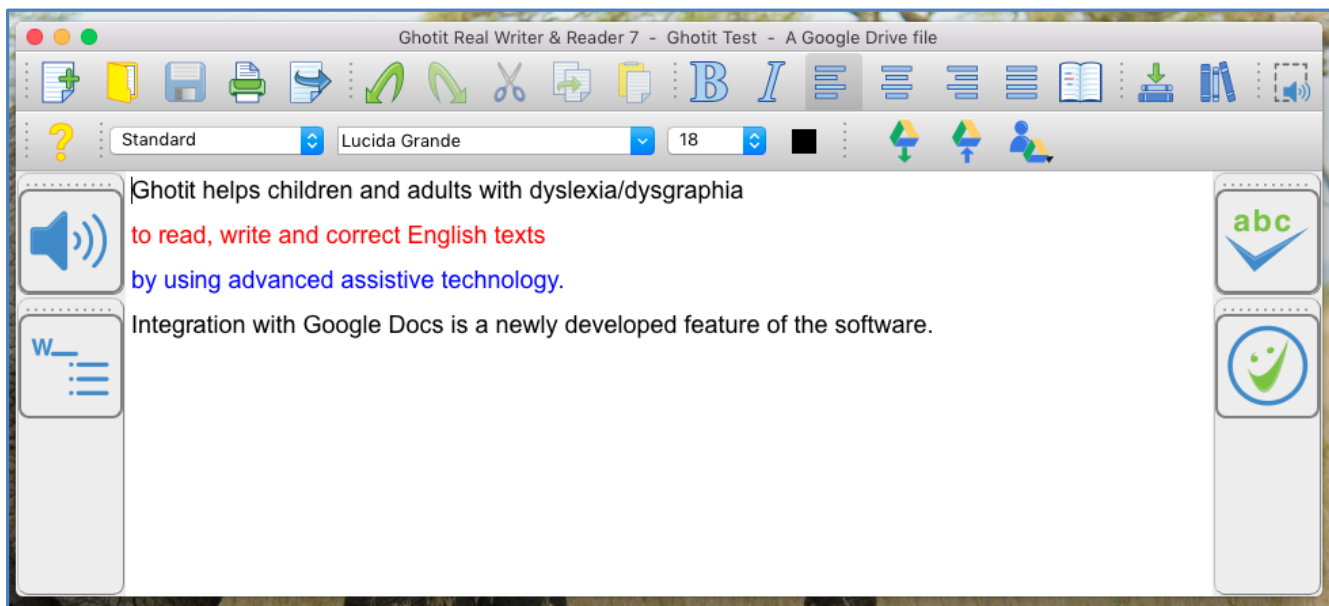




Figure #18: A Google Docs File Opened for Editing.

The software makes automatic synchronization of Google Docs files with Google Drive when closing the software.

Additionally, user can force synchronization of a file with the Google Drive by tapping/clicking the "Synchronize (Commit/Upload) with Drive" Button: .

When the synchronization process fails due to a lack of the Internet connection, it will be attempted the next time the software runs.

To upload a local file to Google Drive, you can use the same button , and next, select a folder for uploading from the Folder Selection Dialog:

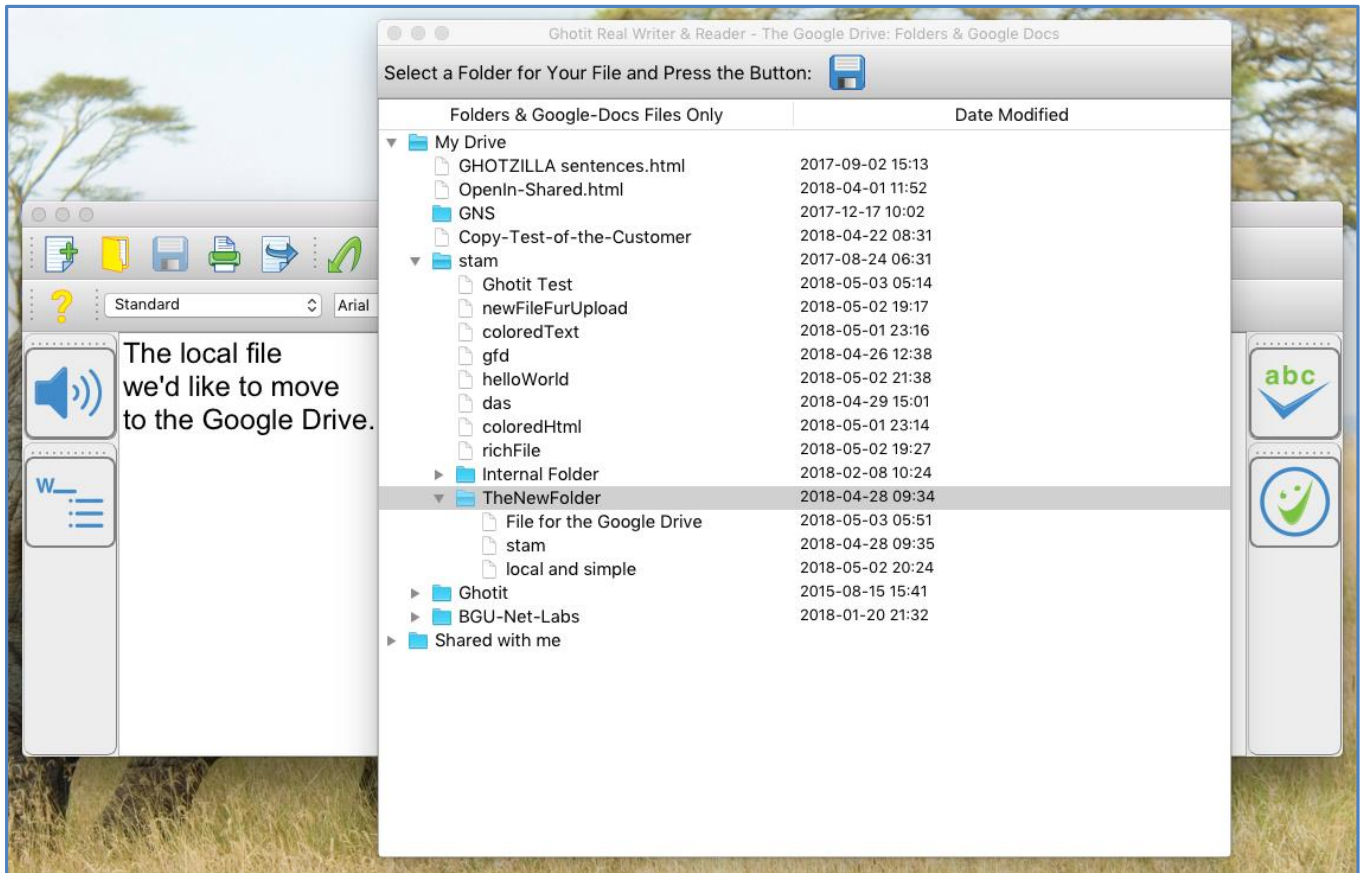


Figure #19: Upload File to the Google Drive. Folder Selection Dialog: Select a Folder and Press Select.

After uploading of a file to the Google Drive, Ghotit Real Writer automatically opens the file as a Google Docs File and allows you to edit it immediately.

The text "- A Google Drive file" added to the window Title Bar after the file name indicates that the currently opened file is located on Google Drive.

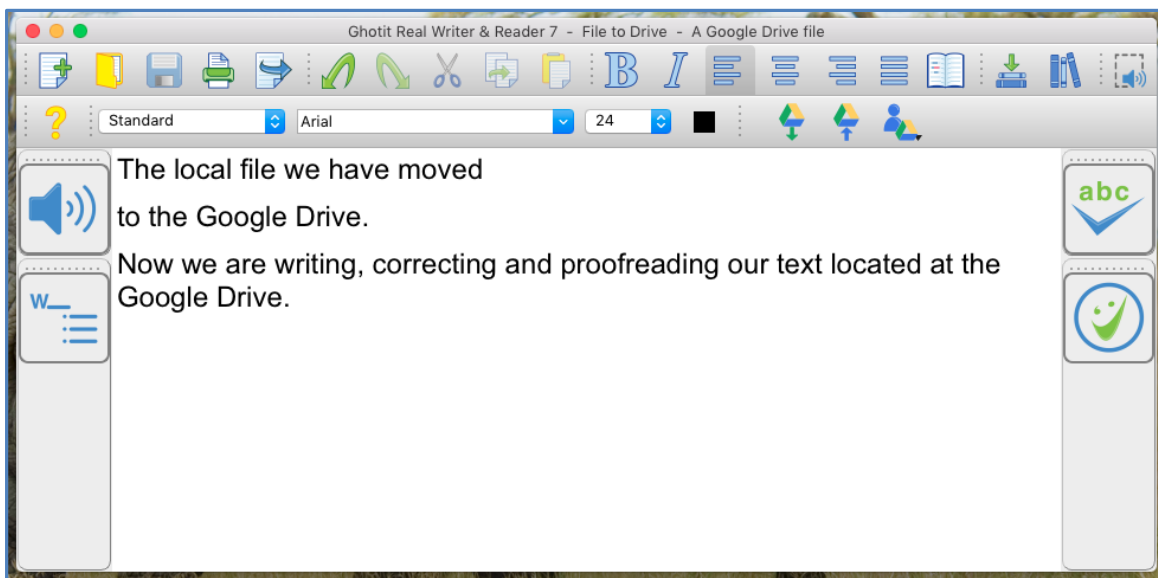



Figure #20: A File Just Moved to the Google Drive.

