

omniReader[®]

Portable Scanning and Reading Solution User Guide

Freedom Scientific, Inc.

www.FreedomScientific.com

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Freedom Scientific, Inc.
www.FreedomScientific.com

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To register your product, visit <http://www.freedomscientific.com/forms/ProductRegistration>.

Safety and Maintenance

To ensure your safety and obtain the most benefit from omniReader, please review these safety precautions carefully.

omniReader is designed to enlarge and enhance text in high contrast colors and read print aloud in order to improve the quality of life for people who are visually impaired. The extent to which this product can improve the ability to see images depends on a person's individual condition and level of visual impairment.

omniReader is not designed to restore vision, correct eye conditions or halt degenerative vision loss. An eye care professional can determine the usefulness and suitability of omniReader for a patient's individual condition.

Precautions for Use

- Follow all warnings, cautions, and instructions as marked on the product
- Use omniReader on a stable, level surface such as a solid desk or table, according to its intended design specifications.
- Avoid placing omniReader on an unstable table, cart or stand. It may fall causing serious damage to the unit or bodily injury.
- Use omniReader indoors only – it should NOT be exposed to extreme or rapid changes in temperature or humidity. Do not place omniReader near a radiator, heater or areas exposed to long hours of direct sunlight. Keep the unit away from wet areas, rain, and other sources of liquids. Do not submerge the unit.
- At least once per week, clean omniReader with a soft dry cloth or an electrostatic dusting cloth. DO NOT use liquid cleaners on its plastic surfaces. No additional methods of sterilization or cleaning are recommended or required. Make sure the power is turned off when cleaning the unit.
- Do not use omniReader near flammable materials or liquids.
- Read the instructions in this user's guide before attempting to use the unit.
- Do not attempt to repair the unit or open its case. This product contains no user serviceable parts.

Caution: Do not apply excessive pressure to the screen. Do not spray cleanser directly on these items. Also, do not use any cleanser that contains the following agents: acetone, ethyl alcohol, ethyl acid, ammonia, or methyl chloride.

Additional Electrical Safety Precautions

- The power supply cord is a disconnect device for electrical equipment. The socket-outlet should be installed near the equipment and be easily accessible.
- Do not use omniReader in, near or around water. omniReader is not designed to offer protection against contact with liquids of any kind.
- Use only the power supply provided with your omniReader. Using unauthorized power supplies may cause serious damage to omniReader electronic components and will void the warranty.
- Always place the power cord away from traffic areas to avoid damage of power supply.
- Prevent the risk of electrical shock by NOT attempting to disassemble the unit. Please refer all service to an authorized repair facility.

Additional Mechanical Safety Precautions

Improper handling may cause damage to the device.

Transporting omniReader

- Carry the unit by using the carrying handle located on top of the unit.
- Do not swing the unit while carrying the unit using the handle.

Compliance

Contains Radio Transmitter:

FCC ID: VC2-10025

IC: 8923A-10025

USA – Federal Communications Commission (FCC) Notice

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio /TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

Caution: Exposure to Radio Frequency Radiation.

This device must not be co-located or operating in conjunction with any other antenna or transmitter.



To prevent possible hearing damage, do not listen at high volume levels for long periods.

Canada – Industry Canada (IC) Notice

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

This device complies with RSS 210 of Industry Canada. Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of this device.

Cet appareil est conforme à RSS 210 d'Industrie Canada. Le fonctionnement est soumis aux deux conditions suivantes: (1) cet appareil ne doit pas causer d'interférences, et (2) cet appareil doit accepter toute interférence, y compris les interférences pouvant entraîner un fonctionnement indésirable de cet appareil.

Caution: Exposure to Radio Frequency Radiation

The installer of this radio equipment must ensure that the antenna is located or pointed such that it does not emit RF field in excess of Health Canada limits for the general population; consult Safety Code 6, obtainable from Health Canada's website www.hc-sc.gc.ca.

Attention: Exposition à des radiations de fréquences radio.

Cet appareil émettant des ondes radio, l'installateur doit s'assurer que l'antenne est positionnée ou orientée de telle sorte que l'appareil émette des champs RF ne dépassant pas les limites recommandées par Santé Canada pour le grand public; consultez Code de sécurité 6, disponible à Santé Canada ou sur leur site web www.hc-sc.gc.ca.

Attention: This unit has been shipped with cables that allow compliance with FCC Regulations. If replacement cables are needed in the future, contact Freedom Scientific to obtain the appropriately shielded cable.

Japan – Ministry of Internal Affairs and Communications (MIC)



Ⓜ 210-125237

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Congratulations on choosing omniReader®. This lightweight, portable scanner, reader, and magnifier is designed for those with visual impairments or blindness.

The omniReader can scan and read printed text like letters, books, portions of food packages, and more. After scanning the text, omniReader displays it on the 10-inch LCD screen and reads it aloud. After reading the current document, you can continue to scan more documents, or save the scanned material to the unit or an inserted USB flash drive.

Features include:

- 10-inch LCD screen
- Low Vision and Blindness user profiles
- Scanned text displays in a magnified font and is read aloud in a natural-sounding voice
- Any material with printed text placed in front of omniReader can be read using the screen, built-in speakers, or headphones.
- Single camera that provides enough lighting when taking a snapshot. No additional light is needed even in a dark room.
- Internal speakers, microphones, rechargeable battery, and retractable handle for carrying
- Large and easy to find Scan button located on top of the unit in the center of the control panel
- Scanning area accommodates letter and A4-sized pages
- Use omniReader as an electronic photo album, magnifier, alarm clock, and calendar
- Download and read Bookshare books and NFB-NEWSLINE publications
- Read MP3 audiobooks and public domain books
- Supports common email services such as Gmail and Yahoo! Mail


About this Guide

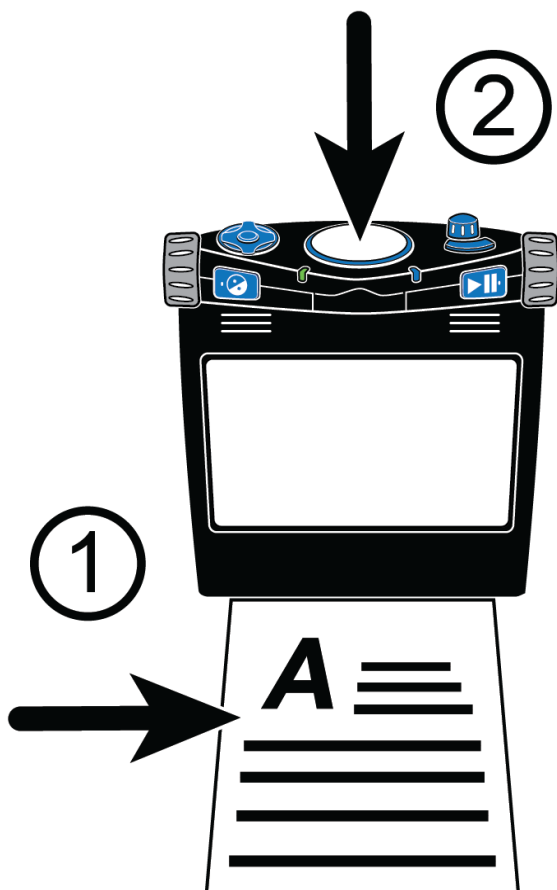
This guide familiarizes you with the scanning and reading functions of omniReader. It also describes how to set your reading preferences, navigate menus using the unit's control panel, and use various apps such as the clock, calendar, and email.

At Freedom Scientific, we are constantly improving our products and their functionality. Therefore, it is possible that this guide is not the latest version. Please download the most up-to-date guide by visiting www.FreedomScientific.com, choosing **Support**, and then **Documentation**.

To quickly scan a page, do the following:

1. Make sure omniReader is powered on (see page 10).
2. When setting up omniReader to scan a document, place the unit on a flat surface with the front of the unit facing you and the top panel facing the ceiling (see page 13).
3. To quickly scan a single page, place it in front of the unit with the short side of the page pushed against the base of the unit (1) as shown below, and press the **Scan** button (2). It is the large round button located in the middle of the top panel.

The scanned text appears on the screen and omniReader reads it aloud. To pause reading, press the **Play** button . See page 15 for more about scanning a single page.




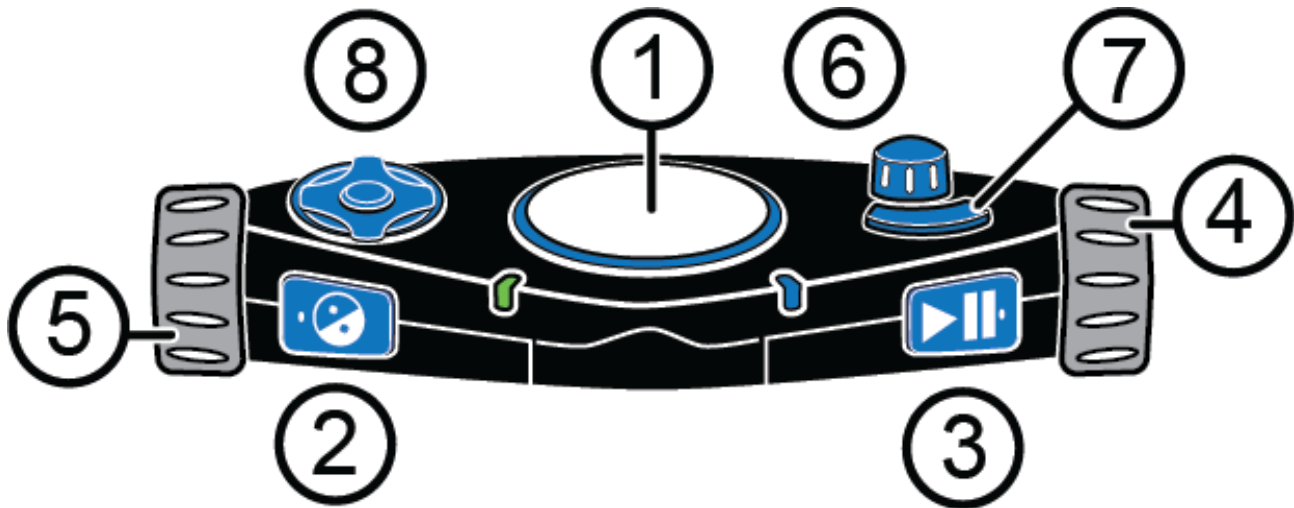
To scan multiple pages, you first create a book file, and then begin scanning pages. See page 18 for more about scanning multipage documents.



Control Panel and LED Layout



Control Panel Functions



The omniReader control panel is located on top of the unit. These controls perform different functions depending on the current user profile, the current view (Live View or Document View), menu navigation, and setting selections.

For example, the **Play** button  moves forward when navigating menus, selects highlighted items, and starts and stops reading when in a document.



