

# Book Wizard Reader

version 1.4

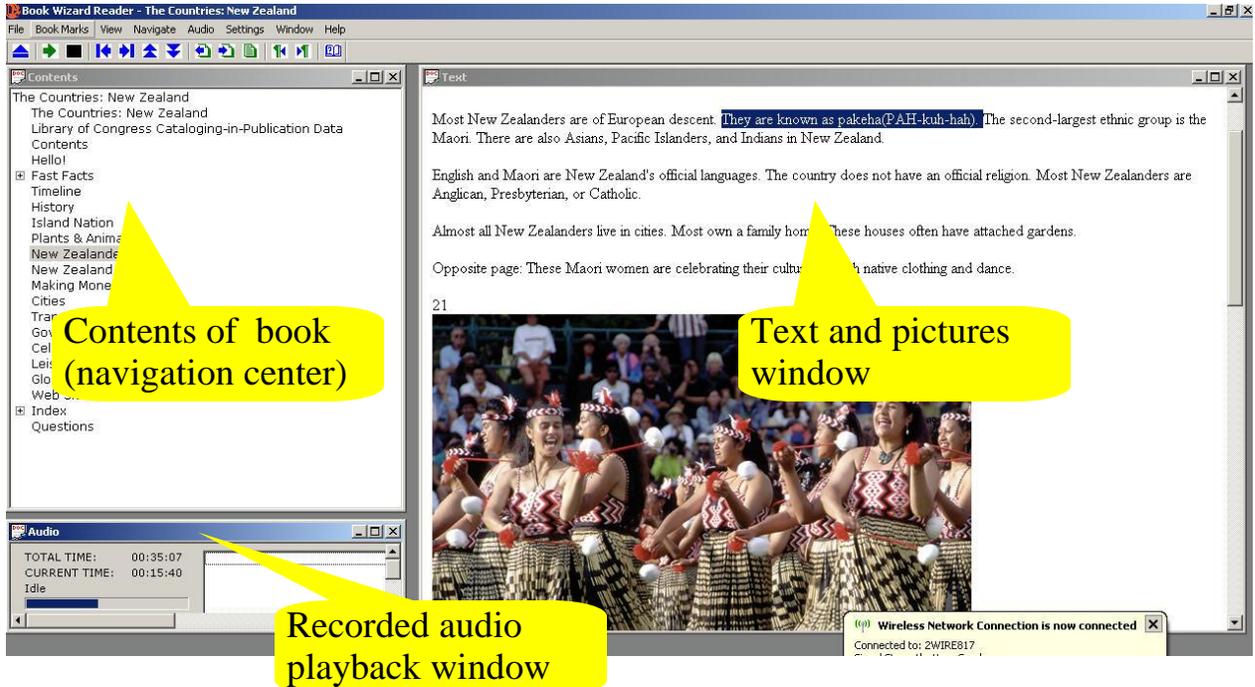
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The development of this project by the AIM Consortium and the Michigan Department of Education IDEA Mandated Activities Project Michigan's Integrated Technology Supports was funded by Grant # H327S070003 from the U. S. Department of Education, Office of Special Education Programs. The contents of this project are not exhaustive and inclusion does not imply endorsement by the U.S. Department of Education, the Michigan Department of Education or the Center for Applied Special Technology (CAST)

