

## how to

## Steps to Install Read & Write for Chrome

Use this guide to install  
Texthelp Read&Write for  
Google Chrome

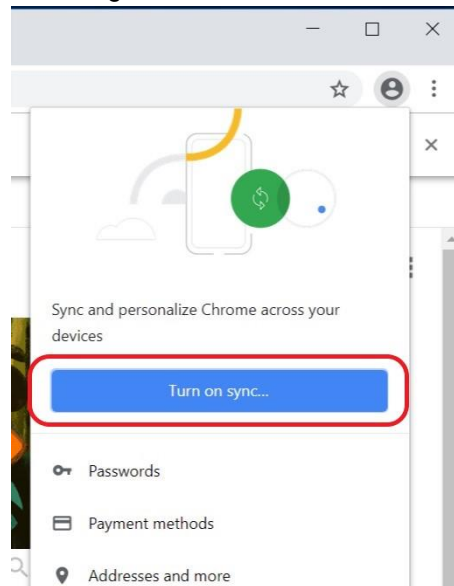
Sep. 18, 2019

### Chromebook

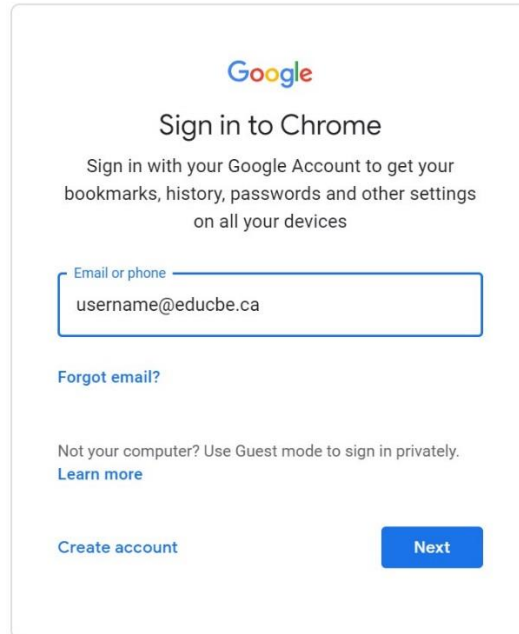
- 1 | Log in to the Chromebook with an educbe.ca account
- 2 | Skip to [Installing the extensions](#) on page 4 of this guide

### Windows or Mac

- 1 | Log into your computer
- 2 | Open the Chrome Browser 
- 3 | Log in to Chrome with your educbe.ca Google account by clicking the user icon on the right side of the toolbar, then on the blue button labeled **Turn on sync...**

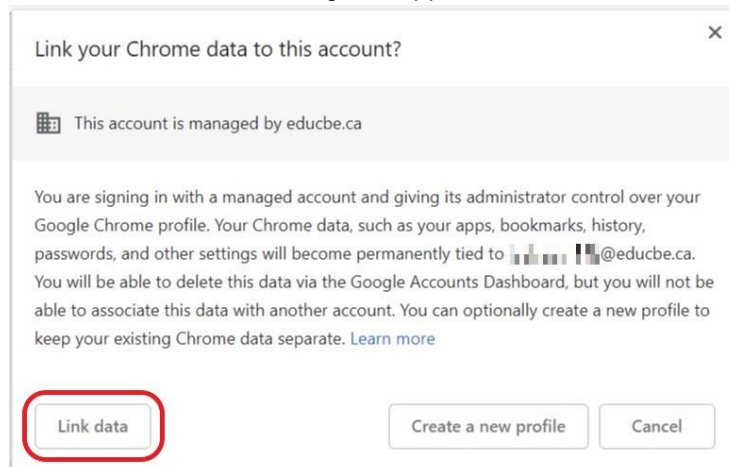


4 | Enter your educbe.ca username and password:



The image shows a Google sign-in dialog for Chrome. At the top is the Google logo, followed by the heading "Sign in to Chrome". Below this is a message: "Sign in with your Google Account to get your bookmarks, history, passwords and other settings on all your devices". A text input field is labeled "Email or phone" and contains the text "username@educbe.ca". Below the input field is a link "Forgot email?". Further down, there is a message: "Not your computer? Use Guest mode to sign in privately." with a link "Learn more". At the bottom left is a link "Create account" and at the bottom right is a blue button labeled "Next".


5 | Click Link Data on the dialog that appears:





The image shows a dialog box titled "Link your Chrome data to this account?". Below the title is a close button (X). The main content area has a header "This account is managed by educbe.ca" with a small icon. The body text reads: "You are signing in with a managed account and giving its administrator control over your Google Chrome profile. Your Chrome data, such as your apps, bookmarks, history, passwords, and other settings will become permanently tied to [account icon]@educbe.ca. You will be able to delete this data via the Google Accounts Dashboard, but you will not be able to associate this data with another account. You can optionally create a new profile to keep your existing Chrome data separate. [Learn more](#)". At the bottom, there are three buttons: "Link data" (highlighted with a red rounded rectangle), "Create a new profile", and "Cancel".

6 | Click Turn on:

Turn on sync?



