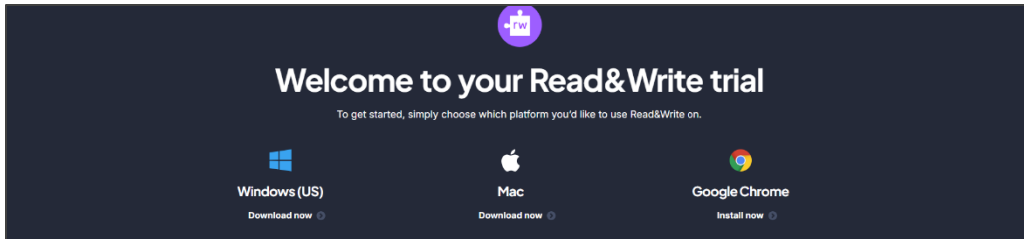


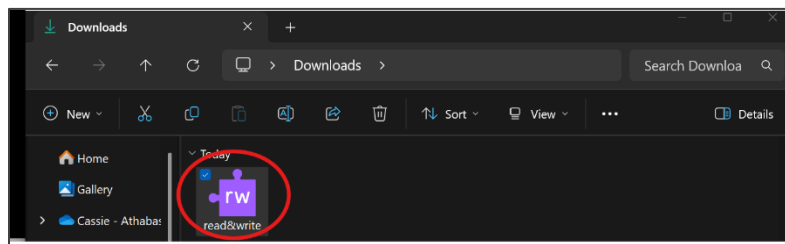
Read & Write Activation for AU Students

(Updated September 2025)

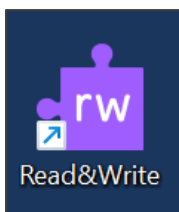
1. On your device, visit the [Everway website](#) and select your operating system to download & install the software.



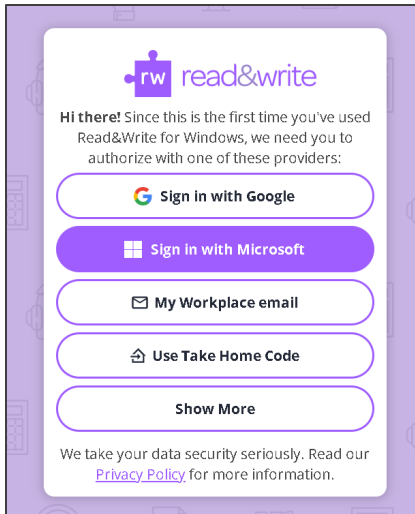
- a. After you click on your operating system icon, the download should automatically start.
- b. When the download has completed, open file explorer and go to your downloads folder and double click the Read & Write icon to run the installation.



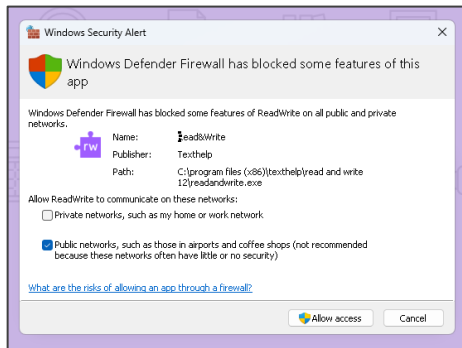
2. When the installation is complete, the Read & Write icon will appear on your desktop. To launch Read& Write, double click the icon.



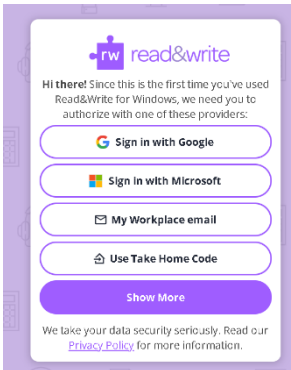
3. An activation sign in screen will appear. Click "Sign in with Microsoft" and use your AU email address (i.e. [username@athabascau.ca](#)) to activate the product.



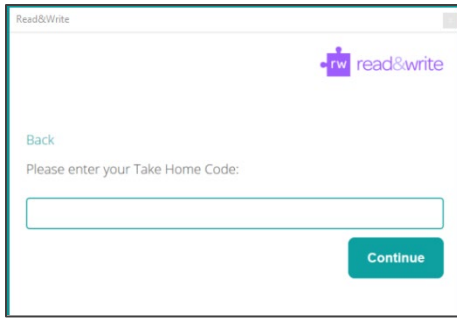
4. If prompted, allow the security alert notice from your system.



5. If signing in via Microsoft did not work, start the activation process again but this time click on "Use Take Home Code"



6. A dialogue box will open prompting you for a code. Enter the following code:
GT6RLBM9



iPad Users

The e-mail activation option does not work on the app version. You *must* use the code to activate your Read&Write.

The code is: **GT6RLBM9**

IMPORTANT: *Codes MUST NOT be distributed or used by students or staff outside Athabasca University. If this does not activate the product, please send an inquiry e-mail to the Accessibility Services Assistive Technology team.*

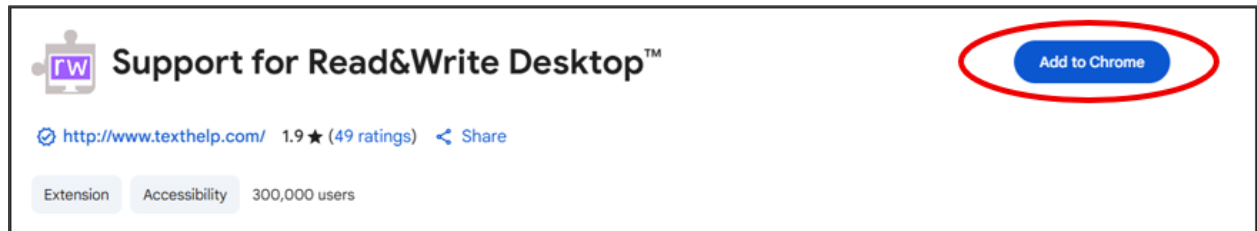
Install the Read & Write Browser Extension

To use the desktop Read & Write application online with BrightSpace, you will need to install the extension or add-on for your browser. The Read & Write desktop application has support for [Google Chrome](#) and/or [Microsoft Edge](#).

