



Using AI in Prodigi

A Practical Guide for People with Low Vision and Support Teams

AI in Prodigi can be a helpful tool for understanding information more quickly and with less effort. It can support people with low vision when they are reading, reviewing documents, asking questions about visual material, or trying to decide what to do next.

This guide is for:

- people with low vision
- educators
- counselors
- rehabilitation professionals
- family members and support staff

The goal is simple: use AI in a way that is helpful, safe, and appropriate for the task.

1. What AI in Prodigi is good at: AI is often most helpful when the user needs quick understanding first.

AI may be a good fit when the user needs to:

- understand what a page or document is
- get the main idea quickly
- identify what seems most important
- have something explained in simpler language
- ask follow-up questions
- understand a chart, image, form, or page layout
- decide whether deeper reading is needed

Checklist: Is AI a good fit here?

Ask:

- Do I need quick understanding more than exact wording?
- Would a summary save time and effort?
- Am I trying to decide what deserves closer attention?
- Would explanation help me move forward?

If the answer to most of these is yes, AI may be helpful.



- 2. When AI should not be the main tool:** AI is not the best choice for every task. Sometimes the user needs exact access to the original content. In those moments, OCR and text-to-speech, visual reading, or both may be more appropriate.

AI may not be the main tool when:

- exact wording matters
- the user needs to quote from the source
- the task involves proofreading or editing
- details must be checked carefully
- the topic is medical, legal, financial, or otherwise high stakes
- the goal is skill-building that should not be replaced by AI

Checklist: Should I use something other than AI first?

Ask:

- Do I need the exact words?
- Do I need to verify details carefully?
- Would a summary leave out something important?
- Is the goal to practice reading, writing, or close review?

If the answer to most of these is yes, use the original source first.

- 3. A simple decision path:** A helpful way to think about Prodigi is:

Can I see it? Use magnification.

Do I understand it? Use AI for quick understanding.

Do I need full detail? Use OCR and text-to-speech.

Do I need both understanding and exact text? Use a hybrid approach.

This helps the user start with the least effort needed and move to deeper access only when necessary.

Checklist: What should I use first?

Ask:

- Can I see enough with magnification?
- Do I mainly need the main idea?
- Do I need the full text?
- Would combining tools save time and effort?



- 4. A practical workflow:** Many users will benefit from a simple step-by-step approach.

Suggested workflow

- A. Look at the material with magnification and low vision settings.
- B. Ask AI for a quick explanation, summary, or orientation.
- C. Decide whether full OCR or text-to-speech is needed.
- D. Return to AI for clarification or follow-up questions if helpful.
- E. Check the original source when accuracy matters.

This approach can reduce repeated scanning, save energy, and support better decisions.

Checklist: Am I using the easiest path?

Ask:

- Am I starting with the least effort needed?
- Am I using AI to help me understand, not replace everything else?
- Do I know when I need to return to the original source?

- 5. Checking accuracy:** AI can be useful, but it is not always correct. It may sound confident even when it is incomplete, unclear, or wrong.

That is why users should learn to pause and check.

Checklist: Can I trust this answer?

Ask:

1. Does this answer sound clear, or just confident?
2. Is anything missing?
3. Do I need to check this against the original document?
4. Would I make an important decision based on this answer alone?

If the answer feels uncertain, check the source.



6. Keeping the thinking with the user: AI should support thinking, not replace it. This matters for students, adults in the workplace, and anyone using Prodigi to work through information more independently.

Good use of AI:

- helps the user get oriented
- helps explain confusing content
- supports better decisions
- reduces unnecessary effort

Poor use of AI:

- replaces the user's judgment
- replaces exact reading when exact reading matters
- becomes the answer to every task
- prevents the user from learning or practicing needed skills

Checklist: Is the thinking still mine?

Ask:

- Can I explain this answer in my own words?
- Do I understand why the answer makes sense?
- Am I using AI to support my thinking, or do the thinking for me?

7. Privacy and Control: Users should understand that AI may involve sharing content so the system can respond.

That is why clear notices and user control matter.

Good practice includes:

- reading or hearing the sharing message before sending content
- knowing that AI can be limited or turned off when needed
- making sure adults set the right boundaries in supported environments

This is especially important in:

- schools
- rehabilitation settings
- workplaces
- shared technology environments



Checklist: Is this an appropriate use of AI here?

Ask:

- Does the user understand what is being shared?
- Is this the right setting for AI use?
- Should AI be limited for this person or this task?
- Does an adult need to guide the decision?

8. Guidance for educators, counselors, and support professionals: Adults supporting a person with low vision should help frame AI as one tool among many.

The goal is not to use AI all the time. The goal is to use it well.

Helpful coaching language

- “Let’s ask for the main idea first.”
- “Let’s decide whether this needs full reading.”
- “Let’s check the original source for details.”
- “Let’s use AI to support understanding, not replace the task.”
- “Let’s decide if this is the right time to use AI.”

Checklist for adults supporting users

Ask:

- Is AI helping reduce fatigue and improve access?
- Is it appropriate for this task?
- Is the user still involved in the thinking?
- Does the answer need to be checked?
- Would another tool be a better fit?

9. Examples of good AI use in Prodigi: AI may be especially helpful when a person wants to:

- understand what a page is before reading it fully
- summarize a saved file
- ask questions about a book page
- get help understanding a chart or form
- decide whether something needs more detailed review
- ask a general question in the stand-alone AI Assistant

These are good examples of AI supporting access and reducing effort.



10. Final guidance: AI in Prodigi should be used with purpose. The best use of AI is not “AI for everything.” It is “AI for the right task, at the right time, in the right role.”

For many people with low vision, good AI use can mean:

- less fatigue
- faster understanding
- better decisions about what to read closely
- greater confidence
- more independence

Final checklist

Before using AI, ask:

- What is my goal?
- Do I need quick understanding or exact wording?
- Is AI the best tool for this task?
- Do I need to check the original source?
- Am I still using my own judgment?

When those questions guide the process, AI becomes a useful support tool rather than a shortcut that creates new problems.