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# ECO™

## Operator's Manual



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⇒ Data can be uploaded from this unit to a personal computer for storage on a hard disk, CD, or other storage medium. Be sure to make multiple copies of all important data to protect against accidental loss.

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This device complies with Part 15 of the FCC Rules. Operation is subject to two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

**Warning!** Changes or modifications to this product which are not authorized by Prentke Romich Company could exceed FCC limits and negate your authority to use this product.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. You can determine whether this product is causing interference in your radio or television by turning this product off. If the interference stops, it was probably caused by this product or one of its accessories. You can attempt to correct the interference by using one or more of the following measures:

- Turn the television or radio antenna until the interference stops.
- Move this product to one side or the other of the television or radio.
- Move this product farther away from the television or radio.
- Plug this product into an outlet that is on a different circuit from the television or radio; that is, this product should be controlled by different circuit breakers/fuses from the television or radio.
- If necessary, contact a Prentke Romich Company service technician for assistance.

#### **Bluetooth Adapter**

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. This device contains FCC-ID POOWML-C40.

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations. Cet appareil numérique de la classe B respect toutes les exigences du Règlement sur le matériel brouilleur du Canada.

**CE ENVIRONMENTAL INFORMATION:** Use: 0° - 45° C; Storage: (-20°) - 50° C; 95% maximum relative humidity @ ambient temperatures less than 40° C.

**CLASS 1 LED PRODUCT** –The Tracker Headpointing option falls within the limits of a Class 1 LED product as specified by CENELEC EN 60825-1, Amendments 1 and 2.



**Attention! Consult accompanying documents.**

**Not intended to be an emergency call device or sole communication device.**



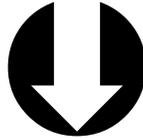
**Warnings!**

**When operating this device in a medical environment, do not use with any product that is not medically approved.**

**Any mounts used should be fitted by a qualified person.**

**Failure to install the mounting system according to the manufacturer's instructions may result in an injury to the user.**

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## **Remove your device from Shipping Mode**

To conserve the batteries,  
your device was put in Shipping Mode at the factory  
before it was sent to you.

**To use it you must take it out of Shipping Mode:**

**Plug in your battery charger and then press the  key  
on the front of the case.**

**It will take a few moments for the device to boot up.**

# About the **RESTORE** Disk

In the event that your device's hard drive or the Windows system quit working, you will have to use the **RESTORE** disk that came in a separate mailer.

Unless you are very familiar with computers and understand when and how to use a **RESTORE** disk,  
**call the PRC Service Department first and tell them what is wrong with your device before you attempt to use the RESTORE disk.**

 **Warning!**

**Never remove the battery in this device to perform a re-set.**

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# **Getting Acquainted with your ECO**



# The Front Panel

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**ON/OFF:** Turns the device **ON** or **OFF**. If you turn the ECO off with this button, you must use it to turn the device back on.



**TOOLBOX:** Takes you to the Toolbox where you can use the system menus.

**Keys 1-6 are User Defined keys.** They have been pre-programmed for you to perform some often-used functions. You can re-program to do whatever you wish. See the **Store/Assign Tools** chapter beginning on page 128.



**CHOOSE ACTIVITY:** Press this to toggle through your Activity Row.



**SET-UP:** This key is context-sensitive, so the menus that open depend on what key you select on your overlay. You might see the **MODIFY PAGE** or **MODIFY ACTIVITY** menu; the **ASSIGN CORE KEYS** menu; the **STORE** menu or the **Modify Item within an Activity or Page** menu.



**ECO KEYBOARD:** This allows you to see both the Windows XP desktop and the ECO software at the same time. This means you can use your overlay to interact with the XP programs. Your ECO keyboard goes to half-screen so you see half your overlay and half of the Windows environment.



**SCROLL.** Select this key to scroll through your overlay when you are in Keyboard Mode, so you can access all your overlay keys.



**MOUSE-RIGHT-CLICK:** Select this key then select a key on your overlay. A small context-sensitive menu will pop up next to the overlay key you selected that will allow you to perform various functions such as Cut, Copy, Paste or use the **Setup** key.



**MINIMIZE ECO:** This maximizes and minimizes your communication overlay when you are in **Keyboard Mode** so you can see all of the Windows application you are using. ECO goes into the Windows task bar.



Recording Microphone

Battery and Hard Drive LEDs

**HEADPOINTING INFRARED WINDOW (IR):** Receives IR information from the Tracker or other IR headpointer.

**The 3 LEDs at the bottom of the IR window:**

The LED on the **left** flashes when the **battery charger is plugged in**. A rapid flash means the battery is recharging. A slow flash means the battery is full and is just trickle-charging.

The LED **in the middle** indicates a **low battery**. If you see this LED flashing, plug in the battery charger.

The LED on the **far right** flashes when the **hard drive** in the ECO system is working, just as the hard drive LED in your computer does.

**RECORDING MICROPHONE:** This is the small round hole near the top of the case, to the right of the IR window. When you record messages, speak toward this area.

## The Top and Back of the ECO

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### Top

**DVD/CD Player:** This is at the top of the case above the rounded area. Use this to play movie DVDs, Audio DVDs and CDs. If you purchased the optional internal computer, you can also install software and burn CDs using the DVD player. **To Use:** If your device is On, simply slide a disk into the CD/DVD Player. The device will accept it. If your device is Off, slide a disk about half-way into the player, then turn your device On. The ECO will accept the disk. Press the small button on the Player door to eject a disk.

**Learning Infrared Area:** The rounded area below the DVD player is the learning infrared area. You point a remote control at this area to teach remote control signals to your ECO. When the ECO is sending remote control signals to control things like a TV or DVD player, this window must be facing in the general direction of the object you want to control.

### Back

**Wire Stand:** pull the stand out from the case and set your device on a flat surface. If you want your device to sit at a lower or higher angle, remove the table stand from the holes that hold it in place and place it in the second set of holes. The bottom holes are lower; the top holes are higher.

**Wheelchair Mounting Plate:** Slide the plate into your wheelchair mount to hold your device upright.

## The Right Side Panel

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**Battery Door:** The ECO batteries are behind this door.

**The Connectors from Left to Right:** ➡ the USB connectors on your device will be different from this graphic.

**External Headphones jack**

**External Microphone jack** (Note: you can also use a USB microphone)

**Square USB Connector:** use this to connect to an external computer with a USB cable. **3.**

**Square USB Connector:** use this to connect to an external computer with a USB cable.

➡ The picture above does not show the square port, but you will see it on your device.

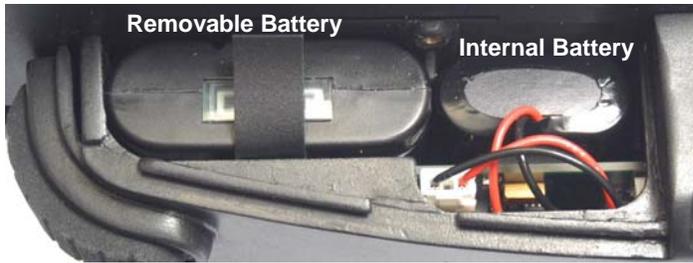
**2 Rectangular USB Connectors:** use these for USB flash drives, a USB mouse and keyboard, etc.

## Battery Door and Batteries

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Use a flathead screwdriver to remove the battery door screw. This is a long screw and takes a few seconds to remove. When the screw is removed, slide the door to the left until it comes off.



**Removable battery:** this is the large battery on the left with a flexible tab on the end you can pull to remove the battery, should this be necessary. When replacing the battery, make sure it clicks into place before replacing the door.

**Internal Battery:** this is the smaller battery on the right. This battery remains in the case and should not be removed.

## Left Side Panel

---



### Card Slots and Connectors from Left to Right

**Reset Button (circled in graphic above):** Unbend a paper clip and poke it into the hole to press the re-set button. Read **Appendix L: Troubleshooting: The Internal Computer on page 276** before using this button.

**PCMCIA Card Slot (large rectangular slot):** will accept an AirCard, wireless card, etc.

**Compact Flash Card Slot (smaller rectangular slot):** will accept a storage card, network card, Bluetooth device, etc.

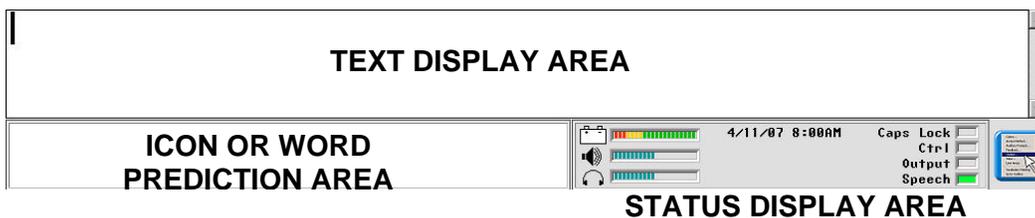
**Phone Card Cable Connector:** an AirCard phone cable plugs in here.

**Switch A and Switch B Connectors:** plug single and dual switches into Switch A and Switch B ports. A joystick will need an adapter that fits these ports.

**XGA Connector:** connect a computer monitor here.

**Battery Charger:** Plug in the battery charger that came with your device.

# The Display Areas

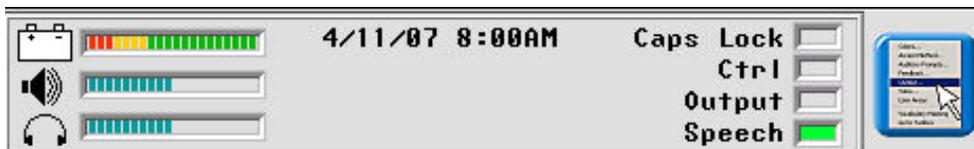


## Text Display Area

This is where you will see any text that appears, either from messages that you have retrieved by selecting icon sequences or from typing in text. Touch this area and your device will speak any text on the display.

## Icon Display Area/Word Prediction List Area

This is where you will see the icons that you activate on your communication overlay or, if you are using your spelling overlay and Word Prediction is On, you will see a list of predicted words.



## Status Display Area

### Date and Time

Displays the current date and time. Set this in the **CLOCK MENU** in the Toolbox.

### Battery Bar Graph

This shows the status of the batteries. A **FULL** battery shows mostly green lines, with only a few red and yellow lines. A **LOW** battery shows only red and yellow lines. Plug in the charger. You cannot store when the battery is low.

An **ALMOST DEAD** battery shows only red lines. You will hear a warning beep that the ECO is going to shut down. Plug in the charger.

### Speaker Icon and Headphone Icon

These indicate speaker and headphone volume. When the lines fill up the bar graph, the volume is at its loudest.

### Caps Lock

When this is lit, you have turned Caps lock on in your spelling overlay. All letters you type will be in CAPITAL letters.

➡ **Note:** Do not use **Caps Lock** when storing messages for RealSpeak voices.

### Ctrl

When this is lit, you are sending a CONTROL command.

### Output

When this is lit, your **Output** option is On in the **OUTPUT MENU**. Anything you type, or any messages you retrieve will appear on the Text Display Area of your overlay and will also be sent to the internal computer.

### Speech

When this is lit, your device will speak anything that appears in the Text Display Area.

### Drop-Down Menu

This mini-menu to the right of the Status Display Area gives you quick access to some of the menus in the Toolbox. You can open this menu by touching it with your finger or a stylus or by plugging in and using a USB mouse.

## Different Ways to Turn your ECO Off

---

The **I/O** button on the front of the case, **Auto Power Down** in the **MAINTENANCE MENU** and the **POWER OFF** tool in the Toolbox are all available to turn your device Off.



Use the **I/O** button to turn your device On and Off. When you turn the device off with the **I/O** button, you must turn it back on using the **I/O** button.

There is also a **POWER OFF** tool in the Toolbox. If you would like to be able to turn the device off yourself but can't press the **I/O** button, you can go to the toolbox and select **POWER OFF** or store the **POWER OFF** tool on your communication overlay.

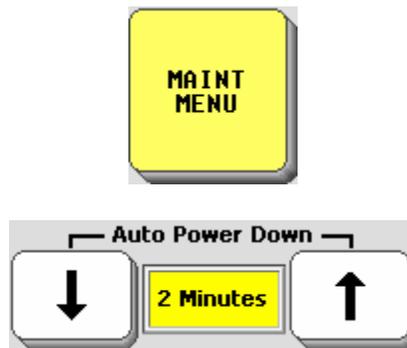
To turn the device back on simply tap on the screen or activate a switch.

When your device turns off, it saves any storing and/or programming that you have done up to that point. If you are doing a lot of storing/programming —perhaps setting up an overlay—make sure the device turns Off periodically so that your work is saved.

Use **POWER OFF** or the **I/O** button to properly shut down your device.

➡ If, for some reason, the device has not been powered down correctly, you may have to **press and hold the I/O button for 10 seconds** to turn the unit back on.

There is also has an **Auto Power Down** option in the **MAINTENANCE MENU** in the Toolbox.



The default setting is 2 minutes.

Select **2 minutes**, **5 minutes** or **10 minutes**.

When your device is idle (no key activations) for 2, 5 or 10 minutes, the backlight will dim on your display. Activate any key or switch to bring it back.

After **TEN MINUTES** of dimmed backlight and no key activations, the screen goes dark. Activate any key or switch to bring it back.

**We recommend that you leave Auto Power Down set to On.** You can select the amount of time you want to use if 2 minutes is too fast for you.

If you change **Auto Power Down** to **Off**, the device will never turn Off unless you press the **I/O** button on the top of the case or activate the **POWER OFF** key in the Toolbox. If you forget that you turned Auto Power Down to Off and the device never goes Off, the batteries will eventually go dead.

➡ **Note:** If you are using a **headpointer** and your device turns Off, you can activate a switch to turn it back on. The switch must be plugged into a Switch port on your device.

➡ **Troubleshooting Tip:** If your device does not turn off or come back on as you expect it to: **Press and hold the I/O button for ten seconds.** The device should turn on (or off).

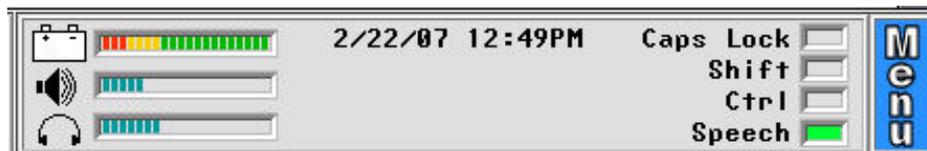
## About the Batteries in your ECO

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 **Always use the battery charger that came with your device.** Any other charger may damage your batteries.

 **If you plan to store your device for a month or more without using it:** put the unit in **Shipping Mode** by opening the **MAINTENANCE MENU** in the Toolbox, selecting **Battery Menu** and then selecting **Shipping Mode**. Unplug the battery charger and store it in a safe place.

Check your battery status in the Status Display Area



The **Battery Status** bar graph in the Status Display Area on your screen gives you the following information:

**Full Battery:** mostly green lines, a few red, a few yellow

**Plug in Charger:** no green lines at all

**Nearly Dead:** red lines only (plug in charger now)

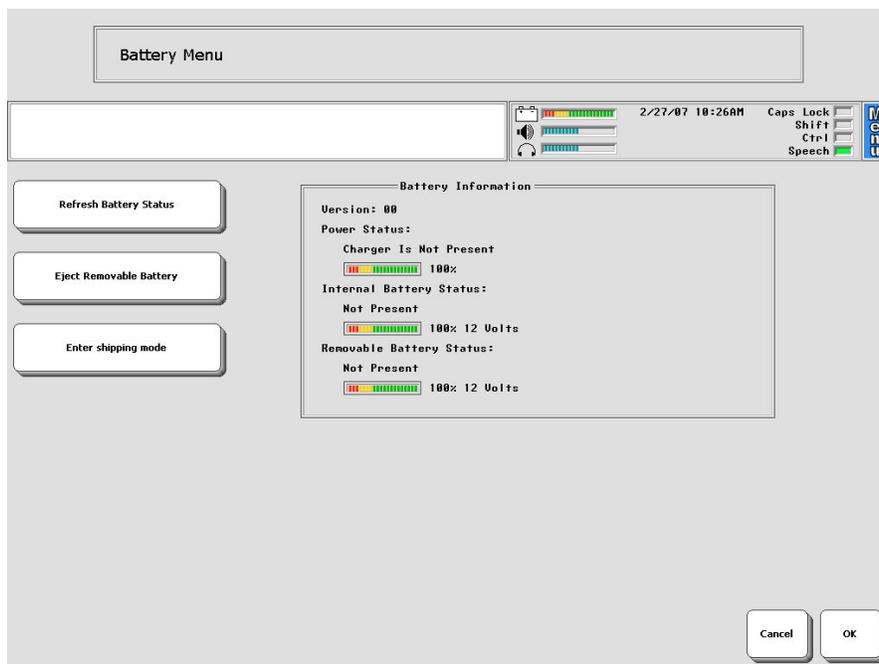
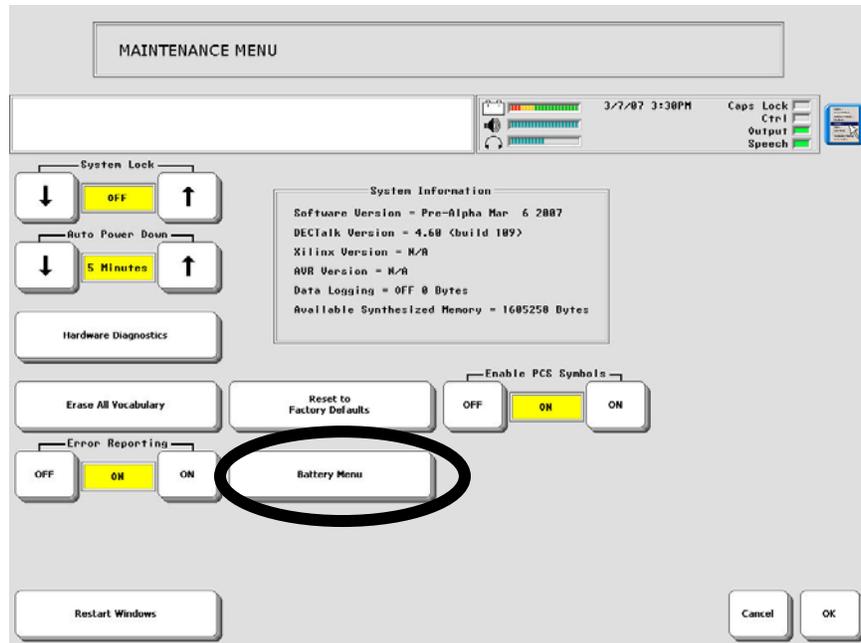
**Charger Plugged in:** blue lines

### The Battery Menu

Go to the Toolbox and select the **MAINTENANCE MENU**



Select the **Battery Menu** option.



The **Battery Menu** will show:

- if the **charger** is plugged in;
- the amount of charge in the **Internal Battery**;
- the amount of charge in the **Replaceable Battery**.

You can activate the **Refresh Battery Status** option to make sure you are seeing the latest battery information.

## **Low Battery Warning**

When the batteries in your device get low, you will hear a **Low Battery Warning**. This is a two-toned running beep. When the Low Battery warning sounds, you can no longer do any storing. The warning will continue to sound at intervals until the batteries are dead. When the batteries are dead, the device powers down completely and you cannot use it.

You will also see the **Low Battery LED** blinking in the IR window on the front of the case. There are three LEDs near the bottom of this window. The Low Battery LED is the one in the middle.

When you hear the Low Battery warning and/or see the blinking Low Battery LED, **plug in the battery charger**. The LED to the left of the Low Battery LED will begin to blink. This LED indicates that your charger is plugged in.

A **complete charge**, from dead battery to fully-charged battery, will take **9-10 hours**.

# The Touch Screen and the Exploration Wizard

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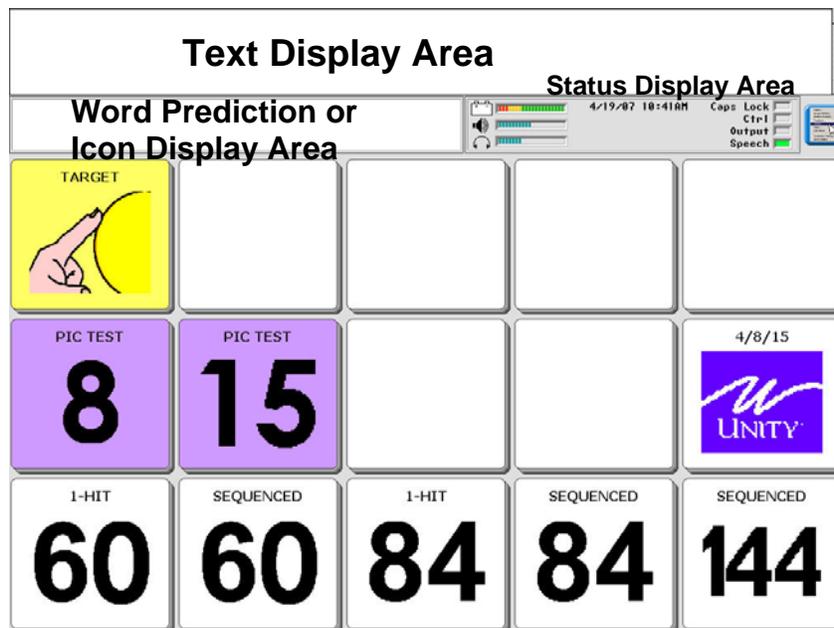


**Warning!** The touch screen is a liquid crystal display (LCD) screen. Should the display break (unlikely except under extreme circumstances) and you come into contact with the liquid crystal, wash or rinse your skin thoroughly. Be careful to avoid splintered glass.

➔ **Do not** use sharp, pointed objects on the touch screen. They will scratch the screen.

## Release the ECO from Shipping Mode:

➔ Before your device was sent to you from PRC, it was put into Shipping Mode. The first time you use it, you must release it from Shipping Mode. To do this, **plug in your battery charger** and **press the  key on the top front of the case.** In a few minutes you will see the Exploration Wizard overlay.



➔ **Note:** Non-English speaking devices may have a different overlay.

The **Target** key and the **Unity<sup>®</sup> 4/8/15** key take you to pages that contain a **Back** key. This allows you to return to the Exploration Wizard.

The other options contain overlays that do not allow you to return to the Exploration Wizard. For example, if you select to see the **Unity<sup>®</sup> 60 Sequenced** overlay, the software will take you directly to that overlay and you can begin using it as your own.

➔ If you do not want to use that overlay, but want to return to the Exploration Wizard follow these steps:

Select the **TOOBOX** key on the front of the case.

Select **CHOOSE OVERLAY MENU** in the Toolbox.

Select **Switch User Area**.

Select **Exploration Wizard** (or you may select any area you might want to switch to.)

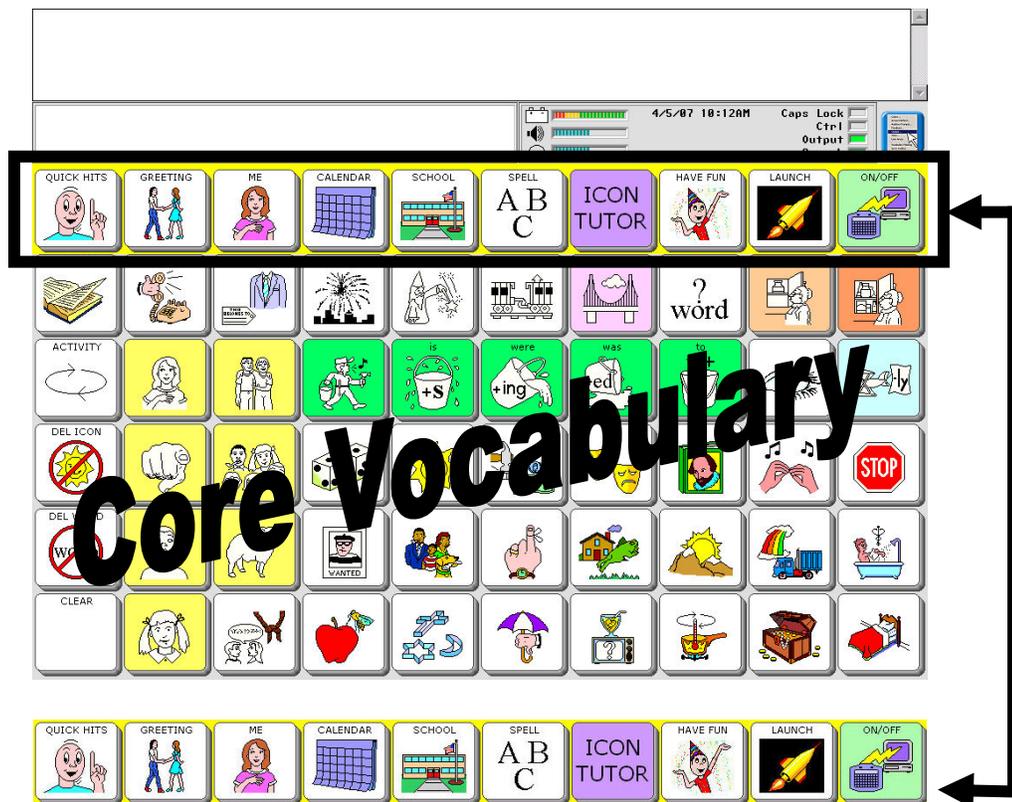
Select **OK**.

Select **GO TO MINSPEAK**.

You should be in the Exploration Wizard or the area you selected.

## The Unity<sup>®</sup> 60 Sequenced Overlay

We will use the Unity<sup>®</sup> 60 Sequenced Overlay for examples in this manual. If you selected this key from the Exploration Wizard, the overlay should now be visible on your touchscreen.



**Activity Row**

Right now you can activate a key by simply pressing on it. You do not have to press hard. A light tap will do it. When you press a key you see that some keys become gray and others stay bright. Press a bright key.

The device should speak a pre-stored message.

The top row of keys is the Activity Row. The third key down in the far left column shows



**ACTIVITY**. Press this key to see more activities in the Activity Row. If you want to look at some activities, press one of the keys in the Activity Row. Press **MORE** if you want to

see more keys in any activity. If you want to exit an Activity, press the **ACTIVITY**  key.

The bottom four rows of keys contain the **Core** vocabulary. Core vocabulary is vocabulary that you use all the time when speaking. The Core vocabulary icons are generally consistent throughout the different Unity overlays.

### Finding Keys

You can find any key on an overlay or in the Toolbox by using **row and column** locations.

For example, on the Unity® 60 sequenced overlay, there are 6 rows from the top to the bottom of the overlay. There are 10 columns of keys from left to right across the overlay.



The **ACTIVITY** key  is at location Row 3, Column 1.



The **FEELINGS** key  is at Row 4, Column 7.



The **LAUNCH** key  is at location Row 1, Column 9.

Using this method, you can find any key on any overlay.

➡ If you use Auditory Scanning with a Blank overlay, your device uses the numbers 1-36 to represent Core key locations. Activity Row keys are not numbered.

## About Minspeak<sup>®</sup>

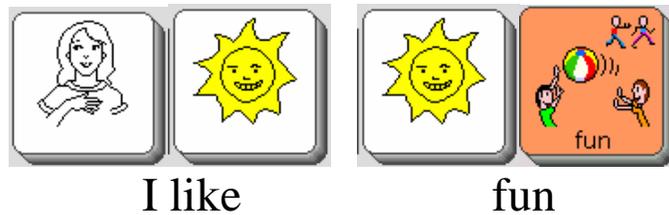
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Your device uses Minspeak<sup>®</sup> to help you communicate.

Minspeak is a means of coding vocabulary to a small set of icons that are rich in meaning. Minspeak's use of icons taps into a person's natural tendency to associate multiple meanings to pictures. By coding a large vocabulary of words, phrases and whole messages using this small set of icons, Minspeak offers many advantages:

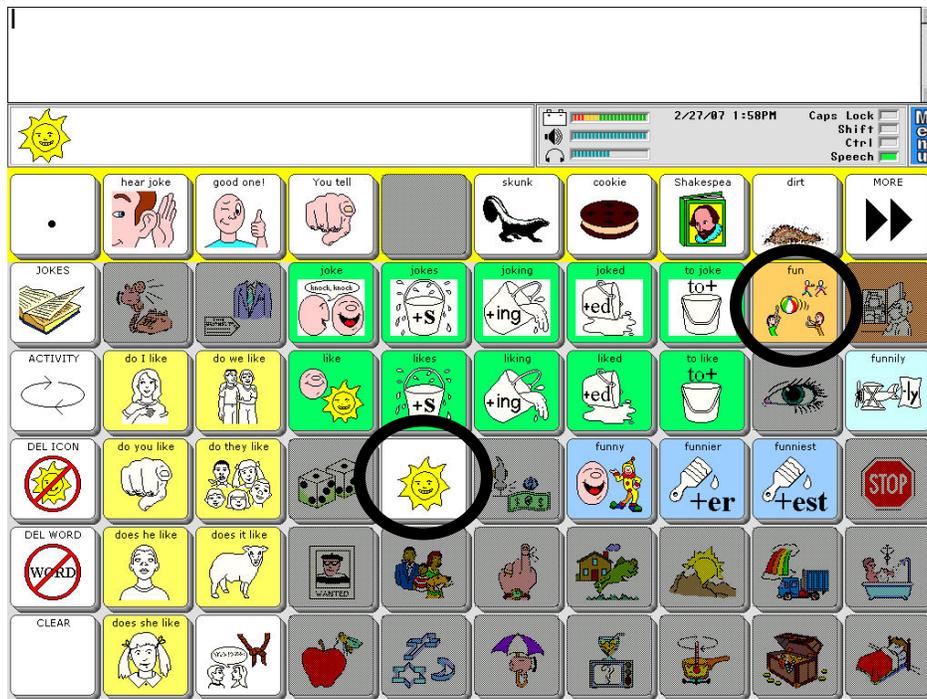
- it is logical in how it represents a person's language;
- it is easy to learn because it fits into a person's natural ability to associate many meanings to one picture;
- it promotes language development by providing a rich vocabulary of words that you can combine into sentences;
- because the small set of icons remains the same on a single overlay, you can, with practice, learn to recall your vocabulary automatically;
- it promotes further language development by offering many opportunities for language-learning experiences.

These advantages lead to the ultimate benefit of using Minspeak: it allows for and promotes independent, effective communication.

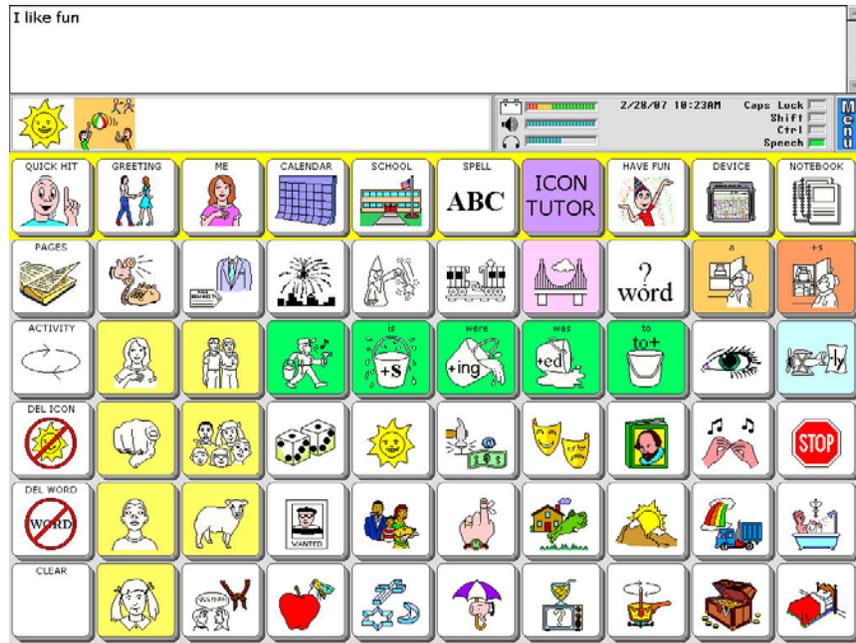


# Icon Prediction Shows Where You Have Messages Stored

If you have pressed any keys on the screen, you have probably noticed that some icons on the keyboard remain bright and some are gray. This is called **Icon Prediction**. The bright keys tell you that they are possible selections for messages that are part of the vocabulary stored in your device.



If you press a key that is bright, the icon for that key will appear in the icon display area. Other keys will gray out or stay bright. If you select one of the new bright keys, its icon will appear in the icon display area and the device will speak the message that is stored under the sequence you just activated.



Once a message is spoken, the device returns to showing all the icons. When you press a key again, some keys will remain bright and some will turn gray.

If you press a gray key, you will see the icon in the display area but no message is spoken. The overlay resets and all keys with messages become bright again. Gray keys are not part of message sequences.

Icon Prediction is a good tool to use to help you learn your vocabulary.

# About the Color-Coded Toolbox

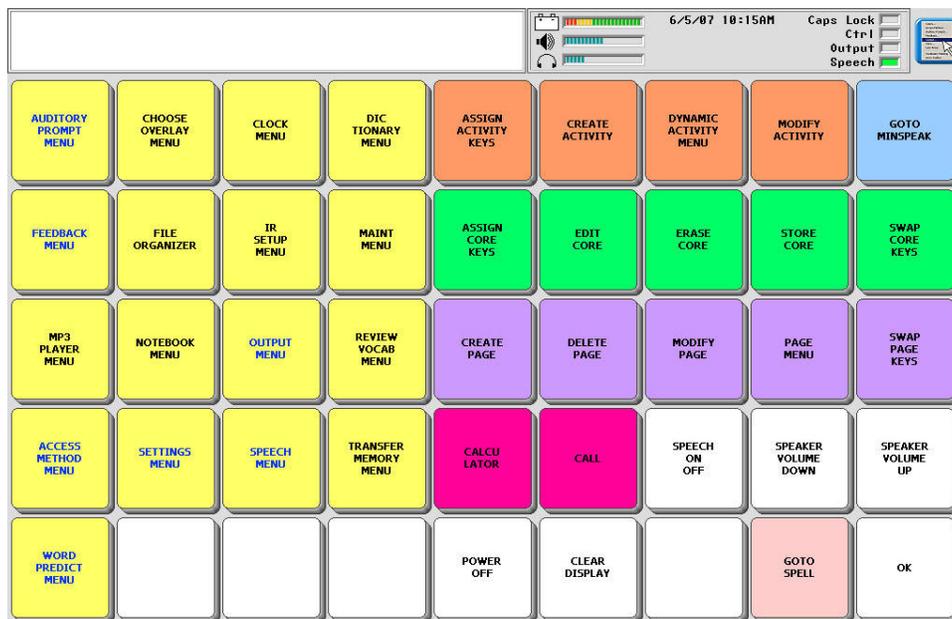
---

The **Toolbox** is an overlay that contains menus and single function keys. These menus and functions will help you to make your device into one that is tailored to your specific needs.



Go to the Toolbox by pressing the **Toolbox** button on the front of the case.

The Toolbox keys are color-coded. Notice that Menus, Pages, Activity keys, etc. are all in different color groups to help you remember where the keys are and what they allow you to do.



Activate the **FEEDBACK MENU**. This menu allows you to choose the kind of feedback you want from your device. Activate **OK** or **CANCEL** to exit the menu. **OK** saves any changes you have made and exits the menu. **CANCEL** exits the menu without saving changes.

The **CHOOSE OVERLAY MENU** allows you to choose a keyboard size, a communication overlay and a spelling overlay. You can load a computer overlay from this menu.

You can go to your communication overlay (**GO TO MINSPEAK**) or the spelling keyboard

**Note:** You can store the Tool, **GO TO TOOLBOX**, under an icon sequence on your communication overlay if you decide you want to have access to it on your overlay. See pages starting with 128 to learn about storing Tools.

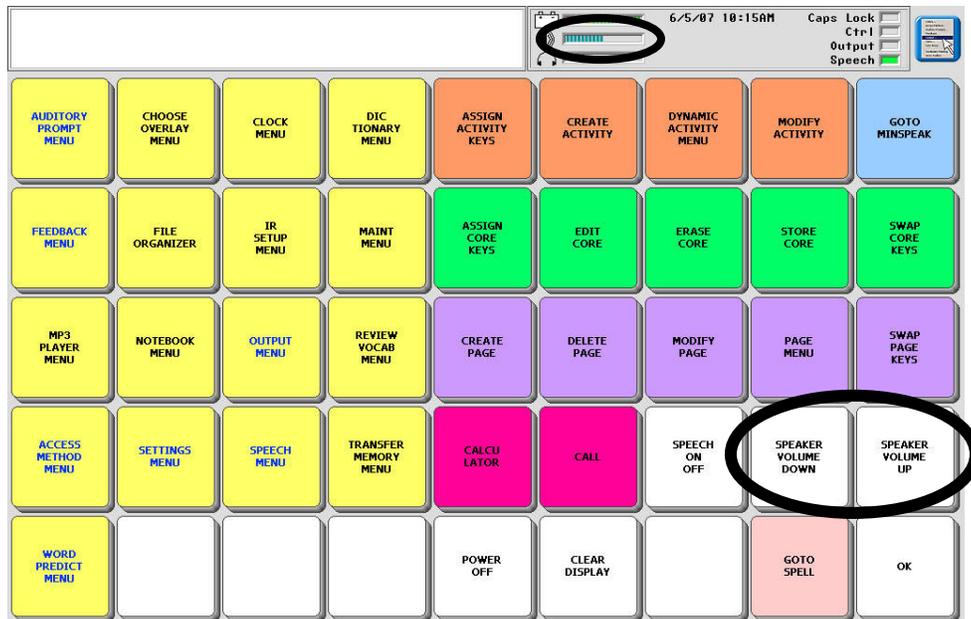
# Change the Speaker Volume

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From the Toolbox, you can quickly change the speaker volume on your device.



Go to the Toolbox by pressing the  key on the front of the case.



Press the **SPEAKER VOLUME DOWN** key. Look at the Status Display Area. As you press the **SPEAKER VOLUME DOWN** key, the lines on the graph next to the picture of a speaker disappear. The fewer lines there are in the graph, the lower the volume of the speaker.

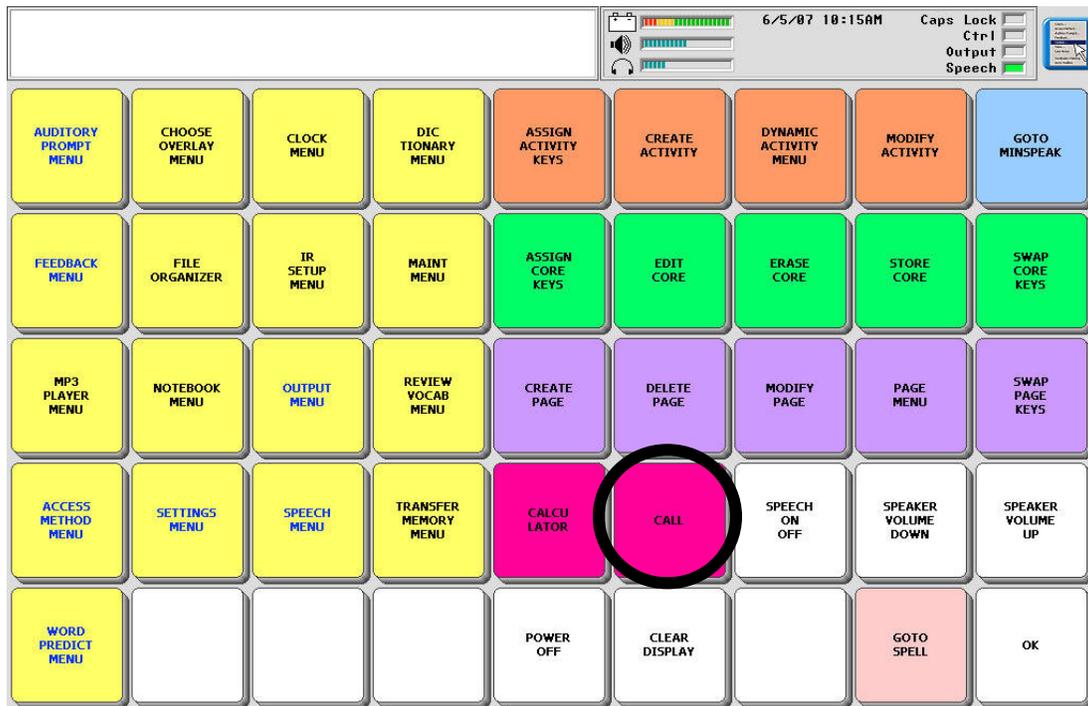
Now press **SPEAKER VOLUME UP**. The lines return to fill up the graph.

You can test the volume by pressing on the Text Display Area. Your device will speak any text that is in the Text Display Area and you can adjust the volume to your preference.

- ➡ Adjust the volume for an **external headphone** in the **FEEDBACK MENU**.
- ➡ Change the **Scan Beep** or **Activation Beep** volume in the **FEEDBACK MENU**.

## About the CALL Tool in the Toolbox

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There will probably be times when you will need to get someone's attention for assistance. The **CALL** tool is just for this purpose.

When you activate **CALL**, your device plays a series of tones that are designed to get someone's attention. The beeps are not like any other beeps the device makes when it is in regular use.

➡ Because the **CALL** tool is designed to bring you assistance, it should **only** be used for that purpose. Overusing **CALL** lessens the importance of the beeps to those who hear them.



## **Setting Up your Communication Device**

# About Setting Up your Device



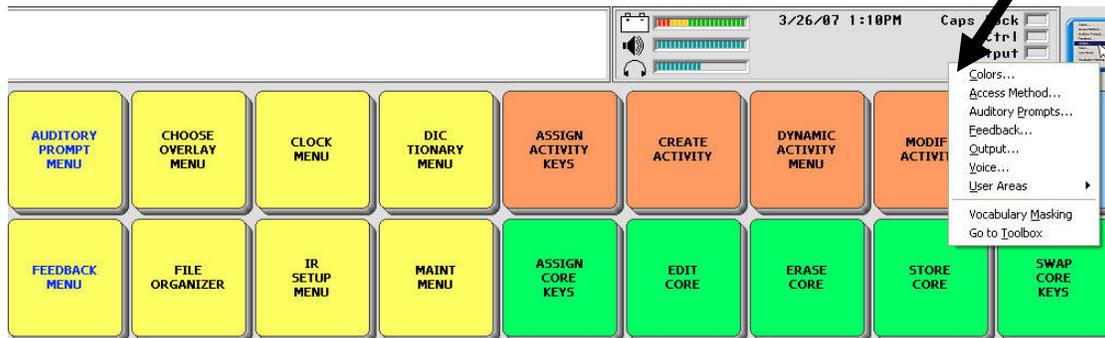
Your ability to use your device for maximum communication will depend in part on setting it up so that it suits your individual communication needs. You might want to try different combinations of options before you settle on the ones that you like best.

You will select set-up options from various menus in the Toolbox.

## WHAT IS THIS?



This mini-menu icon indicates that the set-up options described in this section are also available in a drop-down menu.



This mini-menu will be of most benefit to the AAC team and device programmers. The menu icon is located to the right of the Status Display Area at the top of your display screen. To access the menu you must tap it with your finger or a stylus. You must be in the Toolbox, your Vocabulary or Spelling overlay, or a Page to open it.

➡ **Note:** the **Colors** option allows you to change the text and background colors of your workspace, Notebooks, any marked text and Word Prediction. You can also change the Activity Row background color and the pointer color of a mouse or headpointer.

➡ The **Vocabulary Masking** option is explained beginning on page 244.

# Select a User Area

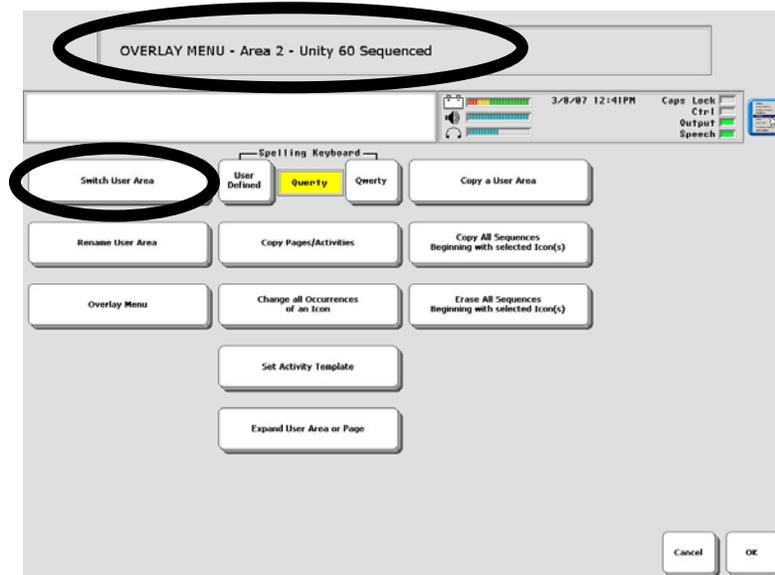


Your device has six different User Areas that contain pre-stored vocabulary. If more than one person is using the device, each person can have his or her own area. A single user can load different keyboards and overlays into different Areas and use them in specific situations.

You select a User Area by opening the **CHOOSE OVERLAY MENU** in the Toolbox.



The text display area tells you which Area and overlay you are currently using.



Select the **Switch User Area** option.



Each overlay is stored in a different User Area. Select the pre-stored overlay you want to use. User Areas 1, 2 and 3 are on the left; 4, 5 and 6 are on the right. When the device is finished loading your Area, it will return you to the first page of the **CHOOSE OVERLAY MENU**.



The **Spelling Keyboard** option defines your Spelling page. QWERTY is the default. This keyboard is set up like a computer keyboard. If you select **GO TO SPELL** in the Toolbox, you will see the default QWERTY spelling page. If you select the **ABC** key on your Unity overlay, you will see a spelling page that has been designed to go with the overlay you are using.

If you select **User Defined**, you will see the Pages menu. Select spelling page you want. If you select **GO TO SPELL** in the Toolbox, you will see the spelling page you selected. If you select the **ABC** key on your Unity overlay, you will see the spelling page that was created to go with the particular overlay you are using.

The **Overlay Menu** option allows you to load one of many different overlays into an Area. You can even load a blank overlay into an Area and create your own vocabulary.

Use the **Rename User Area** to give your Area a name, if you want to.

You can **Copy a User Area** and place it in another Area. Both Areas would have the same overlay but each Area could have its own access method. One Area might be set up for school situations and another for when the user is at home.

➡ **Important Note!** If you change from the overlay you have been using to a different overlay in the **same User Area**, any custom vocabulary (vocabulary that was not pre-stored at the factory) that you have stored on your current overlay **will be lost** when the new overlay is installed.

If you want to save the vocabulary, perform a memory transfer **before** you change to a different overlay. (See the **Using the Transfer Memory Menu** chapter for information about making memory transfers.)

Other options in this menu are discussed in other parts of this manual. See the **Table of Contents** or the **Index**.



Open the menu. Select **User Areas**.

**Open User Areas** allows you to select the pre-stored vocabulary that you want to use. Each vocabulary overlay is stored in its own Area.

**Replace User Area** allows you to load any of the available vocabularies into the current User Area.

The last option will show you the **settings** for the Area you are currently using. You can make any changes to settings in the current Area from these menus.

# Access Methods

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An access method (or selection technique) is how you will control your device. You can select **Touch, Headpointing, 1-Switch, 2-Switch, and Joystick**. Any Joystick other than a USB joystick takes an adapter.

Access Methods and their options are in the **ACCESS METHOD MENU** in the Toolbox.

➡ **Warning!** All access methods require a positioning analysis to prevent repetitive stress injuries.

## The Access Methods

### Touch:

You must be able to touch the keys on the screen to activate them.

You make direct selections on the keyboard by pressing on the keys you want with your finger (or with the eraser end of a pencil or some "point and press" device). You can use Touch with any screen.

➡ The touch screen is hard plastic. Be careful not to scratch it with your pointing device.

### Headpointer

Madentec's Tracker™ headpointing technology is already integrated into your device. If you purchase the headpointing option the only "headpointer" you will need is the reflective dot that came with your device. You stick this small dot on your forehead, on the bridge of your glasses or on any moveable location on your body where the headpointing sensor on the front of the case can see it. As you look at the keys you want the headpointer to activate, you must keep the reflective dot within a 30-35 degree angle of the sensor. You should be seated within a 1-3 foot range of your device.

When everything is working correctly, an LED inside the dark window on the top front of the case will light up. The LED is centered on the left side of the IR window. If the LED does not light, make sure your head, or whatever part of your body you used for the reflective dot, is within the 30-35 degree range of the sensor. Also make sure you are seated neither too far away from, nor too close to your device. Move the dot around and up and down until you see a hand appear on the touchscreen and the LED stays on.

### 1-Switch Scanning

Use a single switch to scan to any key on the screen. Choose to scan by rows and columns or by columns and rows. Plug a single switch into either the SWITCH A or SWITCH B jack on your device.

## Dual or 2-Switch Scanning

Use a dual switch or two single switches to scan left, right, up and down to any key on the keyboard. Plug a dual switch or two single switches into either switch connector on the device.

## Joystick

➡ Unless you are using a USB joystick, you must have an adapter for your joystick. See page 282. You may also need to plug a switch into the adapter so you can make selections.

A Joystick allows you to scan up, down, right, left and diagonally.



Open the menu.

Select **Access Method**.

Select the method you want and the options you want to use. All of these are described in the next few pages.

➡ **Note:** The **Colors** tab puts the color options from different menus into one menu.

# The ACCESS METHOD MENU

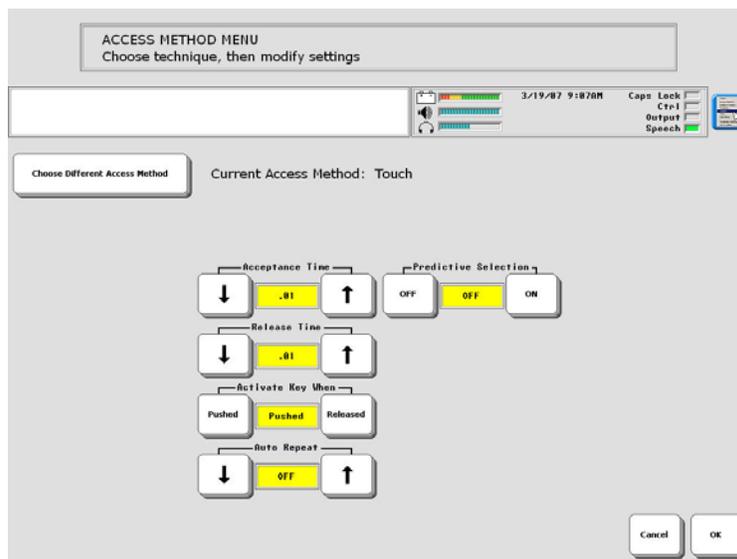
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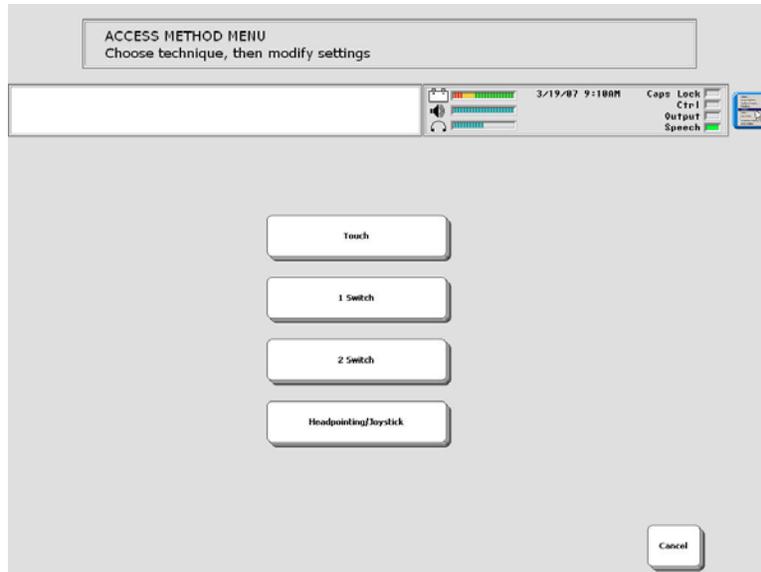
## To Choose an Access Method:

1. Press the  Toolbox button on the front of the case.

2. Open the  ACCESS METHOD MENU.



3. You see the access method for the current User Area. You can change any of the options.
4. You can select **Choose Different Access Method** to select a different method for this area.



The different access methods and their options are discussed in the next few pages.



Open the menu.

Select **Access Method**.

Select the method you want and the options you want to use. All of these are described in the next few pages.

➡ **Note:** The **Colors** tab puts the color options from different menus into one menu.

# Touch Options

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## Acceptance Time

This is the amount of time it takes for your device to accept a location you have touched and to activate the key.

