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Vantage & Vanguard II

Operator's Manual
(including VT & VGII Plus devices)

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

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Some song programming tips and instructions were contributed by Snoopi Botten.

Your device computer access overlays are based on the work Chris Beatty did for the MIKE product. Prentke Romich Company gratefully acknowledges his contribution.

Digital photos of the devices courtesy of Doug Miller

ELECTRONIC INTERFERENCE INFORMATION

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

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

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

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

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

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

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

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Attention! Consult accompanying documents.
Not intended to be an emergency call device or sole communication device.



Warning!

When operating the Vantage or Vanguard II in a medical environment, do not use with any product that is not medically approved.



Warning!

Any mounts used should be fitted by a qualified person. Failure to install the mounting system according to the manufacturer's instructions may result in an injury to the user.

Important Note!

To achieve the best results from your communication aid, keep it dry at all times.

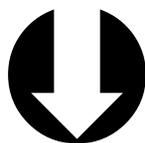
See the **Troubleshooting** Section of this manual for more information.

Recommendation

To Avoid Static Discharge: Turn the device OFF before you plug anything into or unplug anything from the device. This includes switches, headpointers and especially the battery charger.

ALERTS

Vantage/Vanguard II Manual



Before You Continue:

To conserve the batteries,
the entire unit was turned OFF at the factory
before it was shipped.

To use it,
you must turn your device ON.

To Turn the Device ON:

Press and hold the 1/0 key on the front of the case until the display screen lights up, then release the button. This will take a few seconds.

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Getting Acquainted with your Communication Device



Vantage



Vanguard II

Welcome to your Vantage or Vanguard II

Summary:

The Vantage and Vanguard II are augmentative communication aids that use the Minspeak® language system for storage and retrieval of messages. They are designed to be used by anyone who, for whatever reasons, has difficulty speaking and could benefit from an AAC system.

The Vantage and Vanguard II are augmentative/alternative communication systems that use a combination of Minspeak® and modern technology for the storage and retrieval of messages. They have a number of features that allow them to be used as an interactive communication system in the many situations that individuals face.

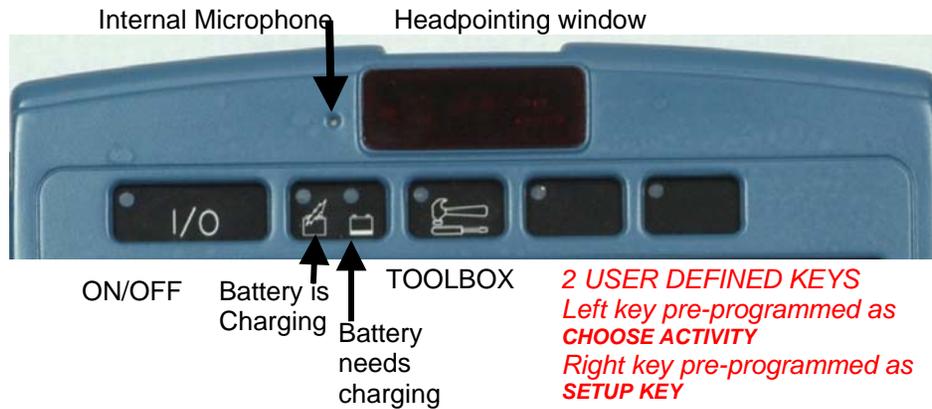
The Vantage is smaller and lighter than the Vanguard II and can be easily carried. The Vanguard II has larger keys and a larger display size which makes it a little easier for scanners and headpointers to use. It is less portable and is designed to be mounted on a wheelchair. The Vantage and Vanguard II both have Tracker™ integrated headpointing.

Both devices feature Icon Prediction, Auditory Prompts, Word Prediction, Computer Emulation and the ability to store messages in both digitized (recorded) and synthesized (DECtalk® or RealSpeak™) speech.

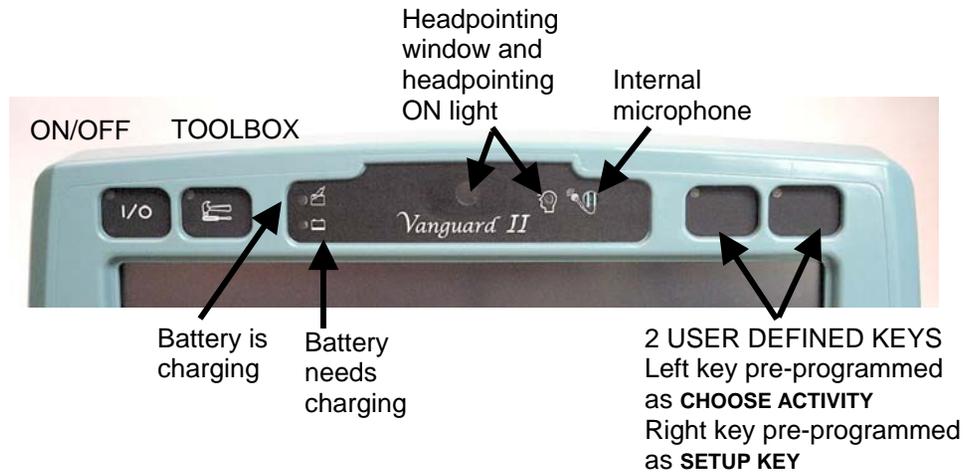
The Minspeak language system provides a core vocabulary of common words. These words are used in almost every kind of communication situation and are always available to the communicator. Each device also uses easily recognizable icons (pictures) that allow the communicator to quickly access words for specific situations. Using this combination, the devices can easily adapt to the user's changing communication needs.

This operator's manual should be used to set up your device. Once your device is set up the way you want it, keep the manual handy to use as a reference.

VANTAGE FRONT PANEL



VANGUARD II FRONT PANEL

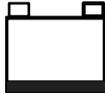


Keys on the Front Panels

The Front Panel



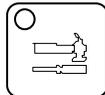
ON/OFF: Press to turn the device On or Off.



When the LED comes on, the batteries need to be charged. Plug in the battery charger.



When you plug in the charger, the LED (Light Emitting Diode) will flash. A rapid flash indicates fast-charging; a slow flash indicates that the battery is charged and it will continue to trickle-charge as long as the charger is plugged in.



GO TO TOOLBOX: Press to go to the Toolbox. Press again to return where you were.

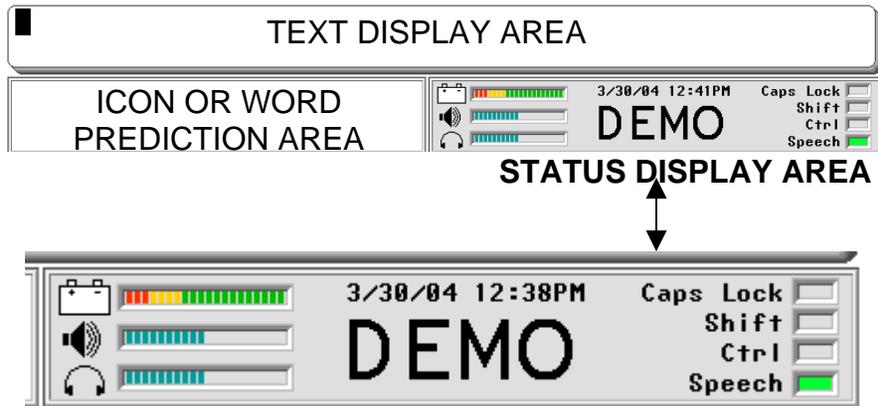


USER DEFINED Keys (2): Program with whatever command or Tool you want. The key on the left has been programmed for you as the CHOOSE ACTIVITY key; the key on the right as the SETUP key.



Headpointing Infrared Window (IR) above other keys.

Recording Microphone: On the **Vantage**, this is the small hole to the left of the headpointing window as you look at the case. On the **Vanguard II** it is on the right of the front panel with a picture of a microphone next to it.



Battery Icon and Bar Graph

- Full Battery: Mostly green lines, some red, some yellow.
- Plug in Charger: No green lines
- Nearly Dead: Red lines only (plug in charger)

Speaker Icon

- Loudest Volume: Lines clear across bar graph
- No Volume: Bar graph empty of lines.

Headphone Icon

- Loudest Volume: Lines clear across bar graph
- No Volume : Bar graph empty of lines.

Time/Date This displays the current time and date. Set this using the CLOCK MENU in the Toolbox

Synth

Bar Graph full: Synthesized memory is full

Total ("Total" will replace "DEMO" on your device. If phone card is active, phone icons are visible, not memory total)

Bar Graph Full: All memory is full

Caps Lock, Shift, Ctrl, Speech

When one of these functions is in use, the green light is lit.

The Display Areas

Summary:

The Text Display Area is where any text appears. The Icon Display Area is where any icons you activate will appear. The Status Display Area gives you feedback about the status of your device.

Text Display Area This is where you will see any text that appears, either from messages that you have retrieved or from typing in text. Touch this area to hear any text that is displayed.

Icon Display Area and Word Prediction List Area. This is where you will see the icons that you activate on your communication overlay or, when Word Prediction is On, you will see a list of predicted words.

The Status Display Area Contains:

Time and Date: Displays current time and date. Set this in the CLOCK MENU in the Toolbox. See **Appendix I** for clock and date setting information.

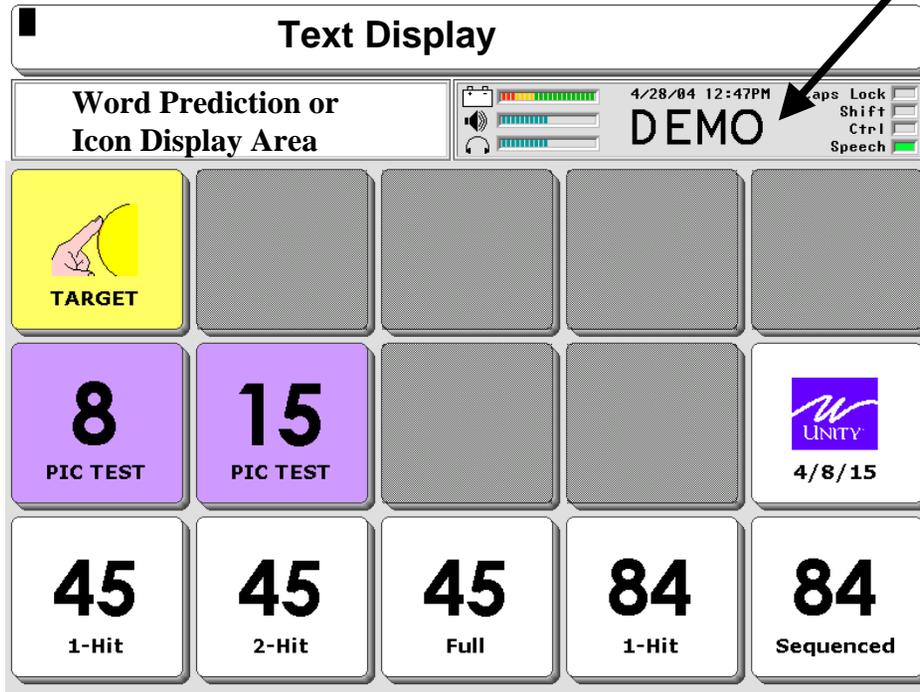
Battery Bar Graph: This shows the status of the batteries. When the graph has mostly green lines with a few yellow and red lines, the batteries are full. When there are only yellow and red lines, the battery is low. You cannot store when the battery is low. When there are only red lines the battery is almost dead and the device will shut down. Plug in the charger when there are no green lines left in the graph.

Speaker and Headphone icons: These indicate speaker and headphone volume. When lines are clear across the graph, the volume is loudest.

Total: When the lines are clear across the graph there is no more memory left in the device. If a phone card is active, memory total disappears and phone icons appear.

Caps Lock, Shift, Ctrl, Speech: When a light next to one of these functions is lit, the function is in use.

Device Status Display Area



The Exploration Wizard

➤ Non-English speaking devices may not have this overlay

The Touch Screen and the Exploration Wizard



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

➡ Do not use pointed objects on the touch screen. They will scratch the screen.

If this is your first time turning on your device since receiving it, press

and hold the  key on the front of the case until the display screen lights up, then release the I/O key. In a few seconds you will see the **Exploration Wizard**. ➡ **Note:** on non-English devices you may not see the Demonstration Overlay. The device will open in the 45 location overlay, instead. The Target key and the Unity® 4/8/15 key will take you to pages that contain a "Back" key. This allows you to return to the Exploration Wizard.

The other options contain overlays that do not allow you to return to the Exploration Wizard. For example, if you select to see the Unity® 45 2-hit overlay, the software will take you directly to that overlay and you can begin using it as your own. ➡ If you do not want to use that overlay, but want to return to the Exploration Wizard follow these steps:

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

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

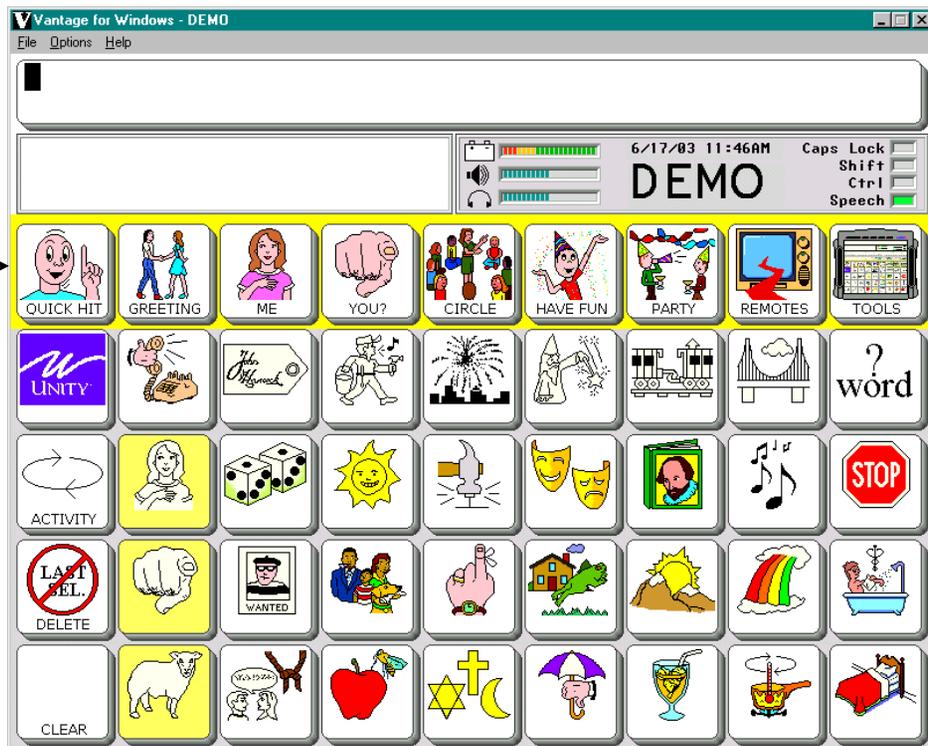
Select **Switch User Area**.

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

Select **OK**.

Select **GO TO MINSPEAK**.

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



Unity[®] 45 2-Hit Overlay



Activity Row

The Unity[®] 2-Hit Overlay

We will use the Unity[®] 45 2-Hit Overlay for examples in this manual. If you selected this key from the Exploration Wizard, the overlay should now be visible on your touchscreen.

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

The device should speak a pre-stored message.

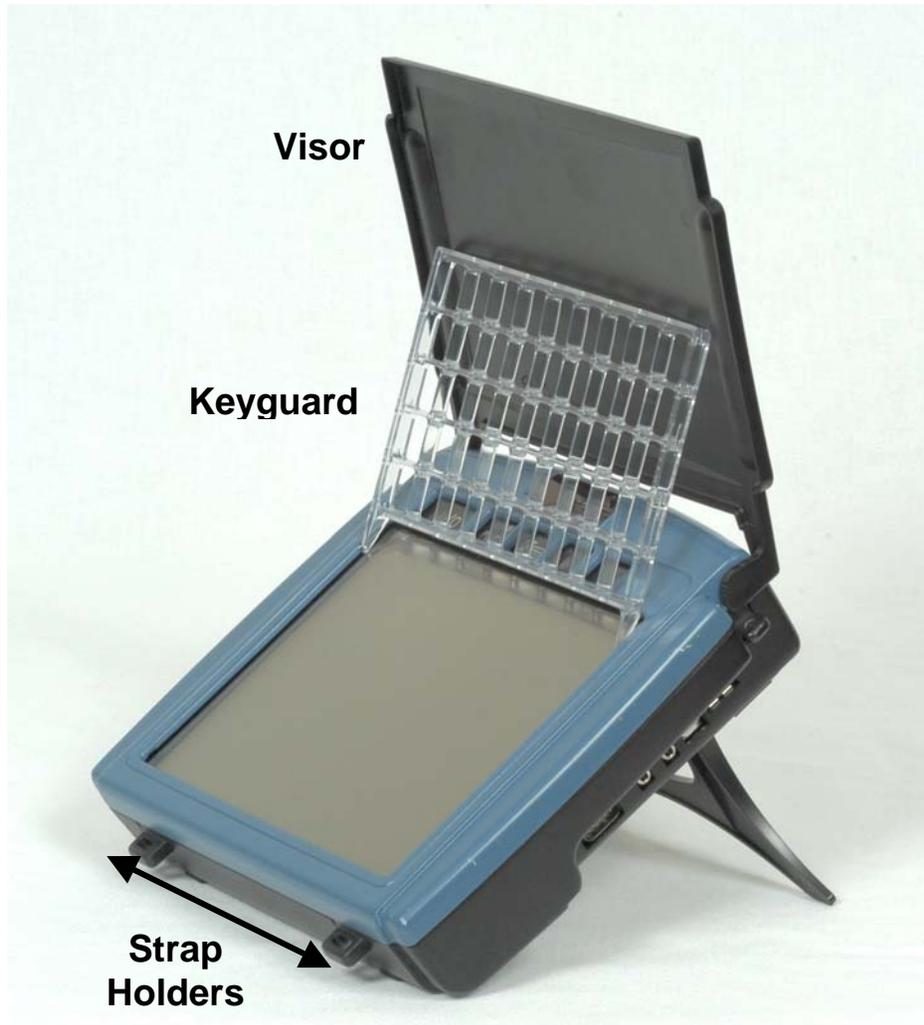
The top row of keys is the Activity Row. The third key down in the far left column says **CHOOSE ACTIVITY**. Press this key to see more activities in the Activity Row. If you want to look at some activities, press one of the keys in the Activity Row. Press **MORE** if you want to see more words in any activity. If you want to exit an Activity, press the

CHOOSE ACTIVITY key .

Activity Rows are for special vocabulary that you use in special circumstances.

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

 For information about **Icon Prediction** (the gray keys) see page 41.



Vantage with Keyguard, Visor, Table Stand
And Strap Holders

The Keyguard, Visor, Table Stand and Strap Holders

The Vantage comes with an attached visor and table stand. The Vanguard II has the table stand but no visor. Keyguards are optional.

Pull the **Table Stand** out from your device. You can place it so the device sits at different angles.

See **APPENDIX M** for information on removing the **Vanguard** table stand.

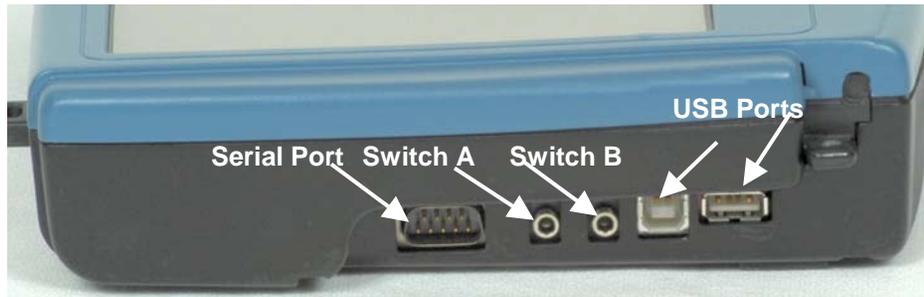


Warning! The **Table Stand** is not designed as a carrying device. Do not use it to carry your device.

A 45 or 15-location **keyguard** is an option you can purchase for the Vantage. A 45-location keyguard is available for the Vanguard II. To attach the keyguard, bend in the top left and right edges so that the top edge of the keyguard is slightly bowed. Slip the small tab on the side of the keyguard into its corresponding hole on the case.

There are two nylon mesh **strap holders** on the bottom edge of the case and the top edge of the case. You can clip the carry strap to these holders.

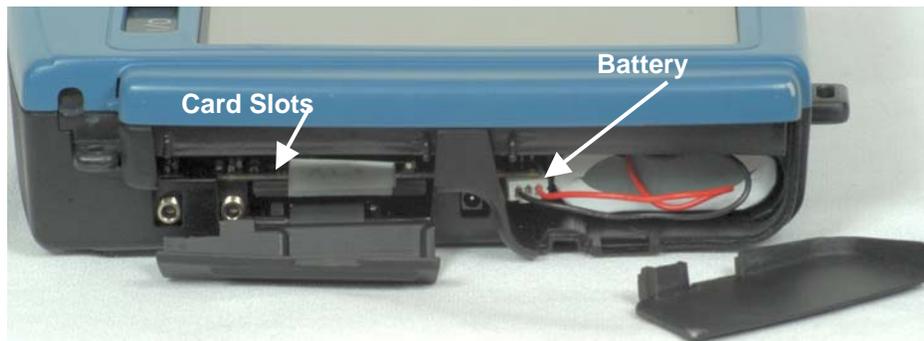
On the Vantage: When it is lowered, the **visor** serves as a protective cover over the touch screen. When it is raised, the visor helps to combat glare from various light sources. To remove the visor, just pull each leg out of its hole on the side of the case.



Right Side of the Vantage



Left Side of the Vantage



Left Side Open

The Connectors on the Sides of the Vantage

About the Side Panels on the Vantage

Left Side Panel

BATTERY DOOR: The **Battery Door** is on the corner near the bottom of the case. The door catch is on the bottom of the case. To open the door, place the device face down on a flat surface. Insert a small flat-head screwdriver under the slot between the door and the catch and press down on the catch. The door will pop open. When replacing the door, put the door in first, then latch it in place.

BATTERY CHARGER: when you charge the batteries, plug one end of the battery charger in here. Plug the other end into a working wall outlet.

MEMORY CARD DOOR: underneath this door is the card that contains the system software for your device. The system card is in the bottom slot. The center slot will take a Secure Digital card. The top slot will take PCMCIA card. To open the door, press down with your thumb or a finger and pull out on the edge (or lip) at the top of the door. To close the door, push in on the bottom part of the door.

EXTERNAL MICROPHONE: Plug an external microphone in here.

HEADPHONE/LINE OUT: Plug stereo headphones or stereo speakers in here.

Right Side Panel

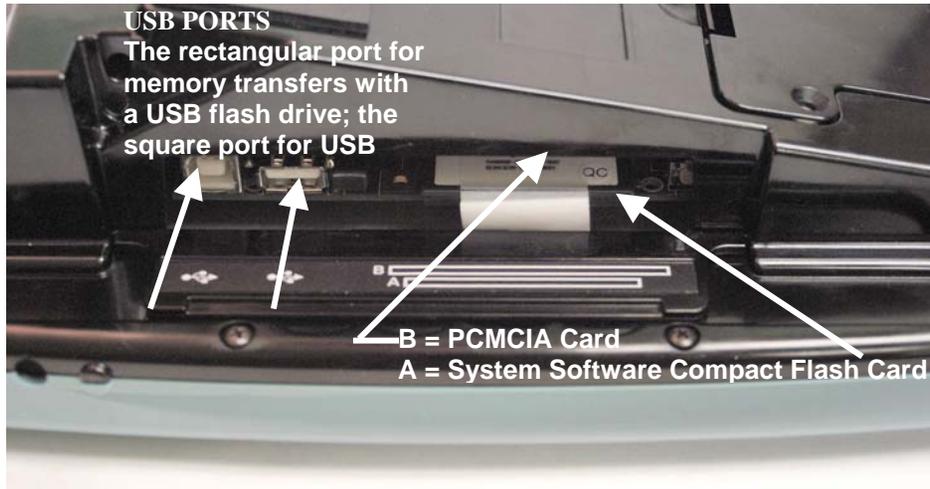
SERIAL PORT: Use this connector to connect to a computer

SWITCH A and **SWITCH B:** Plug a single or dual switch into either of these jacks.

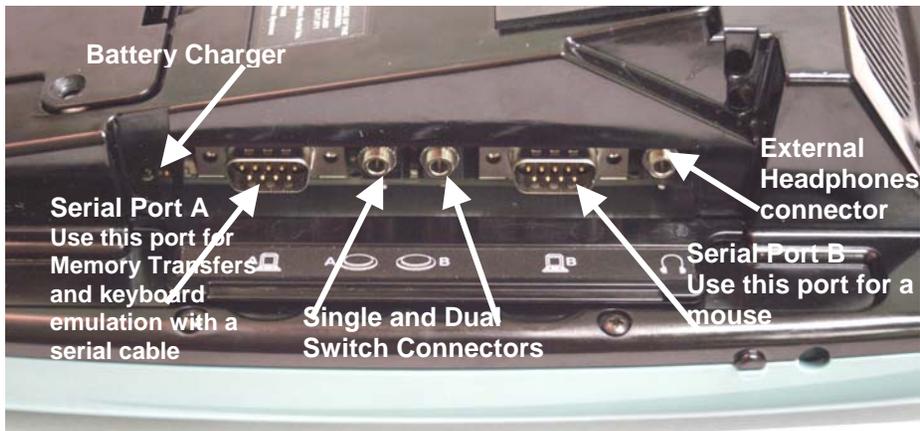
USB (2 ports): use the **rectangular** USB port for an external headpointer, mouse, joystick or keyboard and for memory transfers with USB flash drives or similar devices. The **square** USB port is for computer emulation with a USB cable.

EXTERNAL MICROPHONE: plug an external microphone into this connector.

Vanguard II Connectors



Right Side of the Case



Left Side of the Case

About the Side Panels on the Vanguard II

Summary:

A brief description of the connectors on the sides of your device.

Right Side Panel

USB RECTANGULAR PORT: the rectangular USB port may be used for an external headpointer, mouse, joystick and keyboard and for memory transfers with a USB flash drive or similar device.

USB SQUARE PORT: The square port is for computer emulation with a USB cable.

MEMORY CARD DOOR: behind this door is the card that contains the system software for your device. Slot A holds your system card. Slot B will hold a PCMCIA card. Slot C is available for a Secure Digital memory card.

Left Side Panel

BATTERY CHARGER: Plug the battery charger in here. Plug the other end of the charger into a working wall outlet.

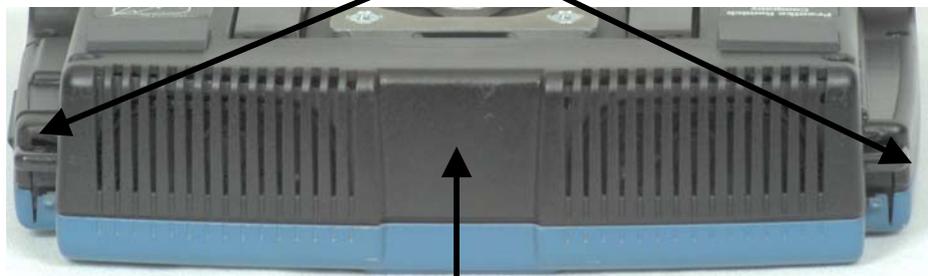
SERIAL PORT A: if you want to make a memory transfer or plug in a computer or serial printer, use this connector.