<p>(1)</p>	<p>Scan Button</p> 	<p>The Scan button is the large round button located in the middle and on the top of the control panel.</p> <p>Press to scan a document and begin reading.</p> <p>Note: The outer edge is the System Status – Ring LED (see page 7).</p>
<p>(2)</p>	<p>Contrast Button</p> 	<p>This button is located on the left side of the front edge of the control panel between the left scroll wheel and Power status LED (see page 7). It has a raised dot on the left side.</p> <p>When navigating menus, press it to move backwards one menu (or screen) at a time.</p> <p>Low Vision profile: Press to change color modes when reading a document or book.</p> <p>Blindness profile: Press to switch reading voice when reading a document or book.</p>

<p>(3)</p>	<p>Play Button</p> 	<p>This button is located on the right side of the front edge of the control panel between the right scroll wheel and the Wi-Fi LED (see page 8). It has a raised dot on the right side.</p> <p>When in a menu, press it to move forward or select the current item.</p> <p>When reading a document, press it to play or pause reading.</p>
<p>(4)</p>	<p>Right Scroll Wheel</p>	<p>This is the large dial located on the upper right side of the unit.</p> <p>Turn it to scroll up or down in a menu or document.</p>
<p>(5)</p>	<p>Left Scroll Wheel</p>	<p>This is the large dial located on the upper left side of the unit.</p> <p>Low Vision profile: Turn it to zoom in or out while reading a document, or when viewing an item on the screen in Live View.</p> <p>Blindness profile: Turn it to change the reading speed when reading a document.</p> <p>Note: When using the Low Vision profile, the scroll wheel zooms in and out by default. You can change this so that the scroll wheel increases and decreases reading speed as it does for the Blindness profile. See page 25 for more about changing this setting.</p>
<p>(6)</p>	<p>Volume Knob and Menu Button</p> 	<p>This item is located on the top right side of the control panel to the right of the Scan button and behind the curved Mode button. It has two functions: controls volume and the Main menu</p> <p>Volume knob: Turn it to increase or decrease volume.</p> <p>Menu button: Press it to go to the Main menu.</p> <p>Note: It is also used to confirm certain actions such as saving or closing a document.</p>

<p>(7)</p>	<p>Mode Button</p> 	<p>This button is located on the top right side of the control panel.</p> <p>It is the curved button located in front of the Volume knob.</p> <p>Low Vision profile: Press to switch between Live View and the current menu item or document.</p> <p>Blindness profile: Press to turn Table mode on or off. See page 27 for more about Table mode.</p>
<p>(8)</p>	<p>Directional Pad</p> 	<p>The Directional pad is located on the left side of the top panel. It has a total of five buttons: Up, Down, Left, Right, and one round button centered between them.</p> <p>Press the Center button to hear battery status when in Document View.</p> <p>Press the Center button to switch the LED light on or off when in Live View</p> <p>Press the Up, Down, Left, and Right buttons to:</p> <ul style="list-style-type: none"> • Navigate up, down, left, or right through documents and books • Type file names, usernames, passwords, email addresses, and other items that require text input <p>Note: By default, the Center button announces battery status when in Document View. You can change this so that when in a document, it stops and restarts reading. This is the same functionality as the Play button. See page 27 for more about changing the Center button.</p>

Control Panel LEDs

System Status – Ring LED


The system status light (or Ring LED) encircles the **Scan** button.

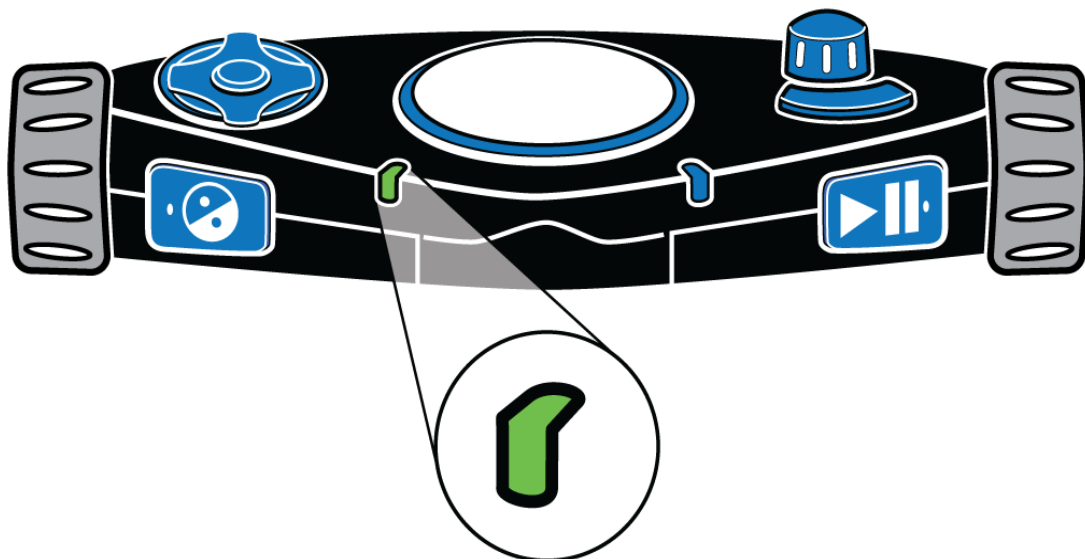


It is a multi-color LED that indicates when the unit is powering on or off, when it is ready to scan a page or book, or when it is busy processing a page. The LED can glow solid, pulsate, or spin as described below.

- **Green – pulsating:** Unit is powering on or waking up from Sleep mode
- **Blue – solid:** Ready to scan a page or book
- **Blue – spinning clockwise:** Busy processing a document
- **Red – spinning counterclockwise:** Unit is powering off

Power Status LED


The Power Status LED indicates if the unit is on, off, or in Sleep mode. It is located on the front of the unit on the upper left edge of the control panel and to the right of the **Contrast** button .



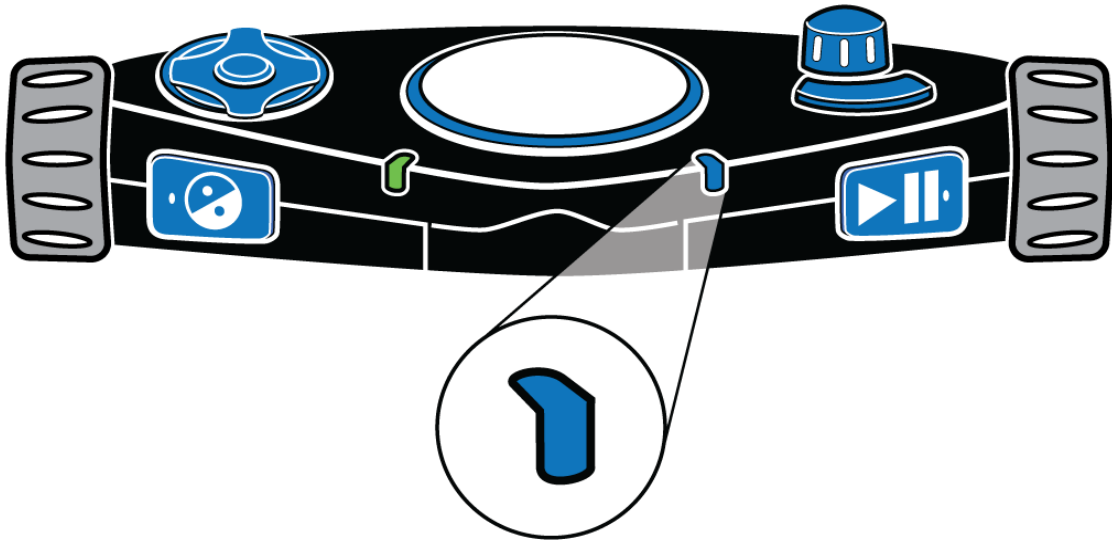
The Power Status LED can glow solid or pulse as described below.

- **Green – solid:** Battery is fully charged
- **Green – slow pulse:** Battery is charging
- **Red – slow pulse:** Low battery
- **Red – solid:** Battery error
(If this occurs, unplug the power adapter from the unit and plug in again. If it continues, unplug the power adapter and contact Technical Support.)
- **Off:** Power adapter is not connected, the unit is in Sleep mode, or it is powered off

Wi-Fi LED (Wi-Fi Units Only)

The Wi-Fi LED indicates the current Wi-Fi status. It is located on the front of the unit on the upper right edge of the control panel and to the left of the **Play** button .

Note: This LED is always off if the Wi-Fi feature is not available on your unit.



The Wi-Fi LED operates as described below.

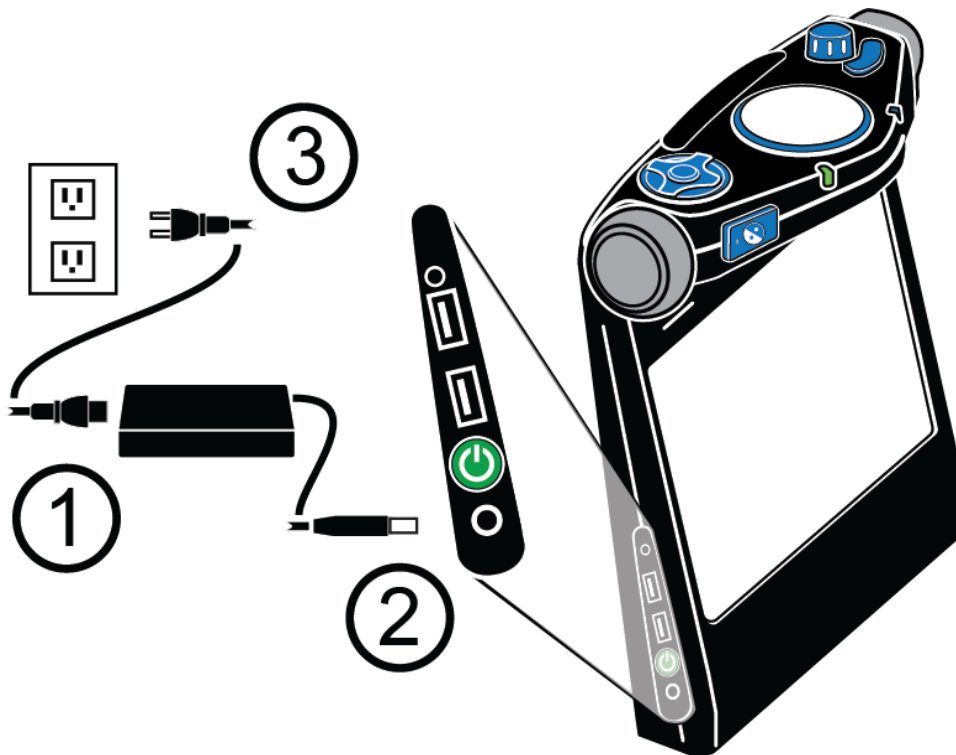
- **Blue – slow pulse:** Connected to a wireless network
- **Off:** Not connected to a wireless network, or Wi-Fi is not available on your unit

Charging omniReader

To charge omniReader, only use the power supply and power cord provided with the unit. It takes about three hours to fully charge the battery. A fully charged battery lasts for about 12 hours of continued use. See page 11 for more about battery status and power.

You can use omniReader while it is charging.


Note: Do not remove the omniReader's battery. It is not user serviceable and doing so will void your warranty.



1. Plug one end of the power cord (1) into the port on the rectangular power supply.
2. Plug the cord that is attached to the power supply (2) into the power port on omniReader.
3. Plug the power supply into a power outlet (3).


The power status LED on the front of the unit blinks green while the battery is charging. It is solid green when the battery is fully charged. See Battery Status on page 11 for more information.

Powering omniReader On and Off


When facing omniReader, the **Power** button  is located on the lower left side of the unit. It is the second item from the bottom.



