

# Technology: writing checklist for learners with dyslexia

| **If you…** | **learn how to… with…**  | **Windows****Monitor with solid fill** | **ChromeOS****Laptop with solid fill** | **iPadTablet outline** |
| --- | --- | --- | --- | --- |
| want to organise ideas on paper compared to explaining… | * think and plan with [mind maps](https://www.callscotland.org.uk/blog/can-mind-mapping-help-to-support-learners-with-writing-difficulties/).
* outline and sort your ideas with slide decks.
* record your ideas with voice notes or video.
* combine all of the above.
 | [Digital mind maps](https://blog.classpoint.io/mind-mapping-tools-for-teachers-and-students/)[PowerPoint](https://learningworksforkids.com/apps/microsoft-powerpoint/)[OneNote](https://www.onenote.com/students)[Record with PowerPoint](https://support.microsoft.com/en-us/office/add-and-record-audio-in-powerpoint-eeac1757-5f20-4379-95f2-0d0cd151d5b8) | [Digital mind maps](https://blog.classpoint.io/mind-mapping-tools-for-teachers-and-students/)[Google Slides](https://www.youtube.com/watch?v=lfpneIqnXTE)[OneNote](https://www.onenote.com/students)[Record with PowerPoint Online](https://support.microsoft.com/en-us/office/add-and-record-audio-in-powerpoint-eeac1757-5f20-4379-95f2-0d0cd151d5b8) | [Digital mind maps](https://blog.classpoint.io/mind-mapping-tools-for-teachers-and-students/)[Keynote](https://learningworksforkids.com/apps/keynote/)[OneNote](https://www.onenote.com/students)Keynote |
| want to listen and take notes at the same time… | * ask your teacher for a digital handout or copies of slides before the lesson.
* record the lesson - audio or video (ask permission first).
 | [Teams](https://learn.microsoft.com/en-gb/training/educator-center/product-guides/teams)[OneNote record audio and video](https://support.microsoft.com/en-us/office/record-audio-or-video-notes-b90fa4a2-253b-47ec-99bd-c9b368268465) | [Google Classroom](https://glowconnect.org.uk/docs/google-classroom/google-classroom/)[OneNote record audio and video](https://support.microsoft.com/en-us/office/record-audio-or-video-notes-b90fa4a2-253b-47ec-99bd-c9b368268465) | [Teams](https://learn.microsoft.com/en-gb/training/educator-center/product-guides/teams)[OneNote record audio and video](https://support.microsoft.com/en-us/office/record-audio-or-video-notes-b90fa4a2-253b-47ec-99bd-c9b368268465) |
| want to copy accurately at the same speed as others… | * ask your teacher for a digital handout or copies of slides before the lesson.
* practice your typing.
* consider a different type of keyboard.
* dictate with speech-to-text.
* record your notes orally.
 | [Teams](https://learn.microsoft.com/en-gb/training/educator-center/product-guides/teams)[Doorway Text Type](https://www.doorwayonline.org.uk/activities/text-type/) / [BBC Dance Mat](https://www.bbc.co.uk/bitesize/topics/zf2f9j6/articles/z3c6tfr)[Dictate in Office 365](https://support.microsoft.com/en-us/office/dictate-in-microsoft-365-eab203e1-d030-43c1-84ef-999b0b9675fe)[Windows Voice typing](https://support.microsoft.com/en-us/windows/use-voice-typing-to-talk-instead-of-type-on-your-pc-fec94565-c4bd-329d-e59a-af033fa5689f) (Windows 10/11)[OneNote record audio and video](https://support.microsoft.com/en-us/office/record-audio-or-video-notes-b90fa4a2-253b-47ec-99bd-c9b368268465) | [Google Classroom](https://glowconnect.org.uk/docs/google-classroom/google-classroom/)[Doorway Text Type](https://www.doorwayonline.org.uk/activities/text-type/) / [BBC Dance Mat](https://www.bbc.co.uk/bitesize/topics/zf2f9j6/articles/z3c6tfr)[Google Voice Typing](https://support.google.com/docs/answer/4492226?hl=en-GB)[Chrome speech to text](https://support.google.com/chromebook/answer/12001244)[OneNote record audio and video](https://support.microsoft.com/en-us/office/record-audio-or-video-notes-b90fa4a2-253b-47ec-99bd-c9b368268465) | [Teams](https://learn.microsoft.com/en-gb/training/educator-center/product-guides/teams)[Doorway Text Type](https://www.doorwayonline.org.uk/activities/text-type/) / [BBC Dance Mat](https://www.bbc.co.uk/bitesize/topics/zf2f9j6/articles/z3c6tfr)[iOS Dictation](https://support.apple.com/en-gb/HT208343)[iOS Voice Control](https://support.apple.com/en-gb/HT210417)[OneNote record audio and video](https://support.microsoft.com/en-us/office/record-audio-or-video-notes-b90fa4a2-253b-47ec-99bd-c9b368268465) |
