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# Operator's Manual

for

# SideKick<sup>TM</sup>

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 **ELECTRONIC INTERFERENCE INFORMATION**

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.

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.

 **IMPORTANT**

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.

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



Attention! Consult accompanying documents.



Type BF Applied Part: F type applied part complying with the specified requirements of 60601-1 to provide protection against electric shock, particularly regarding allowable leakage current.

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

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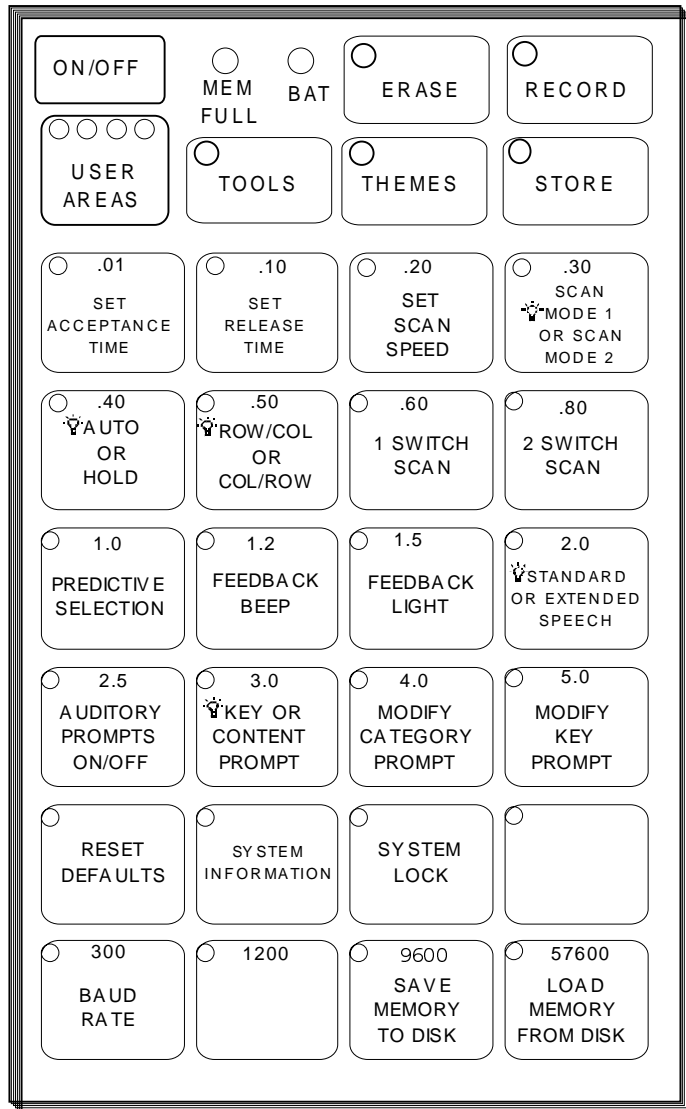
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## **General Information about the SideKick**



## The SideKick Control Panel and Toolbox

## What is the SideKick?

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### Summary:

The SideKick is a small, portable augmentative communication aid that uses the Minspeak® visual language system for storage and retrieval of messages.

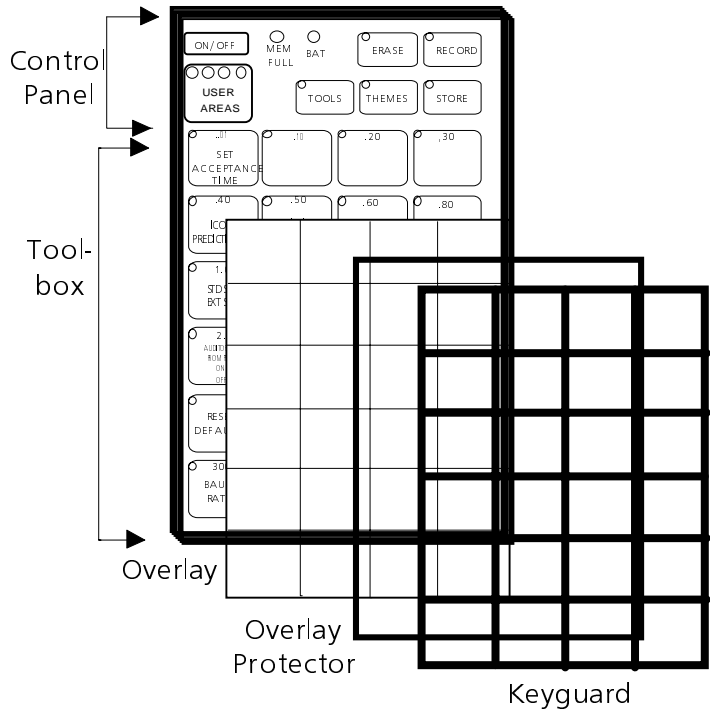
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The SideKick is a small, portable communication aid that uses the Minspeak visual language system. SideKick is designed for "on the go" communication. It is small enough to fit in a pocket or to hold in your hand. This makes it ideal to use when traveling, shopping, eating out, or participating in activities where a larger communication device might be a problem. SideKick makes a good device for those who already use a larger, more powerful communication aid or for people who are new to AAC.

The SideKick has been designed to be as easy to use as possible. The device is limited in part by its memory (6 ½ minutes of standard or 11 1/2 minutes of extended speech). Nonetheless, the SideKick has been engineered for the diverse community of people who need a communication aid.

The SideKick has all the functions that will help AAC users to develop interactive communication skills at their own pace. You can access the SideKick by pressing the keys or by scanning. Icon Prediction and Auditory Prompts help you to remember where messages are stored. As with all PRC communication devices, you can transfer the SideKick's memory to a computer disk and load it back into the device from the disk.

This manual will help you to set up your SideKick so that it does what *you* want it to do.



Front of the SideKick



## What's on the Front of SideKick

---

**Control Panel Area**—contains the most often used functions. Use the buttons in this area to store, record and erase messages. The TOOLS button turns the Toolbox On or Off. You can select a theme by pressing the THEMES button or select one of four User Areas.

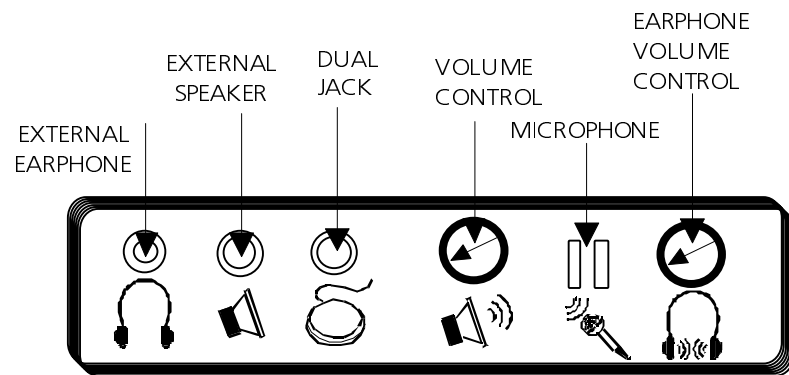
**Keyboard and LEDs** (Light Emitting Diodes)—the SideKick comes with a 24 location keyboard. Activate the keys by pressing on them or by using a single or dual switch. When a key is activated its LED lights and you hear a beep.

**Keyguard**—the keyguard fits over the keyboard and outlines the keys on the keyboard. It is made of durable plastic and is held in place by two screws at the bottom and two push-pins at the top. Loosen the keyguard by pulling up on the top edge till the push-pins come loose. To completely remove the keyguard you must unscrew the bottom two screws. ➔ You received 4 extra keyguard screws to replace the push-pins if you find that you need them.

**Overlay Protector**—the overlay protector is a thin piece of vinyl that fits on top of the overlay and helps to protect it from spills, crumbs, etc.

**Overlay**—the overlay fits underneath the overlay protector, on top of the keyboard keys. The Unity general vocabulary overlay is in place on your device. You also received a Unity overlay with a blank top row and some completely blank overlays.

**Toolbox**—lift up on the keyguard and slide the overlay protector and overlay out to see the Toolbox. The Toolbox contains various "tools" (or functions) which you can change to increase the SideKick's usefulness to you. The keys with text on them are the tools.



## Warning!

Do not plug the earphone into the EXTERNAL SPEAKER jack. This could cause damage to your hearing.

## Jacks and Connectors on the Top Panel

## What's on the Rest of SideKick

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### Summary:

A brief description of the jacks/connectors on the SideKick

---

### On the Top Panel of the SideKick



**Microphone**—Speak clearly into this area when you record messages.



**Ear Volume Control**—Rotate up or down to control the volume you hear if you are using an earphone.



**Speaker Volume Control**—Rotate up or down to control the loudness or softness of the internal speaker.



**Dual Jack**—Plug a switch in here.



**External Speaker Jack**—Plug an external speaker in here.



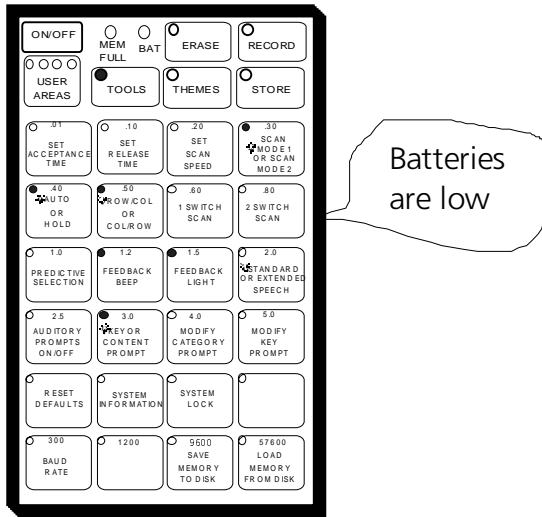
**External Earphone Jack**—plug an external earphone in here.

### On the Right Side Panel

**Battery Charging Jack**—Plug in the battery charger that came with the SideKick here. When the charger is plugged in, the LED marked BAT on the *front* of the SideKick lights. When the batteries get low the SideKick says, "Battery low" so you will know to plug in the charger.

### On the Bottom Panel

**RS-232**—The cable that is used for a memory transfer plugs in here. This cable came with your MTI.



**LOW BATTERIES =  
NO STORING NO ERASING**  
If you use the SideKick everyday,  
**CHARGE IT OVERNIGHT  
EVERY NIGHT**

BATTERY CHARGER LED INDICATORS	
<b>SOLID RED</b>	batteries are dead
<b>QUICK FLASHING</b>	batteries are fast-charging
<b>SLOW FLASHING</b>	batteries are trickle-charging
<b>Trickle-charge</b> means the batteries are fully charged but the charger may remain plugged in.	



If the batteries go dead  
the SideKick will not lose its memory

## Charging the Batteries

## Charge the Batteries Regularly

---

### Summary:

If you use the SideKick everyday, charge its batteries every night.

---



**Warning!** You **must** use the correct battery charger with the SideKick. Using an unauthorized battery charger may damage the batteries. See page 107 for complete information.

The SideKick should run for about 10 hours of normal use before you will need to charge the batteries. If you use the device everyday, we recommend that you charge it overnight. Charge the batteries for approximately 8 hours. **The SideKick will not lose its memory, even if the batteries go dead.**

When the batteries are low the SideKick speaks, "Battery low." You hear this warning at the end of any spoken message and when you try to store or erase messages. You will not be able to store or erase until you plug in the battery charger.

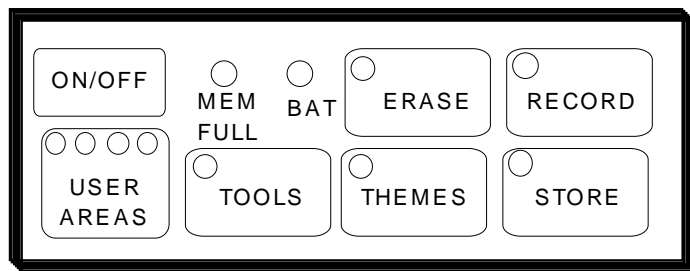
When the battery charger is plugged in, the battery charging LED lights/flashes to indicate one of three battery states:

1. A **solid light** means the SideKick batteries are dead.
2. If the LED is **flashing quickly** (every 1/2 second), the SideKick is fast-charging.
3. If the LED is **flashing slowly** (once every 2 seconds), the SideKick is trickle-charging. This means the batteries are fully charged but you may keep the charger plugged in.

To find out about changing the battery pack, please read **Appendix C-Troubleshooting: Changing the Battery Pack.**

The SideKick also has a Memory Transfer Interface program for Macintosh and IBM computers. See pages 89-97 for more about the MTI programs.

## CONTROL PANEL



## The Control Panel

## About the Control Panel

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### Summary:

You use the Control Panel to store, record and erase messages, to set a theme, to select a User Area and to open the Toolbox.

