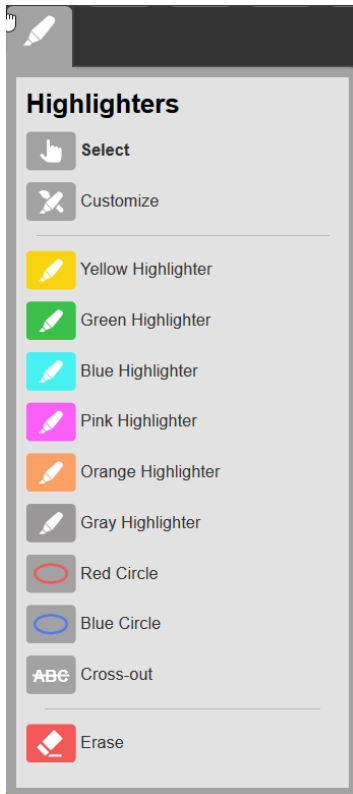


## Highlighting text in a document.

Use the highlighters to highlight selected text. In addition to the colors, you can also circle and cross out text. Use the eraser to erase the highlights, circles, and cross-out marks. Note that you cannot highlight text in .txt files (text files).

### To highlight text.

1. Hover over the **Highlighters** button and select a color pen, a circle tool, or the cross-out tool from the list.



2. In the document, drag-select the text you want to highlight, circle, or cross out.
3. To highlight in a different color, click the **Select** button or press **ESC** to end highlighting in the first color, and then repeat step 1.
4. When you are done, click the **Select** button or press **ESC** to end highlighting.

### To erase highlighting.

1. Hover over the **Highlighter** button and click the **Erase** button.
2. In the document, drag-select the highlighted (or crossed out) text you want to erase.
3. When you are done, click the **Select** button or press **ESC** to end the erase function.

## To save highlights.

After highlighting, navigate to another page or click the **Back to Library** button. If you close the browser or leave the website, you may lose the highlights for the session.

**Note:** If you highlight BKS or EPUB documents in the Reader, the highlights you added are not seen if you open those documents in Kurzweil 3000.

## To Customize Highlighter/Extract Options

You can add your own descriptions to the Color Highlighters and Circle tools. This can be useful when, for example, you want to diagram sentences. You can rename the Highlighters and Circle tools to match parts of speech: Noun, Verb, Predicate Adjective, Adverbial Phrase etc. You can also use this dialog to specify Indents (in inches) and Prefixes by color for Extraction. (For more information about Extraction, see [Extracting Notes, Bookmarks, and Highlights.](#))

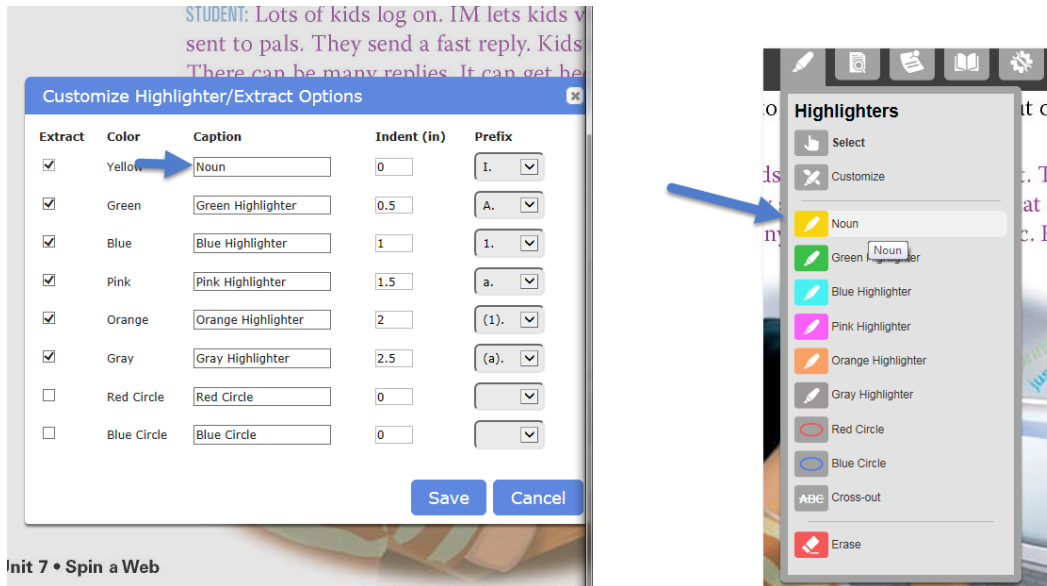
Extract	Color	Caption	Indent (in)	Prefix
<input checked="" type="checkbox"/>	Yellow	Yellow Highlighter	0	I. ▾
<input checked="" type="checkbox"/>	Green	Green Highlighter	0.5	A. ▾
<input checked="" type="checkbox"/>	Blue	Blue Highlighter	1	1. ▾
<input checked="" type="checkbox"/>	Pink	Pink Highlighter	1.5	a. ▾
<input checked="" type="checkbox"/>	Orange	Orange Highlighter	2	(1). ▾
<input checked="" type="checkbox"/>	Gray	Gray Highlighter	2.5	(a). ▾
<input type="checkbox"/>	Red Circle	Red Circle	0	▾
<input type="checkbox"/>	Blue Circle	Blue Circle	0	▾

Save Cancel

When you specify a description, the caption shows up in three places:

- In the Extract Notes and Highlights dialog.
- As the description for that Highlighter or Circle tool on the Highlighters menu.

- As the Tool Tip for that Highlighter or Circle Tool. The Tool Tip displays when you move the cursor over the Highlighter or Circle tool button and pause for a moment.



To add your own descriptions to each Color Highlighter and Circle tool:

1. From the Highlighters menu, choose Customize.
2. Type a new description for one or more of the Highlighters or Circle tools in the associated Caption box.
3. Click Save to close the Options dialog box.

**Note:**

Each description can be no more than 20 characters.