 **Chrome Sync**  
Your bookmarks, history, passwords, and other settings will be synced to your Google Account so you can use them on all your devices

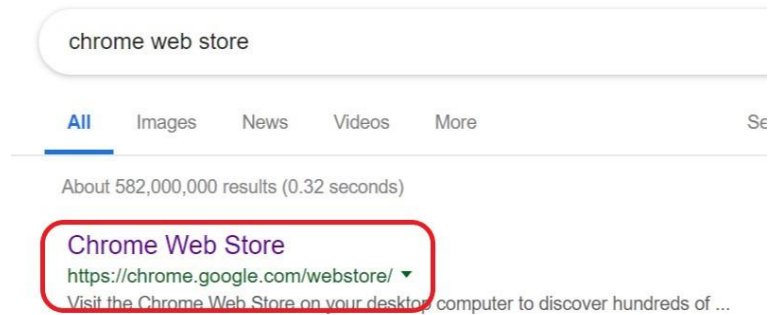
 **Personalize Google services**  
Google may use your browsing history to personalize Search, ads, and other Google services

Want to manage sync and personalization before they're turned on? Visit [Settings](#).

**Turn on** Cancel

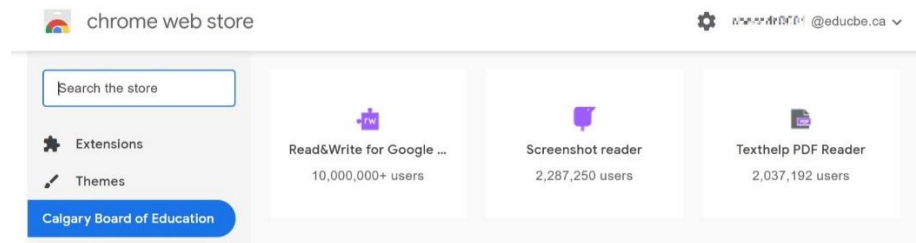
## Installing the extensions

- 1 | Go to the Chrome Web Store. This can be found under the Apps button in Chrome, or you can simply search for it:

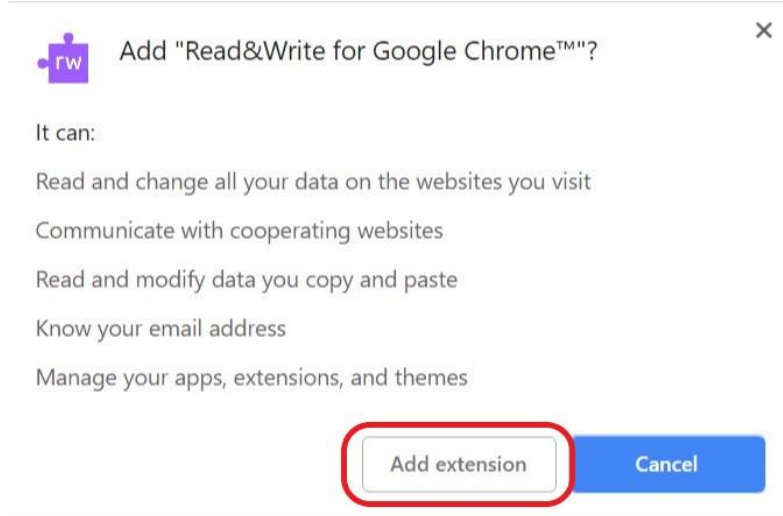


Alternatively, enter the following URL in the Chrome Browser address bar:  
<https://chrome.google.com/webstore>

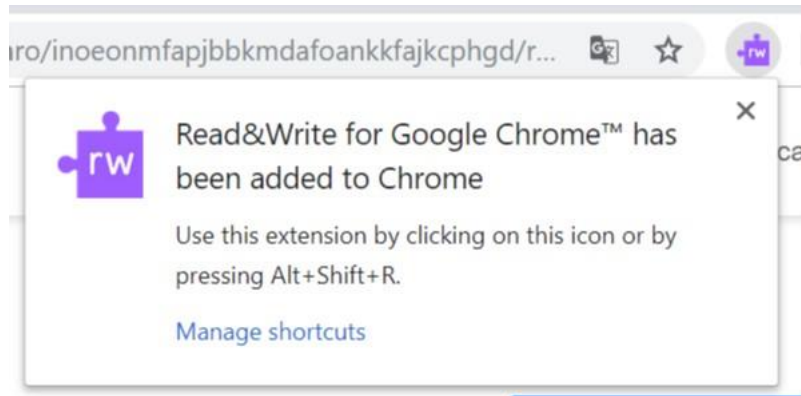
- 2 | From the Calgary Board of Education section, select and Read&Write for Google Chrome and click Add to Chrome:



3 | Click Add extension on the dialog that is presented:



4 | You will see a confirmation that the extension was added successfully:



5 | Repeat steps 8 through 10 for two additional Texthelp extensions included by the license, also listed under the Calgary Board of Education section of the Chrome Web Store:

i | Texthelp PDF Reader



Texthelp PDF Reader

ii | Screenshot reader



Screenshot reader