

USER GUIDE: ACCESSIBLE READING OF DOCUMENTS

In compliance with Directive (EU) 2019/882 on the accessibility requirements for products and services, as well as its transposition into Spanish law through Law 11/2023, the AltamarCAM group has carried out a detailed analysis of the applicable obligations in this area.

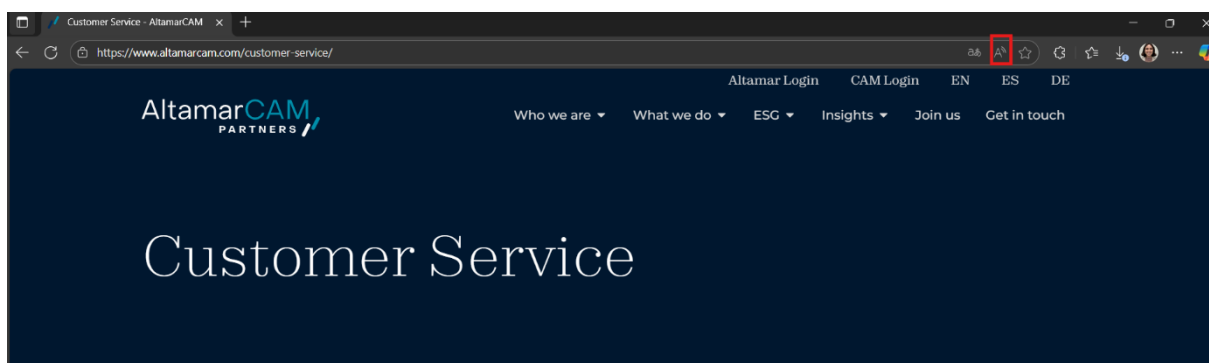
The purpose of this document is to (i) publicly inform about the conditions under which our services comply with said regulation, ensuring equitable access to information and services for all individuals, including those with disabilities, and (ii) serve as a practical guide for users on how to access and use the documentation provided within the framework of our services, in a way that order to guarantees accessibility in accordance with the provisions of Directive (EU) 2019/882 and Law 11/2023.

In this regard, the technical and functional conditions that enable documents to be read, understood and used by any individual are outlined, including instructions on how to activate accessibility mechanisms, such as reading documents using browsers (e.g. Google Chrome), the use of assistive technologies or the visual and auditory adaptation of content.

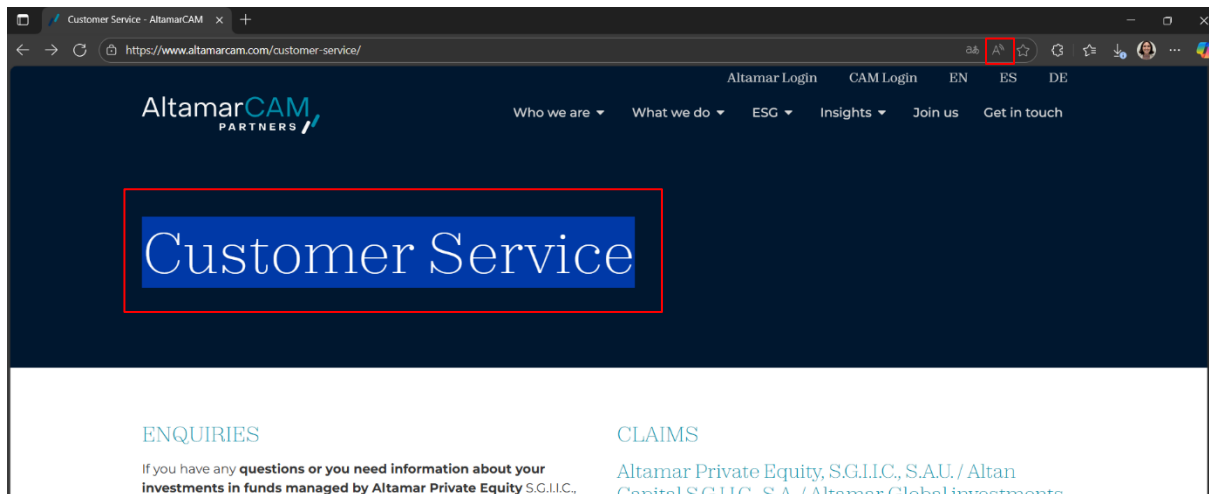
The ultimate goal is to ensure that information is available in perceptible, understandable and manageable formats and that it can be presented through more than one sensory channel, as required by the regulations. Through this, the AltamarCAM group reaffirms its commitment to inclusion, equal access and continuous improvement in the provision of services.

