



## New Features Update - September 2018

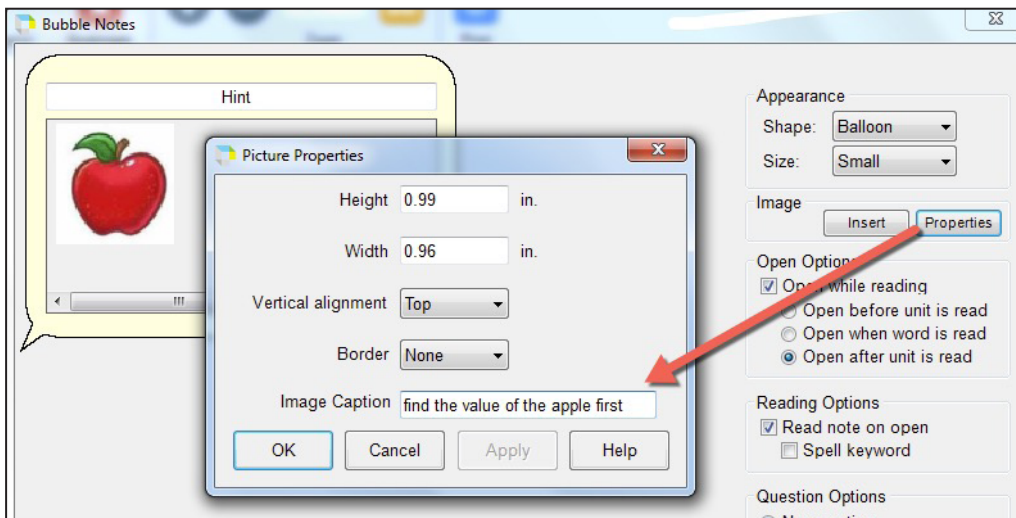
V16.03 (Windows) and V16.0.03 (Macintosh)

1.

### Add and read caption text for images in bubble notes in Kurzweil 3000 for Windows (Web License Subscription only).

- Add an image to a bubble note.
- Click the **Image Preferences** button.
- Add **Image Caption** text and click **OK**.
- 

The text will read when the bubble note is read, but will not show on the screen.



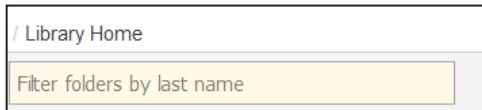
## Filter folders by name in the Universal Library in Kurzweil 3000 for Web Browsers (Kurzweil3000.com).

In large subscriptions, it can be time consuming to find a particular user's folder. For subscriptions with over 1,000 licenses, you can search the list of folders by last name to quickly locate a student or teacher folder.

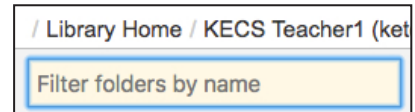
In smaller subscriptions of less than 1,000 licenses, the field filters by folder name.

- Go to the Universal Library.
- Start typing the filter criteria in the **Filter folders by last name** or **Filter folders by name** field.
- The list of folders will be filtered by that criteria.

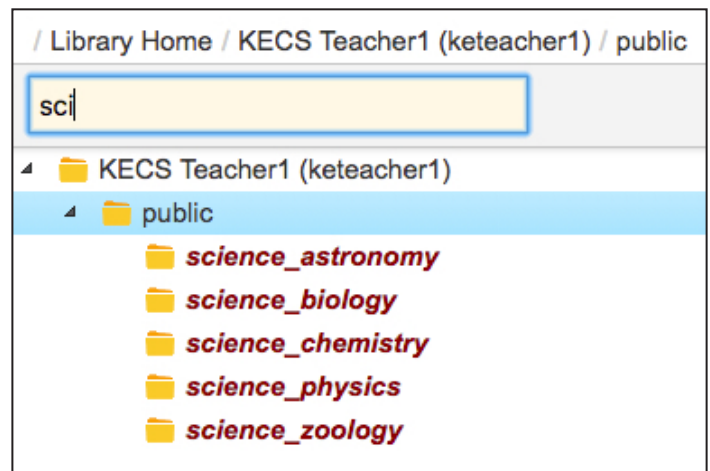
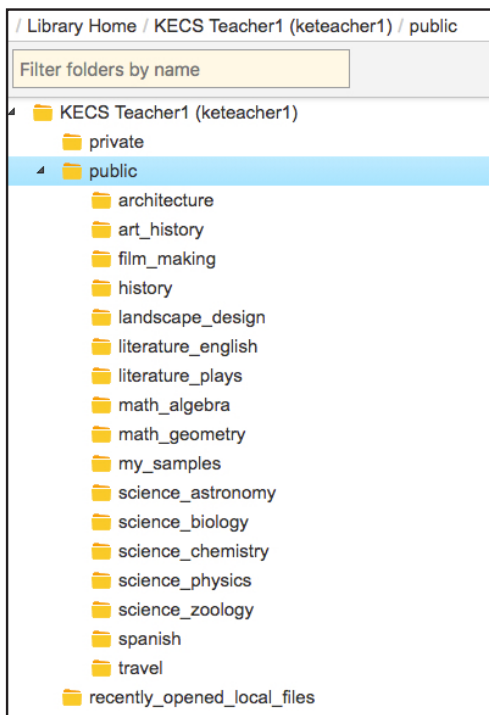
1000+ licenses