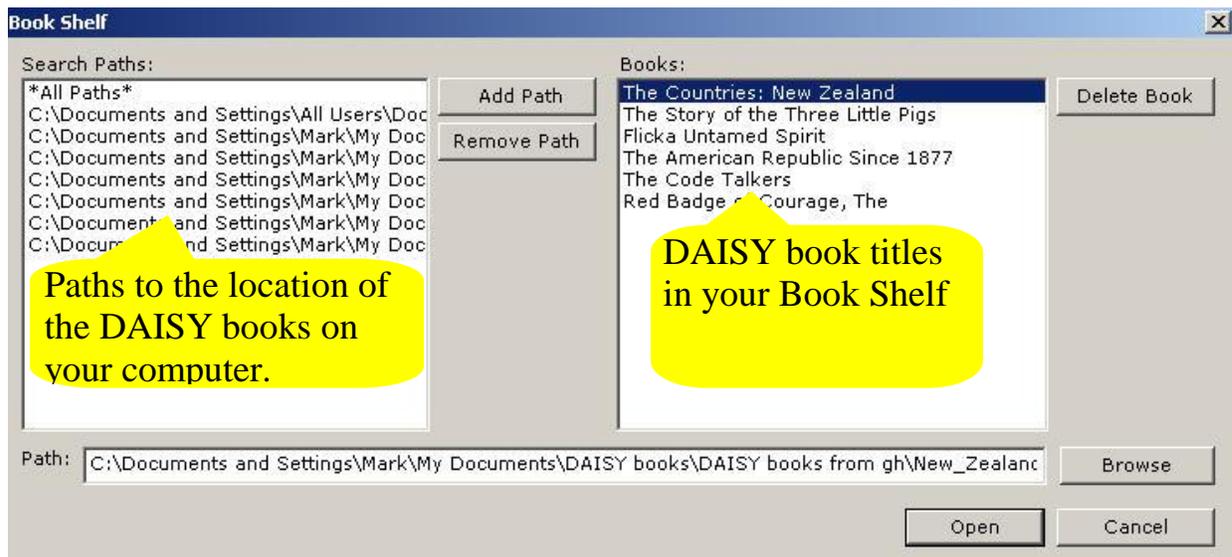
## Quick-Start Guide

### 1.1 Full Screen view



### 1.2 The Book Shelf

To open Book Shelf, click the **Open Book** tool on the toolbar:



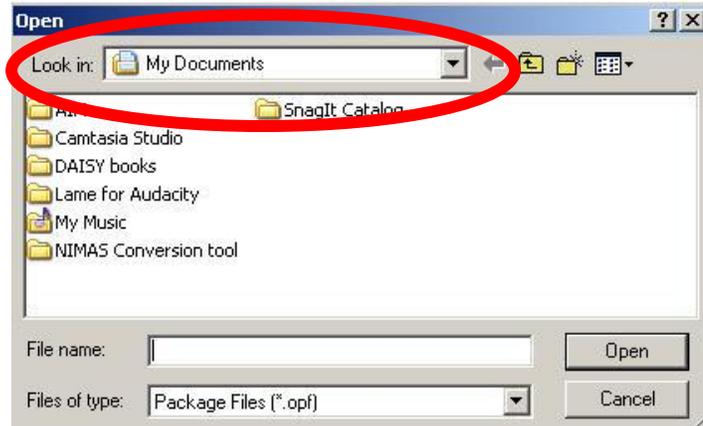
## 1.3 Add books to the Book Shelf

### To add books to your Book Shelf:

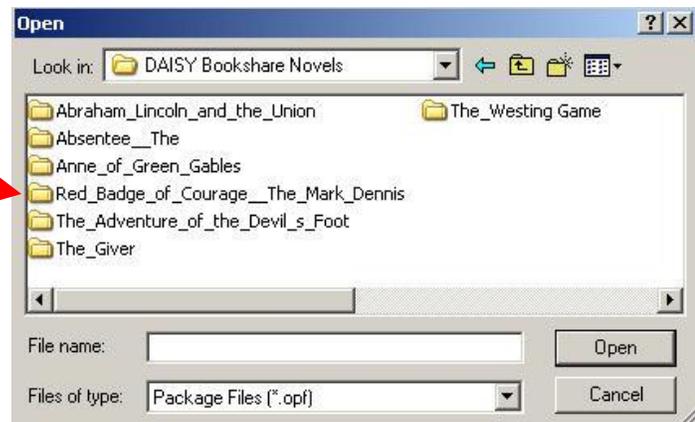
1. Use the **Browse** button at the bottom of the Book Shelf window.



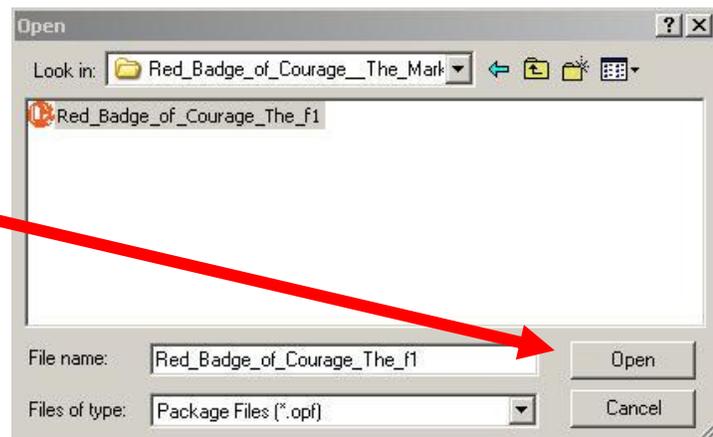
2. In the **Open** dialog box, locate the Look In window, and click the down arrow to begin browsing to find your DAISY book.