There is an option to Sign-Out from the current Google Drive account in order to sign-in to another account. Click/tap on the Sign-Out Button  and select from the drop-down line "Sign-Out: <account-email>":

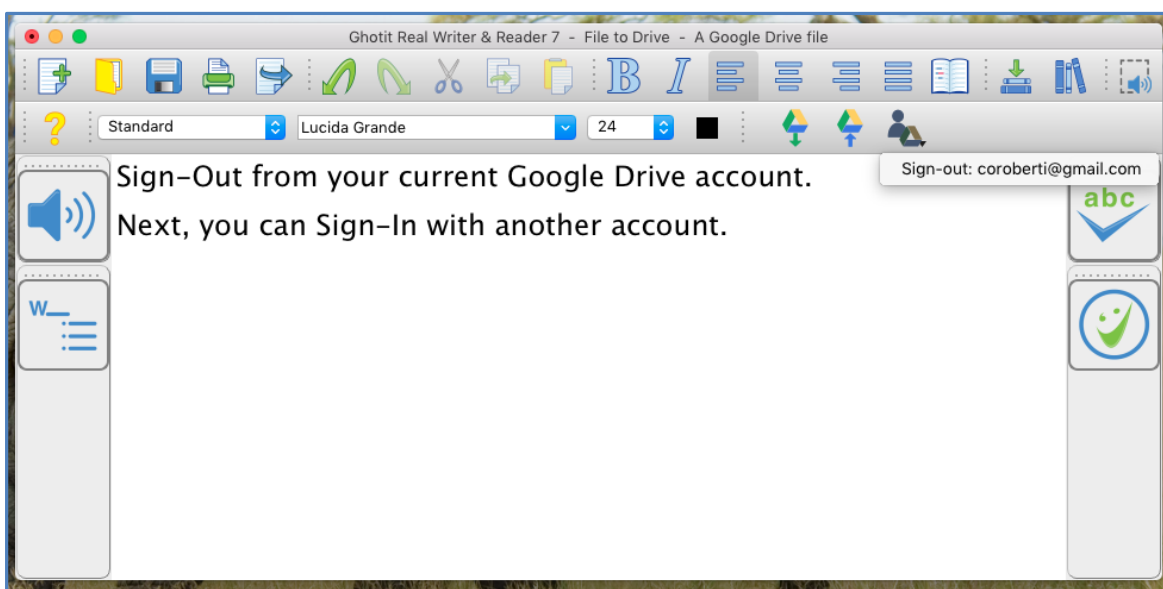



Figure #21: Sign-Out from the Current Google Drive Account by Clicking/Tapping the Sign-Out Button and Selecting "Sign-out <email>".

Screenshot Reader

Ghotit Real Writer&Reader can read aloud text from images or non-accessible documents.

Click the Screenshot-Reader icon  located on the top-toolbar to enter the Selection Mode.

The screen gets dark and the cursor gets crosshair. Select by mouse a rectangle area and adjust the bright selected Reading Area by using the light-blue colored handles of the border selection.

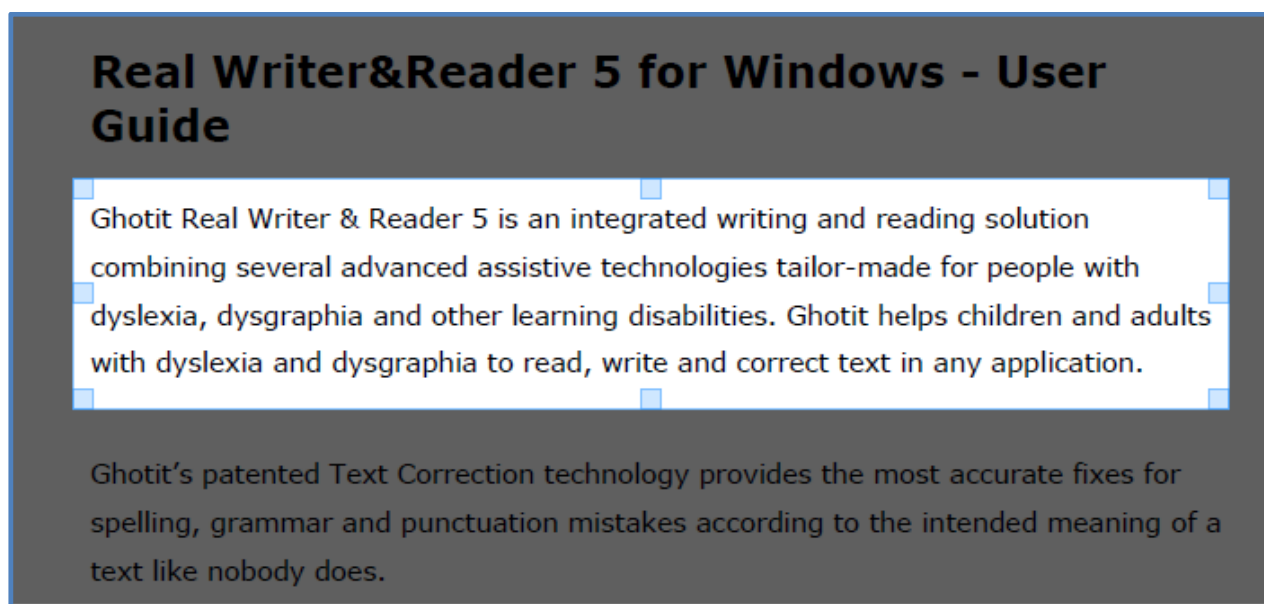


Figure #22: Screenshot Reader: Selection Mode.

You can always exit from the Selection Mode by pressing Esc key.

To read the text aloud press Enter Key; the software enters the Reading Mode and reads the text aloud.

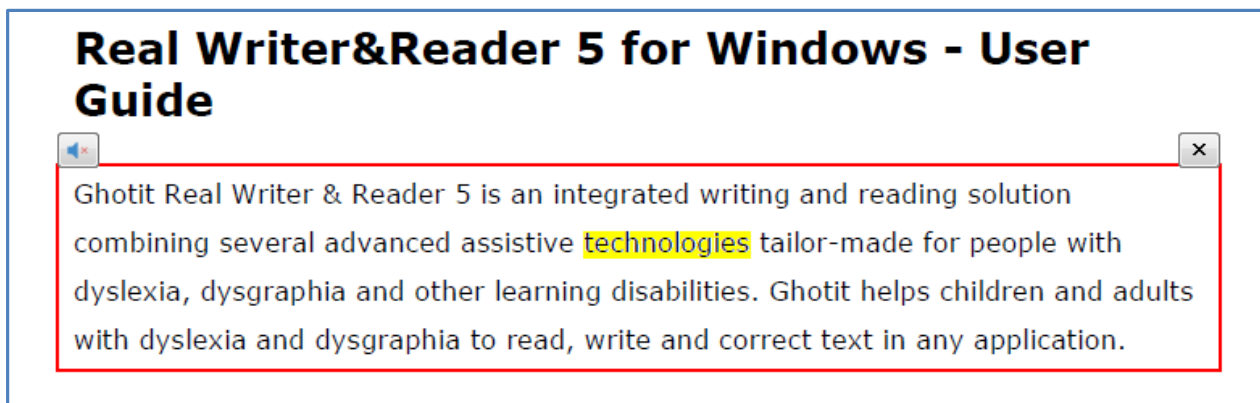


Figure #23: Screenshot Reader: Reading Mode.

To read the text aloud press Enter Key; the software enters the Reading Mode and reads the text aloud.

When done, press the Close button located at the right-top corner of the Selected Area:


- The selection disappears;
- Ghotit window gets focus with the recognized text kept in the text area.

The recognized text could be copied to any other document or exported to a document by pressing the button Export and selecting DOC, PDF, HTML or TXT formats.

Read Anywhere






Besides Ghotit Reader to copy any text from any window and read it with dual highlighting and Screenshot Reader to read anything directly from the screen,


Read-Anywhere (New Feature) is an additional reading option.


Just select any text, click Read-Anywhere button  at the Floating Toolbar and get the text read aloud on spot.

Highlighting Texts and Highlights Collection

It's a preview of a new feature currently limited to a Desktop MS-Word and Microsoft Word Online – an online version of Office-365 Word working in browsers (Internet Explorer, Edge, Chrome and Firefox).

Open Word documents on your Desktop or in browsers, select some text and highlight it by clicking either color button: , , , or . To clear text from highlighting, use the Erase Highlighting button: .

Collect the highlights to Ghotit Editor or to a Microsoft Word document (choose in Settings-> tab Highlights) by clicking button Collect Highlights: .

To reset kept in Ghotit's memory highlighted texts and to start your new collection, use the button Create New Collection of Highlighted Texts .

There's a temporary collection of the last 20 files with highlights accessible from the menu Highlighted Texts. Selecting a file from this collection opens the file collected to Ghotit in Ghotit Editor and the file collected to MS-Word by the Desktop Word application.


As a newly added experimental feature, Ghotit software integrates with widely used in education free Hypothesis Web-Annotation Service:

<https://web.hypothes.is/>

It's a simple start to begin with Hypothesis Annotations and you can follow the guidelines here to sign-in, install Chrome Browser extension and start annotating:

<https://web.hypothes.is/start/>



You can sign with your Hypothesis account in Ghotit by clicking on the button , and use Ghotit to collect your annotations.

When Ghotit starts, it automatically starts its “New Collection” of Highlights and Annotations. User can reset the collection and start the “New Collection” from the beginning.

“Collect New Annotations Only” option – means to collect the annotations made just recently after the time the New Collection started.

“Collect Annotations from Just Visited Pages” – means to collect all annotations, recently made annotations as well as old annotations, from the web-pages visited after the time the New Collection started. It could be narrowed by tag specifying a tag in “Filter annotations by tag”.

“Collect All Annotations (up to 200 limit)” – means to collect all annotations made with your account. It is recommended to limit the collection by a tag that could be entered to the field “Filter annotations by tag”.

