






10 Practical Ways Tech & AI Can Simplify Your Day

Little Falls Village Community
August 5, 2026
Joan Green, M.A. CCC-SLP
www.innovativespeech.com





Joan@innovativespeech.com 1

Tech can help everyone be more efficient and productive

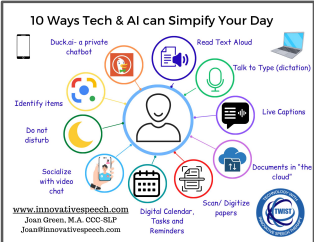
It's essential for people who struggle

- Expressive Communication Challenges- stroke, head injury, tumor, degenerative diseases
- Vision and Hearing loss
- Mobility Limitations
- Dexterity- arthritis
- Isolation- depression- lack of stimulation
- Memory and Reasoning- Mild Cognitive Impairment, Dementia



Joan@innovativespeech.com 2

Everyday Tech and AI can make all the difference!



www.innovativespeech.com
Joan Green, M.A. CCC-SLP
Joan@innovativespeech.com

Joan@innovativespeech.com 3

Joan Green- Your Tech Advisor




Innovative Speech Therapy
Hello and welcome!

40 YEARS
OF SERVICE

ALL offers a variety of the best services for improving communication, hearing and/or vision skills and more of them all online and offline. We have been serving the community for over 40 years. We are proud to be a part of the community and we are committed to providing the best services to our clients. We are committed to providing the best services to our clients. We are committed to providing the best services to our clients.

- Speech-Language Pathologist
- Assistive Tech Specialist
- Founder of Innovative Speech Therapy
- Founder of Tech Life Inner Circle Membership
- Manage Free JST Tech Savvy Solutions Facebook Group
- Immersed in eldercare
- **Free 15 min phone consultations**

www.innovativespeech.com, Joan@innovativespeech.com

Joan@innovativespeech.com 4

Want a copy of these slides and one page summary?

<https://bit.ly/08-5-06JoanGreen>



SCAN ME

Joan@innovativespeech.com 5

Listen to text read aloud

All devices can read aloud for free!
The new AI voices are amazing!

Helpful for :

- Small print
- Low vision or visual perceptual challenges
- Attention or memory challenges
- Reading difficulties
- Prefer to listen rather than read with eyes



Joan@innovativespeech.com 6

There are lots of options for reading text aloud

It can get complicated but it is possible!

Browsers

- Microsoft Edge- [Immersive Reader](#)
- Chrome- [reading mode](#) Right click on website- select "open in reading mode"

Devices

- "Enable/ Turn on" in settings of computers, tablets and phones

Documents

- PDFs may require a special app

Books

- Learning Ally, Bookshare, AudioBooks, Libby, Hoopla

Cross Platform

- [Speechify](#)

Joan@innovativespeech.com

7

Talk to Type / Speech Recognition/ Speech-to-text

- Helpful when typing is difficult.
- It's a feature on all current computers, phones and tablets for free!
- Whenever there is a cursor blinking, you should be able to enter text with your speech.
- The process depends on the device, operating systems and format of the material.
- Mobile devices- look for microphone in keyboard
- Google Docs- Tools> Voice Typing
- Dictation in MS Word 365 and Word for Web



Joan@innovativespeech.com

8

Live Captions

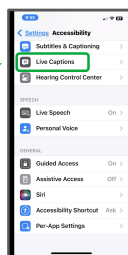
Enable the captions for in-person conversations or to use while having a phone call!

On most smartphones and browsers go to

- Settings
- Accessibility
- Live Captions (toggle on)

iPhone-(need at least iOS17)

Android phones- (need at least Android 10)



Joan@innovativespeech.com

9

Google Drive - a digital filing cabinet

- [Drive.Google.Com](#)
- Free with a Google account
- Create Google Docs- similar to Microsoft Word
- Access files anywhere on your computer, tablet, or phone
- Automatic saving helps prevent lost work
- Easy sharing with family, friends, caregivers, or professionals
- Collaborate together on the same document in real time
- Stay organized and reduce paper clutter with digital folders

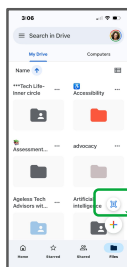


Joan@innovativespeech.com

10

Digital scanner in Google Drive

- **Turn paper into digital files** using your phone's camera
- **Reduce paper clutter**
- **Find documents quickly** with Google Drive's search features
- **Preserve important information** by creating digital copies of papers that can be lost or damaged

