

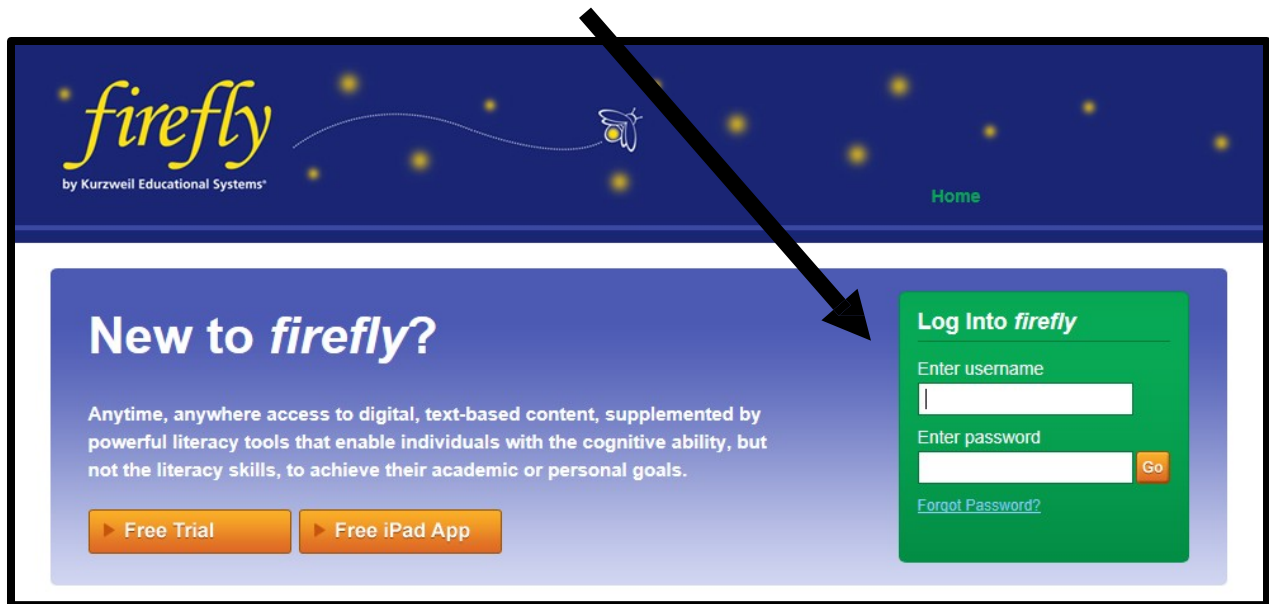
Firefly Basics-Web Version



firefly is a web-based text-to-speech reading tool that allows students to access documents in his/her Kurzweil library from any computer or device with an internet connection.

HOW TO USE *firefly*

1. Go to the website: <http://www.fireflybykurzweil.com>
2. Login:



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3. Open the PRIVATE folder.

Stacey Davis (TBSsdavis) [Log Out](#)

firefly
by Kurzweil Educational Systems™

[Home](#) [My Account](#) [Help](#)

Universal Library

Users Directory [Upload A File](#)

[Library Home](#) > [Stacey Davis \(TBSsdavis\)](#) >

[private](#) [public](#)

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4. Open the file you wish to read.

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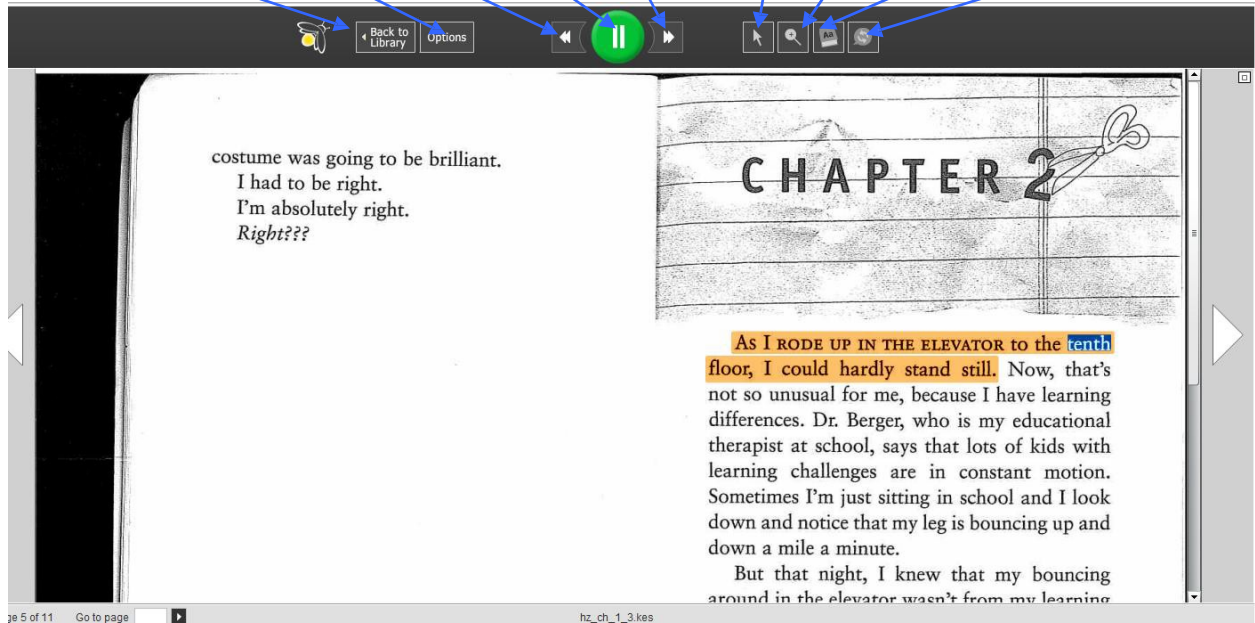
[hz_ch_10_14.kes](#) [hz_ch_15_21.kes](#) [hz_ch_1_3.kes](#)