SWITCH A and SWITCH B: Plug a single or dual switch into either of these jacks.

SERIAL PORT B: Plug a computer mouse in here.

HEADPHONE/EXTERNAL SPEAKER: plug stereo headphones or amplified stereo speakers into this connector.

Vantage
STRAP HOLDERS



IR Learning and Transmitting Window



Wheelchair
mounting plate

Battery Door
(VGII only)

Table Stand on
Vantage. It's on the
edges of the VGII
case.

GETTING ACQUAINTED WITH YOUR COMMUNICATION DEVICE

Vantage/Vanguard II Manual

About the Back and Bottom of your Device

Summary:

Brief descriptions of what you will find on the back and the bottom of the case.

On the back top of each device there is a dark, rectangular window. This is the learning infrared window. You point a remote control at this window to teach remote control signals to your device. When you are using infrared to control things like a VCR, CD or computer, this window must be facing in the general direction of the object you want to control.

There are also two nylon mesh **strap holders** on either side of the IR window area. You can clip your carry strap into these holders. (You can find two more strap holders on the bottom edge of the case.)

There is a **wheelchair mounting plate** on the bottom of the case. This plate slips into the wheelchair mount to hold your device upright.

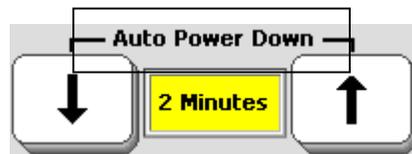
The **Table Stand** is also on the bottom of the case. **On the Vantage:** pull the stand out from the case and set your device on a flat surface. You can move the stand closer to the Vantage or further away to adjust the angle. **On the Vanguard:** if you want your device to sit at a lower or higher angle, remove the table stand from the holes that hold it in place and place it in the second set of holes. The bottom holes are lower; the top holes are higher.

Battery Door On the Vanguard II

Unscrew the screws on either side of the Battery Door at the bottom of the VGII case. Push down on the two tabs at the top of the door and lift the door off. **You should only have to remove this door** if a service technician from PRC asks you to.



Activate this key on the front of the case
To turn your device off and on.



Default = 2 Minutes

Backlight automatically turns off after 2 minutes if no activations
are made. You can select 5 or 10 minutes.



Activate this key in the Toolbox or store it on your overlay.
Activate any key or switch to turn device back on.

Different Ways to Turn your Device Off

About Auto Power Down, Power-Off and the I/O Button

Summary:

Use Auto Power Down, POWER OFF or the I/O button to turn your device Off. If you turn the device Off with the I/O button you **must** turn it back On with this button.



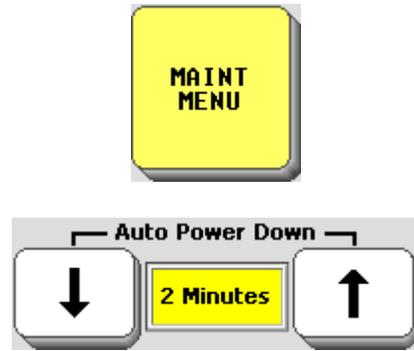
Use the  (I/O) button to turn your device On and Off. When you turn the device off with the I/O button, you must turn it back on using the I/O button.

If you forget, or are unable to press this button, the device has an "Auto Power Down" feature that automatically dims the backlight after 2 minutes if no activations have been made. (You can also select 5 or 10 minutes, but 2 minutes is the default). When you receive your device this feature is already set for you. To turn device back on, just touch the display screen.

There is also a **POWER OFF** Tool in the Toolbox. If you would like to be able to turn the device off yourself and can't press the I/O button, you can move the **POWER OFF** Tool to your communication overlay. (See pages 195-203, 233 and 213 for information on how to move Tools to your overlay.)

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

Auto Power Down



When Auto Power Down is on
and there are no key activations:

Select 2 minutes, 5 minutes or 10 minutes
before the backlight dims.
Activate any key or switch to bring it back.

After **TEN MINUTES** of dimmed backlight: the screen goes dark.
Activate any key or switch to bring it back.

After **TWO HOURS**: the device shuts down.
Activate any key or switch to bring it back.
This time it will take a few minutes to come back on.

How Auto Power Down Works

Auto Power Down

Summary:

Auto Power Down **ON** is the default setting. If two minutes pass and you make no activations on the keyboard, the backlight automatically powers down (or 'goes to sleep'). Activate a key or switch to wake it back up. Auto Power Down is in the MAINTENANCE MENU (see page 263).

When you don't make any key activations for certain periods of time, your device is programmed to power down in stages. This helps to conserve its batteries.

After **2 minutes, 5 minutes or 10 minutes** with no key activations, the backlighting goes dim. Activate any key to turn it back to bright.

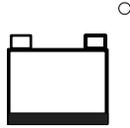
Ten minutes after the backlighting goes dim, if you still have not made any key activations, the backlighting turns off and the screen becomes dark. Activate any key to restore the backlighting and the screen.

After two hours of no key activations, the unit shuts down completely. As usual, you can activate any key to turn the unit on. However, this time your device turns on as if you had pressed the I/O button on the top of the case. The screen flashes and shows a few software instructions, and then you will see the screen you were using before the unit shut down.

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

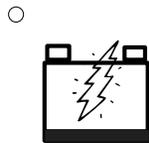
➡ **Note:** If you are using a **headpointer** and your device turns Off, you can activate a switch to turn it back on. The switch must be plugged into a Switch port on your device.

Keep your Battery Charger Handy!



The batteries are LOW when the LED next to this icon is lit (on the front of the case).

Plug in the battery charger.



When the charger is plugged in:

Fast Flashing Red LED = the device is fast-charging.

Slow Flashing Red LED = the device is trickle-charging.

Trickle-Charging = batteries are fully charged but the charger can remain plugged in.

About the Batteries

About the Device Batteries



Always use the battery charger that came with your device.

Any other charger may damage your batteries.

➡ **If you plan to store your device for a month or more without using it,** unplug the batteries from the device. See the Troubleshooting chapter for complete information.

➡ **Check your battery status in the Status Display Area**

The Battery Status bar graph in the Status Display Area of the touch screen gives you the following information:

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

Plug in Charger: no green lines at all

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

Charger Plugged in: blue lines

Low Battery Warning

When the batteries in your device get low, you hear a **Low Battery Warning**. This is a two-toned running beep. The **Low Battery LED** on the front of the case also turns on.

➡ **When the Low Battery warning sounds, you can no longer do any storing.** The warning will continue to sound at intervals until the batteries are dead. When the batteries are dead, the device powers down completely and you cannot use it.

➡ When you hear the Low Battery warning, plug in the battery charger. **If you use your device during charging,** it will take 8-12 hours to fully charge a dead battery.

When the device is not in use during charging, it will take 6-10 hours to fully charge a dead battery. A fully charged battery should last for 6-8 hours of normal use.



I want



to



have



fun!

Minspeak® Icon Sequences

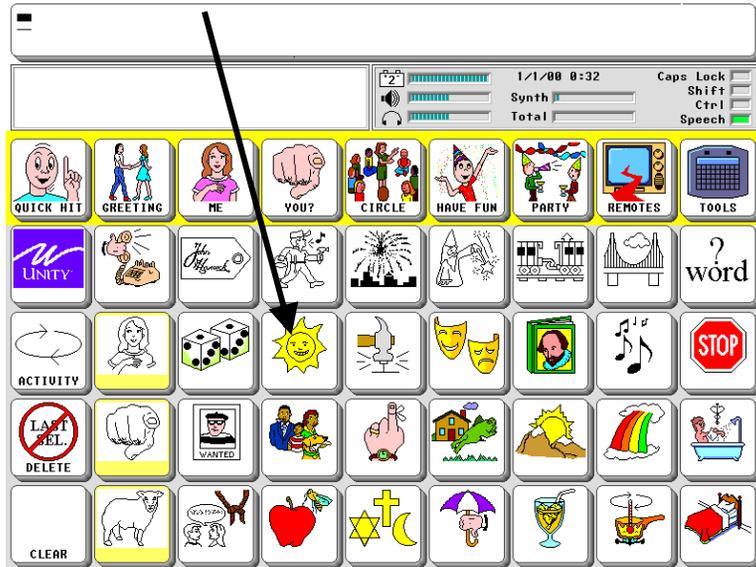
About Minspeak®

Your device uses a patented vocabulary-coding method called Minspeak to help you communicate.

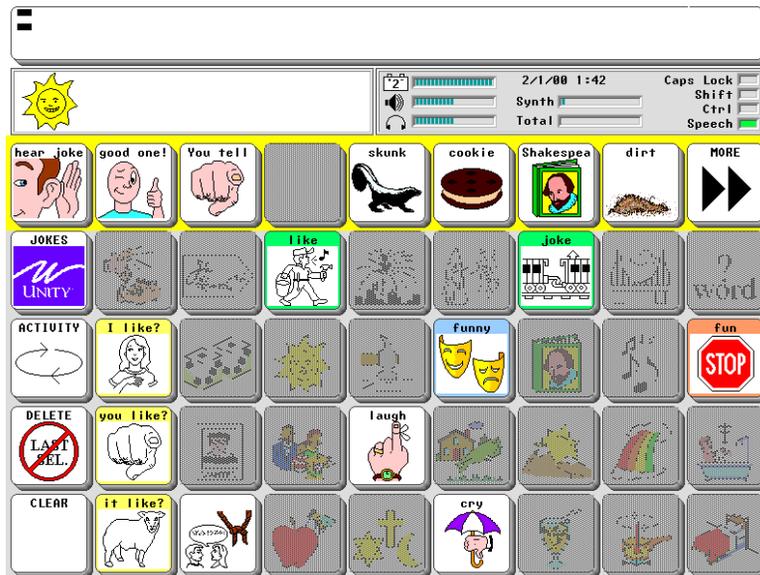
Minspeak is a means of coding vocabulary to a small set of icons that are rich in meaning. Minspeak's use of icons taps into a person's natural tendency to associate multiple meanings to pictures. By coding a large vocabulary of words, phrases and whole messages using this small set of icons, Minspeak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

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

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



Activate an Icon



Icon Prediction Grays Out all the Icons
that do not Contain Messages

Icon Prediction Shows Where You Have Messages Stored

Summary:

When Icon Prediction is ON, the icons where messages are stored are bright, other icons are gray (or white).

The **Icon Prediction** option is in the **FEEDBACK** Menu. The default for Icon Prediction is On and unpredicted keys turn gray. You can select **Gray**, **White** and **Off**. If you select **White**, unpredicted keys turn white so that nothing is visible on the key.

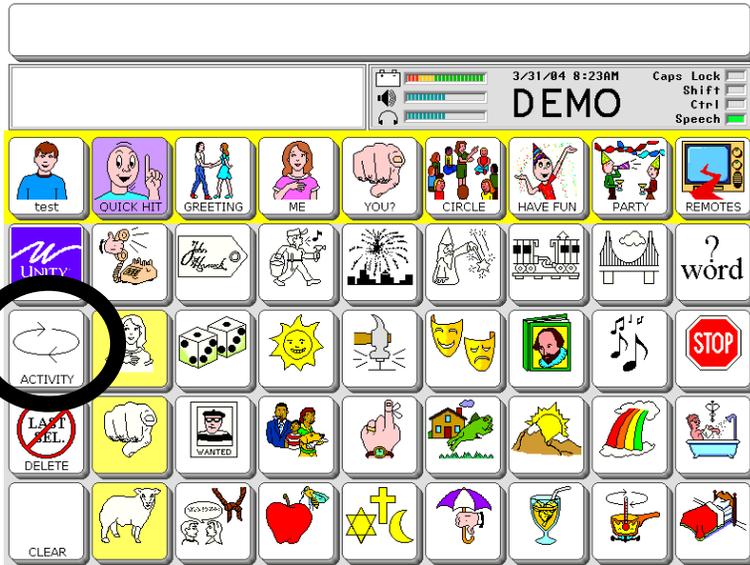
If you have pressed any keys on the screen, you have probably noticed that some icons on the keyboard remain bright and some are gray. This is called **Icon Prediction**. The bright keys tell you that they are possible selections for messages that are part of the vocabulary that was pre-stored in your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

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

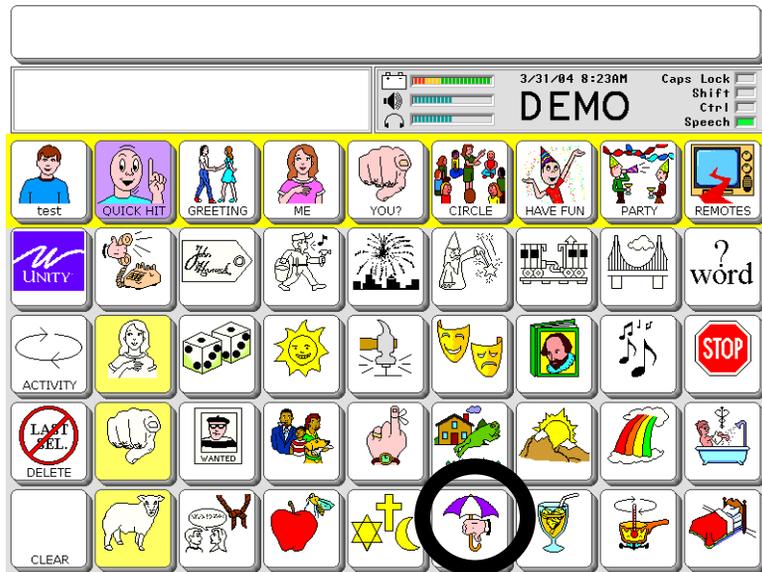
Once a message is spoken, the device returns to showing all the icons. When you press a key again, some keys will remain bright and some will turn gray.

With Icon Prediction On, if you press a grayed out key the display shows the icon of the key in the icon display area. The overlay resets and all keys with messages become bright again. This means that there is no message stored under the key you just pressed.

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



The key above is at **ROW 3, COLUMN 1**



The key above is at **ROW 5, COLUMN 6**

GETTING ACQUAINTED WITH YOUR COMMUNICATION DEVICE

Vantage/Vanguard II Manual

About Finding Keys

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

For example, on the Unity® 45-2-Hit overlay, there are five rows of keys from the top to the bottom of the overlay. There are nine columns of keys from left to right on the overlay.

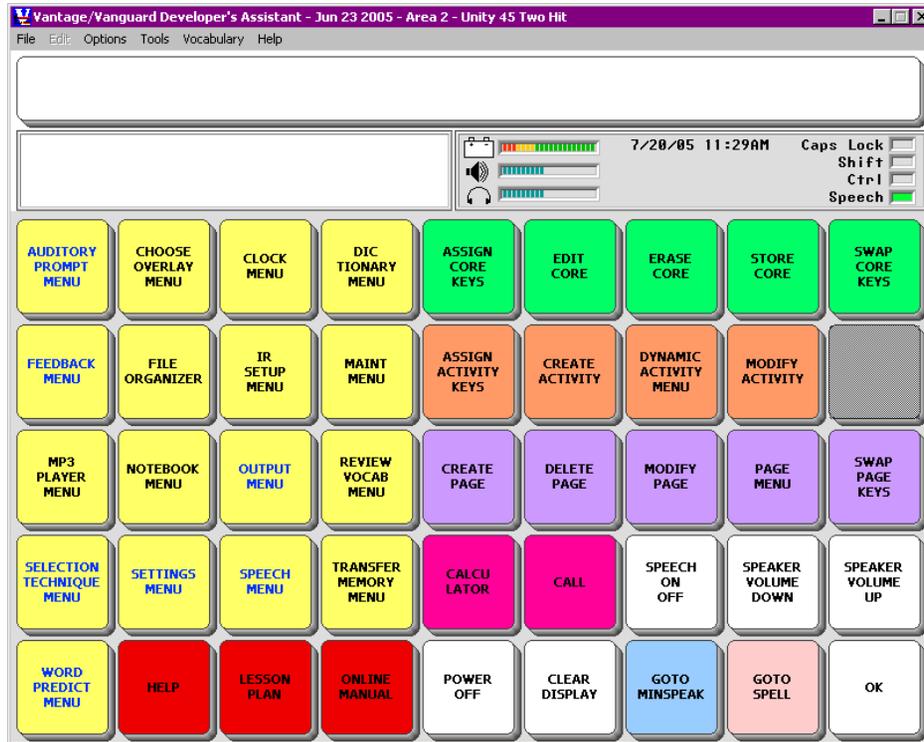
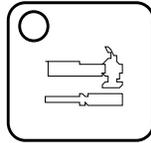
The key with the HAMMER on it is at location ROW 3, COLUMN5 (R3C5). If you prefer, you could say COLUMN 5, ROW 3.

The key that is labeled CLEAR is at ROW 5, COLUMN 1 (R5C1).

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

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

Activate the TOOLS key on the front of the device.



The Toolbox

About the Color-Coded Toolbox

Summary:

Open the Toolbox by pressing the TOOLS key on the front of the case. The key has a picture of a hammer and screwdriver on it. The Toolbox contains the "Tools" that you need to set up your device. The keys are color-coded according to what options the keys give you.

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

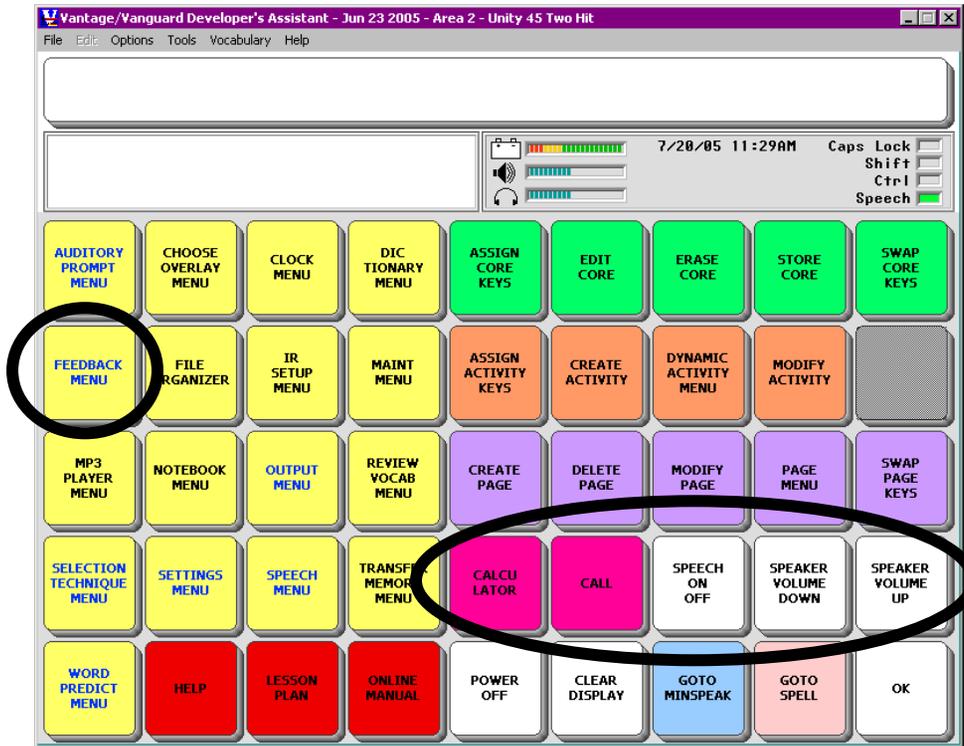
Go to the Toolbox by pressing the  TOOLS key on the front of the case.

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

Activate the FEEDBACK MENU. This menu allows you to choose the kind of feedback you want from your device. Activate OK or CANCEL to exit the menu. The CHOOSE OVERLAY MENU allows you to choose a keyboard size, a communication overlay and a spelling overlay. You can load a computer overlay from this menu.

You can go to your Core Vocabulary (GO TO MINSPEAK) overlay or the spelling keyboard from the Toolbox by activating either of those keys.

 **Note:** You can store the Tool, GO TO TOOLBOX, under an icon sequence on your communication overlay if you decide you want to have access to it on your overlay. See pages 195-203 to learn about storing Tools on your overlay.



Change the Speaker and Headphone Volume
in the Toolbox or in the FEEDBACK MENU

Change the Speaker and Headphone Volume

You can quickly change the speaker volume or external headphone volume

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

The white keys at R4C6, R4C7, R4C8 and R4C9 allow you to change the speaker and earphone volume.

Press the **SPEAKER VOLUME DOWN** key at R4C8. Look at the Status Display Area. As you press the **SPEAKER VOLUME DOWN** key, the lines on the graph next to the picture of a speaker disappear. The fewer lines there are in the graph, the lower the volume of the speaker.

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

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

The same actions apply to adjusting the Earphone volume.

➡ You can also set the speaker and headphone volume in the **FEEDBACK MENU**.

➡ You can change the Beep volume in the **FEEDBACK MENU**.

About the CALL Tool in the Toolbox

Summary:

CALL is designed to bring someone to the aid of the person who is using the device. When you activate CALL, your device emits a series of recognizable beeps that indicate a need for some kind of help.

The **CALL** Tool is at R3C1 in the Toolbox.

There will probably be times when you will want some assistance. The CALL Tool is just for this purpose.

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

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

➡ **Note:** See pages 195-203, 233 and 213 to learn how to copy this Tool to your communication overlay.

Setting Up your Communication Device

KEYBOARDS

OVERLAYS

SELECTION TECHNIQUES

USER AREAS

Set-Up Options

About Setting Up your Device

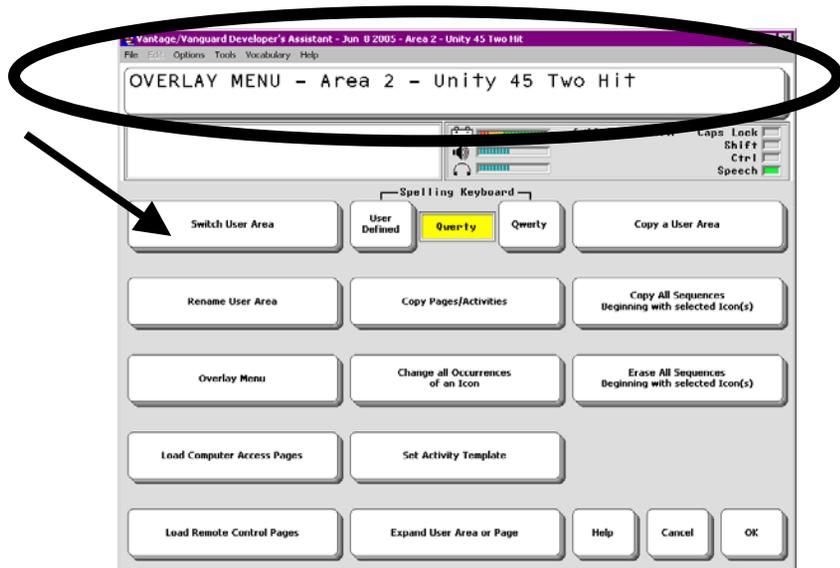
Your ability to use your device for maximum communication will depend in part on setting it up so that it suits your individual communication needs. In this section you are going to learn how to set up your device so that you can use it easily and efficiently.

The Toolbox gives you a lot of set-up options. In the CHOOSE OVERLAY MENU you can choose from among six different User Areas. You can select to use an 84, 45, 15, 8 or 4-location communication keyboard. There are many different overlays that contain pre-stored vocabulary. There is also a blank overlay in each keyboard size. There are different spelling keyboard overlays. There are also a number of different computer access pages and remote control pages to choose from. All of these options are available to you in the CHOOSE OVERLAY MENU in the Toolbox.

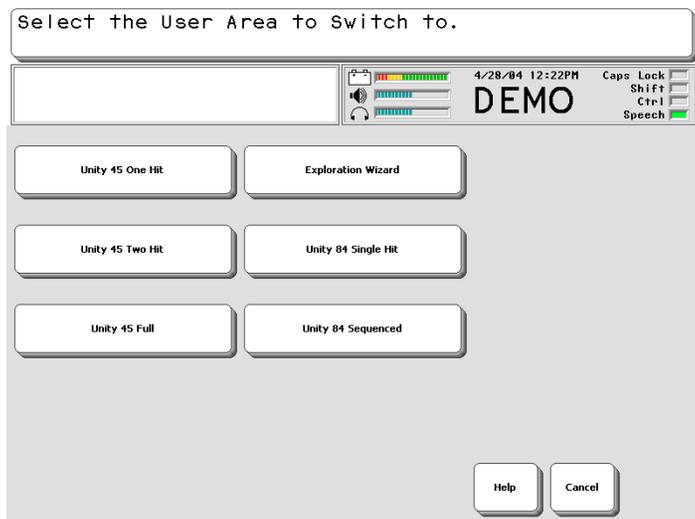
You will use the SELECTION TECHNIQUE MENU to make choices about the kind of selection technique you want to use. Can you activate keys by pressing on them? Then you might want to use the keyboard as a selection technique. If you can't press directly on the screen, you might want to use a headpointer or a switch. Maybe you would like to try a joystick.

Efficient communication involves picking the options that will work best for you. You might want to try different combinations of options before you settle on the ones that you like best.

The rest of this section will help you to learn about the set-up options and how to use them.



Current User Area Displayed in Text Area



Select a User Area to Switch to

Select a User Area

About User Areas

Summary:

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

There are six User Areas in your device. Each Area can be set up differently. The defaults are: User Area 1: Unity® 45 1-Hit vocabulary; User Area 2: Unity® 45 2-Hit vocabulary; User Area 3: Unity® 45 Full vocabulary; User Area 4: Exploration Wizard; User Area 5: Unity® 84 1-Hit vocabulary and User Area 6: Unity® 84 Sequenced vocabulary.

You select a User Area by opening the CHOOSE OVERLAY MENU in the Toolbox. Select the **Switch User Area** option. Then select the pre-stored overlay you want to use.

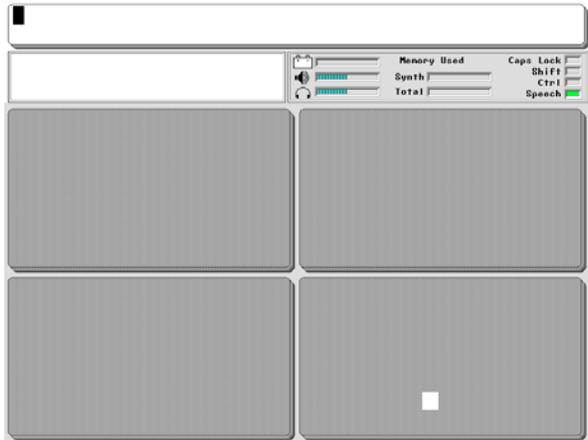
The **Overlay Menu** option allows you to change the overlay in any Area. You can select the keyboard size, the overlays you want to use and a spelling keyboard from this option, too. Other options allow you to switch to a different Area, name an Area, load computer access pages or remote control pages and copy pages and activities. Choose a selection technique for your Area from the SELECT TECHNIQUE MENU.

If different people are using the device, each person can have his or her own User Area complete with its own settings, overlays, keyboards, activities and pages. If one person is using the device he or she might like one User Area to be used with a switch or headpointer. Another Area might use keyboard access. One Area might be set up for school situations and another for when the user is at home.

➡ **Note:** The selection technique you choose will be active with all the overlays in your User Area. If you set up a new User Area, the selection technique settings for another Area do not transfer to the new Area. You must select the technique you want for the new Area.



