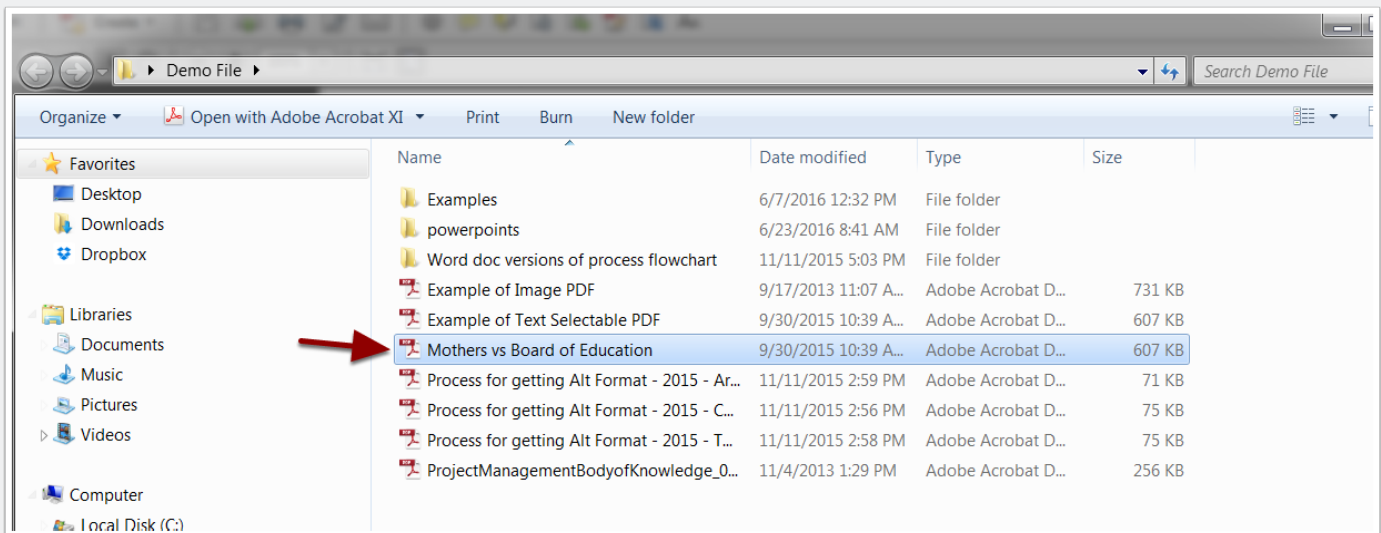


Does a PDF Have Selectable Text?

Why is this important? Text that a user can copy/paste is called selectable text. This is important for users with disabilities. PDFs with selectable text can be read aloud by screen readers or text to speech engines.

Step 1: Locate PDF.

