Computer-Based Assistive Technology Solutions

Guide
easy to use, easy to learn
software express

DEMONSTRATION LETTER - Address

Mr Test Letter
The Big House
Long Road
My Town
ABC 123

Mr Letter Writer
Round House
Square Road
Big Town
ABC 123
ENGLAND
UK

Change Letter

Dear Mr Swerdlick,

Guide is so easy to use,
I love it!

The All-In-One Software Suite
With Built-In Large Print And Speech

Distributed And Supported By

Guide
Easy To Use - Easy To Learn

What is Guide?

Guide is an all-in-one software suite with built-in large print and speech access for people with low vision or who are blind. It has been specifically designed to be easy-to-use and easy-to-learn. Guide will help you to perform many tasks, even if you've never used a computer before.
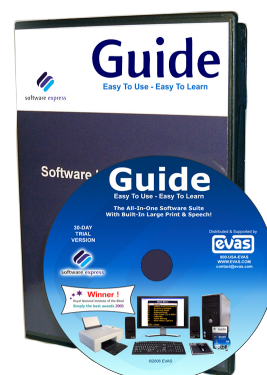
Guide has its own built-in screen reader, so it will read out the text on every screen, even while you're typing. It also has its own built-in screen magnifier, so you can enlarge the text on every screen.

Guide requires very little training, so most people can easily teach themselves how to use it. This is because Guide uses an easy-to-follow menu structure for each task. The menus are controlled using the keyboard and are displayed on uncluttered screens, overlaying the Windows desktop. If you need assistance, a task specific HELP PAGE can be accessed to give you extra advice and support.

Guide is the ideal solution for those users who:

> ► Have little or no experience with computer technology
> ► Have little or no technical ability
> ► Lack the motivation or capability to acquire or retain detailed technical knowledge
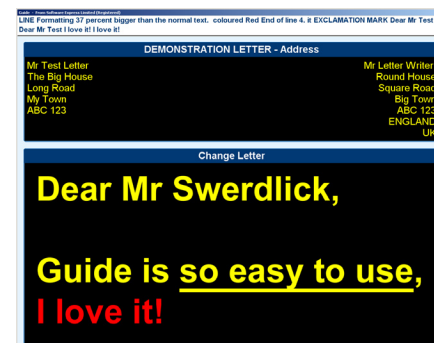> ► Have tried previous solutions but are unable to learn or use them effectively

The Guide program can be ordered from EVAS separately, or as part of a plug and play computer package.

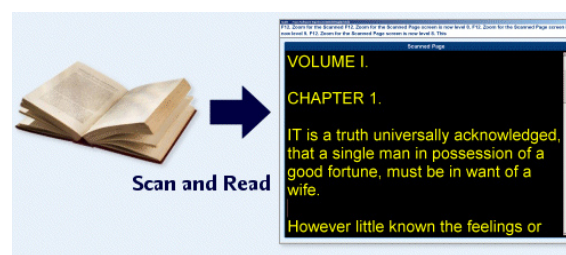## So what kind of great features does GUIDE have?

Write Letters and Documents

Write, edit, save, retrieve, spell-check and format letters and documents. Guide takes you through the whole process of writing letters and documents, using clear audio prompts and reading out text as it is typed. Text can be formatted in the normal ways, such as aligning left, center and right, making it bold and changing its color and size. The on-screen text can be magnified and, in addition to Guide reading out text as it is typed; a document or letter can be read back in total, or by word, sentence or paragraph. Your work can be saved and finished another day, or it can be printed out as created, or automatically in large print. Guide can print on may different paper sizes and also includes a function to automatically print envelopes. Utilizing the Text-To-Speech capabilities of Guide, a letter or document can also be saved as an MP3 file which can then be sent by e-mail and played in most media players.
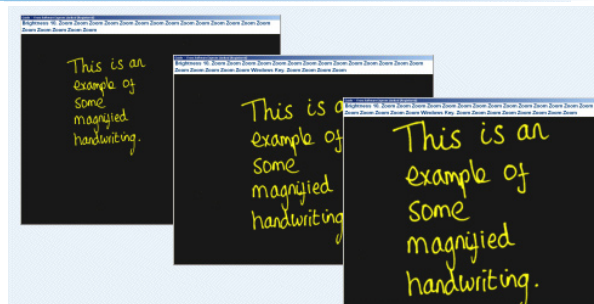
Scan and Read Books and Documents

This feature turns your computer into an easy-to-use Reading System. Printed documents are scanned by Guide, are then displayed on the screen in large print and read aloud. The reading speed can be adjusted, and with the press of a button, words, sentences or paragraphs can be repeated. For reading bank statements and other similar documents, Guide has a special column mode, which ensures the text is read out clearly and logically. After reading, documents can be edited, saved or printed.
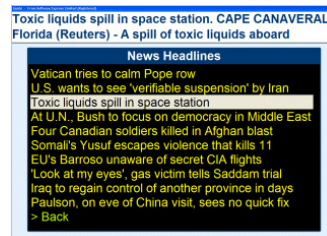
Magnify Handwriting, Diagrams or Pictures

Photographs, hand written letters, diagrams or just about anything placed on a scanner can be magnified on the computer screen. Simple controls allow the images to be magnified, moved left and right and up and down. Different color combinations can be applied so that black handwriting on a white page can be displayed as yellow writing on a black page! Many other color combinations are also available. The magnified image can be saved, altered or printed.