## Release Time

This is the amount of time it takes you to release a key and be able to activate another key. For example, if you set this for 1 second, you must wait one second after you stop touching a key before you can activate the same key or a new key.

## Activate Key When: Pushed or Released

**Pushed** means your device will activate a key when you touch it (push it in).

**Released** means your device will activate a key when you stop touch it.

## Auto Repeat

This lets you choose how fast a key will repeat itself when you hold it down.

## Predictive Selection

This works hand-in-hand with **Icon Prediction**. (Icon Prediction is in the FEEDBACK MENU and the default is ON.)

When you turn **Predictive Selection On**, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that will produce a response.

You can change the color of the non-active keys to grey or white. Go to the **FEEDBACK MENU**, **Icon Prediction** and select **Grey** or **White**. Grey allows you to see the shadow of the icon on the key; white turns the entire key white so it looks blank. But if you try to select a grey or white key, nothing will happen.

➡ **Note:** **Icon Prediction** alone allows you to press grey or white keys. The key's icon will appear in the Icon display area but no message will be spoken. Icon Prediction will work whether **Predictive Selection** is On or not.

# 1 Switch Scanning Methods

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When you select **1 Switch** as an access method, you see a screen that contains a number of ways to scan with one switch. Below are brief descriptions of the technique terms.

➡ Plug a single switch (or a dual switch using only the SELECT side) in either the **SWITCH A** or **SWITCH B** connector on the left side panel of your device.

➡ If you are unsure how you want to use the 1 Switch method, we **highly recommend** that you try out the different 1-switch techniques to find the one that suits you best.

## Auto Scan

Your device automatically scans the keyboard.

## Hold Scan

You must press and hold your switch to scan the keyboard.

## Step Scan

You must activate your switch each time you want to move to a new position on the keyboard.

## Linear Scan

This allows you to step through the keys on your overlay moving from left to right across the rows or from top to bottom down each column. You must activate your switch to move the scan.

## Row/Column

The scan highlights each row of keys beginning with the top row and moving down the screen. When the row that contains the key you want is highlighted, activate your switch. The scan will highlight the separate columns in the row you selected, moving from left to right across the screen. When the key you want is highlighted, activate your switch. The device beeps when your key is accepted.

## Column/Row

The scan highlights the columns first instead of the rows, moving from left to right across the screen. When the scan reaches the column that contains the key you want, activate your switch. The scan begins to highlight each key in that row. When the key you want is highlighted, activate your switch. The device beeps when your key is accepted.

## Quarter Row/Column Quarter Column/Row:

The scan divides the overlay into quarters. When the scan reaches the quarter you want, activate your switch. The rows or columns in that quarter are scanned. Select the row or column you want. Individual keys are then scanned. Select the key you want. You can select Auto, Hold or Step to scan.

## Predictive Selection

This works hand-in-hand with **Icon Prediction**. (Icon Prediction is in the FEEDBACK MENU and the default is ON.)

When you turn **Predictive Selection On**, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that will produce a response.

You can change the color of the non-active keys to grey or white. Go to the **FEEDBACK MENU**, **Icon Prediction** and select **Grey** or **White**. Grey allows you to see the shadow of the icon on the key; white turns the entire key white so it looks blank. But if you try to select a grey or white key, nothing will happen.

➡ **Note:** **Icon Prediction** alone allows you to press grey or white keys. The key's icon will appear in the Icon display area but no message will be spoken. Icon Prediction will work whether **Predictive Selection** is On or not.

# 1 Switch Scanning Options

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## Scanning Speed

This is the amount of time it takes for your device to move from one key, row, or column to the next in a scan. The default scanning speed is one second. This means it takes one second from the time one key is highlighted until the next key is highlighted.

## Acceptance Time

The amount of time you must maintain contact with your switch before the key you have scanned to is accepted. The device beeps when your key is accepted. For example, if you set acceptance time for .50 seconds, you must activate and hold your switch for ½ second before the key will be selected and the device beeps.

➡ **Note:** if you are using a 1 switch scanning selection that includes **hold**, the acceptance time will begin when you **release** your switch.

## **Release Time**

This tells your device how long to wait after you release your switch before you can make another activation with the same key or switch. For example, if you set the Release Time for 1 second, you must wait one second after you release your switch before you can continue to scan or activate your switch. If you release your switch and then accidentally activate it again before the release time has passed, your device will not make any activations.

## **Auto Repeat**

This lets you choose how fast a key will repeat when you hold it down.

## **Activation Delay**

This gives you a few seconds to change your mind when you have selected a key. This is automatically set to your Scanning Speed. For example, let's say your scanning speed is set to one second (1.0). You scan to and select a key, then realize it's not the key you want. You have one second to activate your switch again to "de-select" the key and then scan to a new key.

## **Scan Auto Restart**

When this is On, a new scan will automatically start once you have made a key selection. If it is Off, you must activate your switch to start a new scan.

## **Number of Rescans**

Select the number of times you want your device to automatically scan the overlay. The default is 3 times, then the scan will stop until you activate a switch to start it again.

## **Use Screen as Switch**

This tells the device to let you use the display screen as a switch. Tap the screen to make selections.  This option does not work in the Toolbox.

## **Modify Scan Pattern**

This allows you to make changes to the default scan pattern. You can select the **Preview** key on this menu screen and see the scan move as you create it. You may want to use this option for selected Pages, especially with Visual Scenes. See Appendix D: Modify Scan Pattern beginning 232.

## **Predictive Selection**

This works hand-in-hand with **Icon Prediction**. (Icon Prediction is in the FEEDBACK MENU and the default is ON.)

When you turn **Predictive Selection On**, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that will produce a response.

You can change the color of the non-active keys to grey or white. Go to the **FEEDBACK MENU, Icon Prediction** and select **Grey** or **White**. Grey allows you to see the shadow of the icon on the key; white turns the entire key white so it looks blank. But if you try to select a grey or white key, nothing will happen.

➡ **Note: Icon Prediction** alone allows you to press grey or white keys. The key's icon will appear in the Icon display area but no message will be spoken. Icon Prediction will work whether **Predictive Selection** is On or not.

## 2 Switch Scanning Methods

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➡ Plug two single switches or a dual switch into either the **SWITCH A** and/or **SWITCH B** connectors on the left side of your device.

### Auto Scan Directed

Your device automatically scans the keyboard. Change directions by activating your switch.

### Hold Scan Directed

You must press and hold your switch to scan the keyboard. Change directions by releasing and then pressing and holding your switch.

➡ **Note:** At this time directed scans will not allow you to scan the Word Prediction list.

### Step Scan

You must activate your switch each time you want to move to a new position on the keyboard.

### Linear Scan

This allows you to step through the keys on your overlay moving from left to right across the rows or from top to bottom down each column. You must activate your switch to move the scan.

### Row/Column

The scan highlights each row of keys beginning with the top row and moving down the screen. When the row that contains the key you want is highlighted, activate your switch. The scan will highlight the separate columns in the row you selected, moving from left to right across the

screen. When the key you want is highlighted, activate your switch. The device beeps when your key is accepted.

### **Column/Row**

The scan highlights the columns first instead of the rows, moving from left to right across the screen. When the scan reaches the column that contains the key you want, activate your switch. The scan begins to highlight each key in that row. When the key you want is highlighted, activate your switch. The device beeps when your key is accepted.

### **Quarter Row/Column**

#### **Quarter Column/Row:**

The scan divides the overlay into quarters. When the scan reaches the quarter you want, activate your switch. The rows or columns in that quarter are scanned. Select the row or column you want. Individual keys are then scanned. Select the key you want. You can select Auto, Hold or Step to scan.

## **2 Switch Scanning Options**

---

### **Cancel Time**

If you are in the middle of a scan, get distracted, and forget to activate your switch to make a selection, the scan will stop and the highlighting will disappear after the Cancel Time has passed. If you need a lot of time between switch activations, you can set the Cancel Time to a very long time before the scan stops.

### **Acceptance Time**

The amount of time you must maintain contact with your switch before the key you have scanned to is accepted. The device beeps when your key is accepted. For example, if you set acceptance time for .50 seconds, you must activate and hold your switch for ½ second before the key will be selected and the device beeps.

### **Release Time**

This tells your device how long to wait after you release your switch before you can make another activation with the same key or switch. For example, if you set the Release Time for 1 second, you must wait one second after you release your switch before you can continue to scan or activate your switch. If you release your switch and then accidentally activate it again before the release time has passed, your device will not make any activations.

### **Auto Repeat**

This lets you choose how fast a key will repeat when you hold it down.

### **Scan Speed**

This is the amount of time it takes for your device to move from one key, row, or column to the next in a scan. The default scanning speed is one second. This means it takes one second from the time one key is highlighted until the next key is highlighted.

### **Number of Rescans**

Select the amount of times you want to scan the overlay.

### **Selection Type: Manual/Auto**

If you select Manual, you must have a third switch plugged into your device. You will use this switch to make your final selection.

If you select Auto, your device will automatically select the key you have scanned to after the Acceptance Time has passed.

### **Activation Delay**

This gives you a few seconds to change your mind when you have selected a key. This is automatically set to your Scanning Speed. For example, let's say your scanning speed is set to one second (1.0). You scan to and select a key, then realize it's not the key you want. You have one second to activate your switch again to "de-select" the key and then scan to a new key.

### **Scan Auto Restart**

When this is On, a new scan will automatically start once you have made a key selection. If it is Off, you must activate your switch to start a new scan.

### **Predictive Selection**

This option works hand-in-hand with **Icon Prediction**. (Icon Prediction is in the FEEDBACK MENU and the default is ON.)

When you turn Predictive Selection On, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that will produce a response.

➡ **Note:** **Icon Prediction** will work whether **Predictive Selection** is On or not.

### **Modify Scan Pattern**

This allows you to make changes to the default scan pattern. You can select the **Preview** key on this menu screen and see the scan move as you create it. You may want to use this option for selected Pages, especially with Visual Scenes. See **Appendix X** for complete information.

# Headpointing/Joystick Methods

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## Joystick Auto Scan

## Joystick Hold Scan

You must have a Y-adapter for a manual joystick. This plugs into the **Switch A and B** ports on the left side of your device case. The other end plugs into your joystick.

☛ If you select **Manual** for your **Selection Type**, you may need to plug a third switch into the adapter in order to make a final selection.

## Internal Tracker

This is your Headpointer.

## Mouse/Trackball/USB Joystick

Any of these options may be plugged into the USB ports on the right side of the device case.

# Joystick Options

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## Auto Scan

Nudge your joystick. The device will automatically scan the overlay beginning in the direction you moved the joystick.

## Hold

You must hold your switch to scan the overlay. Release it to stop the scan.

## Scanning Speed

This is the amount of time it takes for your device to move from one key, row, or column to the next in a scan. The default scanning speed is one second. This means it takes one second from the time one key is highlighted until the next key is highlighted.

## Acceptance Time

The amount of time you must maintain contact with your switch before the key you have scanned to is accepted. The device beeps when your key is accepted. For example, if you set acceptance time for .50 seconds, you must activate and hold your switch for ½ second before the key will be selected and the device beeps.

## **Release Time**

This tells your device how long to wait after you release your switch before you can make another activation with the same key or switch. For example, if you set the Release Time for 1 second, you must wait one second after you release your switch before you can continue to scan or activate your switch. If you release your switch and then accidentally activate it again before the release time has passed, your device will not make any activations.

## **Auto Repeat**

This lets you choose how fast a key will repeat when you hold it down.

## **Selection Type**

**Manual** means you must activate your switch to make a selection. With a joystick, you may need to have a third switch plugged into the Y-adapter in order to make a selection.

**Auto** means your joystick and the device will automatically make selections you want.

**Predictive Selection:** This works hand-in-hand with **Icon Prediction**. (Icon Prediction is in the FEEDBACK MENU and the default is ON.) When you turn **Predictive Selection On**, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that will produce a response. Your scan will go only to the highlighted keys. **Note:** **Icon Prediction** will work whether **Predictive Selection** is On or not.

## **Activation Delay**

This gives you a few seconds to change your mind when you have selected a key. This is automatically set to your Scanning Speed. For example, let's say your scanning speed is set to one second (1.0). You scan to and select a key, then realize it's not the key you want. You have one second to activate your switch again to "de-select" the key and then scan to a new key.

## **Number of Rescans**

Select the amount of times you want to scan the overlay.

# Tracker Headpointing Options

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## Acceptance Time

This is the amount of time it takes from when you point to a key until the device beeps and accepts the selection.

## Horizontal Adjustment

### Vertical Adjustment

If you are having trouble reaching the right or left edges, **increase** the "**Horizontal**" adjustment number. If you had trouble reaching the top or bottom edges **increase** the "**Vertical**" adjustment number.

If just the slightest head movement to the left or right moved you off the edges of the screen, **decrease** the "**Horizontal**" number. If the slightest head movement up or down moved you off the top and bottom edges, **decrease** the "**Vertical**" number.

If you had trouble positioning the cursor in the corners of the screen, **increase** both the "**Horizontal**" and "**Vertical**" adjustment numbers.

If you make large head movements you may lose the cursor easily. Try **decreasing** the "**Horizontal**" and/or "**Vertical**" adjustment numbers. If you make small head movements, try **increasing** the "**Horizontal**" and "**Vertical**" adjustment numbers.

## Auto Repeat

This lets you choose how fast a key will repeat when you hold it down.

## Selection Type

**Manual** means you must activate a separate switch to make a selection.

**Auto** means your the device will automatically make your selection for you.

## Predictive Selection

**Predictive Selection** works hand-in-hand with **Icon Prediction**. (Icon Prediction is in the FEEDBACK MENU and the default is ON.)

When you turn Predictive Selection On, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that will produce a response.

➡ **Note:** **Icon Prediction** will work whether **Predictive Selection** is On or not.

## Pointer Color

This allows you to select or create a color for the headpointing pointer.



In the pull-down menu, select **Colors**. Select **Pointer Color** in the **Mouse Pointer Color** box. Select a color.

## Pointer Size

This allows you to choose the size of the pointer.

## Averaging

Averaging helps you to cut down on accidental key activations caused by involuntary head movements. The number you select tells your device how far you must move out of one key location before a second key is activated. This generally means that when you cross the centerline between one key and the next key, the first key will become un-highlighted and the second key will light up.

If you select an averaging number **higher than "1"** you are telling the headpointer signal to "lag behind" any head movements you make. The **higher** the number you choose, the **further** into the next key's area you must move before the second key will become highlighted

## Highlight Keys

This tells your device to place a red border around the key that you point to. This may help to make the selected key easier to see.

## Field of View

This option allows the Tracker to adjust to the way your device is positioned—whether mounted on a wheelchair, placed flat on a surface or propped up on its table-stand.

If the communication device is straight up and down, or nearly so on your mount or a table, select **High**. If it is lying flat, or nearly flat, on a surface or mounted so that it is nearly horizontal, select **Low**. For positions in between these extremes, select **Medium**.

# Mouse/Trackball/USB Joystick Options

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You can plug a USB mouse, trackball or joystick into any of the three USB connectors on the right side of the device case. Once the mouse, trackball or joystick is plugged in, make sure you have selected the **Mouse/Trackball/USB Joystick** option in the **SELECTION TECHNIQUE MENU**.

## Acceptance Time

This is the amount of time it takes from when you point to a key until the device beeps and accepts the selection.

## Horizontal Adjustment

### Vertical Adjustment

If you are having trouble reaching the right or left edges, **increase** the "**Horizontal**" adjustment number. If you had trouble reaching the top or bottom edges **increase** the "**Vertical**" adjustment number.

If just the slightest head movement to the left or right moved you off the edges of the screen, **decrease** the "**Horizontal**" number. If the slightest head movement up or down moved you off the top and bottom edges, **decrease** the "**Vertical**" number.

If you had trouble positioning the cursor in the corners of the screen, **increase** both the "**Horizontal**" and "**Vertical**" adjustment numbers.

If you make large head movements you may lose the cursor easily. Try **decreasing** the "**Horizontal**" and/or "**Vertical**" adjustment numbers. If you make small head movements, try **increasing** the "**Horizontal**" and "**Vertical**" adjustment numbers.

## Auto Repeat

This lets you choose how fast a key will repeat when you hold it down.

## Selection Type

**Manual** means you must activate a separate switch to make a selection.

**Auto** means your the device will automatically make your selection for you.

## Predictive Selection

**Predictive Selection** works hand-in-hand with **Icon Prediction**. (Icon Prediction is in the **FEEDBACK MENU** and the default is ON.)

When you turn **Predictive Selection On**, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that will produce a response.

➡ **Note: Icon Prediction** will work whether **Predictive Selection** is On or not.

### Pointer Color

This allows you to select or create a color for the headpointing pointer.



In the pull-down menu, select **Colors**. Select **Pointer Color** in the **Mouse Pointer Color** box. Select a color.

### Pointer Size

This allows you to choose the size of the pointer.

### Averaging

Averaging helps you to cut down on accidental key activations caused by involuntary head movements. The number you select tells your device how far you must move out of one key location before a second key is activated. This generally means that when you cross the centerline between one key and the next key, the first key will become un-highlighted and the second key will light up.

If you select an averaging number **higher than "1"** you are telling the headpointer signal to "lag behind" any head movements you make. The **higher** the number you choose, the **further** into the next key's area you must move before the second key will become highlighted

### Highlight Keys

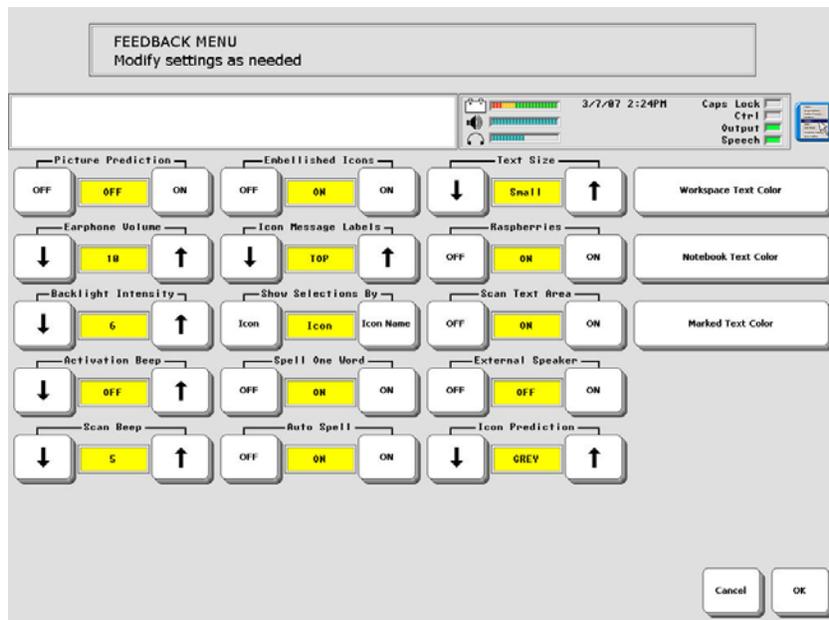
This tells your device to place a red border around the key that you point to. This may help to make the selected key easier to see.

# The FEEDBACK MENU

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Go to the **Toolbox** and open the **FEEDBACK MENU**.



The **FEEDBACK MENU** options give you information about what your device is doing and sometimes about what you are doing on the device.



Open the menu.

Select **Feedback**.

Select the options you want to use.

# FEEDBACK MENU Options

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## **Picture Prediction:**

When this is ON, items you select from the Activity Row will move to the front of the row in order of frequency of use.

## **Beep Volume:**

This allows you to change the volume of the beep independently from the device's internal volume. The loudest level is 20. The default is 10.

## **Backlight Intensity:**

Activate the UP or DOWN option keys. The highest intensity is 6; the lowest is 0; the default is 3. The intensity of the backlight changes as you change the setting so that you can see the difference. See the **Troubleshooting** Appendix beginning on page 276 for more information.

## **Activation Beep and Scan Beep:**

The default is ON. If you do not want to hear a beep, activate the OFF key.

## **Spell One Word:**

When you are using your spelling screen and decide that you want to return to your overlay, you can type a word on your Spelling screen and activate the **SPACE** key after the word. Your device will automatically return you to your overlay. The default for Spell One Word is Off.

## **Auto Spell:**

When this is ON and you activate an empty sequence on your Core overlay, ECO automatically switches you from Minspeak to Spell mode. It also displays the spelling characters that the icons you activated represent and you can type in a completed word you want. Activate GO TO CORE when you have finished spelling. If **Spell One Word** is also ON, you can activate a space to go to your Core.

## **Raspberries On/Off:**

This is the error beep. You can turn this On or Off.

## **Scan Text Area: On/Off**

When this is On your device will scan the text area of the display as well as the keyboard.

### **External Speaker: On/Off**

If you have amplified stereo speakers plugged into the device, turn this option to On.

### **Icon Prediction: On/Grey/White/Off**

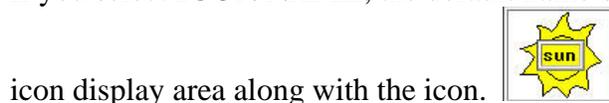
**ON** is the default. **Gray** turns unpredicted keys gray but you can still see an outline of the icon; **White** turns the key all white and you see nothing on it; **OFF** turns Icon Prediction **Off**.

### **Show Selections By: Icon or Icon Name**

If you select **ICON**, the picture of any icon you activate will be displayed in the icon display



If you select **ICON NAME**, the default name of any icon you activate will be displayed in the



### **Icon Message Label: Top or Bottom**

**TOP** means the label on your icon will be at the top of the key. This is the default.

**BOTTOM** means the label on your icon will be at the bottom of the key.

### **Embellished Icon: On/Off**

If you have modified (or embellished) the final icon in any sequence, you can choose to have the embellished icon displayed on your overlay instead of the original icon. An embellished icon is one that has been partially changed from the original Unity<sup>®</sup> icon. The default is On.

### **Icon-Tutor-on-the-Fly**

When this is ON, you can spell a word and find out if it is stored under a sequence in your vocabulary. You must be in Spell mode. Spell a word and activate a space or punctuation mark. If the word is stored in your vocabulary, your device will display the sequence(s) in the Icon/Word Prediction area.

### **Icon Tutor View Display**

Select the amount of seconds you would like to see the sequence displayed (1-10 seconds).

### **Icon Tutor View Count**

Select the number of sequences you would like to see displayed (1-5 sequences).



# SPEECH MENU Options

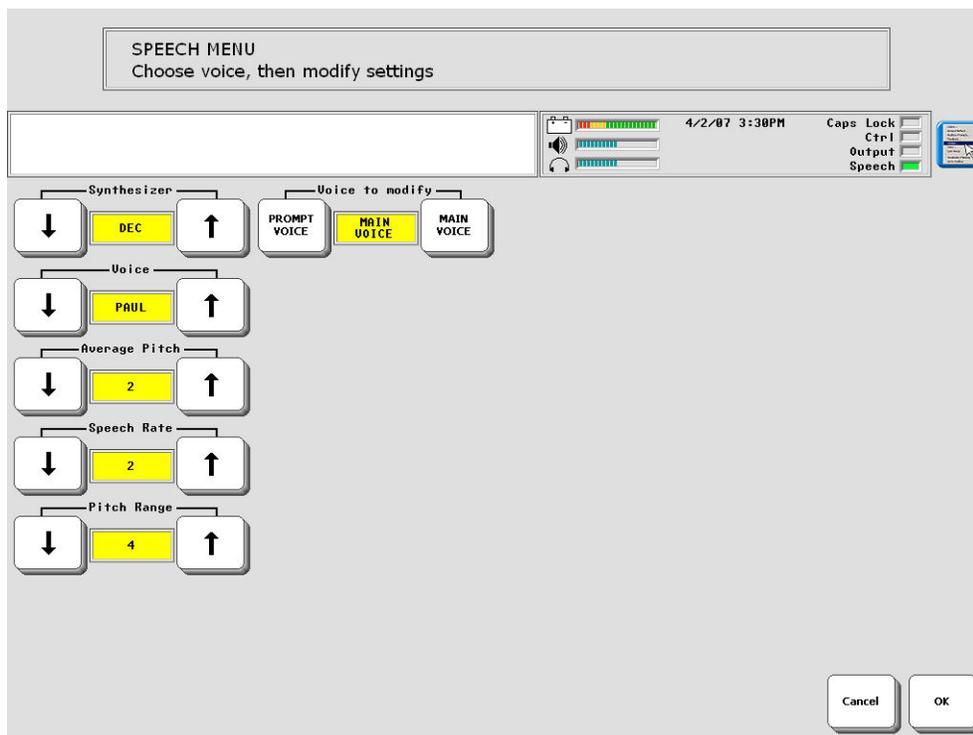


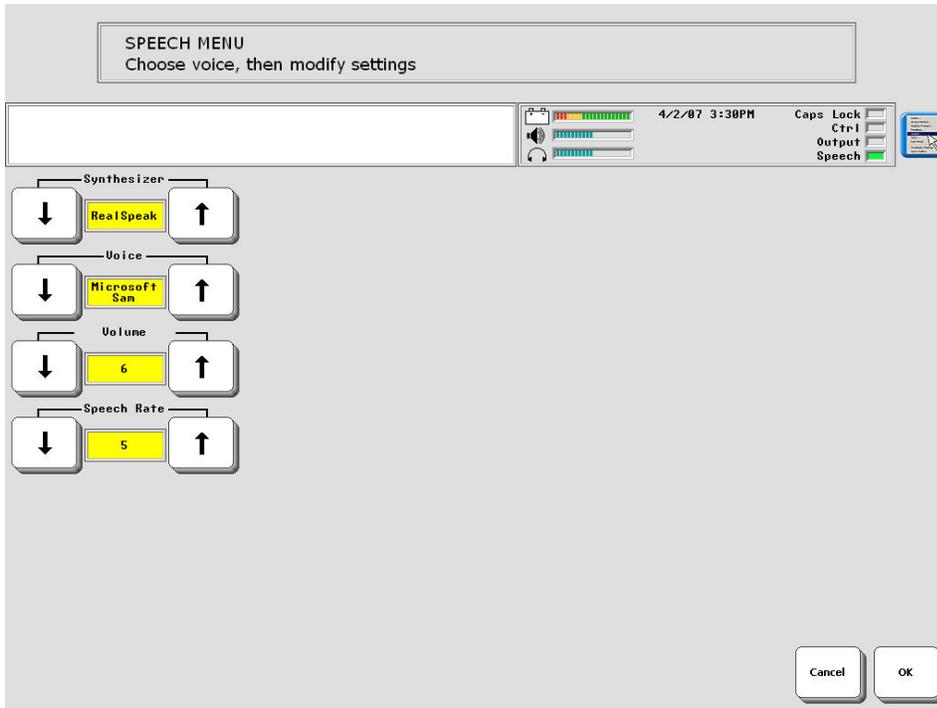
The **SPEECH MENU** is available for synthesized speech. From it you can choose the voice that you want your device to use for speaking messages. You can choose a different voice for auditory prompts. Other options allow you to refine the voice.

## Voice Options

### Synthesizer: DECtalk, RealSpeak, AT&T Natural Voices

You have a choice of three kinds of synthesized voices: DECtalk speech, RealSpeak and AT&T Natural Voices. Not all of the options below are available with all voices.





**Voice to Modify: MAIN VOICE or PROMPT VOICE**

**MAIN VOICE:** This is the voice your device will use to speak everything except Auditory Prompts.

**PROMPT VOICE:** If you use Auditory Prompts, you will want to select a voice from this menu that is different from your Main voice to speak the prompts.

**Voice**

If you are selecting a Main voice, remember that this will be *your* voice. When people hear this voice, even if they can't see you, they will know it's you.

➔ **Recommendation:** We recommend that you try the options listed below with their default settings first. **Write the default settings down before you make any changes.** This way you can always return to the original voice.

**Volume**

When this available it changes the volume of the voice. 1 is the softest; 10 is the loudest.

**Average Pitch**

Pitch is how high or low a voice sounds.

## Speech Rate

Speech rate is how fast or slowly words are spoken. When the rate is too fast, words cannot be easily understood; when it is too slow, listeners get restless and bored.

## Pitch Range

Pitch Range is the amount of variation (or inflection) there is in the voice's pitch during speech. A pitch range of 0 produces a boring monotone; a pitch of 9 produces wildly inflected speech as if you were very afraid or very excited. A good pitch range is one where words can be easily understood but are also interesting to listen to.

 **Helpful Hint:** You can listen to the **MAIN** voice by selecting the voice you want to hear and then pressing the Text Display area.

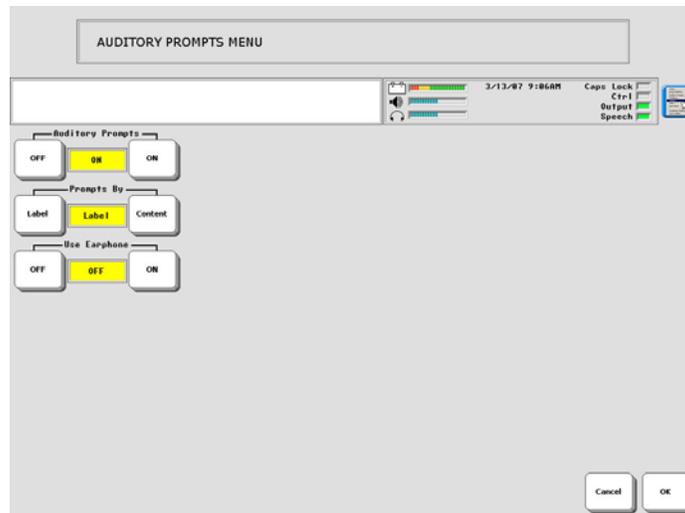


Open the menu.

Select **Voice**.

Select the options you want to use.

# The AUDITORY PROMPT MENU



Auditory Prompts may help you to learn which keys are where on your overlay.

When Auditory Prompts are turned **On** in the **AUDITORY PROMPT MENU**, your device defaults to speaking the **label** of any key you activate. That is, if you press and hold the



key on your overlay, you will hear, "Like" or "Sun" or whatever the label is that has



been assigned to the key.

When Auditory Prompts are On, you must press and hold a key to hear the auditory prompt. If you are scanning, simply activate your switch. To retrieve a message, activate the key or switch again after you have heard the prompt.

🔊 You can hear prompts through the device's speaker. You can also plug stereo headphones into the Headphone jack on the side of the case. This allows you, but not others, to hear the prompts. If you are using headphones, turn the **Use Earphone** option **On** in the **AUDITORY PROMPT MENU**. If you want to use both headphones and a speaker at the same time, you must have an adapter. See **Appendix X** for more information.

You can choose to have **Label Prompts** or **Content Prompts** spoken. You might also want **Category Prompts**. You must turn the prompts On in the **AUDITORY PROMPTS MENU**.

## Label Prompt

This is whatever the label (or name) is that has been assigned to a specific icon. If you changed a label during the storing process, the prompt will be whatever you changed the label to. For example, you may have changed the UMBRELLA label to "Weather." The prompt will be "Weather" in that case.

## Content Prompt

This tells your device to speak whatever message is stored with a particular icon. If no message is stored, the label is spoken. For example, if "Salad" is stored under the sequence APPLE FROG, when you activate APPLE you will hear "Apple." When you activate FROG you will hear, "Salad."

Sometimes the contents of a message may be too long to be a helpful prompt. For example, the message may be a song, in which case you would not want the Content Prompt to be the singing of the whole song. To avoid this, when you assign a content prompt to a long message, use **EDIT CORE**, select the message, scroll to the end of the message, use **INSERT TOOL** to insert the Tool, **PROMPT MARKER**, then type the prompt you want to use, such as the name of the song. Your device will speak the text that follows the Prompt Marker. The prompt will not be displayed on the screen or spoken with the rest of the text in the regular message.

## Category Prompt

**Category Prompts are used only if you are scanning.**

Category prompts should help you locate where you are on the keyboard, e.g., "Row 1 Column 1" or "Row 3 Column E". In some cases you may have a number of similar messages stored in one row or column. In this case, you might want the prompt to say something like, "Row 1, School."

Use the **ASSIGN CORE KEYS** menu to create Category Prompts for Core vocabulary keys. Use the **MODIFY ACTIVITY** and **MODIFY PAGE** menus to assign Category Prompts to Activity Rows or Pages.

During the storing process you are asked to select a key to create or modify. You select a key from your overlay. If the key you select is a possible Category key (that is, it is a key in the first row or the first column of your overlay) an option to **Store a Category Prompt** becomes visible in the menu. When you select this option, your device takes you to your spelling overlay where you spell the prompt you want to use, for instance, "School" or "Science." When you are through, activate OK.

## To Erase a Category Prompt:

1. In the Toolbox, activate **ASSIGN CORE KEYS; MODIFY PAGE** or **MODIFY ACTIVITY** menus.
2. Select the key on your overlay that contains the prompt you want to erase.
3. Select **Store Category Prompt** from the options that you see.
4. Activate **CLEAR DISPLAY** instead of spelling a prompt.

5. Activate **OK**.

### To Erase a Label Prompt:

1. In the Toolbox, activate **ASSIGN CORE KEYS**.
  2. Select the key on your overlay that contains the label you want to erase.
  3. Activate the **Rename Icon** key
  4. Activate **CLEAR DISPLAY** from your spelling overlay to erase the name of the label. The current name disappears from the text display area. If you do not want to add a different label to the icon, activate **OK**.
- 4a.If you want a new label, type it in and then activate **OK**.

### To Erase a Content Prompt

1. In the Toolbox, activate **ERASE CORE**.
2. Activate the icon sequence whose contents you want to erase.
3. Activate **YES** (or **NO** if you change your mind).

➡ **Important!** When you delete a **Content Prompt**, you are deleting the **message** that was stored under that icon sequence.



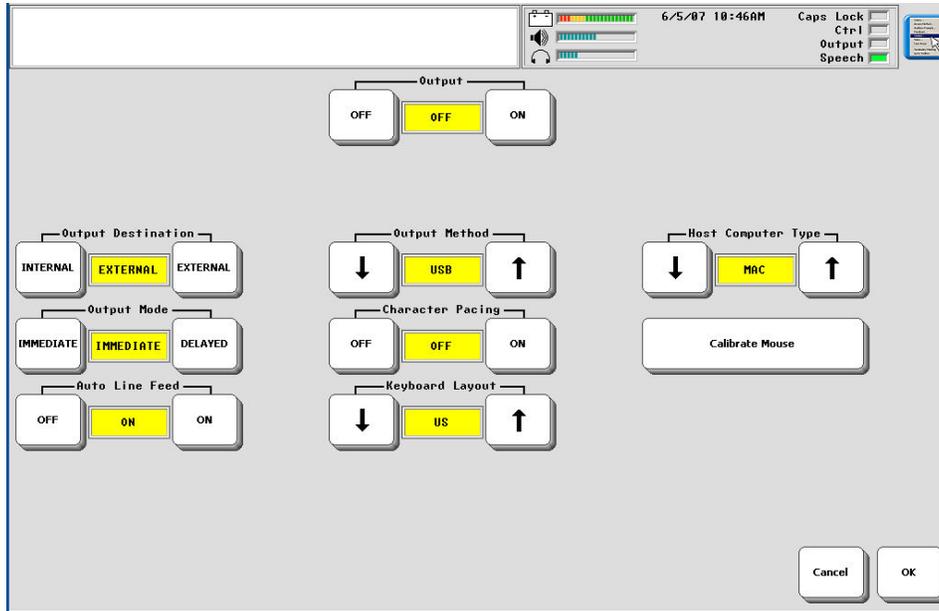
Open the menu.

Select **Auditory Prompts**.

Select the options you want to use.

# The OUTPUT MENU

---



You will use this menu if you purchased the integrated ECO which has an internal computer. You will also use it if you connect to an external computer or printer.

## OUTPUT MENU Options

### Output

When you are using the internal computer or when you are connected to an external device that can receive information from your ECO, you must have the **Output** option turned **ON**.

### Output Method

This option allows you select how you are connected to an external device: **IrDA** is a wireless connection to an IrDA printer; **Bluetooth** indicates you are using the PRC Bluetooth adapter to connect to a computer; **USB** indicates you are using a USB cable to connect to a computer; **IRR** indicates that you are using the PRC infrared receiver to send signals to your computer.

## **Output Destination**

Select **INTERNAL** if you are using the ECO's internal computer.

Select **EXTERNAL** if you are want to connect to an external computer for computer emulation.

## **Host Computer Type**

If you are sending information to an external computer, select the kind of computer that will receive the information, **MAC** or **IBM**.

If you are using the internal computer, this option doesn't matter.

## **Output Mode**

**IMMEDIATE** sends information from your communication aid to the computer or printer as soon as you enter it.

**DELAYED** means you must select **CLEAR DISPLAY** to send text from your device to a computer.

## **Auto Line Feed**

If your printer does not automatically add lines at carriage returns when it prints, turn this option **ON**. This tells the printer to start a new line when it sees a carriage return.

## **Character Pacing**

When this is **ON**, the rate at which individual characters are sent from your device to a computer is slowed down. You may need to turn this on if you are sending large groups of text at one time (e.g., complete sentences).

## **Keyboard Layout**

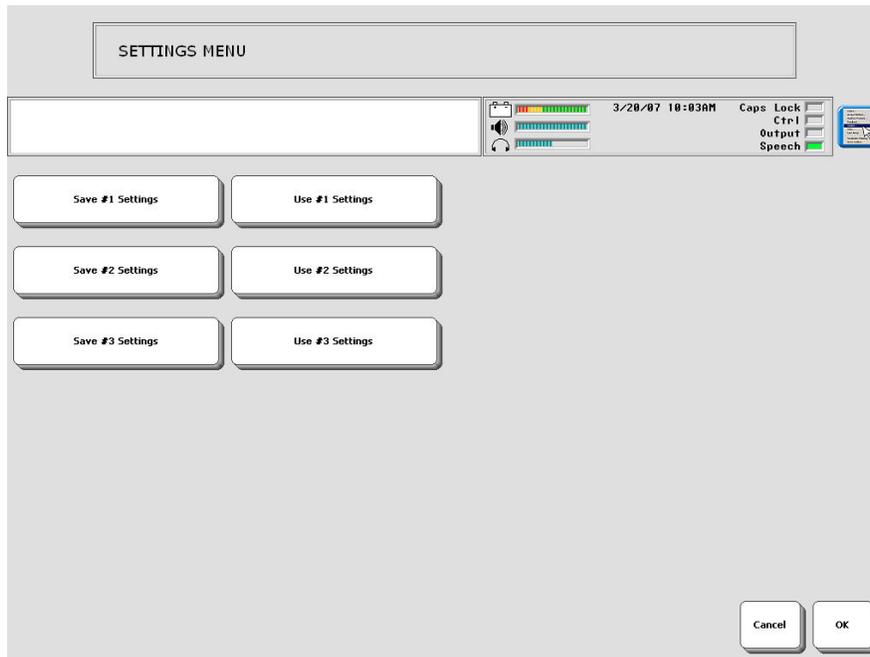
Select the appropriate keyboard layout for the country you are in.

## **Calibrate Mouse**

If your mouse is not going where you want it to go on the screen, this option allows you to calibrate it to fit your screen. Follow the directions on the screen.

# Save Your Set-Up Settings

---



The **SETTINGS MENU** in the Toolbox allows you to set up 1 to 3 different groups of settings and then save the settings for each group under a key or an icon sequence. The settings you have selected in the Toolbox menus that have **blue** titles can be saved.

(The menus are: AUDITORY PROMPT MENU, FEEDBACK MENU, OUTPUT MENU, SELECTION TECHNIQUE MENU, SPEECH MENU, WORD PREDICTION MENU).

You may want to set up more than one access method in an Area. Perhaps you use a headpointer in the morning when you are fresh, but like to use a switch in the afternoon or evening when you begin to tire. You can save the settings for up to three different set-ups.

When you save settings, you open the **SETTINGS MENU** and then one of the **Save Settings #1**, **#2** or **#3** keys. Any options you have set in the menus that have **blue** titles are saved when you activate one of the 3 settings location keys.

## To Save Settings:

1. Open the **SETTINGS MENU**. Select a **Save Settings** key.  
For example: **Save #1 Settings**.
2. You see:  
"Are you sure you want to save settings under #1?"
3. Select **YES** or **NO**.
4. Select **OK**.

When you want to use one of your settings, open the **SETTINGS MENU** and select the **Use Settings** key that you want.

## Store the "Use Settings" Keys on your Overlay

---

You can copy your **Use Settings** keys and store them under icon sequences on your communication overlay. When you do this, you do not have to go to the Toolbox each time you want to change to different settings. You can also assign your settings to a specific key using **ASSIGN KEY**.

➡ . Use the procedure that is described above. The example below describes storing a **Use Settings** key under an icon sequence.

### Store the Use #1, 2 or 3 Settings Key Under an Icon Sequence:

1. First, **save the settings** you want to use, then:
2. Go to the Toolbox.
3. Activate **STORE CORE**.
4. Activate the icon sequence you want to use.
5. Type in any text you want to use to describe the settings: for example, "afternoon settings." This text will be visible on the display when you activate your sequence.
6. Activate **INSERT TOOL** on your spelling keyboard.
7. Find the **USE SETTINGS #1, 2 or 3** keys in the All Tools List and activate the one you want to store.
8. Activate **OK**.
9. You see the storing screen. Activate **OK**.
10. Go to your communication overlay. Activate the icon sequence you stored the settings under. You should see: "Are you sure you want to replace your current settings with Settings #X?" If you want to use the new settings, activate **YES**. If you don't, activate **NO**.

➡ **Programmer Tip:** You can plug a USB mouse and/or keyboard into the USB ports on the side of the device case and use it to store. When the keyboard is plugged in, you can use it for storing. You must be in **STORE CORE** or **EDIT CORE** for the text to appear in your device's Text Display Area. When the mouse is plugged in, move the cursor to the key you want. Click the mouse to activate the key.



# Word Prediction

# About Minspeak<sup>®</sup> and Word Prediction

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## Minspeak Benefits

Minspeak vocabulary represents your **core** vocabulary—verbs, adjectives, nouns, interjections, phrases, etc. These are words that make up most sentences and turn sentences into conversation. But lots of sentences also contain words that are not exactly "core" words. They are more like "fringe" vocabulary; words that help to make the sentences interesting or to clarify something. These fringe words often are not stored in your Minspeak vocabulary because they are words that you only use occasionally. To use them, you must spell them out which takes time, cuts down on your ability to communicate rapidly and is labor-intensive. This is where Word Prediction helps.

## Word Prediction Benefits

Word Prediction systems help improve a person's ability to communicate by cutting down on the amount of time spent in spelling out long and/or seldom used words.

## Eco has Two Word Prediction Systems

The **PRC Word Prediction** system predicts words based on how **often** (frequency) or **how recently** (recency) you have used the word.

The **WordQ<sup>™</sup>** system predicts words based on words that are **most likely to follow** the word you just typed.

## When to use Word Prediction

Use Minspeak when words are **less than** six letters in length.

With words **longer than** six letters, you can save time by selecting the predicted word in the window.

# Spell and Select Words

---

Turn Word Prediction **On** in the **WORD PREDICTION MENU**. Select **OK**.

Go to your Spelling Page and begin to spell a word. Watch the display as you spell.

Notice the words that appear in the rectangle beneath the Text Display Area. This area is the Word Prediction window. Words that appear here are words your device is predicting that you might want from the letters you have spelled.



To select a word from the Word Prediction window, press on the word.



If you are scanning, activate your switch when the word you want is highlighted. One of two things happens: the word you selected goes in the Text Display Area and the Word Prediction window disappears, or you will see a list of words that are derived from the word you selected. You can select one of these words or you can continue to spell and watch more words come up in the Word Prediction window.

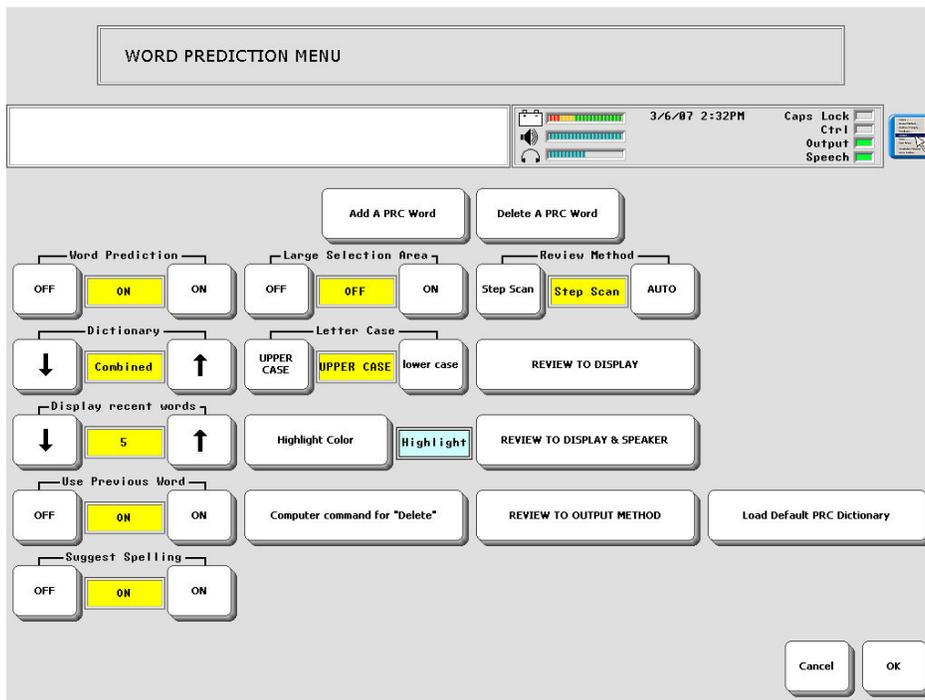
➡ If you are scanning, you may need to switch to a Scanning Spell Page or select the **SCAN WORD PREDICTION** key if that is available on your spelling page.

You can continue to spell words and select them from the Word Prediction window as long as you want.

The words that are being displayed in the window are from the Word Prediction dictionary you selected: PRC, WordQ or a combination of the two.

➡ **Recommendation:** We recommend that you learn your Minspeak vocabulary before you begin to rely on Word Prediction. When you are familiar with your Minspeak vocabulary, you will find that communication is more spontaneous and interactive with Minspeak than it is when you are using Word Prediction. Word Prediction is a Tool that should be used to enhance Minspeak, never replace it.

# Word Prediction Options



## Word Prediction: On/Off

This must be **ON** in order to use Word Prediction. The default for word prediction is **OFF**.

You can also turn Word Prediction On from the Activity row.

Select the **DEVICE** key in the Activity row.



Select the **Word Pred On** or **Word Pred Off** key.



With some overlays you may have to select **More Items** to see the word prediction On and Off keys.

## Turn Large Selection Area On or Off

Predicted words are visible in the area below the regular Text Display Area. You select a word by pressing on it. If this area is too small for easy use, you can turn the **Large Selection Area** option to **On**. This allows you to select a word by pressing on it in the Word Prediction Area or by pressing on the space above the word in the Text Display Area. The default for this option is **Off**.

### Select Letter Case

You can select to see predicted words in **UPPER CASE** or **lower case**.

### PRC Dictionary

If you select **PRC Dictionary**, the only display option you can set is **Display Recent Words**.

The Word Prediction system will keep track of and predict all the words that apply that you have used most recently. Once the most recently used words are displayed, the words that you see will be in the order of most frequently used.

In the **Display Recent Words** option, select the number of recently used words that you would like to see on the display. When you begin to spell a word, your device will display the 5 (or whatever number you have selected) most **recently used** words that begin with the letter(s) you have typed. The rest of the words on the display will be the most **frequently used** words that begin with the letter(s) you have typed.

If you set the number to "0", the words that appear in the Word Prediction Window will be the words that you use most frequently, but not necessarily the most recently used words.

### WordQ™ Dictionary

If you select **WordQ Dictionary**, you can set two display options: **Use Previous Words** and **Suggest Spelling**. Both of these options default to **ON**.

**Use Previous Words** means that once you have selected a predicted word, WordQ will then display the words that are most likely to follow it. This may save you from having to start typing another word. If you turn this OFF, once you have selected a predicted word, WordQ will not predict another word until you begin to type in what you want.

**Suggest Spelling** tells WordQ to try to predict the word you want if you have misspelled it.

 **Display Recent Words** does not work if you have selected the WordQ dictionary alone.

### Combined Dictionaries

If you select **Combined**, both dictionaries will work together to predict words. All three display options can be set: **Recent Words**, **Previous Word** and **Spelling**. Words you used most recently will be predicted first and then the words most likely to follow the word you typed or selected.

## Computer Command for "Delete"

You will only use this option if you are using a computer emulation program that has a command for **delete** that is **different from your device's default command**. The default "delete" command is: **←backspace**.

If the **delete** command for your computer is different you must activate the **Computer command for delete** option and type in the keyboard emulation command that your program uses. Activate **OK** when you have finished typing.

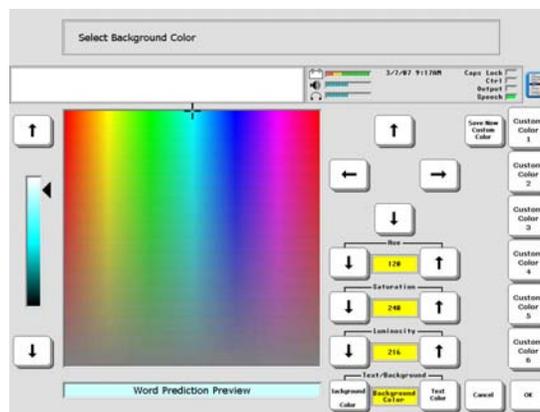
When **Word Prediction** is On and **Output** is set to **Immediate** in the **OUTPUT MENU**, any characters you type are sent to the display and to the computer monitor. When you select a word from the Word Prediction window, the characters that you spelled are deleted from your device display and are replaced by the word that you want. These spelled characters must also be deleted from your computer display. Your device sends the **Delete** command for each character that is to be erased from your computer, so it is important that it knows the correct command.

➡ The computer **delete** command must be used to delete one character at a time. **Delete Word** will not work correctly.

## Highlight Color

The words in the Word Prediction window can be highlighted in any color. The background area can be a different color. Activate the **Highlight Color** option to select the background color and the text color that you want to use.

In the **Text/Background** option, select **Background Color** box or **Text Color** box. Select a color area in the large box and then use the color bar and arrows to the left of the screen. The very top of the color bar is always white and the very bottom of it is always black. You can touch areas of the large color chart to change colors and then move the arrows to select a color. The four arrows to the right of the screen move the cursor on the color chart in increments of five. Hue, Saturation and Luminosity can be controlled through these four arrows or with the arrows that come with each option.



If you create a color that you want to save, select the **Save New Custom Color** key. Then select one of the **Custom Color** keys to store it under. If you select a Custom Color key where you have already stored a color, the new color will take the place of the older color.



In the pull-down menu, select **Colors**. Select **Text or Background** in the **Word Prediction Color** box. Select a color.

### Add a PRC Word

This option allows you to add words to the PRC Dictionary.

Activate **Add a Word** and type in the **root** word of the word you want to add. (A root word has no endings to it, such as 'es', 'ing', etc.) For example, enter the word "abominate".

The display asks you to enter a word with similar word endings (that is, a word used the same way in sentences and with the same kind of endings as the word you entered). Type in a similar word. For this example, type "Terminate". "Terminate" shows in your Word Prediction window so you can select it. Activate **OK**.

You see a box containing the word you want to add with all its endings. If most of the endings are correct for the way you want to use your word, activate **YES**. The new word is entered into the dictionary. If the endings aren't right, activate **NO**, type in a new "similar word" and try again.

➡ **At this time you cannot make changes to the WordQ Dictionary.**

### Delete a Word

This allows you to delete a word from the dictionary.

Activate **Delete a Word**. Type in the word you want to delete. Select the word from the Word Prediction Window. Activate **OK**. The word is deleted.

### Reviewing Words in the Dictionary

You can review words in the dictionary. Perhaps you want to check out the words that begin with specific letters or maybe you just want to see the whole dictionary. You can review the dictionary by viewing it on your display screen, by seeing it on the display and also hearing it spoken, or by seeing it on a computer monitor or printing it out.

**STEP** or **AUTO** are options for how you can go through the pages of words. **STEP** means that you must activate a switch or touch the screen to move from page to page. **AUTO** means that your device will automatically change pages for you after the pre-set amount of "looking" time has passed.

➡ You can activate the **Previous Items**, **More Items** or the **Cancel** keys at any time whether you are using Step or Auto.

### **Review to Display**

This sends the dictionary to the display screen. When you select this option your device tells you to enter the start letters of the words you want to review. If you want to review all the words that begin with a certain letter(s), just type that letter and activate **OK**. If you want to see more specific words, type in more letters. For example, if you type in "chu" you will see all the words that begin with "chu".

If you want to look at the entire dictionary, do not type in anything. Just activate **OK**.

### **Review to Display and Speaker**

This works the same way as Review to Display except that your device will speak the entries on each page.