8-Location Keyboard



4-Location Keyboard

About Choosing a Keyboard Size

Summary:

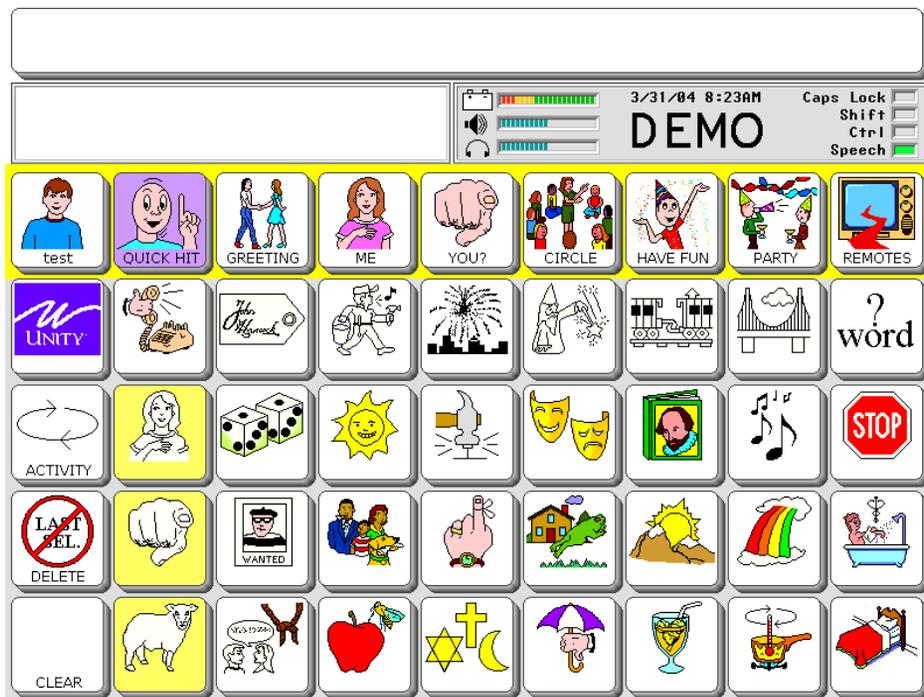
Keyboard refers to the number of key locations that are visible on the screen. You select keyboard sizes for two separate screens: the communication screen and the spelling screen. You cannot select a differently sized keyboard for the Toolbox.

The CHOOSE OVERLAY MENU in the Toolbox offers you many options. You can use six different User Areas. Each User Area can be set up with different communication overlays, spelling keyboards, selection techniques, etc.

There are a variety of different overlays to choose from. Some of the overlays are blank and come in different keyboard sizes. A blank overlay does not come with pre-stored vocabulary. The overlays that contain pre-stored vocabulary all use an 84 or 45 location keyboard, except for the 4/8/15 Demo overlay. There are also Computer Access and Remote Control Pages that you can load.

All the overlays allow you to press the keys directly on the screen or to plug in a headpointer or switch to select locations.

You will also select a spelling keyboard. One spelling keyboard has the letters arranged like the letters on a typewriter or computer keyboard (QWERTY). The User Defined spelling keyboards might be ABC or Scanning, whatever you select.



Unity[®] 45 2-Hit Overlay

About the Communication Overlays

When you create your own User Area, select a keyboard size for your communication screen. Then select a communication overlay to use on the keyboard. The kind of overlay you choose for your keyboard will help you to communicate efficiently.

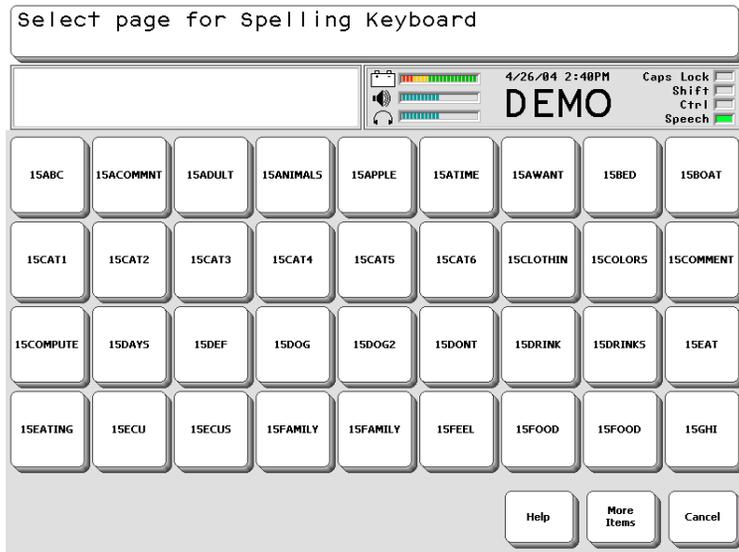
Right now your device has a variety of **Unity**[®] overlays that come with pre-stored Unity vocabulary and activities. Unity is based on the Minspeak[®] system for language organization and all Prentke Romich Company communication devices use Unity overlays. This means that if you learn to use a Unity overlay on one PRC device, you can easily move to any other PRC communication device without having to learn a totally new overlay. The device also contains the **MinTalk**[™] and **WordCore**[™] overlays for users who may not want Unity overlays. The MinTalk overlay also has pre-stored vocabulary and activities. All of these overlays work only with the 45-location keyboard. **Unity 84** uses an 84-location keyboard. If you are going to use a 15, 8 or 4 -location keyboard, you must select the **blank** overlay and then create the overlay yourself. If you select a blank overlay you will also have to create your own Spelling Keyboard. You can check out the 4/8/15 Demo vocabulary overlay to get an idea of what you might want on your overlay.

Use the overlays to store and retrieve messages. With some of the Unity overlays you must activate 2 icons in a sequence to retrieve messages (2-hit) and with some you only need to activate one icon (1-hit). The Unity 84 overlay contains more vocabulary than any of the other overlays.

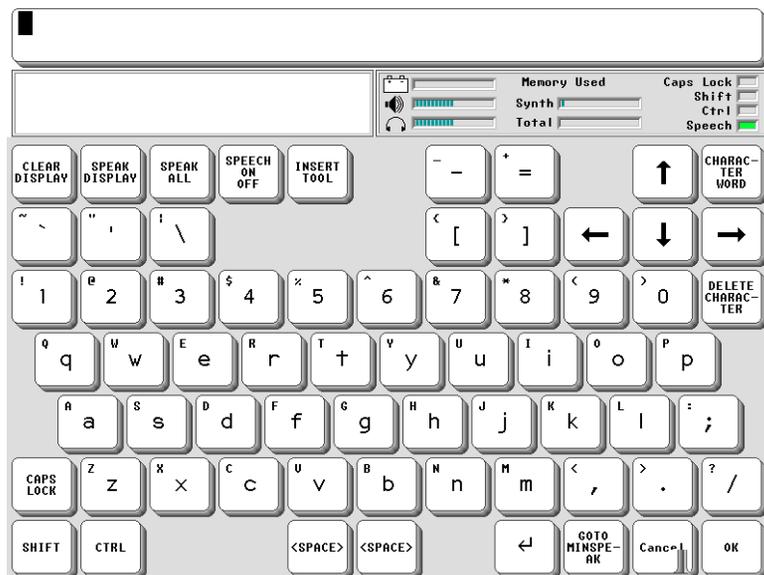
➡ In this manual we are using the **Unity Enhanced 2-hit** overlay for examples.

When you store messages using a 15, 8 or 4 location overlay, you must use the same overlay to recall the messages. This means that you cannot recall messages stored in 15, 8 or 4 locations if you are using the 45 location overlay.

The **Tour Guide** explains these overlays and how to use them in more detail.



Spelling Keyboards (User Defined Option)



QWERTY Spelling Keyboard

About The Spelling Keyboard

Summary:

From the CHOOSE OVERLAY menu you can choose from a number of User Defined spelling keyboards or a QWERTY keyboard. The QWERTY is arranged like the keys on a typewriter or computer keyboard. The User Defined keyboard choices have other arrangements of letters and numbers.

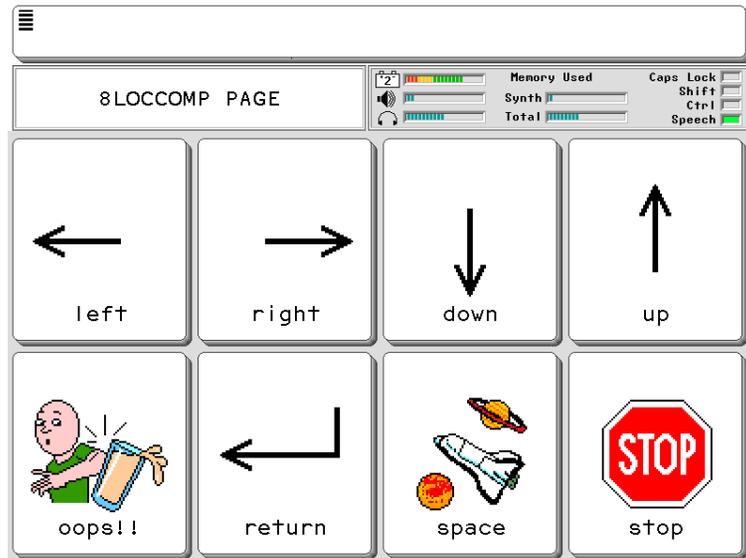
The CHOOSE OVERLAY menu has two choices for a spelling keyboard: a **QWERTY** keyboard or a **User Defined** keyboard.

The QWERTY keyboard overlay has the spelling characters arranged the same way they are on a typewriter or computer keyboard. If you select this keyboard, activate the SHIFT key to use the characters in the top corners of the keys. The QWERTY is the default spelling overlay.

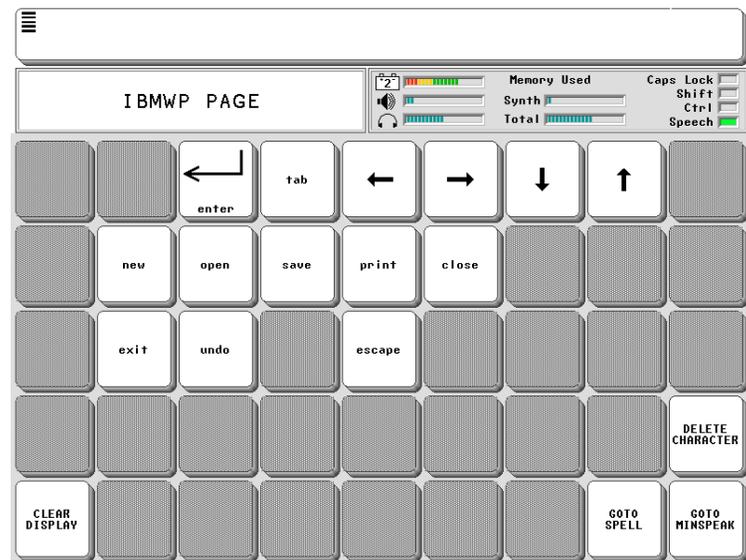
If you select **User Defined**, press the User Defined key again and you will see a message box that tells you what the current spelling page. If you want to see different spelling pages, select YES. You can select an ABC overlay where the letters are arranged alphabetically or a spelling keyboard created especially for scanning. Press the MORE KEYS button on the first page to see more Spelling Keyboard options. ➡ If you created your own overlay from a blank one, you will also have to create your own Spelling keyboard.

If you are using a QWERTY spelling overlay and want to change to a User Defined one, you may have to select the **User Defined** option **twice**. You will see a message box asking if you want to change the Qwerty overlay.

➡ **Note:** If you are using a keyguard or scanning you must select a spelling keyboard other than the QWERTY. (A programmer can select the QWERTY, just remember to change back to the User Defined keyboard for the person using the device.)



8 Location Computer Overlay



IBM Word Processing Computer Overlay

About the Computer Access Pages

You can use your device as a computer keyboard.

Your device has a number of pages that are already set up for computer access. You can select an 8-location overlay that contains the computer keys that are commonly used with computer games and educational software.

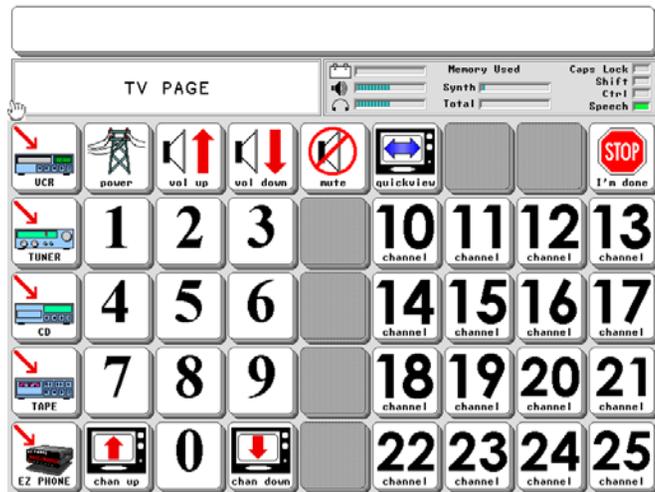
There is a word processing overlay to use with IBM or IBM clones, and one for the Macintosh. These overlays contain the keys that are used most frequently when you are doing word processing.

There are six (6) additional overlays that are specific to different monitor sizes for Mac and IBM computers. These overlays contain pages with computer keyboard keys, keys for using a mouse and keys for opening and using menus. These 6 overlays allow your device to be used for complete computer keyboard and mouse control.

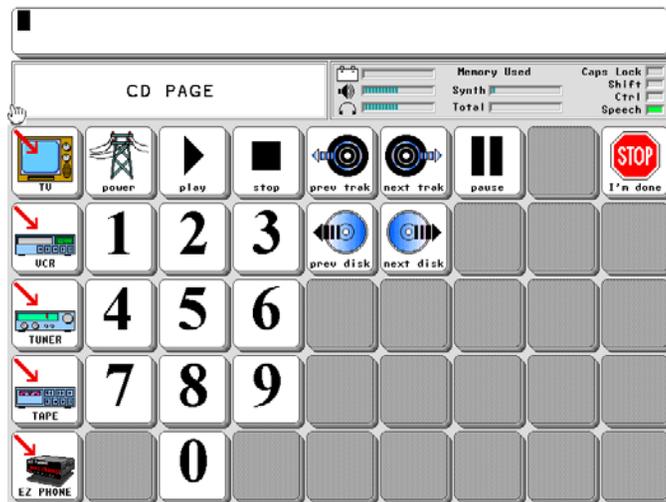
The 8 location computer access overlay and the word processing overlays are loaded into the device as single pages. The other options (complete computer access) are loaded as four pages of commands plus a computer access Activity for the Activity Row.

For more information about the computer access overlays see the chapter, **Using a Computer**.

➡ **Note:** To access a computer from your device you need to have a keyboard emulator. If you want to be wireless you also need an infrared receiver (IRR).



TV Remote Control Page



CD Remote Control Page

About the Remote Control Pages

If you have a remote control for your TV, VCR, CD player, Tuner, tape deck, etc. you can teach the remote control signals for these appliances to your device. You can then use your device as a remote control.

There are Remote Control pages already set up in your device for the electronic appliances mentioned above. All you have to do is to teach your remote signals to the Vantage or Vanguard II and you are ready to go.

There are also pages set up for an EZ Phone and an X-10 system. Your device already knows the signals for both these devices so you don't have to teach them.

For more information about the Remote Control overlays, see page 331 and the rest of the Remote Control chapter.

The EZ Phone can be purchased from Apt Technology in Shreve, Ohio.

X-10 access requires a Command Center and wireless appliance or lamp modules.

About Pages and Activities

Every overlay with pre-stored vocabulary has Pages and Activities as part of the vocabulary. Activities allow you to carry on conversations about specific subjects like shopping or movies. You can talk while you are attending specific events like a party or work. While you are in an Activity, you still have instant access to your core vocabulary. Activities can be accessed through the Activity Row at the top of each overlay.

There are also a number of Pages you can use. Pages allow you to play games, use a computer or read books. You do not have instant access to your core vocabulary when you are using Pages.

The **CHOOSE OVERLAY MENU** has an option that allows you to **Copy Pages and Activities** from your current User Area to another User Area. You can copy specific Pages and Activities, or all of the Pages and Activities in a given Area. You can even copy an entire user area

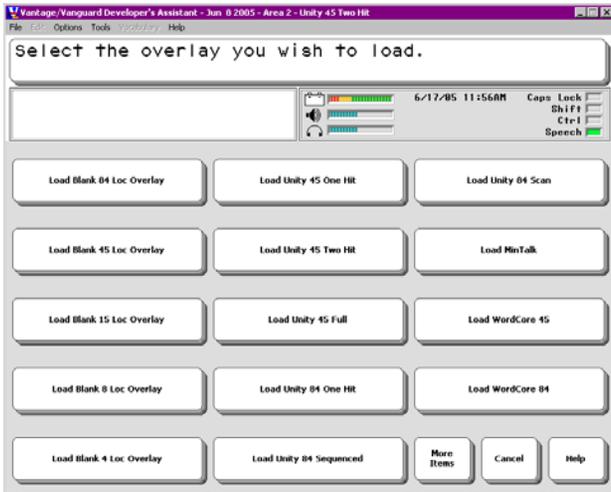
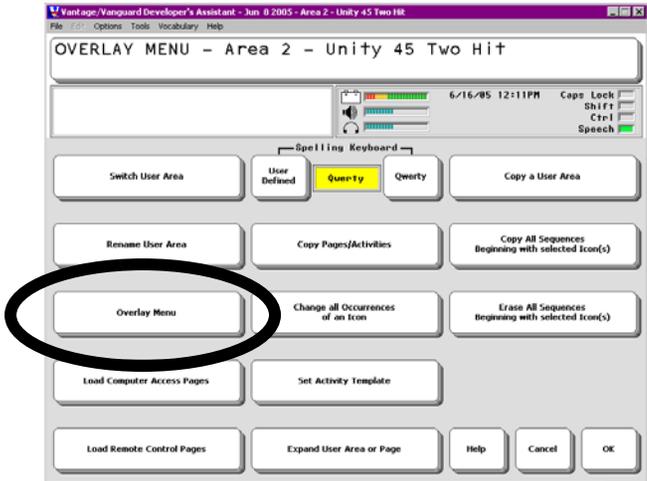
You can select **Expand User Area or Page** to include a small keyboard within a larger one, for example, a 15-location keyboard within a 45-location, or 45-location keyboard within an 84-location.

Each default overlay in your device has a template. You can select the **Set Activity Template** option for whichever template you prefer and use it when you create Activities.

You can **Change All Occurrences of an Icon** automatically. This means you can change a key's original icon to a different one and tell the device to use the new icon in all instances where the original icon was used. Or you can copy or erase all sequences that begin with a certain icon

These options are all explained elsewhere in this manual.

**CHOOSE
OVERLAY
MENU**



The CHOOSE OVERLAY MENU

Using the CHOOSE OVERLAY MENU

To Choose a User Area, Keyboard and Overlay

Go to the Toolbox screen by pressing the button with the picture of the hammer and screwdriver on it on the front of the case: .

When you see the Toolbox screen, press the key labeled CHOOSE OVERLAY MENU. The menu opens and the Text Display Area on your device shows the User Area you are in as well as the overlay you are using.

If you want a different User Area, activate the **Switch User Area** option.

To select a different keyboard and overlay, activate the **Overlay Menu** option.

Select either the QWERTY for your spelling keyboard or a User Defined keyboard.

You cannot select a 15, 8 or 4 key spelling keyboard unless you are using one of those overlays and keyboards.

Activate OK when you are finished.

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

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

Selection Techniques

Keyboard

Tracker™ Internal Headpointer

Single (1) Switch

Dual (2) Switch

Joystick

The Selection Techniques

What are the Selection Techniques?

Summary:

A Selection Technique is what you will use to control your device. You can select **Keyboard**, **Headpointing**, **1-Switch**, **2-Switch**, and **Joystick**. A Joystick takes an adapter.

➡ **Warning!** All selection techniques require a positioning analysis to prevent repetitive stress injuries.

Keyboard:

The keyboard refers to the number of keys you have on the device screen. Press the keys on the screen to activate them. The keyboard is always active no matter what technique you choose.

Headpointer

Madentec's Tracker™ technology is integrated into the Vantage and Vanguard II. Place the small reflective dot on your forehead and face the headpointing sensor (window) on the front of the case.

1-Switch Scanning

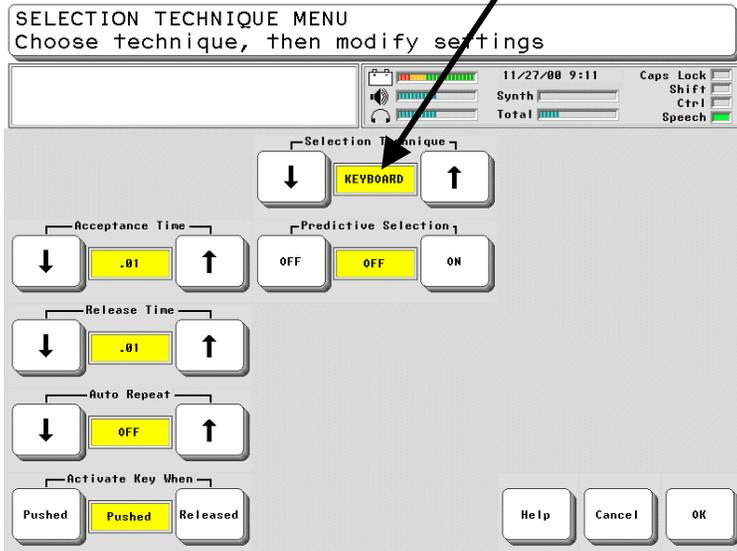
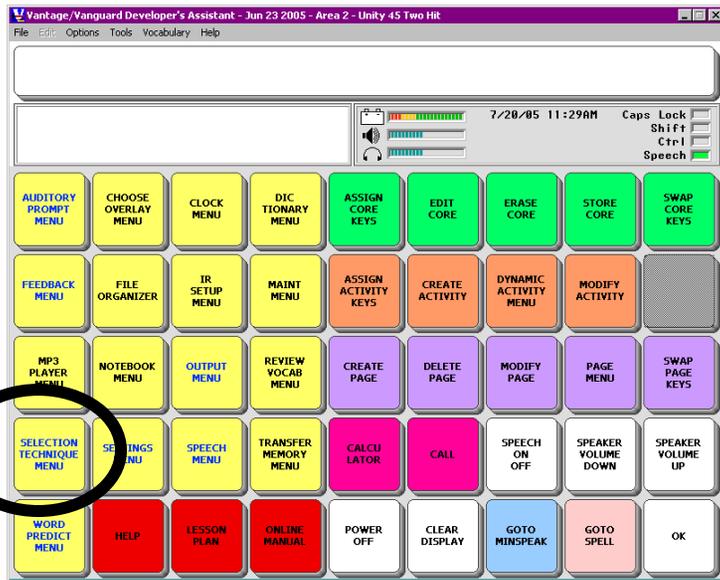
Use a single switch to scan to any key on the keyboard. Choose to scan by rows and columns or by columns and rows. Plug a single switch into either the SWITCH A or SWITCH B jack on your device's side panel.

Dual or 2-Switch Scanning

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

Joystick

➡ You must have an adapter to use a joystick. See page 513. Allows you to scan up, down, right, left and diagonally.



Choose a Selection Technique
in the SELECTION TECHNIQUE MENU

Using the SELECTION TECHNIQUE MENU

Summary:

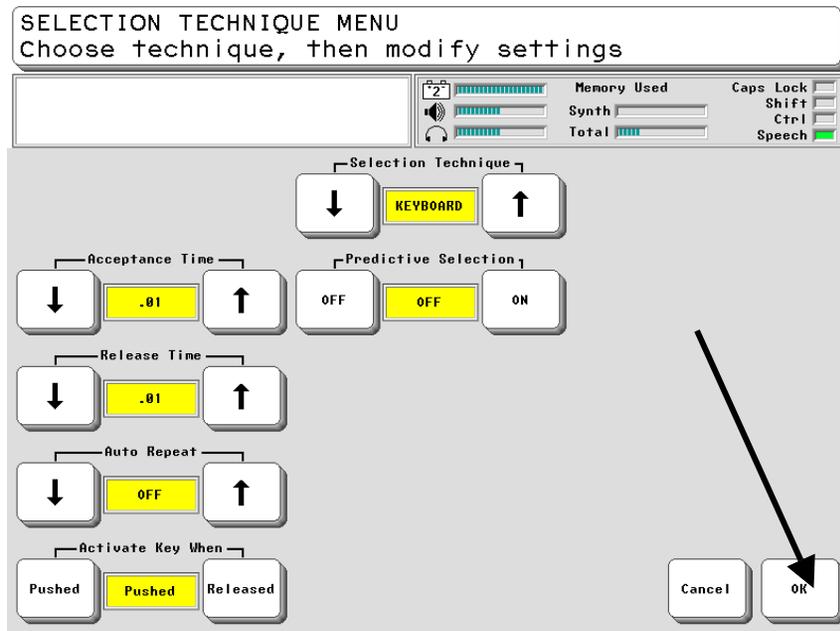
Activate the TOOLS key to go to the Toolbox screen. Then press the SELECTION TECHNIQUE MENU key. Choose a selection technique from the menu. Then choose the modifications you want to make.

➡ **Note:** Your device will automatically save the keyboard size, overlay and selection technique you select for the User Area that is currently active.

To Choose a Selection Technique:

1. Press the TOOLS button  on the front of the case or on your overlay.
2. Press the SELECTION TECHNIQUE MENU in the Toolbox.
3. Press the up or down arrow until you see the name of the selection technique you want in the text box. When you choose your technique, the screen will show you the options that are available for that technique.
4. Select the options that you want to use, then press the OK key to save your settings and to return to your overlay.

The different selection techniques are discussed in the next few pages. After you have decided on a selection technique look through pages 83-113 for explanations of the options that apply to your technique.



Select your keyboard options, then select OK.

Keyboard Selection Technique

Keyboard

Summary:

If you choose Keyboard for your selection technique, you must be able to press on the keys with your finger or some kind of "point and press" device. Choose Keyboard from the SELECTION TECHNIQUE MENU on the Toolbox screen. Press TOOLS to get to the Toolbox screen.

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

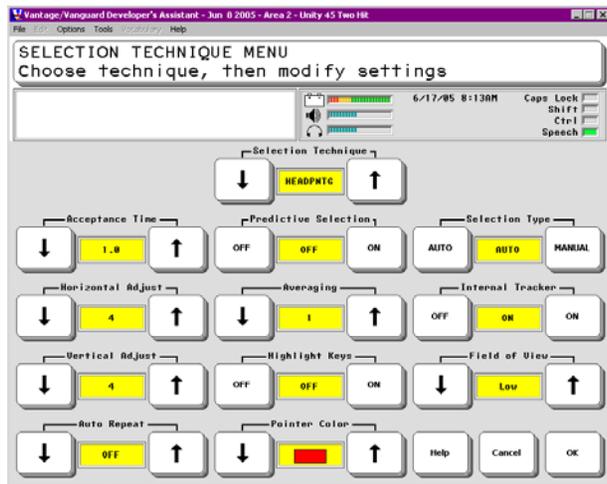
➡ The touch screen is hard plastic. Be careful not to scratch it with your pointing device.

The keyboard is the default selection technique for your device. Turn your device On and then press the keys on the keyboard. The options for the KEYBOARD selection technique are explained in the Options section of this chapter beginning on page 83.