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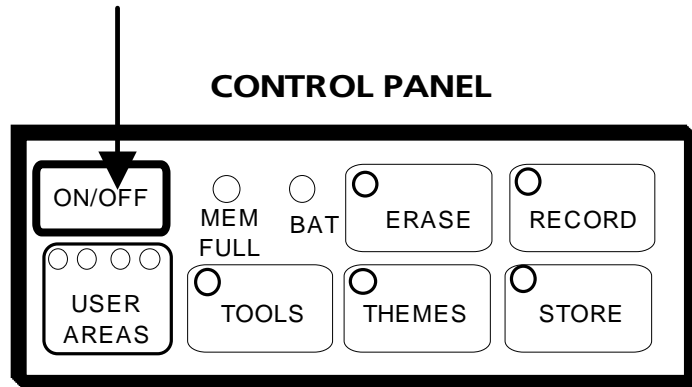
The Control Panel area is on the top front of the SideKick. You can Store, Record and Erase messages by pressing the keys. The TOOLS key opens the Toolbox. The THEME key allows you to enter a theme when you are storing or retrieving messages. You can select one of four User Areas to use. You can turn the SideKick On or Off in the Control Panel.

↻ If you turn the SideKick **Off** by using the ON/OFF button in the Control Panel, you must turn it back On using this button.

The MEM FULL LED automatically lights when the SideKick's memory is full.

When you press a key in the Control Panel, an LED next to the key lights. This indicates that that particular function is in use. When you press the button again, the light will go out to indicate that the function is no longer in use.

Notice that the USER AREA key has four LEDs. This allows you to set up four different User Areas. Press the key to go to Area 2. Press it again to go to Area 3. Press it again to go to Area 4. The next press returns you to Area 1. See page 55 for more information about User Areas.



## The ON/OFF Key

If you turn the SideKick Off with the ON/OFF key, you **must** turn it back On with the ON/OFF key.

### Once the SideKick is On:

if no activations are made for 2 minutes, the unit will go to sleep.

To wake it back up, press any key.

## The ON/OFF Key



## About the ON/OFF Key in the Control Panel

---

### Summary:

The ON/OFF key in the Control Panel turns the SideKick On or Off. *If you turn the unit Off using this key, you must press the ON/OFF key again to turn the unit back On.*

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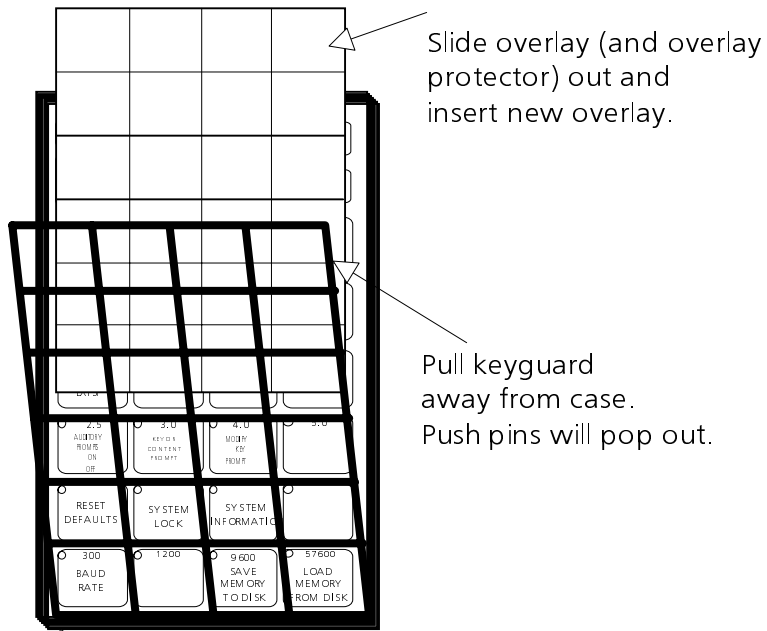
When you first receive your SideKick you must press the ON/OFF key in the Control Panel to turn the unit On.

Once the SideKick is On, if no activations are made for 2 minutes, the unit will "go to sleep" (turn itself partially Off) to conserve the batteries. Just press any key to wake it back up.

If you press the ON/OFF key to turn the SideKick Off, you must press the ON/OFF key **again** to turn the SideKick back On. The ON/OFF key turns the unit completely Off. You cannot press any key to "wake it up." You must use the ON/OFF key.

### Remember!

If you use the ON/OFF key in the Control Panel to turn the SideKick Off,  
you must press the ON/OFF key **again** to turn the SideKick back On.



You can also unscrew the screws on the bottom of the keyguard if you want to remove the entire keyguard.

## Changing an Overlay

## How to Change an Overlay


---

A Unity overlay is in place on your SideKick. Three (3) blank overlays have also been included with your device. Each overlay is divided into 24 squares. You also received two icon sticker sheets. You can choose from these icons and put those you select on your blank overlays in any order you want.

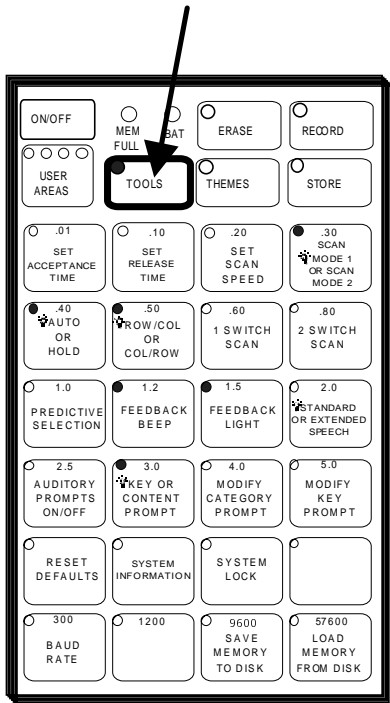
The keyguard is held in place with two screws at its bottom and two push-pins at its top. You received 4 extra screws that you can use to replace the push-pins if you find that you would rather have the entire keyboard attached to the case with screws.

### How to Change an Overlay

Lift up on the top of the keyguard until the two push-pins come loose from the case.

 **Do not try to yank the keyguard off the case.** The bottom of the keyguard is screwed into the case. If you want to remove the entire keyguard, unscrew the two screws on the bottom of the keyguard.

Hold the top of the keyguard away from the case and gently pull the overlay protector and the overlay out from under the keyguard. What you see now is the Toolbox keyboard. Slide the new overlay **face up** onto the Toolbox keyboard and place the overlay protector on top of the overlay. Line up the holes so that you will be able to see the LEDs when they light. When the overlay and overlay protector are aligned, push the keyboard push-pins back into their holes.



Activate the TOOLS key in the Control Panel.  
When the LED comes On, the toolbox is open.

As a rule, when a tool is in use, the LED for that key will be lit. To turn a tool Off, press the key. The LED goes out.

 **Note:**



Any Toolbox choice with a light bulb next to it is the default. This choice was turned On at the factory, so the LED is lit. If the LED is NOT LIT, the second choice on that key is in use.

## About the Toolbox

## About the Toolbox

---

### Summary:

When the Toolbox is open, some LEDs will be lit. These indicate that those options are turned ON. You can press keys to turn options On or Off.

---

Lift up on the top of the keyguard until the two push-pins at the top come loose from the case. Gently slide the overlay protector and overlay out from under the keyguard. What you see now is the Toolbox keyboard. Press the TOOLS button in the *Control Panel* to turn the Toolbox On.

When the Toolbox is On, the TOOLS LED in the Control Panel lights. Some of the LEDs in the Toolbox are also lit. LEDs that are lit indicate defaults, which means that they were turned On at the factory. If there are two choices shown on a Toolbox key, the choice on the top is the default. When the LED is lit, the **top choice** is in use. If no LED is lit, the **second choice** is in use.



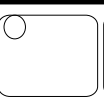
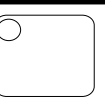
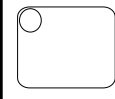
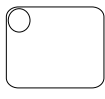
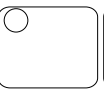
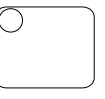
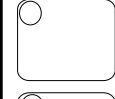
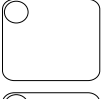
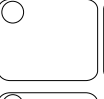

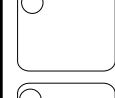
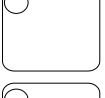
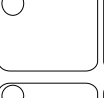

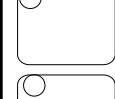
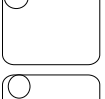
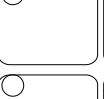
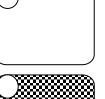

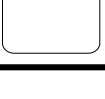
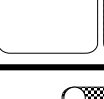

If a key has only one choice on it, simply activate the key to turn it On (the LED lights) and activate it again to turn it Off (the LED goes out).


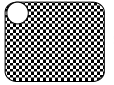
Some of the keys have blue numbers on them. These numbers indicate different scanning speeds, release times and acceptance times, in seconds.

The 4 keys in the bottom row have red numbers on them. These numbers indicate the different baud rates that you can select.

The **Personalize Your SideKick** chapter explains the different Toolbox keys and how to use them.

## Location Codes

	A	B	C	D
1				
2				
3				
4				
5				
6				

 = A1       = D6

## Key Location Codes

## Using Location Codes to Find Keys

---

### Summary:

Each key has a location code that is made up of the row and the column the key is in.

---

The SideKick has 24 keys. There are four columns of keys and 6 rows of keys on both the overlay and in the toolbox. (The keys in the Control Panel are separate and do not have location codes.)

To make it easy to find keys, we will label the columns A, B, C, and D beginning with the column on the left side of the front of the case. We'll label the rows 1-6, beginning with the row of keys on the top.

The first key in Column A Row 1 (A1) is SET ACCEPTANCE TIME.  
The key at Column C Row 4 (C4) is MODIFY CATEGORY PROMPT.  
The key at Column D Row 6 (D6) is LOAD MEMORY FROM DISK.

You can indicate the position of any key by using this Column/Row combination. It doesn't matter whether you are talking about positions on your overlay or keys in the Toolbox.

If you turn AUDITORY PROMPTS On (A4), the SideKick speaks this location code for each key. (See pages 75-77 for information about Auditory Prompts.)

Practice finding different keys by using location codes.

## User Area 1



Help



Want



I want something  
to drink

---

## User Area 2



drinks



Let's have  
some fun!

## Unity Vocabulary Icons



## **Minspeak Allows You to have a Larger Vocabulary and Makes the Vocabulary Easier to Access**

---

### **Summary:**

Minspeak is a vocabulary organization system that allows you to store a large number of messages that can be accessed with only a few key activations. The Minspeak system also makes it easy to remember which locations you must activate to speak your messages.

---

The SideKick uses a patented system called Minspeak to help you communicate. Minspeak is a means of coding vocabulary to a small set of icons (pictures) which 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:

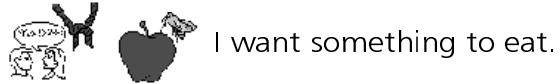
- it is logical in how it represents a person's language;
- it is learnable because it easily fits into a person's natural ability to associate many meanings with one picture;
- it promotes language development by providing a rich vocabulary of words that you can combine into sentences;
- because the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

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

# Icon Associations

**APPLE** = Food words and Food related topics

## User Area 1

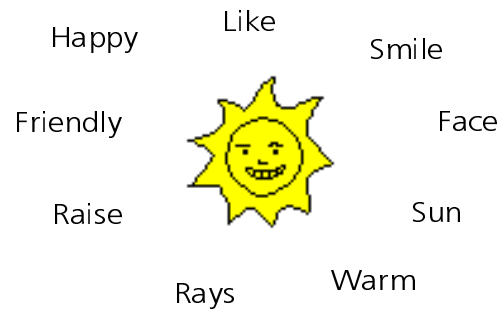


## User Area 2



## Some Possible Icon Associations for

### SUN







## Icon Associations


## An Example of Icon Associations

---

Minspeak uses **icon combinations** to represent a vocabulary. For example, suppose you want to store the word, "Who." Minspeak allows you to choose several icons to represent the word. If you choose a two-icon sequence, you will find that you can speak the word with only two key activations which results in a 60% savings in key activations over spelling out the word.

Minspeak also makes it easy for the user to remember which locations he/she must activate to speak a message. Here is where the power of the icons becomes apparent. When storing a message, pick icons that will remind you of its contents. With the word "who", you might choose the sequence,  plus . In this case the icons were chosen because  represents a question and  represents a person who you may or may not know.

You will notice that in the future when you want to speak the word "who" you can simply activate the icons that you chose while storing the message. Not only will this require fewer activations, but with practice it will become automatic to recall. If the association of the question mark or the wanted poster is not understood to start with, there is a good teaching activity built into this kind of Minspeak sequence to help a person understand and to create a rewarding language experience.

It is important to realize that the Minspeak icons are rich in meaning. The meanings associated with the icons can be the meanings you learn from your vocabulary program and they can also have very individual meanings. For instance, the icon,  might be used in different sequences to mean 'umbrella', 'weather', 'under', 'rain', 'whether', or any number of other things that the icon makes you think of.



**When selecting icons  
for your own messages  
think about:**

1. The "rules" your vocabulary program uses.
2. Possible associations for each icon.
3. Potential categories for the icon.
4. Combining icons for a wide range of messages.