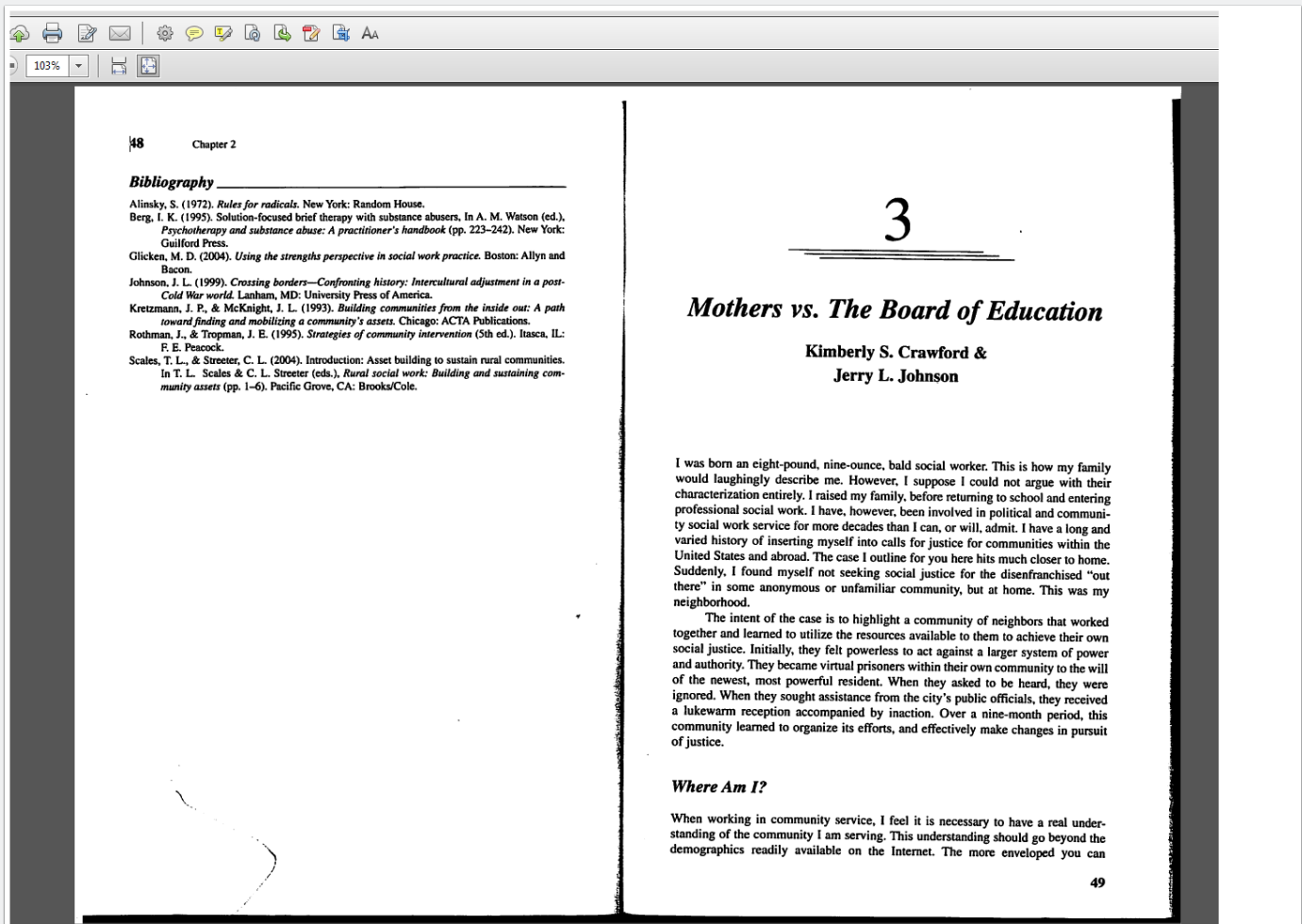
(Screenshot of a file listed in a computer windows box). Find a PDF to test. This test works easiest when on a desktop computer.



Does a PDF Have Selectable Text?

Step 2: Open PDF.

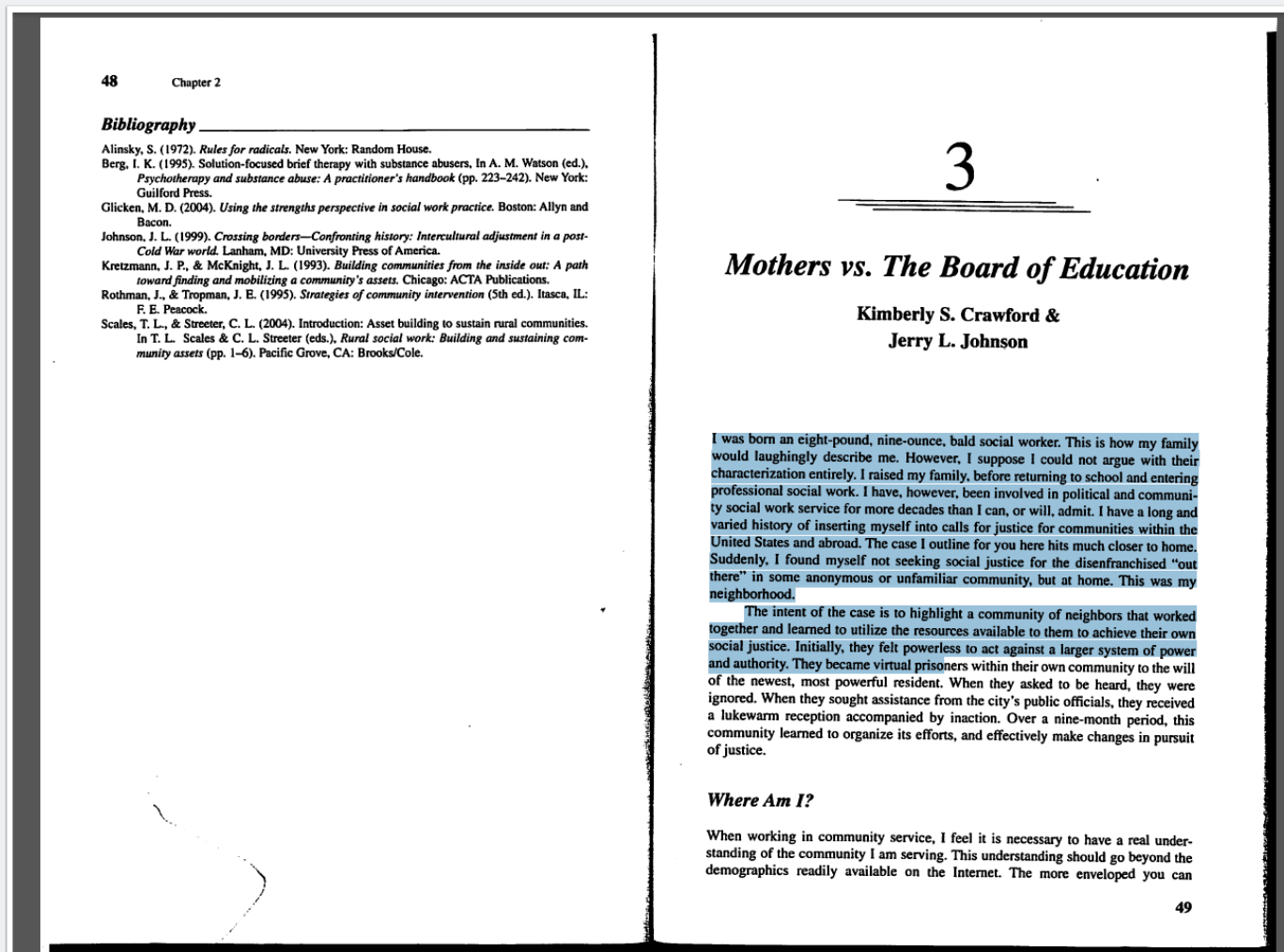
(Screenshot of an opened PDF). The PDF will open in the default PDF viewer on your computer. The PDF may open with its proprietary software, Adobe Acrobat, as long as it's installed.