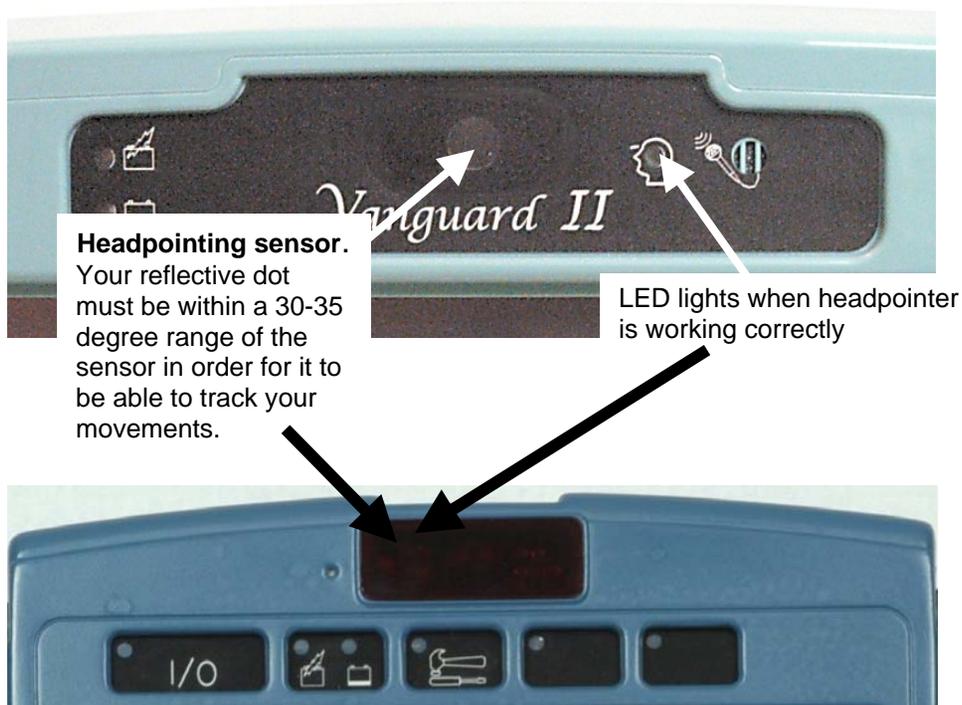
➡ **Note:** The selection technique you choose to use with your overlay can also be used with the Toolbox screen. If you are scanning, you can scan in the Toolbox; if you are using a headpointer, you can use it in the Toolbox.

➡ **Remember:** no matter what selection technique you choose, the keyboard is always available for you to use.

➡ You can order 45, 15, and 8-location keyguards from Prentke Romich to place over the touch screen keyboard if you find it is necessary. Other keyboard sizes must be special-ordered.



Headpointing Options



Headpointing

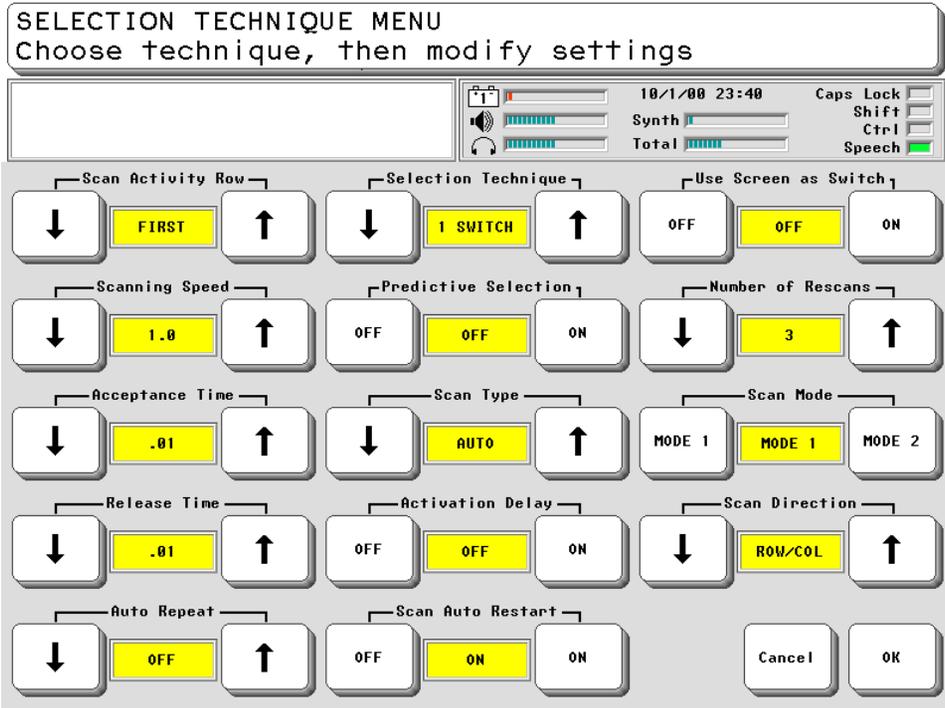
Headpointing for the Vantage and Vanguard II uses Madentec's Tracker™ technology and is already integrated into the device. If you purchase the headpointing option the only "headpointer" you will need is the reflective dot that came with your device. You stick this small dot on your forehead, on the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

Go to the TOOLBOX and select **Headpointing** for your selection technique. Make sure the **Internal Tracker** option is set to ON.

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

Once the headpointer is working correctly, go back to the SELECTION TECHNIQUE MENU and select the headpointing options you want to use. Read about other headpointing options in the Selection Technique Options part of this chapter beginning on page 83.

↻ If want to use an external headpointer, not the internal Tracker, turn the **Internal Tracker** option to **OFF**.



1-Switch Options

1-Switch

Summary:

Plug a single switch or a dual switch (use only the SELECT side) into either Switch A or Switch B on the device's side panel. The default scan is 'automatic' and the default scanning speed is '1 second.'

You can scan with a single switch, by using only the SELECT side of a dual switch, or you can use the display screen as a switch. You can use 1-Switch scanning with the all keyboards.

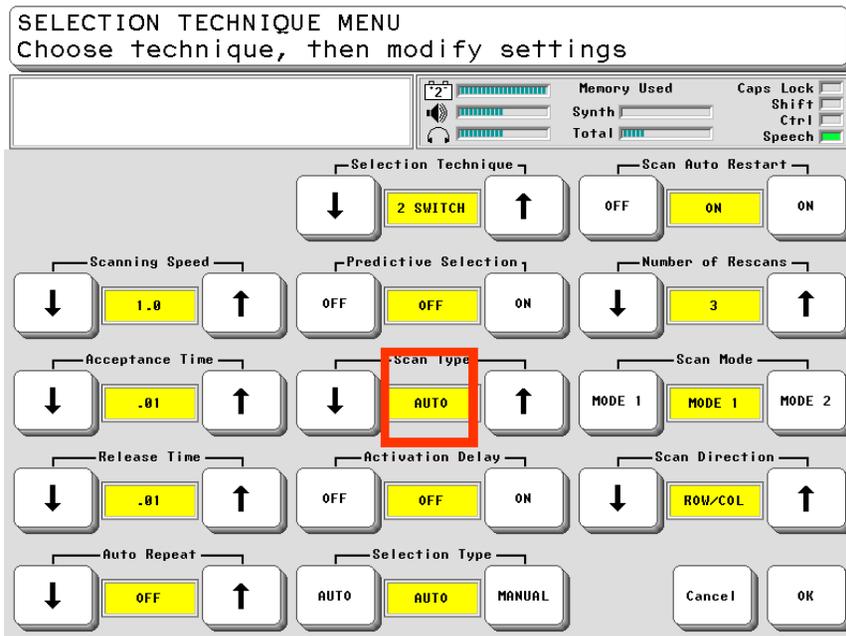
➡ If you select the **Use Screen as Switch** option, the display screen acts as a switch. Tap the screen to make selections. This option **does not** work when you are in the Toolbox.

Plug your switch into the connector labeled SWITCH A or SWITCH B

on your device. Activate the TOOLS button  on the case to go to the Toolbox screen. Activate the SELECTION TECHNIQUE MENU. Select **1-Switch** in the **Selection Technique** box. The screen will show the 1-Switch scanning options. Explanations for these options can be found throughout the remaining pages in this chapter.

➡ **Note:** You will use your selection technique with any overlays in your area (i.e, whether you are using an 84,45, 15, 8 or 4-location overlay).

When you have finished with the SELECTION TECHNIQUE MENU, press the OK key.



2-Switch Options

2-Switch

Summary:

Use two single switches or one dual switch to scan up, down, left and right or to do 2-switch row/column scanning. Plug the switches into the SWITCH A and/or SWITCH B connectors on the device. After each activation the scan returns to the center of the keyboard.

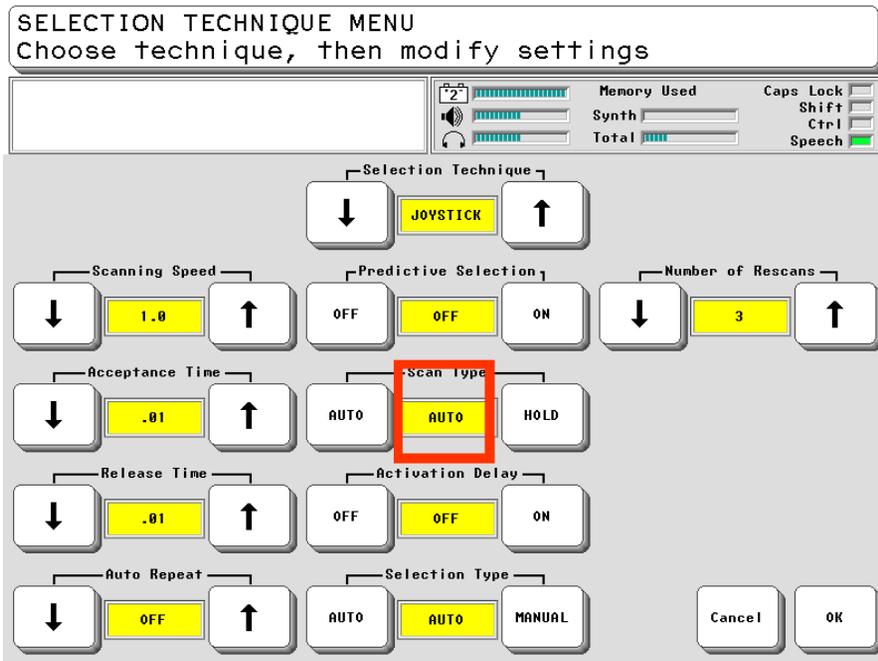
2-Switch

With 2-Switch Scanning you can use either two single switches or one dual switch. If you have two single switches, plug one switch into the connector marked SWITCH A and plug the other switch into the connector marked SWITCH B on your device. If you have a dual switch, plug it into either switch connector. Select **2 Switch** in the SELECTION TECHNIQUE MENU.

If you are using a dual switch and select the **Manual** option, plug the dual switch into the SWITCH A connector. Plug the extra switch into the SWITCH B connector

Activate the TOOLS button on the case to go to the Toolbox screen. Activate SELECTION TECHNIQUE MENU. Select **2 Switch** in the **Selection Technique** box. The screen will show the 2 Switch scanning options. These options are described on pages throughout the rest of this chapter. When you have finished, select the OK key.

➡ **Note:** You will use your selection technique with any overlays in your area (i.e, whether you are using an 84, 45, 15, 8 or 4-location overlay).



☞ You must have a Joystick adapter in order to use a Joystick with your device.

Joystick Options

Joystick as a Selection Technique

Summary:

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

☞ You must have an adapter to use a joystick with your device.

Call the PRC Rehab department for complete information: 800-262-1990. Outside the U.S., call your distributor. See page 513 for specifications.

A Joystick is the most versatile scanning device. You can push a Joystick in any direction to scan up, down, left, right or diagonally. You can also use an Arm Slot Control instead of a Joystick. The Arm Slot Control allows Joystick-type scanning for people who do not have enough fine motor skills to use a Joystick.

You need an adapter that will allow you to connect to both the A and B switch connectors, as well as an option to connect a third switch for manual entry. The other end of the adapter must fit your joystick connector.

To Scan:

Move the joystick to scan to the location you want. Your device will automatically select the location after the acceptance time has passed or you can activate a separate switch to select the location.

Some Selection Technique Options

Auto Repeat

Scan Mode 1 or 2

Row/Column or Column/Row

**Scanning
Speed**

Predictive Selection

Averaging

Headpointing Adjustments

Some Selection Technique Options

Some Options in the SELECTION TECHNIQUE MENU

Scan Top Row

The scan will include the Activity Row either before or after the core vocabulary (**First or Last: Off** = no scan of top row).

Scan Type

Auto, Hold, Step. Auto: your device automatically scans the keyboard. Hold: you must press and hold your switch to scan the keyboard. Step: you must press your switch each time you want to step to a new position.

Selection Type: (Scanning)

Choose to select a location either automatically (Auto) or manually (Manual). Auto: your device automatically selects a location after the acceptance time has passed. Manual: you must activate your switch to select a location. Use this with 2-switch or a joystick.

Scan Auto Restart

If this is Off, once you have selected a message, you must activate your switch to start a new scan. If this is On, once you have selected a message, your device automatically starts a new scan.

Number of Rescans

Lets you select the number of times you want your device to automatically re-scan the keyboard. The default is 3 times.

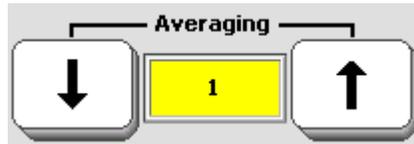
Auto Repeat Rate

Lets you choose how fast a key will repeat itself if you hold it (or your switch) down. If you select "1.0", the key repeats itself once a second.

Activate Key When

Allows you to tell the device to activate a key when you touch the key or when you release the key. The default is "Touched."

To avoid accidental key activations:



The higher the number you select the further into a key's area you must move before the key will be become highlighted.

Headpointing—Averaging

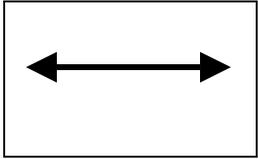
Headpointing Options: Averaging

Summary:

Averaging is a **Headpointing** option. You can select a number from 1-5. Numbers between 2 and 5 are recommended. The default is 2.

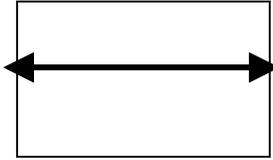
Averaging is a way of helping you to cut down on accidental key activations caused by involuntary head movements. The number you select tells your device how far you must move out of one key location before a second key is activated. This generally means that when you cross the centerline between one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

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



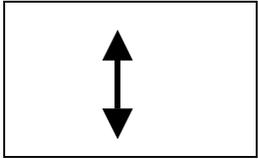
Trouble reaching the **right and left edges**?

Increase the **Horizontal** number.



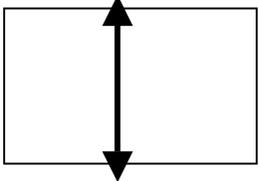
Move off the horizontal edges too easily?

Decrease the **Horizontal** number



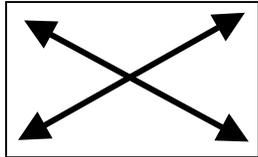
Trouble reaching the **top or bottom edges**?

Increase the **Vertical** number



Move off the vertical edges too easily?

Decrease the **Vertical** number.



To reach the **corners**:

Increase Horizontal and Vertical.

Headpointing

Horizontal Adjustment; Vertical Adjustment

Headpointing: Horizontal Adjustment and Vertical Adjustment

Summary:

Horizontal and Vertical Adjustments are Headpointing options. If you have trouble selecting keys on the edges of the keyboard, or positioning the pointer in the corners of the keyboard, making these adjustments will help.

Once you are positioned and ready to use your headpointer, move your head and try to place the cursor in each corner of the screen—top right, top left, bottom right and bottom left. Move your head from left to right across the screen and from the top to the bottom of the screen. Did all the keys on the screen become highlighted?

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

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

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

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

Headpointing adjustments you set when you are fresh and alert may not work as well for you as the day moves on and you become tired. If this happens, you can make new vertical and horizontal adjustments. You can also save the settings under an icon sequence on your overlay so different settings are always available to you. See pages 115-117.



Select **High** when device is vertical or nearly vertical



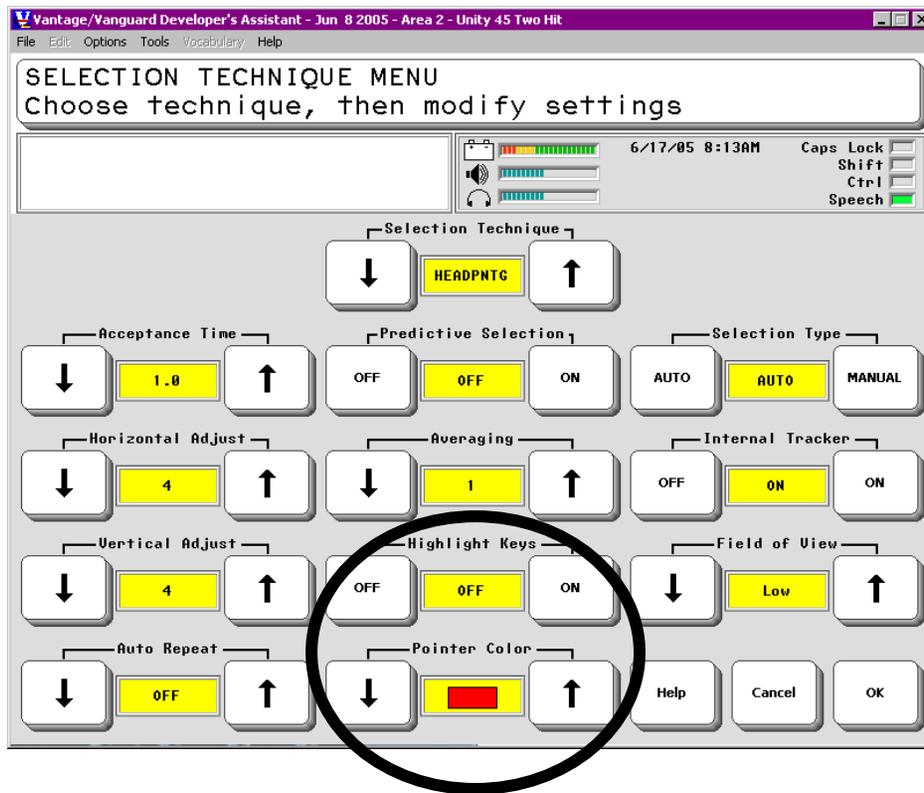
Select **Low** when device is horizontal or nearly horizontal

Headpointing: Field of View

Headpointing: Field of View

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

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



Select a Pointer Color
Highlight the Key you have pointed to

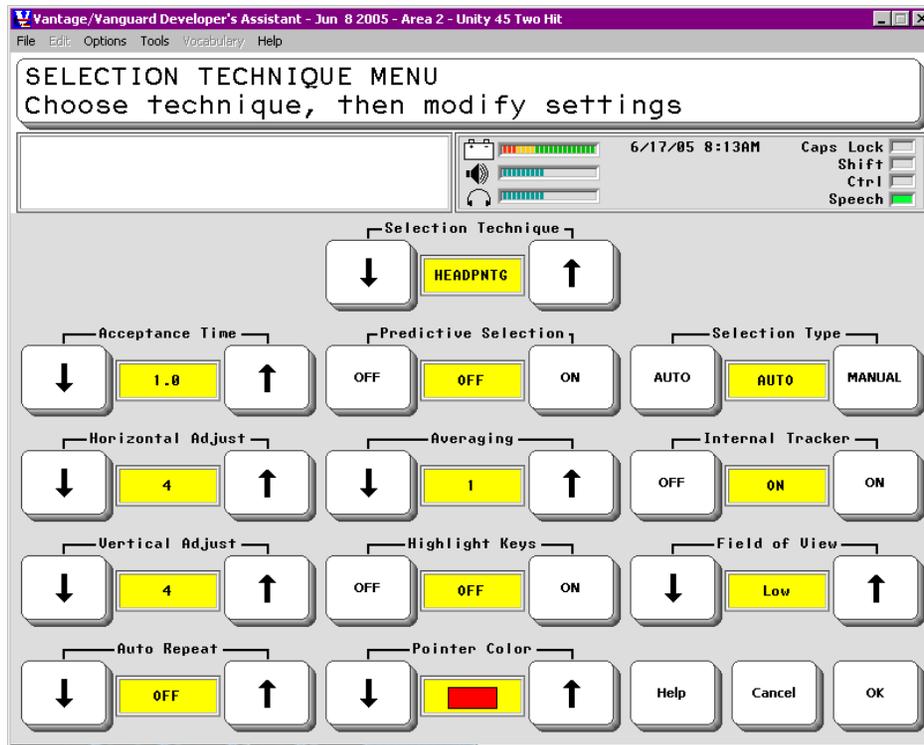
Headpointing: Color Pointer; Highlight Key

Summary:

You can change the color of the headpointing pointer if you do not like the default gray. You can tell your device to highlight the key you have pointed to.

When you use Headpointing, you will see a pointer in the shape of a hand. The default color for the hand is gray. If this is hard for you to see, or if you would just like a different color, select the "Pointer Color" option. Press the arrows to see the different colors you can choose. When you see the color you want to use, press the OK key.

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



Use the Headpointing Menu for all
Headpointers

Using Other Headpointing Devices

If you want to use other pointing devices such as the HeadMaster, AirMouse or a track ball, you can still use the **Headpointing** options in the SELECTION TECHNIQUE MENU.

➡ Depending on your headpointer, you will connect it to either the Serial port or the USB port your device. See the directions for your headpointer.

1-Switch-Scan Mode 1

Row/Column Scan

1.

Activate switch.

Scan proceeds down the rows.

Text Area is included at the end of the scan.

2.

When you reach the row you want,

activate switch.

Scan proceeds across the columns you selected.

3.

When you reach the location you want,

activate switch.

1-Switch—Scan Mode 1

1-Switch—Scan Mode 1

Summary:

Plug a single switch or a dual switch (use only the SELECT side of a dual switch) into one of the SWITCH jacks on the side of the case. The default scan is **Automatic** and the scanning rate is **1 second**. You can also choose to use the display screen as a switch.

To Scan in 1-Switch Scan Mode 1:

Activate your switch (or tap the screen if you selected **Use screen as switch**.) to start the scan. If you are using Row/Column scan, the top row on the keyboard lights, then the second row lights, etc. Each time a row lights, you hear a beep. When the row you want lights, activate your switch or tap the screen to select the row. The scan moves from left to right through the columns in the row. When the key you want lights up, activate your switch or tap the screen to select that key. If a message is stored in the location you have selected and the speech is turned On, the device speaks the message and then returns to scanning down the rows.

If you do not make any switch activations after starting a scan, your device automatically scans the rows or the columns three times and then stops scanning altogether. To begin another scan you must activate your switch.

To Scan Using Step:

Activate your switch to highlight the top row. Activate your switch each time you want to step to a new row. When you reach the row that has the key in it that you want, wait for your switch Acceptance Time to pass. The device will beep and highlight the first key in the row. You can either activate your switch to move to the next key, or you can wait until the Acceptance Time passes and your device will automatically select the first key in the row. Press your switch to start a new scan.

1-Switch - Scan Mode 2

Activate switch.

Scan proceeds down the rows.

Text Display Area is included at the end of the scan.

When scan reaches the row you want,
activate switch.

Activate switch **again**
to begin scanning the columns.

When scan reaches the location you want
activate switch.

1-Switch—Scan Mode 2

1-Switch—Scan Mode 2

Summary:

Scan Mode 2 is a slightly different single switch scanning style that involves 4 switch activations rather than 3. You can select this style in the Toolbox. You cannot use this technique with an 8 or 4 location keyboard.

Scan Mode 2 is another single switch scanning technique. This technique involves four switch activations instead of three as in Scan Mode 1.

Activate the TOOLS button  on the case to go to the Toolbox screen. Activate SELECTION TECHNIQUE MENU. Select **1-Switch** in the **Selection Technique** box, and then select the **Scan Mode 2** option.

To Scan:

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 Column 1 is scanned. 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.

To Scan Using Step:

Activate your switch to highlight the top row. Activate your switch each time you want to step to a new row. When you reach the row that has the key in it that you want, wait for your switch Acceptance Time to pass. Your device will beep and highlight the first key in the row. Activate your switch to select the key. Activate your switch twice to step to a different key in the row.

2-Switch – Scan Mode 1

Activate **switch 1**.

Scan starts at middle key, top row
And moves down the column.

Activate **switch 1 again**.

Scan reverses and moves up the column.
When you reach the row you want,

Activate **switch 2**.

Begins scan of row from left to right.

Activate **switch 2 again**.

Scan reverses and moves across row
from right to left.

Activate **either switch** to select a location.

2-Switch—Scan Mode 1

2-Switch—Scan Mode 1

Scan Mode 1 is the default scan mode for 2 switches.

To Scan:

2 Single Switches (Auto)—**Auto** is the default. Each switch alternates the direction of the scan between up/down and left/right. The first activation of switch #1 starts the scan of the middle column. Press the switch again and the scan reverses. The first activation of switch #2 starts the scan across the rows. Push the switch again and the scan reverses. Press and hold the switch to start scan; tap the switch with a short hit to activate a location that is lit.

Dual Switch—The principle is exactly the same as above. The SELECT side of your switch scans left/right and the ON/OFF side scans up/down. You can choose **Auto** or **Hold** with 2-switch scanning. COLUMN/ROW has no effect with 2-Switch Scan Mode 1.

↻ 2-switch scan mode 1 is not available in 8 or 4 location.

2-Switch – Scan Mode 2

Activate switch 1.

Rows are scanned from top to bottom.

When scan reaches row you want,

activate Switch 2

Activate switch 1.

Scan goes across the columns from left to right.

When scan reaches location you want,

activate switch 2

2-Switch—Scan Mode 2

2-Switch—Scan Mode 2

Summary:

Switch 1 starts scan. Switch 2 selects row or column. Switch 1 scans row or column. Switch 2 selects location.

Plug two single switches into the SWITCH A and SWITCH B jacks. If you have a dual switch, plug it into either jack. 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. Select **2 Switch** and **Mode 2** in the SELECTION TECHNIQUE MENU.

To Scan:

Press Switch 1 to start the scan. The top row or first column is highlighted. To move the scan to the next row or column, hold Switch 1 down until the row or column you want is highlighted. You can also 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.

With this technique, Switch 1 always moves you somewhere and Switch 2 always chooses your selections.

Stepping or pressing and holding the switch are the only scanning choices with Scan Mode 2. Automatic scan is not a choice.

ROW/COLUMN

Scans rows first from top to bottom
Then scans columns from left to right in row you selected.

COLUM/ROW

Scans columns first from left to right.
Then scans column you selected from top to bottom.

LINEAR

Step through keys from left to right across the rows
or from top to bottom down each column.

STEP

Activate switch to step through each row.

When you reach row you want activate switch or
wait for Acceptance Time to pass.

Activate switch to move to another key or wait for Acceptance
time to pass and your device will select the highlighted key.

Row/Column or Column/Row Scan

Scan Direction

Row/Column: the scan starts by highlighting the top row (across the keyboard) of keys. It moves down to the second row, then the third, etc. When the row that contains the key you want is highlighted, activate your switch. The scan will then highlight the separate columns in the row you selected. The scan moves from left to right. When the key you want is highlighted, activate your switch. The key is selected.

Column/Row: the scan begins by scanning the columns instead of the rows. The scan moves from left to right across the columns. When the scan reaches the column that contains the key you want, activate your switch. The scan then highlights each key in that row. When the key you want is highlighted, activate your switch.

Row/Column or Column/Row are options for most of the selection techniques. They are not available with 2-Switch Scan Mode 1.

Linear: allows you to step through the keys on the overlay moving from **left to right** across the rows or from **top to bottom** down each column.

Circular: Use **Step** or **Auto** for switch activation. The scan moves around the overlay in a circle. If you select **Step** you must activate your switch each time you want to move to a new row or key. If you select **Auto** the keys are scanned automatically. Activate your switch to select a key. Two switches may be used, one to step scan and one to activate.