1. Playing website content aloud

When browsing any website through Microsoft Edge (see Annex I: Procedure for installing Microsoft Edge), there is an "A" icon at the top; when clicked, the website will be read aloud from beginning to end.

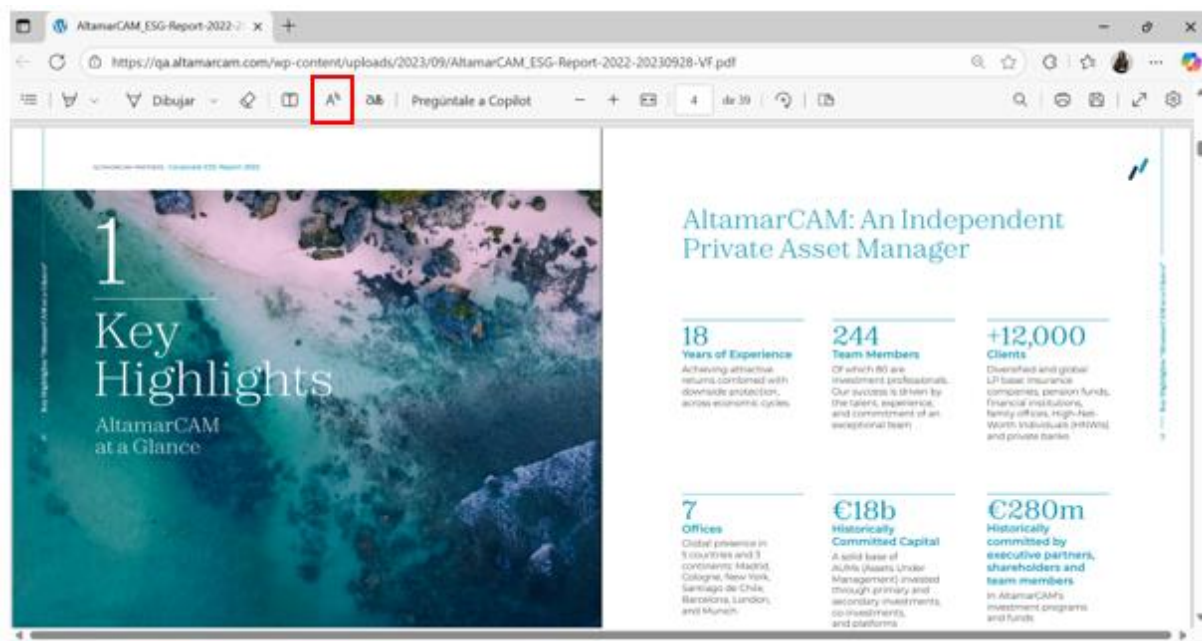


It is also possible to select the specific part you wish to hear aloud, in case you do not want to play the entire content. Right-click and the "A" icon will reappear, which is the play aloud icon.