As the best practices, use “Annotate” and not “Highlight” using Hypothesis Chrome browser Extension. Provide appropriate context meaning tags for the annotations you are creating. Since Hypothesis is not supporting multiple colors for background, we are recommending to add additional single-letter tag to each annotation “Y”, “G”, “B”, “P” to be recognized by Ghotit and used to color the text background to yellow, green, light blue, or pink color, respectively.

Here's the Annotations and Highlights Collection User-Interface:

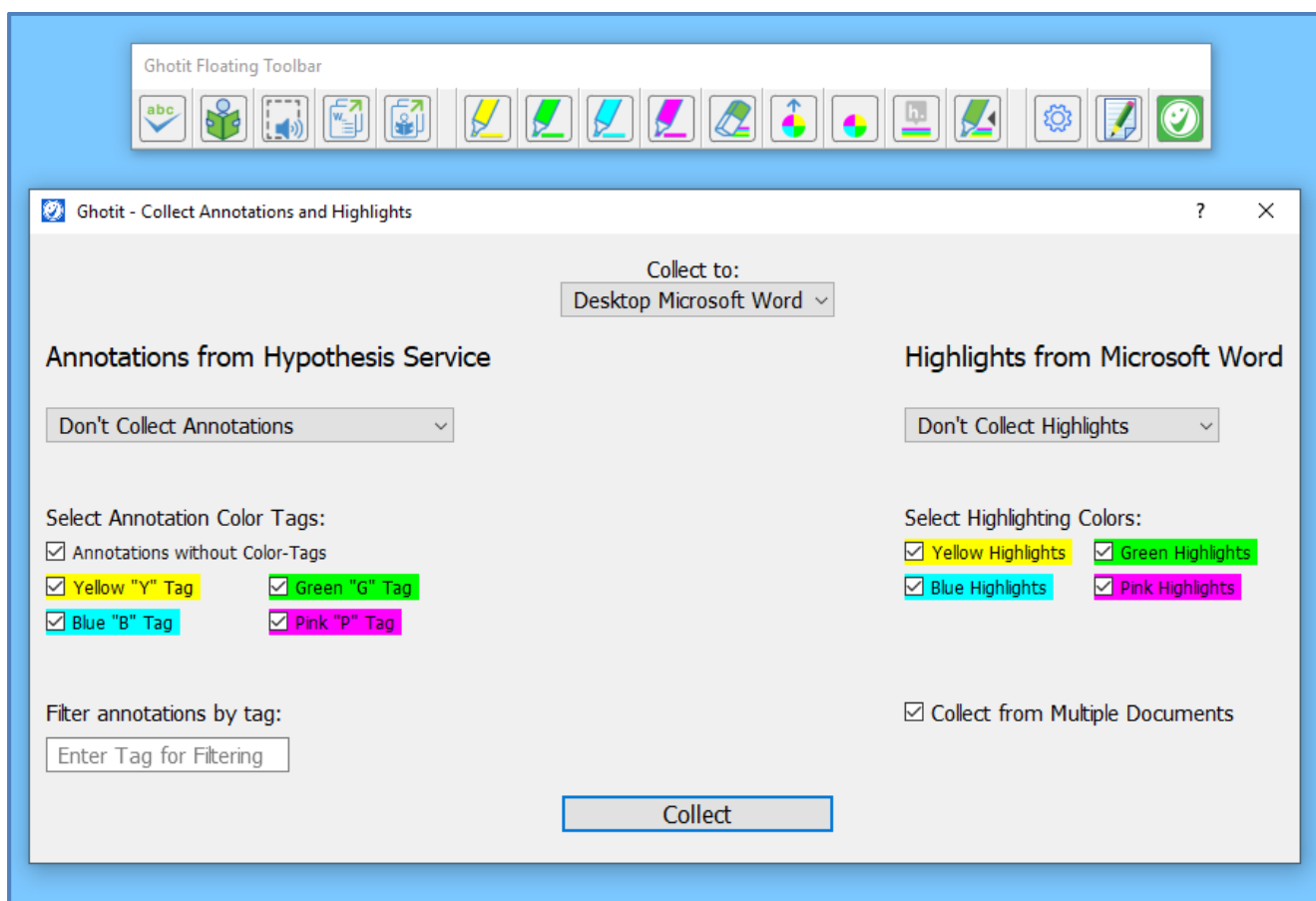


Figure #19: Annotations and Highlights Collection Interface.

To annotate local PDF file, allow Hypothesis Chrome Extension to access local file as explained by the link:

<https://web.hypothes.is/help/annotating-locally-saved-pdfs/>

Next, open local PDF files in Chrome either by right-clicking it and from the right-click menu selecting Chrome Browser, or by clicking Ctrl-O in Chrome browser and selecting the required PDF file using standard File-Open dialog.

Annotate the opened in Chrome Browser PDF file in Hypothesis. When done, this annotation could be collected by Ghotit like any other.

Customization: User Interface

User-Interface containing only necessary functions/buttons concentrates attention and improves productivity.

To customize the Ghotit User Interface, **right-click on the empty area** of the Top, Left or Right toolbar and get the Right-Click Menu with the list of functionalities (actions).

Note: To get Right-Click-Menu with Apple's original mouse, hold down the Control Key and click on an empty area of a toolbar:

<https://www.apple.com/shop/question/answers/readonly/does-magic-mouse-right-click/QP47HCCH2722Y7YA7>

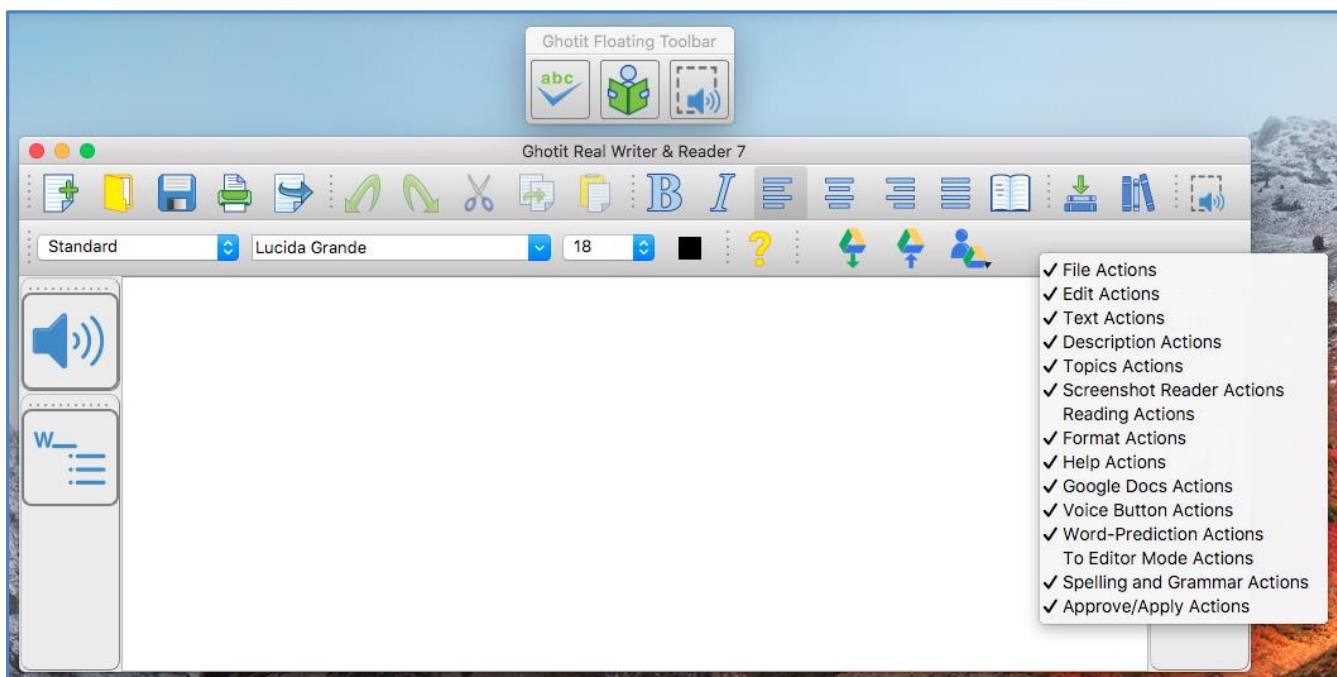


Figure #24: Right-Click Menu for User-Interface Customization

Select or unselect check-boxes to add or remove certain groups of buttons.

For example, look at the customized User interface below with the changes made:

- Added to the top toolbar "Reading Actions" with 5 Reading Buttons;
- Removed from the top toolbar "Google Docs Actions" with 3 buttons;
- Removed from the left toolbar "Word Prediction Actions" with 1 button;
- Removed from the top toolbar "Topics Actions" with 2 buttons.