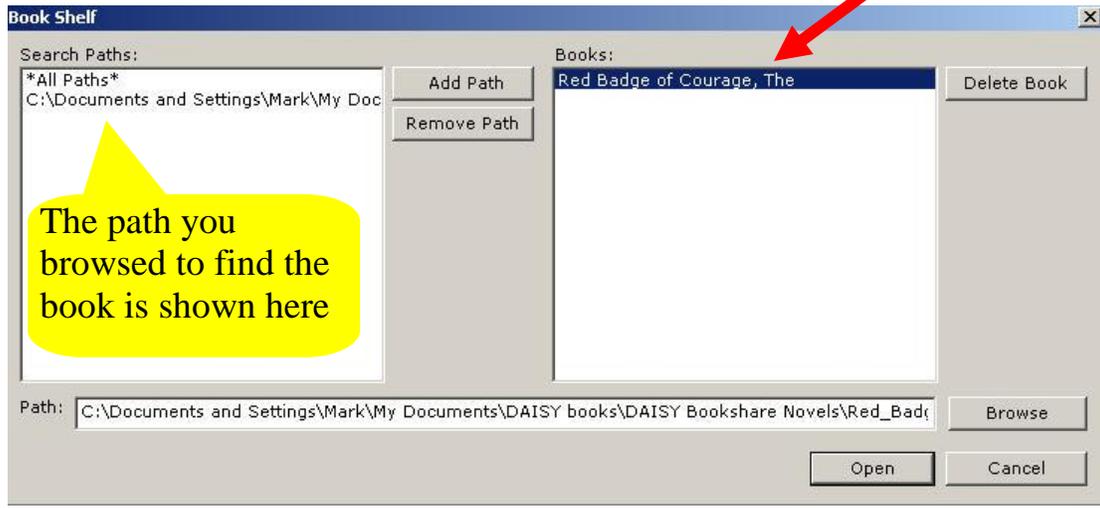
3. Browse to the folder containing a DAISY book.



