



Making it
easier to read
and write.

Immersive Reader

What are Learning Tools?

Learning Tools are a set of features available in Microsoft OneNote, Word, and more that allow learners to improve a wide range of literacy skills, including comprehension, reading fluency, and written expression.

Learning Tools feature	Proven benefits
Enhanced dictation	Improves authoring text
Line focus	Sustains attention and improves reading speed
Immersive reading	Improves comprehension and sustains attention
Adjustable line and font spacing	Enhances reading speed by addressing "visual crowding"
Parts of speech	Supports grammar instruction and comprehension
Syllabification	Targets word recognition and pronunciation
Comprehension mode	Improves comprehension by an average of 10%

Immersion Reader is Available on Many Platforms



Immersion Reader is available on these platforms:

OneNote [Learn more](#)

OneNote Universal App
[Download now](#)

OneNote for Mac and iPad [Learn more](#)

OneNote Desktop as a free add-in
[Download now](#)

If Admin deployment? Click here for more information.

Word Online [Learn more](#)

Word Desktop [Learn more](#)

Word for Mac, iPad and iPhone [Learn more](#)

Outlook Online [Learn more](#)

Outlook Desktop [Learn more](#)

Office Lens for iPhone and iPad (iOS)
[Download now](#)

Microsoft Edge browser [Learn more](#)

Microsoft Teams [Learn more](#)

What is Immersive Reader?

Immersive Reader is a full screen reading experience to increase readability of content. It is designed to support students with dyslexia and dysgraphia in the classroom but can support anyone who wants to make reading on their device easier.

Open Immersive Reader

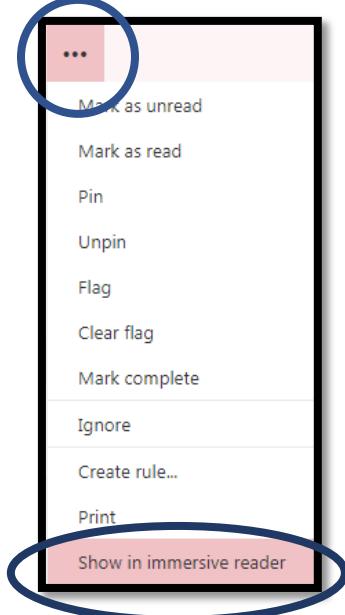
1. Access Immersive Reader in Word or OneNote

Open your document then select **View > Immersive Reader**



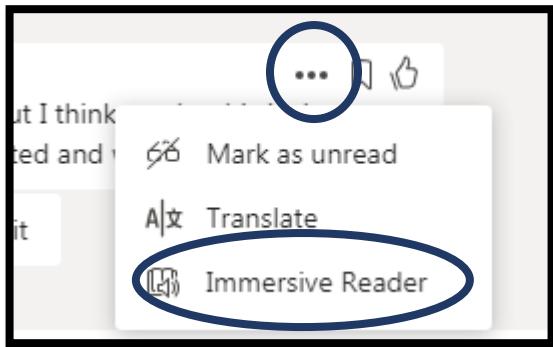
2. Access Immersive Reader in Outlook

Open your email then click on the **three dots** on the menu bar > **Show in Immersive Reader**



3. Access Immersive Reader in Microsoft Teams

In Chat, click on the **three dots** > **Immersive Reader**.



4. Access Immersive Reader in Microsoft Edge and Office Lens

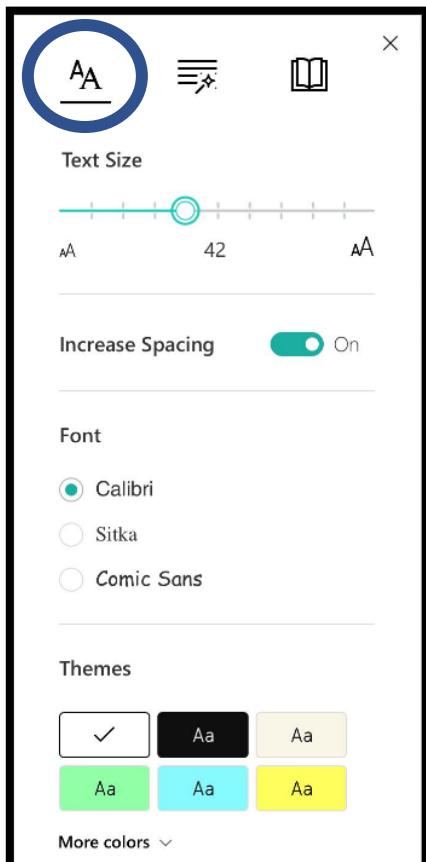
See additional handouts

How to use Immersive Reader

1. To hear the paragraphs read to you, select **Play**.
2. To listen from a certain point on your page, select that word.
3. Immersive Reader has several options to make it easier for you to read text:

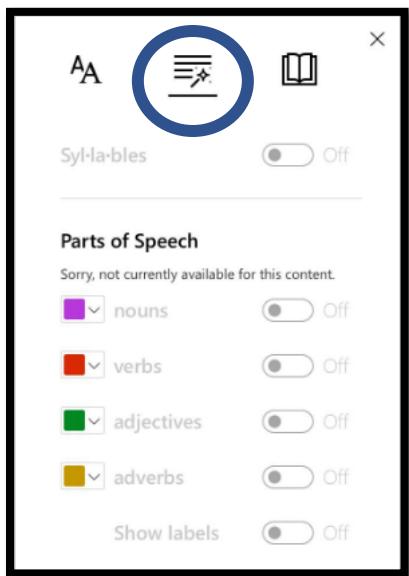
Text Options

- Change text size
- Reduce crowding between letters
- Change the font
- Change background color