Does a PDF Have Selectable Text?

Step 3: Highlight Text.

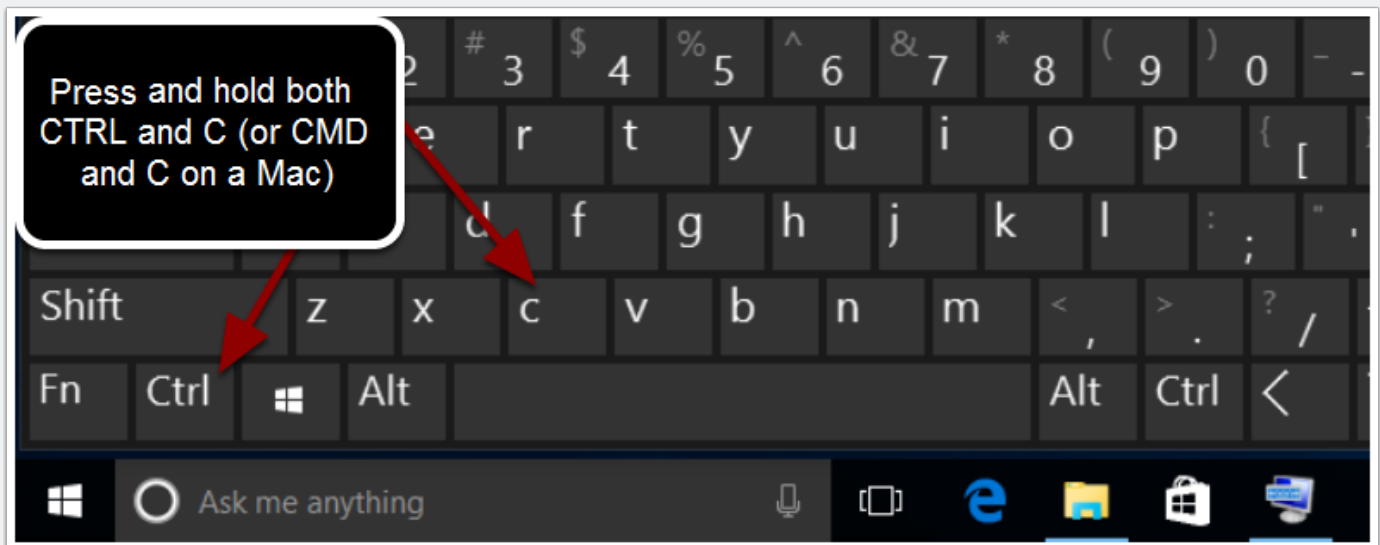
(Screenshot of a PDF with several highlighted sentences). Use cursor to highlight a portion of the main body of text. You do not need to select everything.



Does a PDF Have Selectable Text?