### **Review to File**

This allows you to save the dictionary review in a file on a USB drive or on the ECO's hard drive. If you have the optional internal computer, you can open the file in Word Pad on your ECO. If you do not have the internal computer, you should save a review to your USB flash drive. Then you can transfer it to your external computer and open it in a word processing program. Remember to set the correct options in the **OUTPUT MENU**.

### **Load PRC Default Dictionary**

When you receive your device, the default **PRC Dictionary** is already loaded into it. You can add words to, and delete words from, this dictionary.

If you make many changes to the dictionary and then decide you want the original PRC dictionary loaded back into your device, you can use the **Load Default PRC Dictionary** option. When you load the original dictionary back into your device, all of the changes you have made to your current dictionary will be lost.

➡ If you want to **save your current PRC dictionary**, perform an MTI and select the **Save Entire Device** option. See **Using the Transfer Memory Menu** chapter.

➡ At this time you cannot make changes to the WordQ dictionary.

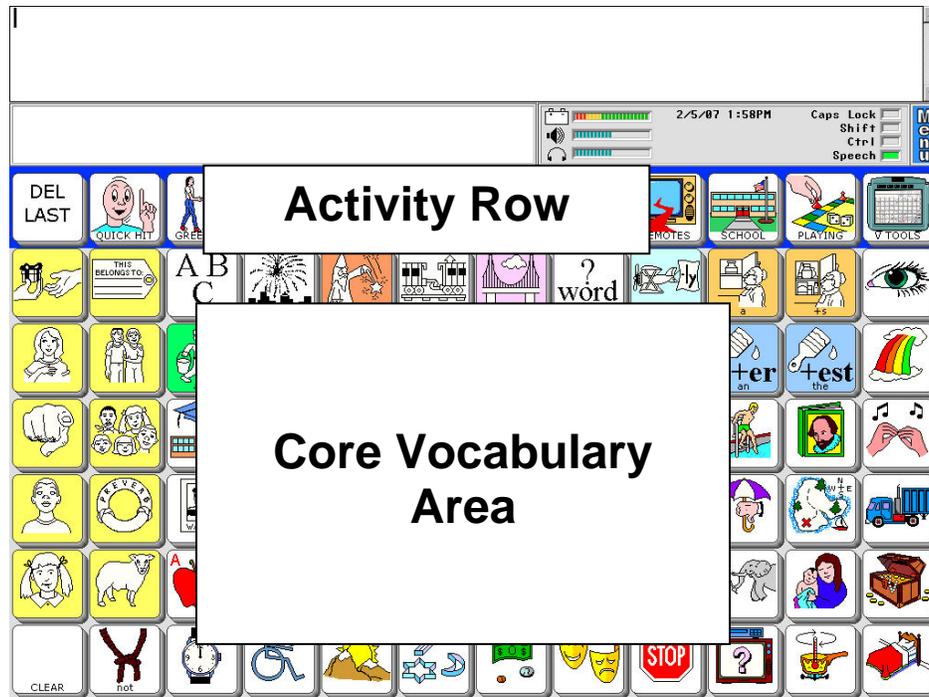


# **Core Vocabulary**

## About Core Vocabulary and Activity Row Vocabulary

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The Unity<sup>®</sup> overlays have two kinds of vocabularies stored in them, **Core** vocabulary and **Activity Row** vocabulary. The Activity Row vocabulary is in Row 1, the top row on your overlay. Core Vocabulary is stored in the rest of the rows on the overlay.



In general, **Core** vocabulary is made up of words that you use everyday to make sentences. Pronouns, verbs and words like, "it," "and," "about," "the" can be found here. Core vocabulary is stored under icon sequences and can be accessed with one, two or three-hit sequences.

## Recorded and Synthesized Speech

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Your device allows you to store messages in two different kinds of speech.

**Recorded (digitized) speech** is speech that someone records into your device, just like recording something into a tape recorder.

**Synthesized speech** (DECTalk<sup>®</sup>, RealSpeak<sup>™</sup>, or AT&T Natural Voices) is speech that your device produces from words that are typed into it. Each time you store a message you can select which kind of speech you want to use. ➡ Select a synthesized voice from the **SPEECH MENU** in the Toolbox.

You can store approximately 1.5 megabytes worth of synthesized messages. You can store approximately 45 minutes' worth of recorded messages.

➡ When you import icons you use up digitized speech memory.

## Before You Begin to Store, Plan What You Want to Say

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**Helpful Hint!** Before you begin to store new messages, look over the Vocabulary Sort on the CD or do a vocabulary review from the **REVIEW VOCABULARY MENU** in the Toolbox to see what is already stored in the device. You may find that you do not need to store many new messages.

You can record and store any spoken or typed message (words, phrases or sentences) into your device's memory. You can also link icon sequences to activities (Dynamic Activities) and even to Pages. If you have sound files (wav, wma and mp3 files) stored on a USB or flash drive or on your computer, you can use **Record** to store the sounds instead of a message.

Before you store, you should make some decisions. What do you want to say? Are you storing Core vocabulary or Activity Row vocabulary? Decide on the icon or icons you want to use. Are you going to use synthesized or recorded speech or both? If you are recording, write down the messages and their icon or icon sequences. This helps to save on the amount of time you must hold down the **RECORD** key. The longer you hold down **RECORD**, the more memory is used. If you are storing synthesized messages, you can store more quickly if you know what you want to type and what sequences you want to use.

The recording **microphone** is the small hole located to the top right of the infrared window on the front of the case.

# Record a Core Vocabulary Message

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## To Record and Store a Message

1. Decide what you want to say and the icon sequence you want to use.



2. Open the Toolbox by pressing the **TOOLS** key on the front of the case.

3. In the Toolbox, activate the **STORE CORE** key.

4. Activate the icon sequence you decided to use. Activate the **OK** key.

5. Activate **Recorded** in the **Type of Message** option.

➡ **Note:** If you want to include written text that will be displayed while your message is spoken, activate the **Spell Text to Display** key and type in the text you want to have displayed. Activate **OK** when you have finished. Then activate **Recorded**.

6. Press the **Record Message** key. A new screen comes up.

7. When you are ready, press and hold the **Record Message** key and speak your message.

8. Release the **Record Message** key as soon as you have finished recording. The device returns you to the **STORE CORE** menu.

9. Press **Listen to Recording**.

10. If the message is fine, select **OK**. You are finished.

12. If the message is too loud or too soft, press **Record Message** again.

If the message was too loud select a lower number in the **Microphone Volume** option.

If the message was too soft, select a higher number.

Select **Record Message** and re-record your message.

Activate **Listen to Message** to see if you like the new recording.

If the recording is still too loud or too soft, repeat these steps.

When the recording is the way you want it, activate **OK**.

➡ Once you have the **Microphone Volume** adjusted to your liking, you should not have to re-adjust it for recording any new messages.

## Erase a Recorded Message

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To Erase a Recorded Message:



1. Activate the **TOOLS** key to go to the Toolbox.
2. Select **ERASE CORE**.
3. Select the icon sequence of the message you want to erase.
4. Select **OK**.
5. If you still want to erase the message, activate **YES**. If you change your mind, activate **NO**.
6. The Text Display Area tells you that the sequence has been erased.

You can also erase a message by recording over it. Select **STORE CORE** in the Toolbox. Instead of choosing a new icon sequence, select the sequence you want to record over.

➡ You cannot "edit" a **recording**; you have to either erase it or record over it

## Store a Synthesized Message

---

To Store a DECTalk or RealSpeak Message



1. Press the **TOOLS** key to go to the Toolbox.
2. Activate the **STORE CORE** key.
3. Activate the icon sequence you want to use.
4. Activate **OK**.
5. You see the Storing menu.

➡ Read the **Text Display Area** for directions!

Under **Type of Message** press the **DECtalk** key

Press the **Spell Text for Message** key.

6. Use the Spelling keyboard to type your message.

➡ Press the Text Display Area at any time to listen to your message.

7. Activate **OK** when you have finished.

8. Your message shows in the small **Text to Speak** box.

If you want to edit it, activate the **Spell Text for Message** key again. Then use the Spelling keyboard to edit the message.

9. When you are satisfied, activate **OK** in the Storing menu.

### Extras

- You can **record** something to go with your message. You can also import a sound file as your recorded message. See 180-181 for complete information.
- If you want to change the icon on the last key in your sequence, activate **Modify Last Picture**. Select a new icon from one of the categories of icons.
- If you want to change the label for the last icon in your sequence, activate **Change Label**. Spell in a new label.
- If you want to outline or color your key, select **Change Key Color**.

## Edit a Synthesized Message

---

### To Edit a Message:



1. Activate the  key to go to the Toolbox.
2. Activate **EDIT CORE**.
3. Select the icon sequence for the message you want to edit.

4. In the Storing menu, activate **DECtalk or RealSpeak** under **Type of Message**.
  5. Activate **Spell Text for Message**.
  6. Edit the message.
- ➡ Press the **Text Display Area** at any time to listen to the message.
7. Activate **OK**.
- ➡ If you want to add a recording, change the label, key color or change the icon, do it now.
8. Activate **OK**.

## Erase a Synthesized Message

---

To Erase a Message:



1. Press the  **TOOLS** key to go to the Toolbox.
2. Activate **ERASE CORE**
3. Activate the icon sequence you want to erase.
4. Answer **YES** to erase or **NO** if you decide to keep the message.

## Link an Icon Sequence to an Already Created Page

---

If, instead of programming a message under an icon sequence, you want to link the sequence to a Page you have already created, follow the steps below.

1. Select **STORE CORE** in the Toolbox. 
2. Select the icon sequence you want to use, then select **OK**.
3. Select **DECTalk** or **Record**   
**Note:** PRC uses DECTalk as the generic name for the voice you selected in the **SPEECH MENU**.
4. Select **Spell Text for Message**. 
5. Select **INSERT TOOL** on the spelling overlay. 
6. Select **More Items**  until you see **SET PAGE**.  Select **SET PAGE**.
7. You see a list of all the Pages in your device. Select the Page you want to link to.
8. Select **OK**.
9. Select **Change Label** to change the label.
10. Select **Change Icon** to change the icon.
11. Select **OK** when you are finished.

Now when you activate the sequence you selected you should go to the page you just linked to.

## Hide a Core Vocabulary Key

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➡ This option works well with **single hit** vocabulary. Use **Vocabulary Masking** to hide multiple-key sequences. (See 244 for information on Vocabulary Masking.)

If you are just learning about Minspeak, you might want to use only a few keys on your overlay. You can hide all the keys that you don't need. When you are ready to learn about more keys, you can turn the hidden keys back on ("show" them) and add them to your overlay.

When you hide a key, you are telling it to quit working. You can't even see it on the overlay anymore. If you activate the space where the key used to be, nothing will happen. In effect, you are turning the key off so that you can't use it.

### To Hide a Core Vocabulary Key:

1. Go to the Toolbox overlay and activate **ASSIGN CORE KEYS**.
2. The Toolbox returns you to your overlay. Activate the key you want to hide.
3. Select the **Hide/Show Keys** option.
4. You see your overlay. Now select the key or keys you want to hide. When you select a key it will turn gray.
5. If you change your mind after you have selected a key, just select it again. It will return to its active state.

6. When you are finished, activate  on the front of the case. Exit the **ASSIGN CORE KEYS** menu and go to your overlay.

Notice that the keys you have hidden are no longer visible on the overlay.

## Swap Core Vocabulary Keys on Your Overlay

---

You can move keys around in the Core area of your communication overlay by using **SWAP CORE KEYS**. When you swap keys, the whole key, including any sequences that might be stored under it, is swapped.

### To Swap Two Keys:

1. Go to the Toolbox and open **SWAP CORE KEYS**.
2. Activate the first key you want to swap.
3. Now activate the key you want to swap with.
4. You can continue to swap keys. **To exit and save your work**, activate the **Text Display area**.

➡ **Note:** If you want to exit Swap Keys **before** you have completed an operation, activate the **Text Display** area. This is the same as using a **CANCEL** key.

Activate the Text Display area **after** you have completed a Swap Key operation to save the keys in their new position.

## The SET-UP Key—a Shortcut

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The key labeled "2" on the top front of your device case has already been programmed for you as the **SET-UP** key.

When you want to modify a key, an Activity or a Page, use the **SET-UP** key instead of going to the Toolbox and opening the menu you need.

The SET-UP key is context sensitive which means it will open different menus/pages, depending on what you are doing:

- If you use SET-UP on a Core key, you open up the **ASSIGN CORE KEY** menu.
- If you use SET-UP while selecting a sequence, you open in the **STORE CORE** page.
- If you use SET-UP with an Activity *label* key, you open the **MODIFY ACTIVITY** menu.

- If you use SET-UP with an Activity key *within* an Activity, you open the **Modify Item Within Activity** page.
- If you use SET-UP on a Page key, you open the **MODIFY PAGE** menu for that page.

If you want to use the **SET-UP** key to store a Core vocabulary message you must use a 2 icon sequence rather than only one icon.

**For example:**

1. Select the first icon you want to use to store your message.
2. Press the **SET-UP** key.
3. Select the next icon you want to use.
4. You see the **STORE CORE** menu.

 **PROGRAMMER'S TIP:** If you have plugged a USB mouse into the device, right click on a key to see a small menu where you can select **Setup**. This is the same thing as pressing the **SET-UP** key.

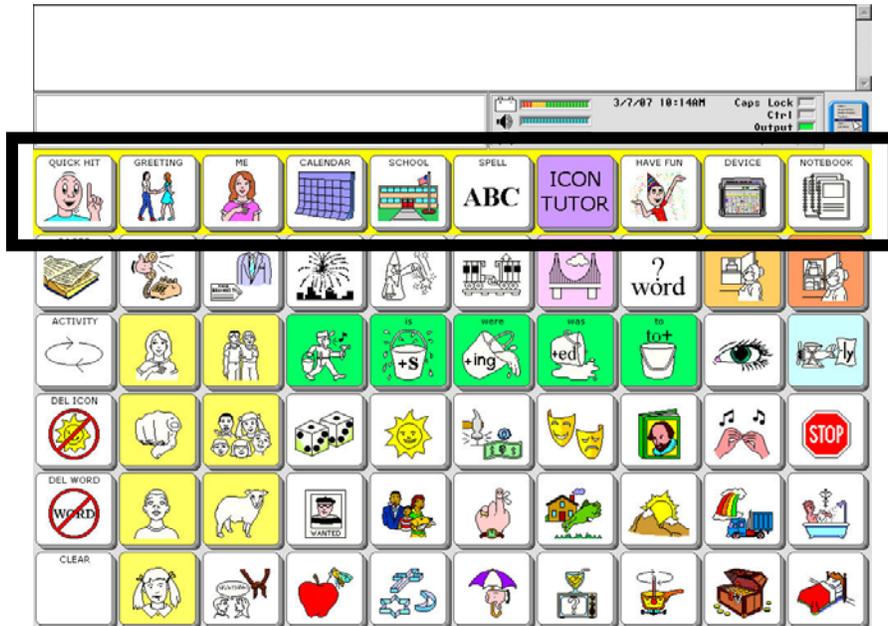


# Activities

# Activities

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The top row of the communication screen is always the Activity Row. Select the Activities allow you to access words that are centered around a particular theme. Each User Area has its own Activities.

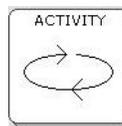


You can access your Core vocabulary from any Activity.

Activities are meant to contain single-hit vocabulary that enhances your Core vocabulary, rather than duplicating or replacing it. You can create your own Activities for areas of your life where you would like to be able to participate in conversation quickly and easily. You might want an Activity for conducting banking transactions, one for a class at school or a hobby. You can add and delete Activities as your interests change.

Most overlays have more than one row of pre-stored Activities.

On some overlays you select the **ACTIVITY** key to see more Activities.



On some overlays you select the **OBJ** key to see more Activities.



## Create a New Activity—An Example

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You can create your own Activities and add them to your Activity Row.



1. Go to the Toolbox and activate the **CREATE ACTIVITY** key.
2. Spell a name for your new Activity.
3. Choose an icon for the Activity from one of the Icon Categories.
4. Now you see the screen that allows you to create the keys in your Activity. The first key in the Activity is highlighted in red.



➡ **MORE (ITEMS)** is automatically added to the last key in any row.

5. Select **DECTalk** or **Recorded** speech. (PRC uses DECTalk as the generic name for the voice you selected in the **SPEECH MENU**.)



6. Spell any text to go with the key. Select **OK** when you finish. If you selected **Recorded**, record your message now.

7. Choose an icon for the key from the Icon Categories.

➡ When you select an icon, your device automatically inserts the icon name as a text label for the icon. This saves you some typing if this is what you want your device to speak. If not, change the icon label later or select a different icon. If you want a blank label, type a space instead of a word.



8. If you plan to use **Picture Prediction™**, select whether you want this **key's position** to be **Locked** or **Unlocked**. If **Locked**, the key position will never move when Picture Prediction is turned On in the **FEEDBACK MENU**.



9. Use **Change Key Color** to change the color of your key. (You could make all the keys in this activity the same color.)

10. Activate the next key you want to define and repeat these steps.

11. When you have completed the Activity, select **OK**. Then go to your overlay and test the Activity.

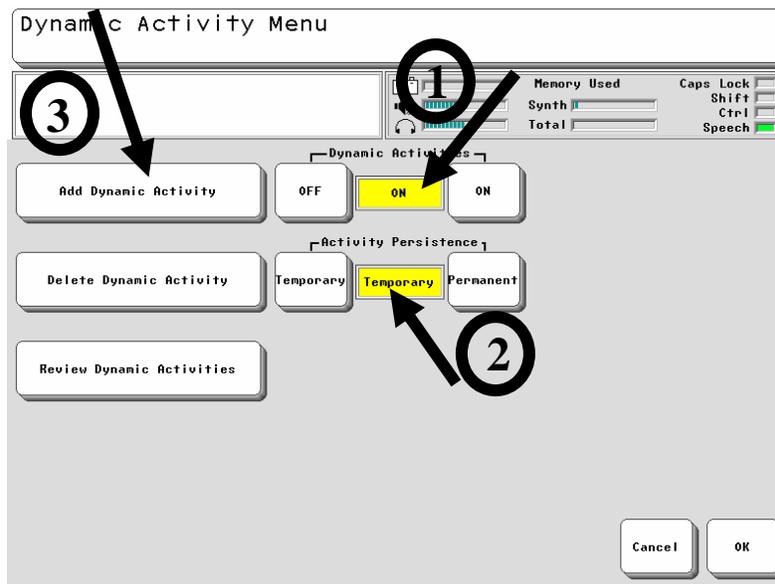
If you make a mistake when you are creating the contents of a key, select **Clear Key Contents** and start over.

# Dynamic Activities

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Now let's make your new Activity dynamic. You make an Activity dynamic by linking it to an icon sequence. Once the activity becomes a Dynamic Activity, you can be in any other Activity, speak a message from the new Activity and return automatically to the first Activity.

Open the **DYNAMIC ACTIVITY MENU** in the Toolbox.



1. Turn **Dynamic Activities ON**.
2. Set **Activity Persistence** to **Temporary** or **Permanent** (in most cases you will want Temporary so you do not stay in the new Activity).
3. Select **Add Dynamic Activity**.
4. Choose an icon or icon sequence to store.
5. From the list, select the activity you want to make Dynamic.
6. Activate **OK** when you are finished.

## Test the Dynamic Activity:

1. Open any Activity.
2. Activate the icon you selected in **Step 4**, above.
3. The Activity you wanted opens. Activate an icon in the Activity.
4. The word is spoken and you return to your original Activity.

## Erase a Dynamic Activity Link; Review All Dynamic Activities

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### To Erase a Dynamic Activity Link:

1. Go to the Toolbox and open the **DYNAMIC ACTIVITY MENU**.
2. Activate **Delete Dynamic Activity**.
3. Activate the icon sequence for the Dynamic Activity you want to erase. Activate **OK**.
4. Answer **YES** if you are ready to delete the Activity.
5. Activate **OK** to exit the menu.

➡ This action erases the **link** to the activity, not the actual Activity. If you want to erase the whole Activity, select the **MODIFY ACTIVITY** menu in the Toolbox and use the **Delete Entire Activity** option. Within the Activity itself, you can use the **Delete Message** option to delete the message for that key.

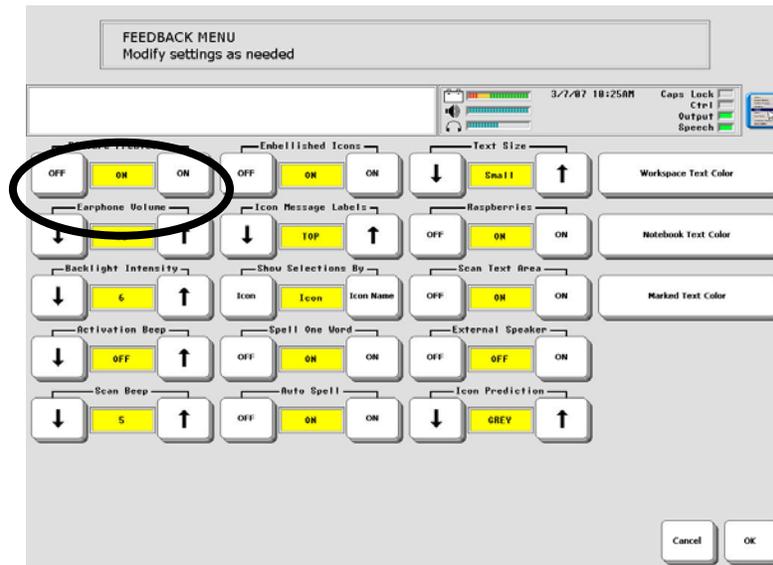
### To Review Your Dynamic Activities:

1. Go to the Toolbox and open the **DYNAMIC ACTIVITY MENU**
2. Select Review Dynamic Activities.
3. Your device shows you the Dynamic Activities. You see the sequence for the Activity and the Activity name.
4. Activate **MORE ITEMS** if you have more than one page of Dynamic Activities.
5. Activate **Cancel** when you are finished.
6. Activate **OK** to exit.

# About the Picture Prediction Option

---

Picture Prediction is a way to make the keys in frequently used Activities quickly available to you.

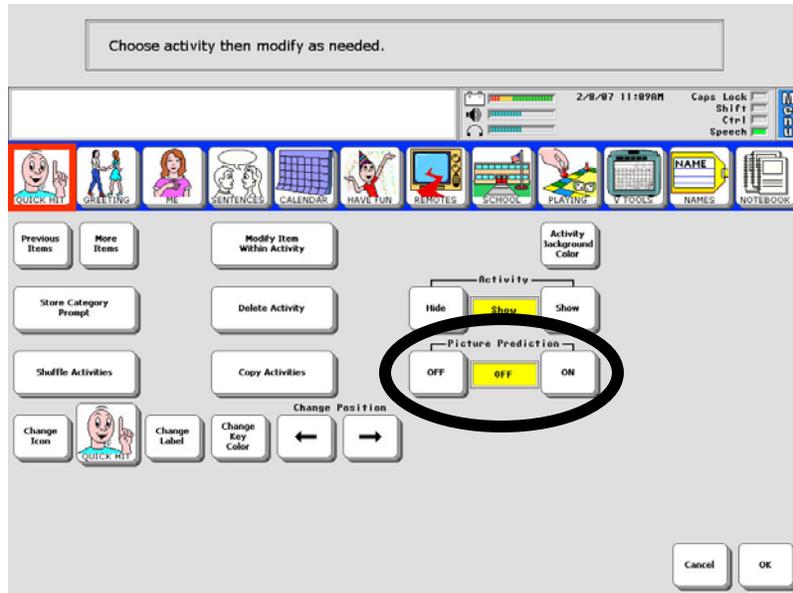


With **Picture Prediction** turned **ON** in the **FEEDBACK MENU**, items in an Activity move toward the front of the Activity according to how frequently you select those keys. If Picture Prediction is **ON**, it applies to **all** Activities. If it is **OFF**, it applies to **no** Activities.

## **If You Do Not Want a Particular Activity to be Predicted:**

If you do not want any keys within a certain Activity to move,

1. Open the **MODIFY ACTIVITY MENU** in the Toolbox.
2. Select the Activity you want.
3. Turn the **Picture Prediction** option to **OFF**.

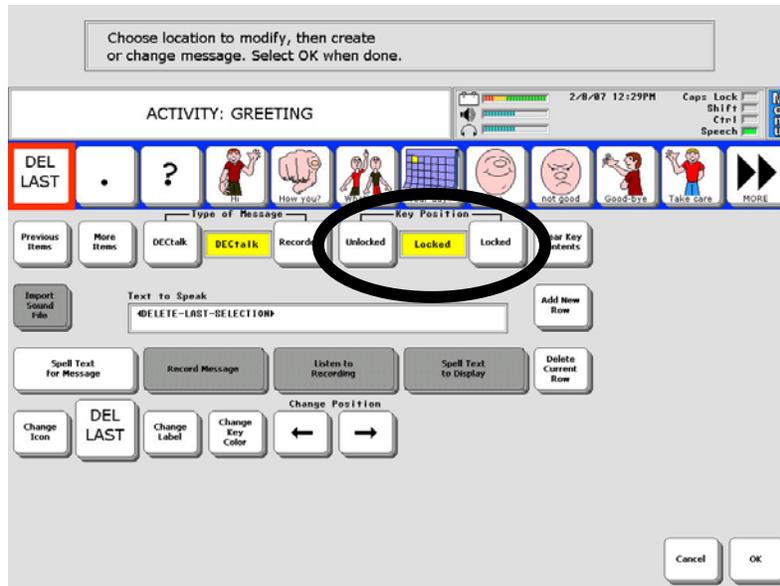


Now, if you turned **Picture Prediction ON** in the **FEEDBACK MENU** it will not apply to the Activity you just selected.

### **If you want only Some Keys in an Activity to Move:**

Perhaps you would like to have some keys predicted in an Activity, but not others. For example, the **MORE ITEMS** key should always remain in its place.

1. Open the **MODIFY ACTIVITY MENU**.
2. Select the Activity you want.
3. Turn **Picture Prediction ON**.
4. Select **Modify Item Within Activity**.



5. You see the screen that contains the keys in this activity. Select a key. If you want this key to stay in its place in the row, turn the **Key Position** option to **Locked**.

6. Select each key that you don't want to have predicted and set it to **Locked**.

➡ **Remember!** If **Picture Prediction** is turned **OFF** in the **FEEDBACK MENU**, no Activities or keys in an Activity will be predicted.

Picture Prediction is very helpful with **Dynamic Activities**. You might often select the sequence for the **FOOD** Activity but then have to go through 2 or 3 rows of food keys before you see the food you mention a lot. With Picture Prediction, those keys you use frequently will eventually move to the front (first row) of the Activity.

## Modify an Already Existing Activity

---

Use the **MODIFY ACTIVITY** menu in the Toolbox to change an existing Activity.

➡ If you want to use the **SET-UP** key, start at Step #2: select an Activity and press the **SET-UP** key. If you are using a mouse, right click on an activity and select **Setup**.

## To Modify an Activity:

1. Go to the Toolbox and activate the **MODIFY ACTIVITY** menu.
  2. You see the Activity Row. Select the Activity you want to modify. (Activate the **More** or **More Items** key to see more Activities.)
  3. You can **change** the **icon**, **label** or **key color** of the main Activity key. You can **change** its **position** in the Activity Row or **shuffle** the position of all the Activities. You can **hide** the Activity or let it **show** in the Activity Row. You can **change** the **background color** of the Activity. You can **copy** the Activity to a different Area. You can also **delete** the entire Activity. Turn **Picture Prediction** On or Off here.
  4. If you want to change one of the items within the Activity, select **Modify Item Within the Activity**.
- 4a. Some options within the Activity:

**Change Icon:** Choose a new icon from the icon categories.

**Change Label:** A label can contain up to 9 letters. If you want a blank label, type a space instead of a word.

**Store Category Prompt:** **This works with scanning only.** Store a prompt for your device to speak that identifies the Activity.

**Change DECTalk Text:** Spell new text from the spelling overlay.

**Change Recorded Message:** Record a new message. If you want text to be displayed with the recording, spell it on the spelling overlay. You can import a sound file using the **Recorded** option. See the **MP3 Player Menu chapter** beginning 174.

**Add or Delete Rows:** Add an Activity Row of blank keys or delete a current Activity row.

**Key Position: Lock or Unlock:** Use with Picture Prediction: **Lock** and the key remains fixed; **Unlock** and it will move according to frequency of use if Picture Prediction is turned On in the **FEEDBACK MENU** and for the Activity.

## Link an Activity to a Page or to another Activity

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You can link your Activity to a Page or to another Activity. This means you can press a key in an open Activity that will take you to another Activity or to a Page that have already created.

### To Link an Activity to a Page

- A. If you are creating a new Activity, activate **CREATE ACTIVITY** in the Toolbox, spell the name of the activity and select an icon.
- B. If you want to link an Activity you have already created, select **MODIFY ACTIVITY** in the Toolbox and select the Activity you want, then select **Modify Item within Activity** from the menu screen.

### For A and B above:

1. Select the key where you want to store the link.
2. Select **DECTalk or Record**
3. Select **Spell Text for Message**.
4. Instead of spelling a message, select the **Insert Tool** key on the spelling overlay.
5. A list of Tools appears with the message,
6. Select **More Items** until you see either **SET PAGE** or **SET ACTIVITY**. Select the one you want.
7. You see a list of all your Pages or Activities. Select the Page or Activity you want to link **to**. Select **OK**.
8. Now you can choose an icon for your key, label it, etc.
9. Select **OK** to save your changes and exit.

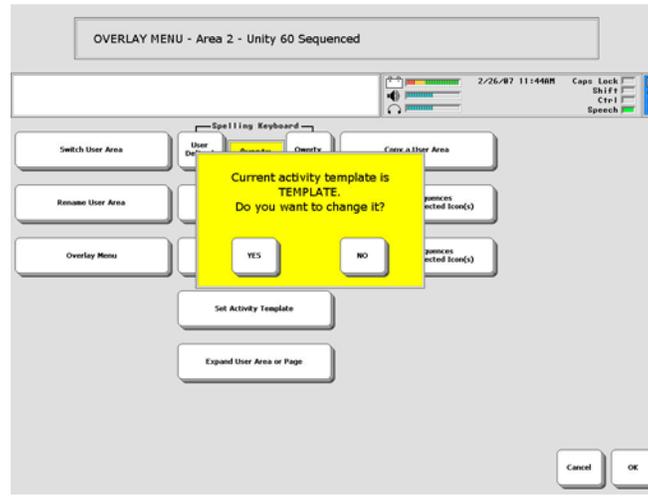
## Set Activity Template

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Each default overlay in your device has a template you can work from when creating an Activity. It is generally called **Template 1**. This will contain some essential keys placed where they are always placed on the regular overlay. If you set a particular Activity Template, you can create Activities that will always have these essential keys in the same places.

## To Set and Use an Activity Template:

1. Select **Set Activity Template** from the **CHOOSE OVERLAY MENU**.



2. You see a message box that tells you the current template is **Template** and asks if you want to change it. If you want Template 1, select **NO**. If you want to use a different template, select **YES**.
3. If you select **YES**, you see the List of Activities screen for the overlay you are using.

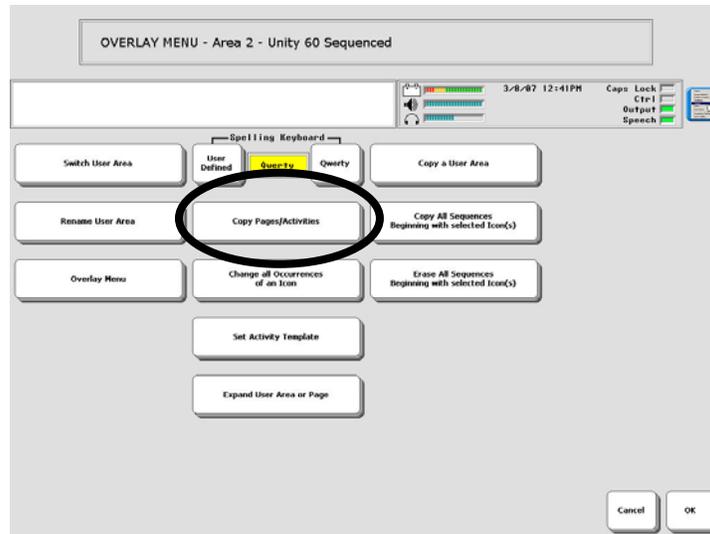


4. You can select any Activity to use as a Template.
5. Once you have selected an Activity for a Template, activate **OK**.

Now when you create a new Activity, the template you selected will come up for you to work from.

# Copy Pages/Activities from your Current User Area to Another User Area

---



## Copy Pages or Activities in one User Area to another User Area.

1. Go to the Area where the Pages/Activities you want to copy are.
2. Go to the Toolbox and activate the **CHOOSE OVERLAY MENU**.
3. Activate the **Copy Pages/Activities** option.
4. If you want to copy only specific Pages or Activities, activate the **Copy Selected Pages or Copy Selected Activities** option.
  - 4a. Activate the User Area where you want the Activities or Pages to be **copied to**.
  - 4b. Activate the Pages or Activities you want to copy. The Activity or Page you select will turn gray. Continue to select specific keys until you have selected all you want.
  - 4c. Activate **OK** when you are finished.
  - 4d. Answer **YES** to continue copying or **NO** to cancel.
5. If you want to copy all the Pages or Activities in a User Area, activate the **Copy All Activities** or **Copy All Pages** option.
  - 5.a. Activate the User Area where you want to copy the Pages or Activities to.
  - 5b. Answer **YES** to continue the copying or **NO** to cancel.

➡ You may have to adjust the Activities in the Activity Row if you expanded into an area. They may not be in the position you are used to due to the size of the new area or overlay, especially if they were locked. This is also true if you copy Pages.

## Copy Activities or Pages from One Device to Another

---

You can easily copy Pages or Activities from one device to another by using a USB flash drive and the MTI. Copy the Pages/Activities to a **blank** User Area in your device. Use the MTI to save that user area to the USB drive. Plug the USB drive into the second device and use the MTI to load the saved area into the second device. ➔ See the **Memory Transfer Menu** chapter beginning on page 166.

## The SET-UP Key—a Shortcut

---



The key labeled "2" on the top front of your device case has already been programmed for you as the **SET-UP** key.

When you want to modify a key, an Activity or a Page, use the **SET-UP** key instead of going to the Toolbox and opening the menu you need.

The SET-UP key is context sensitive which means it will open different menus/pages, depending on what you are doing:

- If you use SET-UP on a Core key, you open up the **ASSIGN CORE KEY** menu.
- If you use SET-UP while selecting a sequence, you open in the **STORE CORE** page.
- If you use SET-UP with an Activity *label* key, you open the **MODIFY ACTIVITY** menu.
- If you use SET-UP with an Activity key *within* an Activity, you open the **Modify Item Within Activity** page.
- If you use SET-UP on a Page key, you open the **MODIFY PAGE** menu for that page.

If you want to use the **SET-UP** key to store a Core vocabulary message you must use a 2 icon sequence rather than only one icon.

**For example:**

1. Select the first icon you want to use to store your message.
2. Press the **SET-UP** key.
3. Select the next icon you want to use.
4. You see the **STORE CORE** menu.

 **PROGRAMMER'S TIP:** If you have plugged a USB mouse into the device, right click on a key to see a small menu where you can select **Setup**. This is the same thing as pressing the **SET-UP** key.



# Pages

## About Custom Pages

---

Custom Pages can be created for the all keyboard sizes. Custom Pages do not have an Activity Row, and each key on the page is a single activation key. There is no sequencing. You can think of a Custom Page as one big single Activity. Your device has Custom Pages already stored in it and you can create your own Custom Pages.

Perhaps you would like a Custom Page that allows you to play a game or read a book. Each key on the page can be dedicated to a single move or a single page in a book. You can make a Visual Scene page where each key explains part of a graphic.

Before you create a Custom Page, think about what you are going to want on it. You will need to be able to move from your Custom Page to other overlays. You might need an OK key and/or a CANCEL key. You can open the **PAGE MENU** and look at other Pages. You can copy a page and then make it your own.

Once you have created a Custom Page, your device automatically places it in the **PAGE MENU** in the Toolbox. You might want to store the **PAGE MENU** on your overlay or under an icon sequence so that you can go to your Custom Pages easily. If you only use one Custom Page most of the time, you might want to store just that Page under an icon sequence on your overlay.

When you create a Custom Page you will use the **CREATE PAGE** key in the Toolbox. To modify or change an already created Page, use the **MODIFY PAGE MENU** or the **SET-UP** key.

➡ To copy Pages from one user area to another user area, use the **CHOOSE OVERLAY MENU**.

## Create a Custom Page

---

1. Go to the Toolbox.



2. Activate **CREATE PAGE**



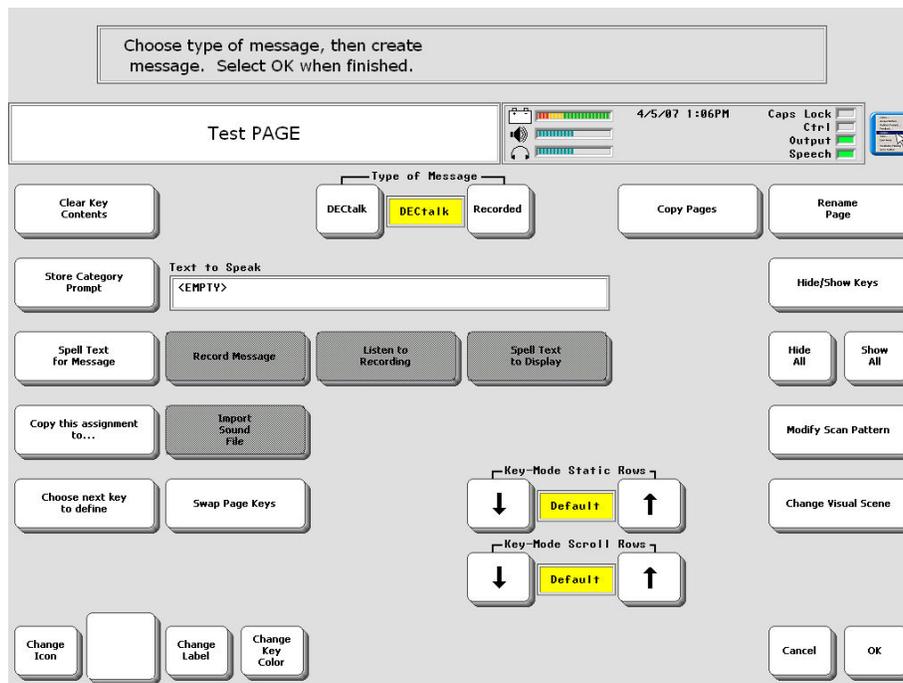
3. Spell the name for your page and select **OK** when you have finished.

### Copy from an Existing Page:

4. If you want to copy the format of an already created page, select **Copy from an existing page** then select the page you want to copy.
5. Select a key to define from the existing page.
6. Follow steps #6-10 below.

### OR

4. Select the **Keyboard Size** you want to use for your page and select **OK**.
5. Select the first key that you want to define. You see the **CREATE PAGE MENU**.



6. Select **DECTalk** or **Record**. (PRC uses DecTalk as the generic term for the voice you have selected for yourself in the **SPEECH MENU**.)
7. Type in any text that you want your device to speak. If you are recording something, type in any text that you want to have displayed.
8. Add an icon to your key, change the label or change the key color if you want. A label can contain up to 32 letters. If you want a blank label, type a space instead of a word. To change the key color press the **Change Key Color** key until you see the color you want.

You can **hide** the key. You can copy the key's assignment to another key on the page. You can swap the key with another key.

If the key you have selected is in the first row or the first column of keys, you can add an Auditory Prompt to identify the key.

If you want to scan the page in a specific way, you can create the pattern you want (**Modify Scan Pattern**-see **Appendix X** for more information).

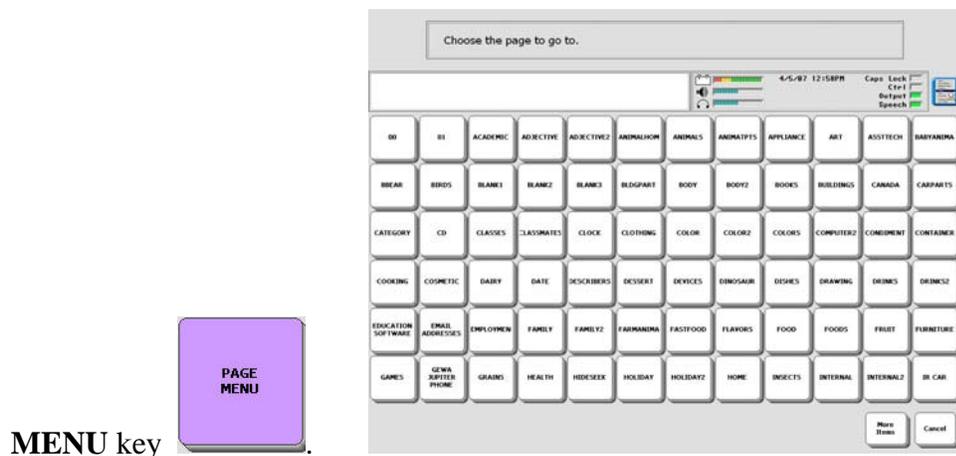
If you are creating a page to use with the internal computer, you can set how you want it to scroll (**Key Mode-Static Rows** and **Scroll Rows**-see **Appendix X**).

9. When you have finished with the key, select **Choose Next Key to Define** and repeat steps 5-9 until you have created your custom page. Select **OK** when finished.

## Go to Your Custom Page

---

Once you have created a Custom Page, you can go to the Toolbox and activate the **PAGE**



**MENU** key

The names of any Pages you have created will be listed in this menu. Simply select the page you want to use.

If you would prefer not to go to the Toolbox every time you want to open a Page, you can store the **PAGE MENU** under an icon sequence on your overlay.

If you do not need the whole **PAGE MENU**, you can store a specific Custom Page under an icon sequence on your overlay. To do this, you must use **INSERT TOOL** and the **SET PAGE** or **SET PAGE TEMPORARY** Tool when you store the sequence. (See Appendix A for an explanation of the **SET PAGE** and **SET PAGE TEMPORARY** Tools.)

### To Store a Specific Custom Page Under an Icon Sequence:

1. Activate **STORE CORE** in the Toolbox.
2. Choose the icon sequence you want to use and then activate **OK**.
3. Select DECTalk and **Spell Text to Speak**.
4. Spell any text you want to store.
5. Activate **INSERT TOOL**.
6. Activate **SET PAGE** or **SET PAGE TEMPORARY** Tool.

7. Choose the Custom Page you want from the **PAGE MENU**.
8. Activate **OK**.
9. Activate **OK** again.

**To Store PAGE MENU under an icon sequence:** change Step #6 to **PAGE MENU**. Delete Step #7.

## Modify a Custom Page

---

When you want to make changes to a page that is already created, use the **MODIFY PAGE MENU**.

### To Modify a Custom Page:

1. Go to the **Toolbox**.



2. Activate **MODIFY PAGE**.
3. Select the page you want to modify.
4. Select the key you want to define (or "work on").
5. Use the options on your screen to make any changes to the key, e.g., change icon, icon name, color, etc.
6. If you want to modify another key, activate **Choose next key to define**.
7. When you are finished, activate **OK**.

### To Check the Modifications:

1. Go to the **Toolbox**.
2. Activate **PAGE MENU**.
3. Select the page you just worked on.
4. Use the page to see if the changes you made are there.

➡ Use **Rename Page** to change the name of your Page.

➡ Use the **TRANSFER MEMORY MENU** to save individual pages to a memory device and/or load them back into your communication aid.

➡ You can transfer a page from one User Area to another using the MTI, but you must switch to the User Area you want to load the page into before you complete the transfer.

## Link a Page to another Page or to your Core Vocabulary

You can link one page to another page or you can link a page to your Core vocabulary. The tools, **SET-PAGE** and **GO TO MINSPEAK** allow you to do this. You can create links when you create a page or when you modify a page. In our example below we will link an already created page to another page.

### To Link One Page to a Another Page



1. Open the **Toolbox** and select **MODIFY PAGE**.
2. Select the **Page** where you want to put your link.
3. Select the **key** you want to use to link this page to another page.



4. Select **Spell Text for Message**.



5. Select **INSERT TOOL**.
6. Select **More Items** until you see the tool, **SET-PAGE**, then select it.
7. You see all of your pages. Select the page you want to link to.
8. Select **OK**.
9. You can now select an icon for the key, change the label, etc.
10. Select **OK** when you have finished.

### To Link from a Page to the Core Overlay

Follow steps 1-5, above.



6. Select **More Items** then select the tool, **GO TO MINSPEAK**.
7. Select **OK**.
8. Select **Change Label**. Unity® uses the label, MINSPEAK.
9. Select **Change Icon** to change the icon picture to MINSPEAK: select the **Alphabet Sort** category, then **M** for Minspeak, then select the icon named MINSPEAK.
10. Select **OK**. You are now linked to your Core overlay.

# Visual Scene Pages

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**PROGRAMMERS TIP:** This option is best used by the therapy team and programmers. You must be using the **Touch** access method.

A visual scene is a special Page you make that has a graphic superimposed over keys on your overlay. You create and work with visual scenes much the same way as you do with any other page.

## Create a Visual Scene Page

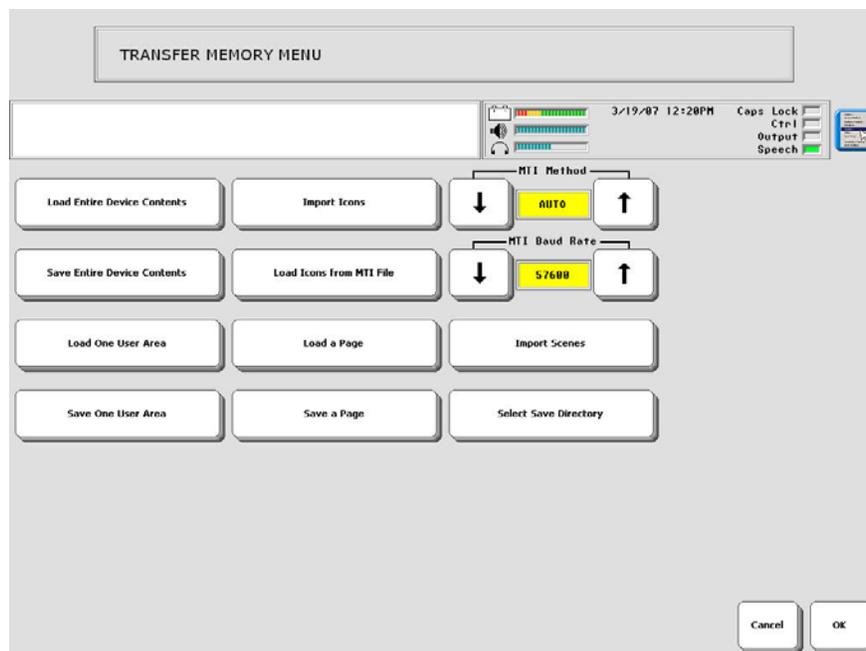
You must have a graphic on your USB or hard drive to use for a visual scene.

1. If you are using a USB flash drive, plug it into one of the USB ports on your device.

When you plug the USB drive in, you will probably see a Windows Message Box for "Removable Disk," asking you what you want to do. Unless you are familiar with this message box and know what you want to, **we recommend you do nothing and just close the box or select Cancel.**

2. Go to the Toolbox on your device.

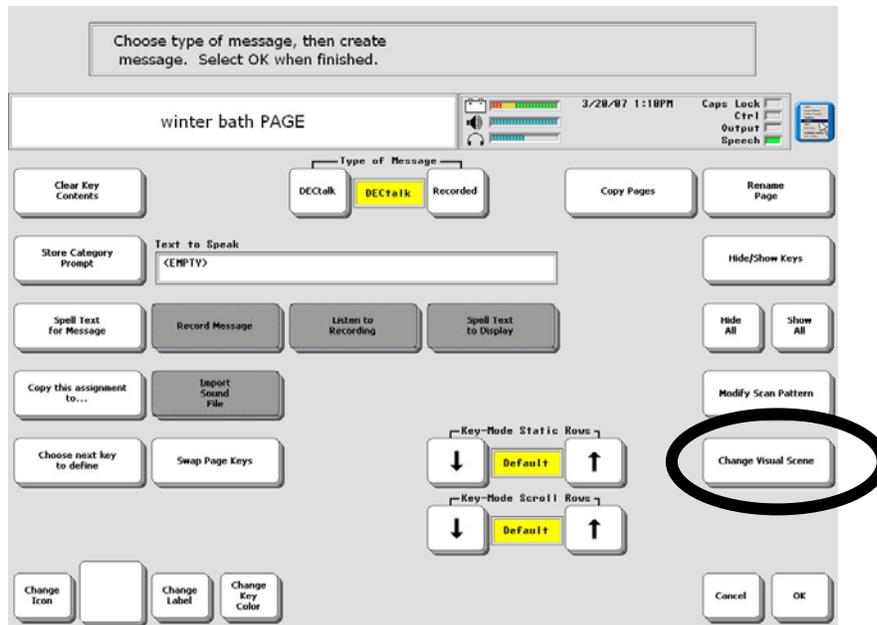
3. Open the **TRANSFER MEMORY MENU**.



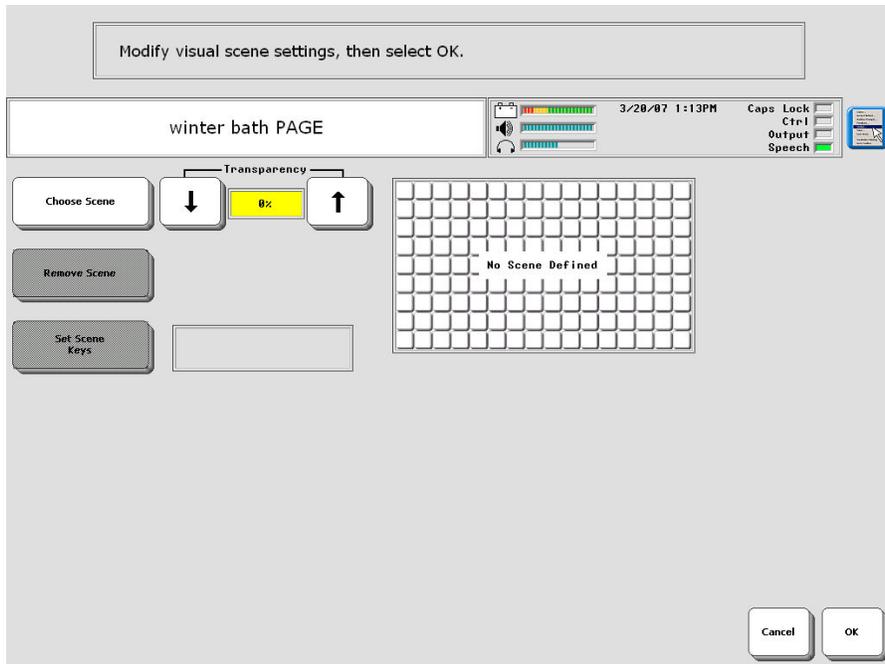
4. Select **Import Scenes**.

5. Select the drive you want. Select the graphic you want to use, then select **OK**.

6. You can choose **Rename Scene** and give the graphic a new name if you want. You can change the **Aspect Ratio** if you want. You can experiment with this to see what it does. Usually, maintaining the ratio is fine for most visual scenes.
7. Select **OK** when you are finished.
8. Select **OK** to exit the **TRANSFER MEMORY MENU**.
9. In the Toolbox, select **CREATE PAGE**.
10. Spell in a name for your page and select **OK**.
11. Select the number of locations you want. **144** is best for pictures with lots of details. Select **OK**.
12. Select any key.