[hz_ch_22_25.kes](#) [hz_ch_4_9.kes](#)

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The *firefly* Toolbar appears at the top of the open file, containing the following buttons from left to right:

- | | | | | | | | | |
|--------------------|---------|------------|------|-------------|-------------------|------|------------|-----------|
| A | B | C | D | E | F | G | H | I |
| Back to
Library | Options | Left Arrow | Read | Right Arrow | Tool
Selection | Zoom | Dictionary | Translate |

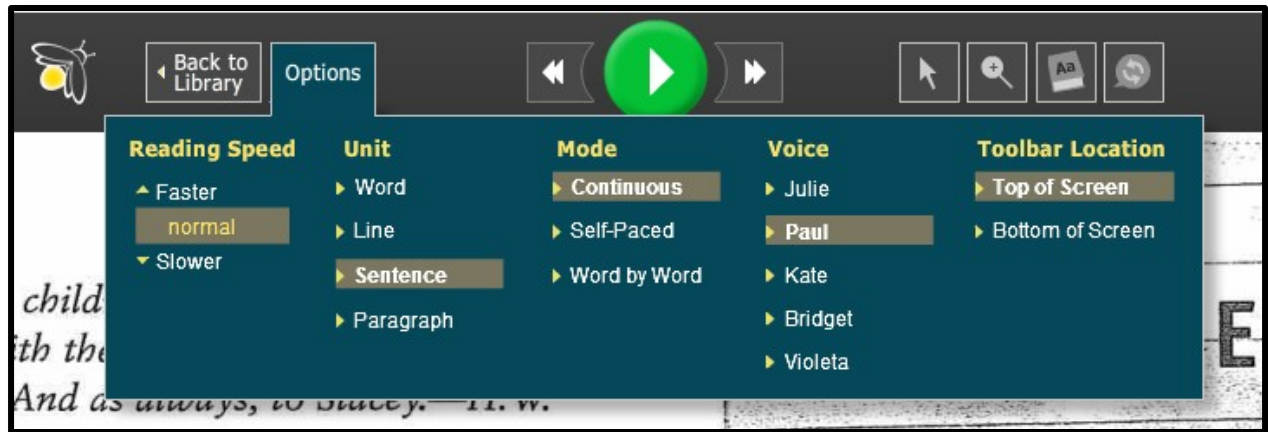


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A. Back to Library

The **Back to Library** button takes you back to the Universal Library page.

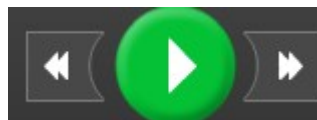
B. Options



To change settings, click the **Options** button. Set options for:

- Reading Speed: Faster, Slower
- Reading Unit: Word Line, Sentence*, Paragraph
- Reading Mode: Continuous, Self-Paced, Word by Word
- Voice (select Violetta for Spanish)
- Toolbar placement: Top or Bottom of screen

C. Left Arrow / D. Read / E. Right Arrow



To Read, using dual highlighting, click the green **Read** button. *firefly* highlights each word and Reading unit in two different colors.

To move the cursor Backward to the previous reading unit or Forward to the next reading unit, click the **DoubleLeft Arrow** or **DoubleRight Arrow** button in the Reading button set. Click the Read button to read from that point. *firefly* moves the cursor forward/backward by the Reading Unit Option selected.

By default, the Reading unit is set to sentence.

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F. Tool Selection



Tool choices are: Select Text, Highlight Text, Erase Highlighting.

Highlighting Text and Saving Highlights

To highlight text in a document:

- 1) Hover over the **Tool Selection** button and select a color pen from the Highlight Text area.
- 2) In the document, select the text you want to highlight.
- 3) Repeat step 1 whenever you want to highlight in a different color.
- 4) When you are done, click the Select Text button to end the highlighting function.

To erase highlighting:

- 1) Hover over the **Tool Selection** button and click the **Erase Highlights** button.
- 2) In the document, drag-select the highlighted text you want to erase.
- 3) When you are done, click the **Select Text** button to end the erase function.

To save highlights:

After highlighting, navigate to another page or click the **Back to Library** button. Do not close the browser or leave the firefly website, otherwise, you may lose the highlights for the session.

Notes about saving highlights:

- In *firefly*, you can view highlights that were added to a .KES document in Kurzweil 3000. Be sure to save the document to the Library from Kurzweil 3000 after you add or change the highlights.
- Highlighting added in *firefly* will not display when you open that document in Kurzweil 3000.

G. Zoom



To change the zoom setting, click the **Zoom** button. Choose a range from 100 to 300% or Fit to Width option to fit the document to the browser window width.

H. Dictionary



To look up a word, select a word, then click the **Dictionary** button. In the Definition window that opens, a **Play** button is available to read the definition.

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I. Translation



To find a translation, select a word or text, then click the **Translation** button. Choose a language: English, Spanish, French, German, Italian, Portuguese, or Finnish. After a translation is complete, use the **Play** button to read the translation. For Spanish text, you may select Violetta from the Reading Voice Options.

Navigating Pages

To navigate to the Previous page or Next page, click the large **Left Arrow** or **Right Arrow** button on either side of the page display. To go to a specific page, enter the page number in the **Go to page** box at the bottom of the *firefly* window, and then click the **Arrow** button or press **Enter**.