News Reader
Guide includes a news reader for reading Internet news.

News headlines are shown in a list, with more details displayed at the top of the screen. All headlines and complete articles can be magnified and or read out loud using Guide.

Send and Receive E-mails
Send, receive, reply to, edit, forward and save e-mails. Guide makes sending and receiving e-mails simple and easy! Guide automatically connects to the Internet and retrieves any new e-mails awaiting delivery. The new e-mails are put in a list where you can pick which ones to read. Guide will read aloud the selected e-mail, as well as magnify it on the screen. If photographs or other images have been attached to the e-mail, Guide can magnify them instantly at the touch of a button! After reading the e-mail you can reply to it, delete it, print it, forward it to someone else, save or view any attachments or just save the whole e-mail to read again later. When writing a new e-mail, you can select someone from the Guide address book or simply type in the e-mail address. Guide then asks you to type the subject of the e-mail, and then asks you to type the actual message. When complete, the message can be spell-checked then sent. Guide automatically connects to the Internet, and then tells you if it's been sent successfully. All the e-mails you send are saved in a separate list, so you can read them again if you desire.

Surf the Internet
Look for information for work or study, book your travel or just go surfing with the Guide web browser. With just three keys on the keyboard you can read any page! Simply use the left and right arrow keys to move about a page and the enter key to follow links; it's that easy! As you move about the page with the arrow keys, Guide highlights and reads out each piece of text. Each page can also be magnified if required. To make reading easier, pages can be switched to a text only view that displays the page in selectable background and foreground colors.

Listen to Internet Radio and Podcasts
Listen to Internet radio stations and podcasts from around the world. Simply select from the list of radio stations, and then press enter to listen! The Guide radio station player has easy-to-use on-screen controls that can be used to start and stop the radio station and control its volume. The radio can even be left playing in the background, while you use other parts of Guide!

The podcast list can be easily changed to include favorite podcasts.

Print or Edit Photos from a Digital Camera
Plug a digital camera into a USB port to instantly view and magnify photos. The images can be zoomed and cropped on screen, then printed out on plain or photo quality paper. It really couldn't be easier!

Calendar and Reminders
Enter appointments in a calendar and choose to be reminded of important events. View the calendar month by month, day by day or hour by hour. Filter the calendar to show just free or just busy times.
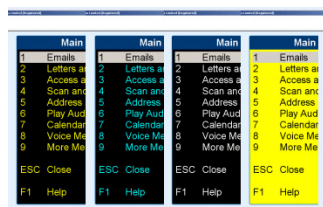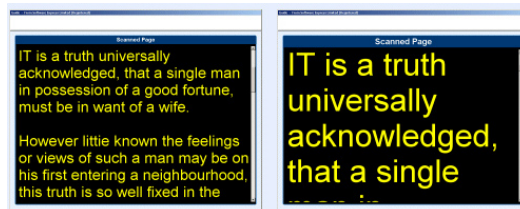
Customization

The look and operation of Guide can be fully adjusted to suit individual needs. Among other things, you can change the screen background color, text color, font and select a male or female voice. Magnification and voices can also be independently controlled and even disabled if desired.

You can even customize the Guide menus! Menu options can be added or removed and you can assign your own shortcut numbers and letters to each menu item.

Customize Text and Background Colors   All text in Guide can be both Magnified and Spoken

Spell-Checker, Dictionary and Thesaurus

Guide includes two spell-checkers and a 250,000 word dictionary and thesaurus! The first spell-checker checks the spelling of words as you type them. If Guide detects a spelling mistake it instantly makes a sound, so you know to go back and correct the last word. The second spell-checker is a full spell-checker that will check every word in your letter, document or email. When a spelling mistake is detected a list of suggested corrections is displayed, for you to pick one from. You can also type a correction manually or choose to ignore the word altogether. The spell-checker, Dictionary and Thesaurus can all be used anywhere in the program where you are typing text or directly from the Guide menu system.

Keep Contacts in an Address Book

You can store addresses, telephone numbers, email addresses and notes for all contacts. The address book can be searched to quickly find a particular contact. Once found, you can browse or print their details, print an envelope, send them an email, write them a letter or have Guide actually dial their telephone number. As with all other parts of Guide, the address book can be magnified and the program clearly speaks the contact information.

Play CDs and MP3s

Play an audio CD on your computer. Guide will get the CD title, artist and title of all the tracks and show them on screen where they can be both spoken and magnified. On-screen controls allow you to play, start, stop, pause, skip-forward or skip backwards through the tracks. You can leave the CD playing, while you go and use other parts of Guide. If you have downloaded an MP3 or you have a CD with MP3s on it, Guide can play these as well!

Memo Recorder

Using your computer's microphone and speakers you can record and play back spoken memos. The memos are kept in a list, so each one can be easily played back. A recorded voice memo can also be emailed to someone and played back on their computer! The recipient does not need a copy of Guide to play it back.

Calculator

Use the calculator for basic or scientific calculations! The calculation and answer can be magnified and, as usual, Guide speaks everything out.

Keyboard Practice

If you're new to a computer keyboard, Guide has a keyboard learning tool that allows you to explore the keyboard and learn where each key is and what it does. A description for each key is shown in large print on-screen and spoken by Guide's voice.

**If you have questions about Guide, or would like a Thirty-Day Free Trial copy of Guide;
please call our customer support team at 800-872-3827, or email the team at contact@evas.**

contact@evas.com ● www.evas.com

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