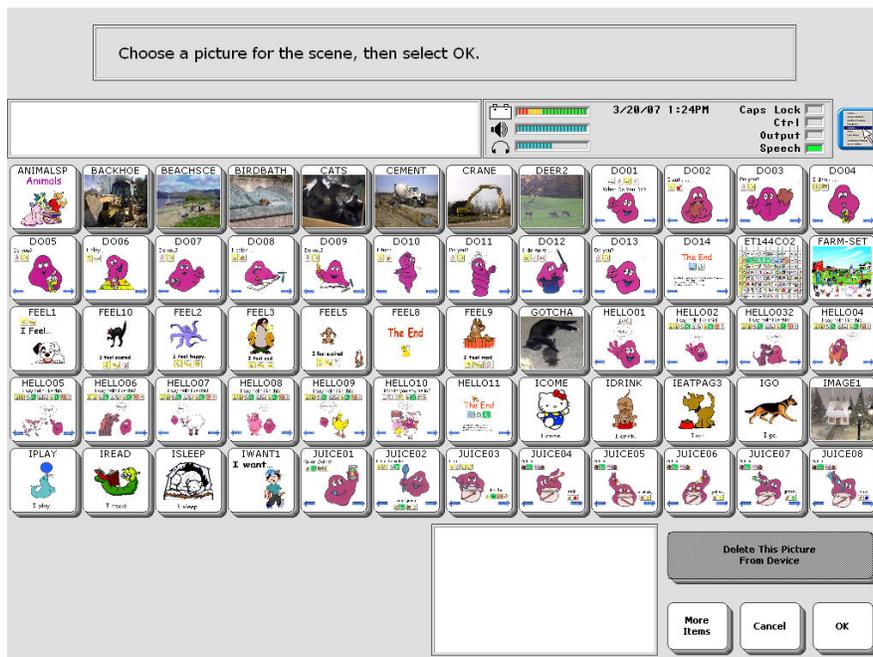


13. You see the Create/Modify Page screen. Select **Change Visual Scene**



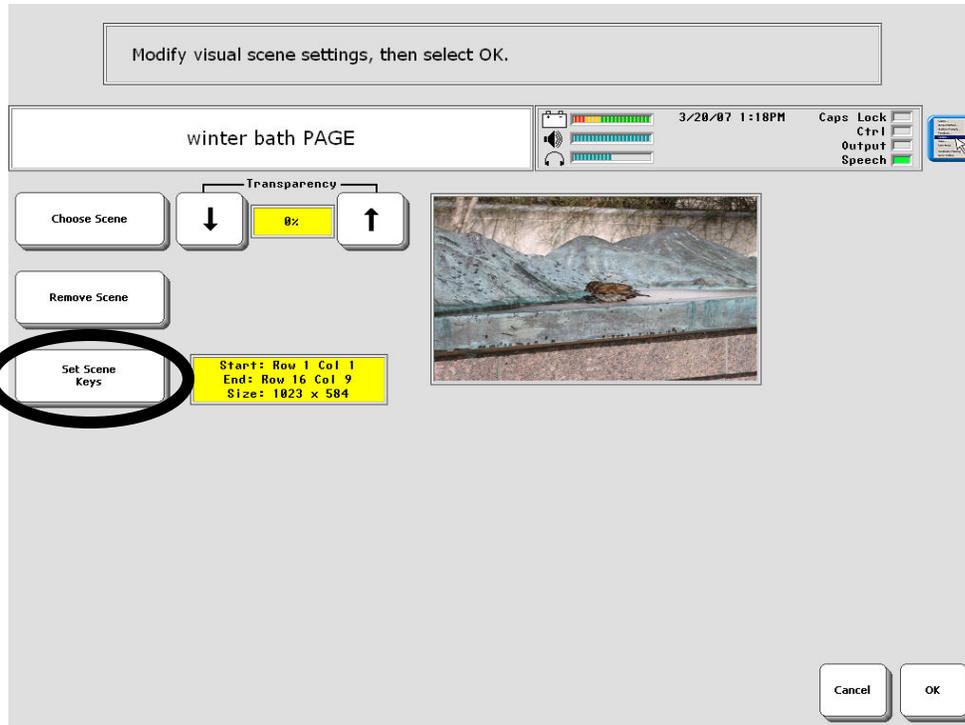
14. You see the **Modify Visual Scene** screen. Select **Choose Scene**. It may take a few seconds for your scenes to appear.

🔄 **Note:** You can also import scenes here from your USB or hard drive.



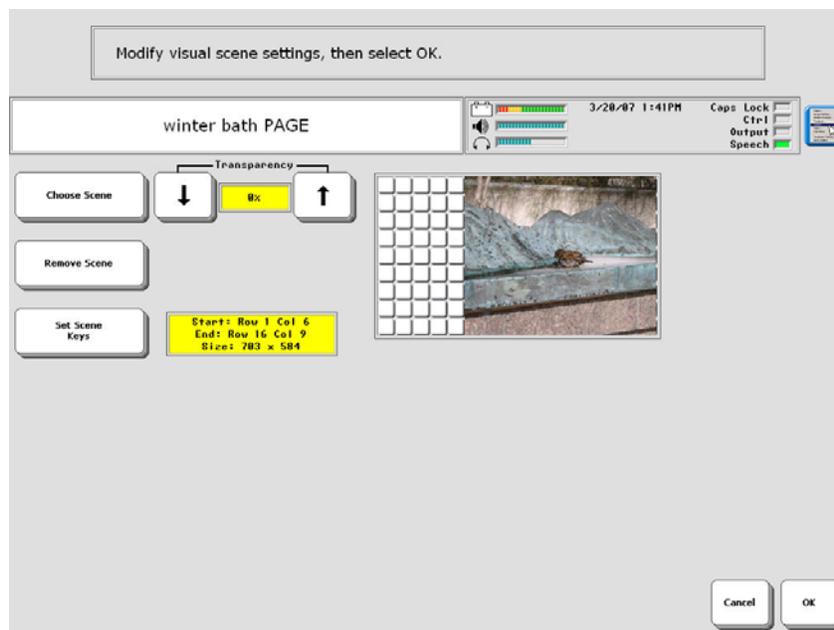
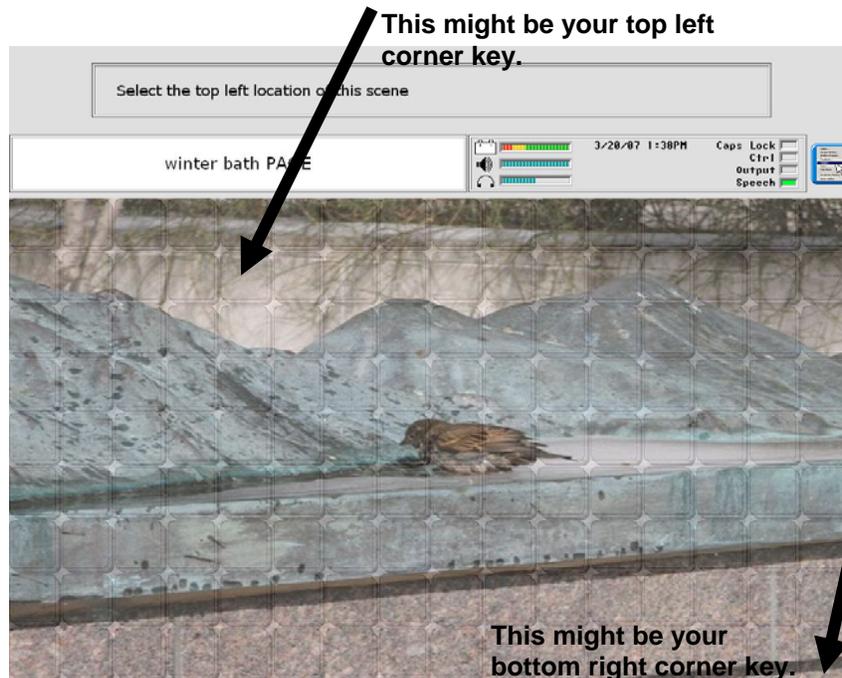
15. Select the picture you want to use for your visual scene and select **OK**.

🔄 This is the page where you can delete scenes you no longer want.

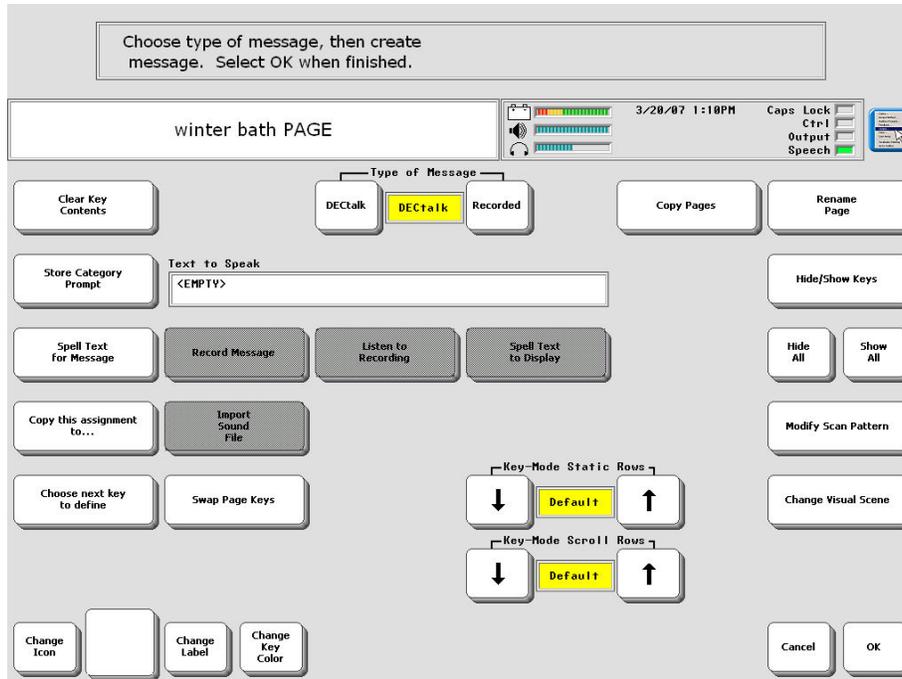


16. Notice that the picture covers all the keys on the overlay. You can choose your own size for the picture. Select **Set Scene Keys**.

17. Select the area you want the picture to cover by selecting a top right corner key and bottom left corner key.



18. Now you can see how your page will look with the visual scene on it. You can select **Set Scene Keys** again to change it, you can **remove** it, or you can choose a new scene. If you want your client to be able to see the keys under the graphic, set the **Transparency** option to more than 0%. Select **OK** when you are finished.



19. Select **Choose next key to define** and begin to program the keys just as you would any other page.

- If you want to add a sound effect to a key, you may either record a sound or import a WAV or MP3 file. Change **Type of Message** to **Recorded**.
- Create links to other pages
- Define a scan just for this page by using **Modify Scan Pattern** (see Appendix X).

20. Select **OK** when you have completed your visual scene.

### You can program links to other Pages on your Visual Scene Page.

1. Set **Type of Message** to the synthesizer you want to use.
2. Select **Spell Text for Message**.
3. Select **INSERT TOOL**.
4. Select **SET PAGE**.
5. Select the Page you want to link **to**.
6. Change the label, icon, color, etc., if you wish.
7. Select **OK** when you are finished.

➡ You can create customized block scanning for a visual scene page. See page 237.

## Copy Pages/Activities from your Current User Area to Another User Area

---

### Copy Pages or Activities in one User Area to another User Area.

1. Go to the Area where the Pages/Activities you want to copy are.
2. Go to the Toolbox and activate the **CHOOSE OVERLAY MENU**.
3. Activate the **Copy Pages/Activities** option.
4. If you want to copy only specific Pages or Activities, activate the **Copy Selected Pages or Copy Selected Activities** option.
  - 4a. Activate the User Area where you want the Activities or Pages to be **copied to**.
  - 4b. Activate the Pages or Activities you want to copy. The Activity or Page you select will turn gray. Continue to select specific keys until you have selected all you want.
  - 4c. Activate **OK** when you are finished.
  - 4d. Answer **YES** to continue copying or **NO** to cancel.
5. If you want to copy all the Pages or Activities in a User Area, activate the **Copy All Activities** or **Copy All Pages** option.
  - 5a. Activate the User Area where you want to copy the Pages or Activities to.
  - 5b. Answer **YES** to continue the copying or **NO** to cancel.

## Copy Activities or Pages from One Device to Another

---

You can easily copy Pages or Activities from one device to another by using a USB flash drive and the MTI. Copy the Pages/Activities to a **blank** User Area in your device. Use the MTI to save that user area to the USB drive. Plug the USB drive into the second device and use the MTI to load the saved area into the second device.

➡ See the **TRANSFER MEMORY MENU** chapter beginning on page 166 for information about transferring memory.

## Expand a User Area or Page

---

Perhaps you have become extremely good at using a particular overlay. Now you would like to move up to an overlay with more keys on it, yet you don't want to lose the overlay you are used to. The option, **Expand a User Area or Page** in the **CHOOSE OVERLAY MENU** allows you to place a smaller overlay into a larger one.

### To Expand a User Area or Page



1. Open the **CHOOSE OVERLAY MENU** in the Toolbox.
2. Select **Expand User Area or Page**.
3. Select **User Area or Page**.

### For User Area

4. Select the User Area you want to expand.

In this example that would be the area that has the overlay you are most used to, let's say Unity 60 Sequenced.

5. Now select the overlay size you want to expand to.

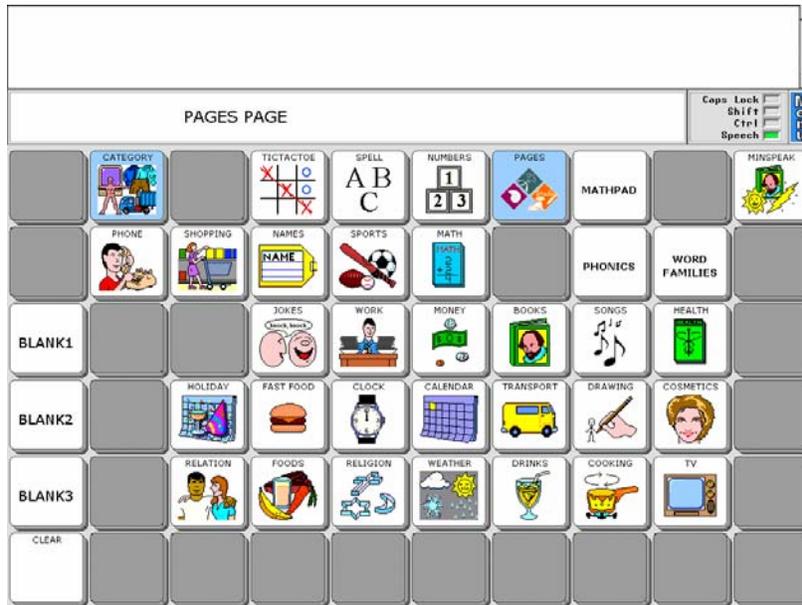
In this example, you would want to expand to an 84 or 144 location overlay. Then select **OK**.

6. A message box appears asking if you want to expand all pages to 144 locations. If you want every activity and page in your overlay to be expanded into 144 locations, select **YES** in the message box. Select **NO** if you only want the original overlay expanded.
7. A message box will appear telling you the expansion is complete.
8. Activate **OK**.
9. Activate **OK**. Activate **OK** again to exit the **CHOOSE OVERLAY MENU**.

The next time you go to your Unity 60 Sequenced overlay it should look like the picture on the next page:



Select the **PAGES** key.



If you selected **NOT** to have the pages in the User Area expanded, your PAGES page will look like this.



## The SET-UP Key—a Shortcut

---



The key labeled "2" on the top front of your device case has already been programmed for you as the **SET-UP** key.

When you want to modify a key, an Activity or a Page, use the **SET-UP** key instead of going to the Toolbox and opening the menu you need.

The SET-UP key is context sensitive which means it will open different menus/pages, depending on what you are doing:

- If you use SET-UP on a Core key, you open up the **ASSIGN CORE KEY** menu.
- If you use SET-UP while selecting a sequence, you open in the **STORE CORE** page.
- If you use SET-UP with an Activity *label* key, you open the **MODIFY ACTIVITY** menu.
- If you use SET-UP with an Activity key *within* an Activity, you open the **Modify Item Within Activity** page.
- If you use SET-UP on a Page key, you open the **MODIFY PAGE** menu for that page.

If you want to use the **SET-UP** key to store a Core vocabulary message you must use a 2 icon sequence rather than only one icon.

### **For example:**

1. Select the first icon you want to use to store your message.
2. Press the **SET-UP** key.
3. Select the next icon you want to use.
4. You see the **STORE CORE** menu.

**PROGRAMMER'S TIP:** If you have plugged a USB mouse into the device, right click on a key to see a small menu where you can select **Setup**. This is the same thing as pressing the **SET-UP** key.



## **Store/Assign Tools and Macros in Core, Activities and Pages**

## To Store a Tool Use the INSERT TOOL Key on the Spelling Keyboard

---

To assign a Tool to a key or to store it in a sequence you must use the **INSERT TOOL** key on your **spelling keyboard**.

When you use **INSERT TOOL** you are telling your device to do two things: 1) to show you the All Tools List and 2) to insert a Tool from the list to the key or icon sequence you have chosen on your overlay.

**INSERT TOOL** is only active when you are in **STORE** mode (this includes the **ASSIGN CORE KEYS, STORE, CREATE** and **MODIFY ACTIVITY** and **CREATE** and **MODIFY PAGE** menus). If you try to activate **INSERT TOOL** when you are not in **STORE** mode, nothing will happen.

➡ **INSERT TOOL** is in the top row on the QWERTY spelling keyboard. It will be in different places on the other spelling keyboards.

➡ If you are assigning multiple Tools and text to an icon sequence or a key, you must activate **INSERT TOOL** before **each** Tool that you want to copy.

## Store a Tool Under an Icon Sequence

---

Let's say you would like to copy the **SPEECH ON/OFF** Tool and store it under an icon sequence on your overlay.

### To Store a Tool Under an Icon Sequence:

1. Go to the Toolbox.



2. Activate **STORE CORE**
3. The Toolbox returns you to your overlay. Select the icon sequence you want to store your Tool under and activate **OK**.
4. Select **DECTalk or RealSpeak** from the storing screen.

5. Select **Spell Text for Message**.
6. You see your spelling overlay. Activate the **INSERT TOOL** key.
7. You see the first page of the All Tools List. The Tools are arranged alphabetically on the screen. Activate **MORE ITEMS** twice.
8. Select **SPEECH ON/OFF**.
9. Activate **OK**.
10. You see the Storing screen. If you are finished with storing, activate **OK**.
11. You return to the Toolbox. Activate **GO TO MINSPEAK**.
12. Activate the sequence you stored the Tool under. You should see the **SPEECH** indicator in the Status Area turn On or Off.

### To Erase the Sequence

1. Go to the Toolbox.
2. Activate **ERASE CORE**.
3. Activate the icon sequence you stored the Tool under.
4. Activate **OK**.
5. Activate **YES**.
6. Activate **GO TO MINSPEAK** to return to your overlay.

## Assign a Tool to a Core Key

---

Use the **ASSIGN CORE KEYS MENU** to assign a Tool to any Core vocabulary key. Use the **CREATE ACTIVITY** or **MODIFY ACTIVITY** to assign a Tool to the Activity Row.

When you assign a Tool to a Core vocabulary key, the Tool **replaces** the icon that was associated with the key. If you activate the key, it will perform the duties of the Tool you assigned to it.

➡ When you assign a Tool to a key, you can no longer use that key as part of an icon sequence for a message.

### To Assign a Tool to a Core Vocabulary Key:

1. Go to the Toolbox. Activate the **ASSIGN CORE KEYS MENU**.



2. Activate the key on your overlay where you want to assign the Tool.
3. Activate **Tool** in the **Assign Key As** box.
4. Activate the **Enter Assignment** key.
5. Activate **INSERT TOOL** on the Spelling overlay.
6. Now you see the All Tools List. Select the Tool you want to assign to the key.
7. You return to the Spelling keyboard.
8. Activate **OK**.
9. You return to the **ASSIGN CORE KEY MENU**.

If you want to change the label, you can do it now. If you want a blank label, type a space instead of a word. If you want to add an icon to remind you of the Tool stored there, you can do so now.

## **Erase the Tool and Restore the Original Icon**

---

Activate **ICON** in the **ASSIGN CORE KEYS** menu screen to erase a Tool from a Core key and restore the original icon. Activate **Clear Key Contents** to clear everything from the key.

### **To Erase the Tool and Restore the Icon**

1. Go to the Toolbox. Activate the **ASSIGN CORE KEYS**.
2. Activate the key on your overlay that contains the Tool you want to erase.
3. Select **ICON** in the **Assign Key As** box.
4. The original icon is restored.
5. Activate **OK**.

### **If you want to clear the entire contents of the key so it becomes a blank key:**

1. Go to the Toolbox. Activate **ASSIGN CORE KEYS**.
2. Select the key whose contents you want to erase.
3. Activate the **Clear Key Contents** key.
4. Activate **OK**.

The key is now blank. It has neither an icon nor any contents.

## Assign a Tool to an Activity Row Key

---

This function allows you to assign a Tool to a key in the Activity Row. This is a useful function if you need an empty key on your overlay. For example, perhaps you want to assign a tool that you use frequently to a key on your overlay, but you have no blank keys on the overlay. You decide if you could just move **CLEAR DISPLAY** to the Activity Row, you could assign your new Tool to the key where CLEAR DISPLAY used to be. **ASSIGN ACTIVITY KEYS** lets you do this.

When you assign a Tool to a key in the Activity Row it is like adding a key to the row. You select a position in the row where there is an Activity, assign the Tool to it and your device will place the Tool where the Activity was and move the Activity one place to the right in the row

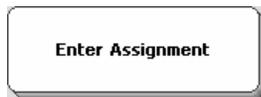
➡ **ASSIGN ACTIVITY KEYS** will not allow you to assign a Tool to a key *within* an Activity. Use the **CREATE ACTIVITY** or **MODIFY ACTIVITY** menus for that.

### To Assign a Tool to a Key in the Activity Row:

1. Activate **ASSIGN ACTIVITIES KEYS** in the Toolbox.
2. You see the first row of available Activities.
3. Select the key where you want to assign a Tool.



4. Select the **Tool** option.



5. Select **Enter Assignment**.



6. Select **Insert Tool**, then select the Tool you want to assign.
7. Select **OK**.
8. Perform any of the other options you want to.
9. Select **OK**. You will see the Tool in your Activity Row.

➡ If at some later time you decide you want the Activity back in that spot, simply open **ASSIGN ACTIVITY KEYS**, select the Tool, then select the **Activity** option. The Tool key will disappear and the Activity key will return to its original place in the row.

➡ Use **ASSIGN CORE KEYS** to assign a Tool to a Core Vocabulary key on your overlay.

## About Macros

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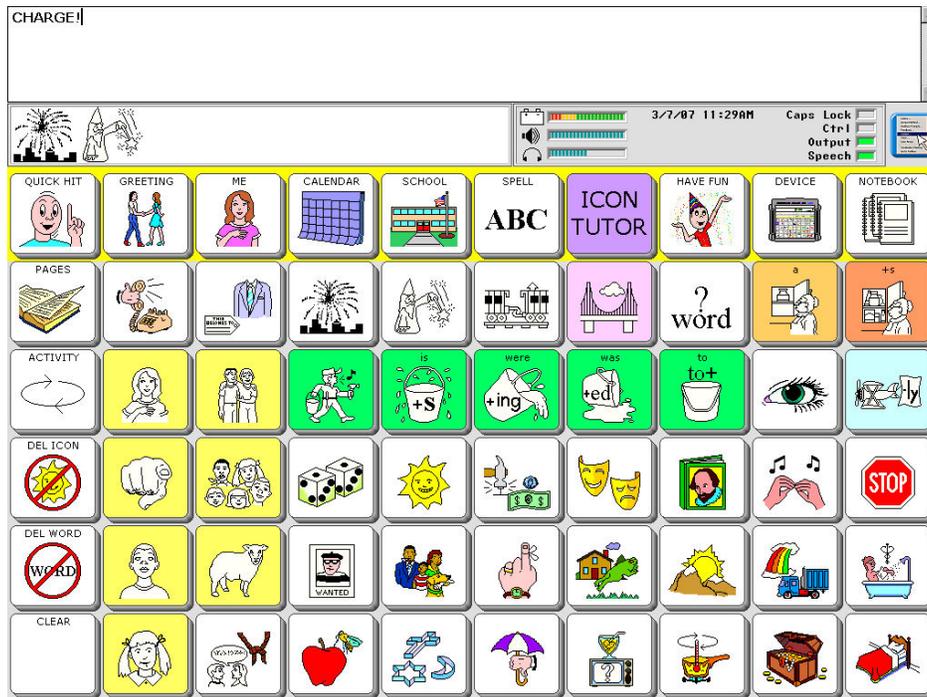
When you store Tools or Tools and text together, you are making a macro. A macro is just a set of instructions that tell your device to do something. Macros are often used as shortcuts for tasks that normally require a number of key activations.

When you store a Tool on your overlay you are creating a basic macro. You can also create and store macros that tell your device to do a lot more than just allow you to activate a Tool. You can create macros that change your speaking voice in the middle of a sentence and then return it to normal. You can create macros that involve changes in menu settings so that you don't have to go to the Toolbox to change settings.

You can assign macros to keys on your overlay or you can store them under icon sequences.

# Store a Macro Under an Icon Sequence

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As an example, let's store the CALL signal and add the word "Charge!" for your device to speak.

1. Go to the Toolbox.



2. Activate **STORE CORE**
3. The Toolbox returns you to your overlay. Select the icon sequence you want to use to store the macro under.
4. Activate **OK**.
5. Select **DECTalk** or RealSpeak from the storing screen.
6. Select **Spell Text for Message**.
7. You see your spelling overlay.

8. Activate the **INSERT TOOL** key.
9. You see the first page of the All Tools List. The Tools are arranged alphabetically on the screen. Activate the **CALL** Tool.
10. Type: Charge!
11. Activate **OK**.
12. Activate **OK** on the storing screen.
13. You are back in the Toolbox. Activate **GO TO MINSPEAK**.
14. Make sure your speech is On. Activate the sequence you stored the macro under. Your device should play the CALL signal and speak, "Charge!"

## Assign a Macro to a Core Key

---

We will use the "Charge!" example

### To Assign Tools and Directions to a Core Key:

1. Go to the Toolbox overlay.



2. Activate **ASSIGN CORE KEYS**.
3. The Toolbox returns you to your overlay. Select the key you want to use to store the macro under.
4. Select **TOOL** in the **Assign Key As** box.
5. Select the **Enter Assignment** key.
6. You see your spelling overlay.
7. Activate the **INSERT TOOL** key.

8. You see the first page of the All Tools List. The Tools are arranged alphabetically on the screen. Activate the **CALL** Tool.

9. Type: Charge!

10. Activate **OK**.

11. Activate **OK**.

12. You are back in the Toolbox. Activate **GO TO MINSPEAK**.

Make sure the speech is On. Activate the key you stored the macro under. Your device should play the CALL signal and speak, "Charge!"

## Erase Macros

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### To Erase a Macro that has been Stored Under an Icon Sequence

1. Go to the Toolbox.
2. Activate **ERASE CORE**.
3. Activate the icon sequence you stored the macro under.
4. Activate **OK**.
5. Activate **YES**.
6. Activate **GO TO MINSPEAK** to return to your overlay.

### To Erase a Macro that has been Assigned to a Core Key:

1. Go to the Toolbox overlay.
2. Activate **ASSIGN CORE KEYS**.
3. The Toolbox returns you to your overlay. Select the key you assigned the macro to.
4. **If you want to erase the macro and restore the original icon:** select **ICON** in the **Assign Key As** option.  
**If you want to clear the key of everything:** activate **Clear Key Contents**.
5. Enter a **New Assignment** or select **OK** to leave the key empty.

➡ There are two insertable tools in your device that allow you to insert already created macros: the **SERIAL MACRO** tool which allows you to insert computer commands and the **INTELLI-TOOLS BUTTON** tool which allows you to insert Intelli-Tools buttons.

## Change All Occurrences of an Icon

---

Perhaps, in the course of assigning keys, you switched icons on a key from the original icon to

one whose picture you liked better. For example, you might have changed the  SUN

icon to the  SUNSHINE icon. Later you decide that you would like the SUNSHINE icon to appear wherever the SUN icon is assigned but you don't want to go to the trouble of reassigning the icon to all the instances where SUN might occur. Happily, your device will do this for you automatically.

### To Change All Occurrences of an Icon:

1. Open the **CHOOSE OVERLAY** menu in the Toolbox.
2. Select the **Change all Occurrences of an Icon** option.
3. Select the icon you want to **change**.
4. Select the icon to **change to**.
5. Select **YES** you want to change icons, or **NO** (you changed your mind).
6. Your device tells you how many occurrences of that icon were changed. Select **OK**.

## Copy or Erase all Sequences Beginning with Selected Icon(s)

---

This option allows you to copy all sequences beginning with the same icon or icon sequence and store them under another sequence.

For example, you could copy all the sequences that begin with **APPLE** (or APPLE plus another icon) and store them under **JUICE** (or JUICE plus another icon). You would then be able to access all the APPLE messages under APPLE or JUICE.

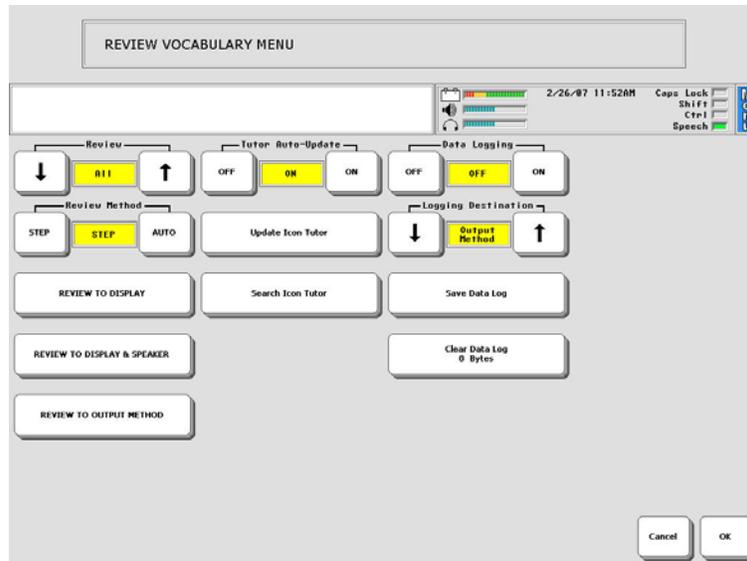
You can also go back and erase the original sequences once you have copied them.

# **Review Vocabulary**

## Using the REVIEW VOCABULARY MENU

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**REVIEW VOCABULARY** allows you to review all the vocabulary you have stored in your device. You can review the whole vocabulary, just the Core vocabulary or vocabulary that is stored with Activities or Pages. You can choose to see the review on the device display or a computer monitor; or you can tell the device to print the review on a printer.



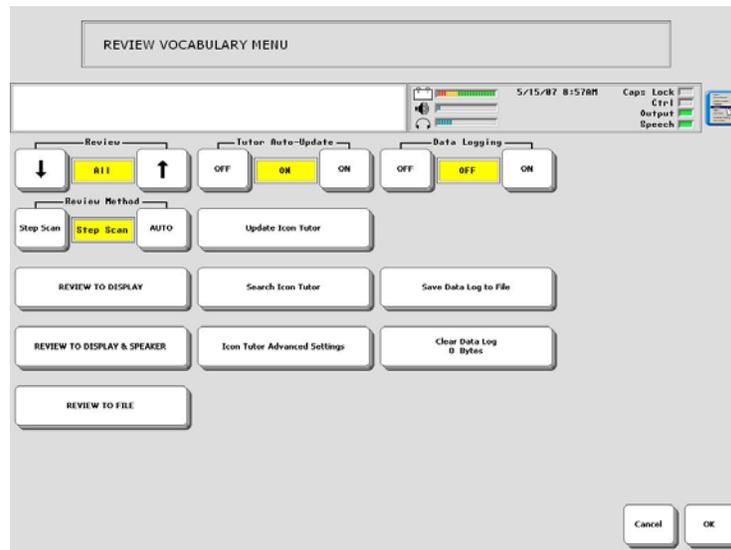
If you want to review vocabulary on your device screen, simply choose **Review to Display** or **Review to Display and Speaker**.

**Auto** means your device automatically moves through the vocabulary screens. **Step** means you activate the **MORE ITEMS** key to move through the screens.

- For recorded messages, the review shows the word "Digitized" and gives the icon sequences for each digitized message.
- A Vocabulary Review **does not** review words in the Dictionary.
- For information about **Data Logging**, see **Appendix X**.

## Using the "Review to File" Option

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You can also review the vocabulary in your ECO with the **Review to File** option. This will save the review to a USB drive or flash card or to a folder on the ECO hard drive.

When you select the **Review to File** option, you see a message that tells you where the file will be saved. If you have a USB flash drive plugged in, the file will default to being saved on that drive. **☞ If you did not purchase the internal computer option for your ECO, we recommend that you always save to a USB drive or a flash card ('removable media').** If you save to the ECO's hard drive without having the use of the internal computer, you will not be able to look at your work.

## Icon Tutor Options

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The Icon Tutor helps you to learn the sequences where specific words are stored. For example, suppose you want to know where the word "Watch" is stored.

### Search Icon Tutor

1. Open the **REVIEW VOCABULARY MENU**.
2. Select the **Search Icon Tutor** option.

3. You see your spelling page. Type in the word you want to search for, in this case, "Watch".
4. The Icon Tutor searches its database and shows you all the sequences where the word "watch" is used. You can write down the sequences for later use (or memorize them). The word "Watch" is used in two different sequences. Some words will be used in more sequences; some in less or none.

### About the "Tutor Auto-Update" Option

Your device automatically sets this option to On or Off according to the vocabulary you are using (Unity, Word Power, etc.). In most cases there will be no reason to change this setting. However, if you find that updating your icon tutor is taking a very long time, you can turn this option to OFF.

**➡REMEMBER!** If you manually turned **Auto-Tutor-Update** to **Off** and then made changes to your vocabulary you must select **Update Icon Tutor** first to save your changes. Any new searches will now include the updated changes.

### Icon Tutor Advanced Settings

This option is a way to streamline an Icon Tutor update by excluding those pages and activities that don't generate vocabulary. This option is for the use of MAP developers.

### About the ICON TUTOR Key in your Activity Row

All of the Unity overlays have an **ICON TUTOR** key  in the Activity Row. In some overlays it is in the **DEVICE** Activity . When you select this key, you can search the Icon Tutor from your overlay without having to go to the Toolbox and the **REVIEW VOCABULARY MENU**. Just type in the word you are looking for and select **OK**.

➡ See the **FEEDBACK MENU** options beginning on page 58 for more Icon Tutor options.

# **Notebooks**

# Creating and Using Notebooks

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When you have to create large amounts of text, use an individual Notebook.

Many people who have learned to communicate well using a communication aid are often asked to give speeches and presentations. Notebooks are ideal for storing speeches. You can store the Tool **SPEAK NOTEBOOK** to speak a specific Notebook.

Notebooks are unique to a User Area. A person in Area 1 cannot access Notebooks in Area 2, for example. Notebooks can also be locked. This means that a person can look at a Notebook but cannot change anything or create any new text in it.

Notebooks are a different color. When you are in a Notebook, the display area where you see text defaults to a pale yellow background instead of the normal white background. This is to remind you that you are in a Notebook.

➡ See the **TRANSFER MEMORY MENU** chapter for information on saving Notebooks to a computer or transferring them from a computer to your device.

## The Notebook Workspace

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When you are working in a Notebook and you fill the display screen with text, notice that the top line of text disappears from the screen so you can see the bottom line of text. This is called, "scrolling."

Any text that scrolls off the display goes into the Notebook workspace. The workspace will keep all of your text until it is full. Then it won't allow you to add any more text to that Notebook. The Notebook workspace can hold approximately 30,000 text characters. If you activate **SAVE NOTEBOOK** or shut your device Off, the Notebook will be saved.

➡ Notebooks can take up a lot of memory. If you find you are running out of memory, look at your Notebooks and see if there are any you can delete.

### Editing or Erasing the Contents of the Notebook Workspace

You can edit or erase the Notebook workspace by editing or erasing the Notebook's contents.

To retrieve text that has scrolled into the workspace, use the arrow keys to move the cursor up on the display. Text that is in the workspace will begin to appear on your display. When you see the text that you want to edit, stop moving into the workspace and begin editing by using the **Edit Menu** and **Edit Mode** keys. (See page 149 for more information on the editing tools.)

➡ **CLEAR DISPLAY** does not work in a Notebook.

## New Notebooks

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A new Notebook is a Notebook that has never been used before. It has no text and no title.

### To Open a New Notebook

1. Open the Toolbox.
2. Activate **NOTEBOOK MENU**.
3. Activate **New Notebook**.
4. Spell a name for your new Notebook. Activate **OK**.

Notice that the display screen is now a different color. This tells you that you are in a Notebook. You can change the color in the **FEEDBACK MENU**.

You can change the color of the Notebook background and/or the notebook text. Select the **Notebook Text Color** option. Within the option you can choose to change the text color and the display area color.

You can **Save a Notebook** anytime it is open. Just go to the Toolbox and open the **NOTEBOOK MENU**. Then activate the **Save Notebook** option. When the Notebook has been saved, your device returns you to your open Notebook.

## Close a Notebook; Save a Notebook

---

When you have finished with a Notebook, you close it by activating the **Close Notebook** option in the **NOTEBOOK MENU**. If you have not saved your Notebook or have made changes to it without saving them, your device will ask you if you want to save the Notebook before closing. Answer **YES** to save it or **NO** to close it without saving any new text you may have entered.

When you close your Notebook, the display area goes from yellow to white. This reminds you that you are no longer using your Notebook.

➡ To use a Notebook again after you have closed it, you must re-open it using the **Open Notebook** option in the **NOTEBOOK MENU**.

When you are using a Notebook, you will want to save your work regularly. The **Save Notebook** option allows you to save the Notebook. You can activate **Save Notebook** any time a Notebook is open.

### To Save an Open Notebook

1. Go to the **Toolbox**.
2. Open the **NOTEBOOK MENU**.
3. Activate **Save Notebook**.
4. Your device will save the Notebook and return you to the open Notebook.

## Open or Delete a Notebook

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Every time you save a Notebook, your device keeps a record of it. If you want to open a particular Notebook, use the **Open Notebook** option in the **NOTEBOOK MENU**.

### To Open a Notebook

1. Go to the **Toolbox**.
2. Open the **NOTEBOOK MENU**.
3. Activate **Open Notebook**.
4. You see a list of all your Notebooks. Activate the one you want to use.

🔄 Notebooks take up a lot of memory space. Deleting Notebooks that you no longer need helps to free up memory and keep your Notebook list manageable.

### To Delete a Notebook

1. Go to the **Toolbox**.
2. Open the **NOTEBOOK MENU**.
3. Activate **Delete Notebook**.
4. You see a list of all your Notebooks. Select the one you want to delete. Activate **OK**.
5. You see a reminder that you are going to delete a Notebook. If you want to continue, activate **YES**. If you decide not to delete the Notebook, activate **NO**.
6. If you answered **YES**, the Notebook is automatically deleted and will no longer be an option in the **Open Notebook** list.

## Rename a Notebook; Transfer a Notebook to a Computer File

---

You may decide to rename a Notebook at some time. Perhaps it contains a format you like or information that you can re-use for another project. The **Rename Notebook** option allows you to do this.

### To Rename a Notebook

1. Go to the **Toolbox**.
2. Open the **NOTEBOOK MENU**.

3. Activate **Rename Notebook**.
4. You see a list of your Notebooks. Activate the one you want to rename.
5. Delete the old name and type in the new name. Select **OK**.
6. The Notebook is now renamed.

### **Load Notebooks from a Disk; Save Notebooks to a Disk**

You can save your Notebooks to a USB flash drive and then open the Notebook in a word processing application on your computer. When you load the Notebook back into your device, it will contain whatever changes you made to it on the computer.

You can also save a Notebook to a file on your device's hard drive and re-load it to an Area later. If you have the optional internal computer, you can save the Notebook to the ECO hard drive, then open it in Word Pad, make any changes, re-save it and load it back into your ECO software.

### **To Save a Notebook**

You can save a Notebook to a USB drive, flash card or the ECO hard drive. If you did not purchase the ECO's internal computer option, save the Notebook to your removable media so you can view and make changes to it on your own computer.

1. Open the **NOTEBOOK MENU** and select **Save Notebook to Disk**.
2. Select the Notebook you want to save.
3. You see instructions that tell you where your Notebook will be saved. This will usually be your removable media drive. If this is OK, select **OK Use this folder**. If you want to select a different folder to save it to, select the **Choose different folder** option.
4. If you want to change the name of the Notebook, you can do it here. Select **OK**. The Notebook is saved.

## **Print a Notebook**

---

You can print an entire Notebook.

To print a Notebook directly from your ECO, you must be printing to an IRdA printer.

The Notebook you want to print must be **Open**. Once you have opened the Notebook to print go to the **OUTPUT MENU**.

Set **Output** to **ON**.

Set **Output Destination** to **EXTERNAL**.

Set **Output Mode** to **DELAYED**. ➡ This means that text will not go to the printer until you select the **RETURN** key or **CLEAR DISPLAY** on your device.

Set **Auto-Line Feed** to **ON**.

Set **Output Method** to **IRdA**

Once you have set the **OUTPUT MENU** selections, go to the **NOTEBOOK MENU** and activate **Print Notebook**.

You can also save your Notebook to a USB memory drive, download it onto your computer, open it in Word and then print it out from your computer.

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## Speak a Notebook; Lock a Notebook

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### Speak a Notebook

There may be times when you will want to speak a Notebook. There are two tools from the All Tools List you can store that will allow you to speak your Notebooks.

Use the **SPEAK NOTEBOOK** tool when you want to speak a specific Notebook. When you insert and store this tool on your overlay, you must also store the name of the Notebook you want to speak. Use the **SPEAK ALL** tool to speak any open Notebook.

### Lock a Notebook

You can lock a Notebook so that other people can look at it but not write in it or change anything that is already written.

#### To Lock a Notebook:

➡ Make sure the Notebook you want to lock is already **Open**.

1. Go to the Toolbox and open the **NOTEBOOK MENU**.
2. Activate the **Lock Notebook** option until you see **Locked** in the yellow box.
3. Activate **OK**.

If later you open a Notebook and discover that you can't write in it, open the **NOTEBOOK MENU** and check to see if the Notebook is locked. If it is, select **Unlocked**, then return to your open Notebook.

## Copy a Notebook from One Area to Another

---

### To Copy a Notebook from One Area to Another Area:

1. Open the **NOTEBOOK MENU**.
2. Select the **Copy Notebook** option.
3. Select the Notebook you want to copy.
4. Select the Area where you want the Notebook to go.
5. Select **OK** to exit.

## Store a Notebook under an Icon Sequence

---

If you have Notebooks that you use frequently, you might like to have them on your overlay so that you can access them quickly. Follow the directions below to store a Notebook under an icon sequence on your overlay.

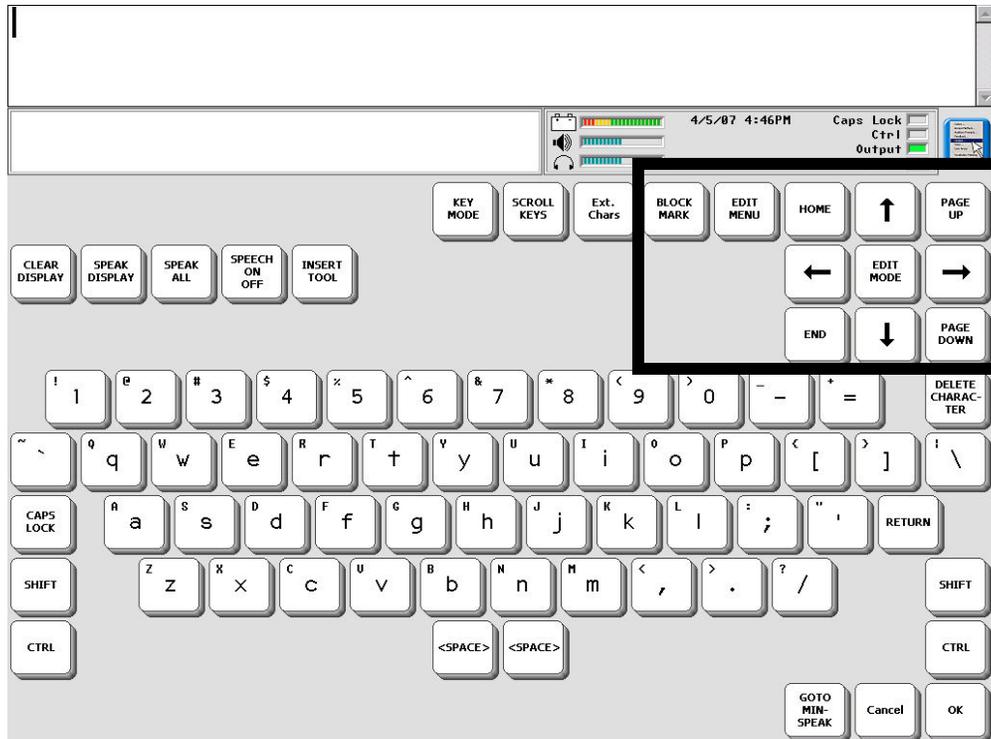
### Store a Notebook

1. Go to the Toolbox and activate **STORE CORE**.
2. Activate the icon sequence you want to use. Activate **OK**.
3. Activate **DECtalk**. (PRC uses DECtalk as the generic term for the voice you selected in the **SPEECH MENU**.)
4. Activate **Spell Text for Message**.
5. Activate **INSERT TOOL**.
6. Step through the Tools List until you come to **OPEN NOTEBOOK** and then activate that option.
7. Select the Notebook you want to store. You will see,  
**<OPEN-NOTEBOOK>** (name of Notebook) >  
on your display. Activate **OK**.
8. Activate **OK** again.

You can store as many Notebooks as you want in this manner. You can also store the **NOTEBOOK MENU** under an icon sequence. This will give you access to all the Notebook options on your overlay.

# Editing Tools

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There are several editing tools on spelling pages that you can use any time you are working with text.

**Arrow Keys** move the cursor in the direction the arrow is pointing: up, down, left or right. Use them to navigate through text or through things like icon categories and Activities.

**Home** moves the cursor to the front of the current line of text.

**Page Up** moves the cursor to the top of the current page.

**Page Down** moves the cursor to the bottom of the current page.

**End** moves the cursor to the end of the current line.

**Edit Mode** determines how far the arrow keys move the cursor—sentence-by-sentence, word-by-word or character-by-character.

**Edit Menu** allows you to move, copy or delete highlighted text. You can also do a Find and Replace search from the Edit Menu.

**Block Mark** allows you to highlight text.

## To Highlight Text

1. Use the arrow keys to move the cursor to the beginning of the text you want to highlight.
2. Select **Block Mark**.
3. Use the arrow keys to move the cursor to the end of the text to be highlighted. As you move the cursor, the text it passes through will be highlighted.
4. When the text is highlighted, open the **Edit Menu** and select the option you want for your highlighted text.

➡ You can use **Edit Mode** to highlight by words or sentences rather than characters.

➡ To **un-highlight** text you are marking, select **Block Mark** again.

## Cut, Paste, Copy Highlighted Text

Highlight the text to be cut or copied.

Open the **Edit Menu** and select the option you want.

**Cutting** text is the same as deleting it. You can paste it back into its original document or somewhere else. If you do not paste cut text somewhere, it will eventually be lost.

To **paste** the text somewhere else, place your cursor where you want the text to go. Select **Paste** from the **Edit Menu**.

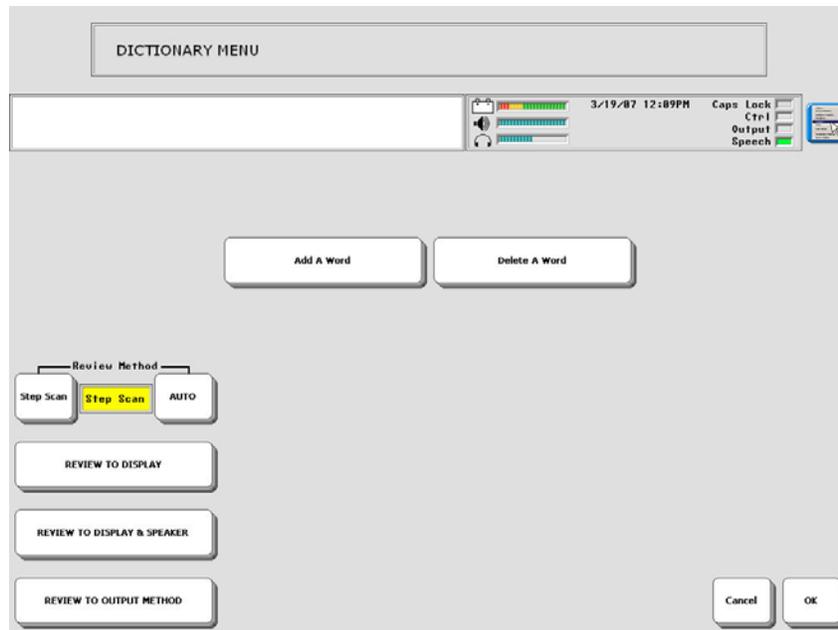
To **copy** text, highlight the text to be copied and select **Copy** from the **Edit Menu**. Place your cursor where you want the text to go and select **Paste** from the **Edit Menu**. Copied text is not deleted from its original place.



# **The SPEECH DICTIONARY**

# The Speech DICTIONARY MENU

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Both DECTalk and RealSpeak speech correctly pronounce most words that you use, but they have trouble with proper nouns like the names of cities and people's names. When you add a word to the speech dictionary you are teaching your device to pronounce it correctly.

You can review all the words that you have put in the dictionary. This can help you decide if you have words that you no longer need in the dictionary. If you find words that you no longer need, you can erase them from the dictionary.

➡ The Speech dictionary is **separate from** the Word Prediction dictionary.

## Add Words to the Dictionary

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When you add words to the Dictionary, first you spell them correctly. Then you spell them the way you want your device to pronounce them. For example, names of foods from other countries are often mispronounced in English speaking devices. "Fajita" is a good name to practice with.

### **To Add a Word to the Dictionary:**

1. Go to the **Toolbox**.
2. Select the **DICTIONARY MENU**.
3. Select the **Add a Word** option.
4. Spell the word you want to add. Spell it correctly. In this case you would spell, "fajita".
5. When you have finished spelling the word correctly, activate **OK**.
6. Now spell the word the way you want it to be pronounced. This means typing the word the way it sounds. You may want to try out different spellings until your device pronounces the word the way you want. Activate the text display area of the screen to hear the word pronounced. You will probably end up with a word that looks something like, "fah hee tuh."
7. When you are satisfied with the pronunciation, activate **OK**.
8. You can continue to add words, delete words or review words. If you are finished with the dictionary, activate **OK**.

## **Delete Words from the Dictionary**

---

### **To Delete a Word from the Dictionary:**

1. Go to the **Toolbox** and open the **DICTIONARY MENU**.
2. Select the **Delete a Word** option.
3. Correctly spell the word you want to delete.
4. Activate **OK**.
5. The word is automatically deleted.

➡ **Note:** If you hear an error beep, try spelling the word differently (perhaps you misspelled it). In order to delete a word you must enter the correct spelling of the word, not the pronunciation spelling.

## Review Words in the Dictionary

---

If you use your Dictionary a lot, you may want to review the words in it every now and then. You can find out what words you use and want to keep, or you can note which words you don't use any more and delete them.

### To Review Words in the Dictionary:

1. Go to the Toolbox and open the **DICTIONARY MENU**.
2. In the **Review Method** box, you can choose to review the words **automatically**, or you can activate a key or switch to **step** through them at your own pace. Activate the arrows until you see the setting you want.
3. Choose **Review to Display, Review to Display and Speaker**.

Activate **CANCEL** at any time to stop the review.

### Review to File

You can also save a dictionary review on a USB or flash card drive or the ECO's hard drive.

➡ If you did not purchase the ECO's internal computer option, you should save any reviews to a USB or flash card drive so you can look at them on your own computer.

Select Review to File.

You see instructions that tell you where your review will be saved. If this is OK, select **OK Use pre-set folder**. If you want the review saved in a different folder, select **Choose different folder**.

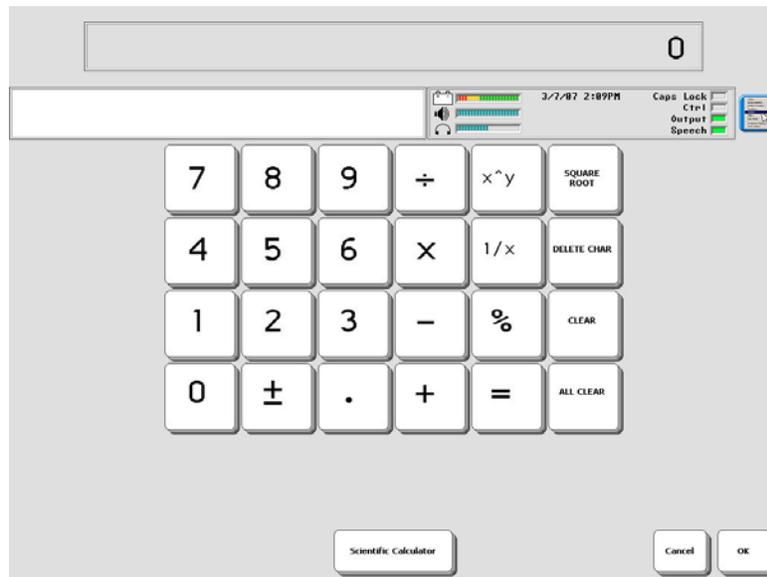
Spell a name for the review and select **OK**. Your file will be saved.