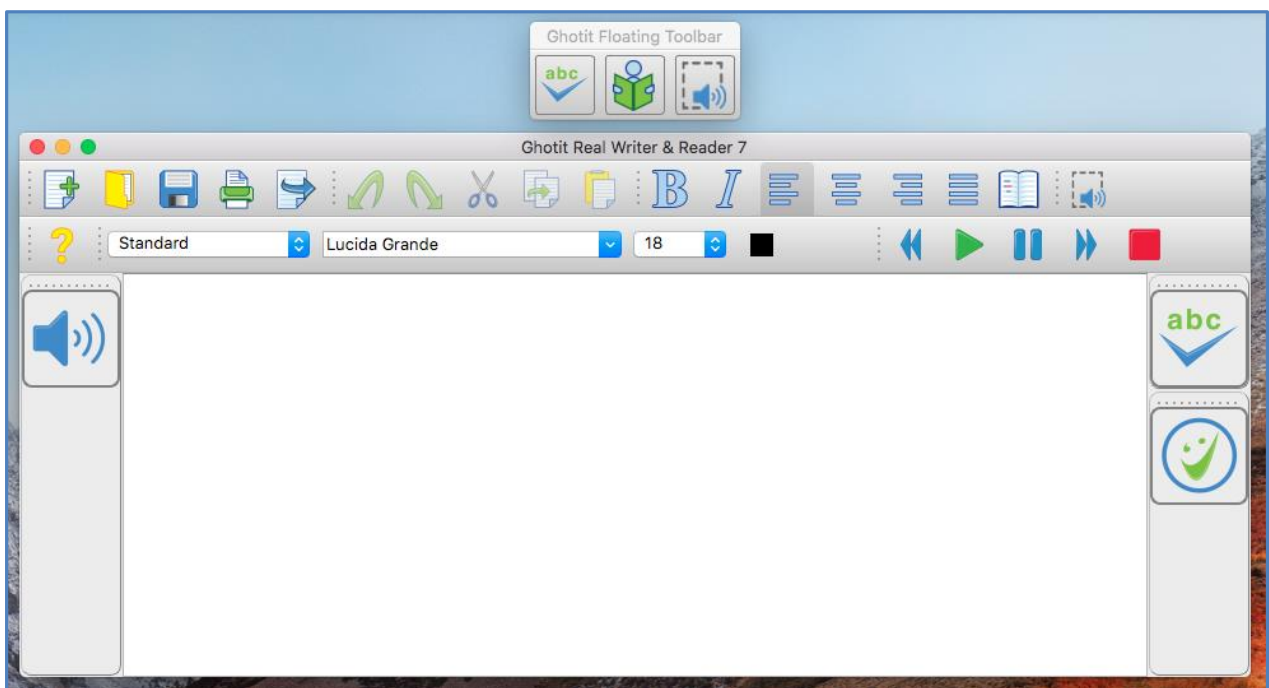


Figure #25: Example of a Customized User-Interface.

You can always return to the default "Factory-Made" User-Interface by going to the Preferences (select Preferences from the menu Edit), clicking tab Advanced, pressing there the button "Restore the Default Layout", closing the software and running it again.

Customization: Preferences

To customize the software, activate Ghotit Real Writer & Reader window e.g. by clicking it and select from the top left menu just right to the apple sign “Ghotit” drop-down menu. Select Preferences line to get into the software Preferences.

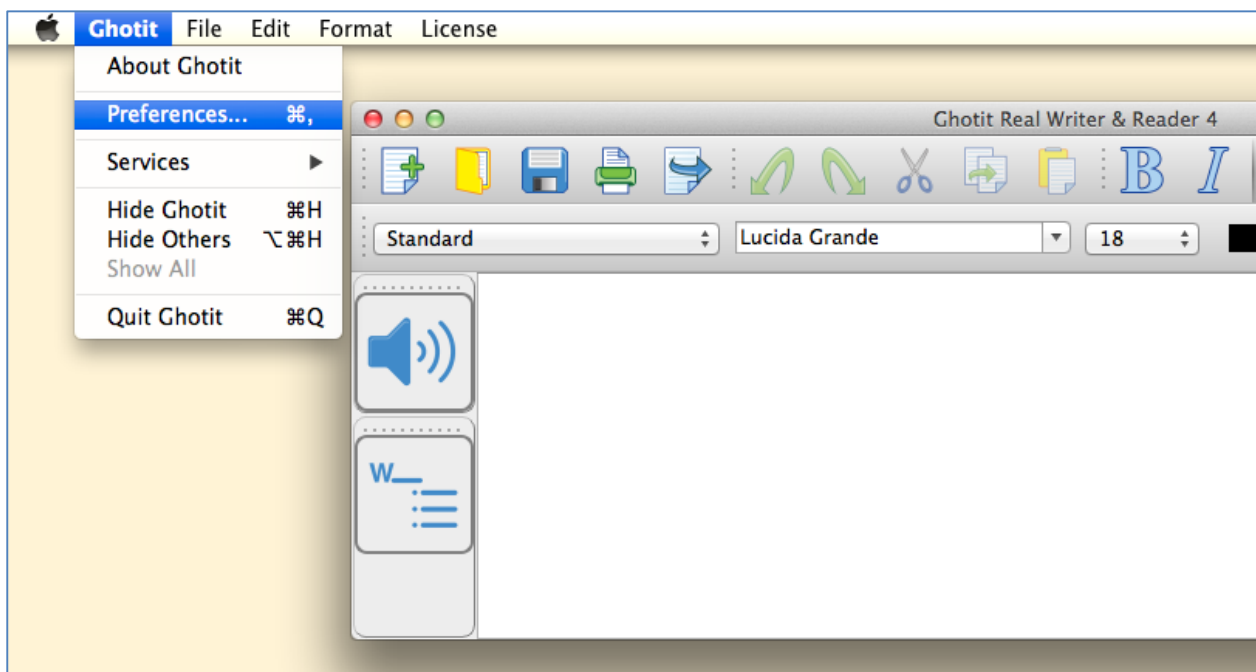


Figure #26: Opening Preferences Screen

Alternatively, get Preferences by clicking the Preferences button with “wheel” image located on the Floating Toolbar.

After selecting Preferences, a new window with several tabs appears (next figure, Fig. 27).

The customization tabs are:

- 1) **Speech** - Select the voice to read-out-loud a written text (text to speech voice), word-highlighting & sentence coloring;

- 2) **English** – Select English dictionary, customize Descriptions Window options and add words to your Personal Dictionary;
- 3) **Spelling & Grammar** - Select colors of Spelling Window and adjust Text Enrichment options
- 4) **Prediction** – Customize Ghotit Word-Prediction and colors of the Word-Prediction window;
- 5) **Learning** – Create topics for Word-Prediction by learning from text files and/or Ghotit Text Area;
- 6) **Topics** – Import, export, delete, load to use and unload from use Word-Prediction topics to improve the quality of word-prediction;
- 7) **Exams** - Forbid/Allow any feature of Ghotit in line with your exam or curricula requirements;
- 8) **Floating** – Adjust the size and customize the appearance (add/remove buttons) of the Floating Toolbar;
- 9) **Main Window** – Customize the appearance and colors of the Ghotit software Main Window and its Editor as well the shortcut F-keys used for Text Correction and Reading Text Aloud;
- 10) **Theme** – Switch between the default Light Theme and the experimental Dark Theme (requires Ghotit restart).

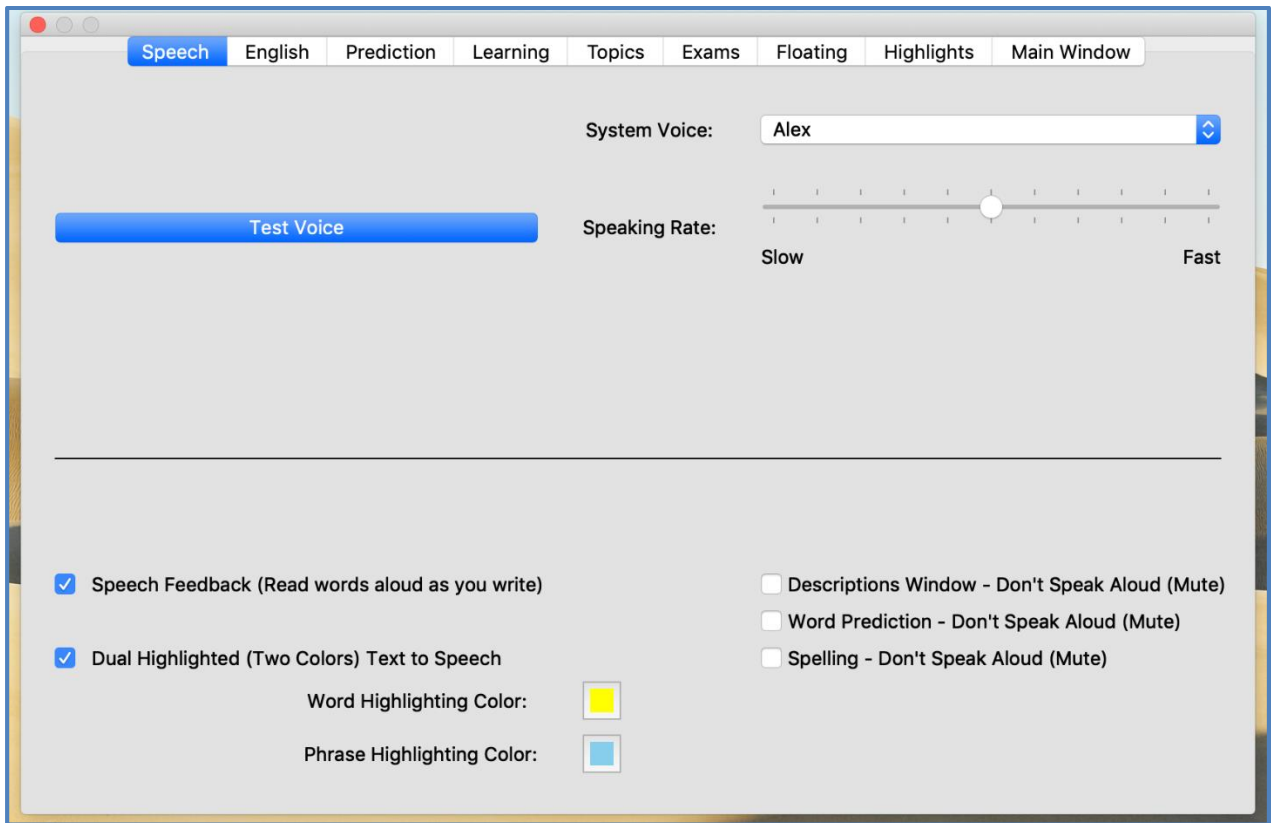


Figure #27: Preferences: Speech Customization Options

Speech Options

Real Writer & Reader offers read-out-loud services; it reads aloud:

- Written text;
- Suggested corrections and their meanings;
- Predicted words and their meanings;
- Meanings of any word selected by user in Description Window;
- Words as you write if Speech Feedback configured;

Customize the Speech options as shown at Fig. 27.