To power on omniReader,

- Press and hold the green **Power** button  for approximately three to five seconds.
- As the unit powers on, you will see the startup screen, hear startup tones, and see the green Ring LED glow on and off. The LED encircles the Scan button located in the center of the control panel.
- When ready, omniReader announces “Files” and the Ring LED is solid blue.


To power off omniReader,

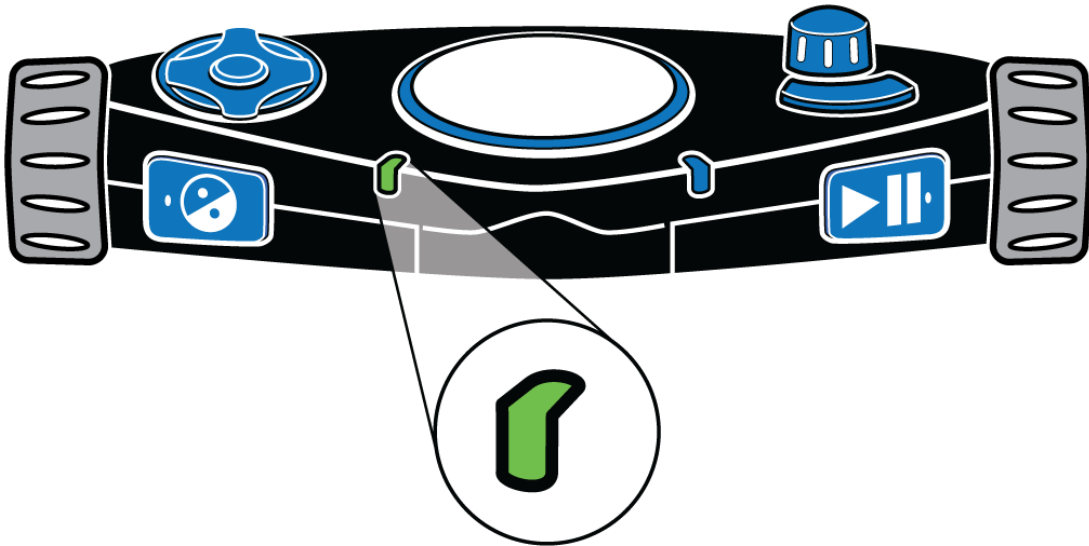
- Press and hold the green **Power** button  for approximately eight to ten seconds until you hear the power off tones. The Ring LED changes to red and spins counterclockwise while powering down. The unit is off when the tones stop, and the Ring LED is off.

Battery Status

There are three ways to check the battery status as described below.

Power Status LED

The Power Status LED is located on the front of the unit to the right of the **Contrast** button . It provides a visual indication of battery status.



- **Green – solid:** Battery is fully charged
- **Green – slow pulse:** Battery is charging
- **Red – slow pulse:** Low battery
- **Red – solid:** Battery error
(If this occurs, unplug the power adapter from the unit and plug in again. If it continues, disconnect the power adapter and call Technical Support.)
- **Off:** Power adapter is not connected, the unit is in Sleep mode, or it is powered off

Center Directional Pad Button: Battery Status





Press the center button in the Directional pad to check the battery status while in Document View. The Directional buttons are located on the top left side of the unit.

Status Menu

The Status menu displays the battery status, firmware version, and wireless network status (when Wi-Fi is enabled).

To hear the battery status, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and then press the **Play** button .
2. Scroll to **Status** and press **Play** .


The current battery status is announced. “100%” means a fully charged battery. If the charge is below 15%, it is time to recharge. The omniReader can be used while it is being charged.

Sleep Mode

When operating omniReader on battery power, after a period of inactivity, it goes into Sleep mode to consume less power. By default, standby begins after five minutes of inactivity. A short series of tones indicates when the unit is going into Sleep mode. When in Sleep mode, all LEDs turn off.


The following describes how to “wake up” omniReader, manually go to sleep, and change the default idle time.

Wake Up

Press and release the green **Power** button  to wake up omniReader.




After a series of tones, omniReader is ready for use. It wakes up in the same menu or document where it was before going into Sleep mode.

Go to Sleep

To manually start Sleep mode, press and release the green **Power** button . You can do this while on battery power or AC power.

Change Idle Time

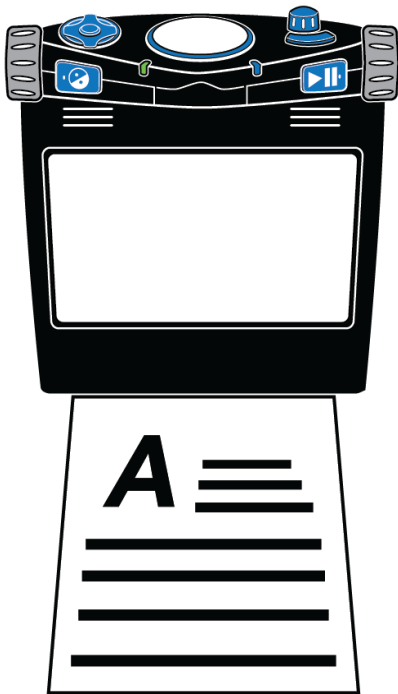
To select how long you want omniReader to stay awake before entering Sleep mode, do the following.

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open **General Settings**.
2. Scroll to **Time Until Standby** and press **Play** .
3. Scroll through the list to view the different time options, and then press **Play**  to select your preference and return to the **Settings** menu. By default, omniReader enters Sleep mode when it is idle for 30 minutes.

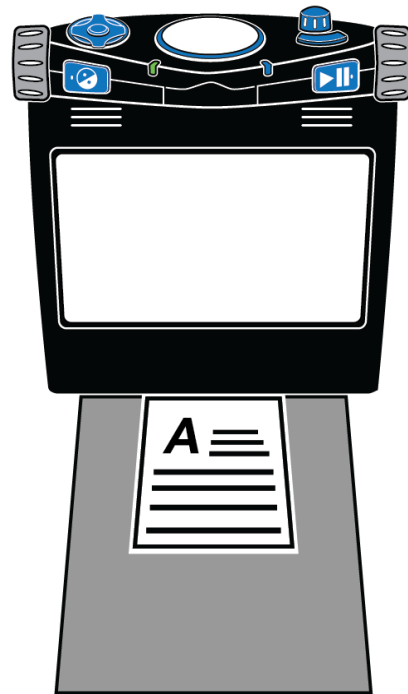
Positioning omniReader and Documents

When setting up omniReader to scan a document, place the unit on a flat surface with the front of the unit facing you and the top panel facing the ceiling. It must be in this upright, flat position when scanning a document. After scanning a document, you can hold omniReader comfortably on your lap, tilted, or however you like while listening or reading.


The omniReader can scan and read both letter and A4 size documents. When positioning a document, do the following:




Positioning a letter or A4 document



Positioning a document smaller than letter or A4

- Use the base (bottom front) of the omniReader as a guide
- Place a document directly in front of the unit so that the short side of the paper fits within the width of the unit. Make sure the paper is pushed against and touching the base.
- You can place the top or bottom edge of the page against the unit without affecting text recognition
- When scanning a document that is smaller than letter or A4 page size, place a blank sheet of paper in the scanning area and lay your smaller document on top of it. Try to center your document within the width of the unit and against the base. The blank background helps eliminate noise such as a woodgrain pattern on a desk that could interfere with text recognition.
- After scanning a document, some words may not convert and display correctly as text. If this happens, you can press the **Mode** button  to switch to Live View and see the original document on the screen. You can now review the document to read those specific words.


The **Mode** button  is located on the top right side of the control panel. It is the curved button located in front of the **Volume** knob.

Control Panel Help

The control panel contains buttons, knobs, and wheels located on the top and front of the unit. Some controls have more than one function depending on what you are doing, for example, reading documents, navigating menus, or using the low vision or blindness user profiles. See page 37 for more about user profiles.

When **control panel help** is enabled, you can press a button or turn a dial to hear a brief description of what that control does.

To open and use control panel help, do the following:


1. From the **Main** menu, use the **right scroll wheel** to move to **Help**, and then press the **Play** button .
2. Press any button, or turn any knob or wheel, and a description of that item is announced.

To close help, press the **Contrast** button  twice.

Scanning, Reading, and Saving Single Page Documents

Scanning and Reading a Single Page Document






To scan a single page document, do the following:

1. Place a single-page document in front of omniReader. Make sure the edge of the page is touching the front bottom of the unit. See Positioning omniReader and Documents on page 13 for more information.
2. Press the large **Scan** button  located on top of the unit in the center of the control panel.

The document appears on the screen (**Live View**) and omniReader captures the image.




3. Once the document is scanned, it appears as text on the screen. This is known as **Document View**. By default, omniReader begins reading the text aloud.

While the document is read aloud, you can do the following:

- Press the **Play** button  to pause reading. Press it again to continue reading.
- Press the **Contrast** button  to change color modes to select the best color combination for you while looking at text on the screen
- Press the **Menu** button  to save the document, or close and discard it. When finished, you return to the **Main** menu.
- Press the **Mode** button  to switch between Document View and Live View
- Press the **Scan** button  to discard the document and scan another page


Saving a Single Page Document After Scanning


To save a single page document after scanning it, do the following:

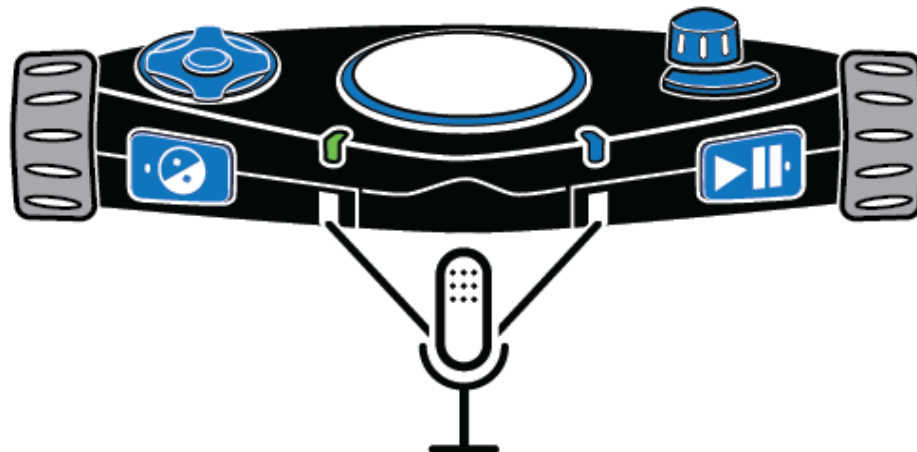
1. Press the **Menu** button . The options to save or close the current document appear on the screen.
2. With **Save Current Document** highlighted, press the **Play** button .
3. Use the **right scroll wheel** to move to one of the following options and then press **Play** .
 - Save with Voice Tag
 - Save without Voice Tag


Note: A voice tag is a brief audio recording that you make to help identify a document or book. For example, “This is the receipt for my spring semester textbooks.” As you scroll through your list of saved files, the voice tags are spoken instead of the file names shown in the file list.


If you **save the file with a voice tag**, you are prompted to make a brief audio recording that will be associated with the file.

- When you are ready to record, press **Play**  and begin speaking into the microphones located on the front edge of the control panel.