4. Highlight the DAISY book, then click the **Open** button.

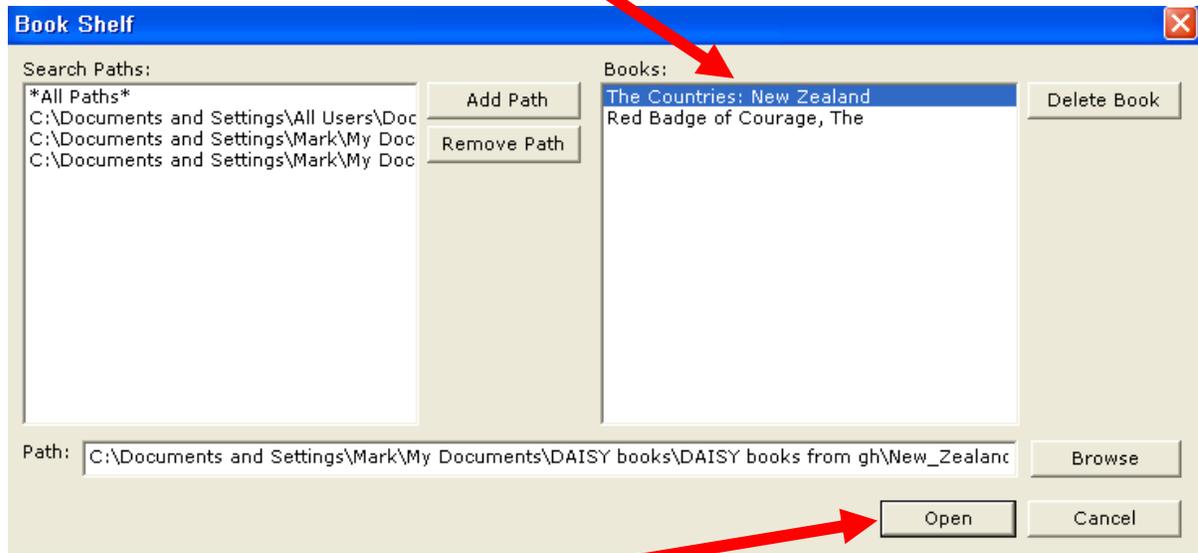


5. The DAISY book you just added will now appear in the Book Shelf window:



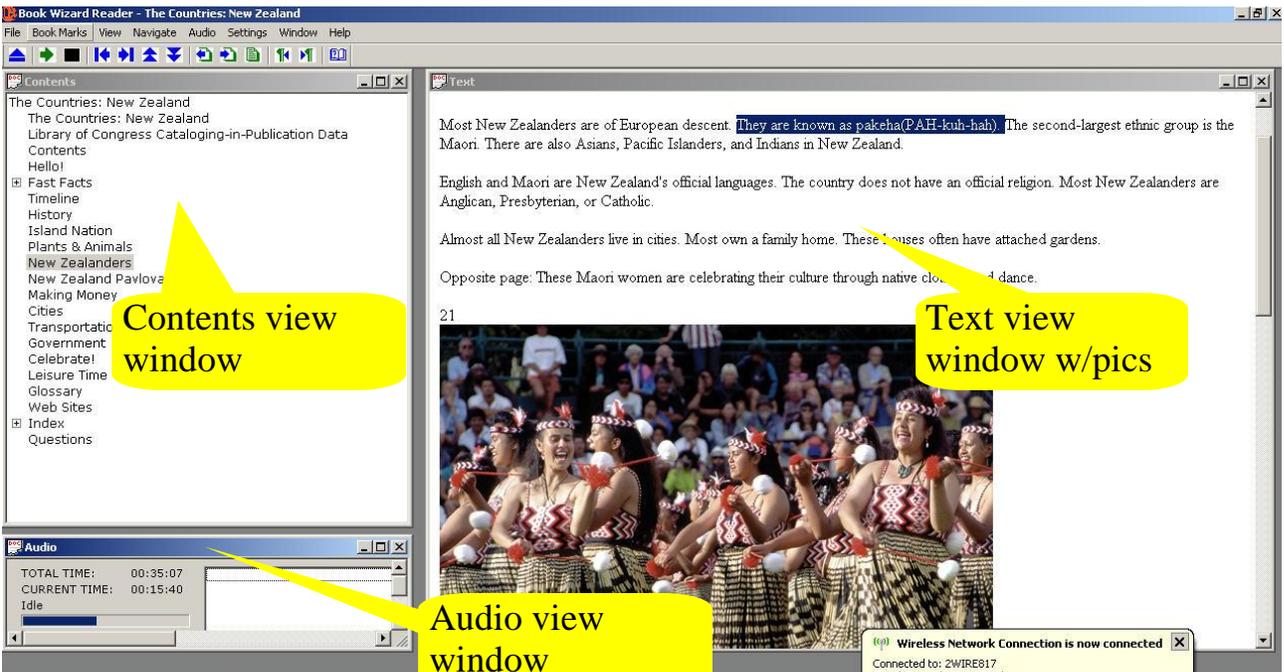
## 1.4 Open a book from the Book Shelf

1. Click once to highlight the book you want



2. Click the **Open** button

## 1.5 Understanding Views (the view windows)



The View windows are listed in the **View menu**. Remember that each one acts like a normal system window, so you can change its size, maximize it to full screen, etc. If your windows get disorganized or lost, go to the **Window menu** and choose **Restore Default Layout**.

View	Navigate	Audio
Audio		Ctrl+U
Braille		Ctrl+B
✓ Contents		Ctrl+Y
Text		Ctrl+T

## 1.6 Read a book

### 1.6.1 Play and Stop buttons

To listen to the book, press the **Play** button. To stop the reading, click the **Stop** button.

The F5 key also works as the Play button.

The F6 key works as the Stop button.