Select your preferred voice from the list of the available with your computer text-to-speech voices.

Select the Speech Feedback option to read-out-loud each word while you are writing.

Select the colors marking the word and sentence by dual-highlighting when it is read aloud.

English Language, Descriptions Window and Personal Dictionary

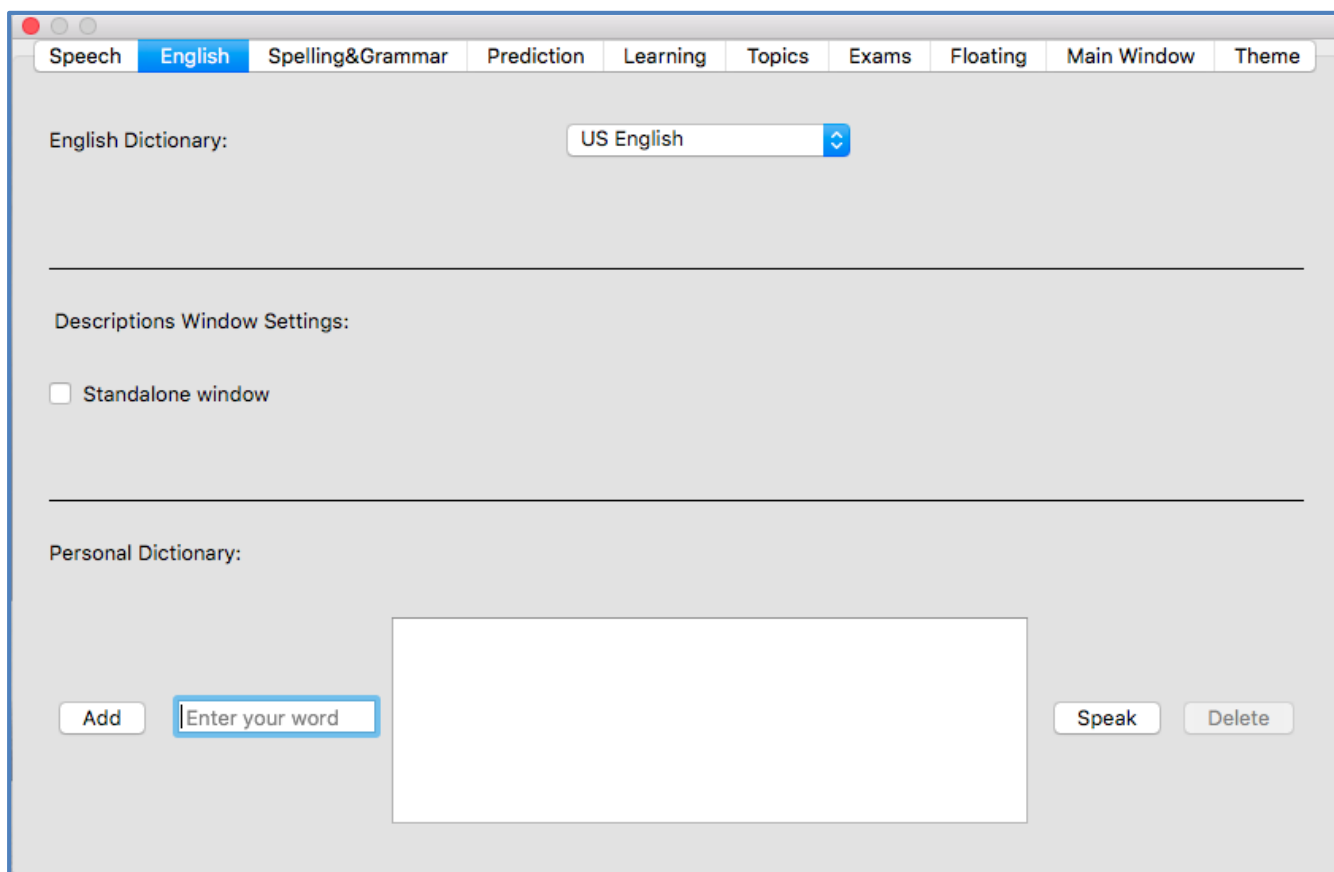



Figure #28: Preferences: Options for English Language, Description Window and Personal Dictionary

Chose the English dictionary you want to use from:

- Australian English
- Canadian English
- New Zealand English
- South African English
- United Kingdom (UK) English
- United States (US) English

Additionally, the screen provides configuration options for Descriptions Window containing meanings of user-selected words and opening on clicking the button Descriptions  on the top toolbar.

Descriptions Window could be configured to be a standalone and user-located by selecting the checkbox "Standalone window".

Reading aloud of the text in the Dictionary Window when mouse cursor enters its area could be muted by selecting the checkbox "Don't speak aloud (mute)".

Yet another useful option on the screen is Personal Dictionary where you can add words by entering them to the text area and clicking on the "Add" button. Words could be added to your Personal Dictionary also from the Suggestions Menu when clicking on the "Add Word" button. To delete a word, select it and click on "Delete". "Speak" button lets you hear a selected word aloud.

Spelling & Grammar

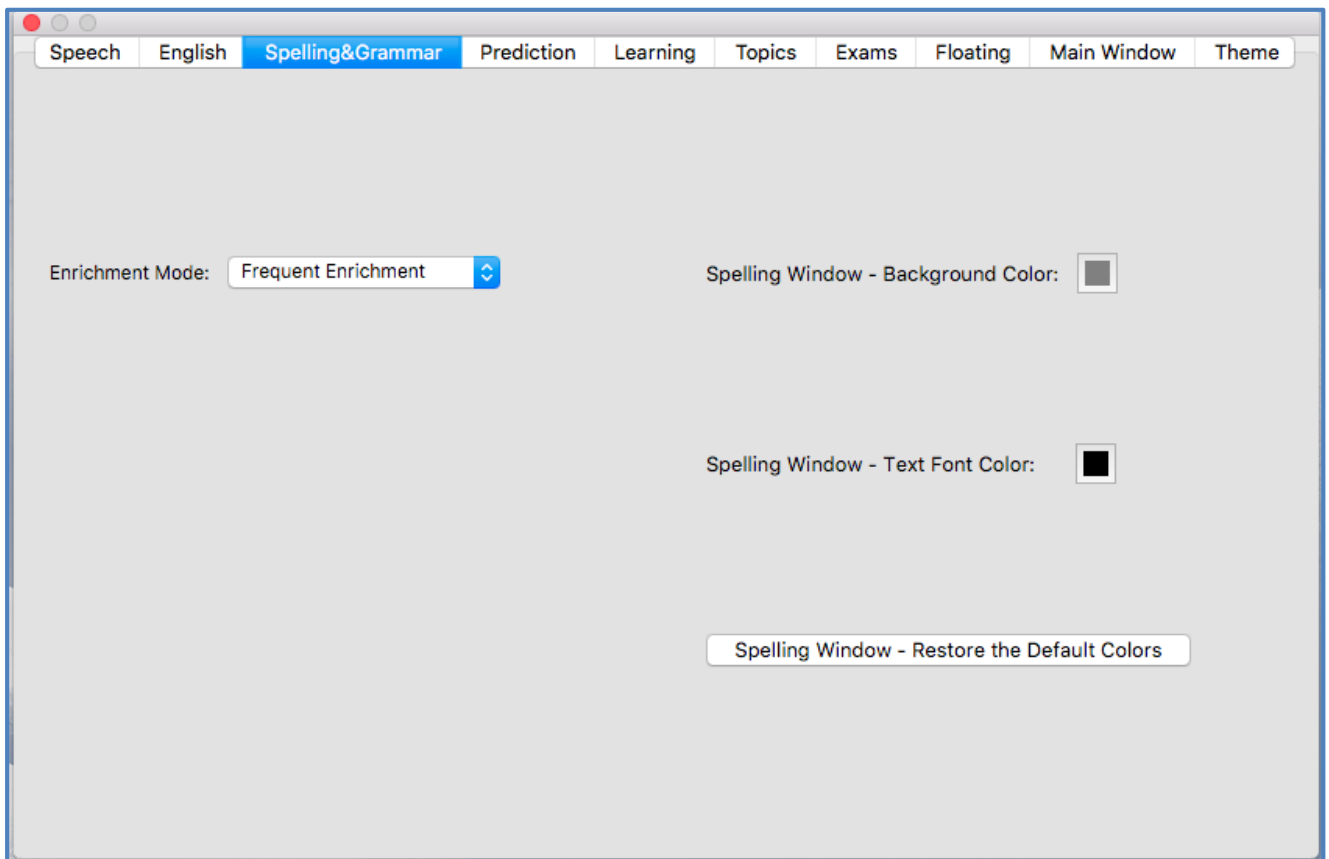


Figure #29: Preferences: Spelling and Grammar

- Text Enrichment – Select the Enrichment Mode - experimental;
- Spelling Window – Select background and text font colors;
- Spelling Window – Restore the default colors.