➡ Unless you can use the ECO's internal computer, you should make sure your review is being saved to a 'removable media' drive.

# Calculator

# Using the Calculator

---



The calculator works just like many other calculators on the market. The screen you see here shows the regular calculator. There is also a scientific calculator for more advanced/technical problem-solving.

**CLEAR** clears the current entry.

**ALL CLEAR** clears an entire problem.

➔ Always activate the **ALL CLEAR** key before starting any new problem.

## The OK Key:

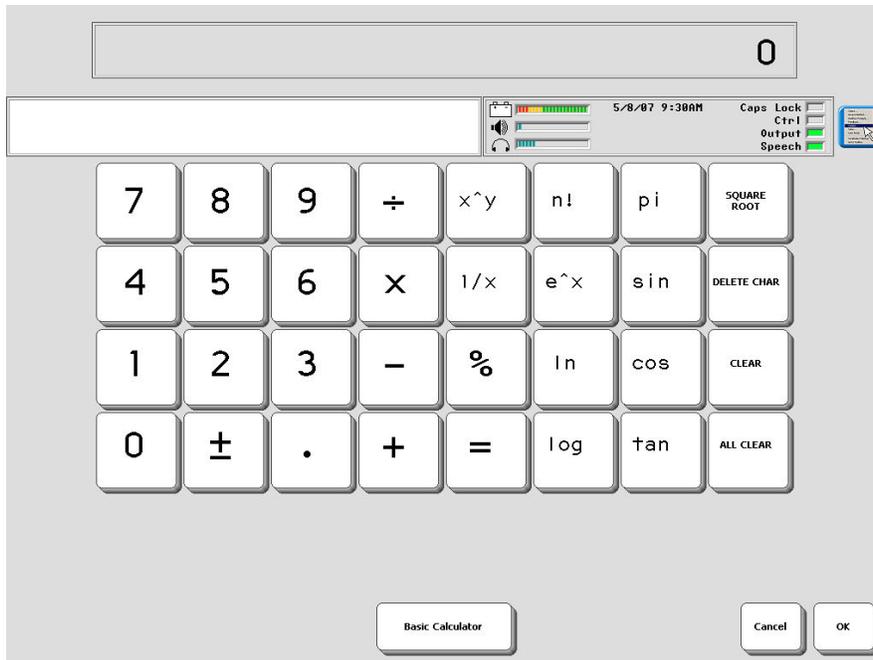
The **OK** key exits you from the calculator and returns you to the workspace or to an open Notebook. It also **copies the answer** to your last problem and puts it in the Text Display Area of your workspace or Notebook.

## If you want to exit the Calculator without copying an answer:

Activate the **Cancel** key at any time.

You can also activate the **ALL CLEAR** key to clear a problem and then activate the **OK** or **Cancel** keys.

➔ If you do not want your device to speak the problems, turn the speech to Off.



### An Addition Problem:

Open the **CALCULATOR** in the **TOOLBOX**.

Activate the **ALL CLEAR** key.

**Activate  $2+2=4$ .** Did you notice that each time you activate a new key, the screen clears and the latest number is added to the screen? When you activate the = key, the answer to the problem is visible in the display.

### A Square Root Problem:

Activate the **ALL CLEAR** key.

Activate **4**.

Activate the **SQUARE ROOT** key.

The number **2** appears in the display area.

**If you make a mistake:** activate the **CLEAR** or **DELETE CHAR** key to clear the last entry. Activate the **ALL CLEAR** key to clear the entire problem and to start over.

See more examples on the next page.

## Examples of other Calculator Functions

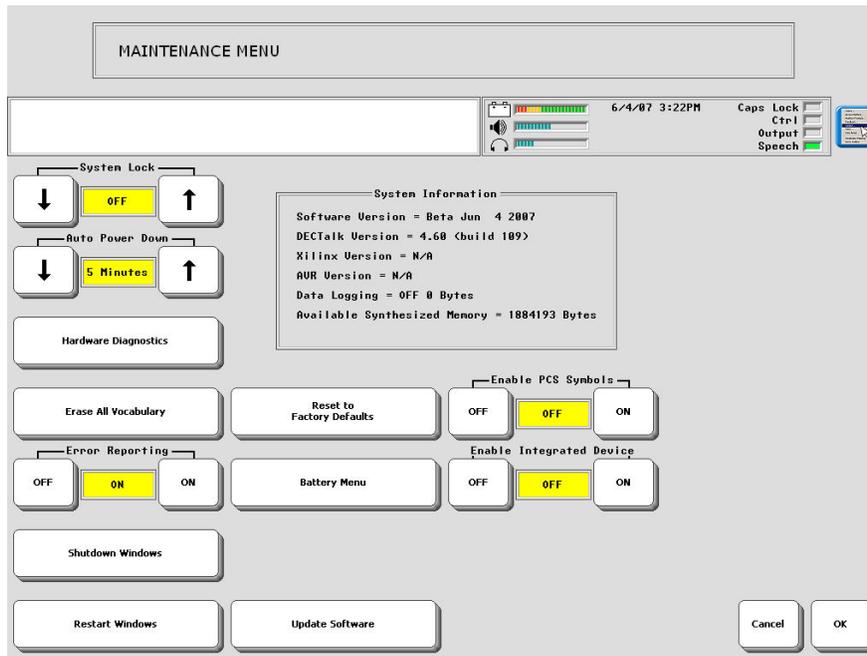
FUNCTION	PROBLEM	KEYS TO SELECT (ECO produces answers)
Power	$2^4 = 16$	2 x ^ y 4 =
Reciprocal	Reciprocal of 5 $\frac{1}{5} = 0.2$	5 1/x
Square Root	$\sqrt{9} = 3$	9 SQUARE ROOT
Factorial	$5! = 120$	5 n!
Exponential	$e^3 \approx 20.8553692319$	3 e ^ x
Natural logarithmic	$\ln(e) = 1$	L e ^ x ln
Logarithm base 10	$\log_{10}(10) = 1$	10 log
Number $\pi$	$\pi = 3.141592653$	Pi
Sine	$\sin\left(\frac{\pi}{2}\right) = 1$	pi ÷ 2 = sin
Cosine	$\cos(\pi) = -1$	Pi cos
Tangent	$\tan\left(\frac{\pi}{3}\right) \approx 1.732050806782$	Pi ÷ 3 = tan

# **The MAINTENANCE MENU**

# The MAINTENANCE MENU

---

The **MAINTENANCE MENU** contains options that you probably will not use frequently, but which are still important. The options are described below.



## System Lock

When this is On, the use of the **I/O**, **TOOLBOX** and **ACTIVITY** keys on the **front** of the case

are severely limited. For instance, if the system is locked and you activate the  key, you will see the Toolbox screen and a message on the display that tells you that the system is

locked. You can then press and hold the  key for 10 seconds to activate the Toolbox. This allows you to use some of the Tools and enter some of the menus, but not all of them. **To unlock the system:** open the **MAINTENANCE MENU** and press **OFF** in the **System Lock** box.

## Auto Power Down

When this is **On**, the backlight will power down ("go to sleep") if no activations are made for 2, 5 or 10 minutes, depending on choice you make. See pages 20 for more information.

## Hardware Diagnostics

These options allow you to test the display, the switches, the speech amplifier and various other device configurations. If you have problems with your device and call the PRC Service Department, you may be asked to check some things in this menu. Otherwise, you should leave this option alone.

## System Information:

Check for versions of software, whether Data Logging is on or off and how much synthesized memory you have left.

**You may need to give the information in the System Information box to a service representative if you call in because of a problem.**

## Erase All Vocabulary

If you select this, the system erases all its memory and resets itself to blank User Areas. You must go to the **CHOOSE OVERLAY MENU** and re-load vocabulary into each Area.

## Reset to Factory Defaults

➡ **This option effects the ECO software only.** It has no effect on the integrated computer applications or the device's hard drive.

If you want to return your ECO software to its original state, activate this option. All of your User Areas will be re-set exactly the way they were when you received the device from PRC.

➡ Perform a memory transfer before activating this option if you want any of your current vocabulary to be saved.

## Enable PCS Symbols ON/OFF

This option allows you to turn on and use PCS symbols. PCS symbols are an **option** that you can purchase. You must have a password to activate this option in the menu. Call PRC for more information.

## Error Reporting:

The default is On. The device reports any system errors that occur by describing the error in a red box on your display. You will also see a box on your display that asks you to write down what happened and report it to PRC. You are given instructions for continuing.

## Battery Menu

See next page for details.

## Enable Integrated Device

You will use this option if you have a dedicated ECO and later purchased the use of the internal computer.

## Shutdown Windows

This completely shuts down your ECO, just like the "shut down" command for your home computer. This means it will take longer for the ECO to boot up when you press the I/O button.

## Restart Windows

This gives you a way to restart Windows without having to go to the **Start** menu. You should rarely have to use this.

## Update Software

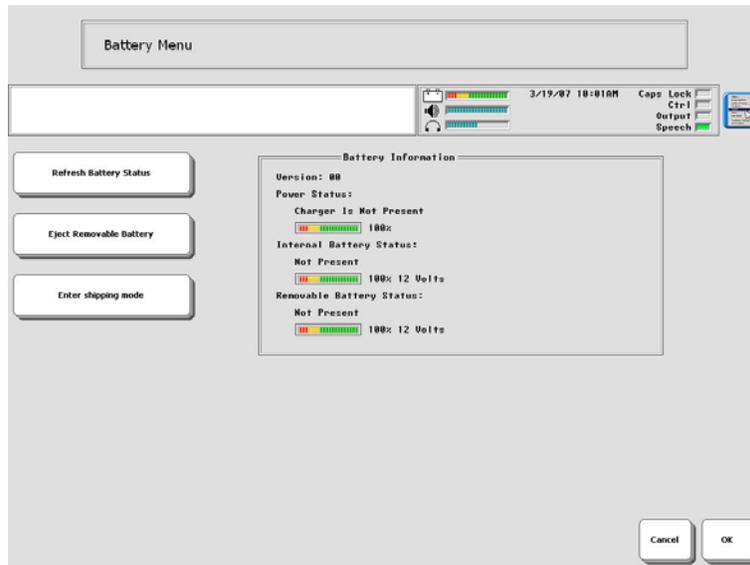
When software updates become available they will be placed on the PRC Web site as downloadable files.

1. Plug your USB flash drive into your computer.
2. Go to <http://www.prentrom.com/downloads> and click on the **ECO** category. Select the file you want and download it to your computer's **desktop**.
3. **Copy the downloaded file** to your USB flash drive.
4. Turn on your ECO and **plug in the battery charger**.
5. Go to the **MAINTENANCE MENU** in the Toolbox and select the **Reset to Factory Defaults** options.
6. When you have copied the ECO software upgrade from your computer to your USB, unplug the USB from your computer and plug it into the ECO.
7. Go to the **MAINTENANCE MENU** in the Toolbox and select the **Update Software** option.
8. The update takes place. When it is finished, remove your USB flash drive from the ECO.
9. You can unplug the battery charger once the ECO is running the new software.

## To Calibrate the Touch Screen:

If you are activating keys on the keyboard and not getting the correct responses, see **Appendix A** beginning on page 228. This teaches you how to recalibrate your touch screen.

## Battery Menu



### Refresh Battery Status

Select this option when you want to make sure the information in the Battery Information box is up to date.

### Eject Removable Battery

Inside your device there are two batteries; one of these batteries is removable. With normal use of your device you will probably never have to remove the battery. If you find that you are using your device to the extent that you can't keep your removable battery charged long enough for you, you can purchase a second removable battery and battery charger from PRC. You can then keep a full battery handy and replace the low battery with the full one.

### To Remove the Battery:

➡ **Remove the battery door** on the right side of the case before you begin.

1. Select the **Eject Removable Battery** option.
2. You see a message on your device display telling you that you have **two minutes** to remove the battery. The "Charging" and "Low Battery" LEDs in the IR window at the top of the case will begin to blink.
3. On the right side of the case, pull on the battery tab that is attached to the end of the battery. The battery will disconnect and slide out of the case.
4. In the Battery Information box on your display you will see **Not Present** under **Removable Battery Status**.

When you plug the battery back in, make sure it clicks into place. When the battery is secure, you will see **Present** and **Charging** under **Removable Battery Status**.

➡ If you press **Eject Removable Battery** and do not remove the battery within 2 minutes, you will see a message explaining that if you really want to remove the battery, you must press the **Eject Removable Battery** button again and remove the battery immediately.

### **Enter Shipping Mode**

If you ever have to ship your device somewhere, or if you are not going to use it for a lengthy period of time, **always** put the device in **Shipping Mode**. This will conserve your batteries and prevent accidental activations during transit that could harm your device.

### **When you select Enter Ship Mode:**

You see a message asking if you really want to enter Ship Mode. Answer **YES** or **NO**. (**NO** is the same as **Cancel**.)

If you answer **YES**, unplug the **battery charger**. Once the charger is unplugged, your device will enter Shipping Mode.

If you answer **YES** and the battery charger remains plugged in, the LEDs in the IR window will light in a running pattern across the bottom of the window. Your device will shut down but the LEDs will not go out until you **unplug the battery charger**.

If you answer **YES** and **your battery charger is not plugged in**, the device will shut down completely by closing all applications. The LEDs in the IR window will go out.

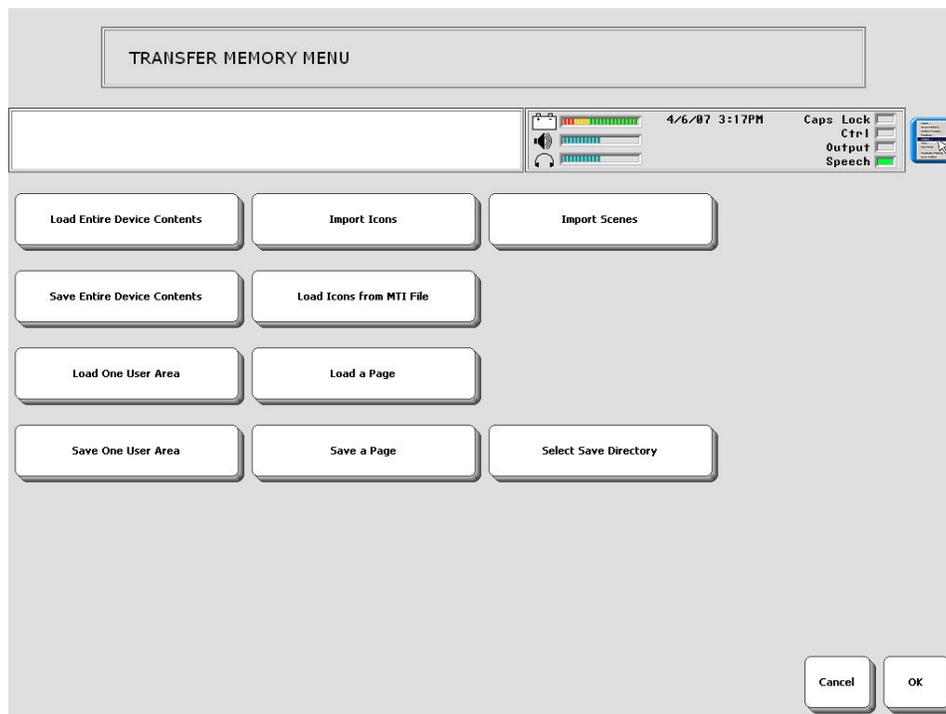
### **To Get Out of Shipping Mode:**

**Plug in your battery charger**. Then press the **I/O** button on the top left front of the case.

## **Transfer Memory Menu**

# About Memory Transfers

---



You will use the **TRANSFER MEMORY MENU** when you want to save your device's memory; import icons; load icons from another MTI file; load or save a Page; Import Scenes; or store files in a Directory.

➤ For vocabulary backups (saving vocabulary in an Area or in the entire device), you must use a USB flash drive, a flash card or a USB cable that you connect to your computer ('removable media'). You may not save vocabulary backups on the ECO hard drive. Some other options in the **TRANSFER MEMORY MENU** may be saved to the ECO's hard disk, if you want to do that.

# Memory Transfer using a USB Flash Drive

---



Example of a USB Flash Drive

## Save an Area: an example

➡ You **must** use your USB drive or a "removable media" device to load or save your device vocabulary

1. Make sure your USB is drive plugged into your device.
2. Go to the Toolbox and open the **TRANSFER MEMORY MENU**.
3. Select **Save One User Area**
4. Select the Area you want to save.
5. You see a message that the memory transfer file will be saved in a folder on your USB drive or whatever removable media you are using. You can use this folder or select a different one on the drive.
4. Type in a name for the MTI file. Your device will save the Area you selected on your removable media drive.
5. A dialog box will appear to tell you when the transfer is completed.

## Load an MTI File into an Area: an example

1. If you are using a USB drive, make sure it is plugged into your device.
2. Select **Save One User Area**
3. Select the Area you want to save.
4. Select **Load One User Area**
5. Select the Area you want to load the file into.
6. You see a list of all the files on your removable media drive.
7. Find the file you saved earlier. It will have **.mti** at the end of the name.
8. Select the file.
9. A dialogue box will appear to tell you when the transfer is complete.

➡ **To load files onto your computer**, read the directions that came with your USB flash drive. For a USB flash drive, in some cases you may need to load a driver. Your storage device directions will tell you.

## Importing Icons

---

➡ You must have graphics/icons stored on your USB Flash Drive or other removable media in order to import them to your device. Your device will import most of the graphics files that Windows® will support.

1. Plug your USB drive into your device.
2. Go to the Toolbox and open the **TRANSFER MEMORY MENU**.
3. Select **Import Icons**.
4. You see a folder or folders where you have graphics/icons stored. Select the folder that contains the graphics you want. Select the graphics you want to import, or use **Select All** to select all the graphics/icons. Select **OK**.
5. You see the imported graphic and an option to change the name. You can also change the **Aspect Ratio**. We suggest you leave this set to **YES**. When you are ready, select **OK**.
6. You see the **Icon Category Page(s)**. Your device automatically places the graphic in an **IMPORTS** category folder. If you want the graphic available in another Category, select the Category. If you just want to keep the graphic in the **IMPORTS** folder, select **Cancel** to exit the Category Page.
7. You see the **TRANSFER MEMORY MENU**. Select **OK** or **Cancel** to exit.

From now on, when you are in the Category Page, you will be able to use the imported icons in your **IMPORTS** folder.

## Load Icons from an MTI File

---

Perhaps you know someone who has a PRC communication device with a lot of imported icons on it that you like. This friend saves his device vocabulary, which includes the imported icons, as an MTI file and e-mails it to you. You can load the imported icons from the MTI file into your device without loading your friend's vocabulary, too.

1. Save the MTI file from your friend on a USB flash drive or other removable media. Plug the flash drive into your ECO.
2. Go to the Toolbox and open the **TRANSFER MEMORY MENU**.
3. Select **Load Icons from MTI File**.
4. If you don't see the file you want, select the **Up Folder** button to choose a different file or folder. Select the MTI file you want to load.
5. Your device loads the imported icons into the **IMPORTS** Category folder.

## Save a Page/ Load a Page

---

### Save a Page

1. Make sure your removable media is plugged into your communication aid.
2. Open the **TRANSFER MEMORY MENU**.
3. Select **Save a Page**.
4. You see a list of all the Pages in your device. Select the Page you want to save.
5. The ECO tells you where it will save the Page. Select **OK** or choose a different folder.
5. Spell a name for the file you are saving. You might want to include "page" in the name to distinguish the Page from other mti files.
6. The Page is saved as an .mti file.
7. Activate **OK** to exit.

### Load a Page

1. Make sure your removable media is plugged into your communication aid.
2. Open the **TRANSFER MEMORY MENU**.
3. Select **Load a Page**.

4. You see a list of files on your USB flash drive.
5. Select the Page you want to load.
6. The transfer takes place. The Page is loaded into your **PAGES MENU**.
7. Activate **OK** to exit.

## **Save/Load a Notebook**

---

### **To Save a Notebook**

1. Make sure your USB Flash Drive or other removable media is plugged into your communication aid.
2. Open the **NOTEBOOK MENU** in the Toolbox.
3. Open the Notebook you want to save, then return to the **NOTEBOOK MENU**.
4. Select **Save a Notebook to Disk**.
5. Your Notebooks are listed. Select the Notebook you want to save.
6. The Notebook is loaded onto your flash drive as a .txt file.
7. Activate **OK** to exit.

### **Load a Notebook**

You must have a saved Notebook on your USB flash drive.

1. Make sure your USB Flash Drive is plugged into your communication aid.
2. Open the **NOTEBOOK MENU** in the Toolbox.
3. Select **Load a Notebook from Disk**.
4. Your saved Notebooks are listed.
5. Select the Notebook you want to load.
6. The Notebook is loaded. Activate **OK** to exit.

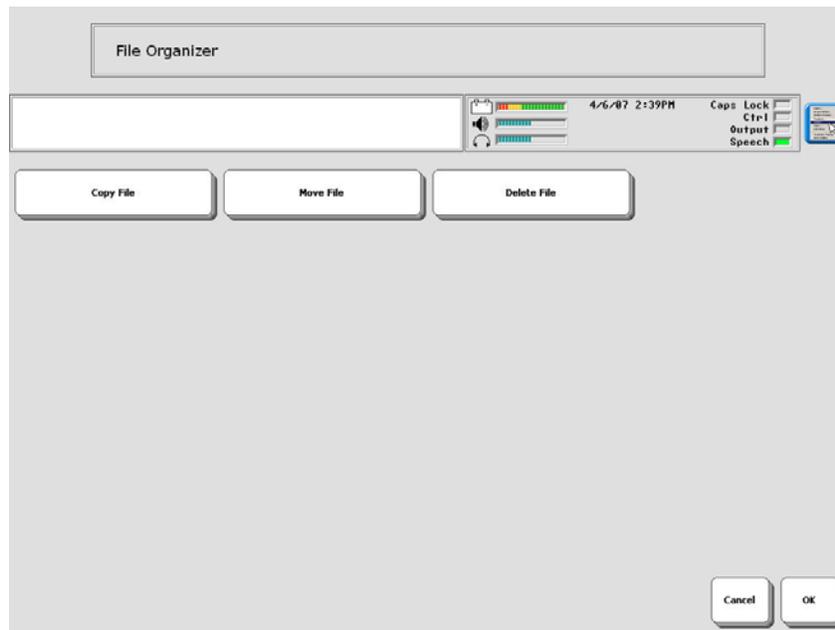
# Using the FILE ORGANIZER

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The **FILE ORGANIZER** menu allows you to copy and move files from one memory device (USB or internal hard drive) to another or move files onto one memory device into folders on the same device. You can also copy and delete files.

Perhaps you use the internal hard drive as a permanent storage area in your device. However, your **USB** drive frequently travels between your device and your computer because you use it to download files from your computer and then put them in your communication aid and vice-versa.

You would like to be able to easily transfer files from your USB to your hard drive so that you don't have to have the USB drive plugged into your communication aid in order to listen to songs or access other files. The **FILE ORGANIZER MENU** allows you to do this.



## To Move Files from One Memory Device to Another:

1. Make sure your USB drive is plugged into your communication aid.
2. Go to the Toolbox and open the **FILE ORGANIZER** menu.
3. Select **Move File**.
4. Select the **memory device** that has the files you want to move.

5. Select the **files** to move. You can open any folder and select files from the folder, if you wish.
6. When you have finished selecting files, select **OK**.
7. Select the destination for the files (i.e., the other storage device).
8. If you have a folder on the destination memory device that you want to store the files to, select it, then select **OK**. Otherwise, just select **OK**.
9. Answer **YES** in the message box if you want to continue or **NO** to stop.
10. The files are transferred. Depending on the amount of files, this could take a few minutes.
11. The files are no longer on the original memory device.

- ➡ If you **Copy Files**, the files will be available on both memory devices.
- ➡ If you **Delete Files**, they are erased from the memory device you select.

## **Using the MP3 PLAYER MENU**

## Listening to Music with your Communication Aid (MP3, WAV and WMA files)

---

➡ **WARNING:** PRC reminds you that music files fall under the jurisdiction of all copyright laws.

If you have sound files stored on a USB flash drive or your internal hard drive, you can play them on your communication aid. Open the **MP3 PLAYER MENU** in the Toolbox, go to your flash drive or hard drive and select the options you want. You can play your songs; you can create playlists; you can skip and repeat songs; you can talk while the songs are playing and many other options.



Most of the Unity overlays contain an MP3 Activity  in the Activity row. You can also use the Windows Media Player. In the following pages you will learn how to use the **MP3 PLAYER MENU** in order to listen to your songs.

➡ **If you purchased the ECO's optional Internal Computer,** you can also use Windows Media Player to listen to music

## About the Options in the MP3 PLAYER MENU

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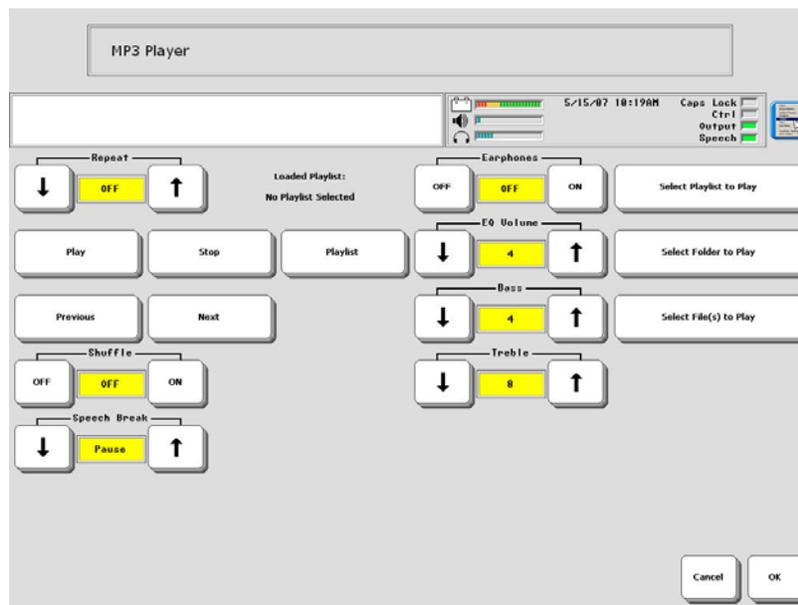
➡ In order to play music files on your communication aid, you must have songs stored on your internal hard drive or your USB flash drive.

➡ While music is playing, you may use your device as you normally would.

Let's look at the options in the **MP3 PLAYER MENU** so you will know what to expect.



Go to the Toolbox and activate the **MP3 PLAYER MENU**



### Options

**Repeat: OFF/1/ALL**

**Off:** no songs will repeat.

**All:** an entire playlist, or all the songs on a flash drive, will repeat.

**1:** repeat the song that is currently playing. This song will repeat until you select **Stop**, **Next** or **Previous**.

## **Play**

Your device will play songs that you have currently selected. Unless you press **Stop**, music will continue to play until all the songs on the playlist have been played. You can also pause a song by pressing **Play** while the song is playing.

## **Stop**

Select this to stop listening to music.

## **Playlist**

This option allows you to create one or more playlists. It will also play any playlist that is selected.

## **Previous**

Select **Previous** to listen to the song before the one currently playing.

## **Next**

Select **Next** to listen to the song that follows the one currently playing.

## **Shuffle**

The ECO will play the songs on your playlist in a totally random order.

## **Speech Break: Pause/Stop/Off**

This option controls what happens when you want to speak while a song is playing.

**Pause:** the music pauses while you speak. When you stop speaking the music resumes.

**Stop:** the music stops. To listen to it you must select Play in the MP3 MENU. The music will start at the beginning.

**Off:** the music will continue to play while you speak. **Off** means "No speech break."

## **Earphones**

Select this option if you have earphones plugged into the device.

## **EQ Volume**

This equalizes the volume level between different sound files. It also lowers the sound volume when you want to speak while music is playing. This option is independent of your device's speech volume control.

## **Bass**

## **Treble**

These options allow you to customize the bass and treble sound levels.

**Select Playlist to Play**  
**Select Folder to Play**  
**Select File(s) to Play**

These options allow you to search for and select any songs you have saved on removable media (USB or flash card drives) you have plugged into the ECO or on the ECO's hard drive.

## Creating and Using Playlists

---

➡ To create a playlist, any music must be turned off (Stop).

1. If you have songs you want to use on a USB or flash card, plug them into the ECO.



2. Go to the Toolbox and open the **MP3 PLAYER MENU**.
  3. Select the **Playlist** option.
  4. Select **Create New Playlist**. If there are no playlists yet, the screen remains the same.
  5. Select **Add MP3**.
  6. You see the **File Browser**. At the top of the screen you see what storage device you are using and what kinds of sound files are on it. If the files you want are showing, select the ones you want. There may be more than one screen of songs to look at. Make sure the box is checked on each file you select. If you want all the songs, select the **Select All** key at the bottom of the screen. If you have songs in other folders, select the **Up Folder** option.
  7. When you have finished, activate **OK**. You see your playlist.
- ➡ You may see a message box telling you that a certain song may not play and asking if you want this to be fixed. If you respond **YES**, your device will make sure the song is playable on your communication aid. This generally involves shortening the information about the song that is included in the song's "tag". The song itself is not changed in any way. If you reply **NO** to the message, the song may play as it is or it may not.
8. Use the **Up** and **Down Arrows** to highlight a song on the playlist. Use the **Move Up** and **Move Down** keys to re-order the placement of the highlighted song in the list. Use **Remove**

**MP3** to delete a song from the playlist. **Page Up** and **Page Down** allow you to navigate through the pages in your list if you have more than one page.

9. Select **Save Playlist**.
10. Spell a name for the playlist and select **OK**. The playlist is saved on the storage device you have been using
11. You see your playlist. Select **OK**.
12. You see the **MP3 PLAYER MENU**. Underneath the **Playlist** button you should see "Loaded Playlist" with the name of your playlist. If you have more than one playlist, you can select the **Playlist** option and choose the **Select Playlist** option to load a different playlist. Select **OK**. Select **Play** and listen to your music.

**You can also add music to an already created playlist.**

1. Make sure the playlist you want to add to is loaded but not playing.
2. Select **Playlist**.
3. Select **Add MP3s**
4. Select the songs you want to add and then select **OK**.
5. The songs should now be visible on your playlist. Select **OK** to save the list.

## Music Tools

---

There are some insertable tools for listening to music.

### **MP3-PLAY DRIVE**

Allows you to select either the USB flash drive or the SD card to listen to when both devices are plugged into your communication aid.

### **MP3-PLAY FILE**

Allows you store a link to one song under a key or sequence.

### **MP3-PLAY PLAYLIST**

Allows you store a link to an entire playlist under a key or sequence.

For example, you might have a song you are really crazy about at the moment. You could store the **PLAY FILE** tool, select the song you want to link to, and then activate the key or sequence you used on your overlay to hear the song as often as you wanted. If you have forgotten how to store tools, see pages beginning with 128.

### **MP3-PLAY-PAUSE**

This tool allows you to pause a song, then go back to it.

### **MP3-PLAY PLAYLIST**

Use this tool to store one playlist under a key or sequence on your overlay.

### **MP3 PLAYER MENU**

This tool gives puts the MP3 player menu on your overlay for easy access.

### **MP3-PREV**

Select Previous to listen to the song before the one currently playing.

### **MP3-STOP**

Select this to stop listening to music.

## **About Importing Sound Files to Store on your Overlay**

---

➡ Use the USB Flash Drive to import sound files.

You can import mp3, wav and wma sound files into your ECO and store them under an icon or an icon sequence. You can then activate the sequence and hear the sound you stored.

➡ **When you store sound files on your overlay, they are stored as speech.**

This means that they act exactly as if you had recorded and stored them as vocabulary messages. For example, if you store a 3-minute song under an icon sequence, you cannot use your communication aid for anything else until the song is finished. In this case, it would be wiser to listen to the song using the **MP3 PLAYER MENU** or to store one of the music tools that allows you to link to songs, than to store them on your overlay as speech.

Some sounds, though, are fun to have on your overlay: laughter, clapping, animal noises, etc. They don't take up much memory and they make conversation interesting.

## Store a Sound File under an Icon or Icon Sequence on your Overlay

---

### To Store a Sound File on your Overlay:

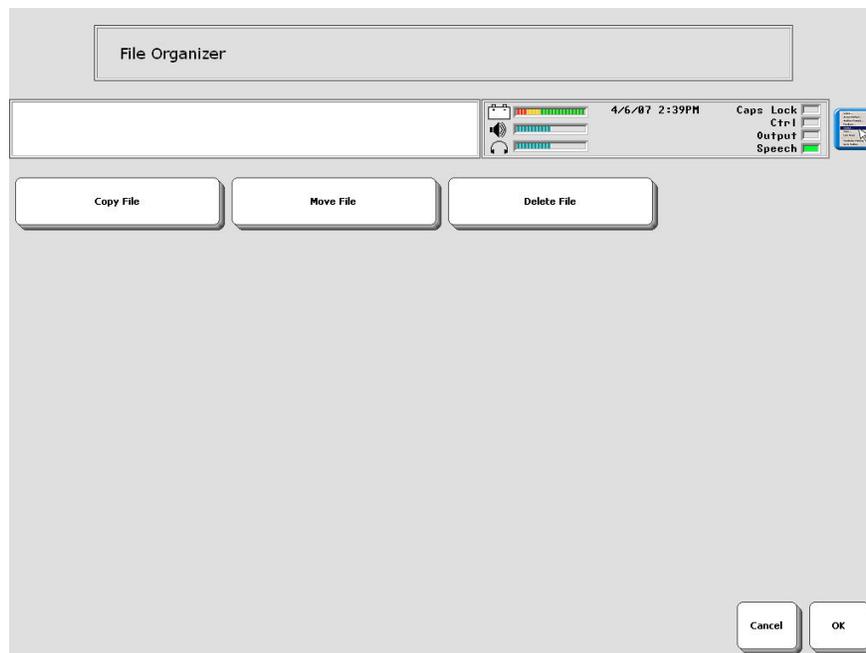
1. If you will be importing sound files from a removable drive, make sure it is plugged into the ECO.
2. Go to the Toolbox and select **STORE CORE**.
3. Select the icon or icon sequence you want to use and select **OK**.
4. If you select a sequence that has a word or phrase associated with it, you can keep the word or phrase and store the sound file with it, or you can delete the word and just have the sound file. If you keep it, you might want to add something to the icon label to remind you the sound file is there, too.
5. Select **Recorded**
6. Select the **Import Sound File** option.
7. You see the sound files on your removable drive or your hard drive, whichever is listed. Select the file you want to store or select a different folder that contains the file you want. Select **OK**.
8. When the sound has been transferred, your device returns you to the Toolbox. Select **GO TO MINSPEAK**.
9. Select the icon(s) you used for your sound file.
10. You should hear the file

# Using the FILE ORGANIZER

---

The **FILE ORGANIZER** menu allows you to copy and move files from one drive to another or move files onto one drive into folders on the same drive. You can also copy and delete files.

Perhaps you use the ECO's hard drive as a permanent storage for music files. However, your USB drive frequently travels between your device and your computer because you use it to download music (or other) files from your computer and then put them in your communication aid. You would like to be able to easily transfer files from your USB to your internal hard drive so that you don't have to have the USB drive plugged into your communication aid in order to listen to songs or access other files. The **FILE ORGANIZER MENU** allows you to do this.



## To Move Files from One Memory Device to Another:

1. Make sure your USB drive is plugged into your communication aid.
2. Go to the Toolbox and open the **FILE ORGANIZER** menu.

3. Select **Move File**.
4. Select the drive that has the files you want to move.
5. Select the files to move. You can open any folder and select files from the folder, if you wish.
6. When you have finished selecting files, select **OK**.
7. Select the destination for the files (i.e., the other storage device).
8. If you have a folder on the destination memory device that you want to store the files to, select it, then select **OK**. Otherwise, just select **OK**.
9. Answer **YES** in the message box if you want to continue or **NO** to stop.

The files are transferred. Depending on the amount of files, this could take a few minutes.

The files are no longer on the original drive.

If you **Copy Files**, the files will be available on both drives.

If you **Delete Files**, they are erased from the drive you select.

## Using a Remote Control



When using infrared in a medical environment,  
do not use with any product that is not medically approved.

## Using your Communication Aid as a Remote Control

---

With its built-in infrared (IR), your ECO can learn infrared signals for any device you own that has a remote control. This includes a TV, CD player, VCR, toys, etc. You teach your ECO the remote control signals and then store the commands for the signals on your overlay.



The IR window is the rounded area under the DVD player on the top back of your device. If you want to teach a remote control signal, you point your remote control at the left corner of this window (see circled area in picture above.). If you want to send a signal your device had learned, make sure the IR window is facing in the general direction of the appliance you want to send the signal to.

You will have to teach your communication aid the remote control signals for any appliances you want it to control except the X-10 and EZ Phone. It already knows the X10 and EZ Phone signals.

Your device already has a **REMOTES** Activity which contains the basic functions for a number of remote control devices such as a TV, VCR, TIVO, CD player, etc. These pages already have pre-stored commands and icons on them.



The REMOTES key may be by itself in the Activity Row or stored under the **DEVICE**



or **MY TOOLS** key depending on the overlay you are using.



**REMOTES Activity**

There is also an insertable tool called **IR REMOTE** that functions like a universal remote. You can access all of your remote control appliance signals from one page. You can store this tool under an icon sequence or add it to the **REMOTES** activity.

➡ **Important Note:** When you have completed teaching remote signals to your device, we highly recommend that you save your entire device memory so that you do not have to re-teach the signals if something should happen to your device's memory.

## About Teaching Remote Control Signals to your Device

---

In the **REMOTES** Activity you will find pre-stored Pages with icons and commands that represent your remote control signals. For all appliances except the phones, the IR car and the X10, you will have to teach your ECO the signals you want it to use. The phones, IR car and X-10 already have their signals stored in your device.

Before you begin to store any signals, make sure the remote control you are going to use is at hand. During the signal storing process, your device will tell you to aim your remote control at the IR window and then to tap the button on the remote that will send the signal you want your device to learn.

To store signals you will use the **IR SETUP MENU** in the Toolbox. When you store signals using this menu, they are automatically stored on the correct **REMOTES** Activity page for later use.

Remember, the IR window is on the back top of your device. Hold the remote control 6-8" away from the left corner of the IR window. Point the infrared area of the remote at your device's IR window and press the function button on the remote, for example, "Power". You will hear a small beep when the device accepts the signal.

### ➡ **Important!**

When you have finished storing all the remote control signals that you want to use, we **highly recommend** that you perform a memory transfer and save your device's memory to a USB flash drive or the internal hard drive. Should your device ever lose its memory, all your remote control signals will be lost and you will have to reprogram everything.

**Use the "Save Entire Device" option,** not the "Save One Area" option. The signals will not be saved unless you select **Save Entire Device**.

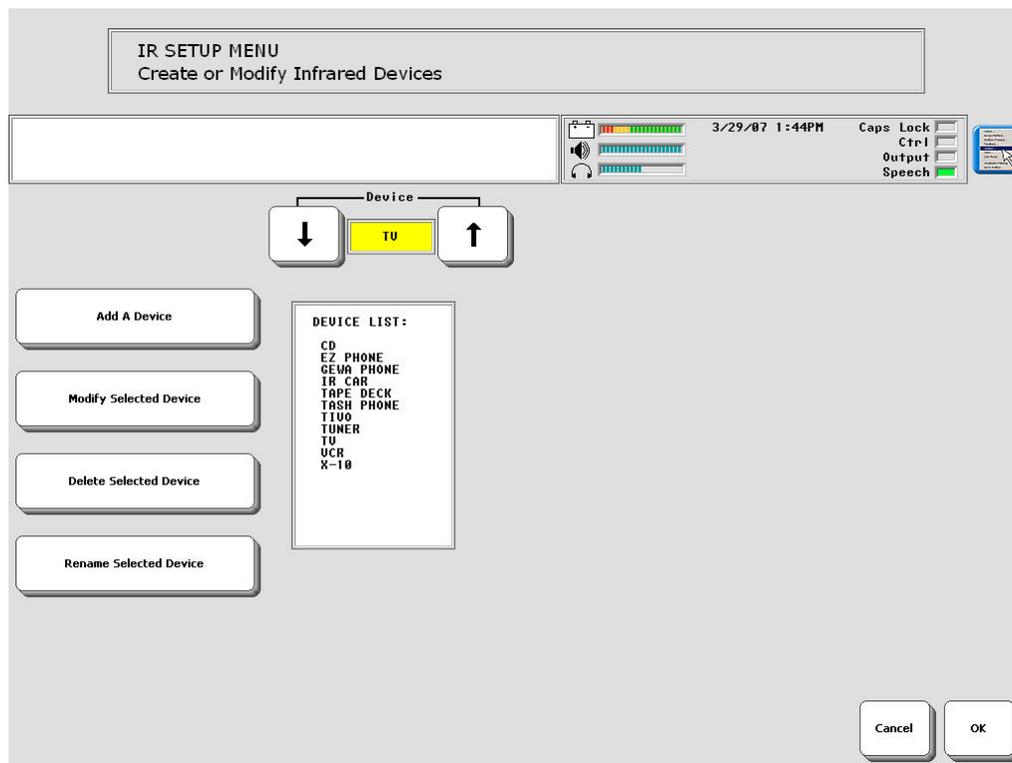
# Teach Remote Control Signals to your Device

---

Teach remote control signals for the devices that are in your **REMOTES** Activity.



1. Go to the Toolbox and open the **IR SETUP MENU**.



2. Activate the arrow keys in the **Device** box to select the device whose signals you want to teach, e.g., TV.
3. When the name of the device you want is in the yellow **Device** box, activate the **Modify Selected Device** key.
4. Activate the arrow keys for the **Function** box to select the function that you want your device to learn, e.g., "Power".
5. Get your remote control ready. Know which button you want to press on the remote. Hold the remote infrared window 6-8" away from your device's IR window.
6. On your device, activate the **Re-learn Selected Signal** key.

7. Press the function key on the remote control, e.g., the "Power" key.
8. If you are near the appliance you want to be controlled, you can test the signal. Point your device's IR window toward the device you are testing (e.g., the TV) and activate the **Test Signal** key in the menu.
9. Repeat steps 4-8 for each function you want your device to learn.

### Alternative Method for steps 4-8:

Using the **Re-Learn All Signals** option:

Instead of teaching the signals one by one, you can select the **Re-Learn All Signals** option. This allows you to teach all the signals for a device at one time. Your ECO automatically steps you through each function. You will want to have your remote control ready and know where all the function buttons are on it before you select the **Re-Learn all Signals** option.

10. You can exit by activating **OK** twice, or you can select another appliance and continue to teach signals.

When you have finished storing signals for an appliance, go to the remote control page for that appliance and explore what you have done!

1. Exit the **IR SETUP MENU**.
2. In the Toolbox, activate **GO TO MINSPEAK**.



3. Activate the **REMOTES** key in your Activity Row. This may be by itself in

the row or stored under the **DEVICE** or **MY TOOLS** key depending on the overlay you are using.



4. Select the remote page you want and see if your signals work.

☞ Remember to save your device memory after you have taught the remote control signals. See the **TRANSFER MEMORY MENU** chapter.

## Add a New Device to the IR SETUP MENU

---

Perhaps you buy a new remote control appliance, or maybe you want to program signals for other TVs in your house. You will have to add the new devices to your **IR SET UP MENU**.

For this example, let's say you want to add a TV in your bedroom.

### To Add a Device to the IR SETUP MENU

1. Go to the Toolbox and open the **IR SETUP MENU**.
2. Activate **Add a Device**.
3. Spell the device name (e.g., TV BDRM) and activate **OK**.

➡ You can use up to 15 characters for a device or function name.

Spell the name of the first function you are going to teach to your device (e.g., POWER), then activate **OK**.

4. Teach the signal to your device.
5. Continue to add functions and teach signals or exit the **IR SET UP MENU**.

Once you have added the new device and its functions and taught your communication aid the new signals for the functions, you must decide how you want to store these signals so that you can use them. Do you want to create a TV BDRM page like your other remote control pages? Do you want it to be part of your REMOTES activity? Or do you want to store the functions under different icon sequences on your communication overlay?

For an example let's say you want to store the TV BDRM functions on a **TV BDRM** page and that you want the page to be part of your REMOTES activity. You also want to be able to go to any other remote page from your TV BDRM page.

An easy way to accomplish this is to use the **CREATE PAGE** key in the Toolbox and copy one of the existing TV remote pages to work from.

# Create a New REMOTE Page using "Copy from Existing Page"

---

## Create a TV BDRM Page:

1. Go to the Toolbox and activate the **CREATE PAGE** key.
2. Spell the name for the new page.
3. Select **Copy from existing page**.
4. Select the page you want to copy—in this example, copy the **TV PAGE**.



5. Select a key to define, for example, **POWER**
6. Choose **Spell Text for Message**. You will want to change the current Function:

<IR<TV,POWER><PROMPT MARKER>power

and replace it with **TV BDRM "Power"** signal :

<IR<TV BDRM,POWER><PROMPT MARKER>power

7. Delete the Function **<IR<TV,POWER>**
8. Select **INSERT TOOL**, activate **More Items** until you see the **IR** key then select it. Select **TV BDRM**, select **POWER** and then select **OK**.
9. Select **Choose Next Key to Define** and repeat these steps until you have stored all the functions for TV BDRM.
10. Select **OK** when you are finished.

## **Place the TV BDRM Page in your REMOTES Activity**

---

Now place your TV BDRM page into your **REMOTES** activity so you can access it from the Activity Row.

1. In the Toolbox, select the **MODIFY ACTIVITY** key.
2. Select the **REMOTES** activity.
3. Select **Modify Item Within Activity**.
4. Choose an empty location where you can add TV BDRM.
5. Select **Spell Text for Message**.
6. Select **INSERT TOOL**, activate **More Items** until you see **SET PAGE** and then select it. Choose the **TV BDRM** page. Change the icon and label if you wish.
7. Activate **OK**. Then activate **GO TO MINSPEAK**.
8. Activate the **REMOTES** key in the Activity Row to see if your TV BDRM page is there. Try it out.

### **To Add TV2 to the Other Remote Pages**

1. Go to the Toolbox and open the **MODIFY PAGE MENU**.
2. Select the Remote Control page where you want to add a TV BDRM link (e.g., VCR).
3. Choose a key on the VCR page to add TV BDRM to.
4. Select **Spell Text for Message**.
5. Select **INSERT TOOL**.
6. Select **More Items** until you see **SET PAGE**. Select it.
7. Select **More Items** until you see the **TV BDRM** page. Select it.
8. Select an icon and a label for the key.
9. Activate **OK** when you have finished.

Repeat these steps for each Remote Control page that you want to add the "TV BDRM" link to.

## **How to Store the IR Functions under an Icon Sequence**

---

If you don't want to add TV BDRM to your **REMOTES** activity, you can always store it under an icon sequence on your communication overlay.

### **To Store TV BDRM (or any remote control device and its functions) under an Icon Sequence:**

1. Go to the Toolbox and select **STORE CORE**.
2. Choose the icon sequence you want to store the command under.
3. Activate **OK**.
4. Choose **Spell Text for Message**.
5. Select **INSERT TOOL**. Activate **More Items** until you see **IR**, then select it. Select **TV BDRM**, select **Power**, select **OK**. Modify the last picture and change the label if you want.
6. Select **OK** when you are finished.
7. Repeat these steps until all the TV BDRM functions are stored under icon sequences.

➡ No matter where you decide to store remote control functions, the formula you will use is always:

**INSERT TOOL, IR, DEVICE NAME, FUNCTION NAME**

➡ **Remember to save your device memory** after you store remote control signals.

## Delete a Device

---

You can delete devices from the **IR SETUP MENU**. You can also rename an existing device.

### To Delete a Device

1. Go to the Toolbox and open the **IR SETUP MENU**.
2. Select the device you want to delete.
3. Activate the **Delete a Device** key.
4. Activate **YES** to delete, or **NO** if you change your mind.

When you delete a device from the **IR SETUP MENU**, you may also want to delete the device page. Activate the **DELETE PAGE** key in the Toolbox. Select the device page that you want to delete. Activate **YES** in the yellow box. Activate **OK**.

## Rename a Device

---

1. Go to the Toolbox and open the **IR SETUP MENU**.
2. Select the device you want to rename.
3. Activate the **Rename a Device** key.
4. Spell the new name, then activate **OK**.

If you have stored the device under an icon sequence, delete the sequence you used by following the **ERASE CORE** procedure.

## Add a New Function to an Existing Device

---

Perhaps you didn't add all the TV functions to your TV BDRM page. You can add a new function to a device that is already in the **IR SETUP MENU**.

### To Add a Function to a Device

1. Go to the Toolbox and open the **IR SETUP MENU**.
2. Use the arrow keys to select the device you want to add a function to (e.g., TV BDRM).
3. Select **Modify a Device**.
4. Select **Add a Function**.

5. Type in the name of the function you want to add (e.g., MUTE). Activate **OK**.
7. Hold the remote control 6-8" away from your device's IR window and press the remote control function you are adding.
8. Test the signal.
9. Continue to add functions or activate **OK** to exit the menu.

Once the function is added to the **IR SETUP MENU**, you must add it to the device page. (In some cases the function may already be on the device page.)

1. Activate the **MODIFY PAGE** key in the Toolbox
2. Choose the device page you want to modify (e.g., TV BDRM)
3. Select the key where you want to put the function.
4. Choose **Spell Text for Message**.
- 5a. If you copied your page, delete the original function, select **INSERT TOOL**, then select the **IR** key. Select **TV BDRM**, select **MUTE** and then select **OK**.
- 5b. If you created your TV BDRM page from scratch, select **INSERT TOOL**, then select the **IR** key. Select **TV BDRM**, select **MUTE** and then select **OK**.
6. Pick an icon for your key and change the label if you want.

➡ If you have been storing functions under icon sequences, you must also store any new functions you have added. Follow the **STORE CORE** procedure.

## Rename a Function

---

You can rename any function in the **IR SETUP MENU**.

1. Got to the Toolbox and open the **IR SETUP MENU**.
2. Use the arrow keys to select the **Device** for the function you want to rename.
3. Activate **Modify a Device**.
4. Use the arrow keys to select the **Function** you want to rename.
5. Activate **Rename a Function**.
6. Spell the new function name.
7. Activate **OK**.

The new name automatically replaces the old one wherever you have it stored.

## Delete a Function

---

You can delete any function from the **IR SETUP MENU**.

1. Go to the Toolbox and open the **IR SETUP MENU**.
2. Use the arrow keys to select the **Device** you want.
3. Activate **Modify a Device**.
4. Use the arrow keys to select the **Function** you want to delete.
5. Activate **Delete a Function**.
6. Activate **YES** in the yellow box, or **NO** if you change your mind.
7. Activate **OK**.

You may also want to delete the function from its device page using the **MODIFY PAGE** procedure; or, if you are using icon sequences, you must delete the icon sequence you stored the function under using the **ERASE CORE** procedure.

## Re-Learn Signals

---

Suppose you have to buy a new remote control for your TV. You will need to teach the new signals to your communication aid

### To Relearn Signals

1. Go to the Toolbox and open the **IR SETUP MENU**.  
(You do not have to create a new device. You can use the old TV for your Device and teach it the new signals.)
2. Select the **Device** whose signals you want to relearn.
3. Select **Modify a Device**.
4. Select the **Function** to relearn.
5. Select **Re-Learn a Signal**.
6. Hold the remote control's IR window 6-8" away from your device's IR window and tap the function key on the remote that you want to learn.

7. Test the signal.
8. Repeat steps 4-8 until you have taught your device all the new signals.

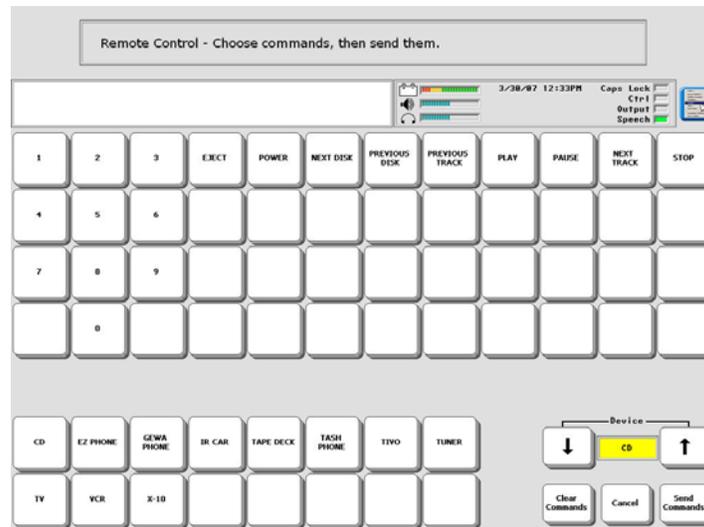
The new signals will automatically replace the old signals whether they are on the remote control pages or stored under icon sequences.