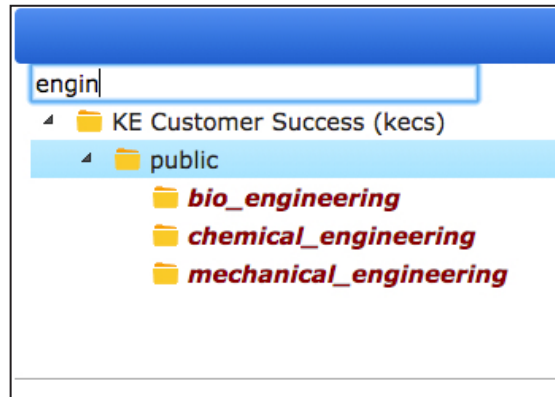
Less than 1000 licenses



If you click a particular folder, you can filter any folders within it.



You can also filter a folder when you Copy or Move a file.



### 3.

## Team usage reports available in Kurzweil 3000 for Web Browsers (Kurzweil3000.com).

Team reports are now available when logged in as a Top Level Coordinator, Sub Level Coordinator or teacher. Students cannot view reports.

- Go to the **My Account dropdown** and choose **Reports**
- Set the **Date Range**
- Click the **Team button**
- Optional - check the **Remove Empty Rows box** so only students with activity will display.

There are also options to either **Download** or **Print** the report.

### Team Usage Dashboard [Print](#)

**KECS Teacher1**

Date Range:  to

Usage By: Account Team

Remove Empty Rows

This report displays information for the total usage of Kurzweil 3000 for each student on your team for the date range specified, whether the student is assigned to one or more teams. Each teacher of a student on their team will see combined usage information. For example, a student may be on two teams. If with team one, the student used Kurzweil 3000 for three hours, and then with team two, the student used Kurzweil 3000 for five hours, each teacher's Team Usage Dashboard will reflect a total of eight hours for that student.

**Time on Site**  
(hh:mm)

**Files Accessed and Logins**  
(counts)

Students on your Team: 3

First Name	Last Name	External Client User Id	Logins	Files Accessed	Time On Site	Role
<b>KECS Teacher1 Total</b>			<b>28</b>	<b>54</b>	<b>21:36</b>	
KESample	Student1		15	46	14:34	Student
KESample	Student2		0	0	0	Student
KESample	Student3		0	0	0	Student

Remove Empty Rows

Students on your Team: 3

First Name	Last Name	External Client User Id	Logins	Files Accessed	Time On Site	Role
<b>KECS Teacher1 Total</b>			<b>28</b>	<b>54</b>	<b>21:36</b>	
KESample	Student1		15	46	14:34	Student

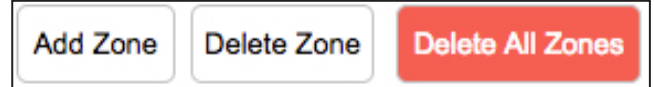
## 4.

### Zone Editing in image files in Kurzweil 3000 for Web Browsers (Kurzweil3000.com).

- Open an image document
- Click the **Open Zone Editor** button



Zones that are automatically detected will be marked by colored boxes and numbered in the order they will read.



#### Add a New Zone

- Click the **Add Zone** button and then click and drag the area of text you want in the zone.

#### Delete a Zone

- Select a zone and click the **Delete Zone** button.
- Or click the **Delete All Zones** button to remove all zones from the file.

#### Change the Zone Type

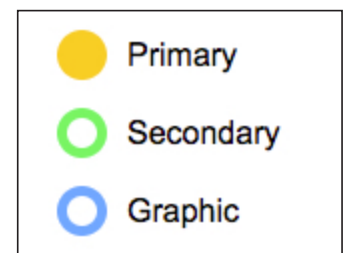
- Click a zone to select it and choose:

**Primary** (yellow) - text that reads in the order specified

**Secondary** (green) - text that reads only when you choose to hear it by placing your cursor and clicking the Read button

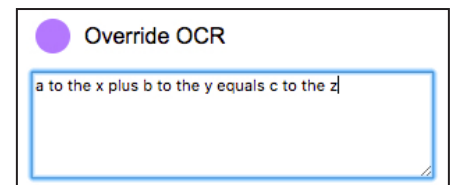
**Graphic** (blue) - a zone that is not read

Note: The zone will change color to reflect the type of zone selected.