SCANNING SPEED

The amount of time it takes the scan to move from one key, row or column to the next.

Default = 1 second

Scanning Speed

Scanning Speed

Summary:

Scanning speed is the amount of time it takes your device to move from one key to the next in a scan. As your device scans, it beeps and highlights each key. Change the scanning speed in the SELECTION TECHNIQUE MENU.

Scanning Speed refers to the time it takes for your device to move from one key to the next key in a scan. As each key is scanned the device beeps and highlights the key. The default scanning speed is 1 second. You can choose a different scanning speed if you want. You may want to use a very slow scanning speed to start with, perhaps 5 seconds (5.0) between beeps. This means it will take 5 seconds from the time one key is highlighted and the device beeps to the time the next key in the scan is highlighted and the device beeps again.

You can change the scanning speed by opening the SELECTION TECHNIQUE MENU in the Toolbox. Turn the Toolbox On by



activating the TOOLBOX key on the front of the case.

Now activate the SELECTION TECHNIQUE MENU. Choose your selection technique.

See the **Scanning Speed** option. Activate the arrows to step through the different scanning speeds. When you see the speed you want in the box, stop activating the arrows. If you want to change other options, do so now. When you have finished, activate OK in the bottom right corner of the menu.

ACCEPTANCE TIME

Switch:

The amount of time you must **maintain contact with your switch** before the SpringBoard accepts a location and activates the key.

Headpointing

Amount of time you must point to a key before the key is activated.

Defaults

Switch = .01 second

Headpointer = 1 second.

Note: We recommend that you take the time to experiment with Acceptance Time, Activation Delay and Release Time so that you can select the times that are the very best for you.

Acceptance Time

Acceptance Time

Summary:

Keyboard: the amount of time you must maintain contact with a switch before your device accepts a location and makes a key activation. **Headpointing:** the amount of time it takes between the time the key is pointed to and the time your device accepts the location and activates the key.

Acceptance Time is the amount of time it takes for your device 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. If you are using the headpointer, acceptance time is the amount of time it takes from when you point to a key and when the device beeps that the location has been activated. The default acceptance time is .01 second for scanning and 1.0 second for headpointing. The maximum Acceptance Time is 5 seconds.

If you set the Acceptance Time for .50 seconds, you must activate and hold your switch for ½ second before the key you want will be selected.

Move the Acceptance Time arrows until the amount of time you want to use is listed in the text box.

➡ **Note:** If you selected **Scan Type = HOLD**, the Acceptance Time starts when you **release** your switch.

Release Time

Summary:

Release Time is the amount of time it takes for you to release a key and be able to activate another key or start a new scan.

Release Time is how long you tell your device to wait **after you have released a key** before it allows you to make another activation with the same key or switch. Release Time allows you to create a "time window" after you release a key or switch. During this "window" the device will not recognize repeated key or switch activations

For example, if you set your release time for 1 second, you must wait 1 second after you release your switch before you can continue to scan or activate a new switch. This means that if you release your switch and then accidentally activate it again before the release time has passed, your device will not make any activations. When the release time has passed, you can activate the same key or switch again.

➡ If you selected **Scan type = HOLD**, the acceptance time begins when you release your switch.

Activation Delay Gives You a Chance to Change Your Mind

Summary:

With Activation Delay turned On, you can scan to a key, select it and then change your mind and begin to scan again before the key is activated. Activation delay is automatically set to your scanning speed.

Activation Delay gives you a few seconds to change your mind when you are scanning and have selected a key. When Activation Delay is turned On you can scan to a key, select it, and then if you change your mind, you can hit your switch again to keep the key from being activated.

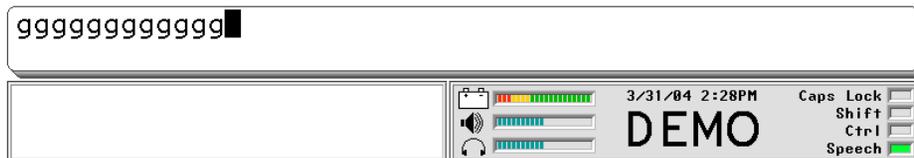
The default for Activation Delay is Off. When it is On, the amount of delay is automatically set at whatever your scanning speed is. If your scanning speed is set to 1 second (1.0), then once you select a key you have 1 second in which to change your mind and "de-select" the key by hitting your switch again. If you open the SELECTION TECHNIQUE MENU and turn Activation Delay Off, any key you select will be activated with no delay. The Tool can only be turned On or Off.



Select the **Up Arrow** to turn Auto Repeat on.



Select the repeat rate you want.



Hold down a key to make it repeat.

Auto Repeat Rate

Auto Repeat Rate

Summary:

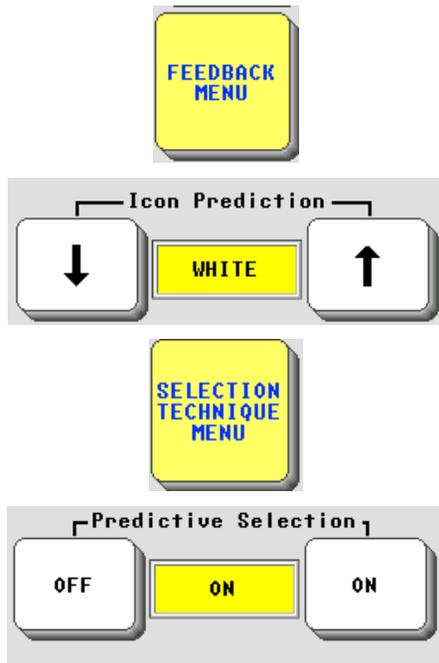
Select a key, hold it down and it will repeat automatically at the speed you have set.

Auto Repeat Rate lets you choose how fast a key will repeat itself if you hold it down.

If you are using a switch you just hold your switch down. If you are using a headpointer you must continue to point at the key to get it to repeat automatically. If you are using a 2-switch or a joystick and have selected **Manual Selection Type**, then hold your extra switch down when you reach the key you want to repeat.

You can choose to have a key repeat from once every .10 seconds to once every 2 seconds. You can also turn Auto Repeat Rate to Off.

➡ **Auto Repeat** does not work if you are using 2-Switch with Scan Mode 1.



Only the bright keys with icons will work.
 Keys that are white (or gray) won't work.

Predictive Selection

Predictive Selection: Activate Only Those Keys Where Messages are Stored

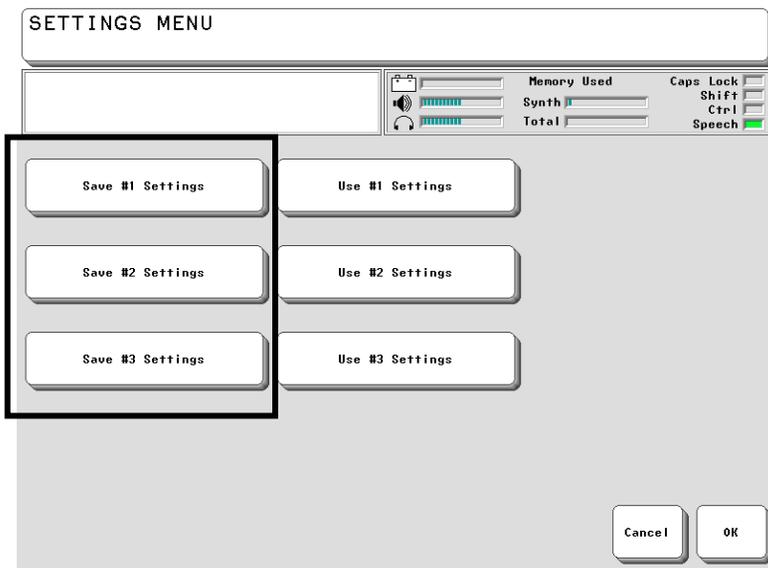
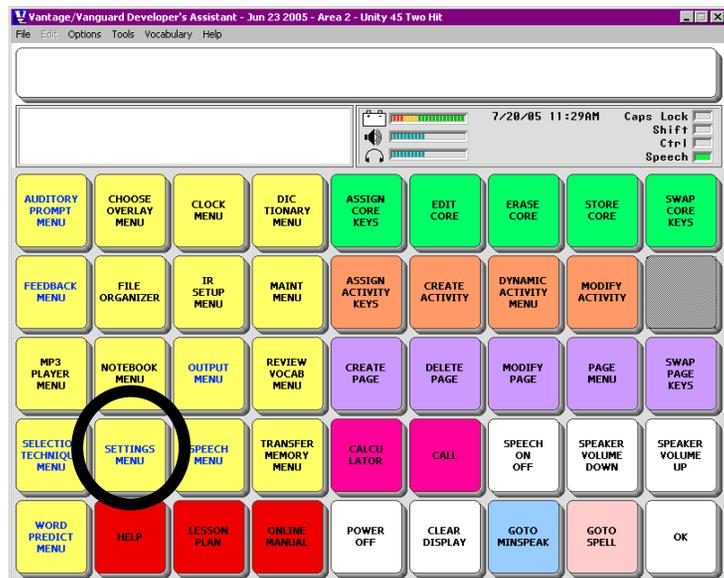
Summary:

When Predictive Selection and Icon Prediction are both On, only those keys where messages are stored are active.

Predictive Selection works with Icon Prediction. Both options must be turned On for Predictive Selection to work correctly.

When **Icon Prediction** (in the **FEEDBACK MENU**) is On along with **Predictive Selection**, your device highlights only those icons where messages are stored. These highlighted icons are the only keys on the keyboard that can produce a response. This means that if you are scanning, your device scans only the highlighted keys. If you are using direct selection (headpointing or the keyboard) you will only be able to activate highlighted keys. Keys that are gray will not work at all.

➡ **Note:** **Icon Prediction** will work whether **Predictive Selection** is On or not. See page 41 for an explanation of Icon Prediction.



Save Your Settings

Save Your Set-Up Settings

Summary:

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

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

When you save settings, you select the SAVE SETTINGS key and then one of the #1, #2 or #3 keys. Any options you set in the menus that have BLUE titles are saved when you activate the SAVE SETTINGS key and then activate one of the 3 settings location keys.

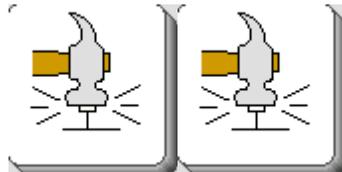
To Save Settings:

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

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

 **Note:** Instead of going to the Toolbox each time you want to change settings, you can store the different settings on your overlay. See the next page for more information.

**STORE
CORE**



**Spell Text
for Message**

PM SETTINGS
Spell message, then select OK

**INSERT
TOOL**

**More
Items**

**SETTINGS
1** **SETTINGS
2** **SETTINGS
3**

Store a Settings Key Under an Icon Sequence

Copy the Settings Keys to Your Overlay

Summary:

You can copy the #1, 2 or 3 SETTINGS keys to your communication overlay by using INSERT TOOL.

➡ For a more complete explanation of using INSERT TOOL see pages 195-203, 233 and 213.

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

➡ Before you copy the specific Settings key you want, **save the settings** you want to use to that key. Use the procedure that is described on the previous page. This example describes storing a Settings key under an icon sequence.

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

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

If You Want to Use a Mouse and an Alternate Keyboard

You can plug a USB mouse or keyboard into the rectangular USB port on your device.

On the Vanguard: You can also plug a serial mouse or regular

keyboard into port B



When the keyboard is plugged in, you can use it for storing. You must be in STORE CORE or EDIT CORE for the text to appear in your device's Text Display Area.

When the mouse is plugged in, move the cursor to the key you want. Click the mouse to activate the key.

Word Prediction

Use Minspeak

for your Core Vocabulary

Core Vocabulary = words you use all the time that are easily accessed with icon sequences

Use Word Prediction

for longer words that you don't use often
but want to have available

Word prediction saves you the time
and energy of spelling these words out.

How to Blend Minspeak® and Word Prediction

About Minspeak[®] and Word Prediction

Minspeak Benefits

People who use PRC communication aids with Minspeak are known to be spontaneous, independent communicators. Using a single Minspeak overlay where icons are preset and basically unchanging, Minspeak users become automatic at recalling their stored vocabulary. When they are familiar with their vocabulary they no longer have to think about their communication device. Instead they can concentrate on actual communication—forming grammatical sentences, speaking to friends and colleagues, delivering speeches. A Minspeak user can learn to automatically recall and combine icon sequences to produce a very large vocabulary indeed.

Word Prediction Benefits

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

Dynamic Word Prediction Systems

A Dynamic Word Prediction system predicts words based on how often (frequency) or how recently (recency) you have used the word. This means that the system is always changing and updating the words that it predicts. This makes it very difficult for you to automatically select words; you have to look at the screen to see where the word you want is slotted. With words that are less than six letters in length, using a dynamic system is often slower than actually spelling out the word. With words longer than six letters, significant time can be saved by finding the predicted word in the window.

You want to say:

"We went to the museum to see the
Impressionist exhibit."

Core Vocabulary stored in Minspeak:

we, went, to, the, museum, see

Special vocabulary to select from Word Prediction:

Impressionist, exhibit

- ➔ **Use Minspeak** for words that are 6 letters in length or under
- ➔ **Use Word Prediction** for words that are over 6 letters in length and that are not part of your everyday vocabulary

Use Minspeak[®] and Word Prediction Together
for Fast, Efficient Communication

The Benefits of Minspeak[®] and Word Prediction Together

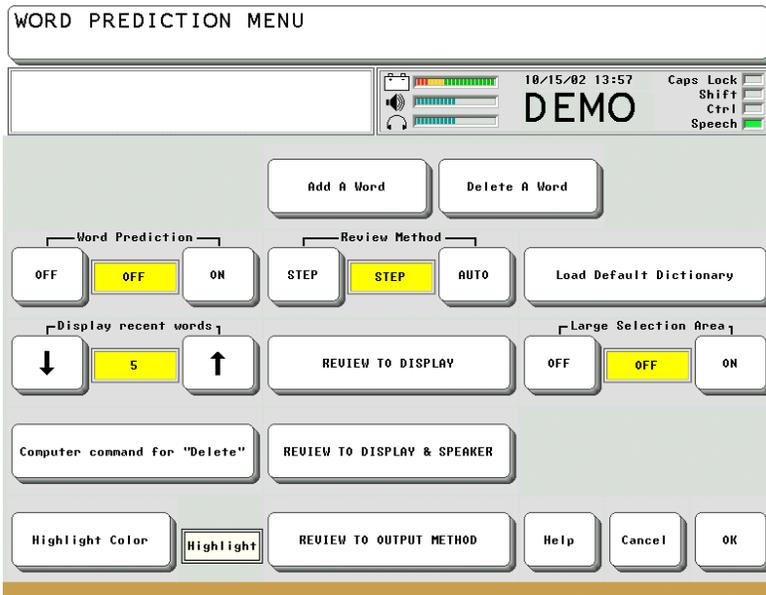
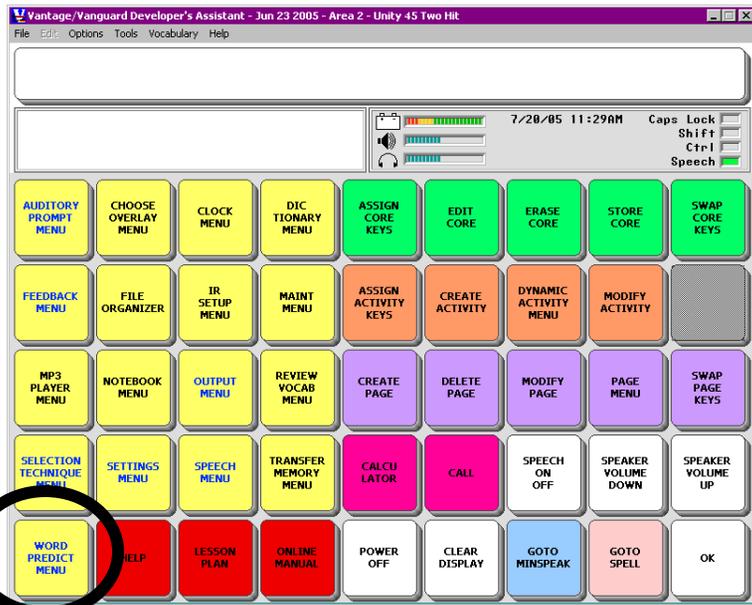
Minspeak vocabulary represents your **core** vocabulary—verbs, adjectives, nouns, interjections, phrases, etc. These are words that make up most sentences and turn sentences into conversation. But lots of sentences also contain words that are not exactly "core" words. They are more like "fringe" vocabulary;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

Suppose you want to say, "We went to the museum to see the Impressionist exhibition." You can certainly recall "We went to the" and "to see the" using Minspeak. You might have museum stored in your device, too, in which case you can also recall it using Minspeak. But you probably don't have "Impressionist" or "exhibition" stored.

With Word Prediction turned On, you can recall the parts of the message that are in your Minspeak vocabulary, then begin to spell "Imp" or "exh" and select the word you want from the list of words on the screen.

Word Prediction allows you to more quickly select words that are not part of your core vocabulary so that you don't have to take the time to spell them out.

Your best bet for spontaneous, interactive communication is to become so familiar with your Minspeak vocabulary that recalling it is automatic. When situations arise where you need specialized vocabulary that you don't want to store in your system, use Word Prediction to select the words rather than taking the time to spell them. In many situations, a combination of Minspeak and Word Prediction will keep you talking!



Turn Word Prediction ON

Turn Word Prediction On and Off

The default for word prediction is **OFF**.

If you want to use Word Prediction, you will have to turn it **On** in the Toolbox.

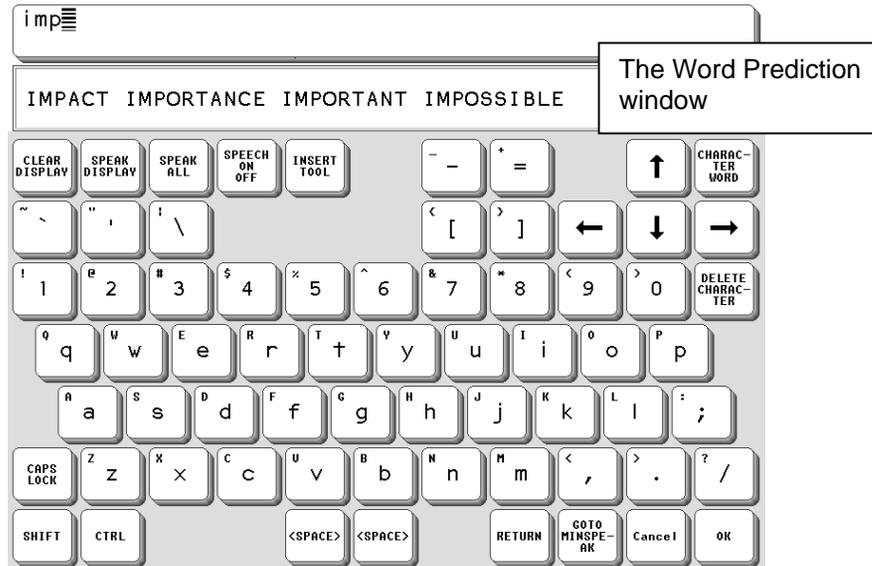
1. Open the Toolbox.
2. Activate WORD PREDICTION MENU
3. Activate the ON button.
4. Activate OK.
5. Activate GO TO SPELL in the Toolbox.

➡ In order to see the Word Prediction window, **you must be in Spell Mode**.

Choose to turn Large Selection Area On or Off

There is an option in the WORD PREDICTION MENU that allows you use a larger selection area than just the Word Prediction area when you select a predicted word.

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



The Word Prediction Window-QWERTY Keyboard



Word Prediction Window-Scanning

Spell and Select Words

Begin to spell a word. Watch the display as you spell.

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

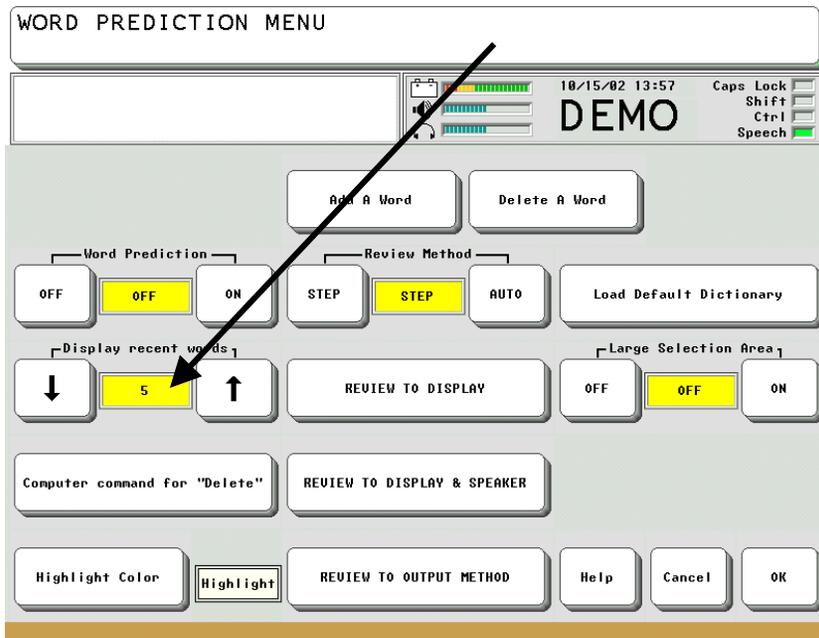
To select a word from the Word Prediction window, press on the word.

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

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

The words that are being displayed in the window are from the Word Prediction dictionary. You may see a lot of unfamiliar words. Most of the dictionary words will be words that you do not use as often as you use your Minspeak[®] vocabulary. Dictionary words are meant to enhance your Minspeak vocabulary not replace it.

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



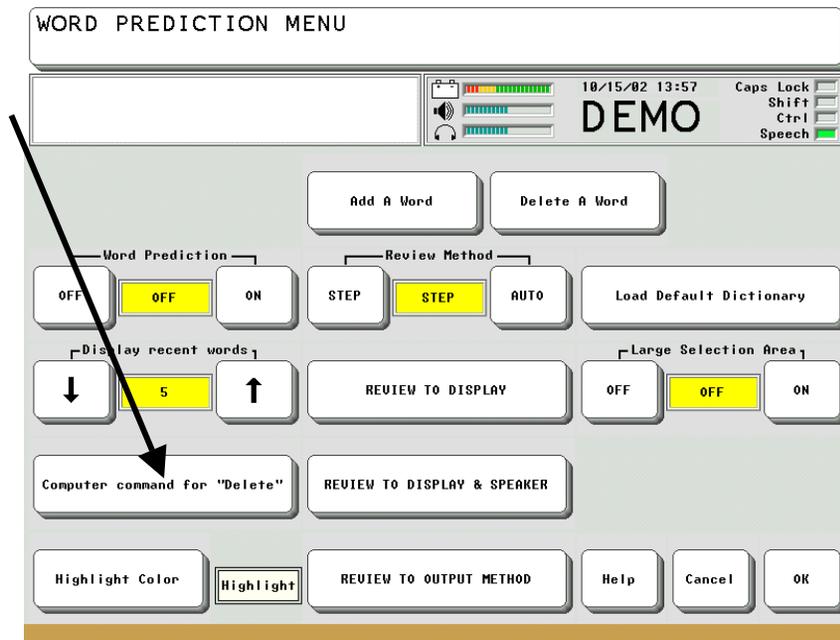
Display Recent Words

Display Recent Words

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

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

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



The Default "Delete" Command is:
←backspace.

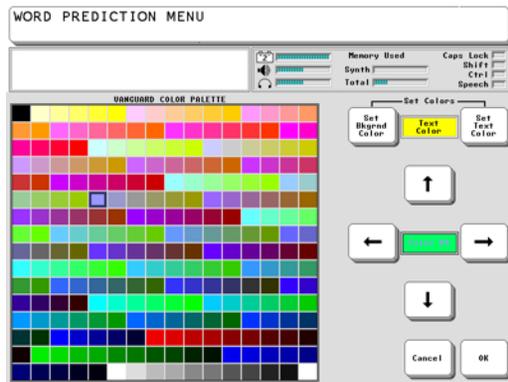
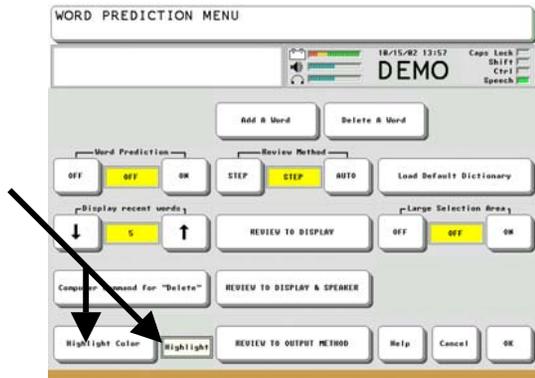
Computer Command for "Delete"

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

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

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

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



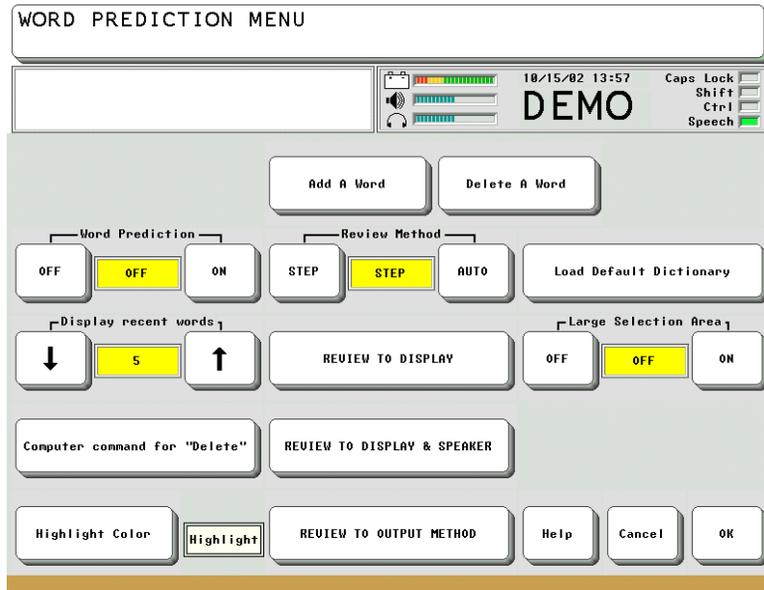
Highlight the Background or Text Color

Highlight Color

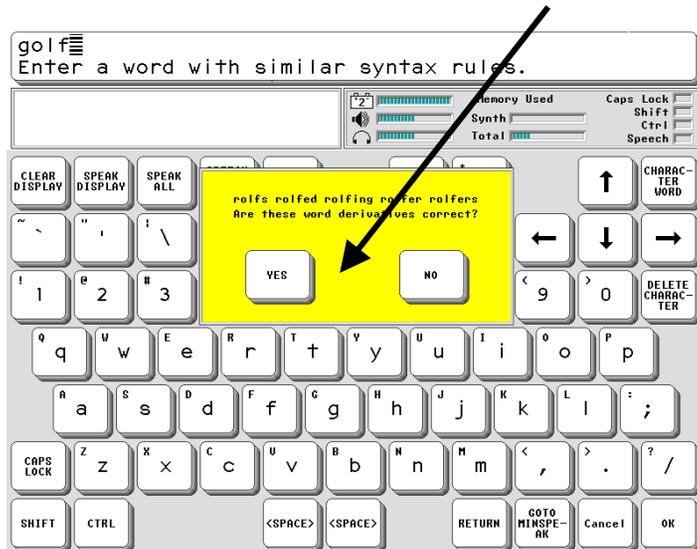
The words in the Word Prediction window can be highlighted. Activate this option to select the background color and the text color that you want to use.