Press **Play**  again to stop recording. Your message is played back.





- If you are satisfied with the recording, press **Play**  to save the voice tag and the file.

If you want to record the voice tag again, press the **Contrast** button  and repeat the recording process as described above.

If you **save without a voice tag**, the file is saved with a default name such as Document_1, but no audio message is created.

Note: When a USB flash drive is connected to the unit, the file is always saved to the root of the USB flash drive. If a USB flash drive is not connected, the file is always saved on omniReader.

4. After saving the document, it reappears on the screen in Document View, and omniReader automatically reads the text.
5. To close it, press **Menu**  followed by **Play**  to confirm that you want to close the document. Once closed, the list of saved files displays on the screen in the File list.

Note: The “Save New Book” option is always the first item displayed in the File list. Saved books and documents (for example, Book_1 and Document_1) appear after the Save New Book option.

Scanning a Book (Multipage Document)




What is a Book?

When you scan a document that consists of two or more pages, omniReader refers to it as a book. When scanning a multipage document, you must first create a book file using a voice tag, and then scan pages.

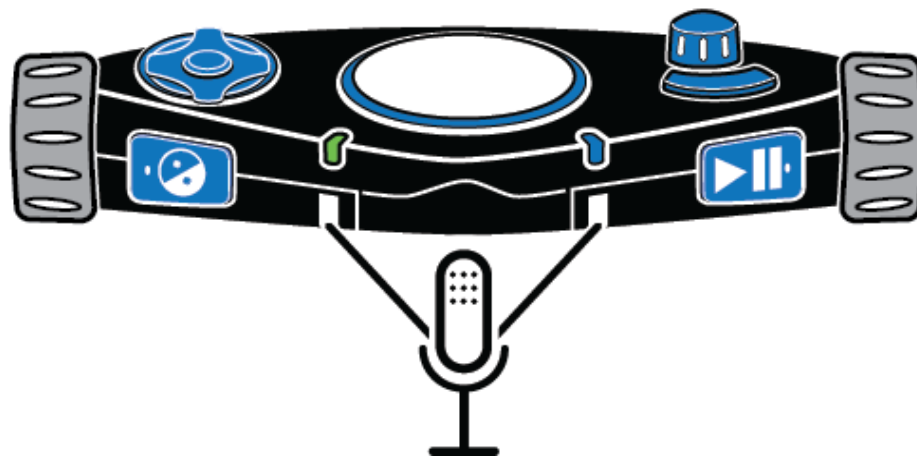
A voice tag is a brief audio recording that you make to help you identify a document or book. For example, “This is the receipt for my spring semester textbooks.” As you scroll through your list of saved files, the voice tag for that file is spoken instead of the file name.


By default, after a book is scanned, omniReader gives it a generic file name such as Book_1. When you scroll to the book file in the Files menu, omniReader will speak the voice tag instead of the generic file name to help you find the book file.


Creating a Book File

1. From the **Main** menu, use the **right scroll wheel** to move to **Files**, and then press the **Play** button .
2. Scroll to **Save New Book**, and press **Play** . You are prompted to make a brief audio recording that will be associated with the file. This is known as a voice tag.
3. When you are ready to record, press **Play**  and begin speaking into the microphones located on the front edge of the control panel.

Press **Play**  again to stop recording. Your message is played back.



If you are satisfied with the recording, press **Play**  to save the voice tag and create the new book file.


If you want to record the voice tag again, press the **Contrast** button  and repeat the recording process as described above.

Note: When a USB flash drive is connected to the unit, the file is always saved to the root of the USB flash drive. If a USB flash drive is not connected, the file is always saved on omniReader.



4. After confirming that you want to save the voice tag, omniReader announces “Press Scan button to add a page.”

You are now ready to begin scanning as described in the next section.



Scanning and Reading a Multipage Document

1. Place the first page of your multipage document in front of the omniReader.
2. Press the large, round **Scan** button . The page is captured, and omniReader prompts you for another page.

For example, “The page has been saved. Press **Scan** button to add a page. Press **Play** button when finished.”

3. Place the next page in front of the omniReader and press **Scan**  to continue scanning pages.
4. After scanning all pages, press the **Play** button  to finish the scan process, save the book, and return to the **Main** menu.

To open the book and read it, do the following:

1. With **Files** selected in the **Main** menu, press **Play** .
2. Scroll to the book file that you want to read, and press **Play** .

Note: By default, omniReader assigns generic file names such as Book_1. This is what you will see on the screen in the file list. To help you find the book that you want to read, listen to the voice tags as you scroll through the file list.

3. With **Open** selected, press **Play** .

When the book opens, omniReader announces the number of pages in the book, processes the first page (tones are heard during this step), and then starts reading text from the top of the page to the bottom. The omniReader stops reading when it reaches the bottom of the page.


Press the **Down button** to move to the next page. The omniReader processes the page and starts reading text.

To continue reading the book, press the **Down button** to move to the next page, or press the **Up button** to move to the previous page.

When you are finished reading and want to close the book, do the following:

1. Press the **Menu** button  to return to the **Files** menu.
2. Scroll to **Close Book** and press **Play** .





You return to the **Files** menu.

Press **Menu**  to return to the **Main** menu.

Setting Your Reading Preferences

Changing Reading Speed

Any changes to the reading speed affect both the reading and menu voices. To change the default reading speed, do the following:





1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open the **General Settings** menu.
2. Press **Play**  to select **Reading Speed**. Reading speed values range from 1 to 10, with 1 being the slowest, and 10 being the fastest. The default is 5.
3. Scroll through the list to hear the different speeds, and then press **Play**  to choose the speed that you like.
4. You can continue to make changes to other settings, or you can press the **Menu** button  to return to the **Main** menu.

Note: When using the Blindness profile, you can use the left scroll wheel to change the reading speed at any time. When using the Low Vision profile, you can change its function to also control the reading speed. See page 25 for more about the left scroll wheel.

Changing Reading Voice

The reading voice is the voice heard when reading a document or book.

To select a different voice when using the **Low Vision profile**, do the following:




1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open the **General Settings** menu.
2. Scroll to **Reading Voice**, and press **Play** .
3. Scroll to a language and voice, and press **Play**  to select it. The change is made, and the new voice is active.
4. You can continue to make changes to other settings, or you can press the **Menu** button  to return to the **Main** menu.

To select a different voice when using the **Blindness profile**,



- Press the **Contrast** button  located on the left front of the control panel to cycle through the available reading voices.

Changing Font and Font Size

To change both the font and size of the text that displays on the screen, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open the **General Settings** menu.
2. Scroll to **Font** and press **Play** .
3. Scroll through the list and view the different fonts and styles. Press **Play**  to select a font that you like.

The change is immediate, and you return to the **General Settings** menu.


4. Scroll to **Font Size** and press **Play** .
5. Scroll through the list to preview the different font sizes, and then press **Play**  to select the font size that you like.

The change is immediate, and you return to the **General Settings** menu.

6. When finished, press the **Menu** button  to return to the **Main** menu.

Changing Screen Color While Reading



A color mode is a pre-defined color combination (for example, yellow text on a black background). You can use color modes to reduce glare and provide contrast to make it easier to read text on the screen. This feature is available when using the Low Vision profile.

To change screen colors while reading a document, press the **Contrast** button . It is located on the front of the unit, and to the right of the left scroll wheel.



The omniReader has five default color modes. To add more color modes, see the next procedure, Adding and Removing Color Modes.

Adding and Removing Color Modes





A color mode uses two contrasting colors (one for text, one for background) making it easier to see and read text on the screen. This feature is available when using the Low Vision profile. In Live View, there are six default colors, which includes Full Color. In Document View, there are five default color modes.

Using the **Contrast** setting, you can add additional color modes for a total of 13. When you add a color mode, it is available as you press **Contrast**  while in Document View or Live View. When you remove a color mode, it is hidden and is not available as you press **Contrast** . See Color Modes on page 24 for a complete list of colors.

To add or remove color modes, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings** and press the **Play** button  twice to open the **General Settings** menu.
2. Scroll to **Contrast** and press **Play** .

The list of color combinations appears on the screen. (When in Live View, Full Color mode is always available and cannot be removed. It does not appear in the list.)

3. Scroll through the list to view the different color combinations. Active color modes are shown with a check mark.
4. When you find a color mode that you want to add or remove, do one of the following:
 - Press **Play**  to select the check box to make the color mode available when pressing the **Contrast** button 
 - Select **Play**  to clear the check box to hide the color mode when pressing **Contrast** 
5. Repeat steps 3 and 4 to continue adding or removing color modes.

When finished, press the **Menu** button  to return to the **Main** menu.

Color Modes

The default color modes are:


- Black on White (always available, cannot be removed)
- White on Black (always available, cannot be removed)
- Black on Yellow
- Yellow on Blue
- Blue on White
- Full Color (Full Color is always available in Live View. It is not available in Document View and does not appear in the color mode list.)

The additional color modes are:

- Green on Black
- Black on Green
- Yellow on Black
- Blue on Yellow
- White on Blue
- Blue on Black
- Black on Blue



Turning Automatic Reading On or Off



The omniReader has two reading modes: voice and text.

By default, omniReader begins reading text aloud after scanning or opening a document. This is known as Voice mode. As the document is being read, a highlight cursor moves over the text on the screen. To stop and restart reading, you must press the **Play** button .

When using Text mode, omniReader does not automatically read text aloud after scanning or opening a document. This is helpful if you are sighted and want to read a document without speech. You can use the **right scroll wheel** and the **Directional Pad buttons** to advance through text.





To change the reading mode, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open the **General Settings** menu.
2. Scroll to **Reading Mode**, and press **Play** .

- Using the **right scroll wheel** and **Play** button , choose one of the following options:
 - Voice Mode** – when reading a document, the text is read aloud. Also, after opening or scanning a document, omniReader automatically starts reading the text. Voice Mode is the default setting.
 - Text Mode** – when reading a document, the text is not read aloud. Also, after opening or scanning a document, omniReader does not automatically read the text.
- After selecting a reading mode, you return to the **General Settings** menu. You can continue to make changes to other settings, or you can press the **Menu** button  to return to the **Main** menu.

Changing Menu Voice

The menu voice is the voice heard when moving through menus or pressing control panel buttons. To select a different voice for these announcements, do the following:





- From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open the **General Settings** menu.
- Scroll to **Menu Voice**, and press **Play** .
- Scroll to a language and voice, and press **Play**  to select it. The change is made, and the new voice is active.
- You can continue to make changes to other settings, or you can press the **Menu** button  to return to the **Main** menu.

Left Scroll Wheel: Magnification or Reading Speed

When using the **Low Vision profile**, the left scroll wheel is used to magnify what appears on the screen. In Document View, it makes text bigger or smaller, and in Live View, it zooms in or out on the object you are viewing.





The **Left Roller Mode** setting lets you change the left scroll wheel functionality from magnification to reading speed, which is the way it operates for the **Blindness profile**.

To change how the left scroll wheel operates for low vision, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open the **General Settings** menu.
2. Scroll to **Left Roller Mode**, and press **Play** .
3. Using the **right scroll wheel** and **Play** button , choose one of the following options:
 - **Reading Speed** – increases or decreases reading speed
 - **Font Magnification** – increases and decreases the size of the text on the screen
4. After selecting, you return to the **General Settings** menu. You can continue to make changes to other settings, or you can press the **Menu** button  to return to the **Main** menu.