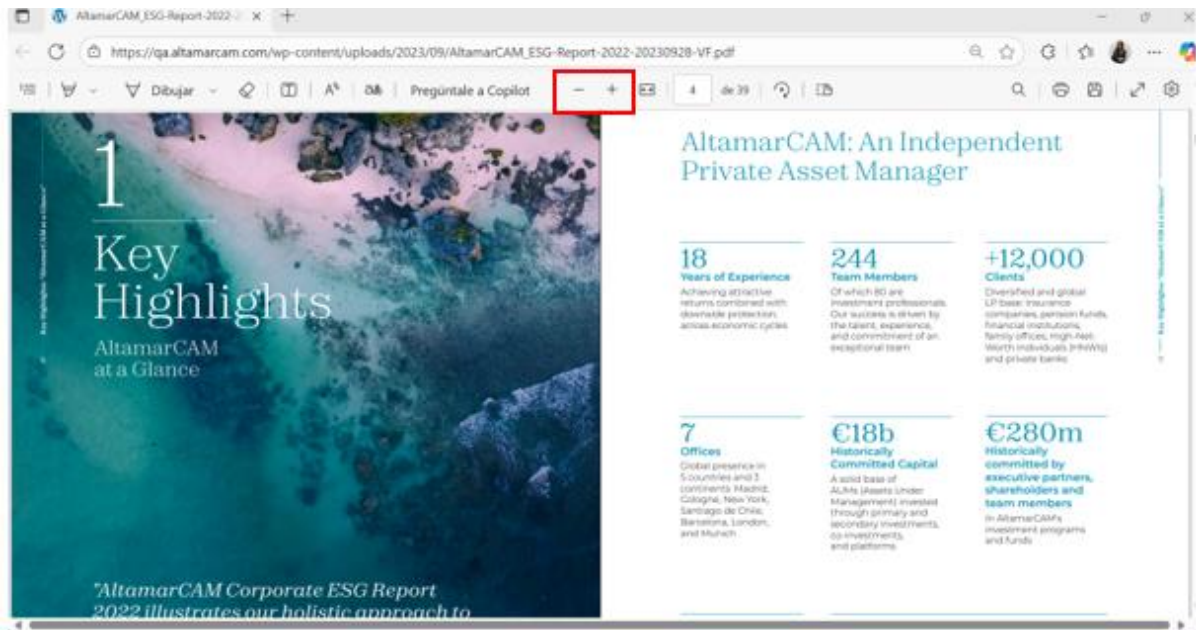
2. Accessibility of PDF documents

To play a PDF document aloud, as with web pages, if you open a PDF with Microsoft Edge, you can read the document aloud. In this case, the location of the button changes. When you open a PDF, a toolbar with document editing tools will also appear. Once again, the icon to look for is the 'A'.



As with the web page, it is possible to select a portion of the text you wish to hear aloud, right-click, and the read-aloud option will appear.

To adjust the text size, simply click on the "+" symbol to increase it or on the "-" to decrease it, according to the user's needs.



Additionally, we are working to make documents more understandable by adapting them to plain language, as well as reviewing their format and readability.

APPENDIX I: PROCEDURE FOR INSTALLING MICROSOFT EDGE

1. Mac (macOS)

- Open Safari (or any browser you already have).
- Visit the official Edge page for Mac and click on "Download Edge for macOS".
- Direct link: <https://www.microsoft.com/es-es/edge/mac> Microsoft
- Once the download is complete, open the MicrosoftEdge.dmg file that will appear in "Downloads".
- Drag the Microsoft Edge icon to the Applications folder (the typical macOS window with the two icons will appear).
- Go to Launchpad → Microsoft Edge and open it.
- The first time, macOS will ask if you trust the app; click Open.
- (Optional) If Safari asks if you want to import your favourites, choose Yes to have your saved pages in Edge as well.
- That's it: Edge is now installed and will appear in the Dock for use anytime.

2. iPhone / iPad (iOS)

- Tap the App Store icon.
- In the search bar, type "Microsoft Edge".
- Select the "Microsoft Edge: Copilot Incorp." app and tap Get → Install.
- Direct link (opens the App Store automatically): <https://apps.apple.com/app/id1288723196> Apple
- Your iPhone may request Face ID/Touch ID or your Apple ID password; confirm to proceed.
- Once the installation is complete, tap Open or find the Edge icon on the home screen.
- Tip: To make Edge your default browser, open Settings → Edge → Default browser app → Edge.

3. Android (phones and tablets)

- Open the Google Play Store.
- In the search bar, type "Microsoft Edge".
- Select "Microsoft Edge: AI browser" and tap Install.
- Direct link (opens the Play Store): <https://play.google.com/store/apps/details?id=com.microsoft.emmx> Google Play
- When installation finishes, tap Open or find the Edge icon on the home screen/app drawer.
- If you want it to be your default browser: Go to Settings → Default apps → Browser and select Edge.