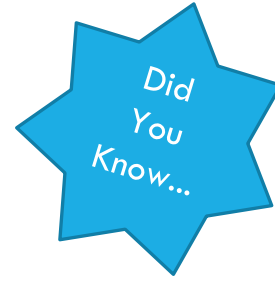


# Kurzweil (K3000) User Tips

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You can update K3000 so that it runs better.

K3000 Can Read Web Pages.

You can use Ctrl + F to search for specific words and go to those places in your book.

You can extract and print the text that you've highlighted.

K3000 has an app for the iPad.



You can use K3000 to make MP3 files of your books to listen to with an iPod or iPhone on the go.

You can use K3000 to search online for free books.

## Who Should I call if...

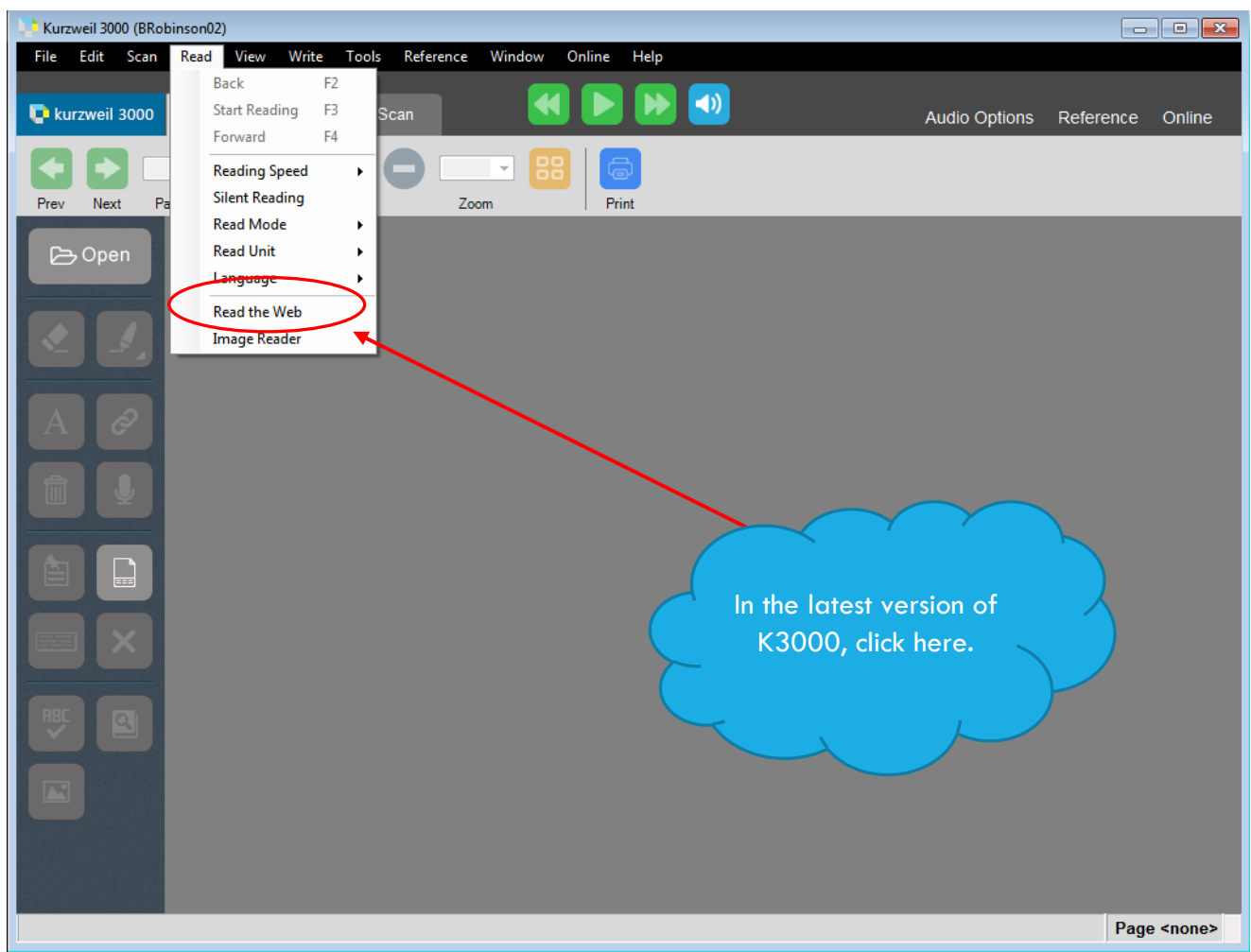
- I have trouble with any of the steps listed below.
- I can access the SharePoint server site, but I don't see my books.
- I can't get K3000 to perform a specific task.
- *I would like to know more about what K3000 can do for me.*
  - *For any of the above, contact Brittany Robinson at (352)588-8461 or [Brittany.robinson02@saintleo.edu](mailto:Brittany.robinson02@saintleo.edu)*
- I have trouble accessing the SharePoint server to get my books (my username or password is wrong or the site is down).
  - *Contact Saint Leo University Technology Services at (352)588-8888 or visit the online help desk [here](#) and select "Online Help Desk Request Form."*
- K3000 or the Firefly app constantly crashes or freezes.
  - *Contact Kurzweil Technical Support at 1(800)894-5374 or [tech@kurzweilededu.com](mailto:tech@kurzweilededu.com)*