### 1.6.2 Space bar

The **space bar** on your keyboard gives you another way to start and stop the reading of a book. **Press the space bar once** to start the reading. **Press it again to stop.**



## 1.7 Audio menu

**Play and Stop** the reading of a book



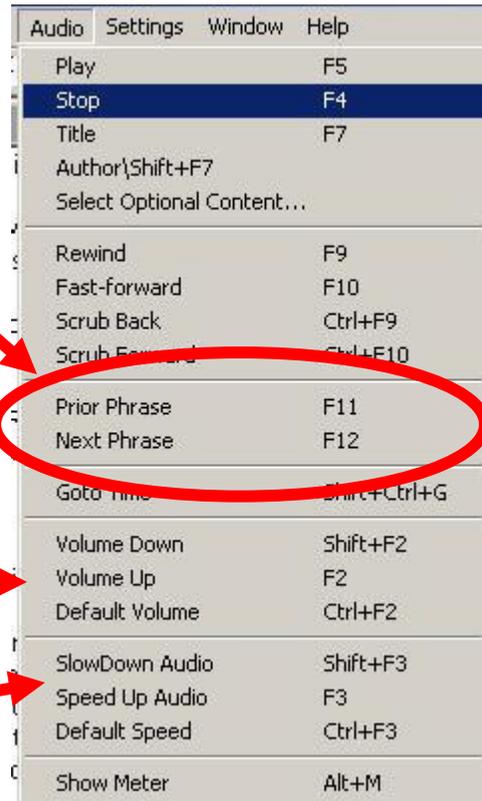
**Prior Phrase** and **Next Phrase** – navigation options that move you forward or backward by phrase. These may be used from this menu, or by using the F11 and F12 keyboard shortcuts.



Control the **Volume** of the reading voice



**Speed Up, or Slow Down**, the reading voice



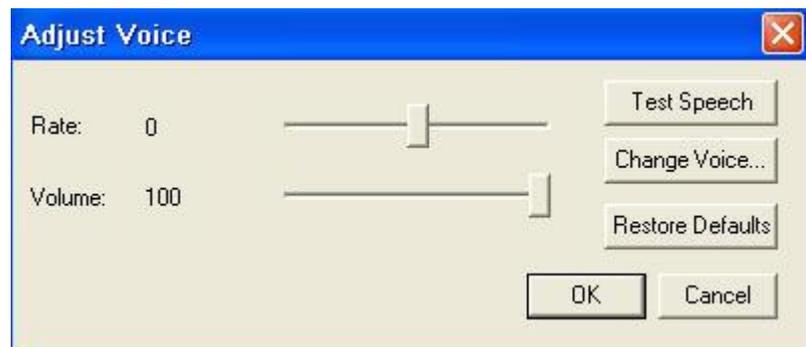
## 1.8 Settings menu

In the Settings menu, choose **Set Speech** to change the reading voice.



In the **Adjust Voice** window, use the **Change Voice** button to pick a different reading voice.

Use the **Rate** and **Volume** sliders to make changes.

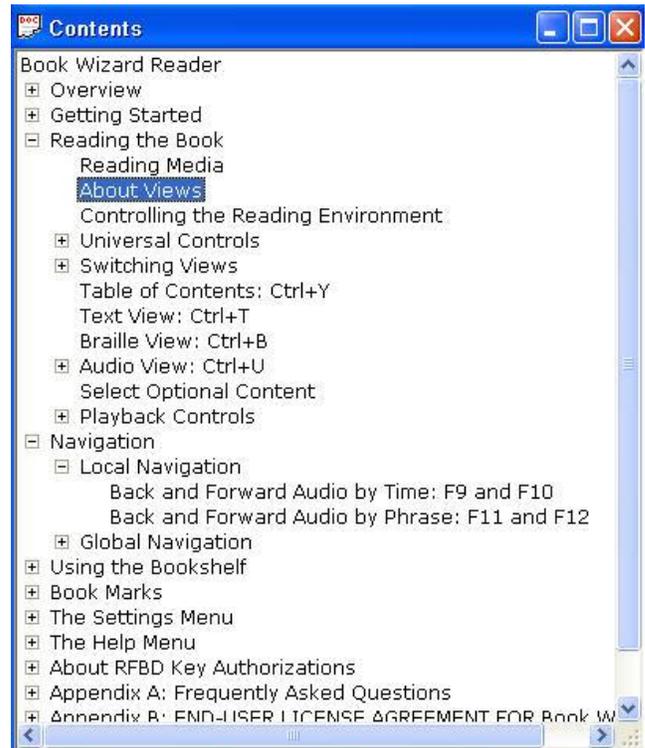


## 1.9 Navigating with the Contents window

Use the **Contents** window to move to any chapter or section in the book.

Open and close the nested menu system - (+) and (-) boxes - to search the **Contents** window.

