How to make Word speak to you:

Open Word Document

>File >Options

On Left bar > Customize Ribbon

Drop down menu > Commands not in Ribbon

On Right Column, under frame, > Add new Group (just click on it) > click that in frame to highlight

Then on left column, scroll down to Speak > click

Go to middle and click on "Add"

Finish with OK

Speak bubble will appear in your Word documents on right side of tool bar.

Highlight text > click on Speak in tool bar

You now have text to speech!