Realize Reader

Navigation and Features

This guide provides an overview of Realize Reader navigation for both the Web version, and the iOS and Chrome App version on mobile devices.

Introduction

Realize Reader is a digital book platform that provides an engaging, interactive learning experience for students and teachers, and allows users to take their textbooks on the go. Realize Readers include video, interactive charts, graphs, drag and drop activities, and a notebook service. These features are in addition to basic e-Reader features, such as annotations, highlights, and bookmarks.

Some titles offer off-line access and/or Assignment features, which include multimedia and interactive content. Students that are assigned work in a Realize Reader can complete their assignment on or off-line and submit their assignments on Realize. Teachers can then review each student’s work completed on the assigned pages.

Bookshelf

The Realize Reader home screen in the Mobile App is also known as the Bookshelf. The screen shows thumbnail images of the books available for your program. View and read basic information about each book by clicking or tapping on the “i” information icon below each image. This also provides the book ID which is needed when contacting technical support.

From the bookshelf, open a book by clicking or tapping its thumbnail image.

Access application information, and log out of your reader using the Profile icon.

In the Web version of Realize Reader, Teachers and Students see the cover page of the first unit of the reader.

Click the Menu button in the upper-right to access the Table of Contents menu items, and to access your Bookshelf.
Page Navigation

The colored bars on the right side of the page contain the unit curriculum. This includes an introduction to the chapter, and content for class, small group, and individual instruction. There is also a performance-based assessment covering the unit content, and a unit reflection and review.

Once you explore the content within each unit, you will see a bread crumb trail under the Realize Reader logo. This provides information about the location of the current page based on the Table of Contents hierarchy.

- Click or tap the printer icon to preview and print the page (not available for iOS).
- Click or tap to bookmark the page.

Click or tap to search by keyword.

Click the Menu button to access the Table of Contents.

Enter a specific page number to jump to that page.

Click or tap Back or Next to move to the previous or next page.
Table of Contents Menu

The Table of Contents menu provides more options, including Search, Table of Contents, Bookmarks, Annotations and Highlights, Notebook, and a Glossary. A Manage Offline Access, is available only for mobile devices, and supports the management of downloaded books, chapters, Annotations and Highlights, and Bookmarks.

Use the search field in the top banner to quickly locate content throughout the book. Search results will include all matches to keywords, as found throughout book and chapter content, and highlighted text.

The Table of Contents lists the same headings as the first page of each unit. This includes an introduction to the chapter, and learning content for class, small group, and individual instruction, performance-based assessments, and unit reflection. The Table of Contents enables teachers and students to access specific sections of units, topics, or chapters. Click the triangles to expand and collapse sections of the Table of Contents. Click or tap a section title to jump to that page.

This menu also provides access to user Bookmarks, Annotations and Highlights, the Notebook, an A-Z Glossary, and settings for managing offline access. Click the X next to the Search bar to close the menu panel.

- Return to the **Bookshelf**.
- Access Text size settings.
Bookmarks

Bookmarks allow students to mark one or more pages as favorites. This option is available on every page of the book. Students can create, read, update, and delete bookmarks online or offline.

Selecting Bookmarks in the menu displays each page with a bookmark and the date when the bookmark was made. Click or tap a bookmark to jump to that page. Close the Bookmarks and Table of Contents panels at any time to view the text in full page mode.

Create a Bookmark

- Open any book on the Bookshelf.
- Navigate to the page to be marked.
- Click or tap the Bookmark icon in the top banner to mark the current page.

View Bookmarks

- Open any book on the Bookshelf.
- Click or tap the Menu button.
- Select Bookmarks to view a list of page titles that have been marked.
- Click or tap or tap on a page title to navigate to the marked page. Close the Bookmarks and Table of Contents panels at any time to view the text in full page mode.

Delete a Bookmark

- Click or tap or tap the Menu button.
- Select Bookmarks to view a list of page titles that have been marked.
- Click or tap or tap on a page title to navigate to the marked page.
- Click or tap or tap the Bookmark icon in the top banner to unmark the current page and remove the bookmark from the list.

The bright blue bookmark indicates the page has a bookmark.

Click or tap the bookmark icon to add or remove a bookmark from a page.
Annotations and Highlights

Teachers and Students can create, read, update, and delete annotations and highlights online and offline to securely engage with the assigned text at any time.

Select **Highlights** in the main menu to display all highlights in the book. Highlights can be organized and displayed by the TOC (Table of Contents), the date created, or the highlight color. Each highlight or highlight with annotation appears in the side panel.

Click or tap a highlight in the list to jump to that page. With several color options available, choose a different color for questions, key concepts, and data points. Users may also enter an annotation for highlighted content.
Create Annotations and Highlights

- Select a word, sentence or paragraph to highlight and choose a color.
- Click or tap Add Annotation to annotate the highlighted text (enter up to 3,000 characters).
- Click or tap Save.

Update Annotations and Highlights

- Select Annotations and Highlights to view a listing of pages with highlighted content.
- Select the Highlight to update.
- Click or tap the Highlight button associated with the highlighted content (left of the text).
- The Highlight pop-up displays options for changing the color of the Highlight, and an Add or Edit Annotation link for opening the text box for editing the Annotation associated with the selected Highlight. Click or tap Edit Annotation and make the desired changes.
- Click or tap Save.

Delete Annotations and Highlights

- Select the Highlight to be removed.
- Click or tap the Highlight button or the highlighted content to display the Highlights features pop-up. Click or tap Delete Annotation.
- A confirmation dialog displays a warning that this action cannot be undone; click or tap Yes to delete the selected Annotation and Highlight.