**Click once** on any title in the **Contents** window to move to that spot in the book.



## 1.10 Navigating with arrow keys

When using the text window, the up and down arrows move the narrator one paragraph forward or backward in the book.

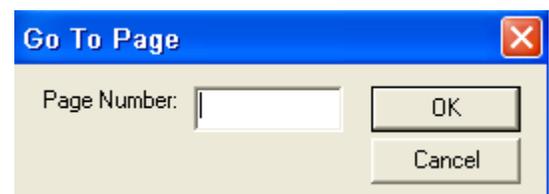
In the audio window (recorded speech), the up and down arrows move one phrase forward or backward.

(In the Text window, the right and left arrows move one character or letter forward or backward)



## 1.11 Navigating with "Go To Page"

Press the "g" key on your keyboard. In the Go To Page window, type a page number in the box, then click the OK button



## 1.12 Using the Navigate menu

### 1.12.1 Navigation “elements”

DAISY books are divided into parts, or “elements”. An “element” is a section of the book, such as a Unit, or a Chapter, a sub-section, page or even a paragraph. Some DAISY books may have only one element – such as pages. Others have two or more available elements. It all depends on how the DAISY book was originally built. The more elements a DAISY book has, the more navigation options there are for the user.

### 1.12.2 Prior and Next commands

**Prior** and **Next** commands move you to the previous or next element of the book. When the book is first opened, it is automatically set to the highest level element (e.g. Units or Chapters) Using the **Next** command would move you to the next chapter, and so on.

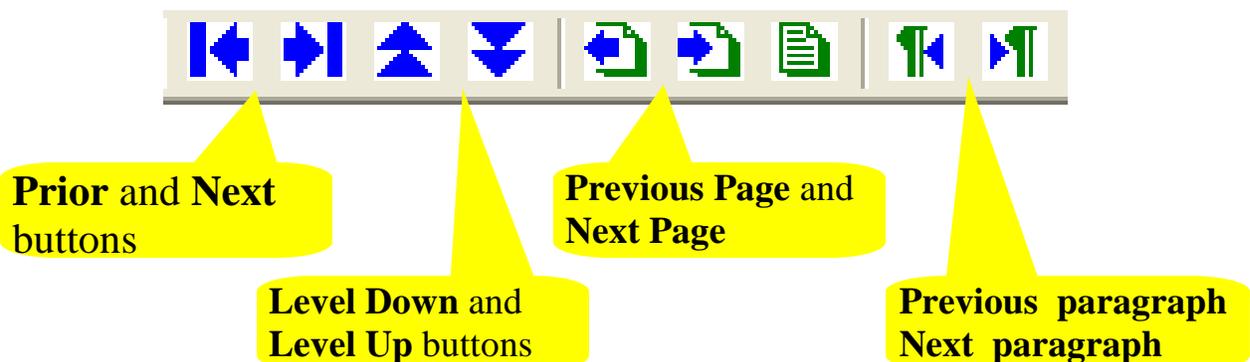
### 1.12.3 Level Down and Level Up commands

If your DAISY book has a robust set of elements, the **Level Down** and **Level Up** commands help you choose which element is active. For example, if your current navigation element is by chapter, when you use the **Next** command, you move to the next chapter. But, if you use the **Level Down** command, the **Next** command will now move you by sections within the chapter.

Navigate	Audio	Settings	Window	Help
Prior		Shift+F8		
Next		F8		
Level Down		Ctrl+F8		
Level Up		Ctrl+Shift+F8		
Lists...				
Find Text...		Ctrl+F		
Previous page		PAGE_UP		
Next Page		PAGE_DOWN		
Go to Page		G		

## 1.13 Using the Navigation toolbar

Commands from the Navigation menu are also available in the toolbar.