**Note:** Depending on the remote that you are using, you may have to hold it closer to your device's IR window (only 1-2 inches away) rather than 6-8 inches away from the window

## The IR REMOTE Page

---

The **IR REMOTE** page is an insertable function you can assign to a key, store under an icon sequence or add to your REMOTES Activity. It contains all the default IR devices and functions. You can add new devices and their functions to it using **MODIFY PAGE**. This means you can easily access in one place any remote control device that you use.



To use the **IR REMOTE** page, you must first teach the ECO the IR signals for all the devices and functions you want to use. Do this through the **IR SET UP MENU** as described earlier.

The bottom two rows contain the default devices you can select. You can also select a device in the **Device** box to the right. When you select a device, the functions for that device will appear in the top rows on the page. Select the function you want and then select the **Send Commands** key in the lower right corner of the screen. This sends the command. If you pick the wrong function to send, select the **Clear Commands** key and pick a new function.

# ON-OFF Control of Non-Remote Appliances: Using the X-10

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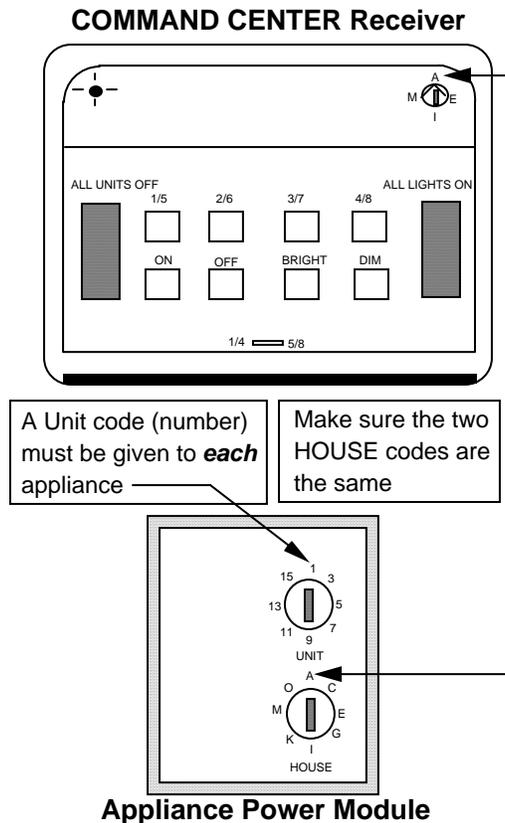
The X-10 system consists of a Command Center and various modules for appliances, lamps, wall switches, etc. The system allows you to plug an appliance into a module and use your communication aid to turn that appliance On and Off.

Plug the command Center into the wall. Plug your module into a wall outlet. Plug the appliance you want to control into the module. Set the House Code to "A" on the module and the Command Center. Select one of the numbers (1-16) to represent the appliance.

There is an X-10 page in your device that contains the 16 On-Off commands. Go to **MODIFY PAGE** in the Toolbox and choose **X-10**.

Select the key that corresponds to your appliance number. The command for that number is already stored. You can change the icon on your key if you want or add a different label.

You can get to your X-10 page from the **REMOTES** activity.



## **Using the ECO's Internal Computer**

# The Optional Internal Computer

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The internal computer is an ECO option. If you purchased this option when you originally bought your ECO, you can use the internal computer whenever you want. If you would like to purchase the internal computer, you can call the PRC Sales Department at 800-262-1933.

The ECO software is designed to be used as an on-screen keyboard that can access Microsoft® Windows® XP programs on the internal computer.

To use the computer access tools, you must turn the computer output ON.

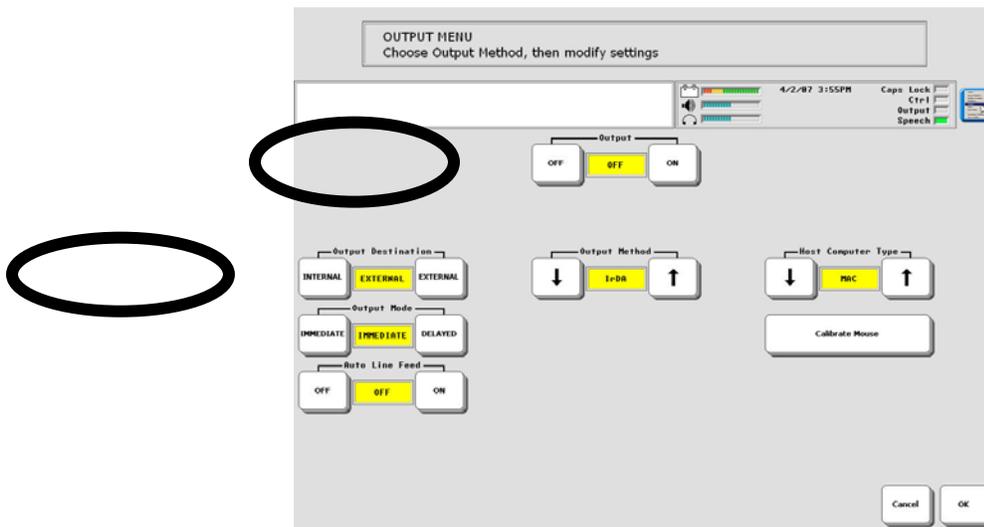
## Turning Output On

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To send information from your device to the internal computer you must turn the **Output** setting to **On**.

1. Go to the Toolbox and select the **OUTPUT MENU**.



Turn the **Output** option to **ON**.

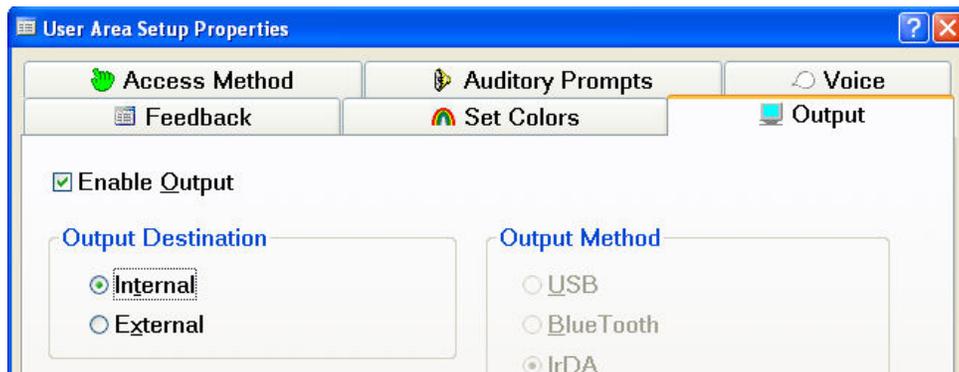
Set **Output Destination** to **INTERNAL**.

To check at any time whether output is On or Off, look at the Status Display Area on your device. There is an **Output** light: Green means Output is **ON**, otherwise it is OFF.



Open the menu and select **Output**.

The **Output Properties** page will open.

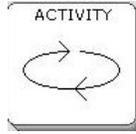


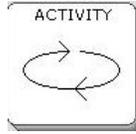
Put a checkmark in the **Enable Output** box.

Click **Internal** for **Output Destination**.



Many computer access tools are available in the **LAUNCH** Activity in your Activity Row.



Select the Activity key  until you see the **LAUNCH** Activity  then select it.

You see these computer access tools if you are using Unity® 60 sequenced.



- **WORD PAD** opens a page of short-cut keys for working in Windows Word Pad
- **E-MAIL** opens a page of shortcuts for working in Microsoft Outlook.
- **MEDIA** opens another activity row with commands for Windows Media Player.
- **SOLITAIRE** opens a row of keys for playing solitaire with Arrow, Tab, and Enter keys.
- **INTERNET** opens a row of commands for navigating in Windows Explorer.
- **SIZE WINDOW** opens a row of tools for minimizing, restoring and closing windows and a command for toggling between open applications.
- **ECO KEYBOARD** minimizes your overlay to half-screen so that you see the top four rows of your overlay at the bottom of your display screen with the Windows desktop and other applications on the top half of your screen.
- **SCROLL** allows you to scroll through your half-screen overlay so that you can access all its keys.
- **ON/OFF** turns your computer link on and off so that you can talk to someone without affecting your work in Windows. This key does not turn off your ECO software.

### About Internet Access

You must install an internet connection in order to use the internet. Whether you have internet access on your home computer, or have never had internet but want it now, call your internet service provider for information on setting up an internet connection for your ECO. The ECO can accommodate: a PCMCIA card, but if you have both an Ethernet card and a phone card, they will have to share the PCMCIA slot; a wireless compact flash card (80211G); or a USB adapter for internet access. If you have internet service for a home computer, your ECO will be the same as a second computer—desktop or laptop.

# Using Microsoft® Word Pad

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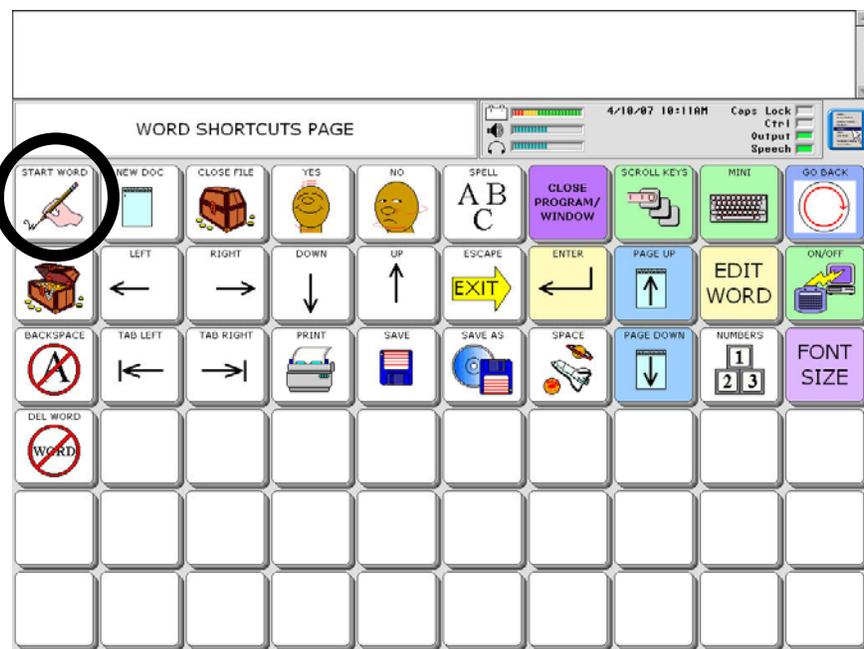
Make sure **Output** is **On** and **Output Destination** is set to **Internal** in the **OUTPUT MENU**.



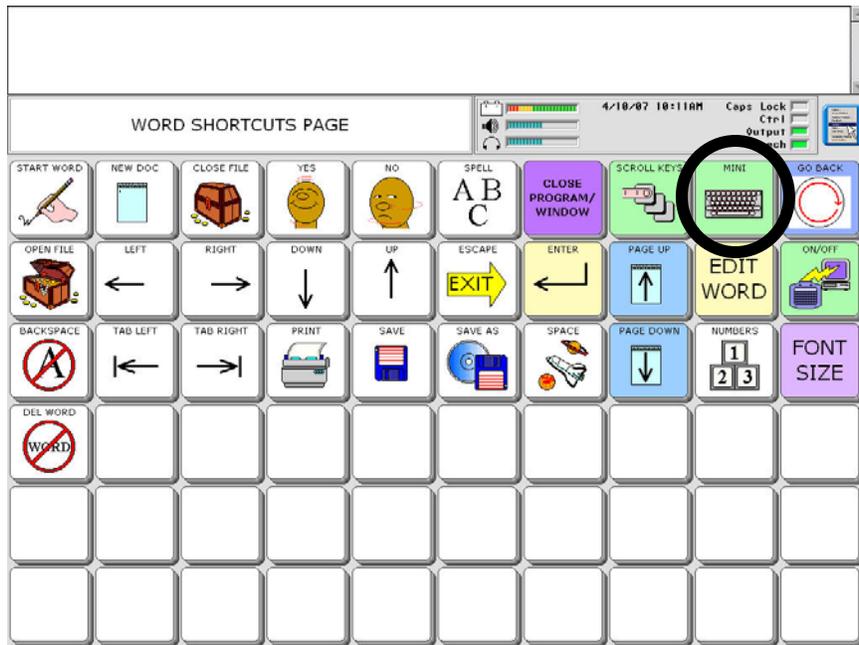
Select the **LAUNCH** key in your Activity Row on your Unity overlay.



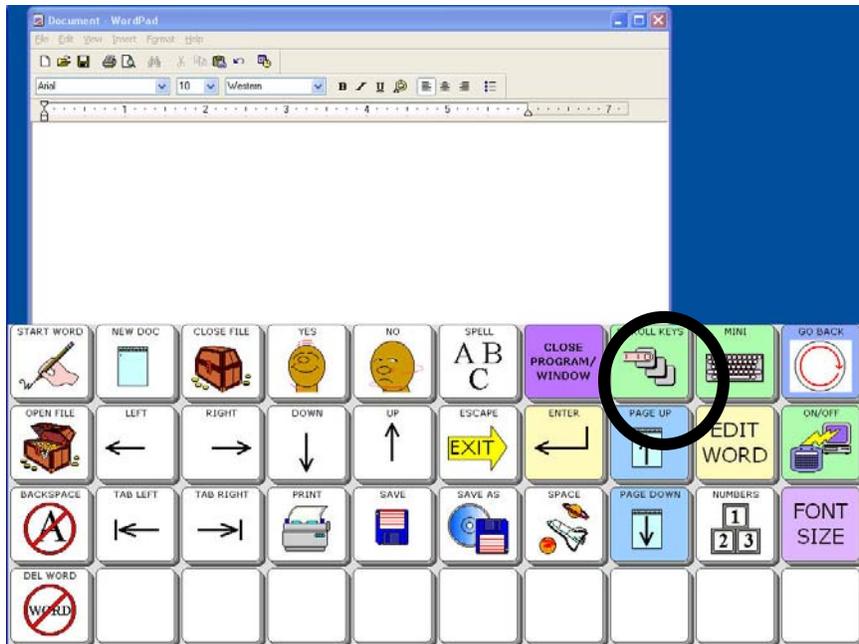
Select the **Word Pad** key.



Select the **Start Word** key.



Select the **ECO** keyboard key. This is the <KEY MODE> Tool and is also programmed as  on the front of your device case.



Your device may show only 2 rows of keys

Now you can use your overlay keys or go to your Spelling page to enter text into Word Pad.

Use **SCROLL KEYS** to see more of your overlay (also available as  on the front of your device case).

### **Sending Text to the Computer Application**

When **Output** is **On** and you have a Windows program open, any text you generate will be sent to the current active Windows program. So if you have a word processor open, text will be going to the word processor; if you have a spreadsheet open, data is going to the spreadsheet; and if you have an e-mail program open, you are writing into your e-mail document. This is the case whether you are generating text from your Unity overlay or the in the Windows program itself.



If you want to stop and talk to someone, select the computer **ON/OFF** key  once to turn your **Output** off. No text you generate from your overlay will go to your Windows application. Select it again when you are ready to return to your Windows application.

To be able to send and receive e-mail and use the internet you will have to have use a network adaptor of some kind.

## **Using the <RUN PROGRAM> Tool**

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You can add programs or single files to blank keys in your Activity Row or a page and tell your communication device to open them by storing them with the Tool

Below are examples of <RUN PROGRAM> commands for Windows programs you can access from the LAUNCH Activity.



Runs the Windows *Wordpad* application

```
«RUN-PROGRAM» >"C:\Program Files\Windows NT\Accessories\wordpad.exe">
```



Runs *Windows Media Player*

```
«RUN-PROGRAM» <"C:\Program Files\Outlook Express\msimn.exe"><PROMPT-MARKER>MY EMAIL»
```



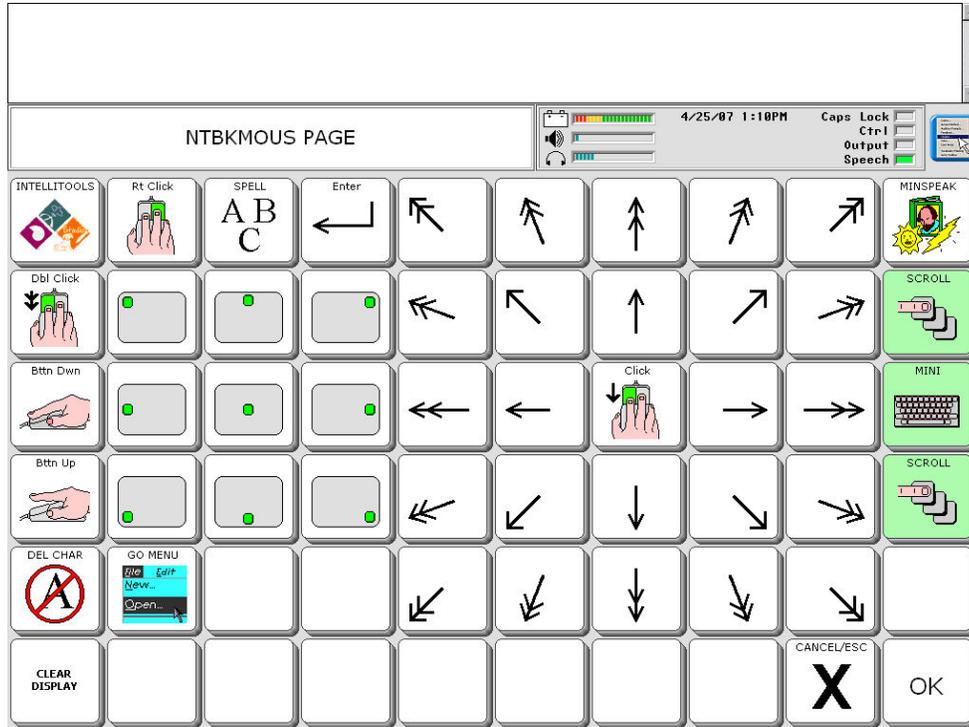
Runs *Internet Explorer*

«RUN-PROGRAM»("C:\Program Files\Internet Explorer\iexplore.exe")

---

# Sending Mouse Commands to XP

Here's the Unity 60 Sequenced **MOUSE** control page which uses command controls to move a mouse cursor.



Here are just some examples of how the control commands are stored.



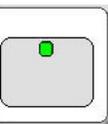
Sends a mouse left click to Windows «MOUSE-BUTTON<Left Click>»



Sends a command to Windows to move the mouse cursor «MOUSE-MOVE<SM Up Rt>»



Sends a command to Windows to Windows menus « CLEAR DISPLAY><SERIAL-OFF>Open File Menu<SERIAL-ON><SERIAL-MARKER> esc. esc.alt.up.»



Sends a command to move the mouse cursor to the upper center of your screen «MOUSE-SET<Upper Cntr>»

## Store the <MOUSE GO> and <MOUSE STOP> Tools on your Overlay

---

**MOUSE GO** and **MOUSE STOP** are two new insertable tools that you can store on any overlay or Page. They allow you to move a mouse cursor whether you are using the **MOUSE** page or not. When you store these tools, you select the mouse speed and direction you want. The mouse moves in that direction until you tell it to stop.

### An Example of a **MOUSE GO/MOUSE STOP** Key

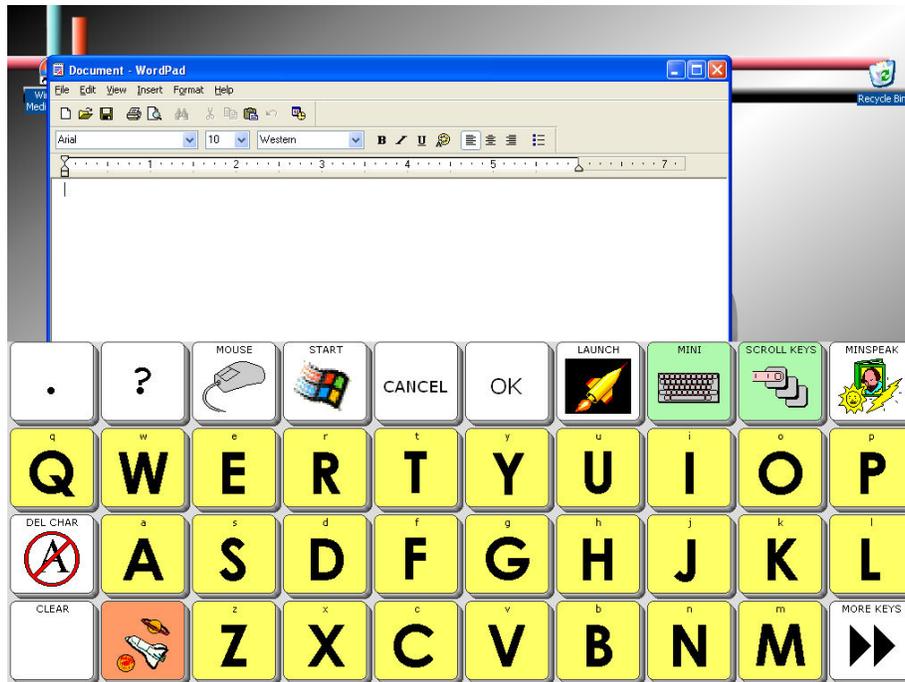
1. Go to **MINSPEAK**.
2. Select the **SET-UP** key (#2 on the front of the ECO case).
3. Select a blank key on your overlay or a key whose assignment you can change.
4. In the **Assign Key As** option, select **TOOL**.
5. Select **Enter Assignment**.
6. Select **INSERT TOOL** from the Spelling Page.
7. Find and select **MOUSE GO**.
8. Select the speed (1 is slowest and 10 is fastest) and direction you want.
8. Select **INSERT TOOL** again.
9. Select **WAIT ANY KEY**.
10. Select **INSERT TOOL** again.
11. Select **MOUSE STOP**.
12. Change the label and icon on the key if you wish. Select **OK** when you are finished.

Now when you select this key, your mouse cursor will move in the direction you want. When you want it to stop, select the key again.

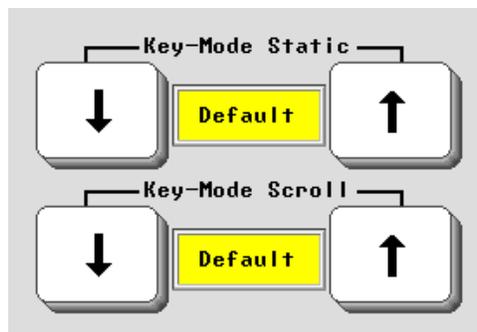
## Pages and Keyboard Mode

---

There is a special feature of Key Mode (ECO KEYBOARD in Unity) that can be used in Pages. This is the option to decide how many rows you want to see in Key Mode. For example, here is the Unity ABC spelling page with the keyboard in ECO mode. You see four rows of keys.



If we go to the **MODIFY PAGE MENU** to edit this arrangement, there are two new buttons that let us set the number of rows to be shown when we go to Keyboard Mode.

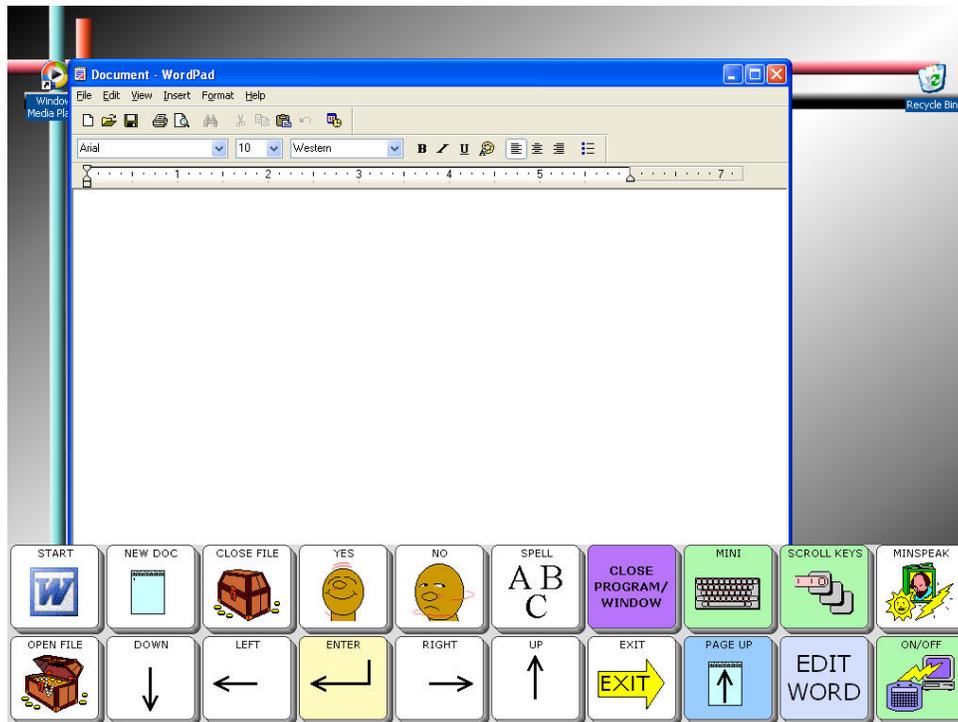


## Key-Mode Static

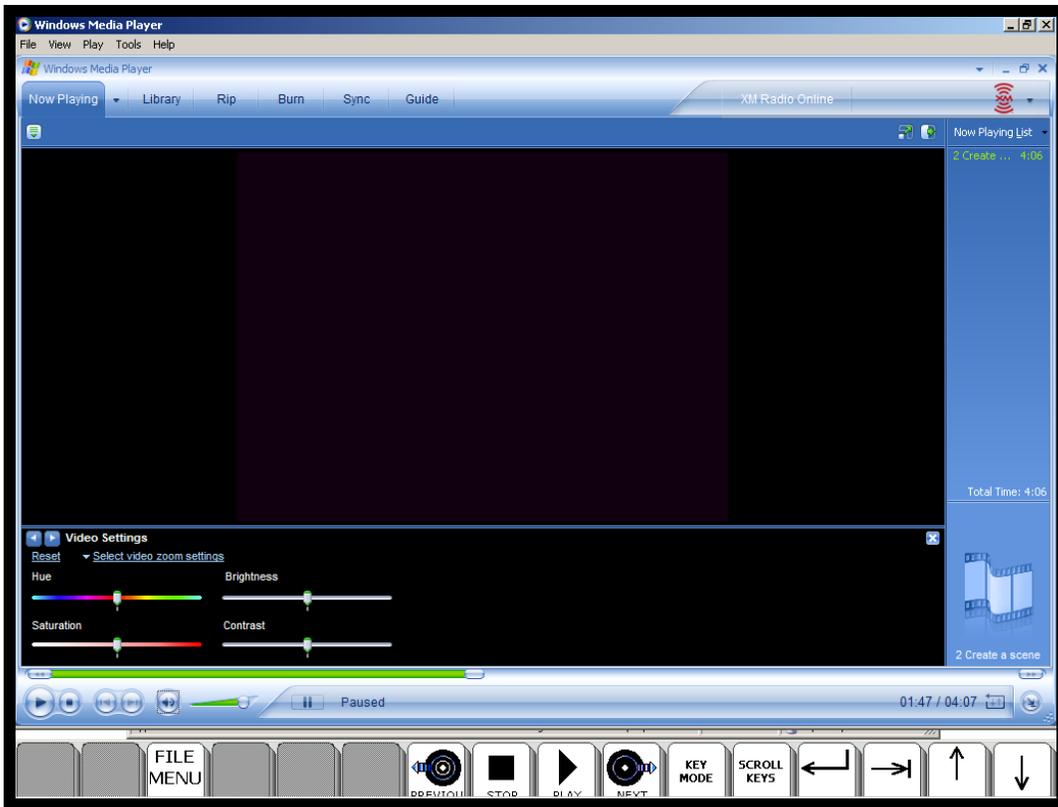
The arrow keys let you set the number of rows that will show as static keys. If we set it to two, then only two rows appear on the bottom of the ECO screen when you chip to Keyboard Mode.

## Key-Mode Scroll

As with Key-Mode Static, you can use Key-Mode Scroll to set the number of keys that will be scrolling. You can have a mix of static and scrolling keys. Below is a picture of the Word Pad keyboard with two rows showing.



This ability to set pages with different row numbers can be helpful when you are creating special pages to drive specific Windows applications. For example, here is a screenshot of Window Media Player running in full screen. At the very bottom of the screen you can see a single row of keys in ECO that can be used to access the player.



## Minimize ECO

---

If you want to minimize the ECO software so that it ends up in the Taskbar like regular software, use the **MINIMIZE ECO** tool (also available as  on the front of your device case).

## Using an External Computer with a USB Cable

---

You can connect your ECO to an IBM or Mac by using a USB cable.

Connect one end of the cable to the square USB port on the right side of your ECO. Connect the other end to the USB port on your computer (this may be on the front of the computer or in back, or both). If your computer and ECO are not already on, turn them on now.

1. Go to the ECO Toolbox and open the **OUTPUT MENU**.
2. Set **Output** to **ON**.
3. Set **Output Destination** to **EXTERNAL**.
4. Set **Output Method** to **USB**
5. Set **Host Computer Type** to either **IBM** or **Mac**, depending on what kind of computer you are using.
6. Select **OK** to exit the menu.

## Using an External Computer with the PRC Bluetooth Wireless Adapter

---

### IMPORTANT NOTE!

**Before you plug your wireless adapter into your computer:**

Notice that the wireless adapter has a PRC label on one side and a label with a white circle and an arrow pointing down on the other. The circle label covers a small switch called the "pair button".

**You will have to press this white circle during the set-up process.** Depending on where the USB ports are on your computer, it may be difficult to reach the circle and also reach your ECO. You may want to ask someone to help you.

1. Plug the Bluetooth wireless adapter into the USB port on your computer. Remember where the white circle is on the adapter. The LED on the adapter may flash for a moment when you plug it in.
2. On your ECO, go to the Toolbox and open the **OUTPUT MENU**.
3. Set **Output** to **ON**.
4. Set **Output Destination** to **EXTERNAL**
5. Set **Output Method** to **Bluetooth**.

6. Press the **Pair with BT Adapter** option.
7. You will see a yellow box telling you to **press the Pair button on the adapter**. Press the **white circle** label on the Bluetooth adapter.
9. The LED on the adapter will begin to blink. When you see a solid blue light, the adapter has paired with your ECO and computer. This can take up to 20-30 seconds.
10. Exit the OUTPUT MENU and go to your spelling overlay.
11. Open a word document or an application you can type into.
12. Begin typing on your spelling overlay. Your information should appear on your computer screen.

➡ It does not matter in what order you perform steps 6 and 7. You can press the white circle first, then press the **Pair** option in the OUTPUT MENU or vice-versa.

➡ Once your adapter is paired with your computer, it should always be paired. You can remove it from your computer and the next time you plug it in, the LED should turn red and it should be ready to go as long as your OUTPUT MENU is set correctly.

➡ The Bluetooth adapter has a wide range. Your ECO and the adapter do not have to "see" each other to work.

## Using an External Computer and an Infrared Receiver (IRR)

---

The IRR is an infrared accessory that accepts infrared signals from your communication aid. To use an IRR with a computer plug the IRR into the serial port on your computer. To use it with a printer, plug the IRR into the serial or parallel port on the printer.

The infrared window on the IRR must be able to see the infrared window on your ECO, otherwise the IRR will not receive the signals it sends. If the IRR and your device IR window are closer than 18 inches and directly facing each other, the infrared signal from your device could be too strong for the IRR to read. Either move the devices farther apart, or place your communication aid so that its IR window is at an angle to the IRR window.

Your device is set up to send information by Packet, Unit #1 at 1200 Baud. See the Infrared Troubleshooting section at the end of this chapter for complete information.

You do not have to use the IR SETUP MENU or the IR Tool for computer emulation.

- ➡ When you are using an IRR, **always have the IRR battery charger plugged in!**
- ➡ For IRR cable and settings information, read the **Infrared Receiver Instructions** that came with your IRR. These instructions also contain a list of IRR commands that can be stored in your communication device.
- ➡ The recommended baud rate for your communication aid with an IRR is 1200. Baud Rate is set in the **Advanced Settings** option in the **OUTPUT MENU**.



## **Using the Cell Phone**

## Before You Begin

---

The phone is an optional accessory.

You can use the phone option in two different ways:

- For text messaging only, you must have an AirCard and an antenna. No audio is available with this option.
- For making and receiving phone calls (audio) you must have an Air Card, antenna and small cable. (Text messaging is included in this option.)

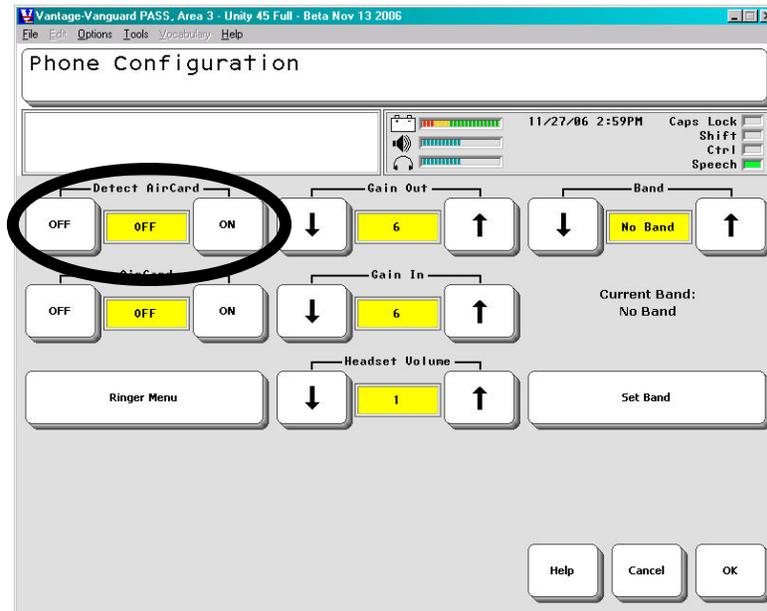
You can purchase the card, antenna and/or cable from PRC. Installation instructions come in the package.

➡ The information in this chapter assumes you have your AirCard, antenna and cable installed in your device. Installation directions came in the package with your phone accessories.

## Enable the Phone Card

---

The first thing you must do after installing the phone card, antenna and cable (if you ordered the cable), is to enable the card.



Got to the Toolbox and open the **MAINTENACE MENU**.

Select **Hardware Diagnostics**.

Select **Phone Configuration**.

Turn the **Detect AirCard** option to **ON**.

You may see a box asking you to plug in your battery charger. Do so. At this point you may see another box stating that firmware is being updated. This update will take awhile. Be patient.

➡ Not all devices will need to be updated.

The other options in this menu will be set automatically once the card is installed/detected.

### About AirCard ON/OFF

This will be turned On automatically when you put the AirCard in your device.

➡ **IMPORTANT NOTE:** Turn the AirCard option **OFF** when you are in a place where cell phone use is not allowed, e.g., an airplane, a theatre, certain areas of hospitals, etc.

## Band and Set BandPhone:Baud Rate

This indicates the frequency your phone uses and is automatically set for your country when you insert your AirCard. If you go to another country you may have to re-set the Band to that country's frequency.

Select **OK** and exit the **MAINTENANCE MENU**.

In the Status Display Area on your device you should see two new phone icons: a white wing on a square and a phone in a circle with a slash through it ("No Phone"). If the AirCard is initialized correctly, the icons will be red. If it is not initialized, they will be gray. The No Phone icon signifies either that there is no signal or no service available. If service or a signal is available you will see signal strength bars and perhaps a small capital "R" to signify "Roaming"

## New Phone Tools

---

There is a Phone Activity for an AirCard phone in your Activity Row. Activate the **DEVICE**

icon  in your Activity Row, then activate the **PHONE**  icon to see the Phone page.

Depending on the overlay you are using, you may have to select the **ACTIVITY** key  for more activities to find the **DEVICE** Activity.

➡ There is a TASH Phone page and a GEWA Phone page in the **REMOTES** Activity.

## New Phone Tools

### Phone Dial Pad

This is the tool you need for complete phone use. It allows you to dial numbers, receive calls, end calls, read and send text messages, go to your Minspeak overlay, configure the phone and clear the display. The Phone Dial Pad contains all the separate tools listed below.

### Phone Dial Number

➡ Use the **Phone Directory** to store and dial numbers. The Phone Dial Tool is already inserted under the "Name" keys on that page.

Use this tool when you want to assign separate phone number to keys, e.g., the number for work; the number for pizza; friends' phone numbers, etc.

## Phone Send Text Message

This allows you to write and send text messages without using the Dial Pad.

## Phone Send/End

This allows you to send, receive (answer) and end calls without using the Dial Pad.

## Phone Text Messages

This allows you to read text messages without using the Dial Pad.

# Using the Dial Pad

---

The Phone Dial Pad allows you to perform all phone functions: dialing calls, answering calls, using Minspeak to carry on conversations, sending and receiving text messages. You can also configure the phone from the Dial Pad. The Dial Pad is part of your Phone Activity Row.

Select the . Then select the . Then select the  key.



To make a call, the phone card must be active (a red and white wing icon visible in the Status Display Area) and there must also be signal bars visible.

## To Make a Call

1. Activate the number keys on the keypad to dial the number you want.
2. Activate **Send**.
3. While the phone is ringing, you can **Go to Minspeak** to be ready to talk when someone answers.
4. When the call has ended, activate **End** on the Dial Pad.

The **Clear** button clears the display.

➡ The "Connecting Icon" replaces the "Wing" icon in the Status Display Area when you select **Send**.



The "Connecting Icon" is also visible when the phone rings on your device. This is helpful should you have the device volume turned down. If you see the icon but don't hear anything, you know your phone is ringing.

### To Answer a Call

1. You hear the phone ring, or see the "Connecting Icon" in the Status display Area.
2. Activate **Send**.
3. Activate **Go to Minspeak** and answer.
4. When the call has ended, activate **End** on the Dial Pad.

➡ **Note:** Use commas when you dial phone numbers that include extensions. For example: 3302621984,123. If a number contains multiple extensions, use a comma between each extension.

## Using the Phone Directory

---

You can store frequently called numbers in your Phone Directory. The PRC Service Department phone number and the PRC main phone number have been stored for you. The **Name** keys are already set up so you just have to enter the number you want.

To see the Phone Directory, select the **DEVICE** activity, select the **PHONE** activity, then select

the **Phone Directory** key.



## Store a Phone Number in the Directory

1. Go to the **Toolbox**.
2. Activate **MODIFY PAGE**.
3. Select the **PHONE DIRECTORY**
4. Select a **Name** key to modify.
5. Select **Spell Text for Message**.
6. Activate the **Left Arrow** one time so the cursor in the text area is blinking on the on the parenthesis mark.
7. Enter the phone number you want to store. Use commas if there is an extension number.
8. Select **OK** when you have finished entering the number.
9. Use the **Change Label** or **Change Icon** key to remind you what number is stored under that key.
10. Activate **OK** when you have finished storing phone numbers.

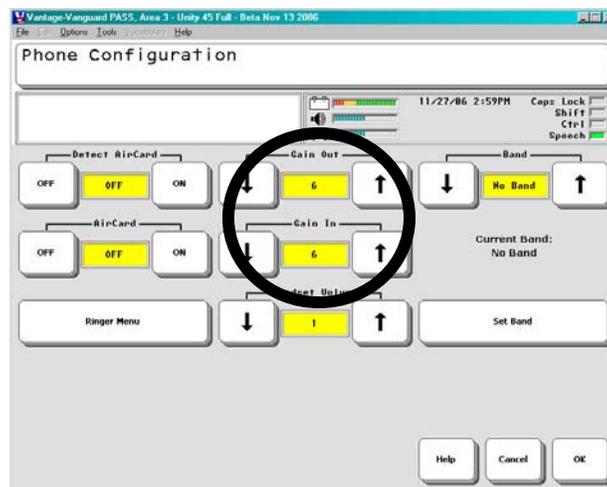
## Adjusting Caller and Listener Volume

---

There are two options in the **Configuration Menu** that allow you to adjust the phone volume so a listener can hear you better and/or so you can hear a caller better.

Activate the **Phone Configuration** option on the Phone Dial Pad.

You see the **Gain In** and **Gain Out** options.



## Gain Out

If you have trouble hearing the person who is talking to you, turn this option up.

## Gain In:

If the other person is having trouble hearing you, turn this option up.

# Send a Text Message

---

Use the Phone Dial Pad or the text messaging Tools (**Phone Send Text Messages** and **Phone Text Messages**) to send and receive text messages.

## To Send a Text Message



1. Select the **Send Text Message** key on the Dial Pad.
2. You see the spelling overlay. If you have not yet entered a phone number, type in the number you want and select **OK**. *➡If your display shows **Phone Number/Address**, ignore "Address". You cannot enter an address at this time.*
3. Type in the message you want to send. *➡You can also use Minspeak by selecting the **GO TO MINSPEAK** tool on your overlay.*
4. Select **OK** when you are finished.
5. A yellow message box tells you when your text message has been sent.

# Reading a Text Message

---

When you receive a text message an icon of a small white envelope appears in the Status Display



## To Read a Text Message



1. Select the **Text Messages** key on the Dial Pad.
2. You see a screen that contains all new and saved text messages. The buttons display the first few words of the messages.
3. Select the message you want to read.
4. The whole message is displayed.
5. You can **Reply** to the message, **Delete** the message, or select **Cancel** to save the message and exit.

## Using the Internal Microphone to Speak

---

You can use the ECO's internal microphone to speak on the phone if you are able to do this.

Turn the **Microphone** option **ON**.

Adjust the **Mic Level** option to make the volume louder or softer. (Remember that if the volume is too loud, you will get feedback noise.)

You can use Minspeak whether the microphone is On or not.

### Using Headphones

You can plug headphones into the **External Headphone** connector, use the spelling keyboard or Minspeak to speak, and no one will be able to hear your conversation.

Turn the **Headphone Level** option to On and set a volume level that is comfortable to listen to.



# Appendices

## Appendix A: Recalibrate the Touch Screen

---

Over time you may find that when you press keys, you don't see what you are supposed to see; or you may notice that the icons and images on the display screen don't seem to fit the display area as well as they once did. This is normal with a touch screen and can be easily fixed.

### To Recalibrate the Display:

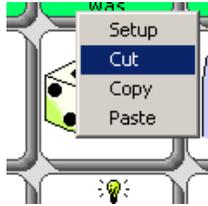
➡ You must be in Minspeak<sup>®</sup>, the Toolbox or a Custom Page to recalibrate your screen. You cannot do this from a menu.

1. On the top front of the case, press and hold the **TOOLS** key while you activate the **#2 USER DEFINED** key on the case (The key that was pre-programmed as the SET-UP key). 2. Release both keys.
3. You see a message that tells you to press the arrow within 10 seconds.
4. With a stylus, the eraser end of a pencil or your finger, **press on the arrow in the top left corner of your screen**. Press on the arrow in the bottom left corner. Press on the arrow in the top right corner. Press on the arrow in the bottom right corner.
5. You have 10 seconds to press OK in the message box on the screen.
5. If the calibration is successful, you will see a note at the top of the screen that tells you to **tap the screen and wait 30 seconds** while your device saves the calibrations. **Tap the screen once** and wait till the screen changes and returns you to the Toolbox or wherever you started from. If you do not see the note, repeat these steps.

## Appendix B: Next-Mouse-Right-Click Tool in PASS and ECO

---

In the ECO PASS software,, there is a new feature that lets you use the RIGHT CLICK on a mouse to speed up programming. When you let your mouse pointer hover over a key, right-clicking your mouse brings up a small, context-sensitive menu.



Move your cursor to highlight the function you want and then click your mouse.

### Setup

This behaves just like the SET-UP key on other PRC devices. It is context sensitive so the menus that open depend on where your key is.

- (a) If you use setup on a Core key, you open up the **ASSIGN CORE KEY** menu.
- (b) If you use setup while selecting a sequence, you open in the **storing a sequence** page.
- (c) If you use setup with an Activity *label* key, you open the **MODIFY ACTIVITY** menu.
- (d) If you use setup with an Activity key *within* an Activity, you open the **Modify Item Within Activity** page.
- (e) If you use setup on a Page key, you open the **MODIFY PAGE** menu for that page.

### Cut

Acts like **Clear Key Contents** in standard Toolbox menus. If you accidentally cut, you can use Paste to put back the deleted item, so long as you do it immediately.

### Copy

Takes the contents of the cell and allows you to paste it elsewhere.

### Paste

Takes the current copied item and pastes it into another location. Some items will not copy/paste across modalities e.g. you can't copy a Core key and paste it into a Page.

## Next-Mouse-Right-Click in ECO

In the ECO device itself, there is a new insertable tool called **NEXT-MOUSE-RIGHT-CLICK**. If you want to be able to use the PASS right-click programming on your device, you must store this tool as one of the **User-definable keys**. When you use this key, the next mouse click on the device display will be interpreted as a right click, not a standard left click.

1. Assign **NEXT-MOUSE-RIGHT-CLICK** to a User-definable key at the top of your device.
2. Once the tool is assigned, select the key you assigned it to.
3. Now select a key on your overlay. The mini context-sensitive menu for that key will popup for your use.

➡ **Note:** If you have a USB mouse, you can plug it into one of the USB ports on the right side of your device and use it just like a regular mouse. Then you can program the ECO software with left and right clicks.

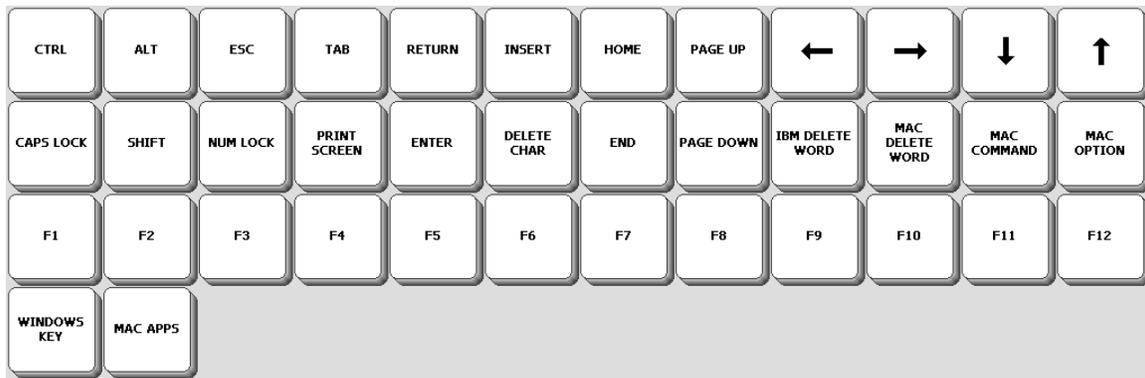
## Appendix C: Serial Macro Tool

---

The most common computer control commands have been added to your device as insertable tools so you no longer have to type a whole string of characters to generate the command. You can just insert the correct tool for the command.



When you use any storing procedure, you can use the **SERIAL MACRO** button after using the **INSERT TOOL** key. **SERIAL MACRO** opens up a page with a list of all the computer control commands.



For example, if you select the **ALT** key, you will see the following:



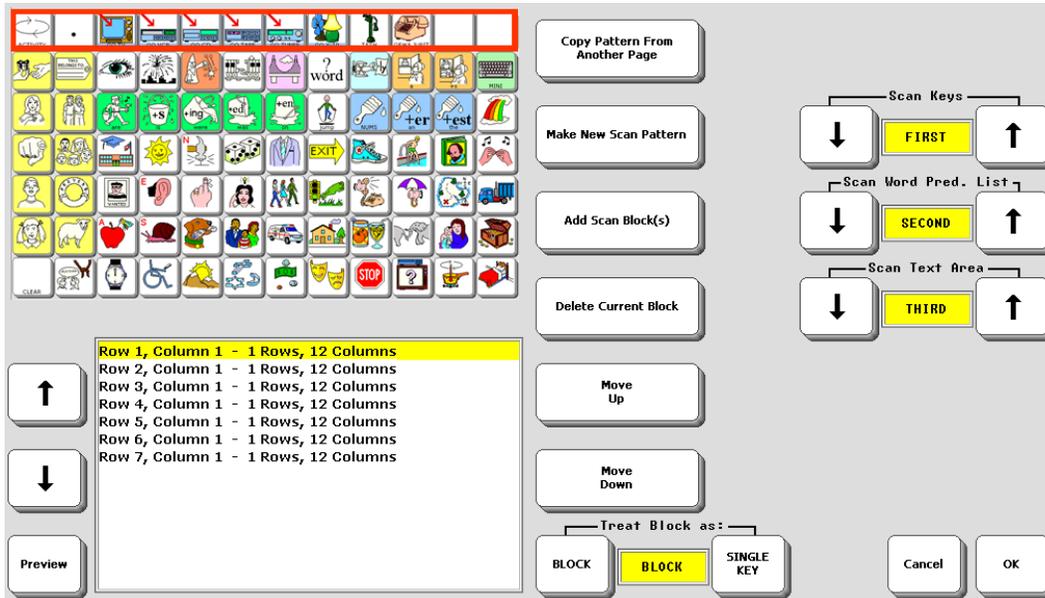
This command also includes the **PROMPT MARKER**. Depending on what you are trying to achieve, you may want to delete the **SERIAL ON** command. However, it is much easier to delete one or two elements than to type in the whole string.

➡ If you do not see the command you want, you will have to create it yourself. All the keyboard commands for IBM and Mac computers are listed in Appendix K beginning on page 268.

## Appendix D: Modify Scan Pattern

Modify Scan Pattern is an option when you are creating or modifying Pages and Activities.

As well as being able to use “regular” scan patterns, the ECO software allows you to create your own scan pattern based on user-definable blocks. This customized block scanning means you can scan any keys in any order, and even have different patterns for individual pages. Let’s look in detail at one example. In this case, we’ll use the simple **1 SwitchAuto Scan Row/Column**.

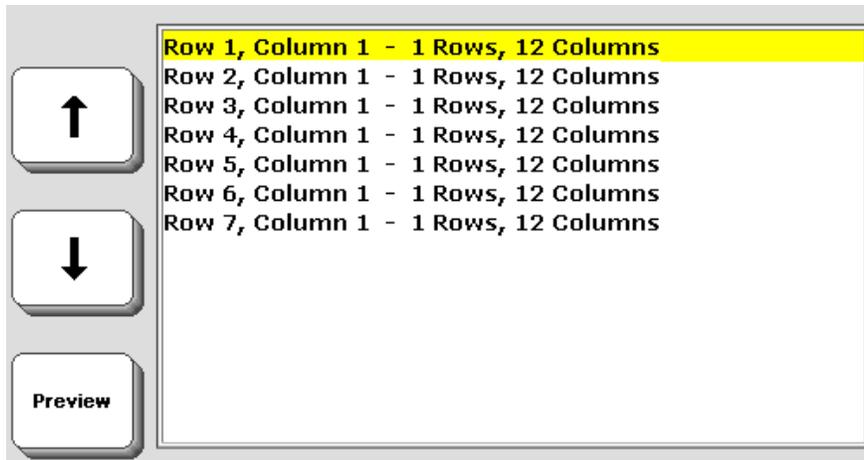


The top right quarter of the page shows the **Preview** screen. When you hit the button marked **Preview** at the bottom left, you’ll see a real-time preview of what the current scan looks like.



See how the **Preview** screen shows the actual Core/page you are using. If you change to a different overlay or page, that’s what you see. Other devices simply show a blank, generic overlay.

Just below the preview is a box that shows each step in a scan pattern.



In this instance, the first scan starts at *Row 1 Column 1* and highlights a single row and 12 columns. The next step is to move to *Row 2 Column 1* and highlight one row and 12 columns. This happens all the way through to Row 7. This is a typical single switch row/column scan pattern

However, you can easily edit this in a number of ways. First, use the up and down arrows to move the yellow highlighting through the list. As you do this, you'll see the red highlighting in the Preview moving too. When you reach the specific item you want to modify, leave the highlighting on it. You can then:

### Move Up and Move Down



You can use the **Move Up** key to shift a highlighted scan block upwards. Similarly, using the **Move Down** shifts a block down the list.



