

06 November 2020

Dear staff member,

We are pleased to announce that we are extending literacy support software to all pupils for use in school and at home.

Your school may have been already using a software tool called Read&Write on the C2K network to help every pupil improve in literacy. We're pleased to say that this is now available for home use on any device your pupil uses and it will be upgraded to the new version on the C2k network in the next few weeks. It is also available for free download on standalone devices in your school. This means that the software your pupil uses in school can now also be used at home for homework and study - in an effort by the school to support every child's learning.

Read&Write is suitable for both primary children and post primary students, helping them to read, write and express themselves more confidently and independently. It promotes inclusion and fosters progressive independence in all pupils. For use anywhere, anytime and on any device, this discreet toolbar can help everyone engage with digital content in a way that suits their ability and learning style.

Read&Write is a piece of software that works as a 'toolbar' in conjunction with familiar tools such as Microsoft Word, Google Docs and web browsers. It offers a range of powerful support tools to help pupils gain confidence with reading, writing, studying and research:

- **Text-to-Speech** reads words, passages, or whole documents aloud with easy-to-follow dual colour highlighting
- **Text & Picture Dictionaries** provide definitions and displays images to help with word comprehension
- **Talk&Type** turns the spoken word into text, to assist with writing, proofreading & studying
- **Word prediction** offers suggestions for the current or next word to build writing skills
- **Collect Highlights** from text in documents or the web for summarising research and to create bibliographies
- **Audio Maker** converts selected text into an audio file, and automatically downloads
- **Simplify** text on web pages to remove ads and other content that can be distracting
- **Translate** single words or paragraphs of text into many different languages and hear them read aloud

[Watch this overview video about the features within the Read&Write toolbar](#)

At school, your pupil may have already been using Read&Write to access these powerful learning tools, and you can now download the software for home use by following the link below.

**“To inspire, support and challenge all our Children and Young People to be the best that they can be.”**

Schools that have been using the software are very encouraged by the progress many pupils have already made in school by using Read&Write and we hope you will take the time to download the software on your standalone devices in school and at home for your own use.

## Getting set up with Read&Write

You can download the software on up to five devices - Windows, Chrome, Mac and iPad are all supported.

Installation is simple. To get started, visit [text.help/ni-schools](http://text.help/ni-schools) where you will find step by step guides on how to install the software and get signed in using your C2K email address (@c2ken) and password.

Always use your valid **C2k** email account information when logging into Read&Write software. For example [another123@c2kni.net](mailto:another123@c2kni.net) is representative of your C2k email address, when entering this to download the software, you need to make a slight change and type in [another123@c2ken.net](mailto:another123@c2ken.net).

Texthelp, the company which has developed Read&Write, are also offering useful resources to explain how to use the toolbar to its full potential. Visit [text.help/ni-schools](http://text.help/ni-schools) to view toolbar tours, quick reference guides, videos and webinars.

For any questions or queries, please contact Ciarna Wilkinson, Senior Teacher Literacy Service, at [Ciarna.Wilkinson@eani.org.uk](mailto:Ciarna.Wilkinson@eani.org.uk).

Yours sincerely



**Mrs Janet McCann**  
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“To inspire, support and challenge all our Children and Young People to be the best that they can be.”

**Education Authority**