#### Override the Text in the Zone

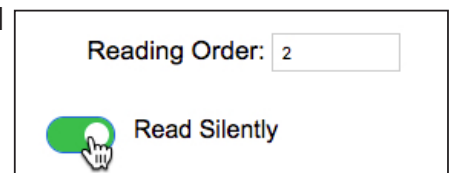
- Add text to a zone that is not reading correctly or does not have text. This can be useful for describing a graphic or math problem.



#### Change the Reading Order of a Zone

- Click the zone to select it and type the number of when you would like the zone read relative to the other zones.

Note: When you change the order number of a zone all others will re-number accordingly.



#### Make a Zone Silent

- Click a zone to select it and toggle the **Read Silently** button. When a zone is Silent, the text will still be highlighted while reading, but it will not be read aloud.

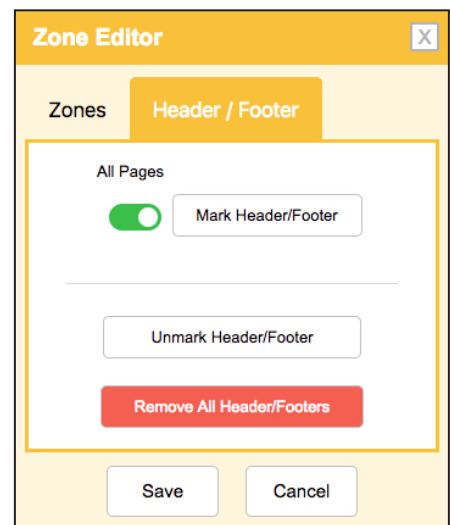
#### Headers and Footers

Header/Footer zones are not part of the reading order.

- Click the **Mark Header/Footer** button
- Click and drag the area you want to mark.
- Turn on or off the **All Pages** button.

Use the **Unmark Header/Footer** button to unmark a single header/footer.

Use the **Remove All Header/Footers** button to remove all header/footer zones.



## Product Guides added to the Kurzweil Academy.

The Kurzweil Academy Getting Started tab now includes a link to the Kurzweil 3000 and Kurzweil 1000 product guides.

The screenshot shows the Kurzweil Academy website interface. At the top, there is a navigation bar with the following links: Kurzweil Academy, Educators Lounge, New Features, Archived Videos, Research, and Resources. Below the navigation bar, a main heading asks "WHAT WOULD YOU LIKE TO LEARN TODAY?" and provides instructions on how to navigate the site. A secondary heading "GETTING STARTED" is followed by a row of four tabs: Getting Started, Read & Study, Writing, and Testing. The "Getting Started" tab is active and displays a grid of resource cards. The first card is titled "PRODUCT GUIDES" and lists links for Kurzweil 1000 and Kurzweil 3000 guides. The second card is titled "GUIDE TO KURZWEIL 3000" and features a welcome message from Karen Narvol. The third card is titled "GOOGLE DRIVE TUTORIAL (WIN)" and provides instructions for Windows users. The fourth card is titled "GOOGLE DRIVE TUTORIAL (WEB)" and provides instructions for web users. The fifth card is titled "CHROME EXTENSION TUTORIAL" and provides information about the Chrome extension. The sixth card is titled "MANAGE FILES EFFECTIVELY (MAC)" and provides file management tips for Mac users.

Kurzweil Academy Educators Lounge New Features Archived Videos Research Resources

WHAT WOULD YOU LIKE TO LEARN TODAY?

Whether you're looking for something specific or are just getting started, this is the right place for you. Start by selecting a course, choose your product, then filter by your preferred content type.

New content will be added each month, including new features and updates. Be sure to come back often and don't be shy about [asking for help](#).

Getting Started Read & Study Writing Testing

### GETTING STARTED

**PRODUCT GUIDES**

- Kurzweil 1000
- Getting Started Guide
- Kurzweil 3000 to Kurzweil 1000
- Kurzweil 3000 to Kurzweil 3000
- Kurzweil 3000 to Kurzweil 3000
- Kurzweil 3000 to Kurzweil 3000
- Kurzweil 3000 to Kurzweil 3000

**PRODUCT GUIDES**

Our Product Guide section has everything to get you ready from Kurzweil 1000 to Kurzweil 3000 version 16!

**Welcome!**

Online Testing: College Board's ACCUPLACER and K3000

Spill: Henry of The College Board  
Karen Narvol, National Trainer

**GUIDE TO KURZWEIL 3000**

Join guest speaker Karen Narvol. She'll take you on a guide of kurzweil 3000, including the new user interface and latest features.

**GOOGLE DRIVE TUTORIAL (WIN)**

Access content in Google Drive with this tutorial for Windows users.

**GOOGLE DRIVE TUTORIAL (WEB)**

Learn how to access content in Google Drive from Kurzweil3000.com.

**CHROME EXTENSION TUTORIAL**

Everything you need to know about the Kurzweil 3000 Chrome Extension.

**MANAGE FILES EFFECTIVELY (MAC)**

Save time with these file management tips for Mac users.