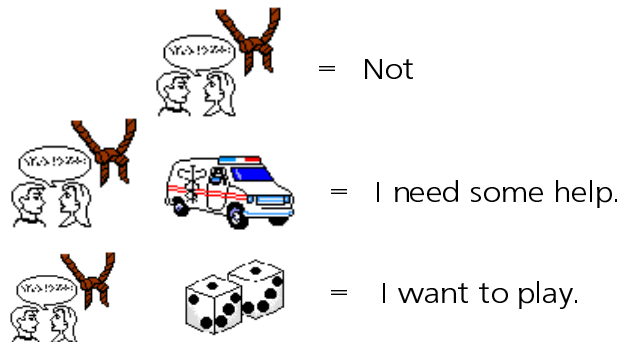
---

**Icons should be:**

Easy to **learn**.

Easy to **remember**.

Easy to **teach**.



## Choosing Your Own Icons

## About Selecting Your Own Minspeak Icons to Represent a Message

---

### **Summary:**

When you choose your own icons, consider the following things: the "rules" for your vocabulary program; all the associations an icon may have; possible categories; how easy the association between icon and word is to learn, remember and teach; icon combinations.

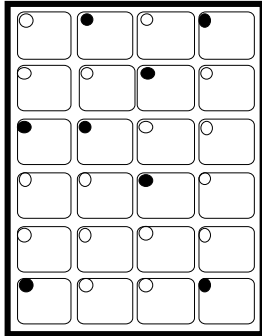
---

There is a Unity overlay in place on your device. The SideKick has pre-stored vocabulary in Areas 1 and 2 to match the overlay. You will probably use this overlay for most of your communication needs. There may be times, though, when you want to add your own messages to an overlay. You received another Unity overlay with an empty top row and also some blank overlays so you can add your own icons. An important part of adding messages to an overlay is choosing the icons to store the messages under. Icon sequences should be logical, easy to learn and easy to remember.

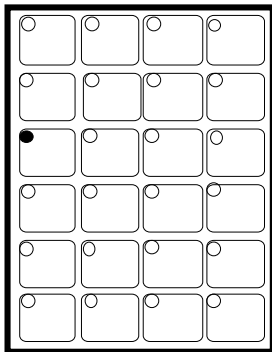
You will want your own sequences to work the same way as the sequences work in the Unity program. To achieve this you will need to understand the "rules" of your vocabulary program. Spend a little time thinking about multiple associations for icons. This will help you to understand how various icons can be combined to represent a word. Also think about what kind of a 'category' your message might fit into. Organizing a vocabulary into categories is something human beings do naturally so having a vocabulary program that is stored in the same way can help you learn and remember your sequences more easily. You also might consider how "teachable" an icon or an icon sequence is.

If you do not use a vocabulary program, you will want to achieve the same goals, i.e., logical sequences that are easy to learn and remember. To achieve this you will want to devise a good system for storing vocabulary. Picking icons is part of this system.

## Icon Prediction



Icons that begin messages are lit.  
Press one of these icons.



Possible icons for the next selection  
in the sequence are lit. Press the icon.  
The message is spoken.

➤ Icon prediction works the same way  
whether there are 2 or 3 icons in a  
sequence.

## Icon Prediction

## Icon Prediction Lets You Know Where You Have Messages Stored

---

You have probably noticed that some LEDs on your overlay are lit. These lights are telling you that the keys they designate are possible selections for messages. In this way Icon Prediction helps you to remember where you have messages stored. Icon Prediction is always On.

Before you select any keys, all the icons that begin icon sequences where messages are stored are lit. Once you activate a key, only the icons that are possible selections for the next icon in a sequence are lit. When you select one of these keys, only the icons that are possible selections for the third icon in a sequence are lit (this is usually only *one* icon). Once the third icon (or whatever the last icon in a sequence is) is selected, the SideKick speaks the message. Icon Prediction returns to lighting all the icons that begin sequences where messages are stored.

 See page 73 for information about Predictive Selection.



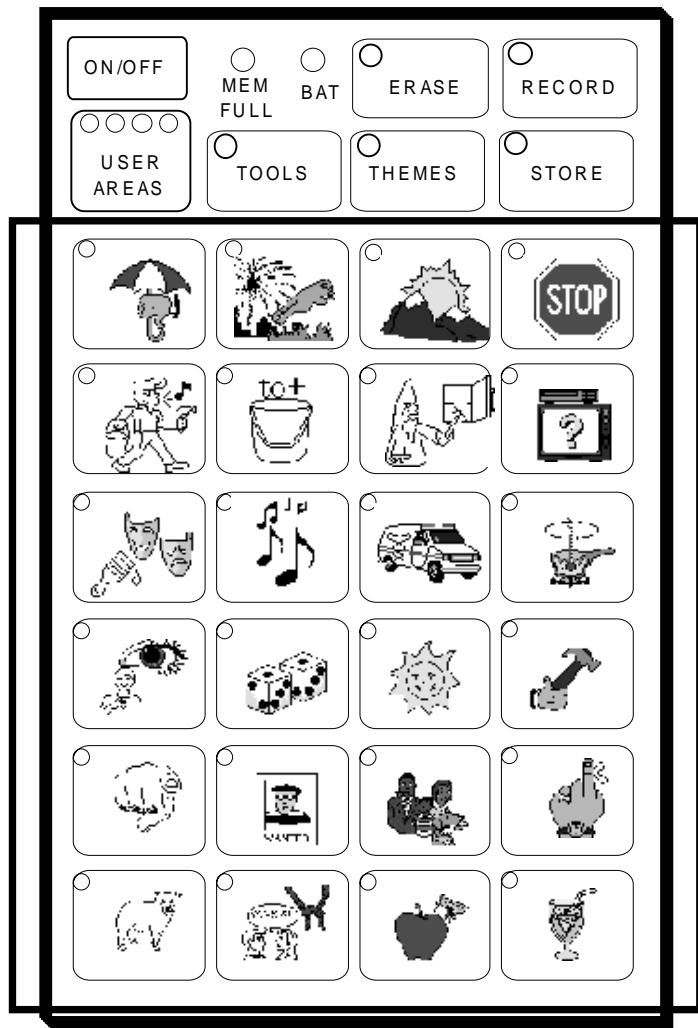


## Selection Techniques



### **Before you choose a Selection Technique:**

All selection techniques require some analysis to prevent repetitive stress injury



Area 1

## The Keyboard

## The Keyboard as a Selection Technique

---

### Summary:

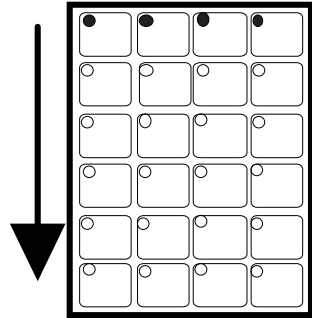
If you choose the keyboard as your selection technique, you must be able to press on the keys with your finger or with some kind of "point and press" device.

---

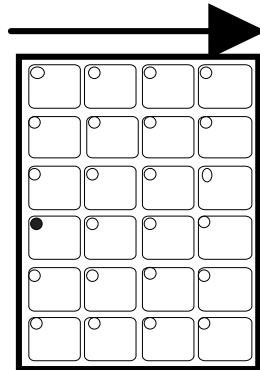
The keyboard is the default selection technique for the SideKick. This means that when you receive your SideKick you can use it right away. Just turn it On in the Control Panel and then press the keys on the keyboard. You can use your finger, the eraser end of a pencil or any "point-and-press" device that will not puncture the keyboard.

Even if you decide to use a scanning technique, you can still use the keyboard by pressing on the keys.

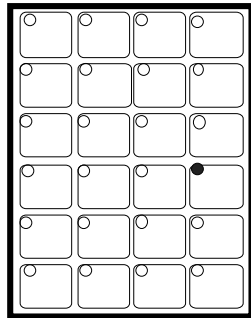
➡ You must use the **keyboard** when you are in the Toolbox or Control Panel. Scanning will not work either in the Toolbox or Control Panel.



Activate switch.  
Scan proceeds  
down the rows.



Activate switch.  
Scan proceeds  
across the columns.




When the scan  
reaches the key  
you want, activate  
your switch.

## Single Switch—Scan Mode 1


## Single Switch—Scan Mode 1

---

### Summary:

Plug a single switch or a dual switch (use only the SELECT side) into the connector with the  icon on the top of the SideKick. The default scan is automatic and the default scanning rate is 1 second.

---

Scan with a single switch or use the SELECT side of a dual switch. Plug the switch into the  connector on the top of the SideKick.

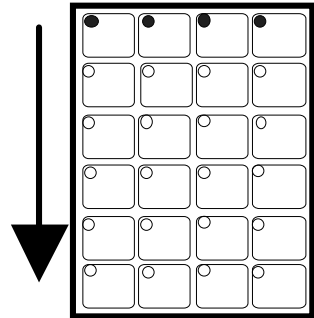
Turn the Toolbox On in the Control Panel. Activate 1 SWITCH SCAN in the Toolbox. SCAN MODE 1 is the default. (See the next page for an explanation of Scan Mode 2.) Select Row/Column or Column/Row scanning. Row/Column is the default. Choose to scan automatically or to press and hold a switch until you come to the location you want. The default is AUTO. The default for Scanning Speed is 1 second. The default for Acceptance and Release Time is .01 second. When you have selected a time, turn the Toolbox Off.

### 1-Switch Scan Mode 1

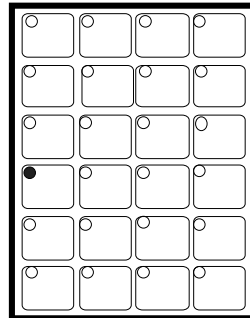
Activate your switch. The LEDs on the top row of the keyboard light. Then the second row lights, etc. Each time a row lights, you hear a beep. When the row you want is lit, activate your switch to select it. The LEDs in the row you selected move from left to right through the columns in the row. When the key you want is lit, activate your switch. If a message has been stored in the location you selected, the SideKick speaks the message, then returns to scanning down the rows.

If you do not make any switch activations the SideKick scans the rows or columns three times and then stops. To begin another scan you, activate your switch.

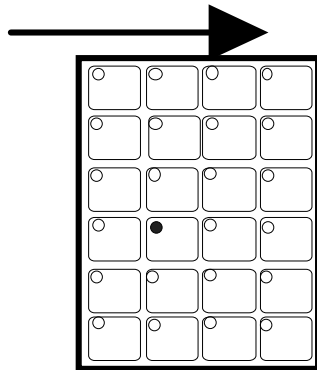
**Activate key D1 (Scan Mode 1/Scan Mode 2) to turn Scan Mode 1 OFF. Scan Mode 2 will then be active.**



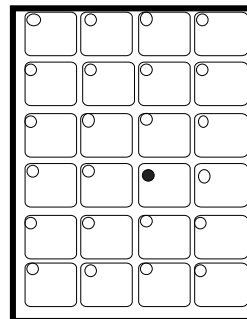
**1.** Activate switch.  
Scan proceeds  
down the rows.



**2.** When the scan  
reaches the row  
you want, activate  
your switch.



**3.** Activate switch  
again to scan row.



**4.** When you reach  
the location you  
want, activate  
your switch.

## Single Switch—Scan Mode 2

## **Single Switch—Scan Mode 2**

---

### **Summary:**

Scan Mode 2 involves 4 switch activations rather than 3. You can select this style in the Toolbox.

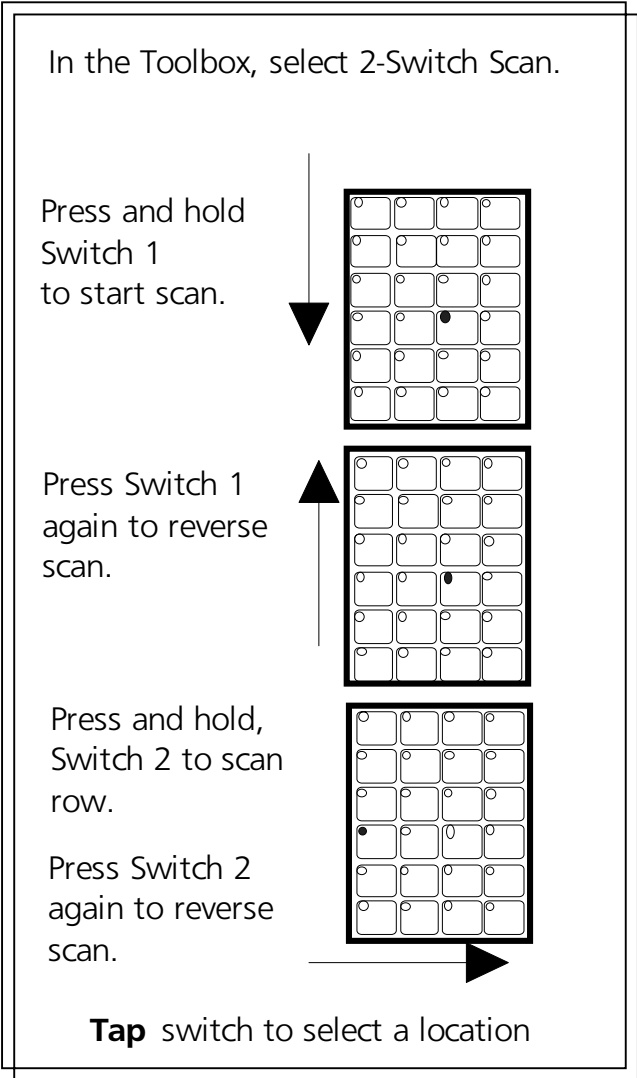
---

Scan Mode 2 is an alternative single switch scanning technique. This technique involves four switch activations instead of three as in Scan Mode 1. Select SCAN MODE 2 in the Toolbox.