## 1.14 Navigation with keyboard keys

**Page Up key**: moves to next page

**Page Down key**: moves to previous page

**F8 key**: moves to next section of the book

**Shift+F8 key**: moves to previous section of the book

**F11**: moves forward one sentence

**F12**: moves backward one sentence

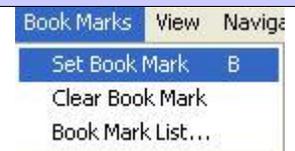
**Control+F8**: Level Down

**Control+Shift+F8**: Level up

**(Note: hold keys down to fast forward or fast reverse)**

## 1.15 Bookmarks

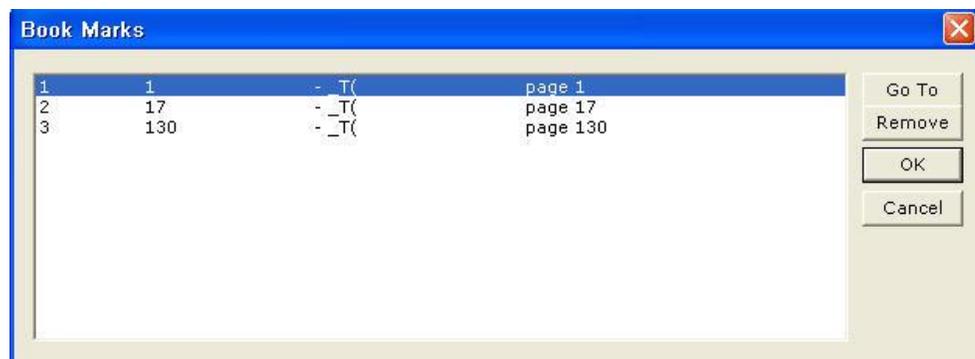
Use the Bookmarks menu to set bookmarks, clear existing bookmarks, and to list all bookmarks.



To set a bookmark, move to any place in the book, stop the narration, then in the **Bookmarks** menu, and choose **Set Bookmark**. (Note: an easier way to set bookmarks is to use the keyboard shortcut – just **press the “b” key** on your keyboard.)

To view the Book Mark list, go to the **Book Marks** menu and choose **Book Mark List**.

The **Book Marks List** (shown here) will open and display all of the book marks you've set for this book.



- ♦ To go to any bookmarked location, **highlight the bookmark** in the window, then click the **Go To** button.
- ♦ To remove a bookmark, highlight it, then click the **Remove** button

## 1.16 Removing books from the Book Shelf

First, open **Book Shelf** by clicking the **Open book tool button**: 

**You have 2 choices when removing books from your Book Shelf:**

- 1) You may remove the book from Book Shelf AND delete it from your computer, or
- 2) You may remove the book from Book Shelf, but keep it stored on your computer

**To remove the book AND delete it from your computer,** highlight the book title in the **Books** window, then click the **Delete Book** button.



**To remove the book, but keep it stored on your computer,** highlight the path for that book in the **Search Paths** window, then click **Remove Path**.



## 1.17 RFB&D Authorization

Book Wizard Reader will work with DAISY books from Recordings for Blind and Dyslexic (RFB&D).

But, you must first purchase a Key Authorization from RFB&D in order to read their book in Book Reader Wizard. When you receive the key, it will arrive in the form of a program that you run on your computer. Once you run that program, and provide the information it requests, you will be able to use books from RFB&D.



## 2 Software Summary

### 2.1 Publisher

American Printing House for the Blind  
1839 Frankfort Ave.  
P.O. Box 6085  
Louisville, KY 40206  
Website: [www.aph.org/index.htm](http://www.aph.org/index.htm)  
(1-800-223-1839)

### 2.2 Description

Book Wizard Reader is a program designed to read digital talking books. It is compatible with all DAISY formats (DAISY 2.02 and DAISY/NISO Z39.86-2002). Book Wizard Reader contains a full range of navigation features for text, and for structured and unstructured audio. It will open and read books from Bookshare.org, including NIMAC books that have been converted and distributed by Bookshare.org.

### 2.3 System Requirements

- PC running Windows® 98, ME, 2000, XP, Vista® or later
- 20 MB disk space for software and an additional 700 MB for high-quality speech.
- Internet Explorer® 5.5 or later
- Sound card and speakers
- CD-ROM drive

## 3 Vendor Information

### 3.1 Software Help Menu

Contains a fully-navigable Help document that opens in the Book Wizard Reader program.

### 3.2 Included with purchased software

No manuals are included with purchase

### 3.3 Online tutorial

None

### 3.4 Online training videos

None available

## 4 Credits

**AIM Consortium**

**Center for Applied Special Technology (CAST)**

**U. S. Department of Education, Office of Special Education Programs**

**Jeff Diedrich, Michigan Integrated Technology Supports, [jeff.diedrich@gmail.com](mailto:jeff.diedrich@gmail.com)**

**Mark Dennis, Educational Consultant, [altformat.mark@gmail.com](mailto:altformat.mark@gmail.com)**