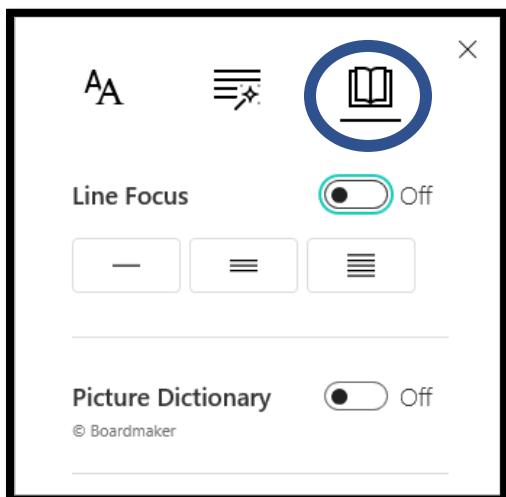


Parts of speech

Parts of Speech controls grammar highlighting and helps readers understand complex sentences.

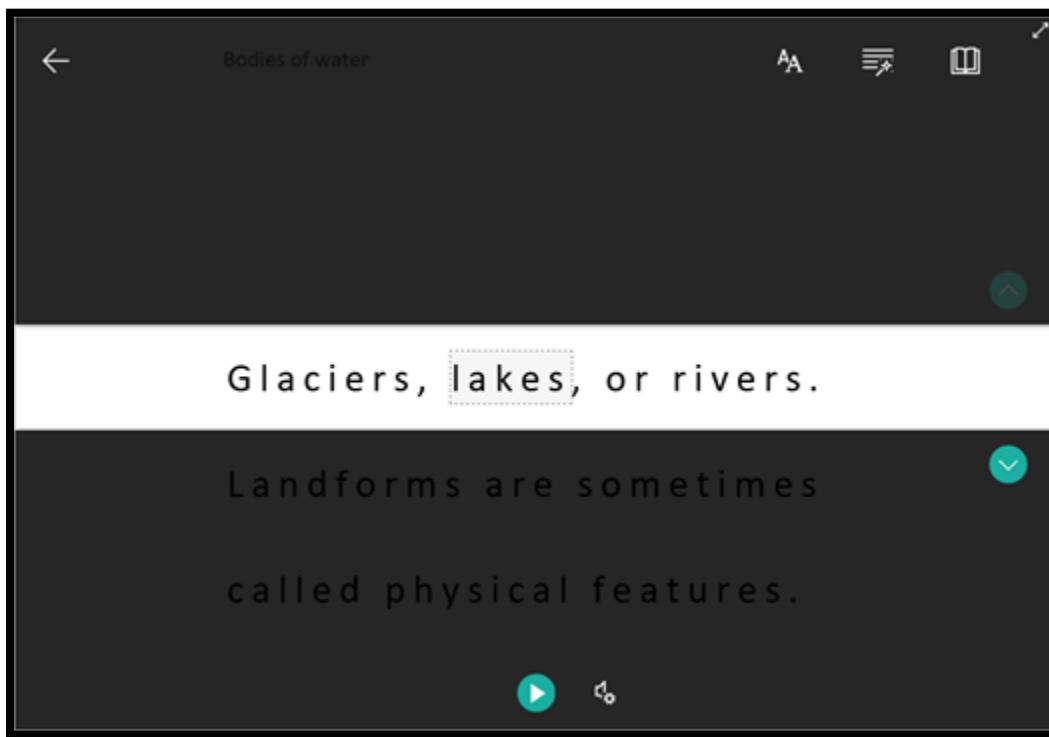


Reading Preferences



Line Focus

Line Focus enables readers to narrow the focus of their reading experience by highlighting sets of one, three, or five lines within their chosen material in Immersive Reader.

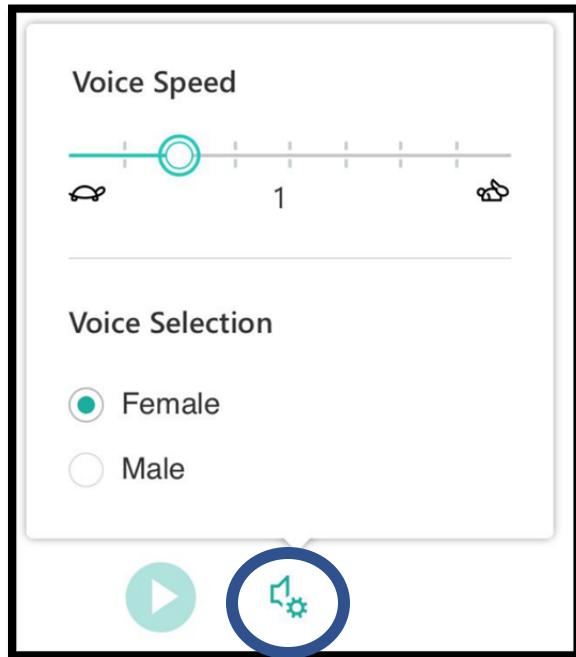


Picture Dictionary

Picture Dictionary gives you the ability to click on any single word and have it read aloud.

Voice Options

Control the voice speed and speaker with **Voice Options**.



Shortcut keys for Immersive Reader

Use keyboard shortcuts to navigate.

- **Up/Down arrow** scrolls line by line
- **Page Up/Page Down** scrolls screen by screen
- **Left/Right arrow** goes to previous/next page in your OneNote Notebook
- **Esc** key closes the reader or menu
- **Tab** advances to the next control in Immersive Reader settings
- **Space** selects the current tool