Step 4: Copy Text by pressing CTRL+C (Windows) or Command+C (Mac).

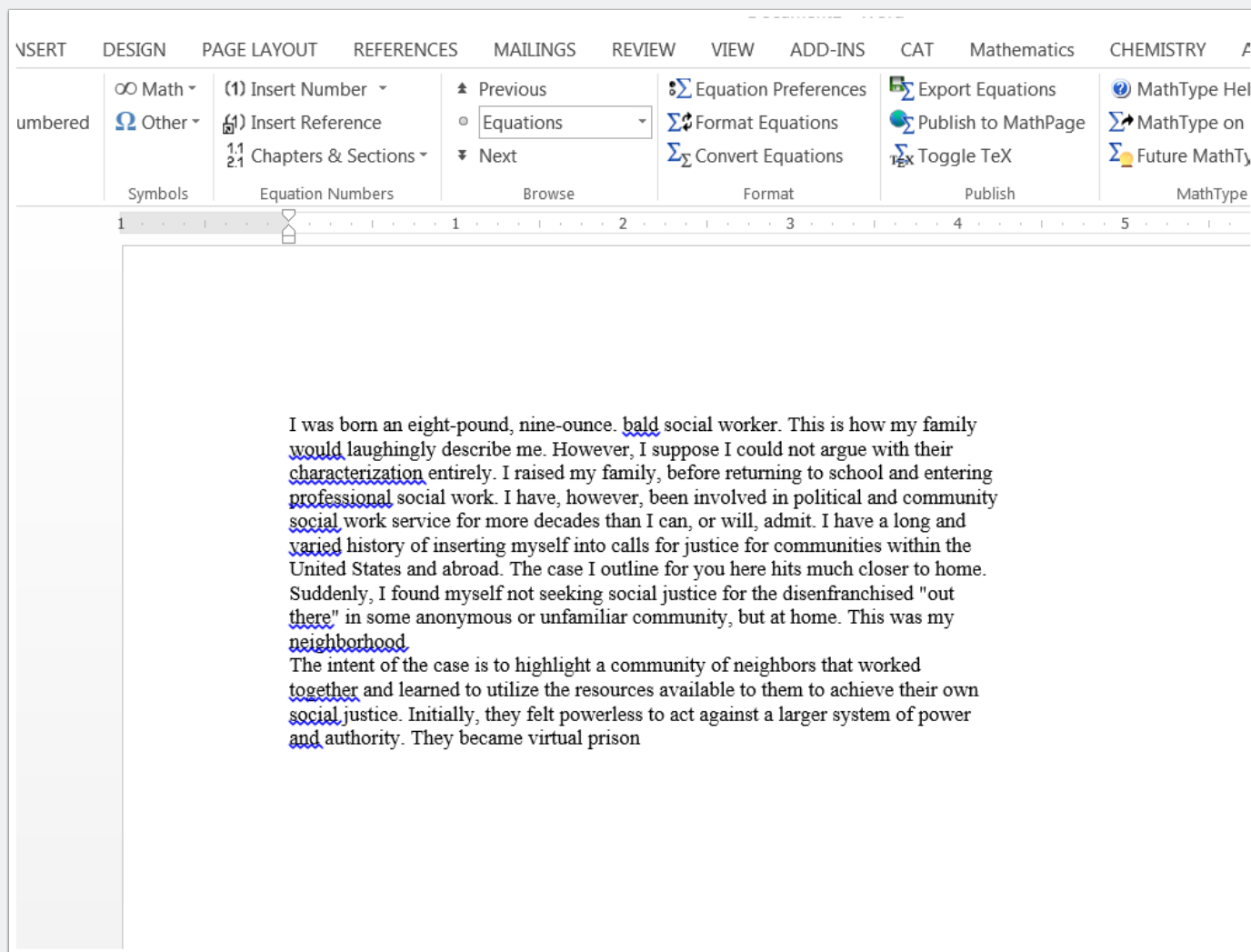
(Screenshot of a keyboard identifying the Windows keyboard shortcut for copy). Using these keyboard shortcuts will work in other file types and programs as well!



Does a PDF Have Selectable Text?

Step 5: Paste Text into MS Word or Text File.

