Immersive Reader in Office 365 (Online) (Word)

1. Open Office 365 (https://www.comoxvalleyschools.ca/, Office 365)
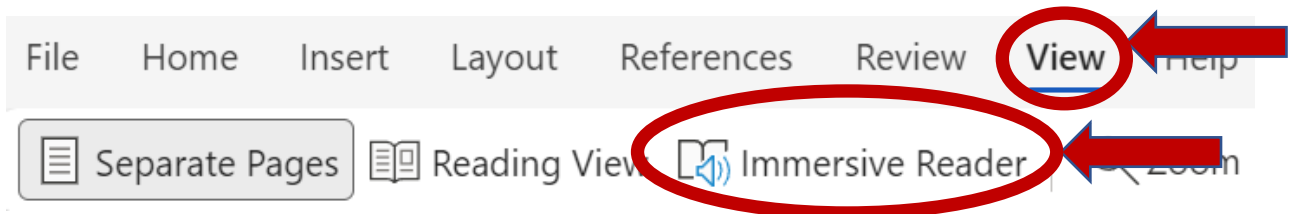

2. Open Word – 3 dots and Word
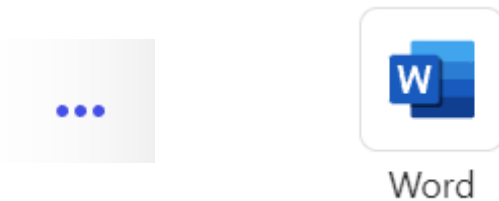
3. Select a Blank, Recent, or Saved document.
   Add text to the document.

   Select the **View Tab** and **Immersive Reader**

4. An Immersive Reader focused window will open providing access to Text to Speech (bottom of the window), Text Preferences, Grammar Options and Reading Preferences.