You can update K3000 so it runs better

Keeping your program updated may fix recurring glitches and allow K3000 to perform to the best of its ability. Visit the Kurzweil education site [here](#) to check for the latest updates.

## K3000 Can Read Web Pages

K3000 has a “Read the Web” add-on for Firefox and Internet Explorer.



1. If you have the latest update of K3000, see the above graphic (to install the latest update, click [here](#)). If you don't have the latest update installed, click on the picture of the world on your main task bar.
2. Note: You can change the browser preference at any time by going to Tools < Options < Reading, and placing a check mark by your preferred browser.

3. When the browser opens, it will ask your permission to install a toolbar, and then it will ask you to restart your browser. Close your current window.
4. When you open the browser again, you will see a new tool bar at the top of the screen (for Firefox) or the bottom (for Internet Explorer) that will feature the reading options you have in K3000, including your dictionary.
5. Note: Firefox has recently limited the add-ons it accepts, and there are a few more steps to take if you wish to use it as your default reading browser. For more help, click [here](#) and follow the steps under "Using the latest version of K3000 with Firefox v43+" or call Brittany Robinson at (352)588-8461.

You can use Ctrl + F to search for specific words and go to those places in the text

Most standard hot keys will function in K3000. To open the search bar, simultaneously press the "Ctrl" and "F" keys. Type the word or phrase you're searching for into the text box that appears at the bottom of the screen and hit "Enter." The first appearance of the word in your book will become highlighted. To navigate to the next appearance, if any, select the **Find Next** button next to the text box.

Note: To change the color of the highlighter, select Tools < Options < Image, select a color under **Selection**, and click **Apply**.

Note: To get rid of the search bar, select **Hide**.

You can extract and print the text that you've highlighted

K3000 allows you to easily extract the information you've highlighted as well as your column notes and bookmarks, so you can have them to study from later. To do so, select File < Extract < Extract Notes and Highlights...A dialogue box will open in which you can select what types of notes and highlights you would like to extract. Once you've selected **OK**, the selected text will appear in a new window that you can save as a new file or simply print.

Note: You also have the ability, under **Extract**, to move highlighted words to your column notes or to move your column notes to an outline. These are just different aspects of the K3000 writing tools available to you. If you would like to know more about the writing tools and their functions, contact Brittany Robinson at (352)588-8461 or [Brittany.robinson02@saintleo.edu](mailto:Brittany.robinson02@saintleo.edu).

