



# Awesome Access: Converting a File

Center for Innovation in Teaching and Learning

This document outlines the steps for how to use Awesome Access with a file.

## Awesome Access

Awesome Access is a program available to the faculty and students of Tennessee Tech that can make any file, URL, or text accessible following four steps. The program sends the completed accessible file in your preferred format to your specified email address.

## Exporting from a File

1. Go to [Awesome Access \(tntech.edu\)](http://tntech.edu)
2. Select **File** in the source box

**Make Documents Accessible**

Follow the four easy steps below to have your document converted into an alternative, accessible format. The result is delivered in your email inbox. You may upload one or more files, enter a URL to a file or simply type in the text you wish to have converted. The form expands as you make your selections.

Source

- File
- URL
- Text

3. Select **Choose File** to browse your computer for the file then select **Upload**

**Step 1 - Upload your document**

Select your file and upload it to the server (max 64 MB). Multiple files of the same type may be selected. Supported file types are .DOC, .DOCX, .PDF, .PPT, .PPTX, .TXT, .XML, .HTML, .HTM, .RTF, .EPUB, .MOBI, .TIFF, .TIF, .GIF, JPG, JPEG, .BMP, .PNG, .PCX, .DCX, J2K, JP2, JPX, .DJV, .TEX and .ASC

File name:  No file chosen

4. Select the **output format**

**Step 2 - Select output format**

Specify the target format of your document. For this document type, the following formats are available:

Target format


- MP3 audio
- DAISY full text and audio
- DAISY Math full text and audio
- Braille
- E-book
- Accessibility conversion

5. Select **audio options** (defaulted to American English with Normal speed)

**Step 3 - Specify audio options**

Specify the natural language of your document and how fast you want the speech.

Options

Language:  

Speed:

6. Enter your **email address** and select **Submit**. When the file is ready, it will be sent to your email.

**Step 4 - Enter email address and submit request**

Email address:  