### Delete Current Block

	<p>As the name suggests, if you want to remove a scan block, use this to delete it.</p>
--	---

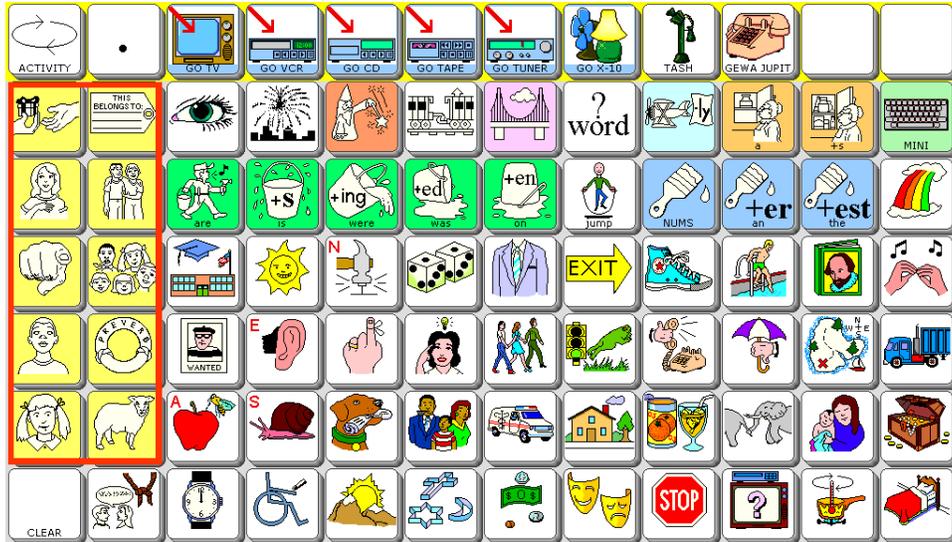
These three functions let you do some simple editing. You can do more sophisticated editing by using the **Make New Scan Pattern** key.

## Make New Scan Pattern

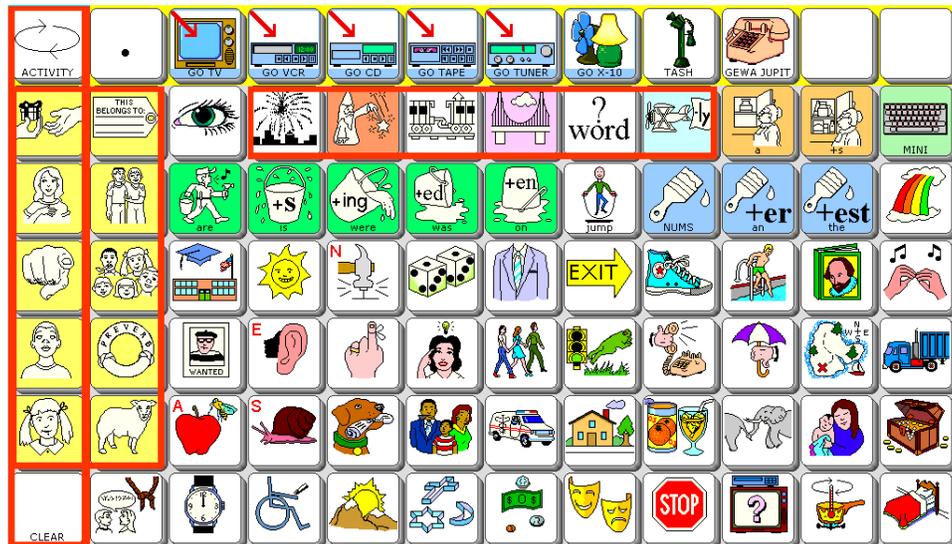
When you select this key, you see the full-screen overlay you are planning to scan. The following message appears at the top of the screen:

Select the top left location for this block  
Select the text area to exit.

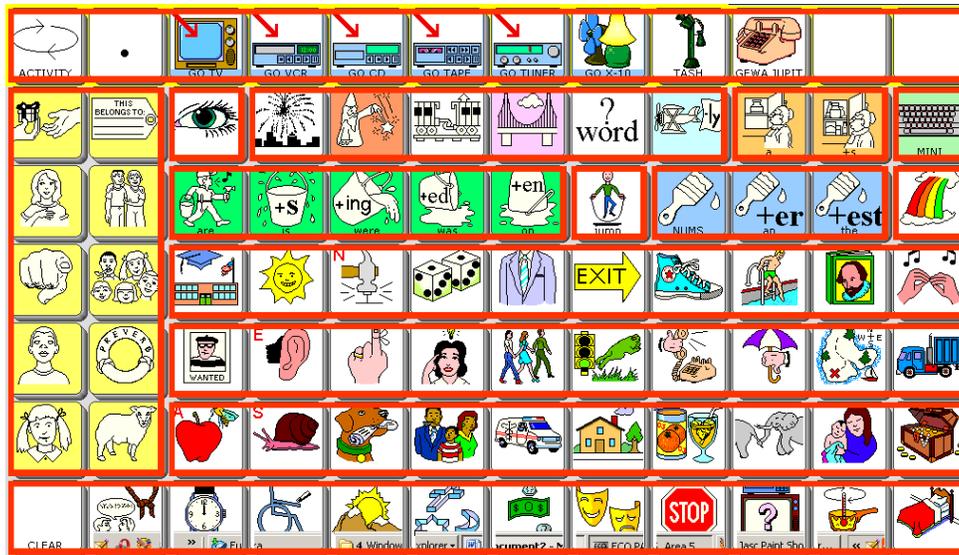
If you select *Row 2 Column 1* followed by *Row 6 Column 2*, a box appears around all the pronoun keys.



Now select *Row 2 Column 4* and *Row 2 Column 9*, and all the Closed Class words are highlighted.



You can continue to outline blocks of keys until you have selected ALL the keys you want to scan through.



When you are finished, simply select the Text Area on your display to go back to the scan modification screen. Now you see the list of all the scannable blocks.

- Row 2, Column 1 - 5 Rows, 2 Columns
- Row 2, Column 4 - 1 Rows, 6 Columns
- Row 3, Column 3 - 1 Rows, 5 Columns
- Row 3, Column 9 - 1 Rows, 3 Columns
- Row 2, Column 3 - 1 Rows, 1 Columns
- Row 2, Column 10 - 1 Rows, 2 Columns
- Row 2, Column 12 - 1 Rows, 1 Columns
- Row 3, Column 8 - 1 Rows, 1 Columns
- Row 3, Column 12 - 1 Rows, 1 Columns
- Row 4, Column 3 - 1 Rows, 10 Columns
- Row 5, Column 3 - 1 Rows, 10 Columns
- Row 6, Column 3 - 1 Rows, 10 Columns
- Row 7, Column 1 - 1 Rows, 12 Columns
- Row 1, Column 1 - 1 Rows, 12 Columns

The first block starts at *Row 2 Column 1* but highlights *5 Rows and 2 Columns*. If you want to change the order of the scans, you can use the up and down arrows to move between scan blocks, then the **Move Up** and **Move Down** keys to determine which block goes where. The scan starts from the top of the list and goes down.

### Copy Pattern From Another Page

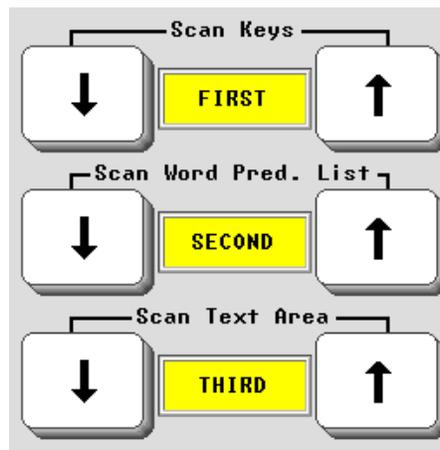
Another way of setting up a scan pattern is to use the **Copy Pattern From Another Page** key. This lets you use a specific pattern over and over again, based on the pattern used from a pre-designed layout.

## Scan Pattern Order

Another way to modify the scan pattern is to set the order in which the keys, text area, and word prediction window are scanned.



Select the order with the three toggle keys, **Scan Keys**, **Scan Word Pred. List** and **Scan Text Area**.



The settings are interdependent so if you change **Scan Keys** to **THIRD**, the **Scan Text Area** setting would change to **FIRST**.

In our example, the scan will highlight the Core and Activity keys first, stepping through each assigned block; then it highlights the word prediction window and, if activated, scans through the word list; finally, it highlights the text window, which speaks any text if selected.



## Scanning Block Within Blocks

One other feature of the customizable block scan is that you can also scan blocks within blocks. To illustrate, let's take another look at our Farmyard scene.



“Barn,” “farmer’s wife,” and “house” are outlined. If you outline "sky" as follows:



You can see that the block also includes all of “barn” and “house” along with part of “farmer’s wife.” However, the scan will outline each in turn so when the barn alone is highlighted, you can say “barn,” but when the sky area is highlighted, you can say “sky.”

## Treat Block As...

There is one more feature to point out and that is the option to treat a scannable block as either a block or a key. The difference is based on what exactly a “block” is. Technically, it is a group of keys that can be scanned as a whole but then scanned, key by key, within the block. So if you have defined a block of pronouns like this:



Your scan will highlight it as such, but when you hit your switch to select, the scan will operate as row/column, column/row, or linear within the block, depending on your scan setting.

Now, you can also use the following setting:



The default of **BLOCK** means that if you select the block, you can scan within it to specific keys. If you switch to **SINGLE KEY**, when you select the block, it will act as a large, single key and will do whatever is stored in the **top-right** location.

This is how we can scan blocks within blocks in visual scenes. Technically, in the example above, we have the word “sky” programmed at *Row 1 Column 1*. Similarly, “barn” is stored at *Row 3 Column 1*, “house” at *Row 4 Column 11*, and “farmer’s wife” at *Row 4 Column 9*.

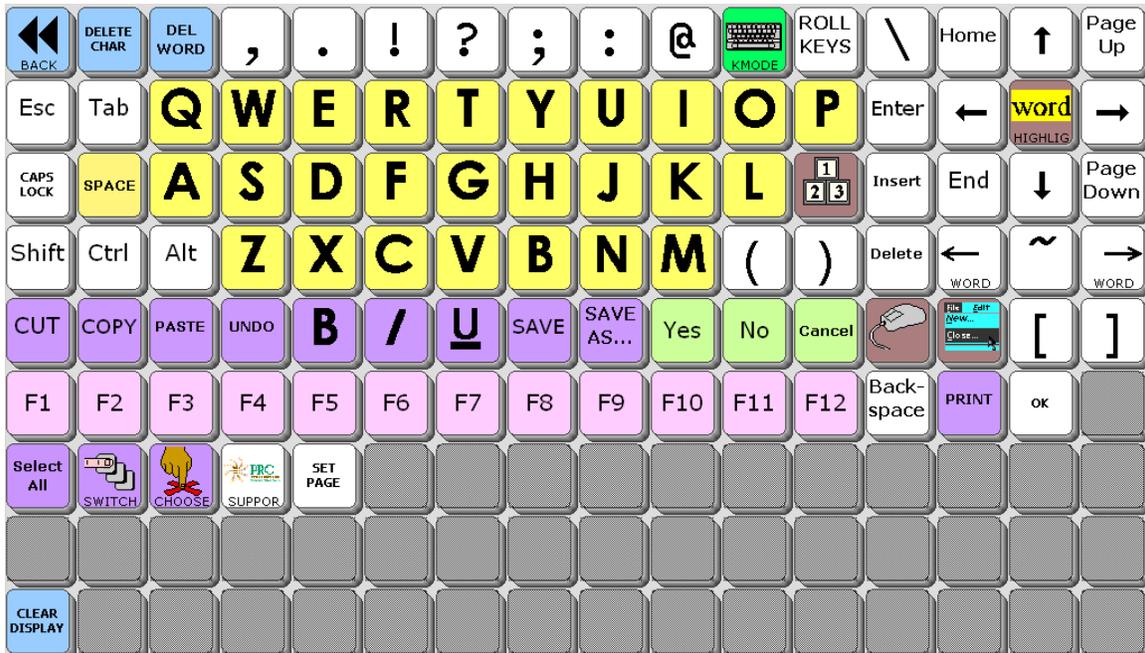
# Appendix E: Pagelets

---

Sometimes, when programming special pages into a device, you may find yourself copying a particular page over and over again just to change a few icons on that page. What if you could simply change some keys on a page temporarily and then go back to your original page? In essence, that's what pagelets do.

It's easier to understand pagelets by seeing them in action or stepping through an example. Here's one from **WordCore 144**.

When you want to use a keyboard that contains a set of general computer function keys, you select the **COMP KEYS** page from the Core **QUICK** Activity Key. The COMP KEYS page looks something like this:

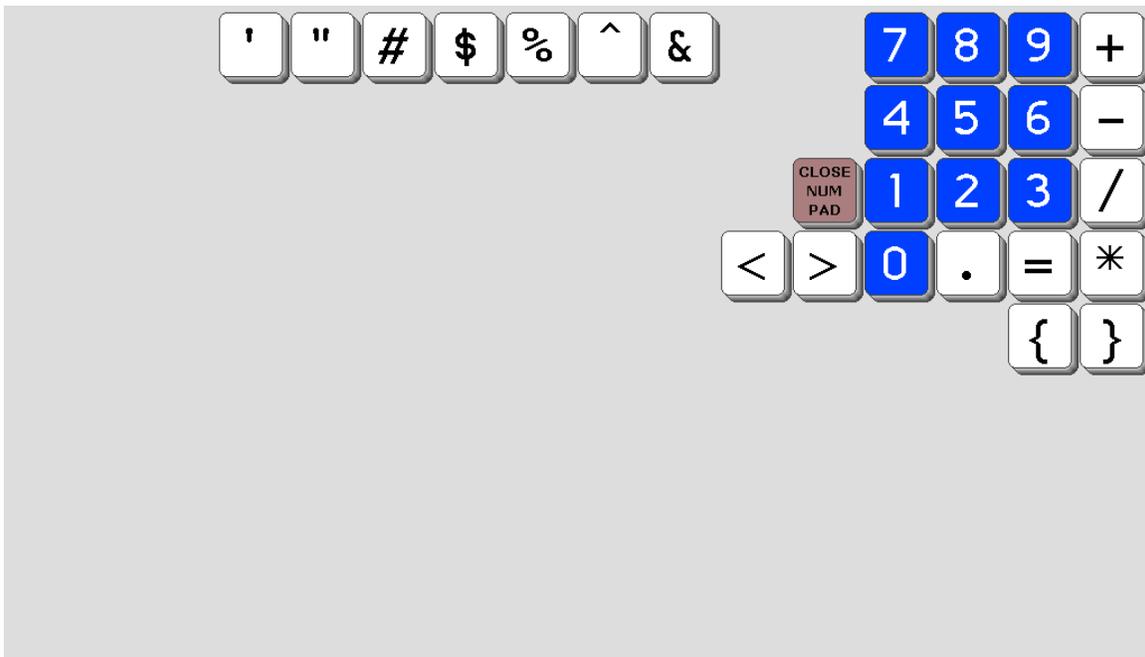


Remember, to see the overlay keys and the Windows program at the same time, it's a good idea to go to **Key Mode** (or **ECO** in Unity) where only the top five rows of keys are visible.



These keys were chosen because they represent functions that are used frequently in Windows, but what if you suddenly need to use the number pad? One solution might be to create a second version of this **COMP KEYS** page and add the number pad over on the top left, then link to that page temporarily.

However, another option is to make a **pagelet** – a page that contains a small number of keys that can “sit on top” of a parent page. Here’s the actual number pad pagelet:



What you do is program the keys you *want* to see, then use **HIDE KEYS** to hide all the blank keys you *don't* want to see. When you then link to this pagelet, **ONLY** the unhidden keys are seen; the hidden keys become transparent and you can “see” through to the underlying parent

page keys. Here's what the **COMP KEYS** looks like in **Key Mode** with the **NUMBERS** pagelet linked:



Notice how everything else stays the same except for the pagelet keys. The icon that linked to the number pad has now become a **CLOSE NUM PAD** key. This will close the pagelet.

You may also have noticed two other keys on the bottom row, right-hand side: one with a mouse picture and the other with a menu picture. These are also links to pagelets.



Clicking the “menu” key brings up that top row of menu buttons. And look what happens if you hit the “HIGHLIGHT” key right in the middle of the arrows on the top right:



You can now use those keys to highlight things in XP documents or notebooks.

As you can see, each pagelet simply replaces a small number of keys on a parent page. This makes it easier to program page functions.

## Appendix F: Vocabulary Masking

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One of the problems AAC professionals face is how to teach vocabulary in small, manageable pieces. For example, faced with needing to fulfill State curriculum requirements, a teacher may want to work for several weeks on the *Dolch Preprimer Word List*. One option is to create a number of pages in a communication device that simply code these words.

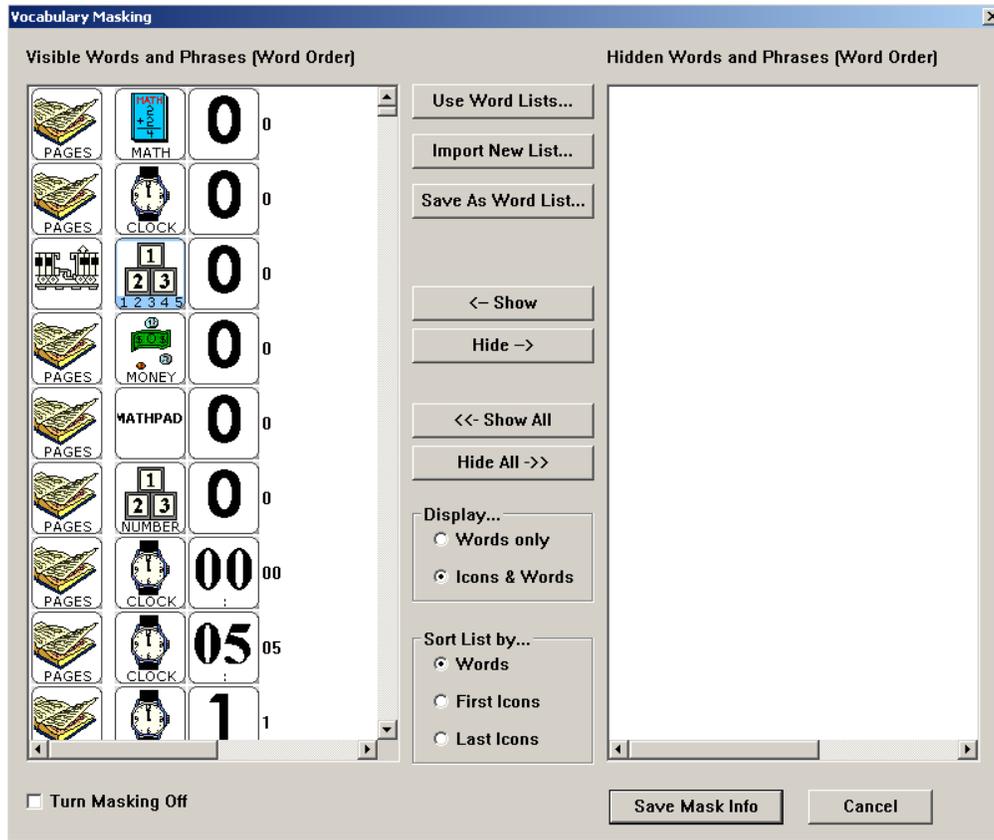
Another method is to use a PRC Vantage with 84 keys and make a “cheat sheet” with all the Unity icons that represent the Dolch list. The perceived problem with this is that the client has to find the sequences among all the other potential sequences in the device. This seems, to the AAC professional, difficult and distracting.

One possible solution is to physically remove ALL the non-Dolch words from the Unity 84 vocabulary and leave only the target items. The advantage now is that (a) there are fewer sequences to search through, (b) the vocabulary is already in the device, and (c) if the Dolch words appear in any other curriculum list, the client will use exactly the same sequence – no issue with words appearing in different locations in different *and* multiple pages.

**Vocabulary Masking** is a process whereby a text file list is matched against the vocabulary stored in a device, and items not on the list are masked from the total available vocabulary. Only icons that are used to code the listed items are visible. The effect of this is to simplify the search task and at the same time reinforce the motor pattern for accessing the target words.

## Using Vocabulary Masking

When you select **Vocabulary Masking** from the ECO drop-down menu, the initial state of the system is similar to this:

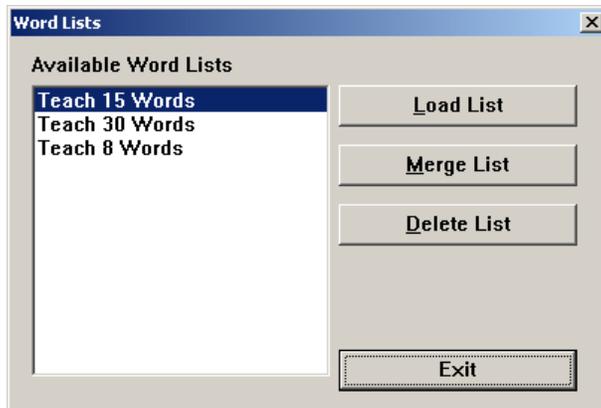


On the left are all the visible words and on the right are the hidden words. If vocabulary masking has never been used, you will always see the left box full and the right empty.

However, you can manipulate both lists by using the various functions in the middle of the window. Let's take a look at them.

### Use Word Lists:

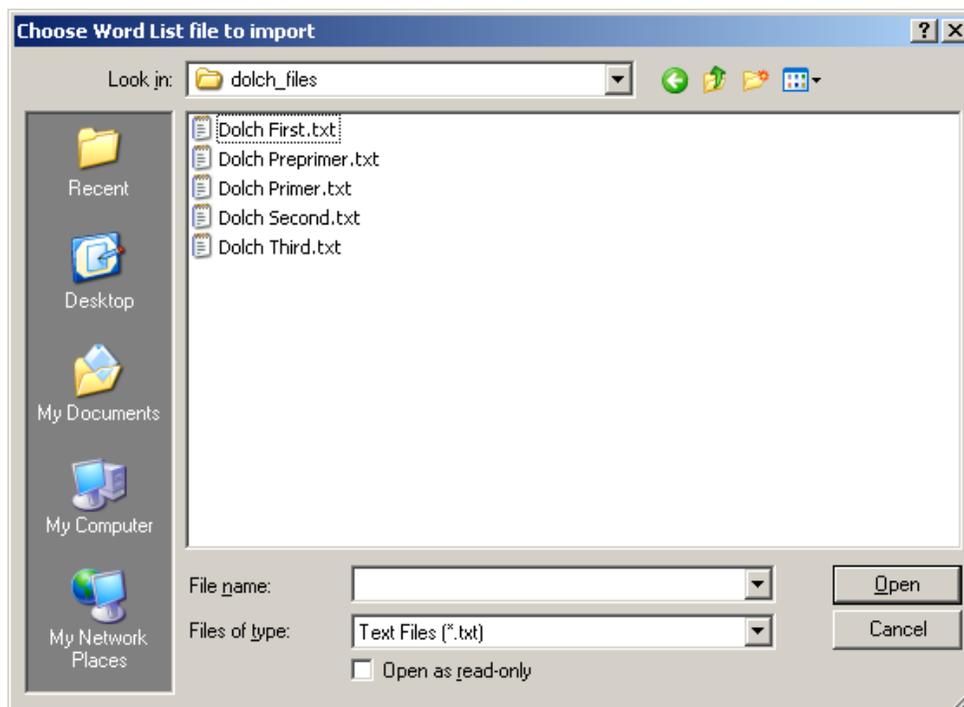
This opens up a window showing all the word lists currently in the device.



In the example above, these are three default lists. You now have the option to (a) load a list into the Vocabulary Masking system, (b) merge a new list into the current list, or (c) delete one of the **Available Word Lists**. ...

### Import New Lists...

Adding a new list is easy. All you need to do is create your list as a text file (.txt) and import it. This means you can use any text file!



In this example, there are a number of Dolch lists available. Highlighting one and clicking the **Open** button will import the file. The imported file then joins the others in the **Use Word Lists** option.

## Save as Word List...

At any time, you can save all the words you have visible as a word list. This is a good way of keeping a “running score” of learned vocabulary. It is important to do this because as you keep merging in new files, you begin to develop a personalized vocabulary set.

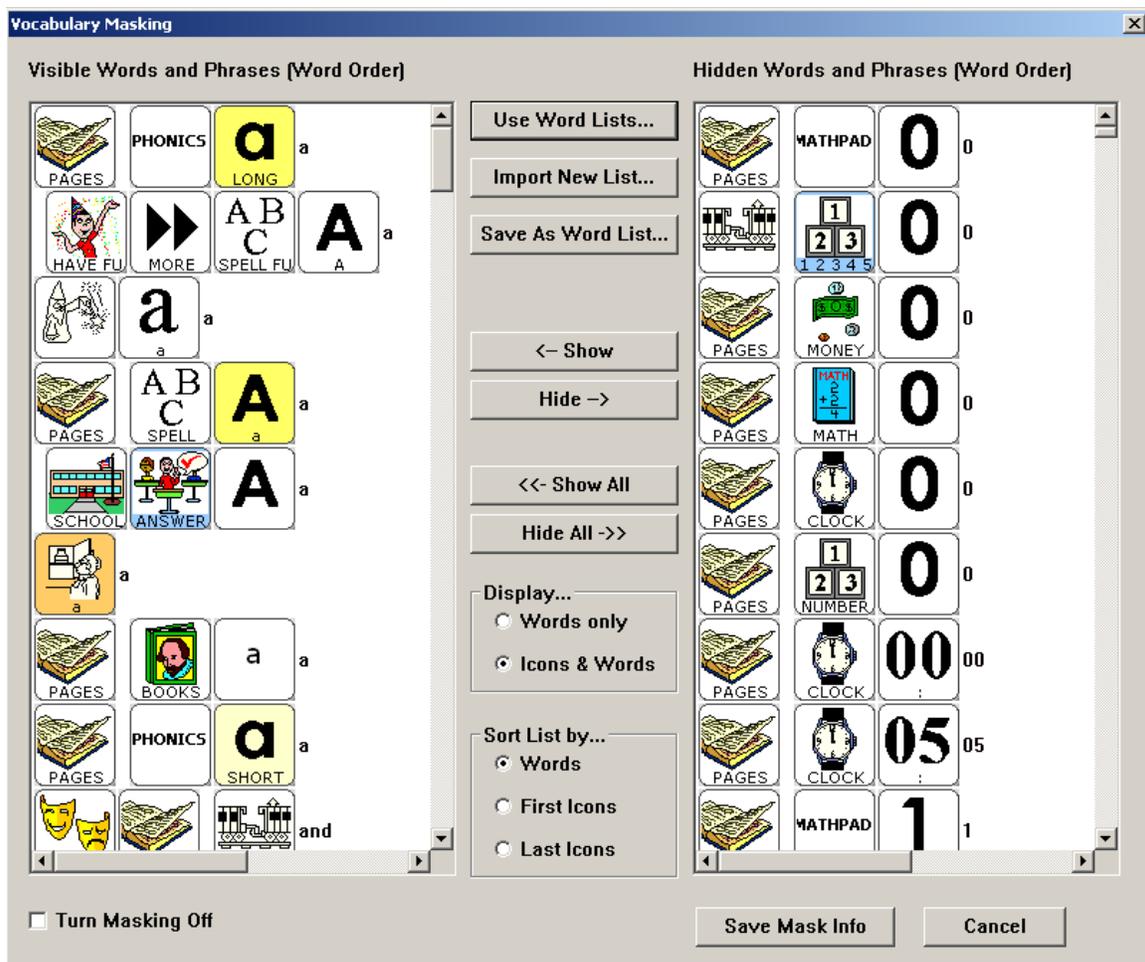
## Show/Show All

These buttons let you take items from the *hidden* list and put them into the *visible*. To use the **Show** key, highlight the word(s) you want to make visible, then select **Show**. Use the **Show All** if you want to see all your vocabulary on the overlay.

## Hide/Hide All

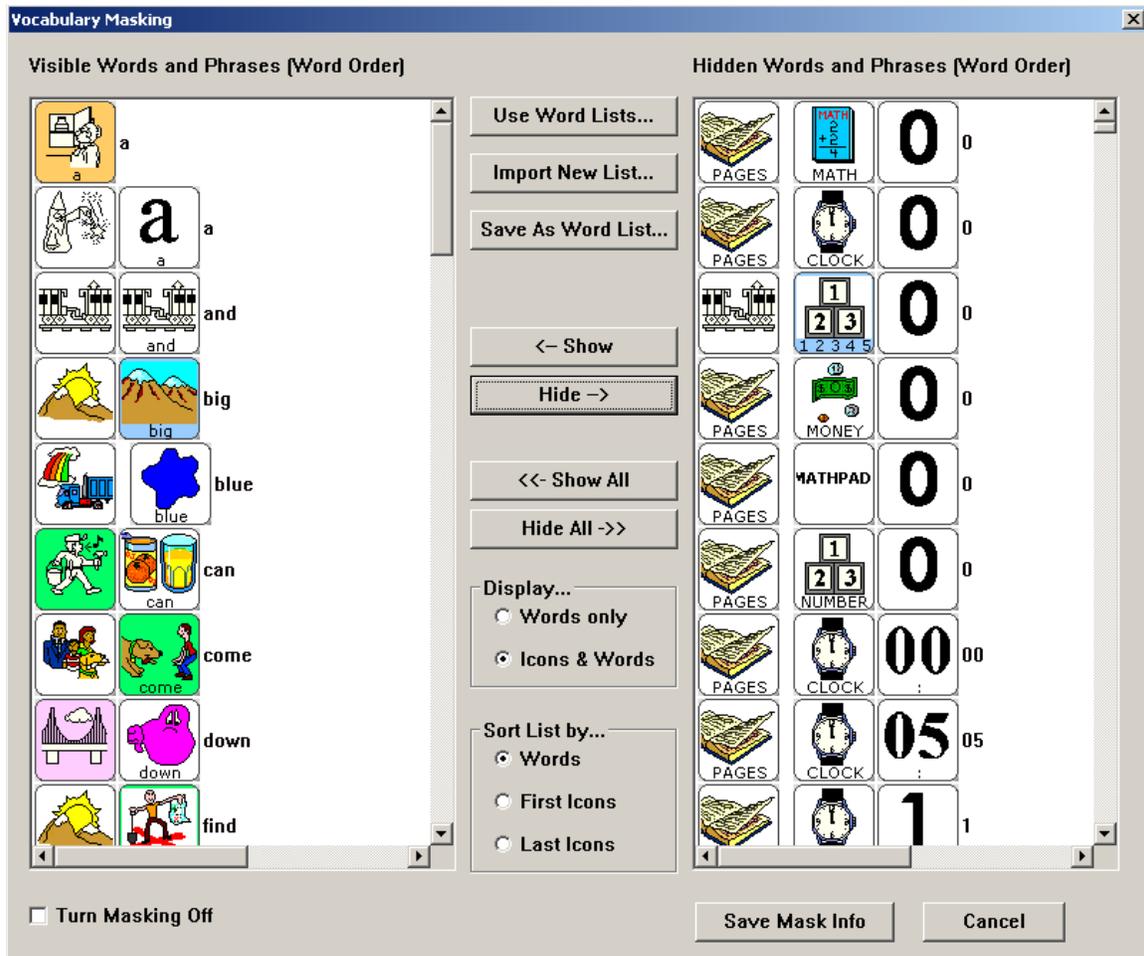
This is the opposite of the **Show/Show All**; you can move any items from the *visible* list and *hide* them.

Here’s what the Vocabulary Masking window looks like after importing the Dolch Preprimer list and then opening it from the **Load List** command in the **Use Word Lists** option.



The masker shows ALL the locations for the target words. If a word has been stored multiple times, the AAC professional needs to hide those examples that are not needed.

For example, the word “a” appears eight times in the vocabulary above. However, only the  a and the  are part of the core vocabulary; the rest are on special pages or activities. You can highlight all the unwanted examples of “a” and use the **Hide** key to move them across to the right-hand box. Here’s what a trimmed down mask window looks like.



The list is now stripped down to core vocabulary only and also includes single-hit words where possible (“a” and “on” are in the Dolch Preprimer).

**Caution:** If you use **Save As Word List**, this literally only saves words, **not icon sequences**. So, if you reload a saved word list, all your unwanted sequences will show up again. The only way to save the words and the sequences is to do an MTI save.

## Save Mask Info

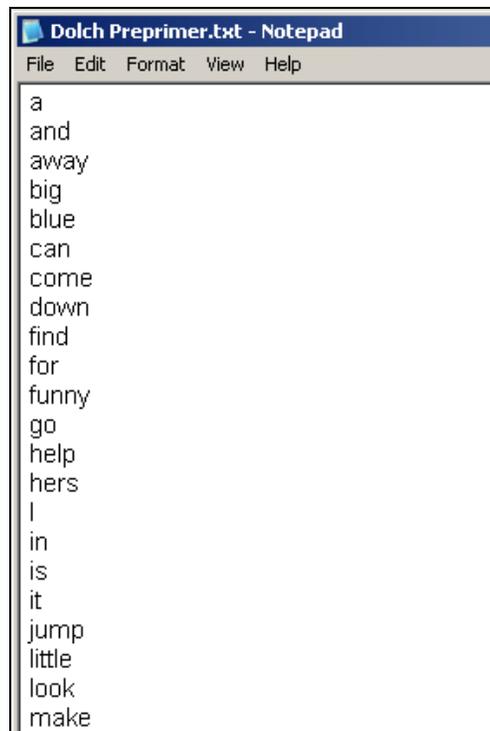
When you visible word list is the way you want it, you must use the **Save Mask Info** button before the words are registered by the device as being visible. When you select **Save Mask Info**, the device will take a few seconds to store the information and then put you back in Minspeak with only your unmasked words visible.

## Turn Masking Off

In the bottom left corner of the **Vocabulary Masking** window is a small checkbox called **Turn Masking Off**. If this is unchecked (the default), masking will work and the only words you can access are those you have in the **Visible** list. However, if you check the box, the masking is turned off, allowing full access to the device vocabulary set. When you go back again to the **Vocabulary Masking** window, the box automatically unchecks.

## A Final Comment on Text Files

For the **Vocabulary Masking** function to recognize a text file, the words must be entered in list format. This means you have a word on a line, then a “return” character, then the next word.



Make sure your lists are in this format before you try to import them.

If you are using an Excel list, save as **Text (tab-delimited) \*.txt** and this will import just fine.

## Appendix G: Mid-Sequence Category

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This feature allows you to label keys within a sequence. Although it is called **Mid-Sequence Category**, you can use it in sequences of any length. Let's look at a specific example using the Unity 144.

All FOOD vocabulary starts with the  and a second Core icon represents a sub-category. So, the following examples show five categories of FOOD.

		FRUIT
		SEAFOOD
		MEAT

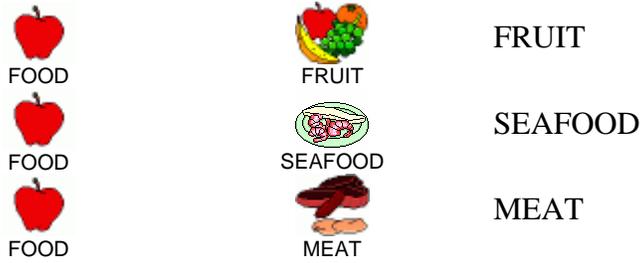
Using **Mid-Sequence Category**, it is possible to add a label to the second icon in the sequence.

	 FRUIT	FRUIT
	 SEAFOOD	SEAFOOD
	 MEAT	MEAT

You can also add a category label to the first icon of a sequence.

 FOOD	 FRUIT	FRUIT
 FOOD	 SEAFOOD	SEAFOOD
 FOOD	 MEAT	MEAT

Finally, the **Mid-Sequence Category** feature lets you change the icon.



### Storing a Mid-Sequence Category

This feature is just a special type of **STORE** operation. You use it by using the **MID SEQ CATEGORY** key instead of a **STORE** key. This means that the first thing you have to do is make sure you have the **MID SEQ CATEGORY** tool assigned to a key or sequence on your overlay. Once you have assigned it, here is the procedure for storing **FRUIT** in the **APPLE + FLOWERS + ICON** set.

1. Select your **MID SEQ CATEGORY** key.
2. The prompt **Enter a partial sequence** appears.
3. Select the keys to get to the one you want to label – in this case **APPLE + FLOWERS**.
4. Select **OK**.
5. You see the prompt **Modify key as needed, then select OK**, and the actual key;



6. Select **Change Label**, type **FRUIT**, then hit the **OK** button.



7. Select the **OK** button at the bottom of the page and the operation is complete.

## Appendix H: Using the LAM (Language Activity Monitoring)

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As a clinician or teacher you can use the LAM capabilities in your device to analyze your clients' language activities. This can be helpful for clinical intervention, outcomes measurement and research.

The following instructions are for use with a USB flash drive.

In order to accumulate language data to be analyzed, **Data Logging** must be **ON** in the **REVIEW VOCABULARY MENU**. Your device will then record all language activity data. You should also set the **CLOCK** menu to the current year, month and date and the correct time.

You can tell if there is data to be analyzed by looking at the **Clear Data Log** key. If there is a number displayed on the key, (e.g., 134 Bytes, or 400 Bytes, etc.) then there is data available to be analyzed. If there is no number on the key, you will have to turn **Data Logging On** and have the client generate some data.

You will save the language data to your USB drive. You can then download the Data Log file from the USB drive onto your computer and save it as a word processing document.

### Save Data Log

Once you have accumulated some language data, you need to save it to your USB drive.

1. Make sure you have the USB drive plugged in
2. Open the **REVIEW VOCABULARY MENU**.
3. In the **Logging Destination** option, select **USB Disk**
4. Select **Save Data Log**.
5. When the log is saved, remove the USB drive from your device.
6. Follow the directions that came with your USB drive to place the Data Log on your computer.
7. Select **Clear Data Login** in the **REVIEW VOCABULARY MENU**. This erases the data you just saved. If you want to accumulate more data, make sure **Data Logging** is **On**.

## An Example of a Data Log

### CAUTION ###

The following data represents personal communication.  
Please respect privacy accordingly.

Language Activity Monitor Springboard LAM-2  
Version 2.00  
Prentke Romich Company

```
*[YY-MM-DD=05-06-07]*
09:47:15 SEM "like "
09:47:22 SEM "read "
09:47:24 SEM "put "
09:47:28 SEM "please "
09:47:39 SEM "I "
09:47:41 SEM "eat "
09:47:48 SEM "I "
09:47:49 SEM "feel "
09:47:58 ACT "happy "
09:48:15 SEM "you "
09:48:17 SEM "feel "
09:48:18 ACT "happy "
09:48:22 SEM "I "
09:48:23 SEM "want "
09:48:24 SEM "drink "
09:48:27 ACT "water "
09:48:44 SEM "you "
09:48:45 SEM "go "
09:48:47 ACT "outside. "
09:49:05 SEM "my "
09:49:07 SEM " "
09:49:16 PAG "Maria "
```

## An Example of CTL Information

```
01:52:01 CTL "Switch User Area from Unity 45 Full to Unity 84 Single Hit"
01:52:14 CTL "Switch User Area from Unity 84 Single Hit to Unity 45 Full"
```

## About the LAM Data

When you look at the Data Log, the first thing you see is the year, month and date of this particular log.

The next item you notice is the Time Stamp. Time is presented in a 24-hour format.

Following the time Stamp is the SOURCE of language event. Source codes are in capital letters. The following source codes are currently valid:

**ACT** (Activity Row)

**CTL** (Control – this supplies information on non-language key activations the client makes.)

**PAG** (Page)

**SEM** (Semantic Compaction – Minspeak<sup>®</sup> and Unity<sup>®</sup>)

**SPE** (Spelling)

**WPR** (Word Prediction)

**DWP** (Derivative from Word Prediction).

Any characters spaced more than 0.2 seconds apart are considered as separate language events.

In the example at the top of the facing page you can see that the device user formed sentences and used Pages and Activities. In the second example, the user changed overlays. These were not language events, so you see the CTL source code, but from them you can see that the user knows how to change overlays.

More information about LAM data and LAM tools is available on the Web at

<http://www.aac institute.org/>

# Appendix I: The ADVANCED INFRARED SETUP MENU (IRR) and IRR Troubleshooting

---

To open the **Advanced Infrared Setup Menu**:

1. Go to the Toolbox.
2. Open the **OUTPUT MENU**.
3. Set Output Method to Infrared
4. Select the Advanced Settings option. This opens the **ADVANCED INFRARED SETUP MENU**.

**ECO Unit Number = >1<**

The default is Number 1. In multiple device situations, you can choose to be Unit 1, 2, 3 or 4.

**EZ Phone Unit Number = >1<**

The default is Number 1. In multiple device situations, you can choose to be Unit 1, 2, 3 or 4.

**EZ Phone Baud = >1200<**

The default is 1200. You can change to 300 if necessary.

**IRR Unit Number = >1<**

The default is Number 1. In multiple device situations, you can choose to be Unit 1 or 2.

**IR Receiver Protocol = >PACKET<**

The default is PACKET protocol. You can choose PIPELINE protocol, if necessary. See page 401 for protocol information.

## Infrared Troubleshooting

---

### Single Device, EZ Phone and IRR Use or Multiple Devices, EZ Phones and IRR use

The chances are that you will be the only person using your communication aid with an EZ Phone or a computer and the IRR. However, there may be situations, such as a lab or therapy facility, where there may be two or more devices, EZ Phones, IRRs and computers all in the same room, receiving the same signals at the same time.

If you are in a situation where multiple devices are in use, you have to tell your communication aid which devices it is going to talk to. You do this by assigning the same unit number to your communication aid, the EZ Phone and the IRR.

The **Advanced IRR Menu** allows you to set unit codes for your communication aid and its devices. If you are the only person using your communication aid with other IR devices, everything in this menu defaults to "1" which is just fine for you. If you are in a multiple device situation, you and the other people using communication aids must decide which one will talk to which devices and assign the correct Unit Number to each device. For example, you might assign Unit Number 1 to your communication aid, EZ Phone and IRR, while your neighbor gets to use Unit Number 2 for her communication aid, EZ Phone and IRR.

➡ When you assign a Unit Number, your communication aid and all the devices that it will be sending signals to **must have the same Unit Number**.

## Protocol Options

There is an option in the **Advanced IRR Menu** that allows you to choose the kind of protocol you want the IRR to use in order to receive signals from your communication aid. The protocol choices are PACKET or PIPELINE.

### PACKET PROTOCOL

Allows you to have more than one communication aid and IRR in the room, with all of them receiving the same signals at the same time. Packet protocol allows you to assign a Unit Number to each device. Packet protocol also checks for errors in the infrared communication and screens out infrared information from outside sources. This provides for more accurate infrared communication. 1200 baud must be used with this protocol.

### PIPELINE PROTOCOL

Does not check for errors in the infrared information it receives. It does not allow you to assign Unit Numbers for more than one infrared device. It does not screen out infrared information from outside sources. This means that accurate infrared information may be difficult to achieve in some situations. You can use either 1200 or 300 baud with this protocol. Character Pacing must be used with this protocol.

### If You are Using an IRR and You Get an Error Message on your Device

If the IRR doesn't receive the infrared signals you send from your communication aid, the display will show the message, "Remote IR device is not responding. Please wait or activate the Text Display area to cancel."

Make sure your device's IR window is facing the infrared window on the IRR. Check to make sure nothing is blocking this line-of-sight between your device and the IRR. If something is in the way, remove it and the signal should go through.

The infrared signal that your device sends is very strong. If the device and IRR windows are closer than 18 inches to each other and are directly facing each other, the IRR may not be able to read the communication aid's signal. Either move the communication aid farther away from the

IRR or set it so that its IR window is at an angle to the IRR. The signal will go through but it will not overpower the IRR.

➡ When you use your communication aid with a computer and an IRR, you set (among other things) the **Output** option to **On** and the **Output Destination** to **IRR** in the **OUTPUT MENU**.

If you use your device with these settings when the IRR is not available (in another room or blocked in some way), you will get an error message that says the device is busy sending IR data. Either go where the IRR is or check to make sure the IRR is not blocked. If you don't want to send signals at all, go to the **OUTPUT MENU** and turn the **Output** to **Off**.

## Appendix J: All Tools List

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### ACCESS METHOD

Select the method you want to use to control your device and the options you want to use with the method.

### ACTIVATE KEY

Use this Tool to tell your device that you want to activate a **menu**. This Tool is only used when you are creating macros that involve changing menu settings.

### ASSIGN ACTIVITY KEYS

This allows you to assign a Tool in an Activity Row.

### ASSIGN CORE KEY

Allows you to assign a Tool or Tools and text to a key on your communication overlay

### AUDITORY PROMPT MENU

Allows you to have the entire menu assigned to a key or sequence.

### AUDITORY PROMPTS OFF

### AUDITORY PROMPTS ON

### AUDITORY PROMPTS ON/OFF

Turns auditory prompts Off or On or toggles between the two actions.

### BACKLIGHT INTENSITY DOWN

### BACKLIGHT INTENSITY UP

Allows you turn the backlight intensity up or down.

### BEEP OFF

### BEEP ON

### BEEP ON/OFF

Turns the feedback beep on or off or toggles between the two actions.

### BLOCK MARK

Allows you to highlight a block of text.

### BROWSE ICONS

Acts as a "read-only" icon browser and allows you to look at the icons that are available in your system rather than having to start a storing procedure and then use **Change Icon**. When you select an icon in the Icon Browser, your device will speak the icon's name.

### CALCULATOR

Assign the calculator to a key or sequence.

### CALL

When activated, this Tool emits a series of tones designed to get someone's attention.

### CANCEL

Allows you to cancel an action. You would most likely use this when you are creating work pages.

### CAPS LOCK

### CAPS OFF

### CAPS ON

Caps Lock allows you to type using all capital letters. Activate it again to return to lowercase letters. When **Caps Lock** is in use, the "Caps" box in the Status Area turns green. Caps Off and Caps On can be assigned separately.

**CHAR/WORD**

This toggles between allowing you to use the left and right arrows to move the cursor through a message character by character or word by word. The default is CHARACTER (CHAR).

**CHOOSE ACTIVITY**

Allows you to select an activity from the Activity Row.

**CHOOSE OVERLAY MENU**

Lets you select keyboards and overlays.

**CLEAR DISPLAY**

Removes all text and prompts from the display and text buffer.

**CLOCK MENU**

Lets you set the time and date which are then displayed in the Status Area.

**CLOSE NOTEBOOK**

Allows you to close and open a Notebook without going to the Notebook menu.

**CLOSE PAGELET**

This allows you to close a pagelet you are using.

**COPY BLOCK**

Allows you to copy a block of highlighted text and paste it into another application.

**CREATE ACTIVITY**

Allows you to create an activity for your Activity Row.

**CREATE PAGE**

Allows you to create a page that might contain a game, story, computer commands, etc.

**CTRL**

Provides access to the 32 ASCII control codes. Control codes are displayed with a character on the display. This Tool shuts off after one control code is generated. If the location selected isn't a letter of the alphabet, the Tool remains active until an alphabetic character is selected.

**CUT BLOCK**

Allows you to delete a block of highlighted text.

**DELETE CHAR**

Removes the character to the **left** of the cursor.

**DELETE ICON**

Deletes the last icon that you selected. You can select a new icon or re-select the deleted one if you want.

**DELETE LAST SELECT**

Removes any text that you brought up on the display when you activated your last (previous) selection. If the previous selection was a Tool, **Delete Last Selection** does nothing.

**DELETE PAGE**

This Tool allows you to delete any page you have created.

**DELETE WORD**

This Tool removes the word or group of letters to the left of the cursor up to the next space or punctuation mark. If the character to the left of the cursor is a space, **Delete Word** removes the space.

**DICTIONARY MENU**

Allows you to enter words into a pronunciation dictionary so that your device will pronounce them correctly.

**DISABLE HEADPOINTER**

Activate this Tool to disable your headpointer. When the headpointer is disabled you will see a yellow box on the display screen. When you are ready to re-enable the headpointer, click OK in the yellow box. When the headpointer is disabled you will only be able to activate OK in the yellow box. The headpointer will not activate any other keys.

**DYNAMIC ACTIVITY MENU**

Allows you to add a dynamic activity, delete a dynamic activity and review all dynamic activities.

**EAR VOLUME DOWN**

**EAR VOLUME UP**

Turns the earphone volume up or down.

**EDIT CORE**

Allows you to edit core vocabulary sequences.

**EDIT MENU**

Allows you to cut, copy, edit and replace text in your document.

**EDIT MODE**

Allows you to move through text by sentence, word or character.

**END**

Moves the cursor to the end of the current line or page.

**ERASE CORE**

Erases sequences stored in your core vocabulary.

**FEEDBACK MENU**

Allows you to change the feedback your device gives you.

**FILE ORGNIZER**

Allows you to move files from one memory storage device to another and move files to different folders on a storage device.

**GO TO MINSPEAK**

Use this Tool to move from the screen you are currently using to the Minspeak<sup>®</sup> screen.

**GO TO SPELL**

This takes you from the screen you are currently using to the spelling overlay.

**GO TO TOOLBOX**

This takes you from the screen you are currently using to the Toolbox screen.

**HIDE/SHOW NOTEBOOK**

This allows you to hide the Notebook you are working in and retrieve it later.

**HOME**

Moves the cursor to the beginning of the current line or page.

**IBM MARKER**

Use this tool in conjunction with the **Mac Marker** tool. Perhaps you use an IBM at work and a Mac at home. Often a Mac and an IBM have a key that does the same thing but it is called something different on each computer (e.g. Mac <DELETE> command or IBM <BACKSPACE> command). When you store computer emulation commands, you can store **Insert Tool, IBM**

**Marker**, and the specific IBM key command; then add **Insert Tool, Mac Marker** and the specific Mac key command. Store both these commands under the same icon sequence. When you activate this sequence, your device will select the correct command for the computer you are using,

#### **ICON TUTOR**

Helps you locate sequences where specific words are used.

#### **INSERT DATE**

Allows you to insert the current date into a Notebook, etc. Assign to a key or sequence.

#### **INSERT TIME**

Allows you to insert the current time into a Notebook, etc. Assign to a key or under a sequence.

#### **INSERT TOOL**

Allows you to store Tools or text and Tools under icon sequences or assign them to keys. Activate this Tool before each Tool that you want to store. Then activate the Tool you want to store.

#### **INTELLI-TOOLS BUTTON**

When you select this tool you are asked to type in the name of the Intelli-Tools button that you want to store. Your device will automatically insert the macro for that button.

#### **IR**

Use this Tool when you are storing remote control commands.

#### **IR REMOTE**

This tool functions like a universal remote. You can access all of your remote control signals from one page.

#### **IR SETUP MENU**

Allows you to store infrared commands for remote controls.

#### **KEY MODE OFF**

#### **KEY MODE ON**

#### **KEY MODEON/OFF**

When you are using Windows XP, these tools allows you toggle your ECO screen from "full" to "1/2 screen" so you can see you Windows application and your overlay.

#### **LAM MARKER**

A clinician or MAP developer who is setting up an overlay that will be used with the LAM can now assign this Tool to a key that normally would not be logged as an activation by the LAM. For example, if a user activates **Clear Display**, this action is not logged by the LAM. The clinician can add the **Lam Marker** tool to the **Clear Display** key assignment, "<LAM MARKER>clear display", and the LAM data will show "clear display" when that key is activated.

#### **LESSON PLAN**

Store this on your overlay if you would like to keep your device Lesson Plans handy.

#### **MAC MARKER**

Use this tool in conjunction with the **IBM Marker** tool. Perhaps you use an IBM at work and a Mac at home. Often a Mac and an IBM have a key that does the same thing but it is called something different on each computer (e.g. Mac <DELETE> command or IBM <BACKSPACE> command). When you store computer emulation commands, you can store **Insert Tool, IBM Marker**, and the specific IBM key command; then add **Insert Tool, Mac Marker** and the

specific Mac key command. Store both these commands under the same icon sequence. When you activate this sequence, your device will select the correct command for the computer you are using,

**MAINTENANCE MENU**

This menu allows you to load software, erase the device, find out how much memory is left, etc.

**MID SEQUENCE CATEGORY**

This allows you label keys within a sequence.

**MINIMIZE ECO**

This minimizes your overlay so you can see any computer application you are using. This is a toggle Tool—activate once to minimize and again to return your overlay to full size.

**MODIFY ACTIVITY**

Allows you to make changes to an Activity that has already been created.

**MODIFY PAGE**

Allows you to make changes to a page that has already been created.

**MORE ITEMS**

This allows you to access more items in an activity.

**MOUSE BUTTON**

Use this with keyboard mouse emulation commands

**MOUSE GO**

Allows you to move a mouse cursor whether you are using the MOUSE page or not. When you store these tools, you select the mouse speed and direction you want. The mouse moves in that direction until you tell it to stop.

**MOUSE STOP**

Allows you to move a mouse cursor whether you are using the MOUSE page or not. When you store these tools, you select the mouse speed and direction you want. The mouse moves in that direction until you tell it to stop.

**MOUSE MOVE**

This allows you to store mouse movements from a list of movements which are relative to your current mouse position, e.g., large movement, very large movement, small movement, etc. The mouse moves in increments.

**MOUSE SET**

This allows you to store mouse movements from a list of specific movements, e.g., upper left corner, bottom right corner, middle top, etc. The mouse moves to a specific location.

**MP3-NEXT**

Select **Next** to listen to the song that follows the one currently playing.