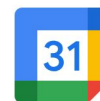


Joan@innovativespeech.com

11

Google Calendar

- **Get reminders and alerts** so you don't forget appointments, medications, birthdays, or events
- **Carry your calendar everywhere** on your phone, tablet, or computer
- **Easily make changes**
- **Repeat recurring events automatically** (weekly classes, exercise, bill payments, medications)
- **Share calendars with family members** to coordinate schedules and appointments
- **See appointments, tasks, and events in one place** for better organization and less stress



Joan@innovativespeech.com

12

Google Tasks

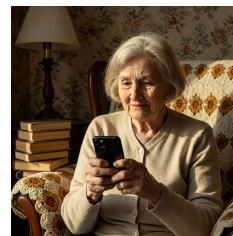
- Receive reminders and alerts
- Tasks show up in calendar when given due date
- Keep all your tasks in one place instead of sticky notes and scraps of paper
- Break big projects into smaller, manageable steps
- Access your task list anywhere from your phone, tablet, or computer
- Reduce stress and mental clutter by letting technology remember things for you
- Taking meds, calling a friend, paying a bill order a Rx refill, schedule an MD appt



Video calls

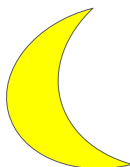
Visuals can be so helpful for social connection and communication.

- iPhones- Facetime
- Google Meet
- Zoom
- Whatsapp
- Messenger
- [Grandpad](#)
- [Amazon's Echo Show- Drop-in](#)



Focus- Do not disturb

- iPhones- swipe down from top of screen
- **Avoid disturbing others** during movies, meetings, religious services, and appointments
- **Set it for a specific time** (such as 1 hour) so you don't forget to turn it off
- **Automatically turn it off** when you leave a location or finish an activity
- **Allow important calls through** from selected family members or caregivers
- **Available on smartphones, tablets, and computers** to help you stay in control of notifications



Google Lens

- Free
- Uses the phone's camera.
- On iPhones use the Google app and tap on the Lens icon.
- On android look for the lens icon when open camera
- Take a picture of a sign, book, handout)
- Tap on the highlighted words and it reads it them out loud immediately!
- It can also translate and copy and paste.
- Visual search for similar items

[How to use Google Lens](#)



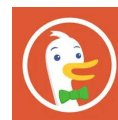
Generative AI Chatbots

- ChatGPT-<https://chatgpt.com>- Click "sign up" in top right
- Gemini (Google)- <https://gemini.google.com/> - Use your Google account
- Claude (Anthropic)- <https://claude.ai/> Sign up with email
- Perplexity- <https://www.perplexity.ai/> - no account required for basic features
- Copilot (Microsoft)- <https://copilot.microsoft.com/> Use microsoft account
- Duck.ai - <https://duck.ai>



Duck.ai

- Go go [Duck.ai](#) or duckduckgo.com/chat
- It's browser based- no app
- On mobile, Download the Duck Duck Go browser app
- Pick a model- you'll have options like GPT-4o mini. The paid option offers more choices.
- Start typing in the chat box- or use microphone for dictation
- Try conversation mode
- Upload PDFs to refer to
- Create an image



Have a "conversation", brainstorm ideas, & create content

- **Help troubleshoot and figure out tech solutions**
- Create recipes from ingredients you have at home
- Get help planning a vacation
- Discuss the pros and cons of a situation
- Get summaries or suggestions for books or movies
- Break down complex tasks into manageable steps
- Generate a list of words or sentences with specific criteria to practice saying aloud.
- Get help thinking of words
- Edit written work

Tech Life Inner Circle Membership

<https://learn.innovativespeech.com/inner-circle>

Ongoing Tech Guidance and Support "Ask me anything!"

Weekly "Tech Talks"

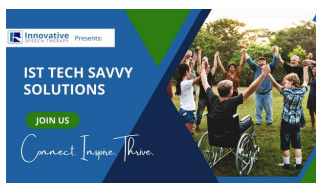
Robust Video Library of Past Presentations

You're invited to join once as my guest for FREE!

Email Joan@innovativespeech.com and I'll send you the schedule, topics and Zoom link.



Free Private Facebook Group - IST Tech Savvy Solutions



Let's help each other.
Everyone is welcome to join!!
Just answer a few questions

<https://www.facebook.com/groups/ISTTechSavvySolutions/>

Want a copy of these slides and one page summary?

<https://bit.ly/08-5-06JoanGreen>



SCAN ME