### **1-Switch Scan Mode 2**

The first switch activation causes the top row to light. The scan continues automatically down the rows. When it reaches the row you want, activate and release your switch. The scan stops at the row you have chosen and the light at Column A lights. Press the switch again and the scan proceeds across the row. When the scan reaches the key you want, press the switch to activate the location.

Scan Mode 2 has the same options as Scan Mode 1, i.e., hold or auto and column/row instead of row/column.




## Dual Switch—Scan Mode 1



## Dual or 2-Switch—Scan Mode 1


---

### Summary:

Use a dual switch to scan up, down, left and right. Plug a dual switch into the  connector on the top of the SideKick. To use 2 single switches you must plug a Y-adapter into the dual jack. Then plug the switches into the Y-adapter.

---

### Dual or 2-Switch—Scan Mode 1

Plug a dual switch into the connector marked . Turn the Toolbox On in the Control Panel. Select 2 SWITCH in the Toolbox. Scan Mode 1 is the default. Turn the Toolbox Off when you are finished making settings.

If you have two single switches, plug a Y-adapter into the switch connector on the SideKick. Plug each of your single switches into the Y-adapter. Select 2 SWITCH in the Toolbox. (You can buy a Y-adapter in an electronics store.)

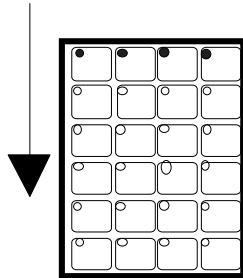
**Dual (Auto)**—"Auto" is the default. The SELECT side of your switch scans up/down and the ON/OFF side scans left/right. The first activation lights the key at C4. Press and hold the switch to begin the scan. Release. Press the switch again to reverse the scan. The first activation of the other side of your switch starts the scan across the rows from left to right. Push the switch again and the scan reverses. Press and *hold* the switch to start scans; *tap* the switch with a short hit to activate a location that is lit.

2-Switch-the directions are the same as above except that one switch is up/down and the other is left/right.

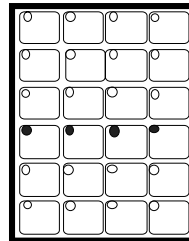
"Hold" and "Column/Row" instead of "Row/Column" are available with Dual or 2-switch scanning.

In the Toolbox, select 2-Switch Scan.  
Select Scan Mode 2 (LED Off).

Press Switch 1  
to start scan of  
rows. Hold  
switch down or  
tap to move.

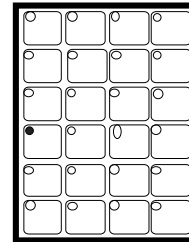


Press Switch 2  
to select row  
you want.



Press and hold,  
or tap Switch 1  
to scan row.

Tap Switch 2 to  
select a location.



## Dual Switch—Scan Mode 2


## Dual Switch—Scan Mode 2

---

### Summary:

One side of your switch (Switch 1) starts scan. Activate the other side (Switch 2) to select a row or column. Activate Switch 1 to scan row or column. Switch 2 selects location.

---

Plug a dual switch, into the  jack on the top of the SideKick. With a PRC dual switch, the SELECT side of the switch is Switch 1 and the ON/OFF side of the switch is Switch 2.

If you have two single switches, plug a Y-adapter into the SWITCH jack. Plug your switches into the adapter.

Turn on the Toolbox in the Control Panel. Select 2 SWITCH in the Toolbox and then turn Scan Mode 1 *Off* in the Toolbox (the LED goes out). This makes Scan Mode 2 active. Turn the Toolbox Off in the Control Panel.

Press Switch 1 to start the scan. The lights in the top row or first column light up. To move the scan to the next row or column, either hold Switch 1 down until the row or column you want is lit, or press and release the switch each time you want to move to a new row or column.

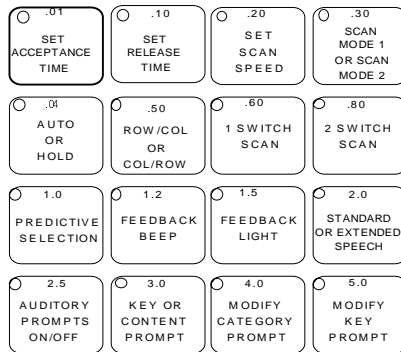
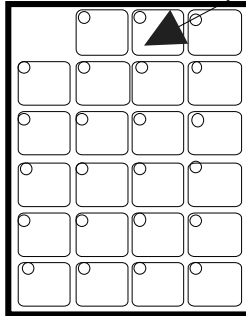
When you reach the row or column you want, press Switch 2. Then press and hold Switch 1 to scan across or down, or press and release the switch until you reach the key you want.

When you reach the location you want, press Switch 2.

You can set scanning speed and activation delay in the Toolbox.

Stepping or pressing and holding the switch are the only scanning choices with Scan Mode 2.

Open Toolbox.  
Press SET SCAN SPEED.



**Keys with blue numbers on them indicate scanning speed.**

The current speed flashes.  
If you want this speed, do nothing.  
To change speeds, press the key  
that has the number on it that  
you want to use.

## Scanning Speed

# Scanning Speed Can Be Changed in the Toolbox

---

## Summary:

Scanning speed is the amount of time it takes the SideKick to move from one key to the next in a scan. As the SideKick scans, it beeps and lights the LED at each key. Change the scanning speed in the Toolbox.

---

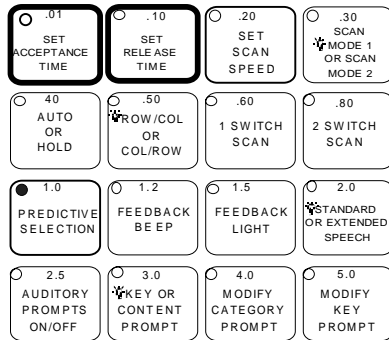
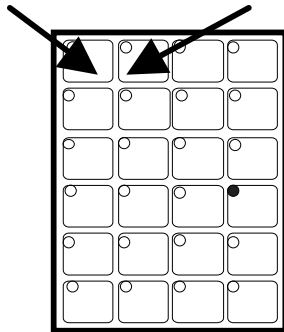
Scanning Speed refers to the time it takes for the SideKick to move from one key to the next key in a scan. As each key is scanned its LED lights up and the SideKick beeps. The default scanning speed is 1 second. You can choose a different scanning speed if you want to. You may want to use a very slow scanning speed to start with, perhaps 5 seconds between beeps. This means it will take the SideKick five seconds from the time one LED lights and the SideKick beeps to the time the next LED lights and the device beeps. Later, when you are familiar with the SideKick, you might choose a very fast speed such as one tenth of a second between beeps.

SET SCAN SPEED is a tool in the Toolbox. The **blue numbers** on top of some of the keys in the toolbox represent different scanning speeds (also acceptance and release times).

## To Change the Scanning Speed

1. Go to the Toolbox.
2. Turn the Toolbox On in the Control Panel.
3. Activate SET SCAN SPEED.
4. All the LEDs in the Toolbox go out *except for the current scanning speed*. This LED flashes.
5. If you want the current scanning speed, do nothing. When the LED quits flashing, the current speed will remain set.
6. To change the speed, activate the key that has the blue number on it that you want to use. When that key's LED stops flashing, the new scanning speed is set.

Open Toolbox.  
Press SET ACCEPTANCE TIME  
or SET RELEASE TIME.



**Keys with blue numbers on them indicate Acceptance Time and/or Release Time.**

The current speed flashes.  
If you want this time, do nothing.  
To change times, press the key that has the number on it that you want to use.

## Acceptance Time/Release Time

# Acceptance Time and Release Time

---

## Summary:

Acceptance Time is how long you must maintain contact with a switch before the SideKick accepts a location and makes a key activation. Release Time is how long the SideKick waits after a key has been released before you can activate that key a second time.

---

Acceptance Time determines the amount of time it takes for the SideKick to accept a location and activate the key. If you are scanning, the acceptance time is the amount of time you must **maintain contact** with your switch before the key you have scanned to is accepted.

Release time is how long the SideKick waits after you have released a key before you can activate that key again.

The default acceptance and release time is .01 second.

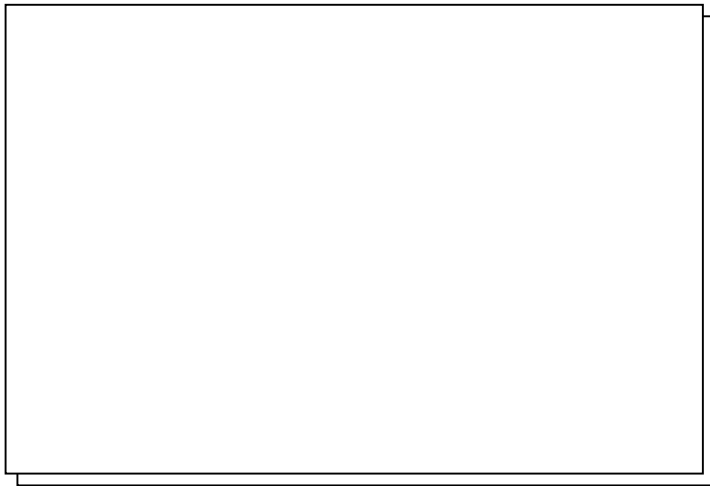
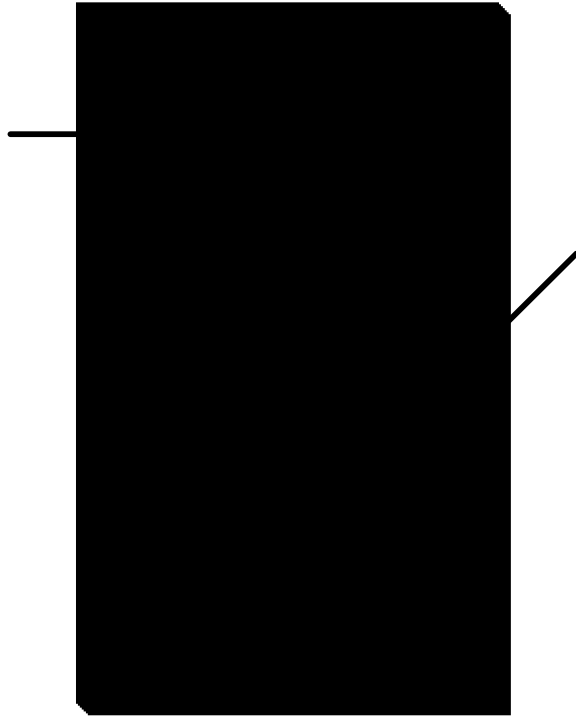
## To Set the Acceptance and/or Release Time

1. Go to the Toolbox.
2. Turn TOOLS On in the Control Panel.
3. Activate the key labeled SET ACCEPTANCE TIME or SET RELEASE TIME. All the LEDs on the keyboard *go out except* the current acceptance or release time LED which flashes. (If you want this acceptance time, press the key.)
4. Look at the blue numbers on the top of the keys in the first four rows. Activate the key that has the time you want to use.
5. When you activate the key, its LED flashes for a few seconds. When it goes out the lights all return to normal and the new time is set.
6. You can continue to use the Toolbox or you can return to the Control Panel and turn the Toolbox Off by pressing TOOLS.





## Storing Messages



Select Standard or Extended Speech

## Choosing Standard or Extended Speech Can Save Memory

---

### Summary:

SideKick has 6.5 minutes of higher quality Standard speech or 11.5 minutes of lower quality Extended speech. The default is Standard speech. Select Extended speech in the Toolbox.

---

The SideKick has two speech settings for recording messages: Standard or Extended speech. Standard speech is the default setting. Messages recorded in Standard speech sound a little better than in Extended speech. However, Standard speech takes up more memory space than Extended speech. You can record up to 6.5 minutes of Standard speech or 11.5 minutes of Extended speech.

You can record some messages in Standard and some in Extended, if you like. You might record messages that are used around family in Extended speech and store messages that are used in public/social situations in Standard speech. Using both Standard and Extended speech will give you somewhere between 6.5 and 11.5 minutes of speech.

You must select either Standard or Extended speech *before* you record a message. Selecting the kind of speech you want to use *after* you have recorded a message will have no bearing on how the message sounds.

You can record hundreds of messages; however, a *single* message cannot be longer than 2 minutes of Standard speech or 3 minutes of Extended speech.