When you see the **Highlight** screen, activate the **Set Background Color** box or the **Set Text Color** box.

One of the squares on the color grid will light up with a frame around it. The color inside the frame is the current background or text color. Use the arrow keys to move the frame to the color you want. The square box in the center of the arrow keys shows you the current color. When you are satisfied either activate OK or select the remaining color that you want (background or text) and then activate OK.



Add a Word to the Word Prediction Dictionary



Add a Word: step #3.

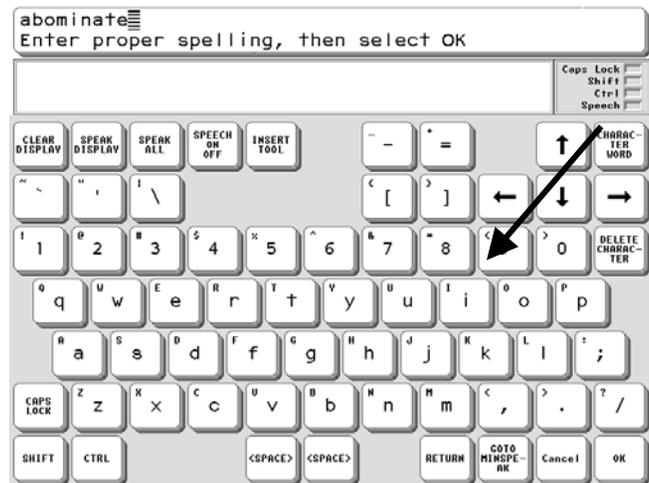
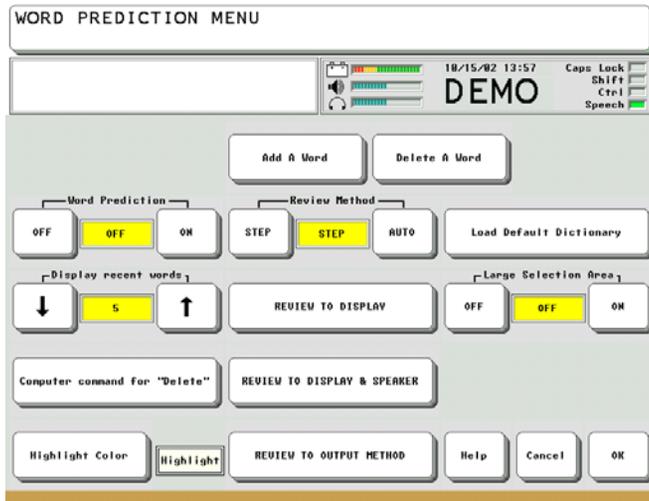
Add a Word to the Word Prediction Dictionary

This option allows you to add words to the Word Prediction Dictionary.

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

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

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

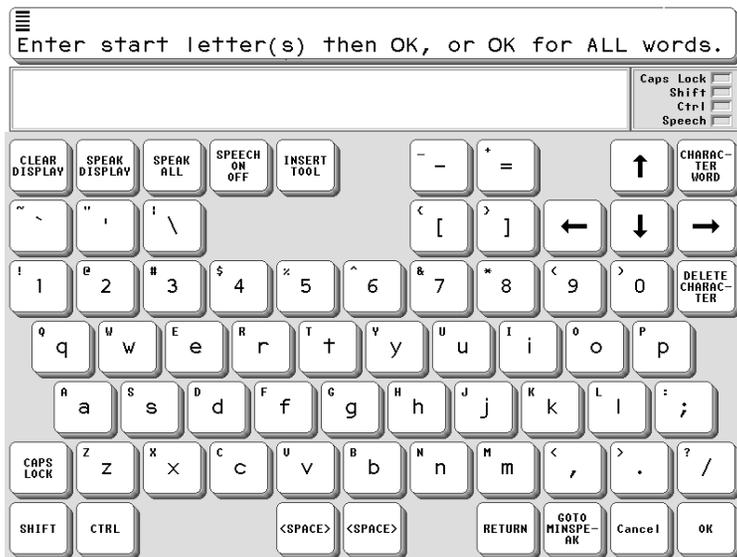
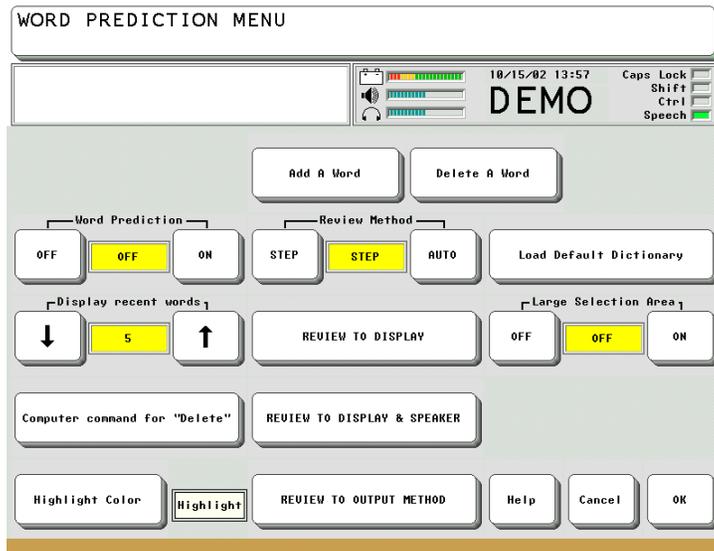


Delete a Word from the Word Prediction Dictionary

Delete a Word

This allows you to delete a word from the dictionary.

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



Review Words in the Word Prediction Dictionary

Reviewing Words in the Dictionary

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

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

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

Review to Display

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

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

Review to Display and Speaker

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

Review to Output Method

This allows you to review the dictionary on a computer screen or print it out on a printer. You must be connected to a computer or printer and you must set the correct options in the OUTPUT MENU for this option to work. See the Using Review to Output explanation on page 184.

Load Default Dictionary

When you receive your device, the default Word Prediction Dictionary is already loaded into it. During the course of using Word Prediction you will probably add many words to, and delete many words from, this dictionary.

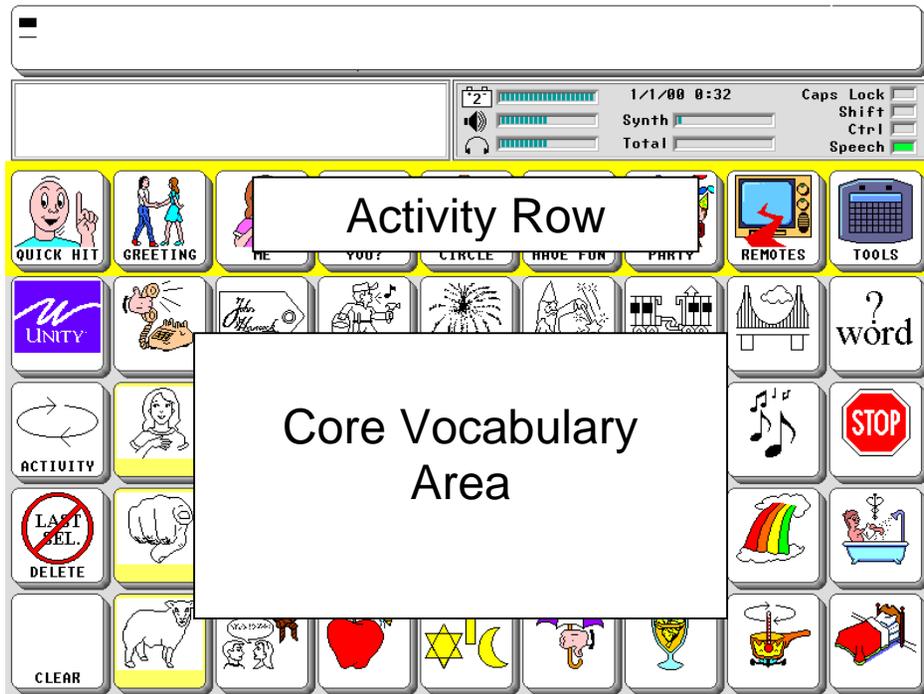
The default dictionary can be re-loaded at any time. However, when you do this, all of the changes you have made to your current dictionary will be lost.

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

To Load the Default Word Prediction Dictionary:

1. Go to the Toolbox and open the WORD PREDICTION MENU.
2. Select the **Load Default Dictionary** option.
3. Answer YES to continue, or No to quit.
4. Select OK to exit.

Storing Messages



The Activity Row and the Core Vocabulary Areas

About Core Vocabulary and the Activity Row

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

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

The Activity Row can contain almost any kind of vocabulary. For example, vocabulary that you use in your job or in school, or when ordering in a restaurant can be stored under activities in the Activity Row.

The Activity Row can also be used for things other than vocabulary. You can have keys to access the Calculator, operate your TV, create various notebooks. You can even add a single-hit key such as CLEAR DISPLAY and remove CLEAR DISPLAY from your overlay. This would give you a free key on your overlay.

➡ **Important Note:** If you are doing a lot of storing, shut your device Off periodically to save your work, then turn it back On. You should also save the device's memory to a computer or some kind of memory device after you have made significant changes. (See the **Using the Transfer Memory Menu** chapter for information about saving memory.)

➡ This chapter will teach you how to store Core and Activity Row vocabulary. See the **Personalizing Your Communication Overlay** chapter for more advanced storing and programming information.

DIGITIZED SPEECH

A person speaks messages into the microphone

Microphone Location

On the Vantage

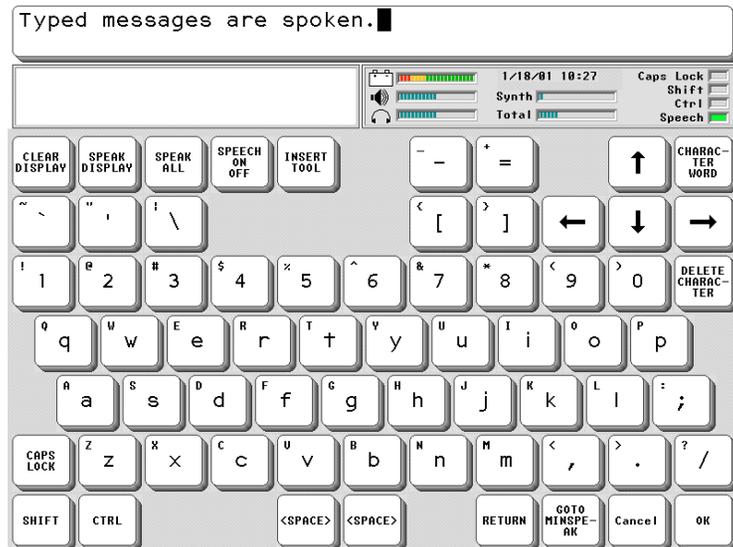
Small hole to the left of the headpointing infrared window on the front of the case.

On the Vanguard II

Small hole with picture of microphone next to it on front of case

SYNTHESIZED SPEECH

Use the Spelling keyboard or communication overlay to type messages that your device will speak



STORING MESSAGES

Vantage/Vanguard II Manual

Recorded and Synthesized Speech

Summary:

Recorded: messages that someone has stored by speaking into your device's microphone.

Synthesized messages that are typed into your device which the device translates into its own speech.

Your device allows you to store messages in two different kinds of speech. **Recorded (digitized) speech** is speech that someone else has recorded into your device, just like recording something into a tape recorder. **Synthesized, (DECTalk[®] or RealSpeak[™]) speech** is speech that your device produces from words that are typed into it. Each time you store a message you can select which kind of speech you want to use.

DECTalk speech offers you ten different voices to pick from. RealSpeak offers two voices. You select the voice you want to use from the SPEECH MENU in the Toolbox. You can store approximately 1.5 megabytes worth of synthesized messages. You can store approximately 45 minutes' worth of recorded messages. When you import icons you use up digitized speech memory.

Storing most messages in synthesized speech is the best way to become familiar with Minspeak[®] and to increase your communication abilities. But it is fun to use recorded speech for things like clapping, laughter, singing and various human (or animal) sounds that don't sound natural when they are reproduced in synthesized speech.

If you want to **record** messages, make sure whoever does the recording is a good representative of the device user. If the person using the device is a small boy, use a small boy to record the messages. If the person is a woman, do not use a man to do the recording. It is best not to ask family members or close friends whom you listen to frequently to do the recording. The voice of the person using the device should be unique and should not be confused with anyone else's voice.

**Before you begin to
store messages**

PLAN

What do you want to say?

How do you want to store it?

What type of speech will you use?

What icon sequence will you use?

Plan What You Are Going to Say

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

➡ **Helpful Hint!** Before you begin to store new messages, look over the Vocabulary Sort that came with your device or do a **REVIEW VOCABULARY** to see what is already stored in the device. You may find that you do not need to store many new messages.

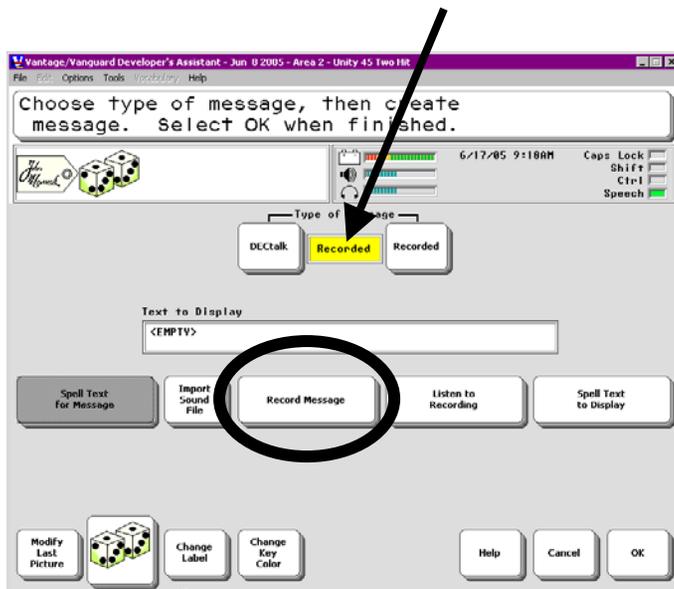
You can record and store any spoken or typed message (words, phrases or sentences) into your device's memory. You can also link icon sequences to activities (Dynamic Activities) and even to Pages. If you have sound files (wav, wma and mp3 files) stored on a USB flash drive, a Secure Digital Card or on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

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

On the Vantage, the recording **microphone** is the small hole located to the left of the infrared window on the front of the case.

On the Vanguard II it is behind the small grille on the top right front of the case. A small picture of a microphone is next to the grille. You should direct your voice toward the microphone opening when recording.

➡ If you are interested in using an external speaker or headphones, see page 490.



Record a Message

Record and Store a Core Vocabulary Message

To Record and Store a Message

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

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

Activate the **STORE CORE** key.

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

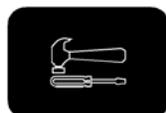
Activate the **Type of Message** option (at the top of the menu) until you see **Recorded**.

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

1. Press the **Record Message** key. A new screen comes up.
2. When you are ready, press and hold the **Record Message** key and speak your message.
3. Release the **Record Message** key as soon as you have finished recording. The device returns you to the **STORE CORE** menu.
4. Press **Listen to Recording**.
5. If the message is fine, select **OK**. You are finished.
 - 5a. If the message is too loud or too soft, press **Record Message** again.
 - 5b. If the message was too loud select a lower number.
 - 5c. If the message was too soft, select a higher number.
 - 5d. Select **Record Message** and re-record your message.
 - 5e. Activate **Listen to Message** to see if you like the new recording.
 - 5f. If the recording is still too loud or too soft, repeat these steps.
 - 5g. When the recording is the way you want it, activate **OK**.

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

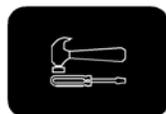
ERASE a Recorded Message



Select icon sequence to erase



You can also



Select icon sequence to erase

Follow storing steps and
record over current message

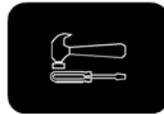
Erase a Recorded Core Vocabulary Message

To Erase a Recorded Message:

1. Activate the TOOLS key to go to the Toolbox.
2. Activate ERASE CORE (R2C9)
3. Select the icon sequence of the message you want to erase.
4. Activate **OK**.
5. If you still want to erase the message, activate **YES**. If you change your mind, activate **NO**.
6. The Text Display Area tells you that the sequence has been erased.

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

➡ You cannot edit a recording. To change a recorded message, either erase it or record over it.



Select icon sequence to use, select OK.



Spell message



Important Note: If you are doing a lot of storing, shut the device Off periodically to save your work, then turn it back On. You should also save the memory to a computer or some kind of memory device if you have made significant changes. (See **Using the Transfer Memory Menu** chapter for information about saving memory.)

Store a Vocabulary Message

Store a Core Vocabulary Message

To Store a DECTalk or SAPI Message (select the kind of speech in the SPEECH MENU):

1. Press the TOOLS key  to go to the Toolbox.
2. Activate the STORE CORE key.
3. Activate the icon sequence you want to use.
4. Activate **OK**.
5. You see the Storing menu.
 - Read the **Text Display Area** for directions!
 - Under **Type of Message** press the DECTalk key
 - Press the **Spell Text for Message** key.
 - 6. Use the Spelling keyboard to type your message.
 - Press the Text Display Area at any time to listen to your message.
 - 7. Activate **OK** when you have finished.
 - 8. Your message shows in the small **Text to Speak** box.
 - If you want to edit it, activate the **Spell Text for Message** key again. Then use the Spelling keyboard to edit the message.
 - 9. When you are satisfied, activate **OK** in the Storing menu.

Extras

- You can **record** something to go with your message. You can also import a sound file as your recorded message. See 323- 324 for complete information.
- If you want to change the icon on the last key in your sequence, activate **Modify Last Picture**. Select a new icon from one of the categories of icons.
- If you want to change the label for the last icon in your sequence, activate **Change Label**. Spell in a new label.
- To outline the key in a color, select **Change Key Color**



Activate sequence to edit.



You see the message to edit.

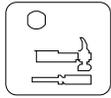
Edit the message.

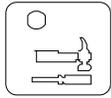


Edit a Core Vocabulary Message

Edit a Core Vocabulary DECTalk Message

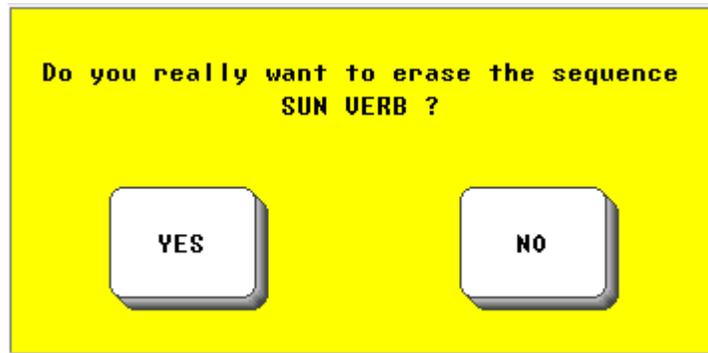
To Edit a Message:



1. Activate the  key to go to the Toolbox.
2. Activate **EDIT CORE**.
3. Select the icon sequence for the message you want to edit.
4. In the Storing menu, activate **DECTalk** under **Type of Message**.
5. Activate **Spell Text for Message**.
6. Edit the message.
- ➡ Press the **Text Display Area** at any time to listen to the message.
7. Activate **OK**.
- ➡ If you want to add a recording, change the label, key color or change the icon, do it now.
8. Activate **OK**.



Select the icon sequence to erase



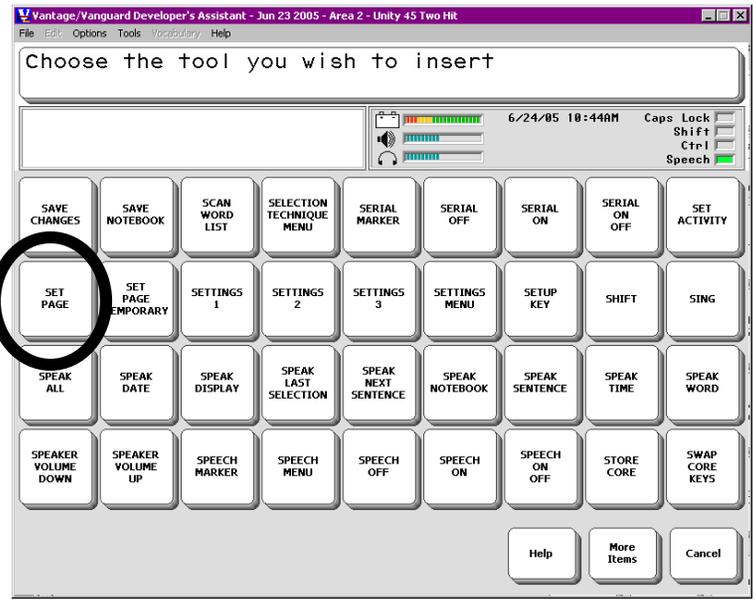
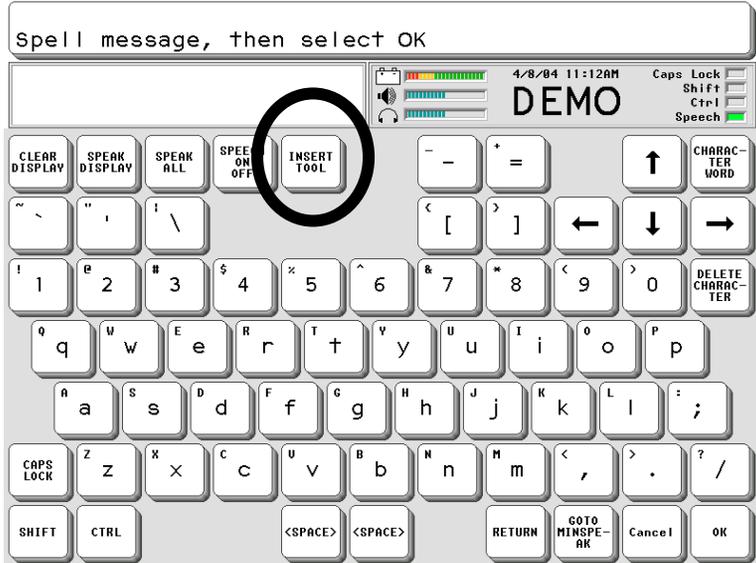
Answer YES to erase or NO if you change your mind.

Erase a Core Vocabulary Message

Erase a Core Vocabulary Message

To Erase a Message:

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



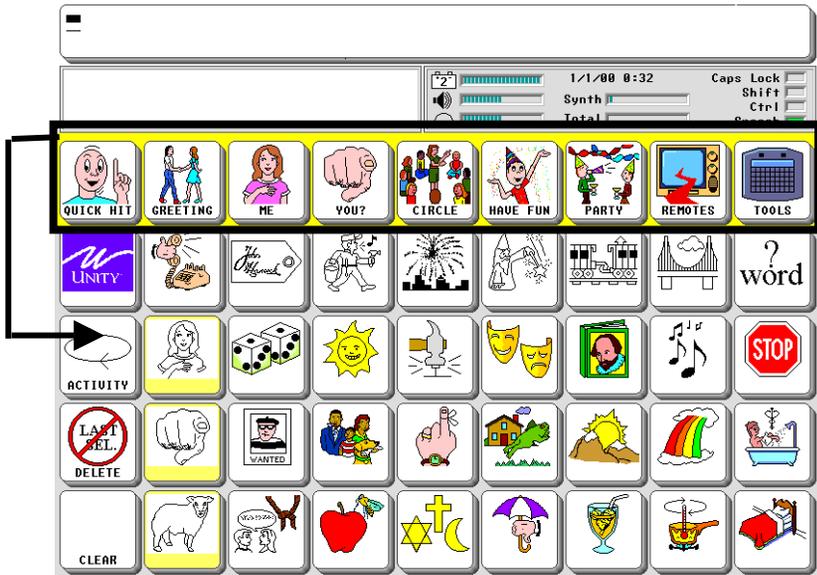
Use **INSERT TOOL** and **SET-PAGE**
to link an icon sequence to a Page

Link an Icon Sequence to an Already Created Page

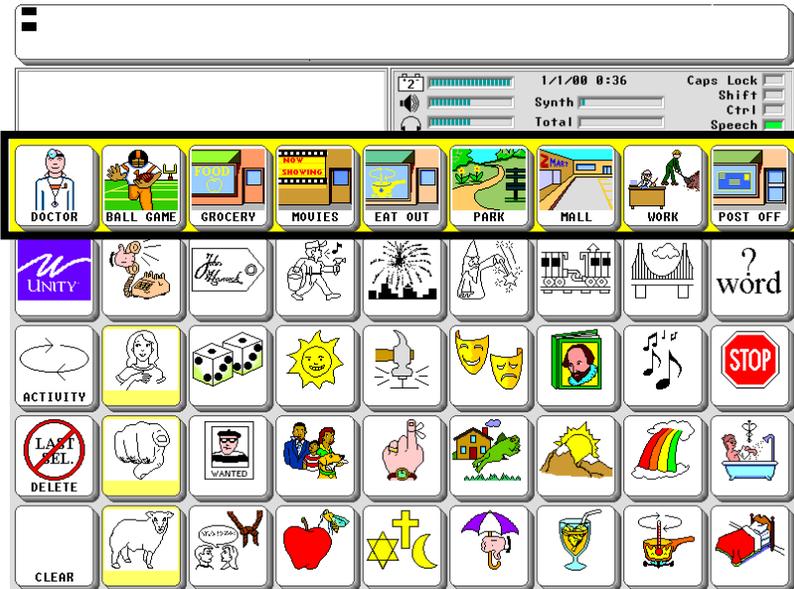
If, instead of programming a message under an icon sequence, you want to link the sequence to a Page you have already created, follow the steps below. (See pages 223-231 to learn about creating and linking Pages.)

1. Select **Store Core** in the Toolbox.
2. Select the icon sequence you want to use, then select **OK**.
3. Select **DECTalk** or **Record**
4. Select **Spell Text for Message**.
5. Select **INSERT TOOL** on the spelling overlay.
6. Select **More Items** until you see the Tool, **Set-Page**. Select **Set-Page**.
7. You see a list of all the Pages in your device. Select the Page you want to link to.
8. Select **OK**.
9. Select **Change Label** to change the label.
10. Select **Change Icon** to change the icon.
11. Select **OK** when you are finished.