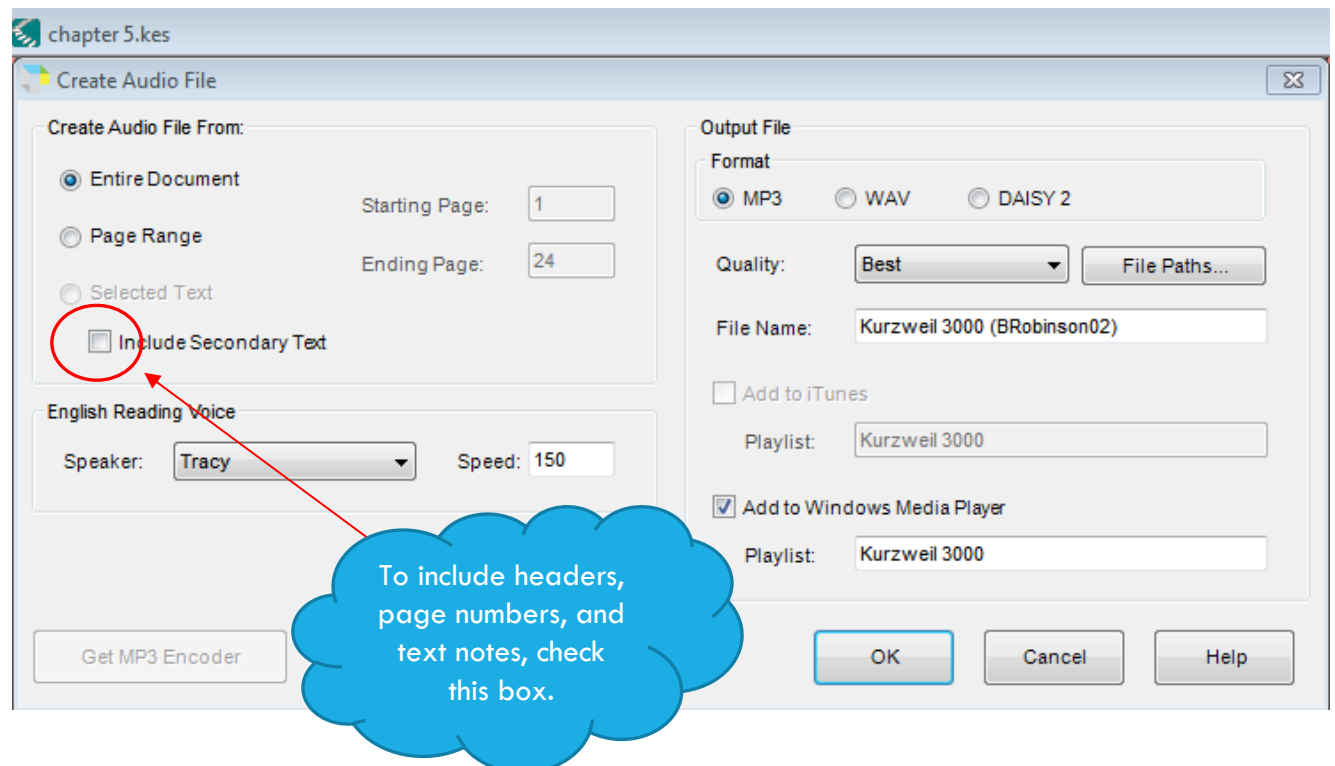
## K3000 has an app for the iPad

It's true! The app is called Firefly, and it's available in the app store for free. Unfortunately, there is not a smart phone version, but to see how you can listen to your books on your iPhone, see the next item. Firefly doesn't feature all of the tools that the desktop version of K3000 offers, but it does include highlighters and notes, a translator, and a dictionary. The app also features different voices that may be more appealing to listeners than the desktop voices. If portability is what you're looking for, then Firefly may be right for you.

Note: If you choose to use Firefly or would like to try it out, notify Brittany Robinson at (352)588-8461 or [Brittany.robinson02@saintleo.edu](mailto:Brittany.robinson02@saintleo.edu). The app requires that your books be uploaded to a different location.

You can make your own MP3 files from your books to listen to with an iPod or iPhone

You can easily convert your books, including your text notes, into mp3 files using K3000. To do so, select File < Audio Files < Create Audio File... This will open a dialogue box that allows you to specify what text you would like to convert, the voice, the reading speed, the format, and where you would like the new audio file to be created (**File Paths**). Once you select **OK**, the Audio Spooler Status window will appear. When the conversion is complete, the Current Job will read <None>. You can upload these audio files to a more portable device like an iPod or iPhone by dragging and dropping the files into your iTunes and then syncing to the desired device.



You can use K3000 to search for free books.

You can search several free databases using K3000 to find books that the program will read to you. A few of the databases require subscriptions, but the good news is that Accessibility Services subscribes to Bookshare.org, which features thousands of titles. The better news is that if you can find any of your textbooks in Bookshare, you don't have to buy a physical copy because it is a grant-funded organization founded specifically for print-disabled students. To search book databases through K3000, navigate to the top of the screen and select Online < Search for Books...In the dialogue box that appears, enter the title or author name of the book you're searching for, and check the boxes of all the databases in which you would like to search. If you would simply like to browse the collections, visit the individual sites of the various databases.

Note: Please refer to the Bookshare page or the end of your packet to find your Bookshare login information. For further assistance, contact Brittany Robinson at (352)588-8461 or at [Brittany.robinson02@saintleo.edu](mailto:Brittany.robinson02@saintleo.edu).