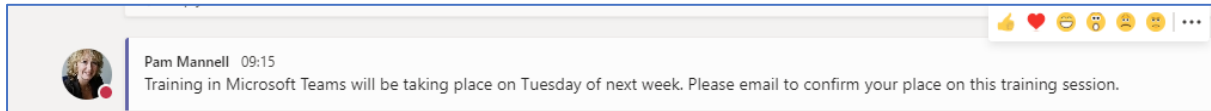


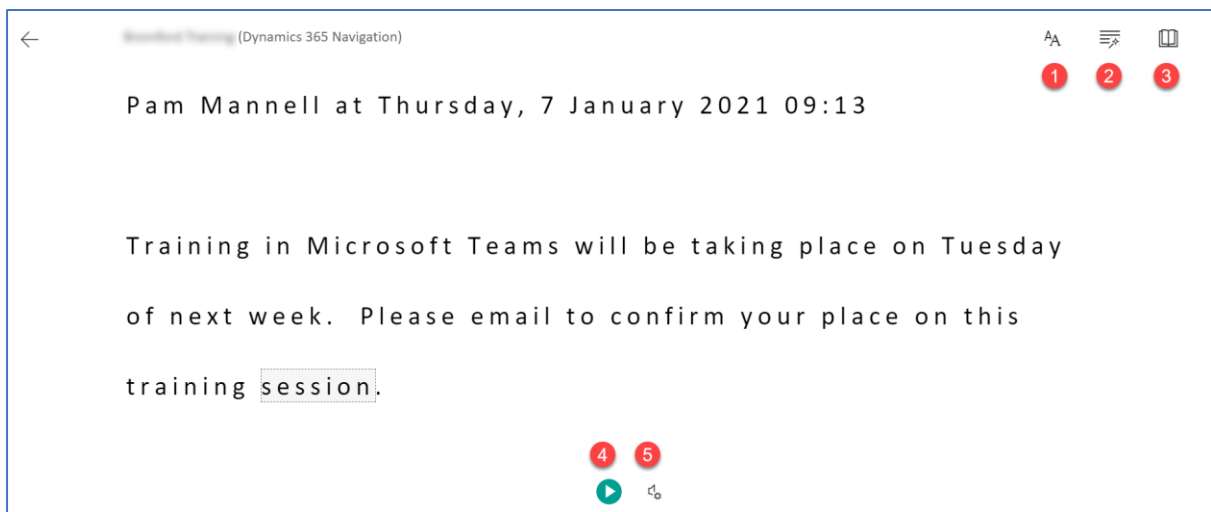
Have you seen the **Immersive Reader** function within Microsoft Teams?

This can be especially beneficial to users with visual impairments.

Select a message and then from more commands [...] select Immersive Reader.



The message is then displayed on the screen in large format.



There are also further options you can use to adjust the display.

1. Text size, font, spacing and background colour
2. Highlight specific parts of speech (syllables, noun, verb, adjectives and adverbs) in colour.
3. Change the line focus, turn Picture Dictionary on (see below) and options to change the language by line or document
4. Play – a voice synthesiser will play back the message.
5. Options to change the voice and the speed.

For more information about a specific word, click on it. This will allow just that word to be read out for you. In addition, if Picture Dictionary is turned on, where possible a picture (or pictures) will be shown to aid you, and will also speak the word in the default and translation language (if set).