### To switch from Standard to Extended speech:

Turn the Toolbox On. Press the STANDARD or EXTENDED SPEECH key. When the LED *lights* you are in Standard speech. *When the LED is out*, you are in Extended speech.

Before you begin to store messages

**PLAN**

what you want to say

---

**Plan** messages which are:  
necessary  
useful  
fun.

Write them down!

**Select** icon sequences  
that will help  
you to remember the  
message.

**Select User Area 3 or 4  
before you begin to record your own messages.**

**Select STANDARD or EXTENDED SPEECH  
before you begin to record the message.**

Plan What You Are Going to Record

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

---

### Summary:

Decide what you want to say and select the icon sequence you want to use before you store the message.

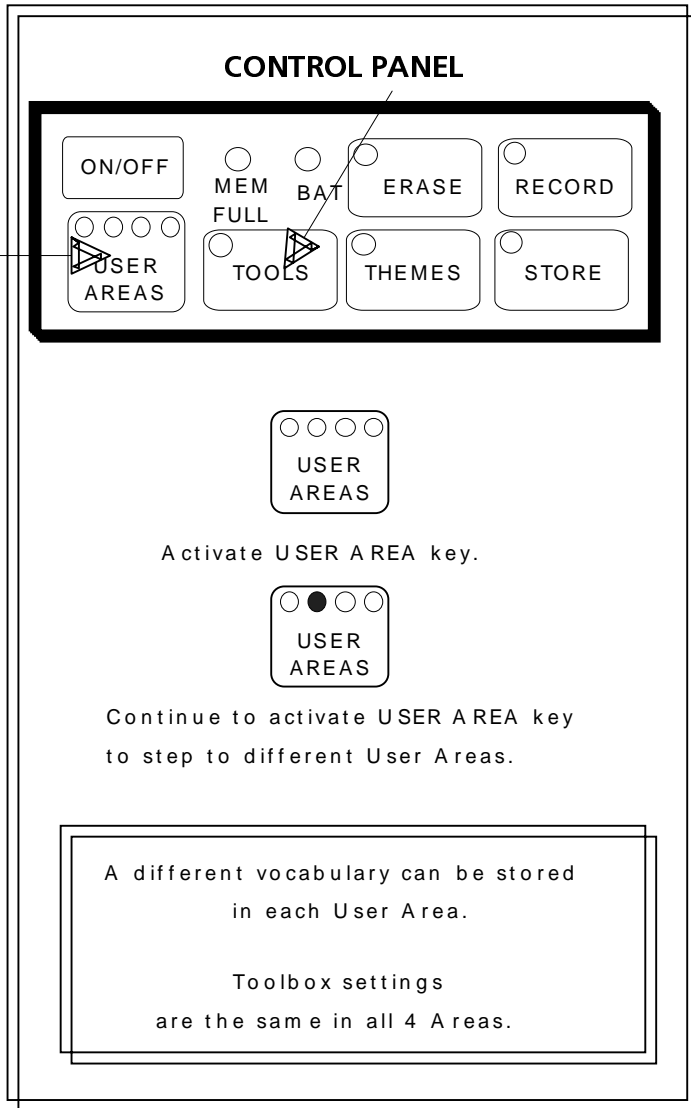
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You can store any spoken message (words, phrases or sentences) into the SideKick's memory. You can store messages under sequences of up to three icons or under a single key. It will be easiest to store your own messages if you use the blank overlays or the overlays with the blank top row. (See the Unity manual for more information about creating overlays with Unity icons.)

Before you store, plan both the message *and* the icon sequence or key you want to use. This helps to save on the amount of time you must hold down the RECORD key. If you absentmindedly hold the RECORD key down the memory will fill up with background noise in the location you selected instead of messages! When the memory is full the MEM FULL LED in the Control Panel will light. You will not be able to record any more messages until you erase that location.

Speak clearly into the microphone on the top panel. When you record a message, the SideKick automatically adjusts for a good recording level.

Remember that the SideKick is the *voice* of the person who is using it. Try to match the person doing the recording with the person using the SideKick. If an adult woman is using the device, use an adult woman to record the messages. If a 7 year old boy is using the device, have a small boy make the recordings. It is best **not** to use family members to make the recordings.



## Four Different User Areas

## About User Areas

---

### Summary:

There are 4 User Areas in the SideKick. This allows you to have 4 separate vocabularies in your SideKick. Settings remain the same in all 4 areas.

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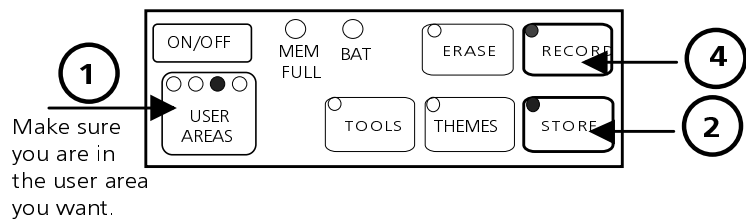
The SideKick has 4 different User Areas. Areas 1 and 2 have been loaded with Unity vocabulary. Area 1 contains single-hit words and two-hit sentences. Area 2 contains two-hit words and phrases and three-hit phrases and sentences. Areas 3 and 4 are blank. You can store a separate vocabulary in these (or any) Areas if you wish. While the vocabularies remain separate, any *settings* you select are active in all 4 areas. You cannot have separate settings for each area. For example, if you use scanning as your selection technique in one area, scanning will be active in all 4 areas.

### To Select a User Area

Activate the USER AREA key in the Control Panel. The LED for the area you were using last will light. Activate the USER AREA key to move to the next user area. Its LED will light. Continue to activate the USER AREA key until the LED for the area you want is lit.

➡ If you store vocabulary in all 4 areas and find that the messages you are recalling are not the ones you want, check the USER AREA LEDs to make sure you are in the correct User Area.

## CONTROL PANEL



1. Check to make sure you are in the user area you want to use.
2. Press STORE.
3. Press the icons you want to store the message under, for example:



4. Press and hold down the RECORD key. Speak your message clearly into the microphone.

"I know the answer."

Release the RECORD key as soon as you have finished speaking. (The LED will go out.)

5. To listen to your message, press the icons you selected.

## Store Your Messages



# Store Your Message

---

## Summary:

Activate STORE in the Control Panel (LED lights). Activate the icon sequence to store message under. Press and hold the RECORD key while you speak the message. Release the RECORD key when you end the message.

---

Before you begin to store a message, know what it is you want to say and have the icons you want to use already in mind. If you want to use Extended speech, select it in the Toolbox now.

## To Store a Message:

 **Make sure you are in the User Area that you want to use.**

1. In the Control Panel, activate the STORE key (the LED will light).
2. Activate the icon sequence or the key under which you want to store the message.
3. **Press and hold** the RECORD key and speak your message. **Release the RECORD key as soon as you have finished speaking** (the LED goes out).
4. Test the message by activating the sequence you selected. If you are satisfied with the recording, you can continue to store new messages or retrieve already stored messages.
5. If you are not satisfied with the recording, press the ERASE button. Select the icon sequence. Press ERASE. Press ERASE again. The message is erased. Record a new message exactly as described above.

Once you have stored a message at a location, the LED for the first key in the sequence (or a single key) lights and remains lit. This is called Icon Prediction and it reminds you that the icon is the beginning of a message sequence.



## Storing Tips

- To hear a message you just recorded, press the icon sequence you stored it under.
- To erase a message, press ERASE, press the icon sequence, then press ERASE ERASE.
- If you have pressed STORE, but you want to quit storing before you have recorded anything, press STORE again.
- **DO NOT** press the same icon twice in a row when you select an icon sequence.

## Storing Tips

## Some Storing Tips

---

### Summary:

Below are some troubleshooting tips if you run into any problems while storing messages.

---

If the SideKick emits an error beep (a long beep) when you press the RECORD key, it means that you selected an icon sequence or key that has already been used for another message. You can:

1. Press the sequence to hear what message is already stored under that sequence.
2. If you want to erase the message, press ERASE. The device beeps once. Select the icon sequence you want to erase. Press ERASE again. The device gives a longer beep. Press ERASE again to confirm. The message is erased. To store a new message: Press STORE. Select icons. Hold down RECORD and speak the message. Release RECORD.
3. If you hear the warning and know you want to keep the message, just press STORE again. The message is saved and you have exited the STORE mode.




If you press the STORE button and then make a mistake while selecting an icon sequence or a key, just press STORE again to exit the STORE mode. (The LED will go out.)

When you choose a sequence, **do not select the same icon twice in a row** . If this happens the SideKick emits an error beep, all the predicted LEDs light, and you will automatically exit the STORE mode.

See the next page to find out what to do if you store a sequence that hides (masks) a sequence you stored earlier.

## Hidden Sequences

When an icon sequence for one message is also the **beginning** of an icon sequence for another message, you must tell the SideKick which message to speak.

ICON SEQUENCE	MESSAGE
	Not!
	I don't like that!
To hear the <b>first</b> message, press  <b>twice</b>	

When One Message is Hidden by Another,  
Tell the SideKick Which Message  
to Speak

## When a Longer Icon Sequence Hides a Shorter Sequence, Select the Last Icon in the Shorter Sequence Twice to Hear the Message




---







### Summary:

If an icon sequence for one message is also the beginning of a sequence for another stored message, select the last icon in the shorter sequence twice.

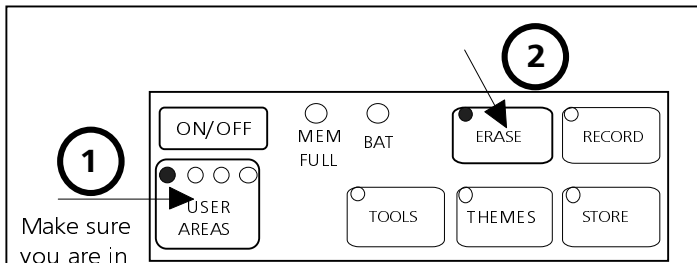
---

If an icon sequence for one stored message also happens to be the **beginning** of a sequence for a different stored message, the SideKick cannot be sure which message you want to speak.

For example, suppose you have the message "Not!" stored under the  (KNOT) icon. And suppose you stored the message, "I don't like that." under  (KNOT APPLE). When you activate , the SideKick does not know whether you want to speak "Not!" or whether you want to add APPLE and speak the message, "I don't like that."

In cases like this when you want to speak the *shorter* sequence, activate the last icon *twice*, e.g., . With Icon Prediction (see page 31) the  icon will be lit. If you activate  once, the light will stay lit and the  icon will light. You can then select either message by activating  again or by activating .

**Important Note:** We recommend that you try **not** to hide messages!



1

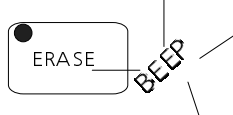
Make sure you are in the user area you want.

2

1. Press ERASE.

2. Select the icon sequence or key for the message that you want to erase.

3. Press ERASE in the Control Panel.



4. When you hear the long beep press ERASE again. The message is then erased.

## Erasing a Message

# Erase a Message

---

## Summary:

You can erase messages and bad recordings.

---

## To Erase a Message:

➡ **Make sure you are in the User Area that you want.**

1. Activate ERASE in the Control Panel.
2. Activate the icon sequence or key you want to erase.
3. Activate ERASE. The SideKick emits a warning beep.
4. Activate the ERASE key again to confirm that you want to erase. The message is erased. Any Content Prompts are also erased with a message sequence.
5. If you decide you do not want to erase after you have heard the warning beep, **do not** press the ERASE key the second time. Instead, press any key in the Control Panel *except ERASE* to exit the erasing procedure.

➡ The ERASE LED **lights** when the SideKick is erasing. You may not even notice the LED because the erasing will happen so quickly; other times you will see that the LED is lit for a longer time. Don't worry, this is normal. Some messages take longer to erase than others.

If you want to erase a message, or an icon sequence while you are STORING, see **STORING TIPS** on page 59. To learn how to erase the entire contents of the SideKick, see page 69 (**Zorro the SideKick**).

## Example of a One Icon Theme



### JUICE THEME

(Juice Theme = drink related words)

#### Message

#### Sequence

cider



lemonade



juice



## 1 Icon Theme



## About One Icon Themes


---



### Summary:

When you pick a theme key the SideKick automatically "holds down" the same first icon for any sequences you enter into the theme.

---

With Minspeak you can organize vocabulary (words, phrases and sentences) by category, topic or situation. This kind of organization can help you remember where messages are stored. When you store single words this way, you are also building strong language skills because you are learning to categorize, store and recall vocabulary.