| want to find the exact word you want to use… | * read back your writing with text-to-speech.
* use a thesaurus or look-up.
* ask the internet for a good word.
 | [Read Aloud](https://support.microsoft.com/en-us/office/listen-to-your-word-documents-5a2de7f3-1ef4-4795-b24e-64fc2731b001), [Speak](https://www.callscotland.org.uk/information/text-to-speech/microsoft-office-speak/) or [Immersive Reader](https://www.callscotland.org.uk/information/text-to-speech/immersive-reader/) in Word or OneNote.[Thesaurus](https://support.microsoft.com/en-us/office/look-up-words-in-the-thesaurus-18025750-4dcf-45f3-b899-3caf4e8e02a1#:~:text=Click%20the%20word%20in%20your,down%20arrow%2C%20then%20click%20Insert.)Voice search in Edge. | [Select to Speak](https://support.google.com/chromebook/answer/9032490?hl=en-GB) in Google Docs.Docs [Explore](https://support.google.com/docs/answer/2481802?hl=en-GB&co=GENIE.Platform%3DDesktop).Voice search in Google. | [iPad Speak Selection and typing feedback](https://support.apple.com/en-gb/guide/ipad/ipad9a247097/ipados).[Look up words](https://support.apple.com/en-gb/guide/pages-ipad/tan9ef3ea9f8/ipados)[Siri](https://www.apple.com/uk/siri/) |
| miss out or add in letters or words,or miss out little words… | * read back your writing with text-to-speech.
* check your writing with the spellchecker and grammar checker.
 | [Read Aloud](https://support.microsoft.com/en-us/office/listen-to-your-word-documents-5a2de7f3-1ef4-4795-b24e-64fc2731b001), [Speak](https://www.callscotland.org.uk/information/text-to-speech/microsoft-office-speak/) or [Immersive Reader](https://www.callscotland.org.uk/information/text-to-speech/immersive-reader/) in Word or OneNote.[Microsoft Editor](https://support.microsoft.com/en-us/office/microsoft-editor-checks-grammar-and-more-in-documents-mail-and-the-web-91ecbe1b-d021-4e9e-a82e-abc4cd7163d7) | [Select to Speak](https://support.google.com/chromebook/answer/9032490?hl=en-GB) in Google Docs.[Google Docs spelling and grammar](https://support.google.com/docs/answer/57859?hl=en-GB&co=GENIE.Platform%3DDesktop) | [iPad Speak Selection and typing feedback](https://support.apple.com/en-gb/guide/ipad/ipad9a247097/ipados).[Pages check spelling](https://support.apple.com/en-gb/guide/pages-ipad/tanf3d8c3e49/ipados#:~:text=Check%20and%20correct%20spelling&text=%2C%20tap%20Settings%2C%20then%20tap%20Auto,then%20tap%20the%20correct%20spelling.) |
| confuse or reverse letters in a word e.g. b/d; b/p; f/t; n/v… | * type with a good font, in a large text size and with wide line spacing.
* read back your writing with text-to-speech.
* use a spellchecker or autocorrect.
 | [Read Aloud](https://support.microsoft.com/en-us/office/listen-to-your-word-documents-5a2de7f3-1ef4-4795-b24e-64fc2731b001), [Speak](https://www.callscotland.org.uk/information/text-to-speech/microsoft-office-speak/) or [Immersive Reader](https://www.callscotland.org.uk/information/text-to-speech/immersive-reader/) in Word or OneNote.[Microsoft Editor](https://support.microsoft.com/en-us/office/microsoft-editor-checks-grammar-and-more-in-documents-mail-and-the-web-91ecbe1b-d021-4e9e-a82e-abc4cd7163d7) | [Select to Speak](https://support.google.com/chromebook/answer/9032490?hl=en-GB) in Google Docs.[Google Docs spelling and grammar](https://support.google.com/docs/answer/57859?hl=en-GB&co=GENIE.Platform%3DDesktop) | [iPad Speak Selection and typing feedback](https://support.apple.com/en-gb/guide/ipad/ipad9a247097/ipados).[Pages check spelling](https://support.apple.com/en-gb/guide/pages-ipad/tanf3d8c3e49/ipados#:~:text=Check%20and%20correct%20spelling&text=%2C%20tap%20Settings%2C%20then%20tap%20Auto,then%20tap%20the%20correct%20spelling.) |
| want to write essays/reports in the right order… | * think and plan with [mind-maps](https://www.callscotland.org.uk/blog/can-mind-mapping-help-to-support-learners-with-writing-difficulties/).
* outline and sort your ideas with slides.
* record your ideas with voice notes.