Center Directional Pad Button: Battery Status or Play/Pause Reading


To change how the Center button on the Directional pad operates in Document View, do the following:


1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button  twice to open the **General Settings** menu.
2. Scroll to **Center Directional Pad Button Mode**, and press **Play** .
3. Use the **right scroll wheel** and the **Play** button  to choose one of the following options:
 - **Status** – announce the current battery level
 - **Play/Pause** – play and pause reading like the **Play** button when reading a document
4. After selecting, you return to the **General Settings** menu.
5. You can continue to make changes to other settings, or you can press the **Menu** button  to return to the **Main** menu.

Reading Tables in Documents and Books

Table mode is a setting that helps omniReader recognize and read text that is formatted in tables. It is off by default. If your document is a spreadsheet or contains a table or chart and it is not being read correctly, turn on Table mode and rescan your document.

To turn Table mode on, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Table Mode** and press the **Play** button . A check mark appears next to the setting.

Note: When using the **Blindness profile**, press the **Mode** button  to quickly switch Table mode on or off.

2. Scan your document again and verify if the text is read correctly.


To turn off Table mode, do the following:

- From the **Main** menu, scroll to **Table Mode** and press **Play** . The check mark is cleared.



Setting Time and Date

The time, date, and time format are set using the **Clock** menu. To do this, you must first select the omniReader clock, and then open the **Clock** menu.


To display the clock, do the following:

- From the **Main** menu, use the **right scroll wheel** to move to **Clock**, and press the **Play** button . The time appears on the screen.

To open the **Clock** menu and set the time, do the following:



1. Press **Play** . The **Clock** menu opens. It contains alarm, time and date, and time format settings. **Set Time** is the first item in the list.
2. Press **Play**  to open the time settings.


3. With the time displayed on the screen, do the following:

- Use the **left scroll wheel** to set hours
- Use the **right scroll wheel** to set minutes
- Press **Play**  when finished to save the time

The clock, with the current time, now appears on the screen.



To set the date, do the following:


1. With the time displayed on the screen, press **Play** , scroll to **Set Date**, and press **Play**  again. The date appears on the screen.

- Use the **left scroll wheel** to change the month and year
- Use the **right scroll wheel** to set the day
- Press **Play**  when finished to save the date.


The clock appears on the screen.

To change the time from 12-hour (AM/PM) to 24-hour format, do the following:

1. With the time displayed on the screen, press **Play** , scroll to **Time Format**, and press **Play**  again. The current time appears on the screen.

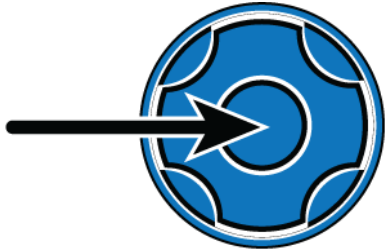
2. Scroll to the format you want to use, and press **Play** .

The time format is saved, and the clock appears on the screen using the selected format.

3. Press **Menu**  to return to the **Main** menu.

Turning LED Lights On or Off

By default, the LED lights are on when you switch to Live View. You can turn off the lights to avoid glare when viewing glossy pages or other reflective surfaces. This is helpful when you prepare to scan a book file or view an item that is magnified under the camera.



While in Live View, press the **Center button** on the **Directional pad**. The LED lights turn off.

To turn the lights on, press the **Center button** again.



Opening a Saved Document or Book

Single-page documents and books can be saved on the omniReader or a USB flash drive. If your files are on a USB flash drive, make sure it is connected to one of the USB ports on the unit.



To open a saved file, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Files**, and press **Play** .

A list of saved documents and books appear on the screen. Files are listed from most recent to last. (Save New Book is always the first item in the list.) When a USB flash drive is connected, the list shows the files that are saved only on the drive.

2. Scroll to a document or book, and press **Play** .
3. The first item in the file list is **Open**. Press **Play**  to open the file.
4. When opening a single page document, the text appears on the LCD screen and omniReader reads the document.

When opening a book, omniReader announces the number of pages in the book, processes the first page (tones are heard during this step), and then starts reading text from the top of the page to the bottom. The omniReader stops reading when it reaches the bottom of the page.

5. To close the document, press the **Menu** button , followed by **Play**  to select **Close Current Document**. The Main menu returns to the screen.

You can also press the **Contrast** button  to cancel and return to the document.

Renaming a Document or Book

By default, omniReader uses a generic file name such as Document_1 or Book_1. As you save another document or book, the number increments by 1. This is the file naming convention that you see in the Files list.



When you save a document, you have the option to add a voice tag, which lets you add an audio description of the document. With a book, you must add a voice tag when creating the book file.

The file name is what you see when scrolling through the file list. The voice tag is what you hear when scrolling through the file list.

You can always rename or recapture the voice tag of a document or book by doing the following:






1. From the **Main** menu, use the **right scroll wheel** to move to **Files**, and press the **Play** button .

A list of saved documents and books appears on the screen.

2. Scroll to the document or book you want to rename, and press **Play** .
3. Scroll to **Rename**, and press **Play** .
4. Do one of the following:
 - For single-page documents, use the character selector to enter a new file name. See page 60 for more about the character selector.
 - For a book, follow the prompts to record a new voice tag
5. When finished:
 - The document appears in the file list with the new file name instead of the generic document file name
 - The book appears in the file list with the same generic book file name, but with a new voice tag

Deleting a File

To delete a saved document or book, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Files**, and press **Play** .
2. Scroll to the document or book that you want to delete, and press **Play** .
3. Scroll to a **Delete** and press **Play** .
4. Do one of the following:
 - Press **Play**  to confirm that you want to delete the file. The file is deleted, and you return to the list of documents.
 - Press the **Contrast** button  to cancel. The file is not deleted, and you return to the list of documents.



Converting Book Files to Text or MP3 Files


Scanned books are initially saved as JPG images. You can convert books that are saved on the unit to TXT (text) formatted files. Text files are smaller than image files and can save disk space on the unit. Keep in mind that any pictures in the initial book file will be deleted when it is converted to a text file.

Books saved on a USB flash drive can be converted to both TXT and MP3 formatted files. When files are saved on a USB flash drive, you can remove the drive, plug it into a computer, and copy the files to the computer. This lets you edit the text files or listen to the MP3 files.



To convert files to text or MP3 formats, do the following:

Note: If your books are on a USB flash drive, connect it to the unit before trying to convert books to text or MP3 format. If you want to access books that are on the unit, remove the USB flash drive (see page 33).

1. From the **Main** menu, use the **right scroll wheel** to move to **Files**, and press the **Play** button .
2. Scroll to the book that you want to convert, and press **Play** .



3. Scroll to Convert, and press **Play** .

4. Do one of the following:

- If the book is on the unit, press **Play**  to select **Convert**
- If the book is on a USB flash drive, use the **right scroll wheel** and the **Play** button  to select **Convert to Text** or **Convert to MP3**

The omniReader announces that the document is being converted.

When the conversion is finished, do one of the following:

- Press **Play**  to delete the original book file and keep only the converted file
- Press the **Contrast** button  to keep both the original and the converted file

The converted file is saved, and the **Main** menu appears on the screen. If you are using a USB flash drive, you can now remove it from omniReader (as described below in the next procedure), connect it to your computer, and transfer the converted file.

Removing a USB Flash Drive from omniReader

To safely remove a USB flash drive from omniReader, do the following:

Press and release the green **Power** button  to enter Sleep mode.

Wait for the Ring LED to turn off (approximately five seconds), and then remove the USB flash drive from omniReader.

Press and release **Power**  again to wake up omniReader.

Important:




If you do not remove the flash drive as described above, you may receive a message when you connect it to your computer stating that your flash drive should be scanned for errors. Run the scan as instructed to continue using the flash drive.

Navigating Menus, Documents, and Books

Menus and Settings

The omniReader uses a menu tree to access its menus and settings. When the unit starts and is ready for use, the **Main** menu appears on the screen along with omniReader announcing “Main menu.” From this menu, you can start applications, open the **Files** menu to save, open, and delete documents and books, and open the **Settings** menu to change product settings, view system information, and change system settings.

Menu Navigation

- In general, you use the **right scroll wheel** to move up and down the menu tree. It is located on the top right side of the unit. Menu items are highlighted as the cursor passes over them. The name of the item is also announced by omniReader.
- To select a highlighted item, press the **Play** button . It is located on the front right side of the control panel near the **right scroll wheel**.
- To return to the previous menu item, press the **Contrast** button . It is located on the front left side of the control panel near the left scroll wheel.
- If you are reading or viewing a document or using Live View to magnify and see objects on the screen, you can quickly return to the previous menu by pressing the **Menu** button 

Document and Book Navigation with Directional Buttons



There are five buttons arranged in a circle on the top left side of the control panel. These are the Directional buttons, and their grouping is known as the Directional pad. They let you move through scanned documents and books by word, paragraph, line, or page.


These buttons also set how you move through NFB publications, Bookshare documents, and public domain books.

Previous and Next Navigation

- Press the **Left (1)** or **Right (3) buttons** to move to the previous or next word
- In a single page document, press the **Up (2)** or **Down (4) buttons** to move to the previous or next paragraph
- In a book, press the **Up (2)** or **Down (4) buttons** to go to the previous or next page. You can also use the **right scroll wheel** to move to the previous or next line.
- Press and hold the **Center (5) button** while repeatedly pressing the **Left (1) button** to move to the previous character
- Press and hold the **Center (5) button** while repeatedly pressing the **Right (3) button** to move to the next character

Navigating NFB, Bookshare, and Public Domain Books

Use the Directional buttons to select how you want to move through a document, for example, jumping from one paragraph to another, and which direction you want to move through the document, for example, forward to the next paragraph, or backwards to the previous paragraph.

- The **Left (1)** and **Right (3) buttons** move backward and forward through the document using the selected navigation mode. (See Navigation Modes below.) When you have found the section, article, etc., that you want to read, press **Play**  to start reading from that point.
- The **Up (2)** and **Down (4) buttons** select a navigation mode for moving through a document, for example, move by paragraph, word, or specific levels. The navigation modes are described below.

Navigation Modes Using Up and Down Buttons

Navigation modes vary based on the type of document you are reading (for example, a publication from NFB versus Bookshare), the structure of a document (for example, major divisions like chapters and sections within a chapter), or the way elements in a document are tagged (for example, headings and paragraphs).

As you press the **Up** (2) and **Down** (4) **buttons**, you will hear how the document is structured and tagged. The item you select determines how you will move through the document when pressing the **Left** (1) and **Right** (3) buttons. Below are examples of different navigation modes.



Note: Not all navigation modes will be available in your document since it depends on how the publisher generated the document. For example, NFB documents support only levels 1-3, while Bookshare and public domain documents can support levels 1-6.

- **Level 1.** This level announces the heading at the top of the publication you are reading. Use it whenever you want to return to the top of the current publication.
- **Level 2.** Use this level to navigate to section titles of the publication, for example, Business, Sports, Local News, etc.
- **Level 3.** Use this level to navigate to titles of individual articles.
- **Levels 4-6.** These levels are not applicable for NFB publications.
- **All Levels or All Headings.** Use this to hear and read all headings including the main heading, the section titles, and the article titles.
- **Paragraphs.** Use to move to the next or previous paragraph.
- **Lines.** Use to move to the next or previous line.
- **Words.** Use to move to the next or previous word.