**MP3-PLAY DRIVE**

When you have music stored on different drives, it is helpful to have this tool stored on your overlay. Activate the tool and pick the storage device to listen to.

**MP3-PLAY FILE**

Use this tool to store one music file under a key or sequence so you can play it from your overlay.

**MP3-PLAY PLAYLIST**

Use this tool to store one playlist under a key or sequence on your overlay.

**MP3-PLAY-PAUSE**

This tool allows you to pause a song, then go back to it.

**MP3 PLAYER MENU**

This tool gives puts the MP3 player menu on your overlay for easy access.

**MP3-PREVIOUS**

Select Previous to listen to the song before the one currently playing.

**MP3-STOP**

Select this to stop listening to music.

**NEXT MOUSE CLICK RIGHT**

Program this key as one of your User-Definable keys on the top of the case. This tells your device to interpret the next mouse click as a right click. If you select this key then press a key on your device, a small, context-sensitive menu for that key will appear.

**NOTEBOOK MENU**

Allows you to access all the Notebook Menu options

**OK**

This tells your device to save what you have done and return to the previous page. You will probably need this key on any activities or pages you set up.

**OPEN NOTEBOOK**

Allows you to open a Notebook from a list of your Notebooks.

**OUTPUT MENU**

This menu allows you to set up your device so that it will work with a computer or printer, remote control or memory transfer.

**PAGE DOWN**

Moves cursor down one page.

**PAGE MENU**

Gives you access to any pages you have created.

**PAGE UP**

Moves cursor up one page.

**PASTE BLOCK**

Allows you to paste a block of copied text into an application.

**PHONE-DIAL NUMBER**

Store under a key or sequence; allows you to create a "phone book" page of frequently called numbers.

**PHONE-DIAL PAD**

This is the phone pad for the phone card option. Use this to dial and receive calls, do text messaging, etc. This is the most complete of the phone tools.

**PHONE-SEND TEXT MESSAGE**

Allows you to send text messages to other phones without using the Dial Pad.

**PHONE-SEND-END**

When you store this tool under a key or sequence you can answer and end calls without using the Phone Dial Pad. You cannot dial a call.

**PHONE-TEXT MESSAGES**

Allows you to view a menu of your text messages without using the Dial Pad.

**PLURAL**

When this activated the word to the left of the cursor will be made plural.

**POWER OFF**

When this Tool is activated your device 'goes to sleep.' Activate a key or switch to wake it back up.

**PRINT NOTEBOOK**

This tool allows you to print a Notebook from your overlay.

**PROMPT MARKER**

For use with Category Prompts: If a stored message is too long or otherwise inappropriate for a prompt, scroll to the end of the message, insert **Prompt Marker** and type the text you want to use for a prompt. The prompt is spoken but not displayed on the screen or added to the regular stored text.

**RANDOM CHOICE**

This tool will choose random items from a Page you have selected. To see examples of **Random Choice**, select the **Pages** page from the Unity overlay; select the **Games** key; select the **Random Choice** key; select any key. You can select **Modify Page** to see the storing instructions.

**REVIEW VOCABULARY MENU**

Allows you to review all the vocabulary in your device. You can print it out or see it on the display.

**ROLL DICE**

This tool allows you to play dice games that use from one to six dice. When you activate **Roll Dice**, a number will appear on the display indicating the dice roll. Activate **Roll Dice** again. A different number will appear. The number will not be spoken.

**RUN PROGRAM**

This is the tool that tells your device what computer application you want to run. Use it when storing your own applications.

**SAVE CHANGES**

This Tool allows you to save changes without turning your device off. You might want to store this Tool if you are doing a lot of programming and want to periodically save your work.

**SAVE NOTEBOOK**

Allows you to save the Notebook you are currently using.

**SCAN WORD LIST**

Activate this key each time you want to scan the words in the Word Prediction list. If you do not activate this key the scan will skip over the list.

**SCROLL KEYS**

When your overlay is minimized, this Tool allows you to scroll through the overlay so that you can access all the keys on it.

**SERIAL MACRO**

This tool makes it easy to store computer commands by allowing you to insert the already-created command. When storing, select this tool, then select the command you want.

**SERIAL MARKER**

Any text that follows a Serial Marker is sent out the serial port but not displayed or spoken.

**SERIAL OFF**

Turns the serial output Off so nothing is sent to a computer.

**SERIAL ON**

Sets the serial output to its last active setting, either Immediate or Delayed. Text is automatically sent out the serial port when this is turned On.

**SERIAL ON/OFF**

Toggles between Serial On and Serial Off.

**SET ACTIVITY**

Allows you to go to a specific activity.

**SET PAGE**

Allows you to go to a specific page.

**SET PAGE TEMPORARY**

Can be added to Core vocabulary, Activities or Pages. Takes you to a specific page for one selection then returns you to where you were.

**SET PAGELET**

Use this tool to link to a pagelet you have made.

**SETTINGS 1****SETTINGS 2****SETTINGS 3**

Allows you to store and then access 3 different groups of settings.

**SETTINGS MENU**

Allows you to save settings and change between settings. Use this with SETTINGS 1, 2 and 3.

**SET-UP KEY (#2 key)**

Allows you to modify/assign keys without going to the toolbox. We recommend that you assign this Tool to one of the blank keys on the front of your device case.

**SHIFT**

When this is set, the next character you activate will be an UPPERCASE letter. The second character you activate will be in lowercase. When you activate Shift, the "Shift" box in the Status Area turns on.

**SING**

This Tool shows you a list of all the songs that were pre-stored into your device and allows you to pick a song.

**SMART PUNCTUATION**

This allows you to insert a punctuation key that already has all the "smart" instructions. You don't need to program them.

**SPEAK ALL**

When this Tool is activated, your device speaks all of the text in the text area of the display and in the buffer. (When you type, letters and words will move off the screen in order to make room for new letters and words. Words that are no longer on the screen have moved to the "text buffer." You can use the arrow keys to bring them back onto the display screen.) Clearing the display or turning the device Off clears the buffer. This Tool works whether speech is On or Off.

**SPEAK DATE**

Your device will speak the current date if the date and time have been set in the **Clock Menu**.

**SPEAK DISPLAY**

When this Tool is activated, your device speaks everything that is visible in the text display area. This Tool works whether speech is On or Off.

### **SPEAK LAST SELECTION**

When you activate this Tool, your device speaks the last stored message you activated or the last spelling characters you put on the display. This is helpful if you have to repeat yourself so that someone listening can understand you better, or to get someone's attention. This Tool works whether speech is On or Off.

### **SPEAK NEXT SENTENCE**

Use this Tool to speak a Notebook when want to control the spoken pace. It tells your device to speak a sentence and then wait until you have activated **Speak Next Sentence** before continuing on and speaking the next sentence. This Tool works with Notebooks.

### **SPEAK NOTEBOOK**

Activate this Tool when you have a Notebook open that you want spoken all at once. Your device will begin at the beginning and continue on to the end.

### **SPEAK SENTENCE**

When you activate this Tool, your device speaks the message that contains the cursor. This is helpful if you want to hear how something you are working on sounds before you store it. It is also useful if you are going to give a speech or presentation. People seem to understand synthesized speech better when they hear it one sentence at a time until they are used to listening to it. This Tool works whether speech is On or Off.

### **SPEAK TIME**

Your device will speak the time if the current date and time have been set in the Clock Menu.

### **SPEAK WORD**

When this Tool is activated, your device speaks the last word you typed on your spelling overlay, or the last word you brought up in Minspeak<sup>®</sup> mode. If you are typing in Spell mode, you can turn speech Off (so you don't have to listen to your device speak each letter) and type the word. Then you can activate this key and the word you typed will be spoken.

### **SPEAKER VOLUME DOWN**

### **SPEAKER VOLUME UP**

Turns the speaking volume up or down.

### **SPEECH MARKER**

This marks the beginning of text in a sequence that is to be spoken but not displayed.

### **SPEECH MENU**

This allows you to insert the **Speech Menu** in a macro.

### **SPEECH OFF**

### **SPEECH ON**

### **SPEECH ON/OFF**

When this Tool is On, all the sequences you select or letters you type are automatically spoken. When this Tool is Off, nothing is spoken unless you activate one of the "speak" Tools. When speech is on the "Speech" box in the Status Area turns On. **Speech On/Off** toggles between the two actions.

### **SPELL/MINSPEAK**

Toggles between your overlay and spelling page.

### **START SCAN**

Assign this tool to a key when you want to be able to start a scan manually (e.g., if you have turned **Auto-Scan** to **Off**.)

### **STORE CORE**

Allows you to store core vocabulary messages under icon sequences.

**SWAP CORE KEYS**

Allows you to swap core vocabulary keys on your communication overlay.

**SWAP PAGE KEYS**

Allows you to swap keys on any pages you use.

**SWITCH USER AREA**

Allows you to switch back and forth between User Areas. Assign to a key or a sequence.

**TEXT MARKER**

This marks the beginning of text in a sequence that is to be displayed but not spoken.

**TEXT AND SPEECH MARKER**

This marks the end of the text in a sequence where a **Speech Marker** and/or **Text Marker** has been used. Any text that comes after the **Text and Speech Marker** will be both displayed and spoken.

**TRANSFER MEMORY MENU**

This allows you to save the device's memory to a computer disk, transfer memory from one device to another and import graphics.

**WAIT ANY KEY**

Causes a pause in a macro until a key is activated. .

**WORD PREDICTION MENU**

This menu allows you to turn Word Prediction On and Off, add words to the word prediction dictionary, delete words, etc.

**The ARROW KEYS (↑↓←→)**

The UP, DOWN, LEFT, and RIGHT arrow keys can be inserted in macros or assigned to individual keys on your overlay or in activities or pages.

## **Appendix K : IBM and Macintosh Computer Keyboard Names; Mouse Commands**

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The names on the following pages correspond to individual keys on a PC or Macintosh keyboard. Use these names exactly as they are written when you are storing computer commands for the keyboard keys.

The <esc> command that begins each key name is created by activating **CTRL** [ (CTRL key and Left Bracket key) in your Toolbox. When you activate this sequence you will see a small Left Arrow on your display.

Mouse Commands follow the keyboard names pages.

## PC/IBM Keyboard Keys

<esc>backspace.	<esc>f9.
<esc>capslock.	<esc>f10.
<esc>delete.	<esc>f11.
<esc>down.	<esc>f12.
<esc>end.	<esc>home.
<esc>enter.	<esc>insert.
<esc>esc.	<esc>left.
<esc>f1.	<esc>pagedown.
<esc>f2.	<esc>pageup.
<esc>f3.	<esc>pause.
<esc>f4.	<esc>print.
<esc>f5.	<esc>right.
<esc>f6.	<esc>scroll.
<esc>f7.	<esc>tab.
<esc>f8.	<esc>up.
	<esc>,hold,alt.
	<esc>,hold,control.
	<esc>,hold,shift

Specify a right or left key by placing a "r" or an "l" in front of the key name. For example, to hold the left shift key:  
sc>,hold,lshift.

## IBM Keypad Keys

<esc>kp0.

<esc>kp1.

<esc>kp2.

<esc>kp3.

<esc>kp4.

<esc>kp5.

<esc>kp6.

<esc>kp7.

<esc>kp8.

<esc>kp9.

<esc>kpdel.

<esc>kpdown.

<esc>kpend.

<esc>kpenter.

<esc>kpins.

<esc>kpleft.

<esc>kpminus.

<esc>kppgdn.

<esc>kpplus.

<esc>kpright.

<esc>kpslsh.

<esc>kpstar

<esc>kpup.

<esc>kpnumlock

<esc>kpsysreq.

## Macintosh Keyboard Keys

The <esc> command that begins each key name is created by activating **CTRL** [ (CTRL key and Left Bracket key) in your Toolbox. When you activate this sequence you will see a small Left Arrow on your display.

<esc>backspace.	<esc>help.
<esc>capslock.	<esc>home.
<esc>delete.	<esc>insert.
<esc>end.	<esc>left.
<esc>esc.	<esc>pagedown.
<esc>fi.	<esc>pageup.
<esc>f2.	<esc>pause.
<esc>f3.	<esc>print.
<esc>f4.	<esc>return.
<esc>f5.	<esc>right.
<esc>f6.	<esc>scroll.
<esc>f7.	<esc>tab.
<esc>f8.	<esc>up.
<esc>f9.	<esc>,hold,command.
<esc>f10.	<esc>,hold,control.
<esc>f11.	<esc>,hold,option.
<esc>f13.	<esc>,hold,shift.
<esc>f14.	<esc>,hold,alt.
<esc>f15.	

When using a modifier key such as <CTRL>, <ALT>, <OPTION>, <SHIFT>, or <COMMAND>, typing the word "hold" in front of the key name causes the key to be held down automatically until one additional character is entered.

Typing the word "combine" in front of the key name lets you combine several modifier keys.

## Macintosh Keypad Keys

<esc>kp0.	
<esc>kp1.	<esc>kpins.
<esc>kp2.	<esc>kpleft.
<esc>kp3.	<esc>kpminus.
<esc>kp4.	<esc>kppd.
<esc>kp5.	<esc>kppgdn.
<esc>kp6.	<esc>kppgup.
<esc>kp7.	<esc>kpplus.
<esc>kp8.	<esc>kpright.
<esc>kp9.	<esc>kpslasj.
<esc>kpclear.	<esc>kpstar.
<esc>kpdel.	<esc>kpup.
<esc>kpdown.	<esc>kpnumlock.
<esc>kpend.	<esc>kpreset.
<esc>kpenter.	
<esc>kpequal.	
<esc>kphome.	

## Mouse Button Commands

Command	Action
<esc>,click.	Clicks mouse button on Mac and left button on PC mouse
<esc>,click,right.	Clicks right button on 2-button mouse
<esc>,click,left.	Clicks left button on 2-button mouse
<esc>,dblclick.	Double clicks mouse button on Mac and left button on PC mouse
<esc>,dblclick,right.	Double clicks right button on 2-button mouse
<esc>,dblclick,left.	Double clicks left button on a 3-button mouse
<esc>esc,moulock.	Locks mouse button on Mac and left button on PC mouse
<esc>,moulock,right.	Locks right button on 2-button mouse
<esc>,moulock,left.	Locks left button on a 2-button mouse
<esc>,mourel.	Releases all mouse buttons that were locked
<esc>,mourel,right.	Releases right button on a 2-button mouse
<esc>,mourel,left.	Releases left button on a 2-button mouse

## Mouse Cursor Movement Commands

These commands move the mouse cursor a specific distance on the screen.

**The first number is the horizontal movement.**

**Horizontal plus (+)** numbers move the mouse to the right.

**Horizontal minus (-)** numbers move the mouse to the left

**The second number is the vertical movement.**

**Vertical plus (+)** numbers move the mouse downward.

**Vertical minus (-)** numbers move the mouse upward.

The mouse moves **diagonally** when both horizontal and vertical numbers are sent.

<b>Command</b>	<b>Mouse Cursor Movement</b>
<esc>,move,+5,0.	Moves 5 pixels to the right
<esc>,move,-5,0.	Moves 5 pixels to the left
<esc>,move,0,+5.	Moves 5 pixels down
<esc>,move,0,-5.	Moves 5 pixels up
<esc>,move,+10,+10.	Moves 10 pixels diagonally down and to the right
<esc>,move,-10,+10.	Moves 10 pixels diagonally down and to the left
<esc>,move,-10,-10.	Moves 10 pixels diagonally up and to the left
<esc>,move,+10,-10.	Moves 10 pixels diagonally up and to the right
<esc>,moureset.	Resets the mouse and sends the cursor to upper left corner of the screen.

## GOTO Commands

☞ You may need to set the **Mouse Speed (internal or external computer)** to "tablet" or "slow". Use: **Start Menu/Control Panel/Mouse/Pointer Options/Pointer Speed**

GOTO commands send the mouse to an **assigned location** on the screen.

GOTO commands always start from the **upper left corner** of your screen.

The assigned location is given with horizontal and vertical number values, like those in the mouse cursor commands.

Since a GOTO command always starts in the upper left corner of the screen, the command always uses positive numbers.

Because GOTO commands always start in the upper left corner, you need to use the **<esc>,moureset.** command as the first mouse command. This puts the cursor in the upper left corner.

GOTO numbers will vary with computers. You need to experiment with your computer and mouse to determine where a specific set of numbers, such as those in the example below, will send the mouse.

A GOTO command will not work correctly if you send the mouse past the edge of the screen.

<b>Command</b>	<b>Mouse Cursor Movement</b>
<code>&lt;esc&gt;,moureset.</code>	Resets mouse and sends it to upper left corner of screen
<code>&lt;esc&gt;,goto,+100,+150.</code>	Mouse moves to a specific location on the screen

## Appendix L: Troubleshooting

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### **DO NOT open your device case!**

If you encounter a problem with your unit, call the PRC Service Department at 1-800-262-1990. If you are outside the U.S., call your local distributor.

### **Do not attempt to open the case!**

#### **ECO and ECO Software Troubleshooting**

##### **Battery and Battery Charger Warning:**



##### **Caution**

There is a risk of explosion if the batteries are replaced by an incorrect type. Call PRC Service Department before replacing the batteries.



**Use only the battery charger that came with your device.**

Other chargers may damage the batteries in your device.

 **If you plan to store the ECO for a month or more without using it:** Charge the batteries to **Full**. Go to the Toolbox and open the **MAINTENANCE MENU**. Open the Battery Menu. Select the **Enter Shipping Mode** option. Respond **YES** to put your device into Ship Mode. Select **OK** to exit the Battery Menu. Select **OK** to exit the **MAINTENANCE MENU**. **Unplug the battery charger**. Store your ECO.

When you are ready to use your ECO again, **plug in the battery charger and fully charge the batteries**. Press the I/O button on the front of the case to turn the ECO on.

 **Remember!** You cannot store when the batteries are low.

 **Remember!** You can always check the status of your batteries by looking at the bar graph next to the Battery icon in the Status Display Area.

➡ **If the batteries have gone completely dead**, plug in your charger. The LED on the left in the headpointing IR window will begin to flash rapidly, indicating the batteries are charging

➡ **Battery Disposal:**

If the batteries in your device need to be replaced, **dispose of the old batteries properly**. Follow the regulations of your community, state or country for the disposal of batteries.

➡ **If the wrong keys are being activated:**

Recalibrate the display screen. See **Appendix B** for more information

➡ **If you activate a key or keys and your device makes a "raspberry" noise:**

A Dynamic Activity is stored under the key(s) but it is hidden. Open the **DYNAMIC ACTIVITY MENU** to see if something is stored at this location. If you see the sequence but the "Activity" is listed as "unknown" you may have deleted the Activity at some other time. You must either **add** the Activity, or **delete** the sequence by activating the **Delete Dynamic Activity** key in the **DYNAMIC ACTIVITY MENU** and then selecting the key or sequence you stored the activity under.

➡ **Auto-repeat won't work when you are using "Activate Key When = Released":**

The key is selected after you have released it and after the Release Time has expired. If you have set a long Release Time you must wait for it to expire before the key will begin to repeat.

➡ **About High-Efficiency Fluorescent Lights and the Use of Infrared:**

There is a compatibility problem between many infrared controls and high-efficiency fluorescent lights.

If you are using your device in a room that has high-efficiency fluorescent lighting, the infrared, including headpointing, computer access, remote control commands, etc., will not work. Turn the lights off and the IR will work fine.

➡ **Never immerse your device in water!**

➡ **Important Note! Do not spray anything directly on the device. This will loosen labels and corrode connectors.** Instead, spray a cloth and use the dampened cloth to wipe the device.

### ➡ **Regular Cleaning of your Device:**

Clean the case with a soft damp cloth. Damp means wrung out till almost dry, never dripping.

If you purchased a **keyguard**, remove it from the case and wash it often in hot, soapy water.

Clean the display with the same kind of product you use for windows. To avoid scratching the display, use a soft cloth and **spray the cleaner directly onto the cloth**, not the display. If you notice a film over the screen after you have cleaned it, you may want to try a different cleanser.

### ➡ **Disinfecting:**

To disinfect your equipment, mix  $\frac{1}{4}$  cup vinegar with 1 cup water. Wipe all equipment with a cloth dampened in this mixture. Allow the equipment to air dry.

### ➡ **What about drooling?**

Any drool should be wiped up immediately, especially on the touch screen or around any of the connectors. Use a soft damp cloth to wipe the device.

### ➡ **What about Spills, Rain Showers, Accidental Immersion?**

If you spill liquid or any runny substance on your device; if you're caught in a rain shower; or if the device is accidentally dropped in liquid, you must call the PRC Service Department. Tell them what happened. They may ask you to send in your device for servicing.

## Internal Computer Troubleshooting

### ➡ **Anti-Virus Software Information:**

If you intend to use the ECO's internal computer **you will need to install anti-virus software.** We have tested and recommend AVG anti-virus software as a free anti-virus software solution that will not impact the ECO's performance. You can download this software from the Web onto your USB flash drive. Do a Google search on "AVG".

### ➡ **Your ECO is not running as well as it usually does:**

1. Open the **MAINTENANCE MENU** in the Toolbox and select the **Restart Windows** option.

#### **If this does not fix the problem:**

2. Plug in the USB keyboard and mouse. On the keyboard, hold down the <CTRL>and<ALT>keys and press the <DELETE> key.

3. Click on the **Shutdown Menu**.

4. Click on the **Restart** option.

If this does not fix the problem:

5. Perform a **side-button reset** by pushing the end of a straightened paper clip in the small hole on the left side panel until you touch/push the reset bottom at the bottom of the hole.



#### **If this does not fix the problem:**

6. Perform a back-button reset by pushing the end of a straightened paper clip into the small hole to the right of the mounting plate on the back of your device.



#### **If this does not fix the problem:**

Call the PRC Service Department at 800-262-1990.

➡ **Your ECO is locked up and you cannot use it:**

1. Plug in the **USB keyboard and mouse**. On the keyboard, hold down the <CTRL>and<ALT>keys and press the <DELETE> key.
2. Click on the **Shutdown Menu**.
3. Click on the **Restart** option.

If this does not fix the problem:

4. Perform a **side-button reset** by pushing the end of a straightened paper clip in the small hole on the left side panel until you touch/push the reset bottom at the bottom of the hole.



**If this does not fix the problem:**

5. Perform a **back-button reset** by pushing the end of a straightened paper clip into the small hole to the right of the mounting plate on the back of your device.



**If this does not fix the problem:**

Call the PRC Service Department at 800-262-1990.

➡ **You are using your ECO program and Minspeak but you keep getting error beeps and/or things are not working correctly:**

You probably have a Windows program open and Output turned On.

Go to the Toolbox and open the **OUTPUT MENU**. Make sure the **Output** option is **OFF**.

If you frequently use the internal computer and encounter problems with your ECO software, always check the **OUTPUT MENU** first. When the **Output** option is **ON**, anything you do using the ECO program and Unity overlays will be sent to the computer. If you forget you have

Output turned ON, some things you do in the ECO program may affect the Windows program and cause problems.

**➡ Your ECO is not producing any audio—you cannot hear messages:**

The volume may be muted in your ECO or in Windows.

**First:** check the Status Display Area on your ECO screen to make sure there are lines visible in the Volume bar graph. If not, try activating the **VOLUME UP** key in the Toolbox until you see some lines. Then activate a message and see if you hear it.

**If that doesn't work:** Open the **FEEDBACK MENU** and make sure the **External Speaker** option is turned **OFF**.

**If that doesn't work:** Open the Windows **Start Menu**. Select **Control Panel**. Select the **Sounds and Audio Devices** option. Select the **Volume** tab. Make sure the **Mute box** is **unchecked**.

## **➡ PRC SERVICE DISCLAIMER**

**The PRC Service Department is not responsible for lost vocabulary on devices returned for service.**

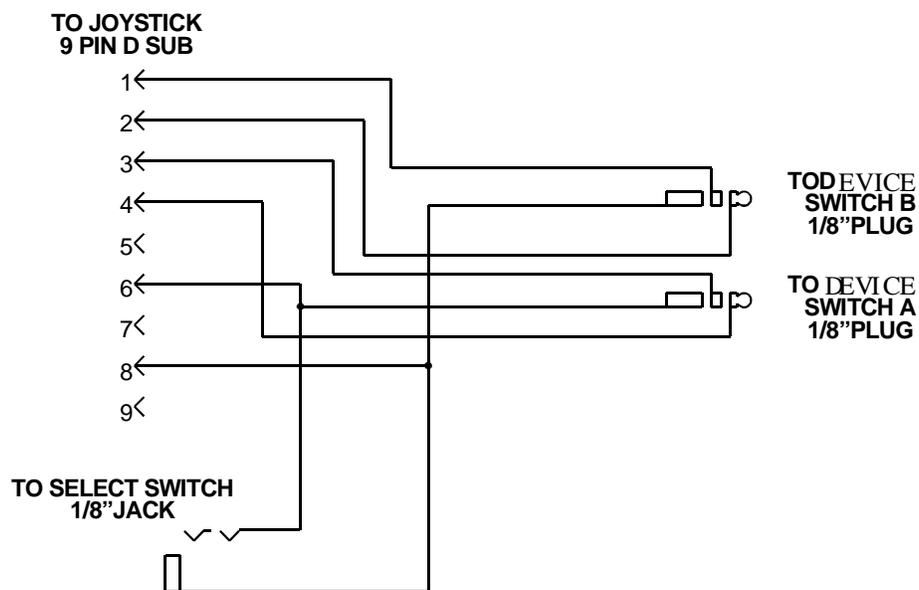
Before you return a device to PRC for servicing, **back up your vocabulary** on a USB memory device

## Appendix M : The Joystick Adapter

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In order to use a joystick with your device you must have an adapter to plug into your device and your joystick. The schematic below shows you the adapter specifications. You can also call the PRC Rehab Department and ask about the availability of Joystick adapters, 330-262-1990.

### JOYSTICK ADAPTER CABLE



## Appendix N: RealSpeak™ Speech Tips

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You can change the pronunciation of words, alter the rate at which words are spoken in a sentence, add pauses to sentences and tell RealSpeak to spell words out rather than pronounce them. To do these things you must use certain tags that tell RealSpeak what you want it to do. In the following pages you will learn how to use these tags. You will also learn how RealSpeak handles numbers and you will find phoneme charts to use for entering correct pronunciation.

### **Pronouncing Words Correctly**

RealSpeak may not pronounce some words, especially nouns such as names of people or places, correctly. To teach the correct pronunciation of any word, you must enter it phonetically using a specific tag. This tag is shown below.

`<pron sym="phonetic string"/>`

Using this tag, you can enter words phonetically into the Speech Dictionary or into messages that you are storing.

### **➡ Important Note: Phonemes must always be separated by spaces.**

For example: the phonetic spelling of "bed" is B EH D. The phonetic spelling of "about" is AX B A + UH T. You must add a space between each phoneme.

Phoneme tables and instructions are available for three English language variations: American English (page **Error! Bookmark not defined.**); British English (page 287); and Australian English (page 291).

**Note:** The following RealSpeak tips and charts are used by permission of Nuance Communications, Inc.

## AMERICAN ENGLISH PHONEMES

<b>Phoneme</b>	<b>Example</b>	<b>Phonetic Spelling</b> Enter any phonetic word with this tag: <pron sym="phonetic text"/>
aa	father	1 f <b>aa</b> - dh ax r
ae	cat	k <b>ae</b> t
ah	cut	k <b>ah</b> t
ao	dog	d <b>ao</b> g
aw	foul	f <b>aw</b> l
ax	ago	<b>ax</b> - l g ow
ay	bite	b <b>ay</b> t
b	big	<b>b</b> ih g
ch	chin	<b>ch</b> ih n
dh	then	<b>dh</b> eh n
eh	pet	p <b>eh</b> t
er	fur	f <b>er</b>
ey	ate	<b>ey</b> t
f	fork	<b>f</b> ao r k
g	gut	<b>g</b> ah t
<b>Phoneme</b>	<b>Example</b>	<b>Phonetic Spelling</b> Enter any phonetic word with this tag: <pron sym="phonetic text"/>
h	help	<b>h</b> eh l p
ih	fill	f <b>ih</b> l
iy	feel	f <b>iy</b> l

<b>Phoneme</b>	<b>Example</b>	<b>Phonetic Spelling</b> Enter any phonetic word with this tag: <pron sym="phonetic text"/>
jh	joy	<b>jh</b> oy
k	cut	<b>k</b> ah t
l	lid	<b>l</b> ih d
m	mat	<b>m</b> ae t
n	no	<b>n</b> ow
ng	sing	s ih <b>ng</b>
ow	go	g <b>ow</b>
oy	toy	t <b>oy</b>
p	put	<b>p</b> uh t
r	red	<b>r</b> eh d
s	sit	s ih t
sh	she	<b>sh</b> iy
t	talk	<b>t</b> aa k
th	thin	<b>th</b> ih n
uh	book	b <b>uh</b> k
uw	too	t <b>uw</b>
v	vat	<b>v</b> ae t
w	with	<b>w</b> ih dh
y	yard	<b>y</b> aa r d
z	zap	<b>z</b> ae p
zh	pleasure	l pleh - <b>zh</b> ax r

Below is a chart of various symbols (period, comma, punctuation, etc.) that can be used to guide pronunciation as you enter phonetic text.

Symbol	Meaning	Phonetic Use	Spoken as
- (Hyphen)	Syllable boundary	h eh - 1 l ow !	Hello!
! (Exclamation mark)	Sentence ender	h eh - 1 l ow !	Hello!
&	Word boundary	h eh - 1 l ow & , h aw & ao r & y uw ?	Hello, how are you?
, (Comma)	Sentence ender	h eh - 1 l ow & , h aw & ao r & y uw ?	Hello, how are you?
. (Period)	Sentence ender	h eh - 1 l ow .	Hello.
? (Question mark)	Sentence ender	h eh - 1 l ow ?	Hello?
_ (Underscore)	Silence	h eh - 1 l ow _ h aw & ao r & y uw ?	Hello..... How are you?
1	Primary stress	h eh - <b>1</b> l ow	
2	Secondary stress	Ax - <b>2</b> f r ih - k ax - n ay - 1 z ey - sh ax n	Africanization

**🔊 A Note about Text and Speech Markers:** If you are storing a message and enter a phonetically spelled word, also enter the correctly spelled word and use the Text and Speech Marker tools (page **Error! Bookmark not defined.**) so your device will speak the word correctly and show the correct word on the display, but will hide the phonetic pronunciation.

## BRITISH ENGLISH PHONEMES

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
i	beat	s1 b i t
ih	bit	s1 b ih t
eh	bed	s1 b eh d
ae	map	s1 m ae p
o	go	s1 g o
q	pot	s1 p q t
aa	car	s1 k aa
ah	but	s1 b ah t
ao	bought	s1 b ao t
uh	book	B uh k
u	boot	s1 b u t
ax	about	ax s1 b a + uh t
er	turn	s1 t er n
i + ax or iyx	here	s1 h i + ax or s1 h iyx

<b>Phoneme</b>	<b>Example</b>	<b>Phonetic Spelling</b> Enter any phonetic word with this tag: <pron sym="phonetic text"/>
eh + ax or ehx	<b>there</b>	s1 dh <b>eh</b> + <b>ax</b>  s1 dh <b>ehx</b>
u + ax or uax	<b>poor</b>	s1 p <b>u</b> + <b>ax</b> or s1 p <b>uax</b>
e + i or ei	<b>bait</b>	s1 b <b>e</b> + <b>i</b> t or s1 b <b>ei</b> t
ao + i or oi	<b>boy</b>	s1 b <b>ao</b> + <b>i</b> or s1 b <b>oi</b>
a + i or ai	<b>buy</b>	s1 b <b>a</b> + <b>i</b> or s1 b <b>ai</b>
a + uh or au	<b>down</b>	s1 d <b>a</b> + <b>uh</b> n or s1 d <b>au</b> n
p	<b>pan</b>	s1 <b>p</b> ae n
t	<b>tan</b>	s1 <b>t</b> ae n
k	<b>can</b>	s1 <b>k</b> ae n
b	<b>boy</b>	s1 <b>b</b> ao + ih
d	<b>day</b>	s1 <b>d</b> e + IH
g	<b>got</b>	s1 <b>g</b> q t

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
gt	<b>eat</b>	s1 <b>gt</b> i t
f	<b>fine</b>	s1 <b>f</b> a + ih n
th	<b>thin</b>	s1 <b>th</b> ih n
s	<b>sin</b>	s1 <b>s</b> ih n
sh	<b>shine</b>	s1 <b>sh</b> a + ih n
v	<b>vine</b>	s1 <b>v</b> a n
dh	<b>that</b>	s1 <b>dh</b> ae t
z	<b>zone</b>	s1 <b>z</b> o + uh n
zh	<b>vision</b>	s1 v ih <b>zh</b> ax n
h	<b>head</b>	s1 <b>h</b> eh d
j	<b>you</b>	s1 <b>j</b> u
w	<b>wit</b>	s1 <b>w</b> ih t
r	<b>ride</b>	s1 <b>r</b> a + ih d
l	<b>let</b>	s1 <b>l</b> eh t
m	<b>my</b>	s1 <b>m</b> a + ih
n	<b>no</b>	s1 <b>n</b> o + uh
ng	<b>song</b>	s1 s q ng
t + sh	<b>church</b>	s1 <b>t</b> + <b>sh</b> er <b>t</b> + <b>sh</b>
d + zh	<b>jungle</b>	s1 <b>d</b> + <b>zh</b> ah ng g ax l

Below is a chart of various symbols (period, comma, punctuation, etc.) that can be used to guide pronunciation as you enter phonetic text.

Symbol	Meaning	Phonetic Use	Spoken as
_! (underscore exclamation mark)	Sentence ender	h eh s1 l o _!	Hello!
_& (underscoreand)	Word boundary	h eh s1 l o _& _, h au _& aa r _& j u _?	Hello, how are you?
_, (underscorecomma)	Sentence ender	h eh s1 l o _& _, h au & aa r _& j u _?	Hello, how are you?
_. (underscoreperiod)	Sentence ender	h eh s1 l o _.	Hello.
_? (underscorequestion mark)	Sentence ender	h eh s1 l o _?	Hello?
_s (underscore)	Silence	h eh s1 l o _s h au & aa r & j u ?	Hello..... How are you?
S1 or s1	Primary stress	h eh <b>s1</b> l o	<b>Hello</b>
S2 or s2	Secondary stress	Ax - <b>2</b> f r ih - k ax - n ay - 1 z ey - sh ax n	Africanization

### ➡ A Note about Text and Speech Markers:

If you are storing a message and enter a phonetically spelled word, also enter the correctly spelled word and use the Text and Speech Marker tools (page **Error! Bookmark not defined.**) so your device will speak the word correctly and show the correct word on the display, but will hide the phonetic pronunciation.

## AUSTRALIAN ENGLISH PHONEMES

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
i	beat	s1 b i t
ih	bit	s1 b ih t
eh	bed	s1 b eh d
ae	map	s1 m ae p
o	go	s1 g o
q	pot	s1 p q t
aa	car	s1 k aa
ah	but	s1 b ah t
ao	bought	s1 b ao t
uh	book	b uh k
u	boot	s1 b u t
ax	about	ax s1 b a + uh t
ix	roses	S1 r o + uh z ix z
er	turn	s1 t er n
i + ax or iyx	here	s1 h i + ax or s1 h iyx

<b>Phoneme</b>	<b>Example</b>	<b>Phonetic Spelling</b> Enter any phonetic word with this tag: <pron sym="phonetic text"/>
eh + ax or ehx	<b>there</b>	s1 dh <b>eh + ax</b> or s1 dh <b>ehx</b>
u + ax or uax	<b>poor</b>	s1 p <b>u + ax</b> or s1 p <b>uax</b>
e + i or ei	<b>bait</b>	s1 b <b>e + i t</b> or s1 b <b>ei t</b>
ao + i or oi	<b>boy</b>	s1 b <b>ao + I</b> or s1 b <b>oi</b>
a + i or ai	<b>buy</b>	s1 b <b>a + i</b> or s1 b <b>ai</b>
a + uh or au	<b>down</b>	s1 d <b>a + uh n</b> or s1 d <b>au n</b>

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
p	<b>pan</b>	s1 <b>p</b> ae n
t	<b>tan</b>	s1 <b>t</b> ae n
k	<b>can</b>	s1 <b>k</b> ae n
b	<b>boy</b>	s1 <b>b</b> ao + ih
d	<b>day</b>	s1 <b>d</b> e + IH
g	<b>got</b>	s1 <b>g</b> q t
gt	<b>eat</b>	s1 <b>gt</b> i t
f	<b>fine</b>	s1 <b>f</b> a + ih n
th	<b>thin</b>	s1 <b>th</b> ih n
s	<b>sin</b>	s1 <b>s</b> ih n
sh	<b>shine</b>	s1 <b>sh</b> a + ih n
v	<b>vine</b>	s1 <b>v</b> a n
dh	<b>that</b>	s1 <b>dh</b> ae t
z	<b>zone</b>	s1 <b>z</b> o + uh n
zh	<b>vision</b>	s1 v ih <b>zh</b> ax n
h	<b>head</b>	s1 <b>h</b> eh d
j	<b>you</b>	s1 <b>j</b> u
w	<b>wit</b>	s1 <b>w</b> ih t
r	<b>ride</b>	s1 <b>r</b> a + ih d
l	<b>let</b>	s1 <b>l</b> eh t
m	<b>my</b>	s1 <b>m</b> a + ih
n	<b>no</b>	s1 <b>n</b> o + uh

ng	song	s1 s q ng
t + sh	church	s1 t + sh er t + sh
d + zh	jungle	s1 d + zh ah ng g ax l

Below is a chart of various symbols (period, comma, punctuation, etc.) that can be used to guide pronunciation as you enter phonetic text.

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_& (underscoreand)	Word boundary	h eh s1 l o + uh _& _, h au _& aa r _& j u _?	Hello, how are you?
_, (underscorecomma)	Sentence ender	h eh s1 l o + uh _& _, h au & aa r _& j u _?	Hello, how are you?
_. (underscoreperiod)	Sentence ender	h eh s1 l o + uh _.	Hello.
_? (underscorequestion mark)	Sentence ender	h eh s1 l o + uh _?	Hello?
_s (underscore)	Silence	h eh s1 l o + uh _s h au _& aa r _& j u _?	Hello..... How are you?
S1 or s1	Primary stress	h eh s1 l o + uh	Hello
S2 or s2	Secondary stress	s1 l eh k s ih s2 k q n	Lexicon

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If you are storing a message and enter a phonetically spelled word, also enter the correctly spelled word and use the Text and Speech Marker tools (page **Error! Bookmark not defined.**) so your device will speak the word correctly and show the correct word on the display, but will hide the phonetic pronunciation.

### **Producing a Long "A" in the Middle of a Sentence:**

Usually an "A" by itself in the middle of a sentence is pronounced as "uh," but there may be times when you want it to be pronounced as a long "A" ("ayee"). To achieve this, type in the capital letter "A" and then add a punctuation mark immediately following it:

A, A? A! (A A;

This will change the inflection of the sentence somewhat, but it will produce a long "A".

**For example:** *Give me an A! Give me a B.*

### **RealSpeak and Numbers**

Most numbers are pronounced as you think they should be.

#### **Cardinal Numbers**

Cardinal numbers up to 15 digits are pronounced as full numbers. Numbers with more than 15 digits are pronounced digit by digit.

**For example:** 2,345,789 is pronounced as *two million three-hundred-forty-five thousand, seven-hundred-eighty-nine*. 005 is pronounced as *zero zero five*.

Numbers from 1,100 through 9,999 are pronounced as full numbers when a comma is used. When no comma is used, the number is treated as a year.

**For example:** the number, 1,999, is pronounced *one-thousand-nine-hundred and ninety-nine*. The year 1999 is pronounced *nineteen-ninety-nine*.

**Exception:** The years 2000-2029 are pronounced as cardinal numbers, (e. g., *two-thousand-sixteen*). At 2030 they begin to be pronounced as years (e.g., *twenty-thirty*).

#### **Telephone Numbers**

Telephone numbers are pronounced digit by digit. To have the numbers pronounced as groups, add a space, a slash or a hyphen between the groups. Area Codes must be in parentheses.

**For Example:** (330) 262 1984 or (330)/262/1984. Both of these are spoken as: *Area Code 330, two six two, one nine eight four*.

International and mobile (or cell) numbers are usually read correctly assuming you have used the correct spacing.

**For example:** +22 (1343) 465-586 is pronounced: *plus twenty two one three four three four six five five eight six*; 011 44 (1733) 370 470 is pronounced: *zero one one forty-four one seven three three three seven zero four seven zero*.

## Entering Math Problems

For math problems to be pronounced correctly, you must space the numbers correctly.

**For example:**  $5 - 3 = 2$  must be entered as:

$5 - 3 = 2$  (5space -no space3space=space2)

$4 + 5 = 9$  is entered as

$4 + 5 = 9$  (4space +no space5space=space9)

With **multiplication**, use the "x" or the \* .

**For Example:**  $2 * 8 = 16$  or  $2x8 = 16$ . In either case your device will speak "x" or "asterisk", not "times". Do not put spaces between the multiplication sign and the numbers. Add a space before and after the "equals" sign.

**Division** is not available unless you have a "division" sign that you can assign to a key or sequence; otherwise, you must enter the words "divided by" with spaces, as in: 4 divided by 2 = 2.

**Fractions** are usually spoken correctly.

**For example:**  $5/9$  is spoken as *five ninths*;  $3/2$  is spoken as *three over two*;  $223/845$  is spoken as *two hundred twenty three over eight hundred forty five*.

## Bank Account, Social Security, Credit Card Numbers

In order to have these types of numbers pronounced correctly, use hyphens between groups of numbers. Do not put spaces before or after the hyphen.

**For example:** 1234-5678-9123-4004 is pronounced as: *one two three four (pause) five six seven eight (pause) nine one two three (pause) four zero zero four*.

## Dates

Depending on your country, dates are read as month/day/year (America) or day/month/year (Britain, Australia). Separate numbers with the date with slashes or hyphens. Do not add spaces.

**For example:** 5/15/06 is pronounced as: *May fifteenth two-thousand-six* in American English. 15-5-06 is pronounced: *the fifteenth May two-thousand six* in British and Australian English.

## Currencies

RealSpeak correctly handles the currency symbols \$, £, ¥, and the most common currency abbreviations. The Euro symbol is also supported. You can find this symbol on the QWERTY spell page. Press the **Ext. Chars.** key to find the Euro symbol.

**For example:** \$40.00 is pronounced *Forty dollars*. £125 is pronounced *One hundred twenty five pounds*. ¥60 is pronounced *60 yen*. €

20 is pronounced *Twenty Euros*.

## Abbreviations

The RealSpeak dictionary contains most common abbreviations. Some abbreviations can be spoken in more than one way, so RealSpeak looks for the context in which they are written. The abbreviation, "St." could be pronounced as *Saint* or *Street*. If "St." is followed by a capital letter, it is pronounced as *Saint*. If not, it is pronounced as *street*. Similarly, the abbreviation "Dr." could be pronounced as *Doctor* or *Drive*. If it is followed by a capital letter, it's pronounced *Doctor*. If not, it is pronounced, *Drive*.

**For example:** Dr. Johnson's St. is pronounced, *Doctor Johnson's Street*. St. John's Dr. is pronounced *Saint John's Drive*. Dr. Johnson lives on St. Peter's St. is pronounced, *Doctor Johnson lives on Saint Peter's Street*.

## Acronyms and Initialisms

Acronyms are abbreviations formed by combining the first letters of a group of words. They are pronounced as words.

**For example:** NATO ( nay toe), UNESCO (you ness coe)

Initialisms are abbreviations formed by combining the first letter of each part of a group of words. Initialisms are spelled.

**For example:** API (ay pee eye), FBI (eff bee eye), EC (ee cee)

## Appendix O: Helpful DECtalk Speech Tips

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Sometimes a word has two different pronunciations. For instance, the word "record" can be pronounced as it is in this sentence, "We kept a REcOrd of how many people attended the museum opening." The word can also be pronounced as it is in this sentence, "Our speech teacher let us reCORD our voices on a tape recorder."

The way a word is most often spoken is the way your device will pronounce the word. In this case, if you type "record" it is pronounced "REcOrd." If you want the alternate pronunciation for the word, activate the **CTRL** key and then the **SPACE** key. Type the word you want and add a space after it.

If you store a word using CTRL SPACE, every time you retrieve that word your device will speak the alternate pronunciation of the word.

➡ We recommend that you **do not** store alternate pronunciations in the Dictionary, since they are the less frequently used pronunciations of words.

The next few pages contain a list of words that have alternate pronunciations which DECtalk speech already knows. There is also a list of all the abbreviations that you can use which DECtalk speech knows how to pronounce.

The last part of this appendix explains how your device and the DECtalk speech board handle numbers.

➡ You can find a phoneme list on pages 304-305.

## Words with Alternate Pronunciations

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abstract	defect	perfect	segment
abuse	deliberate	permit	separate
addict	desert	pervert	subject
advocate	digest	polish	sublet
affix	discharge	predicate	subordinate
alternate	dove	predominate	suspect
animate	duplicate	present	syndicate
annex	elaborate	proceed	suspect
appropriate	estimate	produce	tear
associate	excuse	progress	torment
attribute	exploit	project	transform
august	export	protest	transport
bass	extract	read	upset
close	implant	rebel	use
combat	import	recall	wind
combine	imprint	recap	wound
compact	incense	recess	
compound	incline	record	
compress	increase	recount	
conduct	insert	refill	
content	insult	refresh	
conflict	interchange	refund	
console	intimate	refuse	
construct	invalid	reject	
contest	lead	relapse	
contract	live	relay	
contrast	miscount	remake	
converse	misuse	rerun	
convert	moderate	research	
convict	object	retake	
coordinate	overrun	rewrite	

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# Abbreviations Recognized by DECtalk Speech

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Abbreviation	Word
all-in-1	All in one
all-in-one	All in one
Apr.	April
Assoc.	Associates
Aug.	August
Av.	Avenue
Ave.	Avenue
bldg.	Building
Blvd.	Boulevard
CH.	Chapter
Ch.	Chapter
cm.	centimeters
cms.	centimeters
Co.	Company
COD	"see-oh-dee"
cont.	continued
Corp.	corporation
Ctr.	center
CTRL	control
cu.	cubic
dec	DEC (as in Digital)
Dec.	December
Dist.	District
deg.	degrees
Dept.	Department
doz.	dozen
Dr.	Doctor (when <b>followed</b> by a name, i.e., Doctor West)
Dr.	Drive (when <b>preceded</b> by a <b>name</b> , i.e, West Drive)
e.g.	"ee""gee" (not 'for example')
ESC	escape
esp.	especially

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**Abbreviation****Word**

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est.	established ("eee ess tee")
etc.	et cetera
ext.	extension
Feb.	February
fig.	figure
Flt.	flight
FOB	freight on board
fn.	footnote
Fr.	Father
Fri.	Friday
ft.	feet (not 'foot')
Ft.	Fort (not 'Foot')
Gen.	General
gm.	grams
Gov.	Governor
hrs.	hours
i.e.	"eye ee" (not 'that is')
Inc.	Incorporated
Intl.	international
Jan.	January
Jr.	Junior
Jul.	July
Jun.	June
kg.	kilograms
kgs.	kilograms
km.	kilometers
lb.	pounds
lbs.	pounds
Ltd.	Limited
Mar.	March
mg.	milligrams
mgs.	milligrams
misc.	miscellaneous
ml.	milliliters
Mon.	Monday
Mr.	mister
Mrs.	missus
ms.	miz
msde.	merchandise
msec.	milliseconds
msecs.	milliseconds
mss.	manuscripts
Mt.	Mount
Nov.	November
Oct.	October
oz.	ounces
ozs.	ounces
Pl.	Plural
pp.	pages
ppd.	post paid
Pres.	President
Rd.	Road

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<b>Abbreviation</b>	<b>Word</b>
recd.	received
Rep.	Representative
Rev.	Reverend
rsts	"ris-tis"
rsts/e	"ris-tis-ee"
Rte.	route
Sat.	Saturday
Sen.	Senator
Sep.	September
Sept.	September
sq.	square
Sr.	Senior
St.	Saint (when <b>followed</b> by a <b>name</b> )
St.	Street (when <b>preceded</b> by a <b>name</b> )
Sun.	Sunday
Thu.	Thursday
Thurs.	Thursday
Tue.	Tuesday
Tues.	Tuesday
Univ.	University
USA	"you-ess-aye"
Vol.	Volume
vs.	versus
yds.	yards

**Exceptions\***

nt.wt.	net weight
op.cit.	op cit
p.p.d.	post paid
pat.pend.	patent pending.
Wednesday	

\* These abbreviations will **not** work at this time (12/90)

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For more DEctalk speech information see the following web site:  
[http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk\\_ref\\_](http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk_ref_)

### **Producing a Long "A" in the Middle of a Sentence:**

Usually an "A" by itself in the middle of a sentence is pronounced as "uh," but there may be times when you want it to be pronounced as a long "A" ("ayee"). To achieve this, type in the capital letter "A" and then add a punctuation mark immediately following it:

A, A? A! (A A;

This will change the inflection of the sentence somewhat, but it will produce a long "A".

# English Vowel Phonemes

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Phoneme Symbol	Example	Phoneme Symbol	Example
<b>Vowels</b>			
aa	f <b>a</b> ther	ih	b <b>i</b> t
ae	b <b>a</b> t	ix	k <b>i</b> sses
ah	b <b>u</b> t	iy	b <b>ea</b> t
ao	b <b>ou</b> ght	ow	b <b>oa</b> t
aw	b <b>ou</b> t	oy	b <b>oy</b>
ax	<b>a</b> bou t	rr	b <b>ir</b> d
ay	b <b>i</b> te	uh	b <b>oo</b> k
eh	b <b>e</b> t	uw	b <b>oo</b> t
ey	b <b>a</b> ke	yu	c <b>u</b> te

---

## R-Colored Diphthongs

ar	b <b>ar</b>
er	b <b>ear</b>
ir	b <b>eer</b>
or	b <b>ore</b>
ur	p <b>oor</b>

---

## Syllable Consonants

el	bott <b>le</b>
en	butt <b>on</b>
rr	butt <b>er</b>

---

# English Consonant Phonemes

---

Phoneme Symbol	Example	Phoneme Symbol	Example
<b>Consonants</b>			
b	<b>b</b> in	p	<b>p</b> in
ch	<b>ch</b> in	r	<b>r</b> ed
d	<b>d</b> ebt	s	<b>s</b> it
dh	<b>th</b> is	sh	<b>sh</b> in
f	<b>f</b> in	t	<b>t</b> est
g	<b>g</b> ive	th	<b>th</b> in
hx	<b>h</b> ead	v	<b>v</b> est
jh	<b>g</b> in	w	<b>w</b> est
k	<b>c</b> at	z	<b>z</b> oo
l	<b>l</b> et		
m	<b>m</b> et		
n	<b>n</b> et		
nx	si <b>ng</b>		
dx	ri <b>d</b> er, wri <b>t</b> er		
lx	be <b>ll</b>		
rx	o <b>r</b> ation		
tx	La <b>t</b> in		

---

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For more DECTalk speech information see the following web site:

[http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk\\_ref\\_](http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk_ref_)

## How DECtalk Speech Handles Numbers

---

1998 is a year. 1,998 is a big number. 1998 (no comma) is spoken as "nineteen-ninety-eight." 1,998 (with a comma) is spoken as "one-thousand-nine-hundred-and-ninety-eight." Any four-digit number is spoken as a year unless you add a comma after the first digit. Commas are not necessary if a number contains more than four digits (e.g., 10,375). Numbers containing up to 9 digits are pronounced correctly.

### Examples of Entering Math Problems:

When you enter math problems, they must be spaced correctly for DECtalk speech and your device to pronounce them correctly.

For example: 5 - 3 = 2

Enter this problem in the following manner:

5 (space) -3(no space between "-" and "3" but add a space after "3") =(space) 2.

The problem looks like this when it is entered:

5\_ -3\_ =\_2 ("\_" indicates a space)

### Examples of Spacing for Other Math Problems:

2\*8\_ =\_16; 1\*2\_ =\_2 ("\*" indicates "times" but your device speaks "asterisk".)

2\_ +8\_ =\_10

1 1/2 must be entered as 1&\_1/2

(1/2 can be entered by activating "1" "slash" "2".)

At this time DECtalk speech and your device cannot speak division problems correctly.

### Examples of Entering Dates:

DECtalk speech does not recognize dates if you enter them the way they are normally written, e.g.,

6-8-1990 or 11/20/95

Enter dates in the following manner for them to be spoken correctly:

6-Aug-1990 or 20-Nov-1995

These dates are spoken as "August 6, 1990" and "November 20, 1995".

### Example of Entering a Phone Number:

Phone numbers must be entered by placing spaces and commas as shown below:

1\_1\_6, 2\_6\_2, 1\_9\_8\_4 or 2\_6\_2, 1\_9\_3\_3



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