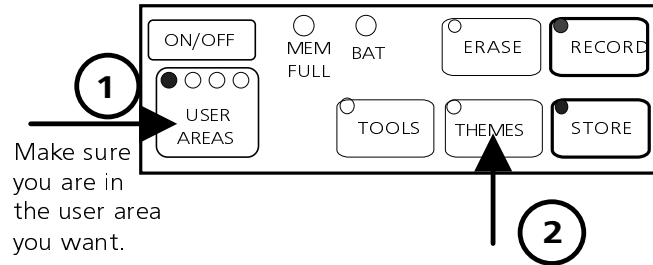
For example, the icon  [JUICE] represents the category, "Drinks". Drinks related words can be stored using JUICE plus one

other icon. For example,  and  represent the word "cider." The graphic on the facing page shows you a "drinks" category. If you want to add new words to this category, you would store them by using the JUICE icon for your *first* icon. This can help you to remember that each message is a drink related (JUICE) word. The second icon you use can help you remember the specific word or phrase.

To make this kind of storing easy, you can set a 1 ICON THEME in the Control Panel by pressing the THEME key. Then activate the icon on your overlay that you want to use for the theme. In this example, your theme, or *first* icon is JUICE. Once you select JUICE as your theme icon, you don't have to select it again. As long as you remain in your theme, you only have to activate the *second* icon in the sequence to store or retrieve messages.

## Set a 1 Icon THEME

### CONTROL PANEL



1. Press THEMES in the Control Panel
2. Activate the icon on your overlay that you want to use as the theme.

## Clear a THEME

1. Press THEMES in the Control Panel.  
The LED will go out. The theme is cleared.

➡ When a theme is cleared, you can use the SideKick without a theme, or you can press the THEMES key again and select a new theme.

## Set and Clear a Theme

## To Set a Theme and Clear a Theme

---

### To Set a Theme:

➡ **Make sure you are in the User Area that you want.**

1. Press the THEMES key in the Control Panel. The THEMES LED lights.
2. Activate the key on your overlay that you want to use for the theme. From now on the icon you selected will be the *first* icon in any sequence you store. You only need to press the second and/or third icons for each message you store while you are in this theme.

➡ When you are in a Theme, the THEMES LED in the Control Panel is lit until you exit the Theme.

### Clearing a Theme

When you have finished storing or retrieving messages in one theme and want to use a different one, or use no theme, you must clear out the current theme first.

### To Clear a Theme

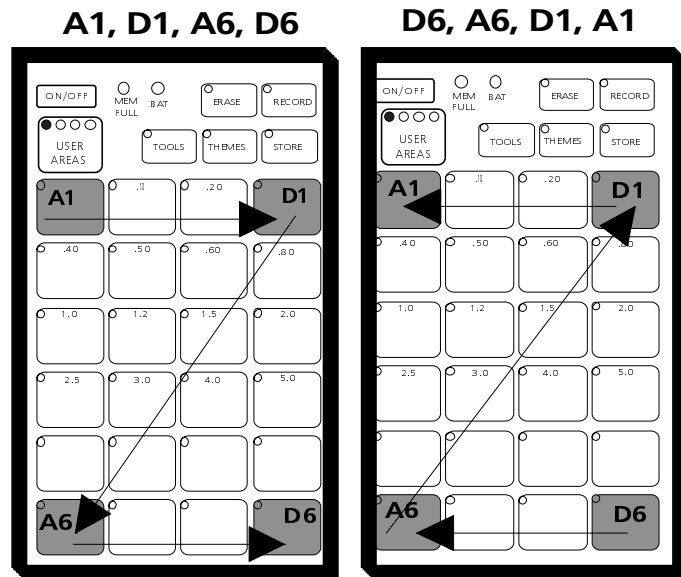
1. Press the THEMES key in the Control Panel. The THEMES LED goes out.
- 2a. The theme is now cleared. You can return to using the SideKick as usual with no theme or
- 2b. Activate the THEMES key again to set a new theme.
- 2c. Activate an icon on your overlay for a new theme if you selected to do 2b.

➡ **A Theme is set only for the Area you are currently using.**

When you change User Areas any theme you are using is automatically cleared.

## Zorro the SideKick

1. Select TOOLS in the Control Panel.
2. Press ERASE in the Control Panel. Hear beep.
3. Press the following keys  
**in the order that is shown below:**  
**A1, D1, A6, D6, D6, A6, D1, A1**
4. When you have completed the forward and backward "Z" the SideKick will beep twice.
5. Press ERASE again.



## Zorro the SideKick

## Erase the Entire Contents of the SideKick by "Zorroing" the Device

---

### Summary:

Use the forward-reverse 'Zorro' pattern to erase all the SideKick's memory at one time. Activate A-1, D-1, A-6, D-6, D-6, A-6, D-1, A-1. The SideKick beeps twice to ask you to verify. Select **ERASE** to verify.

---

You have learned how to erase stored messages one by one from the SideKick. What if you want to erase all the messages in the device and you don't have a lot of time (or patience) for erasing them one by one? You can erase everything in the SideKick's memory at once by "Zorroing" the device.

To erase all the memory you must be in the Toolbox, you must press ERASE in the Control Panel, and then you must activate a special key sequence. The keys are (in the following exact order):

A1, D1, A6, D6, D6, A6, D1, A1

When you activate these keys in this particular sequence it resembles a forward and reverse letter 'Z' or the 'Zorro' pattern.

When the sequence is activated correctly the SideKick beeps twice. Activate **ERASE** again to verify that you want to erase memory. The memory is then erased.

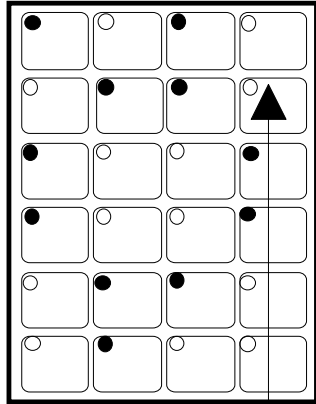
### To Zorro the SideKick:

1. Press TOOLS.
2. Press ERASE. Hear a beep.
4. Activate the following keys **in the order shown**:  
A1, D1, A6, D6, D6, A6, D1, A1.
5. When you hear the double beep, activate ERASE again.
6. Wait for the ERASE LED to go out, then return to the Control Panel and turn the Toolbox Off (press TOOLS).



**Use the Toolbox Tools to  
Personalize Your SideKick**

## Predictive Selection (works with Icon Prediction)



If you select this key \_\_\_\_\_ it will not work. Only lighted keys will work.

When Predictive Selection is ON, unlighted keys will not work.

The default for Predictive Selection is OFF. You must turn it ON in the Toolbox.

## Predictive Selection



# Predictive Selection Lets You Press Only Those Keys Where Messages Are Stored

---

## Summary:

When this is turned On, only those keys where messages are stored are active. The default for this tool is Off.

---

When Predictive Selection is turned On, only keys where messages are stored are active. This means that if you activate a key where no message has been stored, the key will not do anything—it won't even beep or light.

**Predictive Selection** works with **Icon Prediction**. The SideKick lights only those icons where messages are stored so you can see which keys are active (all the keys with lighted LEDs). These lighted keys are the only keys on the keyboard that can produce a response. Unlighted keys will not work.

## Scanning with Predictive Selection

If you are scanning with Predictive Selection turned On, the SideKick will skip over all unnecessary keys. This saves a lot of scanning time.

Predictive Selection and Icon Prediction help you learn the vocabulary that is stored in the SideKick.

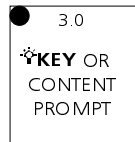
## To Turn Predictive Selection On:

1. Lift up on the keyguard and remove the overlay to see the Toolbox.
2. Activate TOOLS in the Control Panel.
3. Activate PREDICTIVE SELECTION.
4. Return to the Control Panel and turn the Toolbox Off (press TOOLS).
5. Replace the overlay and keyguard.

## Auditory Prompt Keys

KEY PROMPT is the default

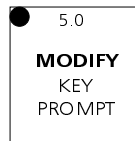
AUDITORY PROMPTS OFF is the default



Prompts are pre-recorded at factory: "A1, A2, A3..."

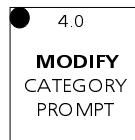
**OR**

Prompt speaks the contents of a location: "food"



You record your own prompts:

:"FEELINGS", "EYE", "FOOD"

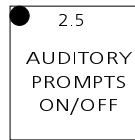


You record prompts for a row or column of keys:

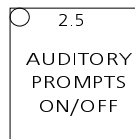
"ROW 1: Family"

or

"COLUMN 1, School"



= When AUDITORY PROMPTS are ON, SideKick speaks the KEY or CONTENT prompts (whichever you select).



= When AUDITORY PROMPTS are turned OFF, no prompts are spoken. The default is **OFF**.

## AUDITORY PROMPTS ON Lets You Hear Key, Content or Category Prompts

## About Auditory Prompts

---

### Summary:

Assign a spoken prompt to any key by using the Auditory Prompt tool. You can use prompts with an earphone.

---

You can assign spoken prompts to individual keys or to rows and columns of keys. Spoken prompts are an aid to learning key locations. You can hear the prompts through the regular speaker or you can plug an earphone into the earphone jack on the top of the SideKick.

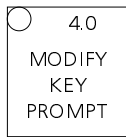
### KEY OR CONTENT PROMPT

**KEY PROMPT** is the default. With AUDITORY PROMPTS ON, whenever you press a key you hear pre-recorded location codes (e.g., "A-1", "C-3") or any individual key prompts you have recorded such as icon names (e.g., "SUN", "LOVE").

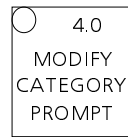
With **CONTENT PROMPT**, you hear any message that is stored when the last icon of a sequence is activated. You do not record content prompts—the prompt becomes whatever message is already stored.

**MODIFY KEY PROMPT**—Use this tool to record a prompt for each key, such as "SUN", "LOVE", etc. You can also erase and review prompts.

**MODIFY CATEGORY PROMPTS (scanning only)**—Use this tool to record, erase or review a category prompt for a row or column of keys. For example, suppose Row 1 contains mostly family information (family icons, family messages). You can record a prompt that says, "Row 1, Family". Row 2 might be "Row 2, School". You can also create prompts for columns. When Auditory Prompts are turned ON, category prompts are spoken first. When you select a key, the key prompt is spoken.



or



### TO MODIFY KEY or CATEGORY PROMPTS

Press TOOLS in the Control Panel.  
Press MODIFY KEY PROMPT in the Toolbox.  
All the LEDs in the Toolbox go **out**.

### TO RECORD

Press STORE in the Control Panel; press key where you want prompt to go; press and hold RECORD; speak prompt; release RECORD.

### TO ERASE

Press key that has the prompt you want to erase; press ERASE in the Control Panel; hear beep; press erase again.

### TO REVIEW

Press and hold key to be reviewed; listen; press next key.

### TO STOP MODIFYING KEYS

Press TOOLS in the Control Panel.



To hear the prompts,  
AUDITORY PROMPTS  
must be **ON**.

## Modify Auditory Prompts

# Modifying Auditory Prompts

---

## Summary:

Use MODIFY KEY PROMPT or MODIFY CATEGORY PROMPT in the Toolbox to record, erase or review prompts. Category prompts are for scanning techniques only.

---

## To Modify a Key or Category Prompt, Always:

- A. Press TOOLS in the Control Panel.
- B. In the Toolbox, activate the MODIFY KEY or MODIFY CATEGORY PROMPTS tool. The lights in the Toolbox all go *out*.

## To Record a Prompt:

1. Activate the STORE key in the Control Panel.
2. Activate the key you want to record a prompt for.
- ☞ If you want to record a *Category* prompt, you must select the **first** key in a row or a column.
3. Press and hold the RECORD button while speaking the prompt, then release the RECORD button.
4. Repeat these steps for each key or category prompt.

## To Erase a Prompt:

1. Activate the key whose prompt you want to erase. Listen to the prompt.
2. Activate ERASE in the Control Panel.
3. When you hear the beep, activate ERASE again.
4. Repeat these steps to continue erasing prompts.

## To Review a Prompt:

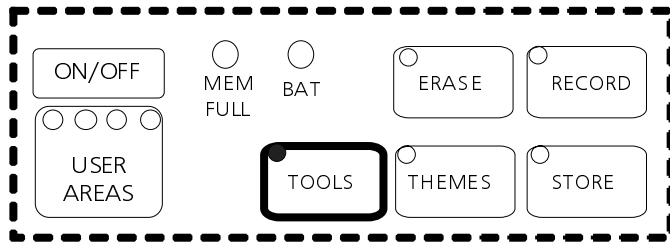
1. Activate and hold the key whose prompt you want to hear.
2. Activate and hold the next key whose prompt you want to hear.

## When You Are Through Modifying Prompts, Always:

- C. Press TOOLS in the Control Panel. This takes you out of the Modify Keys mode.

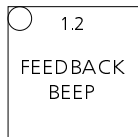
**AUDITORY PROMPT ON/OFF**—To hear *any* prompts you must turn this tool On. With prompts ON, press and hold a key until you hear the prompt. Then press the key again to select it and hear the message (if any) for that key.

## Types of Feedback

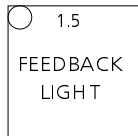


Press TOOLS in the Control Panel.

### In the Toolbox:



Turn this **ON** to hear a beep when you press a key.



Turn this **ON** to see a light when you press a key.

Both tools can be ON at the same time.