Selecting a User Profile

The omniReader provides text to speech for users who are low vision or blind. To do this, it has two user profiles that configure the unit for either audience.






The **Low Vision profile** (default user profile) places an emphasis on the LCD screen for you to see and read images and documents. For example,

- The **Contrast** button  changes color modes
- The **left scroll wheel** zooms in and out
- The **Mode**  button switches between Live View (camera) and Document View



The **Blindness profile** puts more emphasis on the unit's buttons and dials to read documents. For example,

- The **Contrast** button  changes reading voices
- The **left scroll wheel** changes reading speed
- The **Mode**  button switches Table mode on or off

To change the user profile, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and then press the **Play** button . The **Settings** menu opens.
2. Scroll to **System Settings** and press **Play** . The first item in the list is **User Profile**.
3. Press **Play** , scroll to the **Blindness** profile or the Low Vision profile, and then press **Play**  again to select it.
4. Press the **Menu** button  to save your selection and return to the **Main** menu.

The Calendar app lets you create reminders using voice messages. You can create a one-time reminder and set it for today or any future date. You can also create reminders that repeat daily at the same time.

When the reminder sounds, you can press the **Play** button  to listen to the recorded message or press the **Menu** button  to turn off the reminder and return to the **Main** menu. If you do not turn off the reminder, it will play again 15 minutes later.

Opening the Calendar




To open the calendar, do the following:

- From the **Main** menu, use the **right scroll wheel** to move to **Calendar** and press the **Play** button .


The Calendar app opens and announces the current date. You can add one-time or daily reminds, view saved reminders, and delete reminders.

Adding a Reminder to the Calendar

To add a reminder, do the following:



1. With the Calendar open, use the **right scroll wheel** to move to **Add Reminder** and press **Play** . The available options are One-Time and Daily.
2. Scroll to **One-Time** or **Daily** reminder, and press **Play** . The current date appears on the screen.
3. Use the **left scroll wheel** to select the month, and the **right scroll wheel** to select the day, and then press **Play** .

If you are creating a one-time reminder, the current time appears on the screen.

If you are creating a Daily reminder, you are prompted to create an end date for when the daily reminders stop. When finished entering the end date, press **Play**  to display the current time.



4. Use the **left scroll wheel** to change the hour. Use the **right scroll wheel** to change the minutes to set the time of the reminder.

When finished, press **Play**  twice, and record a brief reminder message after the beep.

5. When finished recording, press **Play**  again to save the message. The omniReader plays the message.
6. If you are satisfied with the message, press the **Menu** button  to return to the **Main** menu.





If you want to change or delete the reminder use the **right scroll wheel** to move to the time and press **Play** .

Do one of the following:

- Scroll to and select **Change Reminder** to record a new message as previously described. When satisfied with the message, press **Menu**  to return to the **Main** menu.
- Scroll to and select **Delete Reminder**. Press **Menu**  to return to the **Main** menu


Editing and Deleting Reminders

To view, edit, or delete a Calendar reminder, do the following:





1. With the Calendar menu open, use the **right scroll wheel** and press **Play**  to select and view one-time reminders, daily reminders, or all reminders.
2. Use the **right scroll wheel** and press **Play**  to select a specific reminder.
3. Use the **right scroll wheel** and press **Play**  to listen to a reminder, delete a reminder, or change the message for the reminder.
4. When finished editing, reviewing, or deleting reminders, press **Menu**  to return to the **Main** menu.

The Clock app lets you view the time and set or cancel alarms.


To hear the time, do the following:

From the **Main** menu, scroll to **Clock** and press the **Play** button . The time is announced and displayed on the screen.

Setting an Alarm




1. While the time is displayed on the screen, press **Play** .
2. Press **Play**  again to select **Set Alarm Time**.
3. Use the **left scroll wheel** to adjust the hour, and the **right scroll wheel** to adjust minutes. Press **Play**  when finished.
4. Scroll to the type of alarm you want to set, **one time** or **daily**, and then press **Play** .

The current time displays on the screen, and a small circle in the lower right corner indicates that the alarm is set.


5. Press the **Menu** button  to close the app and return to the **Main** menu.

Note: When an alarm sounds, press **Play**  or **Menu**  to turn it off.

Canceling an Alarm

1. While the time is displayed on the screen, press **Play** .
2. Scroll to **Set Alarm Mode** and press **Play** .
3. Scroll to **Off** and press **Play** .


The alarm is canceled, and omniReader displays the time on the screen.

4. Press the **Menu** button  to close the app and return to the **Main** menu.

The address book lets you manage contacts for email communication. Use it to enter the name, phone number and email address of your contacts. A contact must be in the address book in order to be sent an email.


Note: This feature is not available if Wi-Fi is disabled or when the Wi-Fi feature is not available on your unit.

To open the address book, do the following:

- In the **Main** menu, use the **right scroll wheel** to move to **Address Book**, and press the **Play** button . This first item in the list is Add New Entry.


Adding Contacts

To add a contact to the address book, do the following:

1. Press **Play**  to select **Add New Entry**.
2. Using the character selector, enter your contact's name, email address, and phone number.



Note: The character selector uses the **right scroll wheel** and **Directional pad buttons** to enter letters, numbers, spaces, and symbols. After typing an entry, press the **Right button** on the Directional pad to enter the item. See page 60 for more about using the character selector.




3. When finished, press **Play**  to return to the Address Book menu.

4. You can continue to add contacts, or you can press the **Menu** button  to return to the **Main** menu.

Editing and Deleting Contacts

To edit or delete existing contacts, do the following:

1. While in the Address Book, scroll to a contact and press **Play** .
2. Scroll to **Modify Entry** and press **Play**  to open the Modify Entry list.

3. The Modify Entry list displays options for changing the contact's name, email address, and phone number. You can also delete the contact from the Address Book.
4. Scroll to an option, press **Play** , and use the character selector to edit the entry. See page 60 for more about using the character selector.
5. When finished, press **Play**  to return to the **Address Book** menu.
6. You can continue to edit or delete contacts, or you can press the **Menu** button  to return to the **Main** menu.

The photo album lets you load photos or any other JPG or PNG format images into albums on omniReader from a USB drive. You can also record a name for the albums and individual images.

When using a USB flash drive to load photos, make sure to do the following:






- Use an individual USB flash drive, not a USB hub
- Place photos or images onto the root of the USB flash drive and not in a folder

Note: This feature is available for the Low Vision profile only.

Creating a Photo Album




Photos copied to omniReader are saved in photo albums.


To create a photo album, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Photo Album** and press the **Play** button .
2. Scroll to **Add Photos to Album** and press **Play** .
3. Scroll to **Create New Album** and press **Play** .
4. Press **Play**  to record a brief description, and press **Play**  again to save it. The new album appears in the Album list, for example, Album1. When you scroll through the list, you will hear the recorded description.

Adding Photos to an Album




To Add Photos from a USB flash drive to omniReader, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Photo Album** and press the **Play** button .
2. Scroll to **Add Photos to Album** and press **Play** .
3. Select an album from the Album list and press **Play** , or create a new photo album as described earlier in this chapter.

4. When prompted, insert your USB flash drive into one of omniReader's USB ports, and then press **Play** . The photos are copied to the selected album on omniReader.




Viewing Photos


To view an album and photos, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Photo Album** and press the **Play** button .
2. Press **Play**  to select **View Album**.
3. Scroll to the album you want to open, and press **Play** .
 - Use the **left scroll wheel** to magnify a picture
 - Use the **Left** and **Right buttons** to scroll the image left and right
 - Use the **Up** and **Down buttons** to scroll the image up and down
 - Use the **right scroll wheel** to move to the next picture

Deleting an Album

To Delete an Album, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Photo Album** and press the **Play** button .
2. Scroll to **Delete Album** and press **Play** .
3. Scroll to the album you want to delete, and press **Play** .




Note: If the album contains photos, press **Play**  to confirm that you want to delete the photos.

Press **Contrast**  to cancel.

Renaming an Album

To Rename an Album, do the following:

Note: When you rename an album, you are recording a new message. It will still appear in the Album list using the default name given by omniReader, for example, Album 1.

1. From the **Main** menu, use the **right scroll wheel** to move to **Photo Album** and press the **Play** button .
2. Scroll to **Rename Album** and press **Play** .
3. Scroll to the album you want to rename, press **Play** , and follow the prompts to record a new name.

The omniReader email app lets you send voice messages, photos, and documents through web-based email clients such as Gmail and Yahoo! Mail. You can also receive email with photo, audio, and text attachments.

Note: This feature is not available if Wi-Fi is disabled, a wireless network is not available, or when the Wi-Fi feature is not available on your unit.

Checklist

Before you can send or receive emails with omniReader, you must first do the following on the omniReader:

- Enable wireless networking and connect to a network (see page 58)
- Set up your email account in the Network Settings menu (see page 61)
- Add email addresses and contacts to your address book (see page 41)



Important: Allow Less Secure Apps

When using a web-based email client like Gmail or Yahoo! Mail, you must let “less secure apps” access your email account each time you want to receive or send messages with omniReader.

To do this, open your web browser and sign in to your email account. Open your Settings menu and search for a security option that allows access to less secure apps. Refer to your email account’s help for more about this security setting.

Reading Email

To retrieve and read an email on omniReader, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Email** and press the **Play** button .
2. With **View Email** highlighted, press **Play** .

The email app retrieves messages and displays them in the Inbox. The most recent message appears first in the list. As you scroll through the list, the email header (date, from, and subject) for each message is announced.





3. Scroll to the message you want to read, and press **Play** .

The next item that appears is **Email body**. While it is highlighted, press **Play**  again to continue.

Note: If a JPG image or MP3 file is attached to the message, you will also see **Image Attachment** and **Audio Attachment** in the list.



4. The selected message appears on the screen, and omniReader starts reading the message.
5. After reading an email, it can be accessed later by selecting **View Email**. If you delete an email, it is no longer available in the View Email list, and it is also removed from the email server.

To close the current email message, do the following:


1. Press the **Menu** button , and then **Play**  to close the current document.
2. When the **Email body** menu appears, do one of the following:
 - Press **Contrast**  to return to the Inbox if you want to read other email messages, or
 - Press **Menu**  to close the Inbox and return to the **Email** menu. The first item in the menu list is **View Email**.


Checking for New Email

To check for and retrieve new email messages, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Email** and press the **Play** button .
2. Scroll to **Check for New Email** and press **Play** .




After a few moments, omniReader will announce if new messages were retrieved or not.

3. When the email check is finished, press **Play**  to return to the **Email** menu. The first item in the list is **View Email**.


4. If you want to open the Inbox and read email messages, press **Play**  while **View Email** is highlighted and follow the steps described earlier in Reading Email on page 46.

Sending Email

To send an email, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Email** and press the **Play** button .
2. Scroll to **Send Email** and press **Play** .
3. Scroll to the name (contact) you would like to send the email to, and press **Play** .


If you do not find the name, see page 41 for information about adding a contact and email address in the Address Book.


4. Use the **right scroll wheel** to move to one of the following options and then press **Play** 
 - Add Text Attachment
 - Add Voice Attachment
 - Add Images

If you **add a text attachment**, omniReader displays a list of saved text files. Scroll through the file list and press **Play**  to select the file you want to attach as an email.