Word-Prediction Options

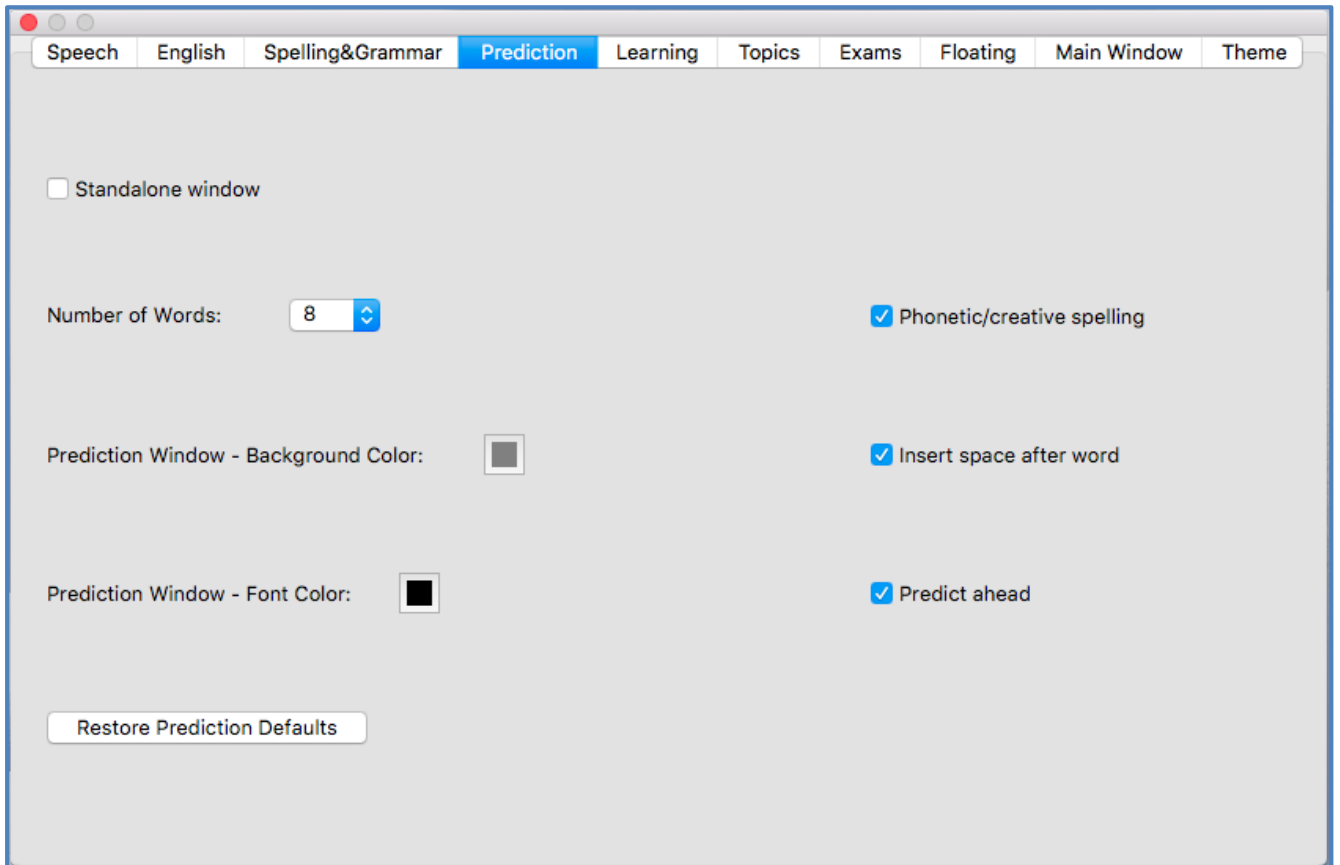


Figure #30: Preferences: Personalize Word-Prediction

- Use standalone window - Configure the word-prediction window to be a standalone window to be placed by user at any position on the screen. After configuring this option, restart the software;
- Number of words – Define the maximum number of predicted words to be presented.
- Background Color – Select the background color for the Prediction Window.
- Font Color - – Select the font color for the Prediction Window.
- Restore Prediction Defaults – Return back to the factory defaults.

- Phonetic /creative spelling – Allow word-prediction to use Quick-Spell instant corrective algorithms and suggest predictions even when there are no completions for the written letters;
- Insert Space after word – adds space after each inserted predicted word.
- Predict Ahead – predict the next word before typing the next word first letter.

Topics (“Prediction Word-Banks”) & Learning

Writing a text on a very specific subject requires sometimes specific lexicon and/or general words used in specific subject-dependent combinations or in their rather rare meanings.

To improve quality of word-prediction, use Ghotit Topics. Known alternatives to Ghotit Topics are commonly called Word-Banks.

Ghotit Topics are superior to Word-Banks since the Topics contain not only words, but also adopt a writing style suitable to the topic. Even if a Topic does not add a single new word to the Ghotit dictionary, the Topic will improve Word-Prediction and suggest predictions more accurately based upon the context of your writing.

Writing with word-prediction school assignments or professional writing could be significantly improved by using Ghotit Topics.

Creating Topics: Learning from File or Ghotit

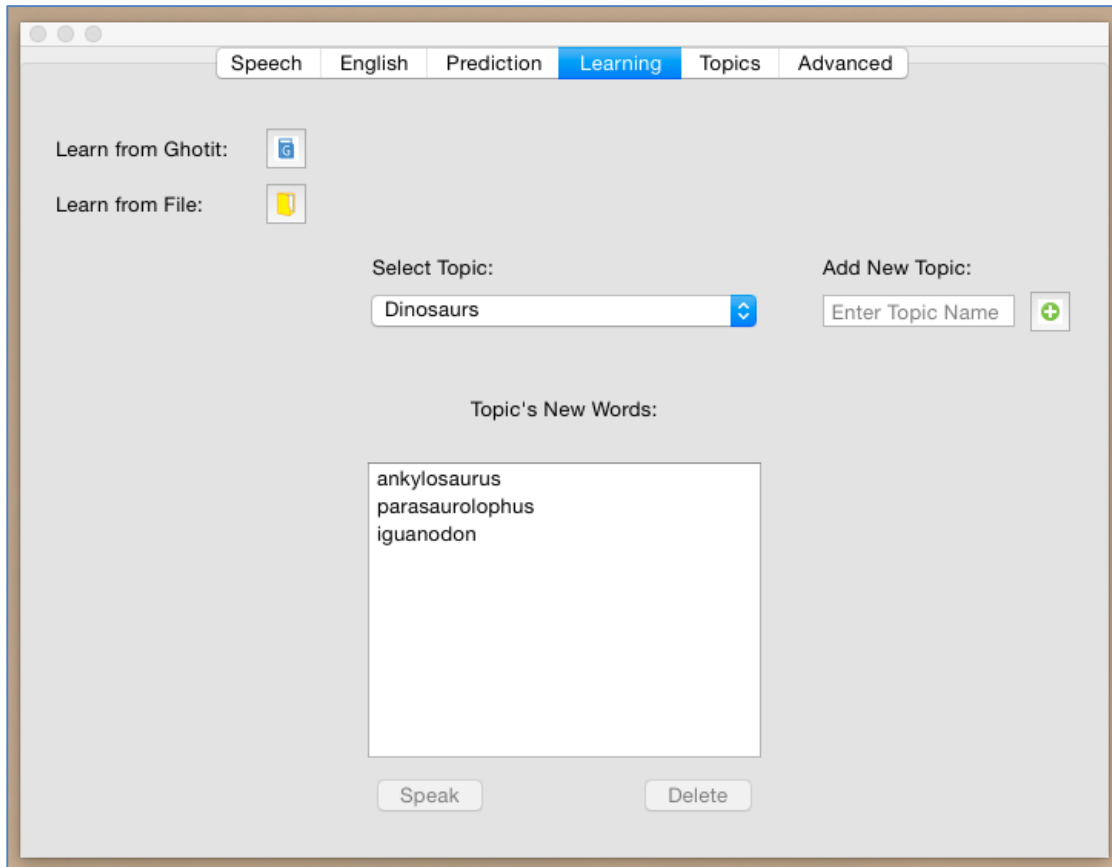





Figure #31: Create Topics by Learning and Review the Topics

For example, let's create a new topic named Dinosaurs. The Dinosaur topic will include names of dinosaurs and a matching writing style suitable for writing academic articles about Dinosaurs.

Steps to create a topic:

1. If it is a new topic, type the topic name, Dinosaurs, to the "Add New Topic" text-field in Learning tab of Preferences and click button . For an existing topic, select it from the topics list under "Select Topic".

2. Learn new words and contextual connections to the topic by either:
 - a. Clicking "Learn from Ghotit"  button to learn from Ghotit Text area
 - b. Clicking "Learn from File"  button and selecting a text-only file (format txt) from a file dialog.
3. Following step 2, you will optionally be presented a list of the topic new words; you can inspect the words, read them aloud using button Speak and delete words that you decide are not appropriate. If there are no new words, it's still fine since the topic has been enriched by contextual connections.

Note: When you have several documents you wish to learn from to a topic, save them in a text format (txt) and learn the text files one after another by following step 2b for each file of your interest. Thus, your topic will contain information and new words from several files.