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



Select **CHOOSE ACTIVITY**



The next Activity Row appears

About Existing Activities

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

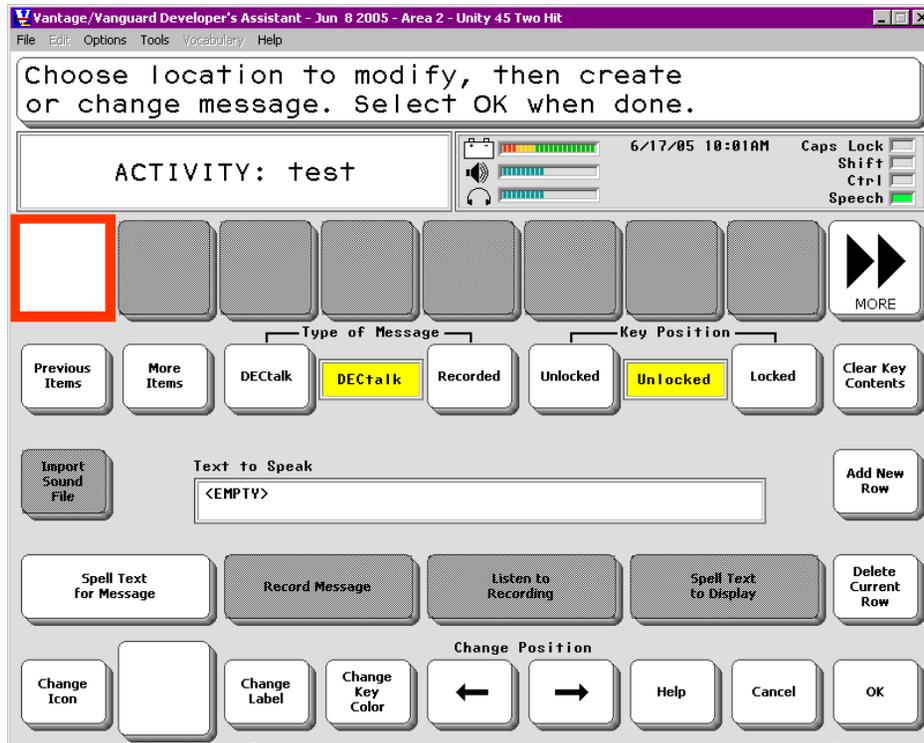
You can access your Core vocabulary from any Activity. Activities are meant to contain single-hit vocabulary that enhances your Core vocabulary, rather than duplicating or replacing it. You can create your own Activities for areas of your life where you would like to be able to participate in conversation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

You can also make Activities **dynamic**. When an Activity is dynamic, you can switch from one Activity to another, speak a single message from the second Activity and automatically return to the original Activity. How to create Dynamic Activities is explained later in this section.

Picture Prediction is also available for the Activity Row. When this feature is turned On it places the most often used items in an activity at the beginning of the row. You can lock activities and certain keys in an activity so they will not be affected by frequency of use. See page 165 for complete information.

Activities can be **color-coded**

You can look at the Activities in each User Area and copy Activities from one User Area to another. Some Activities are hidden. The **MODIFY ACTIVITY** menu allows you to see all the Activities in an area. The hidden activities are gray. See page 177 for information about copying Activities.



A CREATE ACTIVITY Page

About Creating an Activity

Summary:

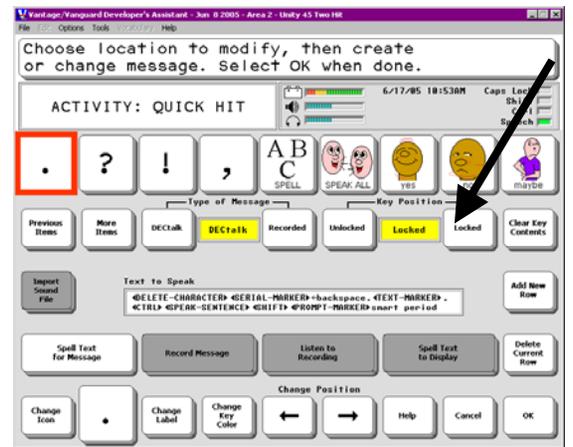
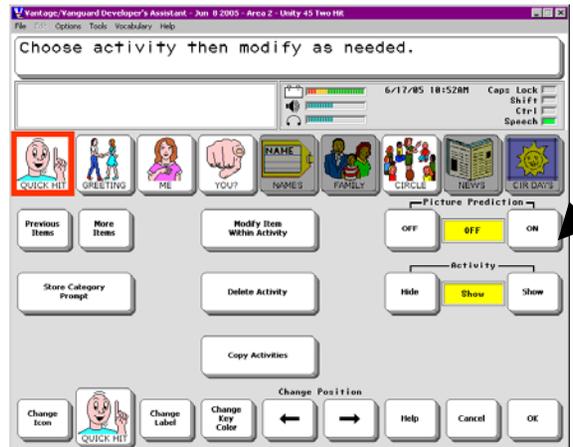
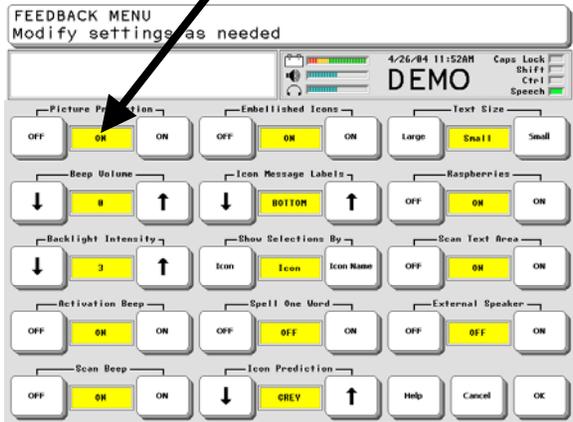
To add a new Activity to your Activity Row, use the **CREATE ACTIVITY** key in the Toolbox. If you want to change an already existing Activity, use the **MODIFY ACTIVITY** key in the Toolbox.

Perhaps you want to add a "Baking Cookies" Activity to your Activity Row. Your Activity vocabulary should consist of words that are not part of your core vocabulary. For an Activity like "Baking Cookies" you might need words like, "bowl," "flour," "teaspoon," etc. Each key that you define for this Activity can contain one of these activity words. When you go to this Activity you can use your core vocabulary sequences to say "I want" and then activate the "flour" key in the "Baking Cookies" Activity.

To create a new Activity you use the **CREATE ACTIVITY** key in the Toolbox. When you create an Activity, you tell your device where you want the new Activity key to go in the Activity Row. You create the key contents to define what you want the key to do. You assign an icon and label to it. You can assign a category prompt for the Activity Row. You can add a new row to an Activity. You can turn Picture Prediction on so that the most-used items in the Activity will move to the front. You can hide the Activity so that it cannot be used just yet.

Once you have created an Activity, if you want to change anything about it, you must use the **MODIFY ACTIVITY** key in the Toolbox.

↻ You can copy existing Activities from other User Areas (see page 177), or from other devices by using the MTI (see the **Using the Transfer Memory Menu** chapter).



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Picture Prediction

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

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

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

If you do not want any keys within a certain Activity to move, open the **MODIFY ACTIVITY MENU** in the Toolbox and select the Activity you want. Turn the **Picture Prediction** option to **OFF**. Now, even with Picture Prediction turned ON in the **FEEDBACK MENU**, it will not apply to the Activity you just selected.

If you want only some keys in an Activity to Move:

Perhaps you would like to have some keys predicted in an Activity, but not others. For example, the **MORE ITEMS** key should always remain in its place. In this case, open the **MODIFY ACTIVITY MENU**, select the Activity you want and turn the **Picture Prediction** option **ON**. Now select **Modify Item Within Activity**. You see the screen that contains the keys in the activity. Select a key. If you do not want this key to move from its place in the row, turn the **Key Position** option to **Locked**. Select each key that you don't want to have predicted and set it to **Locked**.

↻ If **Picture Prediction** is turned **OFF** in the **FEEDBACK MENU**, it will no longer apply to any Activity, no matter how you have set the Picture Prediction options in an Activity.

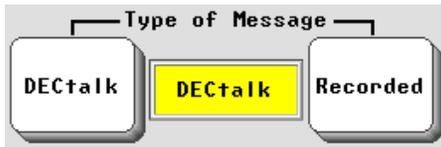
↻ Picture Prediction is very helpful with Dynamic Activities. You might often select the sequence for the **FOOD** Activity but then have to go through 2 or 3 rows of food keys before you see the food you mention a lot. With Picture Prediction, those keys you use frequently will eventually move to the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



Spell name of new activity
Select an icon for the activity



Select key to define



Type Message and/or Record a message or import a sound file.



The key's position can be locked in, or unlocked for use with Picture Prediction.



Change icon, label, color, etc., for the key if you wish.



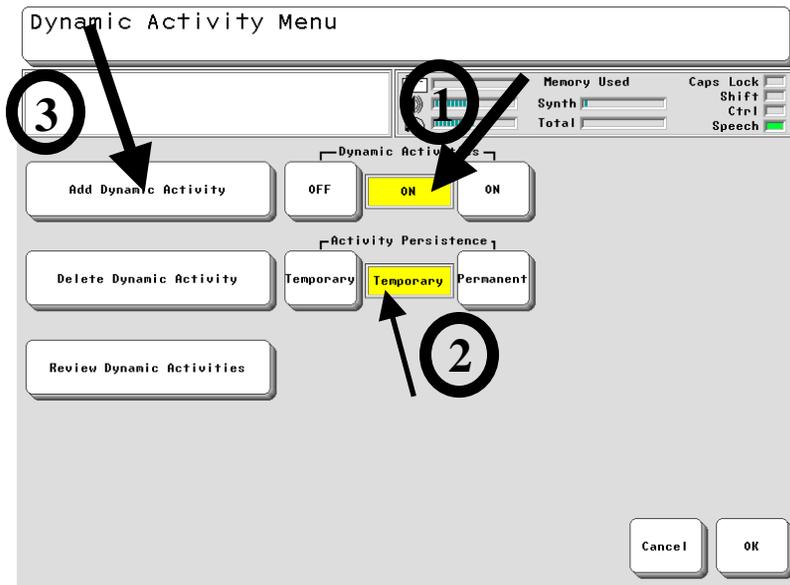
Select the next key to define

Create an Activity

Create a New Activity—An Example

1. Go to the Toolbox and activate the **CREATE ACTIVITY** key.
2. Spell a name for your new Activity.
3. Choose an icon for the Activity from one of the Icon Categories.
4. Now you see the screen that allows you to create the keys in your Activity. The first key in the Activity is highlighted in red.
➡ **MORE ITEMS** is automatically added to the last key in any row.
5. Select **DECTalk** or **Recorded** speech.
6. Spell any text to go with the key. Select **OK** when you finish. If you selected **Recorded**, record your message now.
7. Choose an icon for the key from the Icon Categories. ➡ When you select an icon, your device automatically inserts the icon name as a text label for the icon. This saves you some typing if this is what you want your device to speak. If not, change the icon label later or select a different icon. If you want a blank label, type a space instead of a word.
8. If you plan to use **Picture Prediction™**, select whether you want this **key's position** to be **Locked** or **Unlocked**. If **Locked**, the key position will never move.
9. Use **Change Key Color** to change the color of your key. (You could make all the keys in this activity the same color.)
10. Activate the next key you want to define and repeat these steps.
11. When you have completed the Activity, select **OK**. Then go to your overlay and test the Activity.

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



1. Turn Dynamic Activities ON.
2. Set Activity Persistence to Temporary or Permanent (in most cases you will want Temporary).
3. Select Add Dynamic Activity.
4. Choose an icon or icon sequence to store.
5. Select the activity you want to make Dynamic.
6. Activate OK when you are finished.

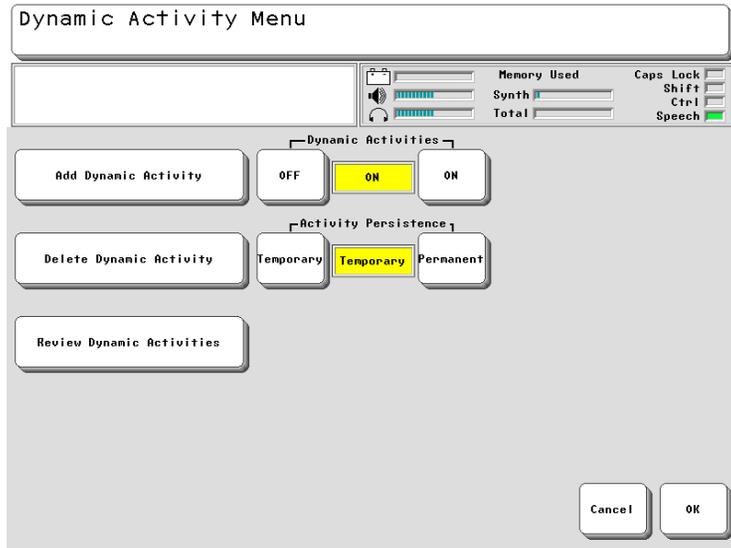
Dynamic Activities

Dynamic Activities

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

To Make an Activity Dynamic:

1. Go to the Toolbox and activate DYNAMIC ACTIVITY MENU.
2. Make sure that the **Dynamic Activities** box is set to ON.
3. Make sure that the **Activity Persistence** box says **Temporary**. (This means the activity stays dynamic for one activation only, then takes you back to where you were. If you want to remain in the new activity, make it **Permanent**)
4. Activate **Add Dynamic Activity**.
5. Select a sequence that will remind you of the activity (a one-icon sequence is quickest). ➡ You will not mask any vocabulary when you select a sequence for an activity. Activate **OK**.
6. Now activate the Activity you want to make dynamic (you may have to activate the MORE ITEMS key until you see the activity).
7. Activate **OK**. Activate **OK** in the Toolbox.
8. Open any Activity. Then activate the icon you selected in Step 5
9. The Activity you wanted opens. Activate an icon in the Activity.
10. The word is spoken and you return to your original Activity.



ADD A DYNAMIC ACTIVITY

Make sure Dynamic Activities is On.

Set Activity **Persistence** to **Temporary**.

Activate **Add Dynamic Activity**.

Select an **icon sequence**.
(You may select only one icon if you want)

Select the **Activity** you want to make Dynamic.

Activate **OK** when finished.

Erase and Review Dynamic Activities

Erase a Dynamic Activity Link; Review All Dynamic Activities

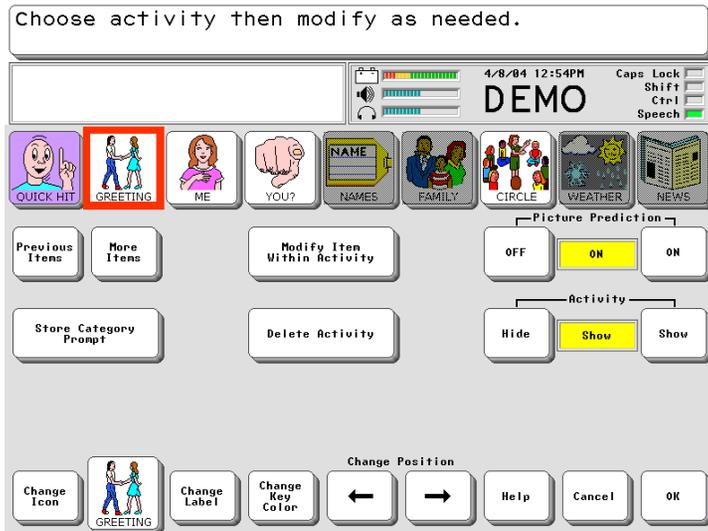
To Erase a Dynamic Activity Link:

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

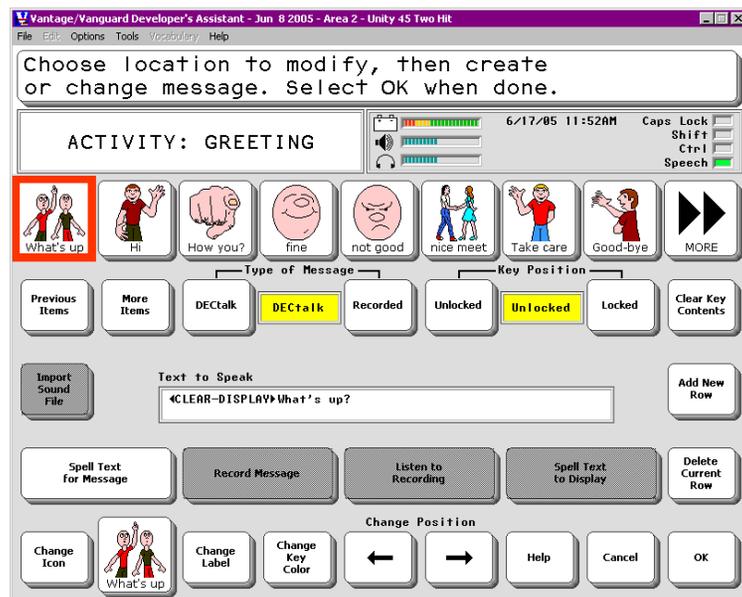
➡ This action erases the link to the activity, not the actual Activity. That is, the sequence that produces the Activity is erased. If you want to erase the whole Activity, go to MODIFY ACTIVITY and use the **Delete Entire Activity** option. Within the Activity itself, you can use the **Delete Message** option to delete the message for that key.

To Review Your Dynamic Activities:

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



Select an Activity to Modify



Select an Item within the Activity to Modify

Modify An Already Existing Activity

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

To Modify an Activity:

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

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

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

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

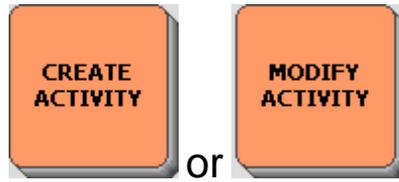
Change DECTalk Text: Spell new text from the spelling overlay.

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

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

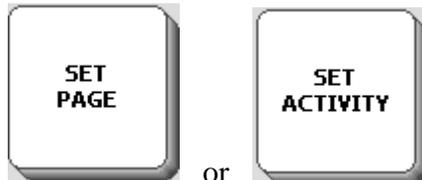
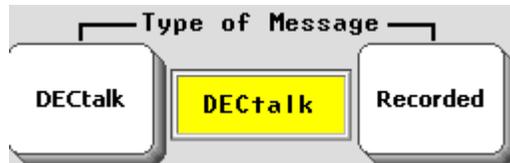
Key Position: Lock or Unlock: Use with Picture Prediction: **Lock** and the key remains fixed; **Unlock** and it will move according to frequency of use if Picture Prediction is turned On in the FEEDBACK MENU and for the Activity.

Select



or

Select the key where you want to store the link



or

Select Page or Activity to link to.

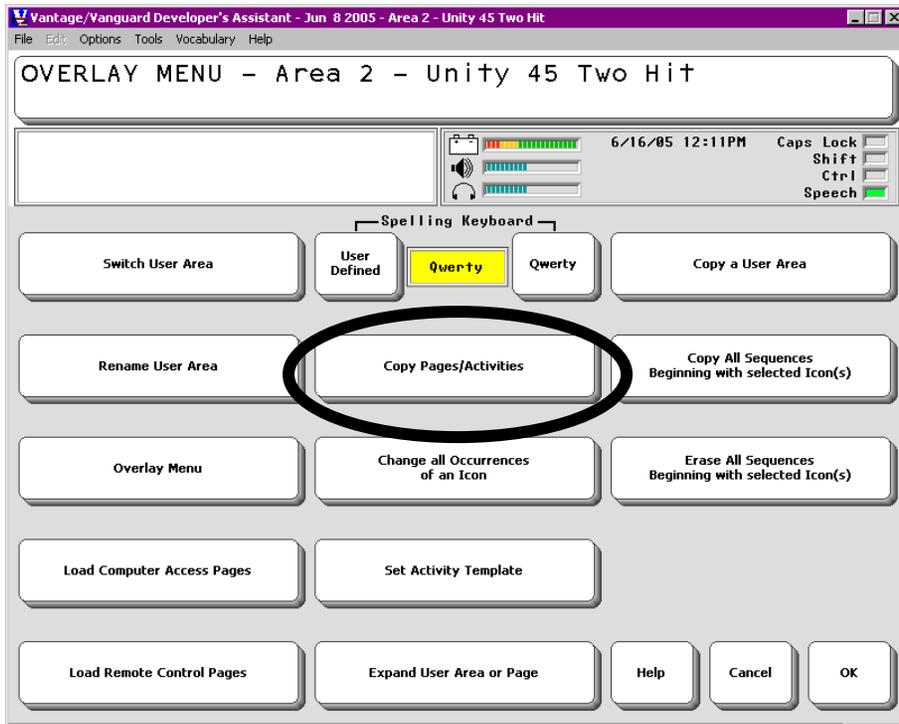
Link an Activity to a Page or another Activity

Link an Activity to a Page or to another Activity

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

To Link an Activity to a Page

- A. If you are creating a new Activity, activate **CREATE ACTIVITY** in the Toolbox, spell the name of the activity and select an icon.
- B. If you want to link an Activity you have already created, select **MODIFY ACTIVITY** in the Toolbox and select the Activity you want to modify, then select **Modify Item within Activity**.
 1. Select the key you want to contain the link.
 2. Select **DECTalk or Record**
 3. Select **Spell Text for Message**.
 4. Instead of spelling a message, select the **Insert Tool** key on the spelling overlay.
 5. A list of Tools appears with the message, **Choose Tool you wish to insert**.
 6. Select **More Items** until you see the Tool you want, either **SET PAGE** or **SET ACTIVITY**.
 7. Select the Tool you want.
 8. You see a list of all your Pages or all Activities. Select the Page or Activity you want to link to. Select **OK**.
 9. Now you can choose an icon for your key, label it, etc.



Copy Pages and Activities to Other User Areas

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

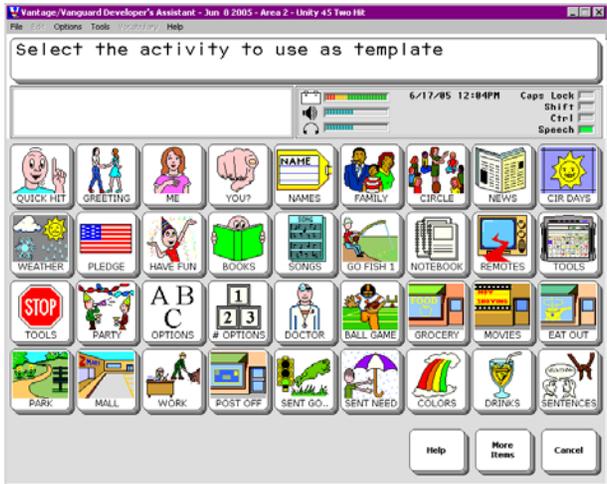
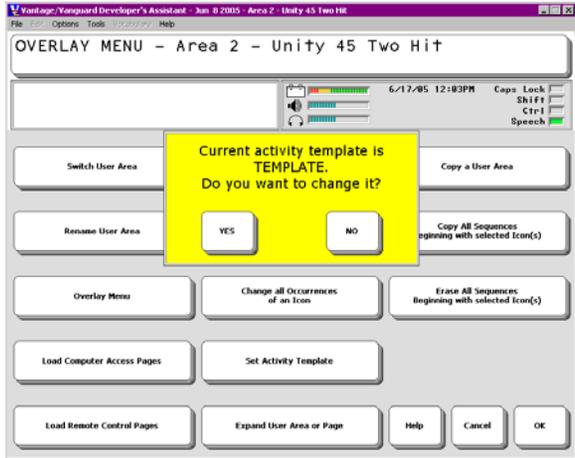
Copy Pages or Activities in one User Area to another User Area.

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

Copy Activities or Pages from One Device to Another

You can easily copy Pages or Activities from one device to another by using a USB flash drive and the MTI. Copy the Pages/Activities to a **blank** User Area. Use the MTI to save that user area to the USB drive. Plug the USB drive into the second device and use the MTI to load the saved area into the second device. ➡ See the **Memory Transfer Menu/MP3 Player Menu** chapter.

Set Activity Template



Set Activity Template

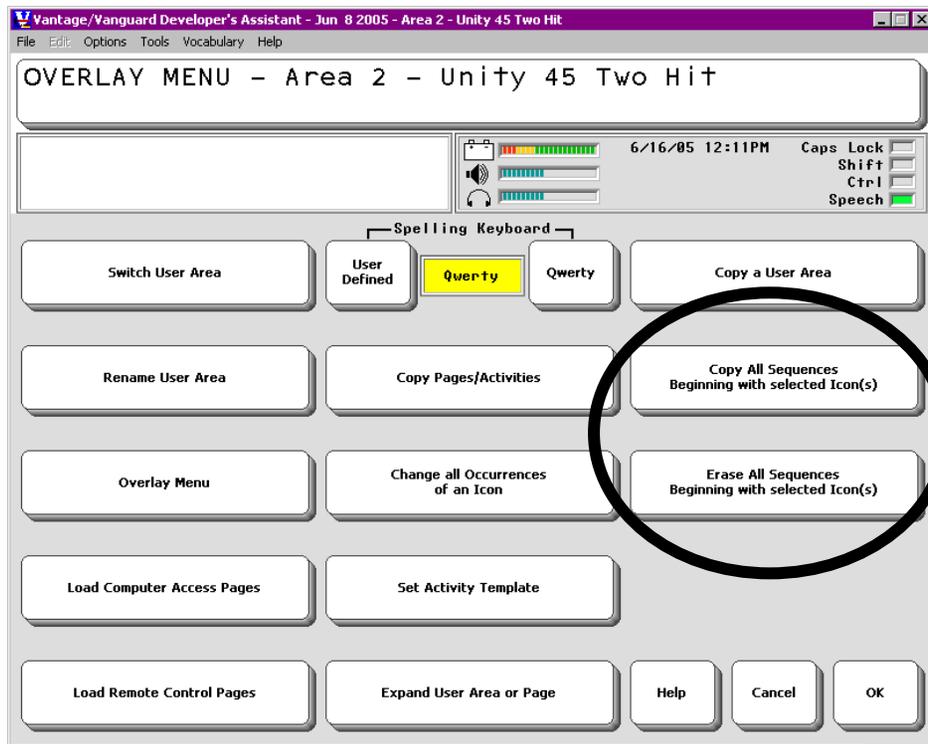
Set Activity Template

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

To Set and Use an Activity Template:

1. Select **Set Activity Template** from the CHOOSE OVERLAY MENU.
2. You see a message box that tells you the current template is Template 1 and asks if you want to change it. If you want Template 1, select **NO**. If you want to use a different template, select **YES**.
3. If you select **YES**, you see the List of Activities screen for the overlay you are using.
4. You can select any Activity to use as a Template or you can decide to use Template 1.
5. Once you have selected an Activity for a Template, activate OK.

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



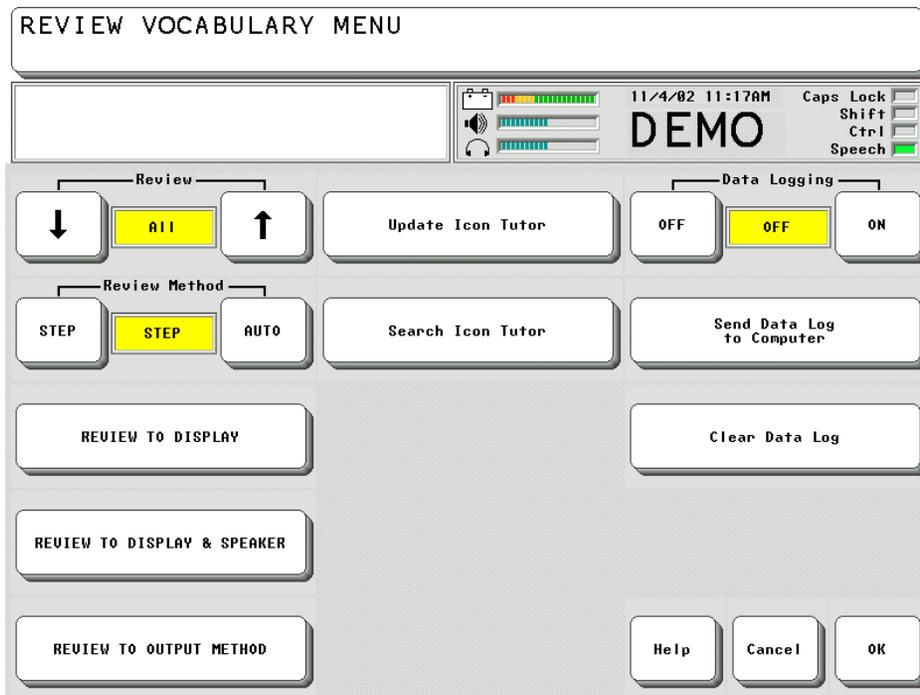
Copy/Erase Sequences Beginning with Selected Icon(s)

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

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

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

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



REVIEW VOCABULARY MENU

Using the REVIEW VOCABULARY MENU

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

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

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

To learn how to review to a computer or printer see the next two pages.

