

# Translation Features with Google Read&Write

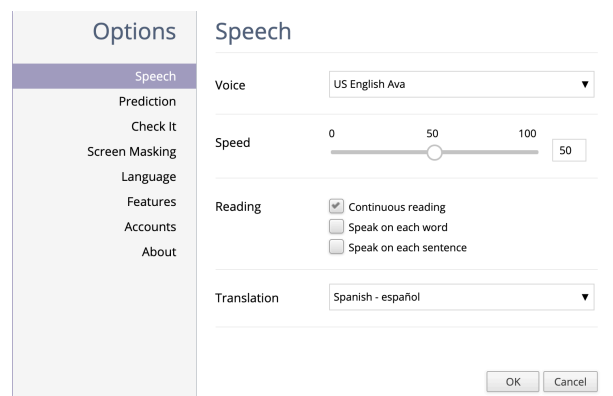
The Read and Write toolbar has translation features for students who speak a language other than English . In this quick guide we will review the single word translation feature, text to speech and speech to text for other languages.




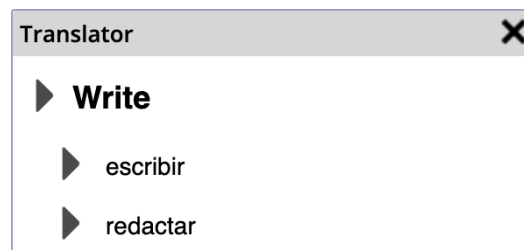
## Single Word Translation

Single Word Translation feature will translate a word from one language to another and provide a text to speech option.

- 1) First navigate to the “Options” menu to set the language of translation. Click on the ellipses at the far right side of the toolbar. Click on “Options”, a new menu will appear. In the translation bar, select the language of your choice.



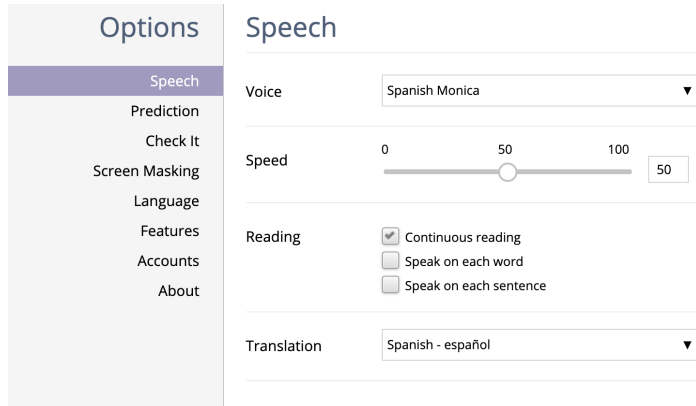
- 2) To use the single word translation feature, highlight the word to be translated and click on the tool  in the toolbar.
- 3) A window will appear with the translation, click on the play button next to the word to hear the text to speech.



## Text to Speech for Other Languages

If you have students that have curriculum materials in different languages, you can still use Text to Speech features to have the materials read aloud.

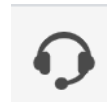
- 1) First navigate to the “Options” menu to set the language of translation. Click on the ellipses at the far right side of the toolbar. Click on “Options”, a new menu will appear. In the translation bar, select the language of your choice, make sure you change the voice at the top of the screen to match the translation language.



- 2) Text to Speech will now read curriculum materials that are presented in different languages.

## Speech to Text for Other Languages

- 1) Speech to Text can be accessed through two different options.
  - a) Within Google doc, select “Tools”, then “Voice Typing”.



- b) On the Read&Write toolbar, select

- 2) A microphone icon box will appear on the screen. At the top of the box, click on the drop down arrow to switch to your desired spoken language.