Topics (“Prediction Word-Banks”)

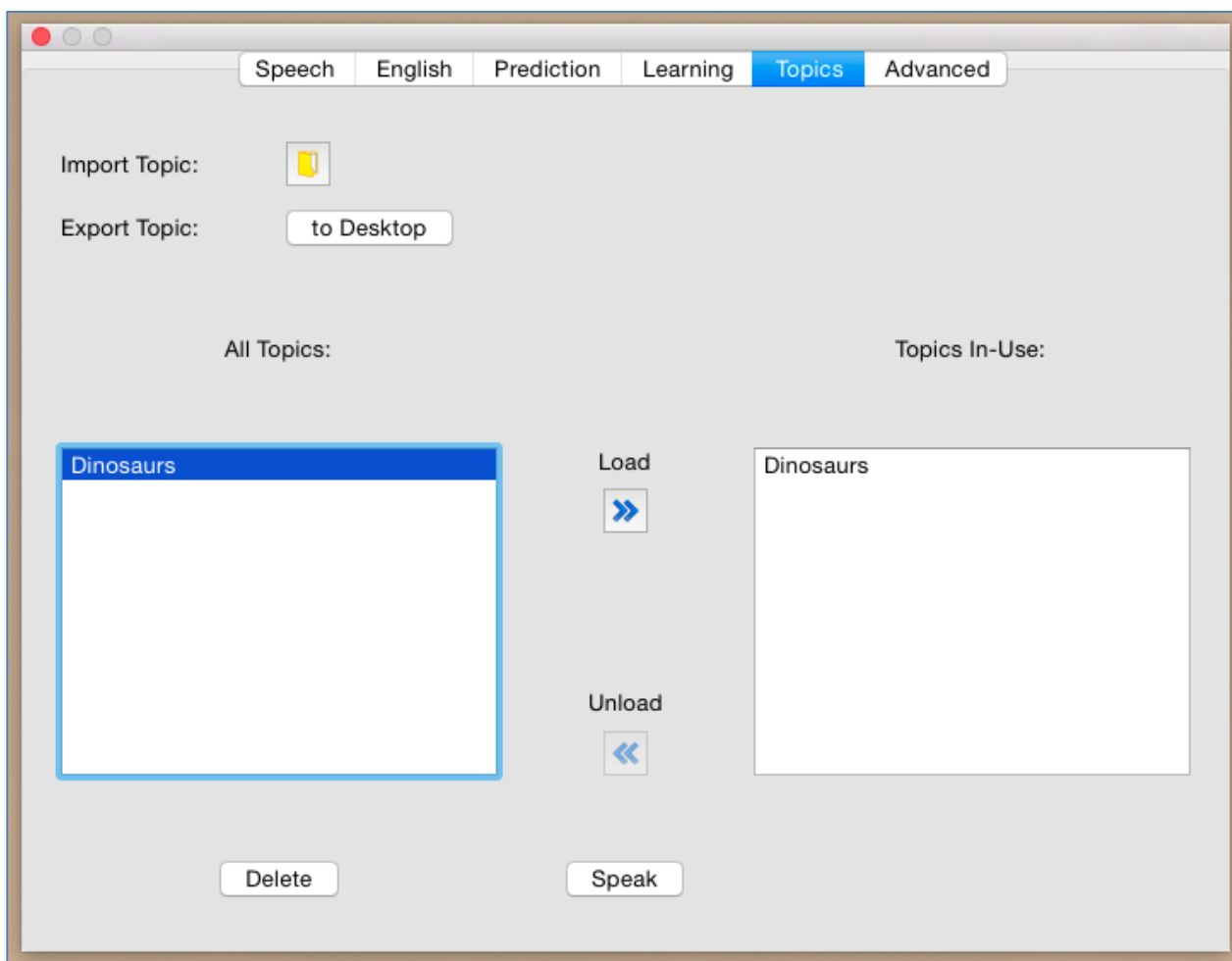


Figure #32: Manage Topics: Load, Unload, Import, Export or Delete.

This screen is for managing topics. Here you can:

1. Import a topic file (file with Ghotit .ghtopic extension) i.e. which was sent to you by a teacher. This is one more to get a topic besides creating it and learning from files or Ghotit as described in previous section.
2. Export a topic to your Desktop. Select a topic in “All Topics” section and click the “Export Topic” button. Now you can find the topic file on your Desktop

and i.e. share it with your pupils by emailing it or placing it on a memory stick, etc.

3. Load a topic to use it. If you have created or imported a topic, it doesn't mean that the topic is in use. Load it to use explicitly by selecting a topic from "All Topics" section and clicking Load button. Now it is used by Word Prediction.
4. Unload a topic from use. Select a topic in "Topics in-Use" section and click Unload button. Now the topic is not used any more for word-prediction.
5. Delete a topic. If you do not need a topic any more, you can select it from "All Topics" section and click the Delete button. Prior to deleting, you should unload the topic from use and it is advisable to Export the topic and keep it in some folder for a fallback.
6. Read a topic name aloud. Select a topic either in "All Topics" or in "Topics in-Use" section and click Speak button.

Exams – Control the Allowed Features

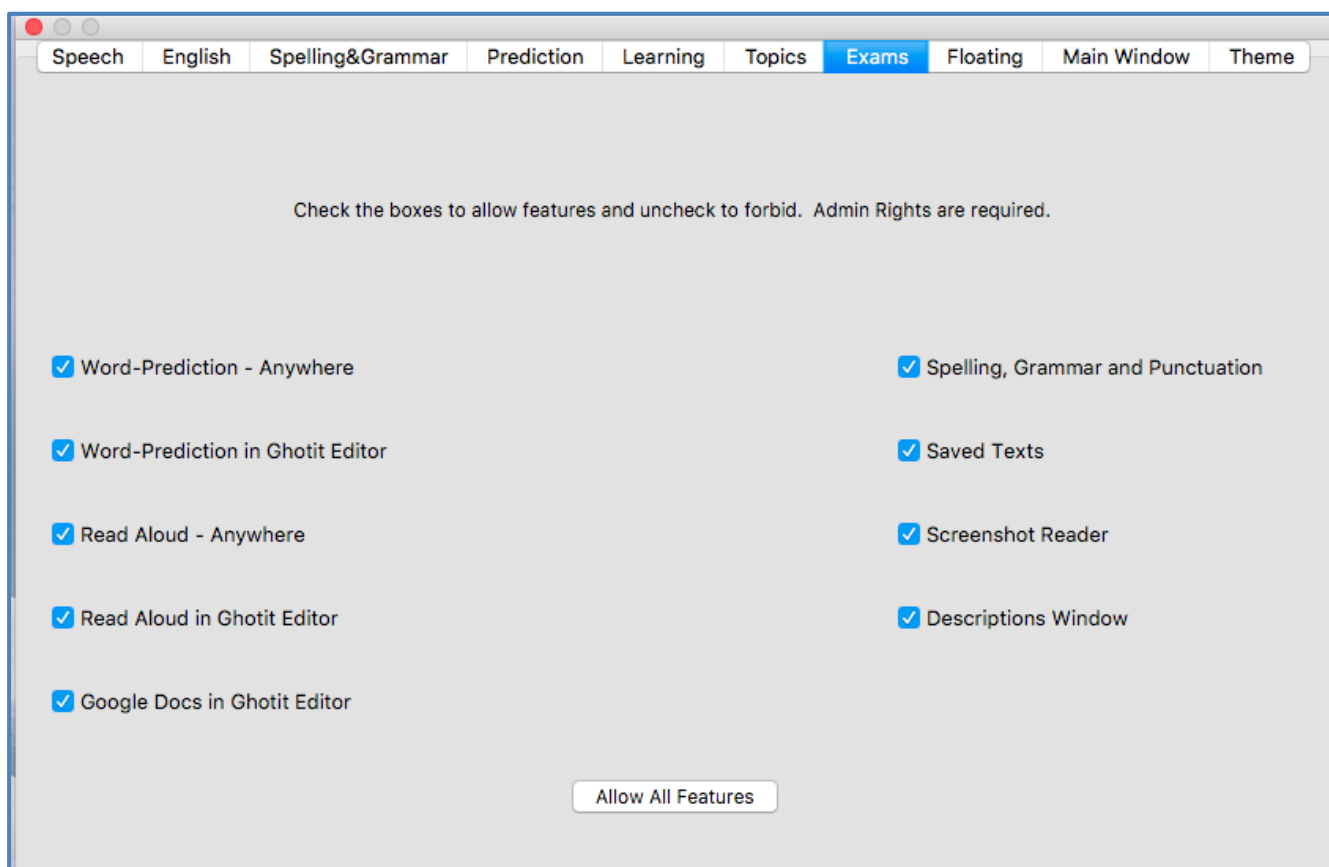


Figure #33: Exams. Allow or Forbid Certain Features of the Software.

Depending on your curriculum or examination requirements, define the subset of the features allowed. Any changes require Mac Administrative Privileges.

To make changes, run the software from your Mac's administrative account. Uncheck the boxes to forbid certain features or check them to allow the features back. Button "Allow All Features" is provided for your convenience to check all unchecked boxes. Close the software. Next, run the software from a non-administrative account as usual and get the subset of the features defined allowed. Inform your students about the subset of the features available.