Note: By default, single page documents are always saved as text (TXT) formatted files. If you want to attach a book to an email, you must first convert the book to a text file. For information about converting a book file to a text file, see page 32.


If you **add a voice attachment**, you are prompted to make a brief audio recording.

- When you are ready to record, press **Play**  and begin speaking. Press it again to stop recording. Your message is played back.





- If you do not like the message, press **Play**  to select **Change Voice Attachment**, and record again.
- If you are satisfied with the recording, you can add an image or just send the email.

If you **add an image**, omniReader switches to Live View and prompts you to scan an image.

- Place a document in front of the unit and press the **Scan** button.
 - You can add another image or just send the email.
5. When you are ready to send the email, scroll to **Send Email** and press **Play** .

Note: If you like, you can send an email without a voice or image attached to send a “hello” signal to communicate with someone. To do this, scroll to **Send Email** and press **Play** .

Deleting Email

1. From the **Main** menu, use the **right scroll wheel** to move to **Email** and press the **Play** button .
2. Scroll to **Delete Email** and press **Play** .
3. Scroll to and select the email you want to delete, and press **Play** .
4. Press **Play**  to confirm that you want to delete the email.

The NFB-NEWSLINE menu item provides the ability to download publications from NFB-NEWSLINE and read them with or without voice output on omniReader.

Note: This feature is not available and does not appear in the Main menu if Wi-Fi is disabled, or when the Wi-Fi feature is not available on your unit. Any publications previously downloaded remain on omniReader and are not deleted.



Checklist

To use this feature, you must have an NFB-NEWSLINE account and access to a wireless network. You must also create your NFB user “In Your Pocket Favorite Publications” list via the NFB-NEWSLINE online website, www.nfbnewslineonline.org.

Before you can use the NFB-NEWSLINE app and download publications, you must first do the following on the omniReader:


- Enable wireless networking and connect to a network (see page 58)
- Set up your NFB-NEWSLINE account in the Network Settings menu (see page 61)

Downloading NFB Publications




1. From the **Main** menu, use the **right scroll wheel** to move to **NFB-NEWSLINE**, and press the **Play** button .
2. Press **Play**  to select **Manage Books**, and then select **Download More Publications**.

A list of NFB-NEWSLINE publications that you subscribe to appears on the screen.


3. Scroll through the list and press **Play**  to select a publication.

After selecting a publication, scroll through the list and press **Play**  to select an issue. Scroll through the options and select your choice. This may take a few seconds.



Reading NFB Publications

1. From the **Main** menu, use the **right scroll wheel** to move to **NFB-NEWSLINE**, and press the **Play** button .
2. Scroll past **Manage Publications**, to the list of your previously downloaded issues.
3. When you come to the issue you want, press **Play**  to open it, and press **Play**  again to start reading.


Note: The **Directional pad buttons** are used to navigate through a document.

The **Up** and **Down** buttons select a navigation mode, for example, moving from one paragraph to another. The **Left** and **Right buttons** control the direction that you move, for example, previous paragraph or next paragraph. Press **Play**  to start reading from that point.

See Navigating NFB, Bookshare, and Public Domain Books on page 35 for more information.



4. To close the publication, press the **Menu**  and then **Play**  to return to the list of publications.

A bookmark is added to mark where you were when you closed the document. When you open it again, you will return to the same place in the document.

5. Press **Menu**  again to return to the **Main** menu.


Deleting NFB Publications

To delete a single publication, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **NFB-NEWSLINE**, and press the **Play** button .
2. Next, select **Manage Publications**. Scroll to **Delete Publications** and press **Play** .

3. Scroll through the issues and select the one you want to delete. You will be asked if you are sure you want to delete your selection.

If you do not want to delete the selection, press the **Contrast**  button.

If you are sure you want to delete it, press **Play** .

To delete all publications older than 30 days (from the date it was downloaded), do the following:

- While in the **Manage Publications** menu, scroll to **Clean Up Old Publications** and select it. All publications older than 30 days are deleted.

Bookshare® is an eBook library service that provides electronic content for those with limited ability to read printed material. Registered users can browse the Bookshare library and download books in DAISY format.

The Bookshare app lets you search for and download books from Bookshare and read them with or without voice output. To use this feature, you must have a Bookshare account and access to a wireless network.

Note: This feature is not available and does not appear in the Main menu if Wi-Fi is disabled or when the Wi-Fi feature is not available on your unit.

Checklist

Before you can use the Bookshare app and download publications, you must first do the following on the omniReader:


- Enable wireless networking and connect to a network (see page 58)
- Set up your Bookshare account on omniReader (see page 61)


Downloading Books

1. From the **Main** menu, use the **right scroll wheel** to move to **Bookshare**, and press the **Play** button .



2. Press **Play**  to select **Manage Books**, and then select **Download More Books**.

The search options display, and you will hear “Title Search.” The other options are Author Search, Title/Author Search, Full-text Search, Recently Added Books, and Popular Books.

3. Scroll through the options and press **Play**  to choose your search preference. Depending on what you select, the character selector or a list of books appear on the screen. If you use the character selector, a list of books appears after entering your search query.


4. Scroll through the list and press **Play**  to select your choice. The book is added to your list of previously downloaded books, and automatically opens.

Reading Downloaded Books



1. From the **Main** menu, use the **right scroll wheel** to move to Bookshare, and press the **Play** button .
2. Scroll past **Manage Books** to hear the titles of your downloaded books.
3. With a title highlighted on the screen, press **Play** .

The book appears on the screen and is read aloud. If you prefer to read it on the screen without speech, switch to Text mode before opening the book. See page 24 for more about Voice and Text modes.


Note: The **Directional pad buttons** are used to navigate through a document.

The **Up** and **Down buttons** select a navigation mode, for example, moving from one paragraph to another. The **Left** and **Right buttons** control the direction that you move, for example, previous paragraph or next paragraph. Press **Play**  to start reading from that point.

See Navigating NFB, Bookshare, and Public Domain Books on page 34 for more information.



4. To close the publication, press the **Menu**  and then **Play**  to return to the list of publications.

A bookmark is added to mark where you were when you closed the book. When you open it again, you will return to the same place in the book.

5. Press **Menu**  again to return to the **Main** menu.

Deleting Downloaded Books


1. From the **Main** menu, scroll to and select **Bookshare**.
2. Select “Manage Books.” Scroll past “Download More Books” and select “Delete Books.” Scroll through the titles and select the one you want to delete.

To cancel and return to the previous menu, press the **Contrast** button . If you are sure you want to delete it, press the **Play** button .

Public Domain Books

The omniReader includes several public domain audiobooks for your reading enjoyment. These books are available in both DAISY and text formats.


To read public domain audiobooks, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Public Domain Books** and press the **Play** button .
2. The **Public Domain Books** app opens and shows a list of installed books based on the locale of your reading voice.

Note: The locale of your reading voice determines which audiobooks are available. For example, if you have only English audiobooks installed, and you select an English reading voice, you will see a list of books. If you change the reading voice to French, the list will be empty. To change your reading voice, see page 21 for more information.

3. Scroll to the book that you want to read, and press **Play** .


Note: The **Directional pad buttons** are used to navigate through a document.

The **Up** and **Down buttons** select a navigation mode, for example, moving from one paragraph to another. The **Left** and **Right buttons** control the direction that you move, for example, previous paragraph or next paragraph. Press **Play**  to start reading from that point.

See Navigating NFB, Bookshare, and Public Domain Books on page 34 for more information.

4. To close the book, press the **Menu**  and then **Play**  to return to the list of books.





A bookmark is added to mark where you were when you closed the book. When you open it again, you will return to the same place in the book.

5. Press **Menu**  again to return to the **Main** menu.

Before you begin:

- The audiobooks app lets you play and listen to MP3 formatted audiobooks that are save in folders on a USB flash drive. Audiobooks are always saved on your USB flash drive and not on omniReader. You must copy your audiobooks from your computer to your USB flash drive.
- Make sure to create a separate folder on your USB flash drive for each group of MP3 files that make up an audiobook.
- The folder name is what displays on the screen in the Audiobooks list.
- You do not need to create a network account to play audiobooks.


To play and listen to an audiobook, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Audiobooks** and press the **Play** button .
2. When prompted, insert the USB flash drive that has your audiobooks and press **Play** .
3. A list of audiobook folders on the flash drive appear on the screen.
4. Use the **right scroll wheel** to move to a folder and press **Play** .
5. The first MP3 file in the folder starts to play.
 - Press **Play**  to pause reading. Press it again to continue.
 - Press the **Up** and **Down buttons** to display the title and elapsed time
 - Press the **Left** and **Right buttons** to move to the previous or next MP3 file in the audiobook folder

6. When finished, do one of the following:

- Press the **Menu** button  and then **Play**  to close the audiobook and return to the list of audiobook folders.

A bookmark is added to mark where you were when you closed the audiobook. When you open it again, you will return to the same place in the audiobook.

- If you decide that you do not want to close the audiobook, press the **Contrast**  button to return to the audiobook.

Wi-Fi and Internet Connections





The omniReader allows Internet access from your internet service provider, which is required to download books from Bookshare, download publications from NFB-NEWSLINE, and send and receive emails and attachments.

To use these features, you need access to an available Wi-Fi network. If the Wi-Fi network requires a password, you will need to know the password to connect to it. When you choose a network, such as a home wireless network that needs a password, you will be prompted to enter it.

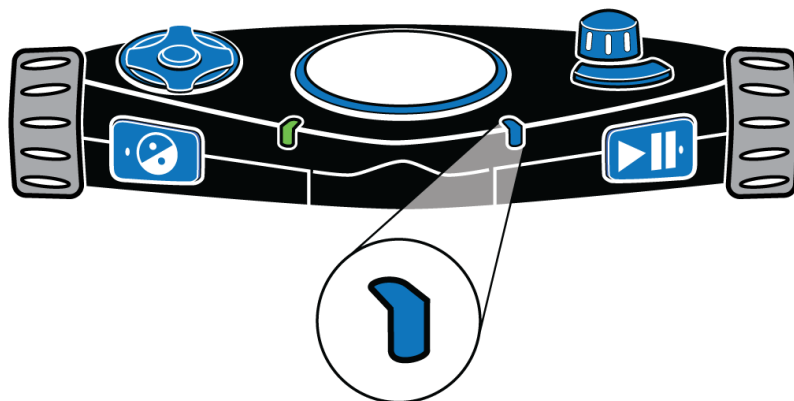
Some public places, like many public libraries, offer free Wi-Fi connection with open access and no password needed. Other places, like airports, coffee shops and hotels, may require you to open a web browser and agree to their terms of service. The network being used with omniReader must be one that does not require you to use a web browser to read and accept user terms.

Turning Wi-Fi On and Off

To enable or disable Wi-Fi on omniReader, do the following:







1. From the **Main** menu, use the **right scroll wheel** to move to **Settings** and press the **Play** button .
2. Scroll to **System Settings** and press **Play** .
3. Scroll to **Wireless Network Settings** and press **Play** .
4. The first item in the list is **Wireless Network**. Press **Play**  to toggle between Enabled and Disabled.

When Wi-Fi is on, the blue Wi-Fi LED on the front of omniReader blinks on and off.