**The default for each tool is ON.**

**Feedback:  
Press a Key and Hear a Beep/See a Light**

# Change the Feedback You Hear/See When You Activate Keys on the Keyboard

---

## **Summary:**

You can change the feedback you hear by turning the beep On or Off. You can also turn the light On or Off.

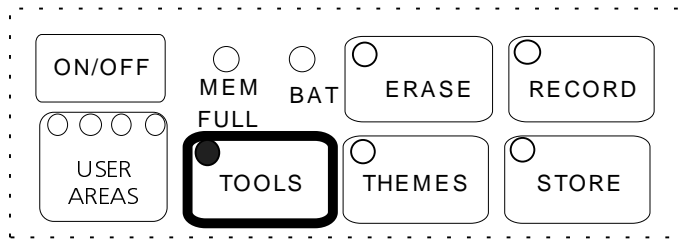
---

The SideKick is pre-set to beep when you press a key. The LED associated with each key also lights up when a key is pressed. There may be times when you don't want the beep (such as in a library) but you want the light on. Or perhaps you want the beep but not the light. You can turn the feedback cues On or Off in the Toolbox.


## **To Change the Feedback Cues:**

1. Lift up on the keyguard and remove the overlay to see the Toolbox. Press TOOLS in the Control Panel.
2. Press the FEEDBACK BEEP key or FEEDBACK LIGHT key. If the LED is On, the tool is on. To turn the tool Off, press the key. When the LED is out, the tool is Off.
3. Press TOOLS in the Control Panel to close the Toolbox.
4. Replace the overlay and keyguard.

## Lock the System



1. Press TOOLS in the Control Panel.

2. Press  in the Toolbox.

3. Press TOOLS in the Control Panel.  
The system is locked.

**None of the keys, except TOOLS, can be used.**

### To Turn the System Back ON:

Press TOOLS in the Control Panel  
Press SYSTEM LOCK in the Toolbox.  
Press TOOLS in the Control Panel.

## Lock the SideKick's System



# **SYSTEM LOCK Allows You to Lock the Control Panel and the Toolbox**

---

## **Summary:**

Lock the Control Panel and the Toolbox by pressing the SYSTEM LOCK key in the Toolbox.

---

Once you get the SideKick set up the way you want it, you probably won't want someone else's curious fingers pressing the keys and inadvertently erasing messages, changing settings or wasting memory by holding down the RECORD button by mistake.

You can lock the Control Panel and the Toolbox so that none of the keys (except TOOLS) can be used.

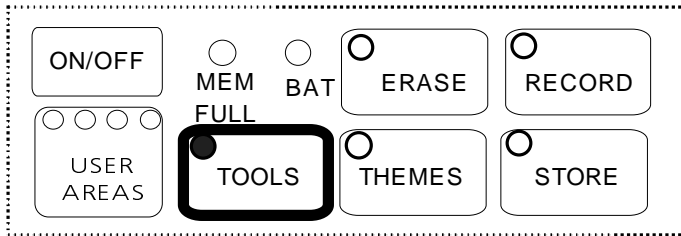
## **To Lock the SideKick System**

1. Lift up on the keyguard and remove the overlay to see the Toolbox. Press TOOLS in the Control Panel.
2. In the Toolbox, press the SYSTEM LOCK key. The LED lights. (If you decide not to lock the system, you can just press SYSTEM LOCK again to turn the tool Off.)
3. Return to the Control Panel and press TOOLS. This turns the Toolbox Off. The system is now locked. The only keys that react if pressed are the TOOLS and ON/OFF key in the Control Panel. The keyboard can still be used for communication.
4. Replace the overlay and keyguard.


## **To Turn the System Back On:**

1. Press TOOLS in the Control Panel. The Toolbox LED lights.
2. Press SYSTEM LOCK in the Toolbox.
3. Press TOOLS again.

## Reset the Defaults



Press TOOLS in the Control Panel

Press  in the Toolbox.

Press TOOLS in the Control Panel.  
The defaults return to their original  
(factory) settings.

## Reset Defaults in the Toolbox

# Reset All the Defaults to their Original Values

---

## Summary:

You can return all of the SideKick's settings back to their defaults at one time by pressing RESET DEFAULTS.

---

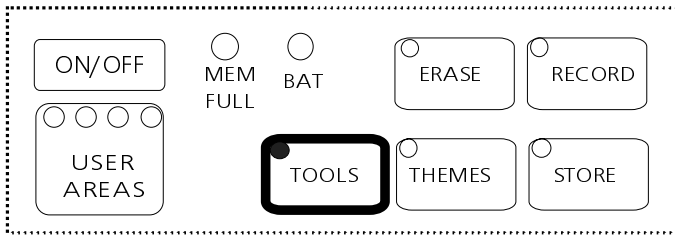
You may discover that you have made a lot of changes in the SideKick's original settings, and now you wish you had all the original settings back.

Instead of changing all these settings by hand, you can activate the RESET DEFAULTS tool and the SideKick will automatically reset to all of the original settings. This can save a lot of time and frustration.

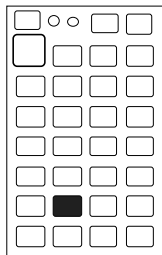
## To Reset the SideKick to its Default Settings:

1. Lift up on the keyguard and remove the overlay to see the Toolbox. Press TOOLS in the Control Panel.
2. Activate the RESET DEFAULTS key in the Toolbox.
3. Press TOOLS in the Control Panel to turn the Toolbox Off.
4. Replace the overlay and keyguard.

Press TOOLS in the Control Panel to open the Toolbox.

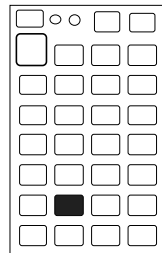


Press the SYSTEM INFORMATION key in the Toolbox.



Record time remaining,  
3 minutes, 17 seconds.

Press SYSTEM INFORMATION again:



Version 1.0.

## System Information

### Recording Time Left and Software Version

## **SYSTEM INFORMATION Tells You How Much Recording Time Remains**

---

### **Summary:**

Activate SYSTEM INFORMATION to find out how much recording time is left in the system. The amount of time is given for the speech mode you are currently using (Standard or Extended).

---

The SYSTEM INFORMATION tool is programmed to speak the amount of recording time that is left in the SideKick. When you activate this key the SideKick will say something like, "3 minutes 12 seconds record time remaining."

### **Standard or Extended Speech**

The SideKick tells you the remaining amount of recording time for the speech mode you are **currently using**. If you are using Standard speech you hear the amount of recording time for Standard speech. If you are currently using Extended speech, the SideKick gives you the time left for Extended speech.

### **Software Version**

If you activate the SYSTEM INFORMATION tool a second time, the SideKick tells you the software version you are using.



## Memory Transfer



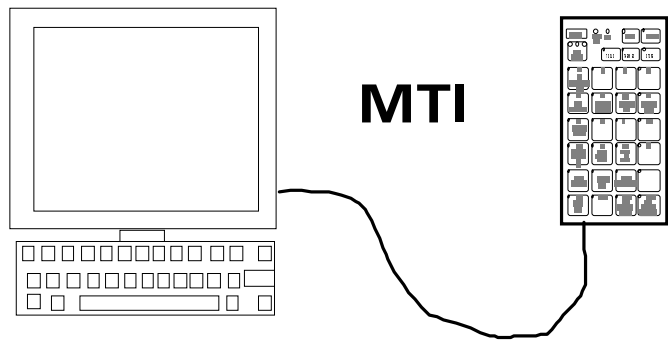




## Tips for a Successful Memory Transfer

---

- ➡ Back up your vocabulary any time you make changes to it.
- ➡ Plug the battery charger in **before** you begin a transfer.
- ➡ Remove any previous versions of MTI software you may have on your computer **before** installing this MTI version.
- ➡ Make sure the baud rates for your MTI and the SideKick are the same. See the instructions on page 97 for more information.
- ➡ Once the transfer is in progress, **do not** plug anything into, or unplug anything from the SideKick.
- ➡ Digitized speech creates large vocabulary files. Have 2 or 3 formatted disks ready to save your vocabulary on to **before** you begin the transfer.
- ➡ If you are using the DOS MTI with Windows '95, depending on the speed of your computer, the MTI may not run. If this happens, restart your computer and use DOS mode to run the MTI. You can also use the MTI '95.
- ➡ If you are using a Macintosh with AppleTalk turned ON, you must make AppleTalk INACTIVE **before** you begin a memory transfer.



## Save Vocabulary Using the MTI for Windows '95

---

**To save memory to an IBM computer running Windows '95 or to load memory back into the SideKick:**

1. Remove the keyguard and overlay and open the Toolbox.
2. All memory transfers should be made with the battery charger plugged in. Connect one end of the battery charger that came with your SideKick to the connector on the side of the case. Plug the other end of the battery charger into a working wall outlet.
3. Plug the larger rectangular end of the cable that came with your MTI program into Serial Port 1 on your computer. Plug the small round end into the Serial Port connector on the bottom of the SideKick case.
4. Turn the computer on. Insert the '95 MTI disk into the disk drive of your computer. Use "Windows Explorer" or right click on "My Computer" and click on "Explore" to go to the drive that has the '95 MTI in it.
5. Double click on "MTI.exe". The MTI screen is visible on your computer monitor.
6. In the MTI "Options" menu, click on the name of the device you are using (i.e., 'SideKick'). You can also change computer serial ports here and select a baud rate if you need to.
7. To save memory to the computer: Go to the SideKick Toolbox and press the SAVE MEMORY TO DISK key. If every thing is connected properly, you will see "Save Memory to File" on your computer screen.
8. On your computer, go to the drive/folder where you want to save the SideKick's memory.
9. Type in a name for the new file (e.g, SKMEM798). Click on "Save". The transfer takes place automatically.

### **To Restore Memory to the SideKick:**

1. Select the LOAD MEMORY FROM DISK key in the SideKick Toolbox.
2. On your computer, select the SideKick file you want to restore.
3. Click on "Restore".

### **Put the '95 MTI on your hard drive and create a shortcut to it:**

1. Make sure the '95 MTI disk is in the floppy drive of your computer.
  2. Using the "Windows Explorer", go to the drive where you want to place the '95 MTI.
  3. Create a new folder and label it, " '95 MTI".
  4. Go to the drive that contains the '95 MTI floppy disk.
  5. Right click on "MTI.exe".
  6. Left click on "Copy".
  7. Go to the drive where you created the '95 MTI folder. Right click on the folder.
  8. Left click on "Paste".
  9. Repeat these steps for MTI.hlp file on the '95 MTI floppy disk. Add it to the new '95 MTI folder.
- ➡ Instead of using "Copy" and "Paste", you can move the original '95 MTI files at once into the new '95 MTI folder. Click on one of the files on the '95 MTI floppy disk. Then, hold down the <SHIFT> key and click on the other '95 MTI file. Release the <SHIFT> key and drag the highlighted files to your new '95 MTI folder.
10. When the files have been moved to the new folder, double click on the new '95 MTI folder.
  11. Right click on "MTI.exe".
  12. Left click on "Create Shortcut".
  13. The shortcut icon appears. Click on it and drag it to your desktop.
  14. From now on you can open the '95 MTI by double-clicking on this icon on your desktop.

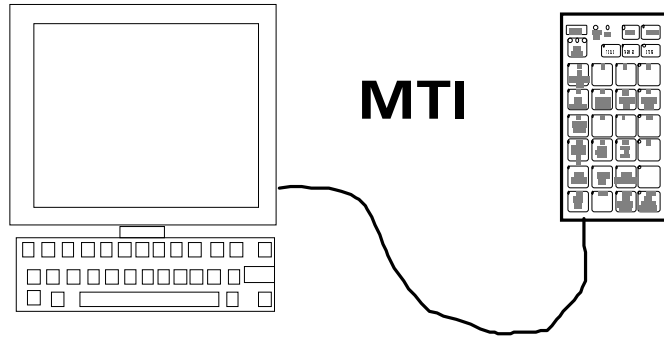
## Save Vocabulary Using the DOS MTI

---

### Using the MTI-IBM:

1. **Lift up on the keyguard and remove the overlay to see the Toolbox.**
2. Connect one end of the battery charger that came with your SideKick to the connector on the side of the SideKick. Plug the other end into a wall outlet.
3. Plug the larger rectangular end of the cable that came with your MTI program into Serial Port 1 on your computer. Plug the small round end into the connector labeled **RS-232** on the bottom of the SideKick.
4. Turn the computer On and insert the MTI disk into the disk drive of your computer. Switch to the drive that has the disk in it if necessary.
5. Type "DOSMTI.exe" and press <RETURN>. (**See note below if you are using a baud rate other than 57600.**)
6. Type the letter of the device you are using; in this case type "S".
7. Press TOOLS in the SideKick's Control Panel.
8. Press the SAVE MEMORY key or the LOAD MEMORY key in the Toolbox.
9. **Saving:** You are not allowed to save memory onto the MTI disk so choose a different disk or change to another drive to save memory to. On the computer, type in the name of the file you want to save the memory to.
- 9a. **Loading:** select the file you want to load the memory from.
10. Read the warning and then press F1 to continue.