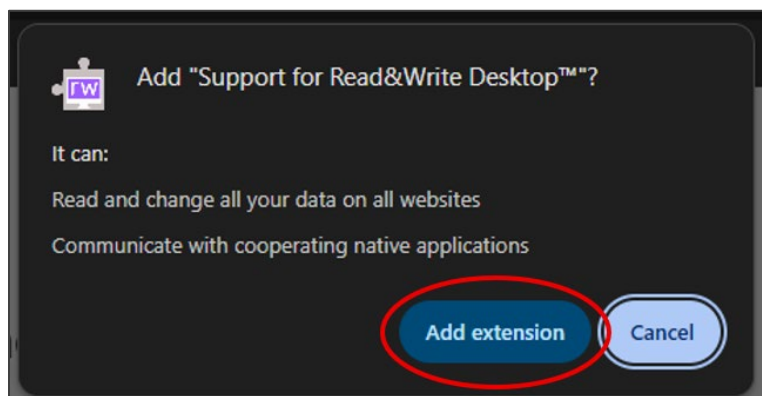
Chrome

Visit the Chrome Webstore to install the [Chrome Read & Write Extension](#)

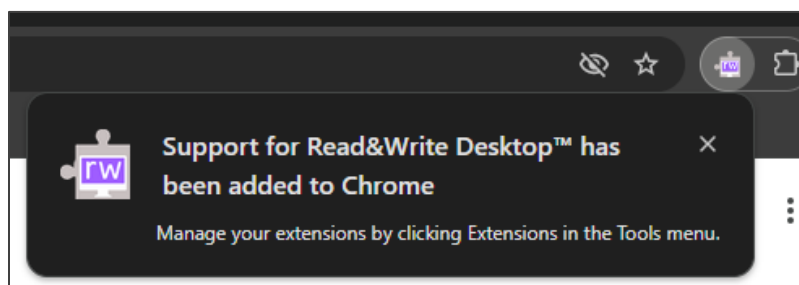
1. Click on 'Add to Chrome'



2. Click on 'Add extension'



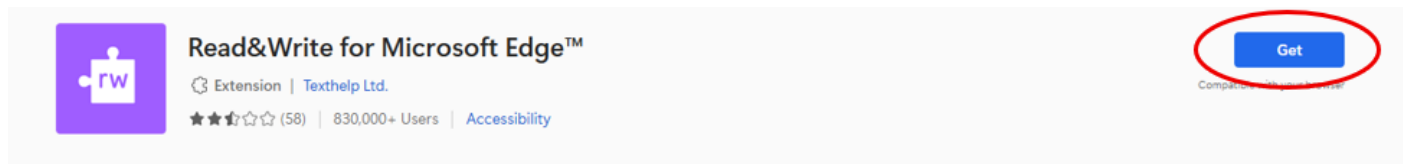
3. Confirmation will appear that the extension has been added to Chrome.



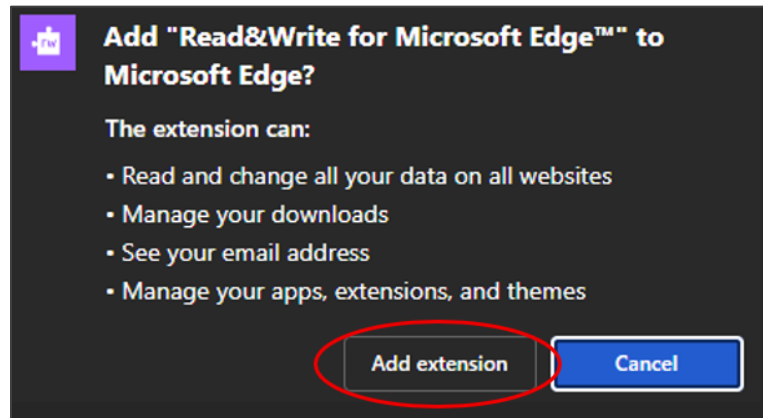
4. That's it! The extension is now part of your Chrome browser. Close and restart Chrome to ensure proper functioning of Read&Write in your browser.

Microsoft Edge

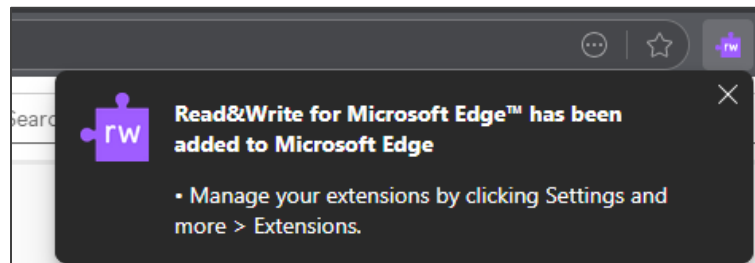
1. Visit the Edge Add-ons page to get the [MS Edge Read & Write Add-on](#) and click 'Get'.



2. A dialogue box will appear, click 'Add extension'.



3. Confirmation will appear that the extension has been added to Edge.



4. That's it! The extension is now part of Microsoft Edge. Close and restart Edge to ensure proper functioning of Read&Write in your browser.

Need help with your Read & Write?

Check out these helpful pages from Everway (formerly TextHelp):

[Introduction to Read&Write](#)

[Read&Write Feature Tour](#)