Floating – Customize the Floating Toolbar

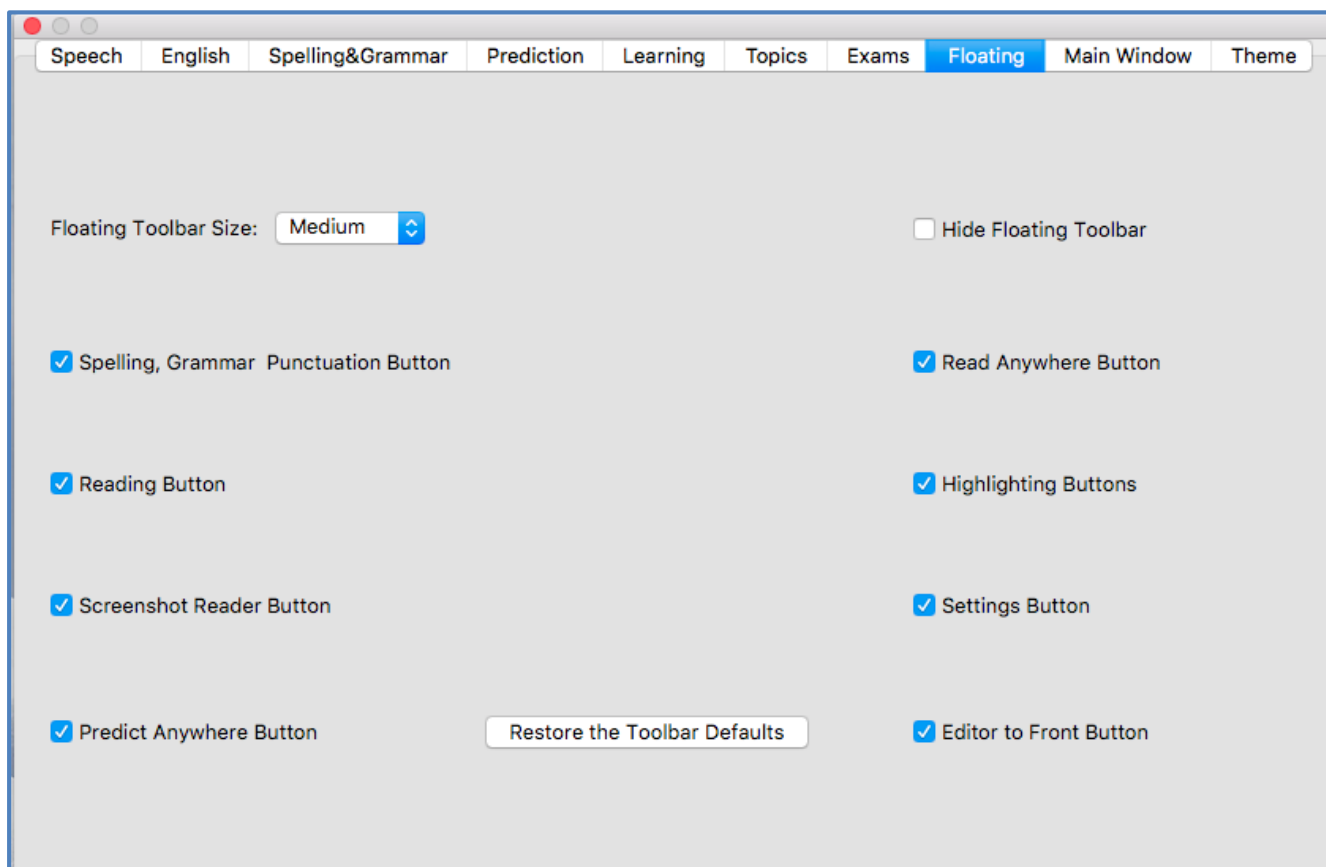


Figure #34: Floating – Customize the Floating Toolbar

Floating Toolbar size combo-box lets to choose among Small, Medium or Large pre-defined sizes of the Toolbar.

Appearance of all buttons could be customized, whereas “Restore the Toolbar Defaults” restores the factory defaults after Ghotit restart.

If for some reason the toolbar is not required, it could be hidden by selecting the Hide Floating Toolbar checkbox.

Highlighting Options

Highlighted texts could be collected to either Ghotit Editor or to a Microsoft Word document. The combo-box lets to configure the direction of output.

Main Window

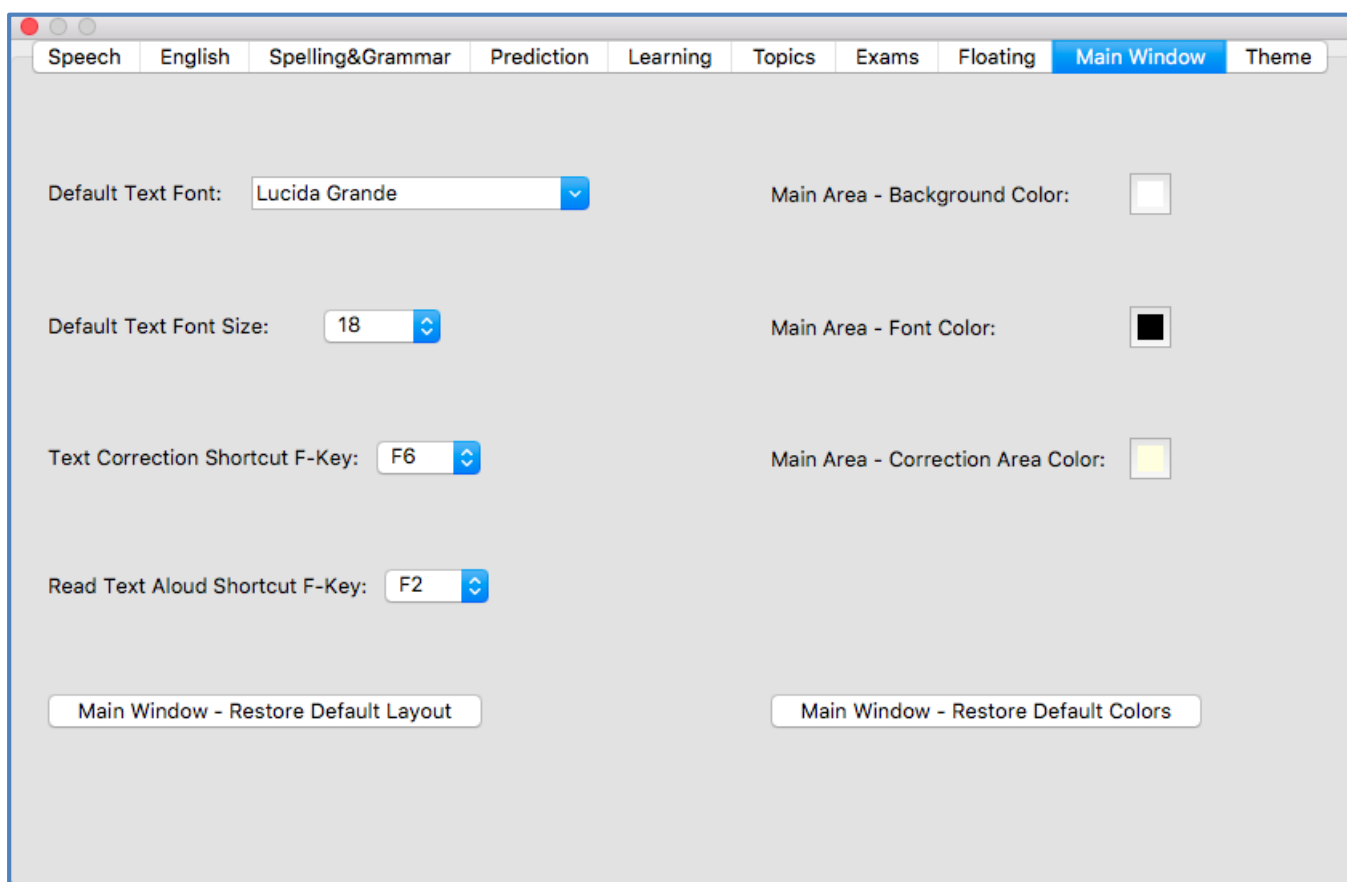


Figure #35: Preferences: Main Window

At this screen you will be able to configure:

- Font and font size that will be used by the software Text Area
- Main Area Text background and spelling selection colors
- Spelling Window background and font colors
- Restore the default colors of the Spelling Window
- Restore the default layout of the software – the window size and the layout of toolbars
- F-keys to be used for Text Correction and Reading.

The default Text Correction mode short key is F6. However, if you want to change the short key because F6 is being used by your application, you can do that by going to Edit→Preferences →Advanced -> Text Correction Shortcut F-Key.

The default reading mode short key is F2. However, if you want to change the short key because F2 is being used by your application, you can do that by going to Edit→Preferences → Advanced -> Read Text Aloud Shortcut F-Key.

Theme – Light or Dark

You can switch between the default Light Theme and Dark Theme. Next, restart the software and after restart for the Settings again and customize any colors, if required.

Strategies for Teachers/Tutors

Tip 1: Text Correction by Two Iterations.

Encourage a student to write even if the resulting writing could be barely read.

Run the **first correction** by clicking ABC-button and correct the text by selecting the correction candidates. Ignore the words without appropriate candidates.

Click the ABC button for the **second correction**. Thanks to the improved context, many words without appropriate candidates at the first run now will have good correction candidates. Additionally, the second run may bring correction of punctuation.

Tip 2: Writing with Ghotit Word-Prediction Followed by Ghotit Text Correction.

There's our blog devoted to this strategy:

<http://www.ghotit.com/2014/05/dyslexia-literacy-boosted-by-synergy-of-different-technologies/>

License Transfer

Reinstallation after Mac OS X Re-Installed

After Mac system was reinstalled or a computer was re-imaged, install and activate Ghotit software as usual. Unless hardware has been changed, there are no issues to expect.

Transfer to Another Computer

Unlike other vendors in our industry, Ghotit allows to transfer the installed software and license to a new or just another computer. You can do it as a very rare event – no more than once a year.

To release the License, proceed with the steps below:

- Ensure good connection to the Internet;
- Run Ghotit and bring it to focus by clicking;
- Locate Ghotit Application Menu ("File", "Edit", "View" ... "License") in the top-left corner of the screen just right from the top-left Apple Icon. At some Mac systems, an Application Menu is concealed and appears only when you bring cursor to the area;
- Click the Ghotit Application Menu right-most item named "License" and from the appearing drop-down menu select the item "Inactivate";
- Enter your license (user/pass) to the login dialog above Ghotit window and press OK;
- After getting confirmation about successful inactivation, delete Ghotit.app and delete it from Trash.

To install and activate the software on another computer, copy the installation file from your backup and proceed with the Installation and Setup steps.

Hardware Changes

Certain hardware changes could invalidate the license. If that happens, purchase a new license.

End User Rights

To compile the application with your own version of Qt-library used by Ghotit Real Writer & Reader under GNU LGPL, you have rights to get the object files of the application and building instructions.

Please, contact our Support Team to get it. The object files are delivered as release compiled objects.