DURHAM CATHOLIC
DISTRICT SCHOOL BOARD
Catholic Education: Learning & Living In Faith

Read&Write Tools: Prediction

Word Prediction:
Provides word suggestions as you type. Develops writing skills and helps
construct error-free sentences more easily in English as well as French.

Where it works: Word Online, OneNote Online and Web

Office 365
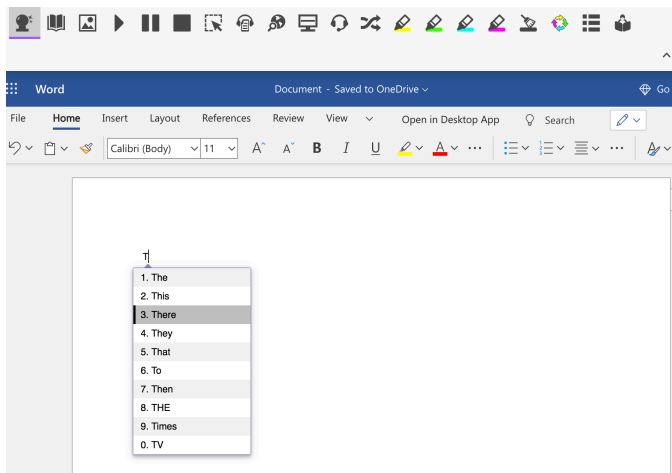Go to Word Online – open a new blank document.
Remember to "Name" your document by clicking on "Document" then type your
title. When you use Word Online it automatically saves to "OneDrive" within
Office 365.

Click on Read&Write 🧩 (puzzle piece located on the toolbar) This will open the
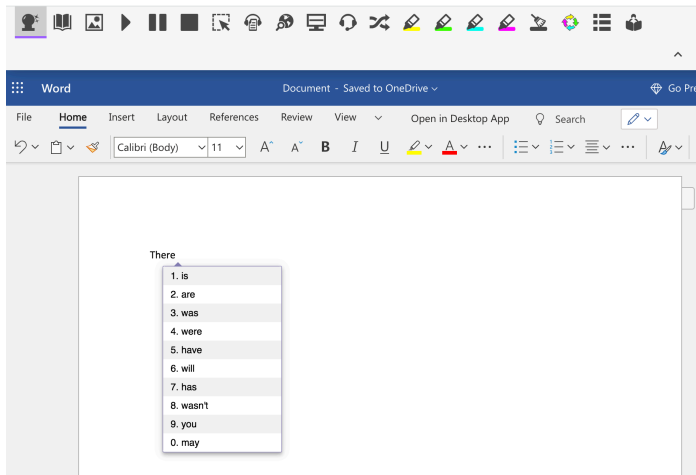Read&Write toolbar..

Then click on the Prediction icon on the toolbar to activate the tool.

The prediction tool will suggest words as you type.

Created by DCDSB Assistive Technologist/Assistive Technology Specialists: Jennifer
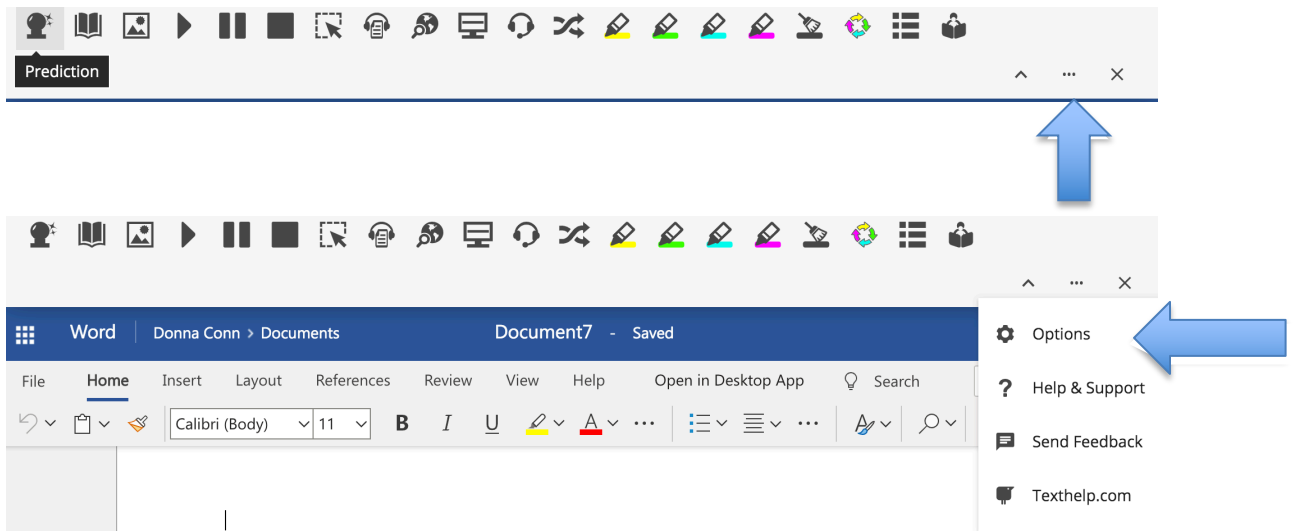Baal, Donna Conn, Maureen Cope, Kristi Norris