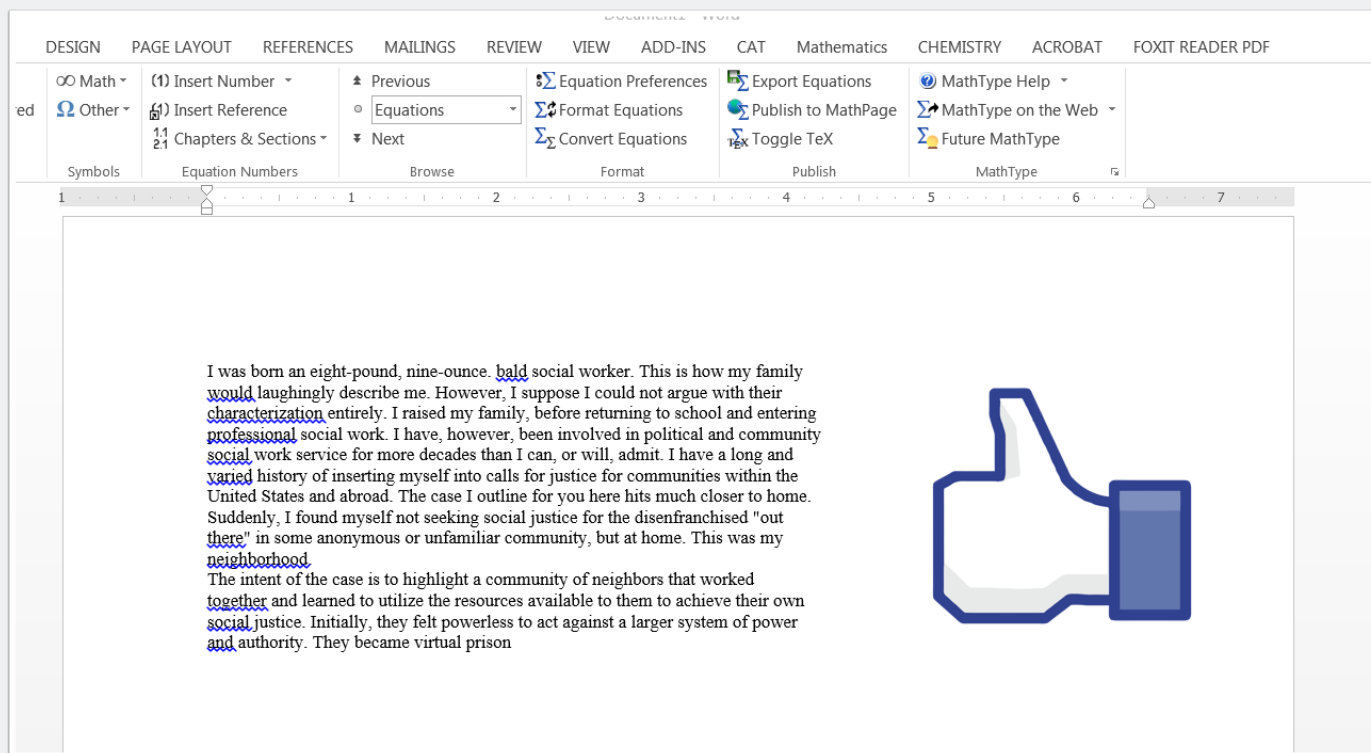
(Screenshot of pasted text in a MS Word document). Press CTRL+V (Windows) or Command+V (Mac) to paste the text that you copied.



Does a PDF Have Selectable Text?

Step 6: Evaluate Text.

(Screenshot of pasted text with a thumbs up sign. Some of the lines have a blue squiggly underline, indicating the start of a new sentence). Look at the text. Are all the words legible? Are there funny symbols? This is what technology will read aloud to a user with a disability who relies on screen readers or text to speech engines.



The screenshot shows the MathType software interface. The top menu bar includes DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, REVIEW, VIEW, ADD-INS, CAT, Mathematics, CHEMISTRY, ACROBAT, and FOXIT READER PDF. The ribbon below the menu bar has several tabs: Symbols, Equation Numbers, Browse, Format, Publish, and MathType. The main editing area contains two paragraphs of text. The first paragraph is: "I was born an eight-pound, nine-ounce, bald social worker. This is how my family would laughingly describe me. However, I suppose I could not argue with their characterization entirely. I raised my family, before returning to school and entering professional social work. I have, however, been involved in political and community social work service for more decades than I can, or will, admit. I have a long and varied history of inserting myself into calls for justice for communities within the United States and abroad. The case I outline for you here hits much closer to home. Suddenly, I found myself not seeking social justice for the disenfranchised "out there" in some anonymous or unfamiliar community, but at home. This was my neighborhood." The second paragraph is: "The intent of the case is to highlight a community of neighbors that worked together and learned to utilize the resources available to them to achieve their own social justice. Initially, they felt powerless to act against a larger system of power and authority. They became virtual prison". To the right of the text is a large blue thumbs up icon.