**Note:** You can change the MTI program's baud rate when you boot up the program. Type "dosmti <space>the new baud rate<enter>". For example: C:/dosmti 9600 <ENTER>.



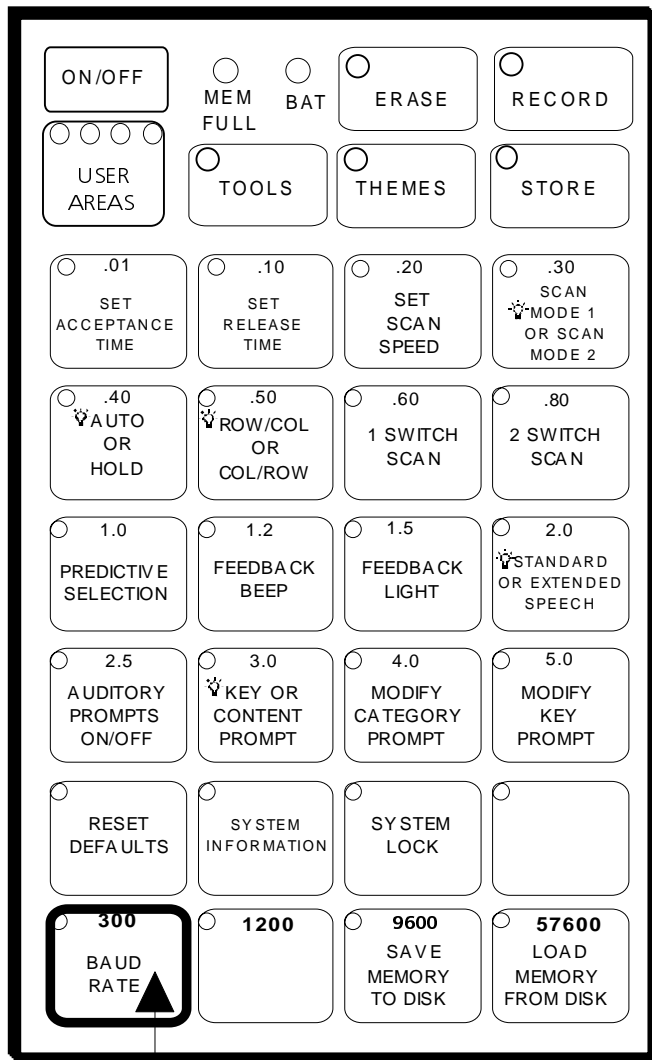
# Save Vocabulary Using the MTI-MAC

---

## Using the MTI-MAC

1. **Lift up on the keyguard and remove the overlay to see the Toolbox.**
2. Connect the battery charger that came with your SideKick into the BATTERY connector on the side of the SideKick. Plug the other end into a wall outlet.
3. A cable came with your MTI program. Plug one end into the connector on the back of the computer that has the picture of the telephone handset above it; plug the other end into the RS-232 connector on the bottom of the SideKick.
4. Turn the computer On and insert the MTI disk. Double click on the MTI icon to open the program.
5. Click on "SideKick".
6. Press the TOOLS key in the SideKick's Control Panel.
7. In the Toolbox select the SAVE MEMORY TO DISK key or the LOAD MEMORY FROM DISK key.
8. You are not allowed to save memory onto the MTI disk, so choose a separate drive or change to a different disk to save memory on.
9. To save memory, type in the file name you want to use.
- 9a. To load memory, go to the correct drive (or disk) and double click on the file name you want.
10. Click on "Continue" and follow the directions on the computer screen. Transfer begins.
11. Exit when the transfer is completed.

If you experience a problem, change the baud rate for the computer in the MTI menu bar. The baud rate should match the SideKick's baud rate.



Press **BAUD RATE** first,  
then press the key that  
has the rate you want.

## Change the Baud Rate




# **The SideKick Baud Rate and the Computer Baud Rate Must Match Before You Can Complete a Memory Transfer**

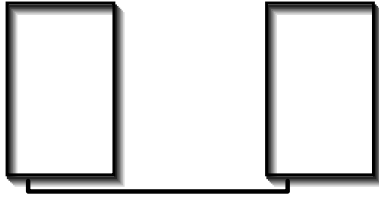
---

When the SideKick and the computer are connected, they send information to each other through their serial ports. How fast the information travels from one serial port to another is called the "baud rate." The baud rate can be slow (300) or very fast (57600). The important thing is that **the baud rates for your SideKick and your MTI program must be the same.** The default baud rate for the SideKick is 57600. If the MTI's baud rate is different from the SideKick's, you can change the SideKick's baud rate to match the MTI program or you can change the MTI program's baud rate to match the SideKick. You can change the baud rate for the MTI in the **MTI menu bar**.

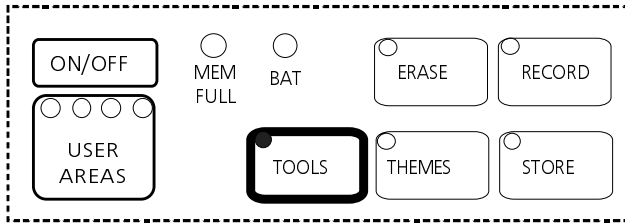
## **To Change the SideKick Baud Rate:**

1. Lift up on the keyguard and remove the overlay to see the Toolbox.
2. Press TOOLS in the Control Panel.
3. Each of the four keys in the bottom row of the toolbox has a baud rate number on it: 300, 1200, 9600, and 57600. Press the key that has the BAUD RATE label on it. All the LEDs in the Toolbox go out except the one indicating the baud rate that is *currently* being used.
4. If you want a different baud rate, press the key that has the baud rate number on it that you want. The key you select will flash for a few seconds then go out. The new baud rate is set.
5. Close the Toolbox by pressing TOOLS in the Control Panel.

**To change the MTI program's baud rate:** select the baud rate you want in the menu bar of the Mac MTI or in the "Options" menu of the '95 MTI. For the DOS MTI, see  Note on page 93.



Connect the MTI-MAC cable to the RS232 jack on each SideKick.



Press the TOOLS key in the Control Panel of **each** SideKick. Make sure the TOOLS LED is lit so that you can use the Toolbox.

SAVE MEMORY	LOAD MEMORY
<p>In the Toolbox of the SideKick you want to <b>save memory FROM</b> press this key:</p> <div data-bbox="226 1008 384 1122" style="border: 1px solid black; padding: 5px; text-align: center;">           9600  <b>SAVE MEMORY TO DISK</b> </div>	<p>In the Toolbox of the SideKick you want to <b>transfer memory INTO</b> press this key:</p> <div data-bbox="653 1008 810 1122" style="border: 1px solid black; padding: 5px; text-align: center;">           57600  <b>LOAD MEMORY FROM DISK</b> </div>
<p><b>The Transfer is Automatic</b></p>	

## Transfer Vocabulary from One SideKick to Another

# Transfer Vocabulary from One SideKick to Another

---

## Summary:

Plug the MTI-MAC cable into the RS-232 jack on the bottom of each SideKick. Open the Toolbox. Select SAVE MEMORY on the SideKick you want to save the memory from and LOAD MEMORY on the SideKick you want to load the memory into.

---

By plugging the MTI-MAC (Macintosh) cable in to the RS-232 ports on the bottom of each SideKick, you can transfer *vocabulary* (not system information) from one SideKick to another. If you do not have the MTI-MAC cable, you can order it from PRC.

## To Transfer Vocabulary from One SideKick to Another:

1. Plug the MTI-MAC cable into the RS-232 connectors on the back of each SideKick. (The ends of the cable are the same so it doesn't matter which end goes into which connector.)
  2. Lift up on the keyguard of each SideKick and remove the overlays to see the Toolbox.
  3. In the Toolbox of the SideKick whose vocabulary you want to **transfer**: activate the **SAVE MEMORY TO DISK** key.
  4. In the Toolbox of the SideKick you want to **load the saved memory into**: activate the **LOAD MEMORY FROM DISK** key.
  5. The transfer takes place automatically. Lights will blink on the device that is transferring its memory. When the transfer is finished the lights will stop blinking. You may then disconnect the MTI-MAC cable.
- ➡ If the transfer doesn't work, make sure both SideKicks are set to the same baud rate.



# Appendices

## Add an External Speaker, Earphone

**SPEAKER**      Must fit a 3.5 millimeter mono jack;  
must be an 8 ohm speaker

**EARPHONE**      Must fit a 2.5 millimeter mono jack

### Appendix A: Connect an External Speaker and/or Earphone



#### **Warning!**

Do not plug an *earphone* into the EXTERNAL SPEAKER  
jack.

This could cause damage to your hearing.

## Appendix A: Adding an External Speaker and/or Earphone

---

### Summary:

You can connect an external speaker and/or an external earphone to the SideKick.

---

You can connect an external speaker and/or earphone to the SideKick. Their connectors must fit into the following jacks on the top of the SideKick:

External Speaker jack: 3.5 millimeter, mono; must be an 8 ohm speaker

Earphone jack: 2.5 millimeter, mono.

You can also ask at various electronic supply or electronic equipment stores for speakers and earphones which might be compatible with the SideKick jacks.



### **Warning!**

Do not plug an *earphone* into the EXTERNAL SPEAKER jack.

This could cause damage to your hearing.

# AT A GLANCE

## Storing and Erasing Messages

### To STORE

#### In the Toolbox:

Select Standard or Extended speech.

#### In the Control Panel:

1. Press STORE
2. Select your icon sequence
3. Press RECORD
4. Speak message
5. Release RECORD.
6. Press the icon sequence  
listen to your message.

### To ERASE

#### In the Control Panel:

1. Press ERASE
2. Press the icon sequence of the message you want to erase.
3. Press ERASE.
4. Hear the warning beep.
5. Press ERASE again.



If you decide not to erase a message after you hear the warning beep:

Press any key in the Control Panel **except** ERASE.

## Appendix B: STORE and ERASE at a Glance



## Appendix B: STORE and ERASE at a Glance

---

### TO STORE

1. Press TOOLS in the Control Panel.
2. Press the STANDARD OR EXTENDED SPEECH key in the Toolbox.
3. Press TOOLS again to turn the Toolbox Off.
4. Press the STORE button in the Control Panel.
5. Press the icon sequence you want to use.
6. Press and hold the RECORD button and speak the message. Release the RECORD button as soon as you have finished speaking.
7. To listen to the Message: press the icon sequence you selected. If you don't like the recording, follow the steps to ERASE.

### TO ERASE

1. Press ERASE in the Control Panel.
2. Press the icon sequence of the message you want to erase.
3. Press ERASE.
4. Press ERASE again. The message is erased.
5. If, after hearing the warning beep you decide not to erase, press any key in the Control Panel *except* ERASE to exit Erase mode.



# Appendix C: Troubleshooting Tips

---

## Cleaning the SideKick

### Regular Cleaning:

To keep the SideKick clean, wipe the device with a *damp* (not wet) cloth. Do not get water or soap into the speaker or microphone. The overlay protector can also be cleaned with a damp sponge or a window cleanser such as Windex<sup>®</sup>. Clean the keyguard in hot, soapy water.

### Disinfecting:

To disinfect your equipment, mix ¼ cup vinegar with 1 cup water. Wipe all equipment with a cloth dampened in this mixture. Allow the equipment to air dry.

## Batteries



**Warning!** You **must** use the correct battery charger with the SideKick. Using an unauthorized battery charger may damage the batteries. In North America use only the battery charger with the part number, BCPS-1.

The SideKick speaks "Battery low" when the batteries are low. This is spoken at the end of any message you speak. You can plug in the battery charger and continue to use the SideKick. See page 13 for more battery information.

### To Replace the Battery Pack

Order a replacement battery pack from PRC.

Place the SideKick face down on a flat surface. Unscrew the four screws at the top left and right and the bottom left and right corners of the case. (Do not unscrew the four screws that surround the

speaker grille.) Gently lift up on the part of the case that is on top and place it next to the part of the case that is on the bottom. The case should now be lying open in front of you.

The battery pack is plugged into a connector. Slide the connector (that holds the red and black wires) off the two-pin plug to which it is connected. Remove the battery pack from the case.

Place the new battery pack in the case. There are two small holes in the connector that is attached to the battery pack. Slide these holes onto the same 2-pin connector that you removed the old battery pack from. Make sure the connector is pushed all the way onto both pins. Close the case and replace the screws.



**The batteries must be disposed of properly.** Follow the battery disposal regulations of your community, state or country.

## Problems and Possible Solutions

**Problem** The keyboard is not responding.

**Solution** Predictive Selection is turned On and there are no messages stored, so no keys will be active. Either store some messages or turn Predictive Selection Off.

**Problem** The MTI is not transferring.

**Solution** Make sure the baud rates between the computer and the SideKick match. Change the baud rate for the SideKick in the Toolbox. The default is 57600. Change the computer baud rate in the menu bar of the MTI-Mac. For the MTI-IBM, type the rate you want use when you start the program.

# **Index**



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