Students can hover (with the cursor) over the words within the word box to hear a word suggestion read aloud. Click on a word or click Ctrl + the number next to the word you'd like to insert.
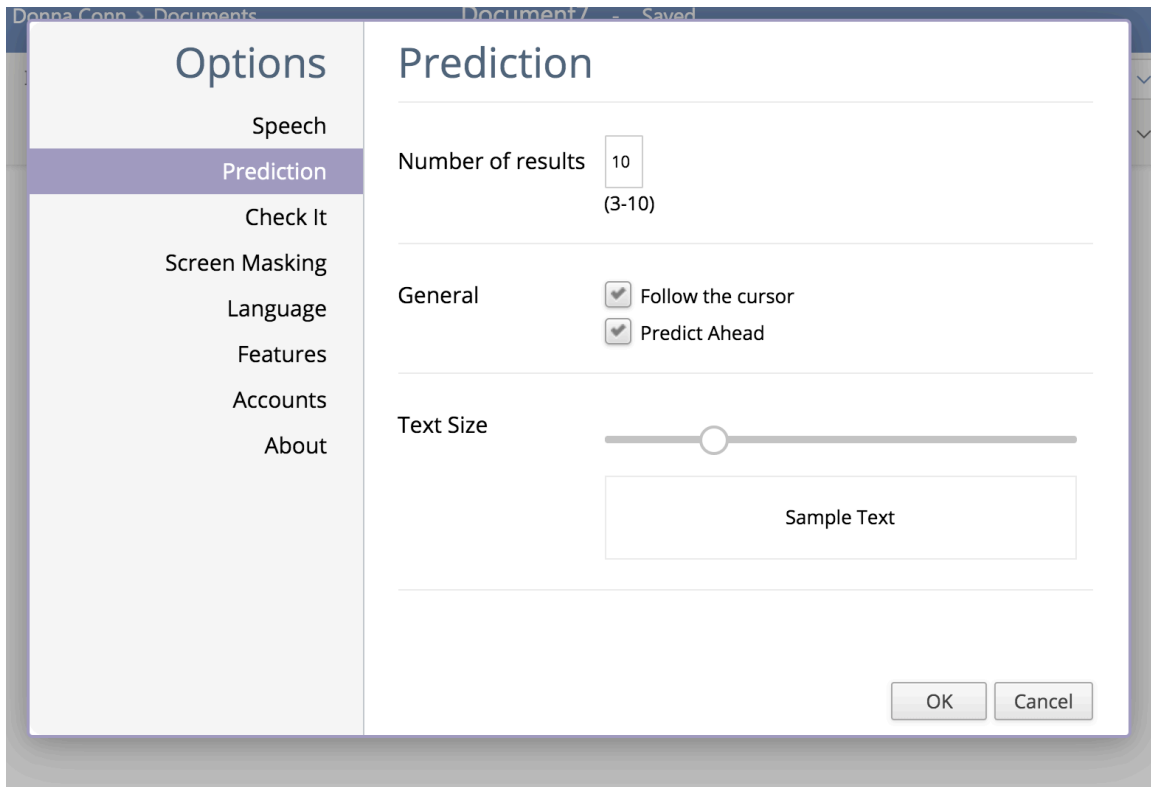
Prediction not only gives you possible suggestions based on letters typed, it will also predict possible next words.

The user may also customize the settings to reflect their need: On the Read&Write toolbar, go to the three little dots on the far right side … Click on them.

Next click on Options:
On the left side under Options – Select Prediction

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The following features may be customized:

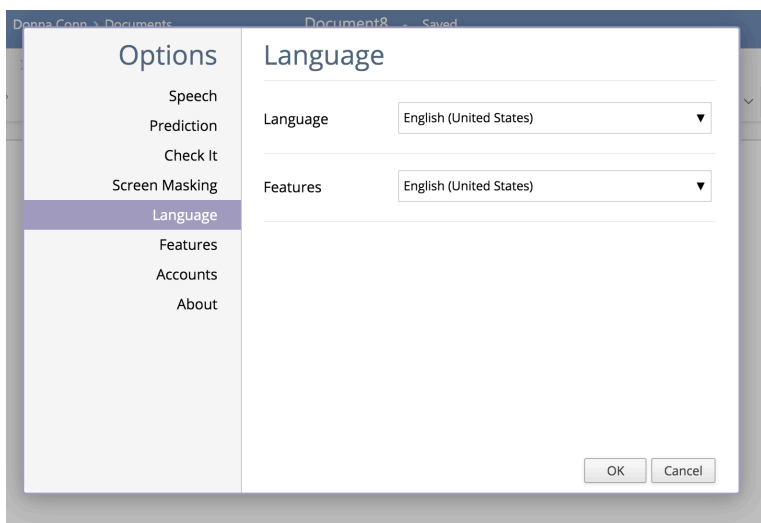**Number of results** # of words in the text box: may choose between 3-10 words

General: Default Setting: The Word box follows the Cursor

Predict Ahead - click to unselect

Text Size: The user may adjust the size of the text within the textbox

If any changes are made, click Ok

Under Options- Language: Students have the option to change languages. The default it English. Please see Prediction for French for more detailed instruction.

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