A yellow paper with a pen

Description automatically generated

# 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 generated](https://www.callscotland.org.uk/assets/files/supporting-writing-difficulties.pdf)Posters 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/) |