Adding an Available Network to omniReader

To find and add an available wireless network to omniReader, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings** and press the **Play** button .
2. Scroll to **System Settings** and press **Play** .
3. Scroll to **Wireless Network Settings** and press **Play** .
4. Scroll to **Add/Delete Networks** and press **Play** .
5. Press **Play**  to select **Add Network**.
6. Scroll to a network in the list and press **Play** .



Networks with the strongest (Full) signal appear first in the list.

The omniReader also displays if the network is secure. If it is password protected, you are prompted to enter a password using the character selector. See page 60 for information about entering characters.

7. The omniReader announces if the connection is successful or not. If successful, the new network is added to your network list. If the connection fails, verify that you entered the correct password, or try another network on the list.

Connecting to a Saved Network

To connect to a network that you have added to omniReader, do the following:

1. Open the **Wireless Network Settings** menu as described above in steps 1-3.
2. Scroll to **Connect to Network** and press **Play** .
3. Scroll to one of the saved networks, and press **Play** .

Note: When you restart omniReader, and Wi-Fi is enabled, it will try to connect to the last network it was connected to.

The character selector lets you enter file names, usernames, passwords, email addresses, and other items that require text input.

Character Lists

The **right scroll wheel** and **Directional pad buttons** are used to select and enter characters. Characters are available in six different list:

- Lowercase letters (a b c)
- All – all letters, email shortcuts, symbols, numbers, and uppercase letters in one list
- Email shortcuts (for example, .com, .org, .edu, @gmail.com, @yahoo.com)
- Symbols (# & %)
- Numbers (1 2 3)
- Uppercase letters (A B C)

Navigating Lists and Selecting Characters

To move from one character list to the next (for example, the Symbols list to the Numbers list), press the **Up button**.

To move up and down a character list, use the **right scroll wheel**.

To select a character, press the **Play button** .

To insert a space between characters, scroll to the top of the Lowercase, All, or Uppercase character lists and select **space**. This is the same as pressing the **SPACEBAR** on a keyboard.




To backspace over characters, press the **Left button**. This is the same as pressing the **BACKSPACE** key on a keyboard.

When finished entering characters, press the **Right button** to complete your entry. This is the same as pressing the **ENTER** key on a keyboard.


Setting Up Network Accounts

The Network Accounts menu lets you enter usernames and passwords on the omniReader for your email, NFB-NEWSLINE, or Bookshare accounts.




To enter your username and password, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and press the **Play** button .
2. Scroll to **System Settings** and press **Play** .
3. Scroll to **Network Accounts** and press **Play** .

The Email, Bookshare, and NFB-NEWSLINE accounts appear.

4. Scroll to the account that you want to set up and then press **Play** .
5. The **Username** and **Password** fields appear on the screen.

With **Username** highlighted,

- Press **Play**  and use the character selector to enter your username. See page 60 for more about the character selector.
 - When finished entering your username, press the **Right button** to save and return to the previous screen.
 - Scroll to **Password**, press **Play** , and use the character selector to enter your password.
 - When finished, press the **Right button** to save and return to the previous screen. Your username and password (shown as asterisks) appear on the screen.
6. Press the **Contrast** button  to save your account information and return to the **System Settings** menu.

Continue to press **Contrast**  to return to the **Main** menu.



Using a Braille Display

The omniReader is compatible with Freedom Scientific Focus braille displays and other USB braille displays. You can connect these displays directly to omniReader using a USB connection.

When using a braille display, note the following:

- The omniReader supports contracted (Grade 2) braille; however, it is off by default. You must turn it on in the **General Settings** menu as described in Changing Braille Settings later in this chapter.
- You can connect a braille display while omniReader is on or off. Allow up to 30 seconds for the braille display to be recognized if you connect it while omniReader is on.
- By default, omniReader starts reading text aloud and outputs text to the braille display after scanning a document or book. This is known as Voice mode. If you do not want text read aloud after scanning, change the **Reading Mode** setting in the **Settings** menu. See page 24 for more information.
- When using the braille display's Nav rockers to scroll through text, or panning buttons to read text, omniReader stops reading text aloud.


Below are comparable Focus Blue and omniReader controls for reading and navigating documents and menus.

Action	Focus Blue Control	omniReader Control
Move up or down by braille line in a document	Right Nav Rocker	none
Move up or down in a menu list	Left Nav Rocker	Right scroll wheel
Move backwards one menu at a time	Left Nav Mode button (above Left Nav Rocker)	Contrast button 
Play or pause reading when in a document	Right Nav Mode button (above Right Nav Rocker)	Play button 



Changing Braille Settings

The omniReader supports contracted (Grade 2) and uncontracted (Grade 1) braille, word wrap, and both Contracted English Braille (CEB) and Unified English Braille (UEB).

To change braille settings, do the following:

1. From the **Main** menu, use the **right scroll wheel** to move to **Settings**, and then press the **Play** button  twice to open the **General Settings** menu.

The following braille settings are available in this menu:

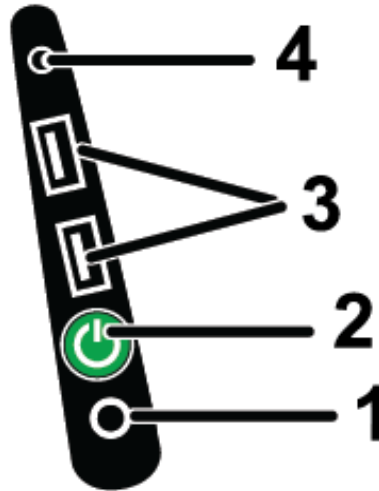
- **Contracted Braille**, which is off by default. Turn it on if you want to use contracted (Grade 2) braille. Turn it off to use uncontracted (Grade 1) braille.
 - **Braille Word Wrap**, which is on by default. If you want to allow more characters per line, turn off word wrapping.
 - **Enable UEB**, Unified English Braille, which is on by default. If you turn it off, Contracted English Braille (CEB) is used.
2. Use the **right scroll wheel** to move to any of the braille settings mentioned above, and press **Play** .
 3. Use the **right scroll wheel** again to highlight **On** or **Off**, and press **Play**  to select it.

The change is immediate, and focus returns to the **General Settings** menu.

4. Repeat steps 2 and 3 to change other braille settings.

Side Panel Connectors

When facing omniReader, the Power, USB, headset, and power connectors are located on the left side, toward the bottom of the unit. These items are aligned vertically as described below.



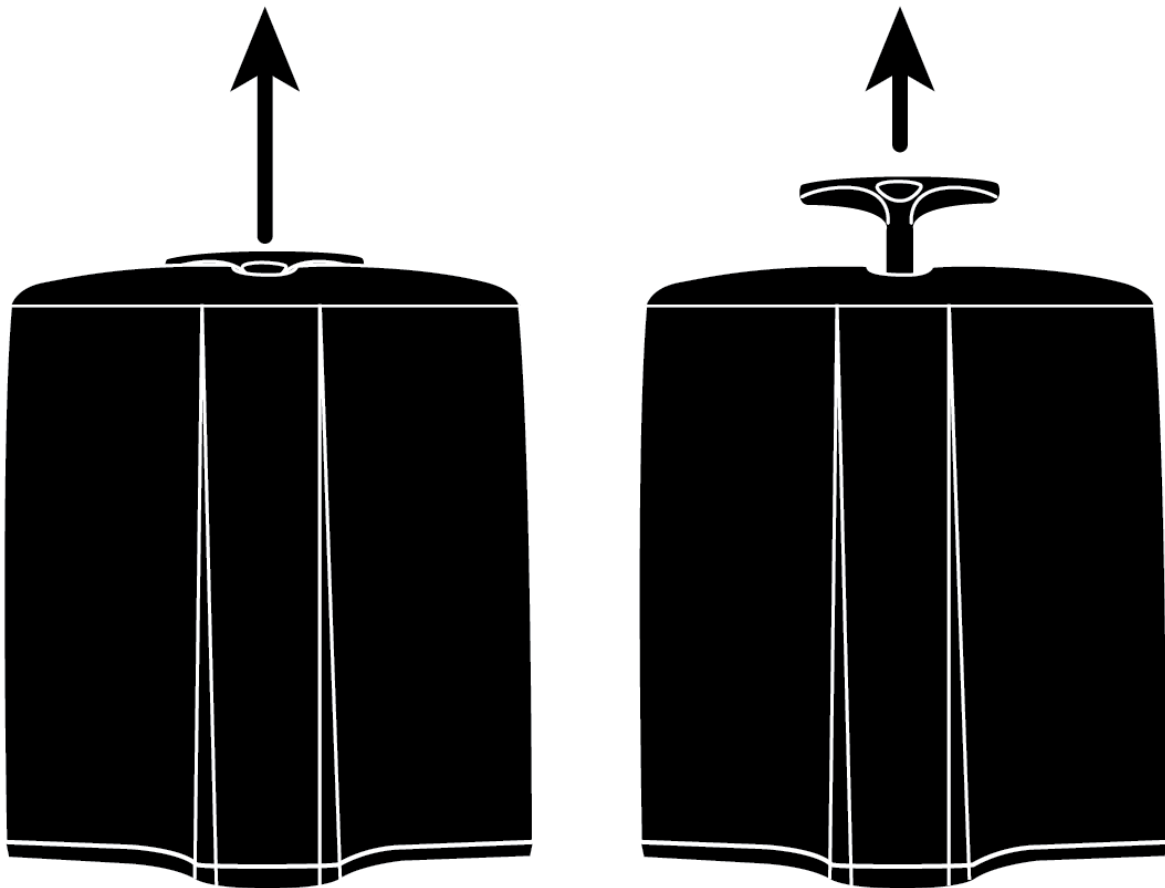
(1) Power Connector	This is the first connector from the bottom of the unit. Use it to plug in the power supply.
(2) Power Button (green button)	This is the second item from the bottom of the unit. Press and hold for approximately three to five seconds to power on the unit. When the unit is on, press it to enter Sleep mode. Press it again to wake up omniReader. Press and hold for approximately eight to ten seconds to power off the unit.
(3) USB ports	Two USB ports are located above the green Power button. Use them to connect USB braille displays and USB flash drives. When a USB flash drive is connected, documents and books are automatically saved to the flash drive.
(4) Headset Jack	A 3.5 mm jack is located above the USB ports. Use it to plug in external speakers or a headset.

Carrying omniReader

The omniReader has a carrying handle for easy transport. The handle is located on the top panel behind the large Scan button.

To raise the handle, do the following:

1. Place the tip of your finger into the notch on the backside of the handle.
2. Pull up to extend the handle.



To close the handle, push down.

Note: This device has no user-serviceable components. Any unauthorized attempt to service or replace internal components will void the product warranty.

To contact Technical Support by web, visit www.FreedomScientific.com, choose **Support > Technical Support > Technical Support Request Form**, and complete the form to submit questions.

To contact by email, send questions to support@vispero.com.

To contact by telephone, U.S. customers can call **(727) 803-8600**, Monday through Friday, from 8:30 AM to 7:00 PM (Eastern Time).

When you call, please have your questions ready and be prepared to provide the following information:

- Product name
- Product serial number
- What you were doing when the problem occurred
- How you tried to solve the problem

Visit www.freedomscientific.com/Forms/ProductRegistration to register your product.

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