Click or tap and drag to select words on the page, which enables the highlight feature. Click or tap the null sign to remove the colored highlight. Click Save to store the annotation.
Notebook

The Notebook feature allows students to add notes in response to prompts or assigned questions or topics. Notebook entries can be displayed in the order of the Table of Contents or by date, and can be filtered by category. The side panel may include notebook prompts that enable students to record their thoughts and ideas as they read the text.

Work is automatically saved every few seconds as students type, but students can also click or tap the Done when they finish an entry. Notes created offline will not sync until the device is back online, so Realize Reader alerts students to the offline status of the device.

View Notebook / View All Notes

- Click or tap the Menu button.
- Select Notebook to display options for viewing All Notes in the current book, or to Add a Note.

Click or tap the triangles next to the entry to expand or collapse sections.

Click or tap a note title to jump to that page.

Filter categories are specific to each title.

Write a summary of “Totally Free?” Remember that a summary is a concise, complete, and accurate overview of a text. It should not include a statement of your opinion or an analysis.
Glossary

If the selected book contains a glossary, students can access the glossary at any time from the menu. Scroll to view the alphabetic list of terms associated with the book, or click or tap or tap on a letter to go directly to the terms in this section.

Using the Glossary

- Select the **Glossary** in the menu to view glossary words in the side panel.
- Click a glossary word to display the definition.
- Click a letter along the right edge to jump to that section of the glossary.
- Some programs offer multilingual glossaries.
Access Realize Reader Content

Realize Reader content includes text, video, interactive charts, graphs, assessments, and drag and drop activities. Access curriculum directly from the Table of Contents, or close the Menu panel and select a content area from the Unit Chapter list.

Content Panel

Once a content area is selected, the Content Panel displays instructional activities related to the reading selection. Click or tap the modules within the content to view all interactive content. **Note:** Interactive content varies by title.
Embedded Multimedia

Some books display content using rich media formats and may include many different multimedia file types.

Images

When the student navigates to a page that contains an image, clicking or tapping the image will display it in a new page. If a description of the image has been provided, it is displayed in the footer.

Audio

There are two type of audio options. If the book contains a speech-to-text audio feature, as the audio plays the corresponding word will highlight. If the word is annotated, then the text is highlighted using a different color. If the book contains a play-and-listen-to audio feature, click or tap or tap play to listen to the recorded audio. Listen to the audio within the same browser tab or select the file as an audio clip that opens in a separate browser tab.

Video

If the book contains a video, students click or tap or tap the video to open the content in the same page, or in a separate browser tab.
Embedded Interactive Content

Many titles embed various graphic organizers, drag and drop elements, and charts for students to record their work. There are also embedded assessments; and may be assignment options for content, which can be graded.

Notebook Prompt

DISCUSS IT

In what ways is the concept of "no taxation without representation" central to America’s identity as a nation?

Write your response before sharing your ideas.

Unit Goals

Throughout this unit you will deepen your perspective of American freedoms by reading, writing, speaking, listening, and presenting. These goals will help you succeed on the Unit Performance-Based Assessment.

Rate how well you meet these goals right now. You will revisit your ratings later when you reflect on your growth during this unit.

Interactive Chart

Unit Goals

Throughout this unit you will deepen your perspective of American freedoms by reading, writing, speaking, listening, and presenting. These goals will help you succeed on the Unit Performance-Based Assessment.

Rate how well you meet these goals right now. You will revisit your ratings later when you reflect on your growth during this unit.

Drag and Drop Graphic Organizer

Embedded Assessment Question

To build their houses, the Pilgrims used raw materials gathered from which nearby environments?

A. marshes and bays
B. marshes and meadows
C. forests and marshes
D. forests and bays
Realize Reader Assignment

A few programs utilize Realize Reader Assignments. Many titles embed various graphic organizers, drag and drop elements, and charts for students to record their work. There are also embedded assessments; and may be assignment options for content, which can be graded.

Teachers using these programs can assign selections, activities, or pages in Realize Readers. Work is only saved in interactive elements when the Realize Reader pages are assigned.

Reading assignments are easily viewed and tracked with Realize Reader Assignment Status messages, the View Progress button; and the Assignment Summary screen.

The assignment status for any page is displayed in the top bar above the content window. Assignment Due dates are set by the assigning teacher or administrator. If a page is part of multiple assignments, the due date shown will be the next upcoming due date.

Students can download content directly on the assignment page. Students can also manage offline content from the menu.

If there are readings assigned to the student, the View Progress button opens the Assignment Summary screen.
**Assignment Summary Page**

Students can view assignment details on the assignment summary page. The instructions remind students that they must turn in the assignment on Realize. Students that complete work offline must reconnect to the Internet and allow the book time to sync before they turn in the assignment.

The **Assignment Summary** page displays the assignment status, which is **Viewed** or **Not Viewed**. The status indicates if the student has navigated to the assigned page or not.

Students click or tap the **View** link to access the assigned page or pages.
Manage Offline Access (Mobile App Only)

Realize Reader Book titles may offer content for offline viewing. This feature provides means for downloading single chapters or entire books to a mobile for offline reading. Books may chunk content by unit, chapter, etc., or offer a full book download (depending on the program content). The download also includes media and interactive elements, as well as text content.

**Note:** Make sure to download content completely before going offline with your device, and do not log out of your account.

Bookmarks, Annotations and Highlights associated with the selected content will be downloaded with the selected offline content. Any embedded interactive media associated with the selected content will also be downloaded.

Click or tap the toggle to initiate the download by Chapter, or use the Select All toggle to download the entire book.

The progress percentage indicates the progress of the download, and when the download is complete. To remove content, click or tap the toggle to the off position.