 | [Digital mind maps](https://blog.classpoint.io/mind-mapping-tools-for-teachers-and-students/)PowerPoint[OneNote](https://www.onenote.com/students)[Record with PowerPoint](https://support.microsoft.com/en-us/office/add-and-record-audio-in-powerpoint-eeac1757-5f20-4379-95f2-0d0cd151d5b8) | [Digital mind maps](https://blog.classpoint.io/mind-mapping-tools-for-teachers-and-students/)Google Slides[OneNote](https://www.onenote.com/students)[Record with PowerPoint Online](https://support.microsoft.com/en-us/office/add-and-record-audio-in-powerpoint-eeac1757-5f20-4379-95f2-0d0cd151d5b8) | [Digital mind maps](https://blog.classpoint.io/mind-mapping-tools-for-teachers-and-students/)Keynote[OneNote](https://www.onenote.com/students)Keynote |
| want to improve your writing… | * use technology to write.
 | Windows laptop or table | Chromebook | iPad |
| want to improve your spelling… | * read back your writing with text-to-speech.
* use spellchecker and autocorrect.
* use a grammar checker.
* use word prediction.
* dictate with speech-to-text.
 | [Read Aloud](https://support.microsoft.com/en-us/office/listen-to-your-word-documents-5a2de7f3-1ef4-4795-b24e-64fc2731b001), [Speak](https://www.callscotland.org.uk/information/text-to-speech/microsoft-office-speak/) or [Immersive Reader](https://www.callscotland.org.uk/information/text-to-speech/immersive-reader/) in Word or OneNote.Office [Spellcheck](https://support.microsoft.com/en-us/office/check-spelling-and-grammar-in-office-5cdeced7-d81d-47de-9096-efd0ee909227#:~:text=To%20start%20a%20check%20of,your%20document%2C%20just%20press%20F7.).[Microsoft Editor](https://support.microsoft.com/en-us/office/microsoft-editor-checks-grammar-and-more-in-documents-mail-and-the-web-91ecbe1b-d021-4e9e-a82e-abc4cd7163d7)[Grammarly](https://app.grammarly.com/)[Dictate in Office 365](https://support.microsoft.com/en-us/office/dictate-in-microsoft-365-eab203e1-d030-43c1-84ef-999b0b9675fe)[Windows Voice typing](https://support.microsoft.com/en-us/windows/use-voice-typing-to-talk-instead-of-type-on-your-pc-fec94565-c4bd-329d-e59a-af033fa5689f) (Windows 10/11 | [Select to Speak](https://support.google.com/chromebook/answer/9032490?hl=en-GB) in Google Docs.[Google Docs spelling and grammar](https://support.google.com/docs/answer/57859?hl=en-GB&co=GENIE.Platform%3DDesktop)[Grammarly](https://app.grammarly.com/)[Google Voice Typing](https://support.google.com/docs/answer/4492226?hl=en-GB)[Chrome speech to text](https://support.google.com/chromebook/answer/12001244) | [iPad Speak Selection and typing feedback](https://support.apple.com/en-gb/guide/ipad/ipad9a247097/ipados).[Pages check spelling](https://support.apple.com/en-gb/guide/pages-ipad/tanf3d8c3e49/ipados#:~:text=Check%20and%20correct%20spelling&text=%2C%20tap%20Settings%2C%20then%20tap%20Auto,then%20tap%20the%20correct%20spelling.)[Grammarly](https://app.grammarly.com/)[iOS Dictation](https://support.apple.com/en-gb/HT208343)[iOS Voice Control](https://support.apple.com/en-gb/HT210417) |

## Useful Resources

To help support writing, CALL has a range of useful free resources.

|  |  |
| --- | --- |
| Video, youtube icon - Free download on Iconfinder | A series of short video guides to support writing difficulties and more:<https://bit.ly/iPad-Video-Short-Guides><https://bit.ly/MS-Word-ASN-video-guides>  |
| Document with solid fill | Timeline  Description automatically generatedPosters and infographics including CALL’s popular [Supporting Writing Difficulties](https://www.callscotland.org.uk/assets/files/supporting-writing-difficulties.pdf) poster.  |
| Internet outline | Interesting blog/guides that explore different devices to support writing. Paul’s articles: [www.callscotland.org.uk/blog/author/paul-nisbet/](http://www.callscotland.org.uk/blog/author/paul-nisbet/) Craig’s articles: [www.callscotland.org.uk/blog/author/craig-mill/](http://www.callscotland.org.uk/blog/author/craig-mill/)  |
| Graduation cap with solid fill | Courses including: free webinars, 1 hour training courses, 5-week courses, 10-week courses and online courses. [www.callscotland.org.uk/training/](http://www.callscotland.org.uk/training/)  |