


How to quickly make paper Handouts Accessible with iPhone/iPad




Requirements:

iPhone/iPad	ClaroPDF app	Internet access
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Step One: Convert paper Handout into PDF file using iPhone/iPad

1. Launch the Notes app on your iPhone/iPad
2. Create a New Note
3. Tap the plus (+) symbol.
4. Tap Scan Document from the list of options.
5. Line up the document you want to scan. If needed, adjust the corners of the scan by dragging to fit.
6. Tap Keep Scan .
7. Repeat the step above for each page you want to scan for a single document.
8. Tap Save
9. Tap the Up arrow  to save this PDF file to ClaroPDF (or other destination as needed)
10. Scroll over to tap on ClaroPDF

Step Two: Convert PDF file to be Accessible

1. In ClaroPDF, tap on the Down arrow  to convert the PDF file
2. Tap on Convert PDF (click Yes to use a credit if on free version)
3. Enter name of document and tap Save
4. You can use ClaroPDF to listen, annotate, etc the PDF file OR use option below

Option: Use TextHelp to open PDF file to enable text to speech, annotate, etc.

5. In ClaroPDF, tap on Up arrow  to save file to your Google Drive (or send in email)
6. Scroll over to Drive icon  and navigate to desired folder and UPLOAD
7. Open with TextHelp PDF reader  (or other app as needed) to engage text to speech, speech to text, annotate...

Note: ClaroPDF is a powerful app that has makes files accessible and reading tool for all. Annotate, mark up, listen to and save PDF files which are then still fully compatible with other popular PDF apps. Have accessible text PDF files spoken back to you with human quality voice & synchronized highlighting. PDF image files or photographs of text can be converted to accessible, searchable PDF files using the Claro Cloud conversion service. Free and pay version available.