➡ For recorded messages, the review shows the word "Digitized" and gives the icon sequences for each digitized message.

A Vocabulary Review **does not** review words in the Dictionary.

➡ See next page for **Review to Output** information.

➡ For information about **Data Logging**, see **Appendix J**.

For information about **Icon Tutor** see page 189.

Using the "Review to Output Method" Option

You can send a vocabulary review to a computer where the review can be saved as a file or you can send it straight to a printer. You can also review the Word Prediction Dictionary using the method described below.

Option #1-with USB Cable

You can perform a review on your computer by connecting a USB cable to the square USB port on your device and to the USB connector on your computer. Open the OUTPUT MENU and select **USB Disk** for **Output Method**. Open the REVIEW VOCABULARY MENU. Select what you want to review and the method (step or auto) you want to use. On your computer, open a blank word processing document. Now select **Review to Output Method** on your device. The review will be visible on your computer screen.

Option #2-with serial cable

You can perform a review on the computer by using either the **Hyper Terminal** application that is already on most IBM computers (on Macs this is usually called the **Terminal** program), or you can download to your computer the free **AAC Keys** application. To download AAC Keys, go to www.prentrom.com, type "AAC Keys" in the Google Search box (make sure it's set to search the PRC website only), then download the application. The following directions are for Hyper Terminal but AAC Keys works in a similar manner.

To Review to an IBM or clone Computer:

Connect your computer and the Vantage or Vanguard II with a null modem serial cable. You can use the MTI cable that came with your device. Plug one end of the cable into COM 1 on your computer. If your computer has more than one COM port and COM 1 is being used for

something else, plug the cable into another port. Plug the other end of the cable into the serial port on your device.

Select the computer **Start** menu.

Select **Programs**.

Select **Accessories**.

Select **HyperTerminal**.

In the HyperTerminal window, select **Hyperterm.exe**.

In the **New Connection** dialogue box:

Type, "Review" as the name.

Select an icon. The program will save your review using that icon as the reminder for it.

Press **OK**.

In the **Phone Number** dialogue box:

At **Connect Using**, select **COM 1**. (If you connected your cable to a different COM port select the correct port.)

Press **OK**.

In the **COM 1 Properties** dialogue box:

Either select the **Defaults** option, or set the following:

Data Bits = 8

Parity = None

Stop Bits = 1

At **Bits per Second**, select **9600** if this is not already set there.

Some computers may allow a higher baud rate and Vantage and Vanguard II will go up to 57600 baud.

At **Flow Control**, select **X on X off**.(or "Software" if that is the choice)

The "Review" window should now be open.

Open the **Transfer** menu in the menu bar. Select **Capture Text**. Type in the **drive** and the **file or folder** where you want the text to go. Click on **Start**.

On the Your Device

Open the **Toolbox**.

Open the **OUTPUT** menu.

Set **Output Method** to **RS232**.

Set **Output** to **On**.

Set **Baud Rate** = **9600**. (The HyperTerminal and your device baud rates must be the same.)

Set **Serial** to **On**.

Set **Auto Line Feed** to **On**.

Character Pacing should be **Off**.

Activate **OK** to exit.

Open the **REVIEW VOCABULARY** menu and activate **Review to Output**.

When the review has been transferred to your computer you can **Copy** it into a word processing program, **Save** it in a file or folder and then use the computer **Print** function to print the review.

On a Macintosh Computer

Connect your computer and your device with the MTI Mac cable that came with your device. Plug one end of the cable into either the Printer port or the Modem port of your computer, depending on what your Terminal program calls for. (Some Terminal programs allow you to connect to either port, some only allow you to connect to the modem port.)

Open the **Terminal** program on your computer.

Select the **port** that you are connected to.

Set the **baud rate** to match your device's baud rate. (The baud rate is in the **OUTPUT** menu.)

On your Device

Open the **OUTPUT** menu.

Set **Output Method** to **RS232**.

Set **Output** to **On**.

Set **Baud Rate** = 9600. (You can select a higher baud rate, but the terminal program and your device's baud rates must be the same.)

Set **Auto Line Feed** to **On**.

Character Pacing should be **Off**

Activate **OK** to exit.

Open the REVIEW VOCABULARY MENU and activate **Review to Output**.

When the review has been transferred to your computer you can **Copy** it into a word processing program, **Save** it in a file or folder and then use the computer **Print** function to print the review.

To Print Directly to a Serial Printer

Attach the printer cable to the **serial port** with the picture of a computer on the top of the Pathfinder. Set the printer baud rate to match the baud rate in your device's OUTPUT menu.

The printer should be set for **8 Data Bits**, **2 Stop Bits** and **Parity** should be set to **None**.

Open the OUTPUT menu in the Toolbox:

Set **Output Method** to **RS232**.

Set **Output** to **On**.

Set **Baud Rate** = **9600**. (You can select a higher baud rate, but the printer and Pathfinder baud rates must be the same.)

Set **Output Mode** to **Immediate**.

Make sure the printer is on-line and ready to print.

From your device, activate **Review to Output**.

To Print to a Parallel Printer

If you want to print to a parallel printer, you will need a parallel-to-serial adapter. You can usually get these adapters from the place you got your printer.

Plug the printer cable into the adapter and plug the adapter into one of the serial ports on your device.

Set the **baud rate** on the printer to match baud rate on your device.

The printer should be set for **8 Data Bits**, **2 Stop Bits** and **Parity** should be set to **None**.

In the OUTPUT Menu in the Toolbox:

Set **Output Method** to **RS232**.

Set **Output** to **On**.

Set **Baud Rate** = **9600**. (You can select a higher baud rate, but the printer and Pathfinder baud rates must be the same.)

Set **Output Mode** to **Immediate**.

Make sure the printer is on-line and ready to print.

Open the REVIEW VOCABULARY MENU and select **Review to Output**. Then select **Printer**.

Icon Tutor

The Icon Tutor helps you to learn the sequences where specific words are stored.

Using Icon Tutor:

Suppose you want to know where the word "Watch" is stored.

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

Updating Icon Tutor

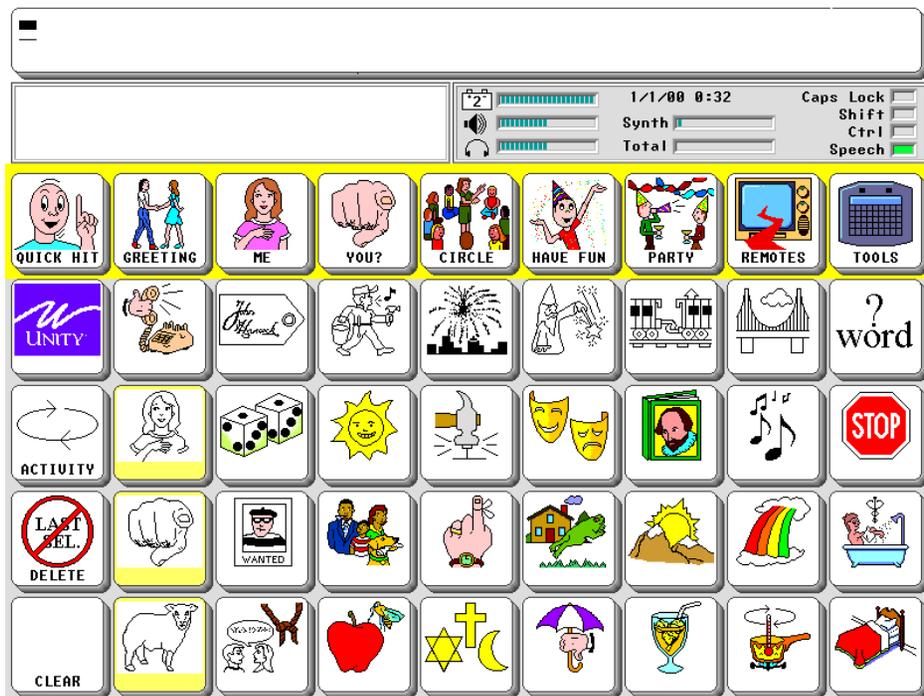
If you do a lot of customizing to your vocabulary, you should update Icon Tutor periodically to reflect the addition of new words.

If you use the MTI to load a new vocabulary into your device use the **Update Icon Tutor** option to add the new vocabulary to the database.

To Update Icon Tutor:

1. Activate the **Update Icon Tutor** option.
 2. You see a box that asks you to please wait.
 3. When the update is over, your device will beep.
- ➡ An update may take a few minutes. Be patient.
- ➡ You can store the ICON TUTOR Tool on your overlay if you wish. When you activate it, you will see your spelling page. Type in the word you are looking for and select OK.

Personalize Your Communication Keyboard and Overlay



The 45 Location Keyboard with the
Unity[®] 2-Hit Overlay

About Personalizing Your Communication Keyboard and Overlay

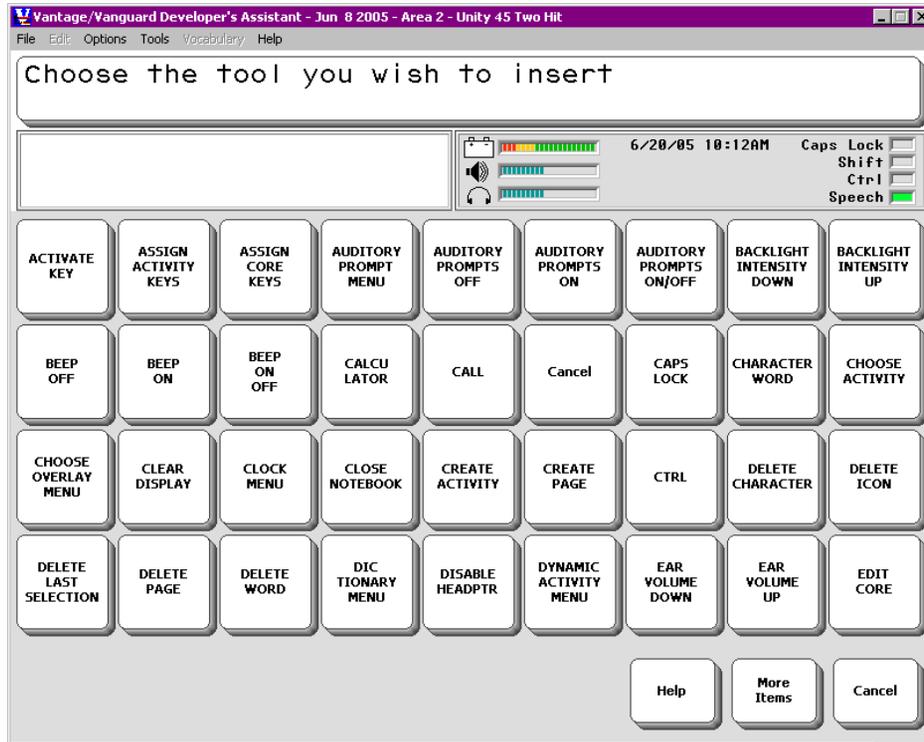
In this section you will continue to learn how to set up your keyboard and overlay so that you can communicate rapidly and easily.

You can learn how to copy Tools and assign them to keys or store them under icon sequences on your keyboard. You can learn how to create pages in different overlay sizes. You can learn how to swap keys, turn keys off and on, and rename icons. You can learn how to store Auditory Prompts on pages 235-237.

You will also learn about other menus in the Toolbox like the FEEDBACK MENU and the DICTIONARY MENU.

When you personalize your overlay you are fine-tuning it to help you to communicate as easily and efficiently as possible.

Remember: to go to the Toolbox, press the  key on the front of the case.



Page 1 of the ALL TOOLS LIST

About Inserting Tools from the ALL TOOLS LIST to Your Overlay

Summary:

Use the ALL TOOLS LIST to insert Tools to your communication overlay.

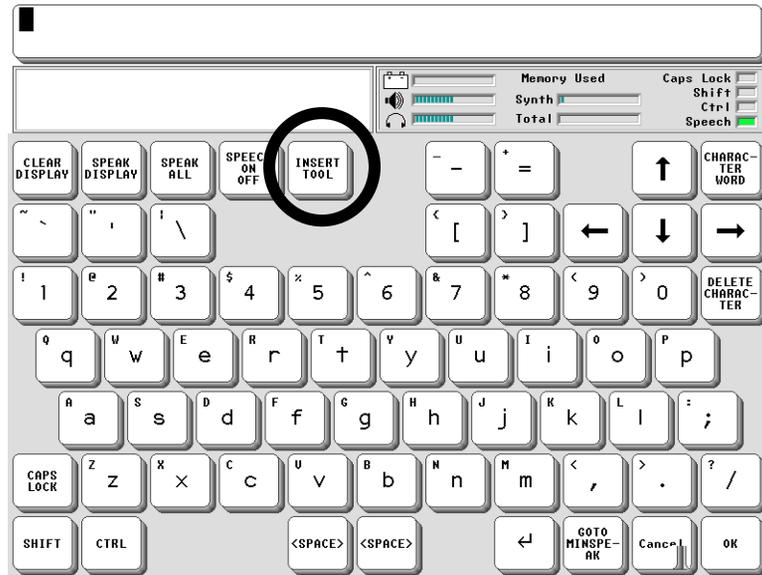
If you use a certain Tool frequently, you may want to store it on your communication overlay. If you store a Tool under an icon sequence or assign it to a key on your overlay it is always available to you. You don't have to open the Toolbox to get to it.

You can store Tools under icon sequences, you can assign Tools to keys on your overlay, and you can even combine Tools and instructions together and store them in sequences or assign them to keys.

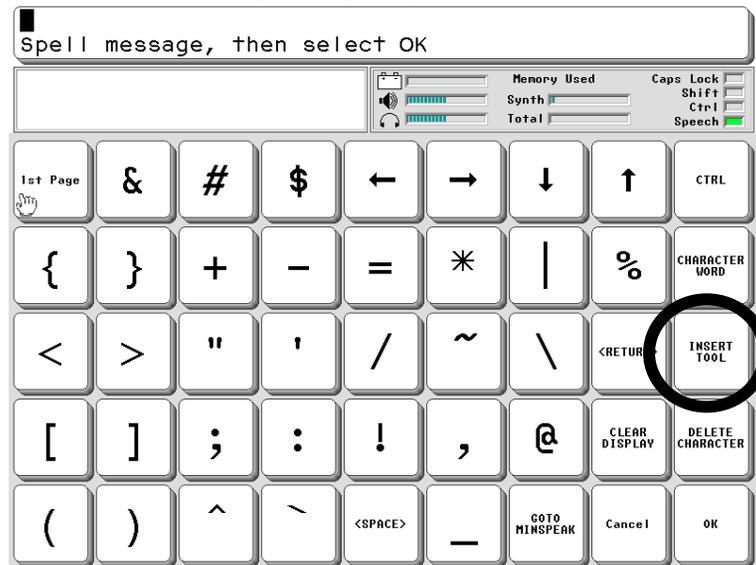
The ALL TOOLS LIST is a list of all the Tools that are available for use in your device. You must be in a **storing** menu to access the ALL TOOLS LIST. You select the INSERT TOOL key from your Spelling overlay during the storing process. When you activate INSERT TOOL you see the first page of available Tools. You can browse through the pages until you find the Tool you want. When you activate the Tool you want, your device makes a copy of it. When you finish the storing process, your device stores the Tool under the sequence you have chosen or assigns it to the key of your choice.

Appendix A contains the ALL TOOLS LIST and an explanation of each Tool.

In the next few pages you will learn how to use INSERT TOOL and the ALL TOOLS LIST to store Tools on your overlay.



Spelling Keyboards



Use INSERT TOOL When You Store a Tool on Your Overlay

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

Summary:

You must activate **INSERT TOOL** before you activate the Tool that you want to store on your overlay.

You can store Tools from the ALL TOOLS LIST to your overlay. You can even assign a combination of Tools and text to a key or you can store Tools or Tools and text under an icon sequence.

To assign a Tool to a key or to store it in a sequence you must use the **INSERT TOOL** key on your **spelling keyboard**. When you use **INSERT TOOL** you are telling your device to do two things: 1) to show you the ALL TOOLS LIST and 2) to insert a Tool from the ALL TOOLS LIST to the key or icon sequence you have chosen on your Unity® overlay.

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

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

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



Select icon sequence to be used. Select



Spell any message.



Select Insert Tool



Select the Tool to insert



Store a Tool Under an Icon Sequence

Store a Tool Under an Icon Sequence

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

To Store a Tool Under an Icon Sequence:

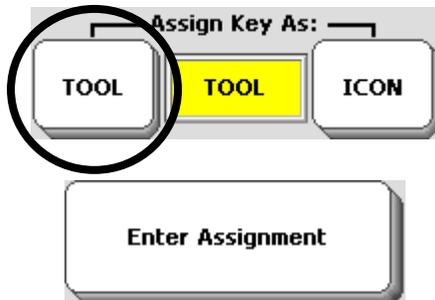
1. Activate the key on the case to go to the Toolbox.
2. Activate STORE CORE.
3. The Toolbox returns you to your overlay. Select the icon sequence you want to store your Tool under and activate OK.
4. Select **DECtalk** from the storing screen.
5. Select **Spell text for message**.
6. You see your spelling overlay. Activate the INSERT TOOL key.
7. You see the first page of the ALL TOOLS LIST. The Tools are arranged alphabetically on the screen. Activate MORE ITEMS twice.
8. Select SPEECH ON/OFF.
9. Activate **OK**.
10. You see the Storing screen. If you are finished with storing, activate **OK**.
11. You return to the Toolbox. Activate GO TO MINSPEAK[®].
12. Activate the sequence you stored the Tool under. You should see the SPEECH block in the Status Area turn On or Off.

To Erase the Sequence

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



Select key on your overlay where you want to assign tool



Select a Tool from the list



Assign a Tool to a Core Vocabulary Key

Assign a Tool to a Core Key on Your Communication Overlay

Summary:

If you assign a Tool to a core key on your communication overlay, the Tool replaces the icon that was associated with that key.

Use the ASSIGN CORE KEYS MENU to assign a Tool to any keys in the Core vocabulary area of your communication overlay. Use the CREATE ACTIVITY or MODIFY ACTIVITY to assign a Tool to the Activity Row.

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

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

To Assign a Tool to a Core Vocabulary Key:

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

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

Erase a Tool from a Key



Select Icon that contains the Tool you want to change



Select ICON



Erase the Tool and the Icon



Erase the Tool and Restore the Original Icon

Summary:

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

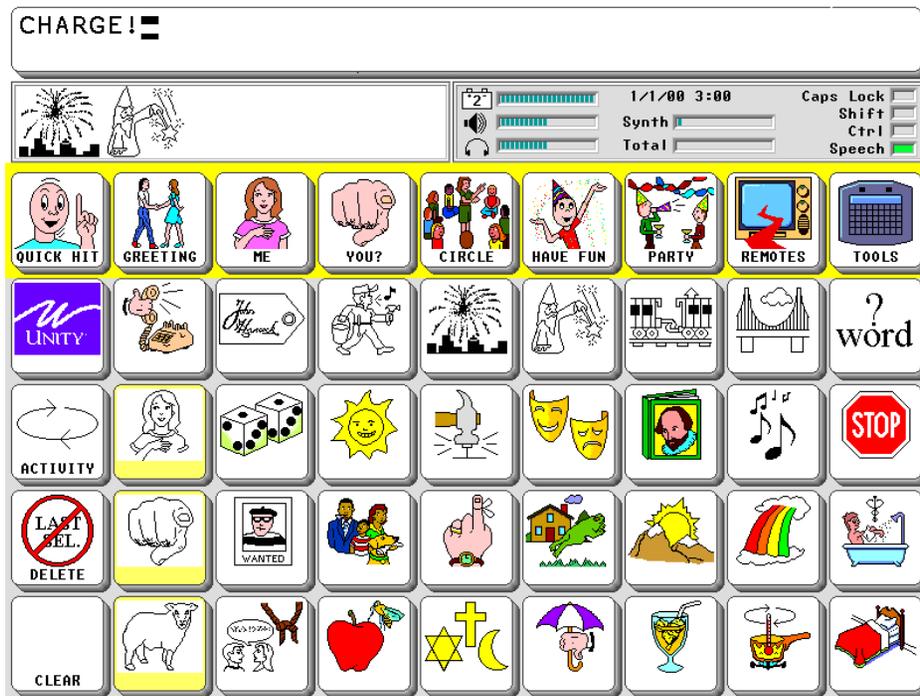
To Erase the Tool and Restore the Icon

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

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

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

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



This Macro is stored under an Icon Sequence

When you activate the sequence your device

- Speaks** "Charge!"
- Displays** the word "Charge!"
- Plays** the CALL signal.

About Macros

About Macros

Summary:

Assign instructions that combine Tools and text to an icon sequence or a key.

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

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

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



Select icons you want to use for your sequence.



Type a message if you want one.



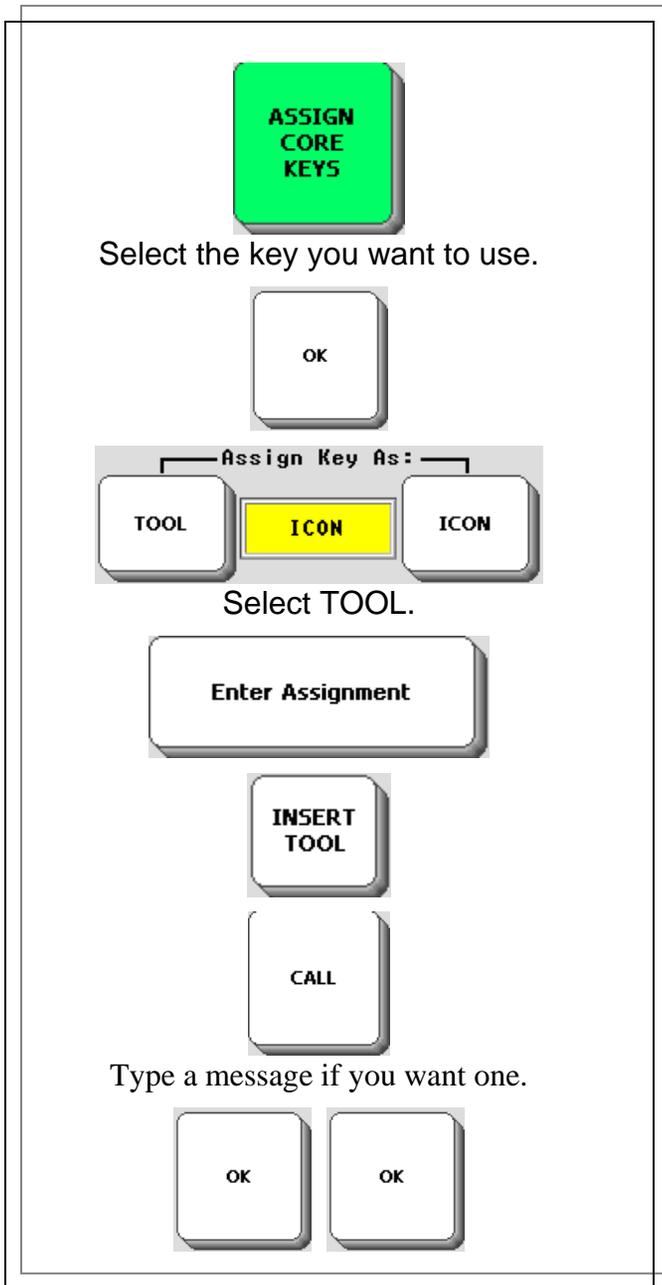
Store a Macro Under an Icon Sequence

Store a Macro Under an Icon Sequence

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

To Store a Macro Under an Icon Sequence:

1. Go to the Toolbox overlay.
2. Activate STORE CORE.
3. The Toolbox returns you to your overlay. Select the icon sequence you want to use to store the macro under.
4. Activate OK.
5. Select **DECTalk** from the storing screen.
6. Select Spell text for message.
7. You see your spelling overlay.
8. Activate the INSERT TOOL key.
9. You see the first page of the ALL TOOLS LIST. The Tools are arranged alphabetically on the screen. Activate the CALL Tool.
10. Type: Charge!
11. Activate OK.
12. Activate OK on the storing screen.
13. You are back in the Toolbox. Activate GO TO MINSPEAK®.
14. Make sure your speech is On. Activate the sequence you stored the macro under. Your device should play the CALL signal and speak, "Charge!"



Assign a Macro to a Core Vocabulary Key

Assign a Macro to a Core Key

We will use the "Charge!" example

To Assign Tools and Directions to a Core Key:

1. Go to the Toolbox overlay.
2. Activate ASSIGN CORE KEY.
3. The Toolbox returns you to your overlay. Select the key you want to use to store the macro under.
4. Select TOOL in the **Assign Key As** box.
5. Select the **Enter Assignment** key.
6. You see your spelling overlay.
7. Activate the INSERT TOOL key.
8. You see the first page of the ALL TOOLS LIST. The Tools are arranged alphabetically on the screen. Activate the CALL Tool.
9. Type: Charge!
10. Activate **OK**.
11. Activate **OK**.
12. You are back in the Toolbox. Activate GO TO MINSPEAK[®].

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

Erase a Macro Stored Under an Icon Sequence



Select the sequence you stored the macro under



Then select YES.

Erase a Macro Assigned to a Key



Select the key you assigned the macro to.



Enter a new assignment or select to leave the key empty.

Erasing Macros

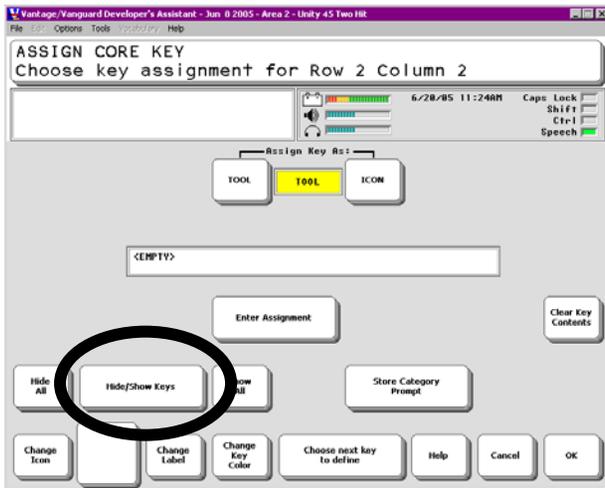
Erase Macros

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

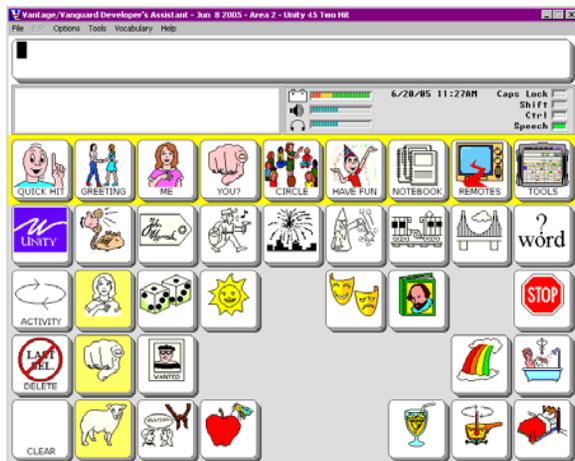
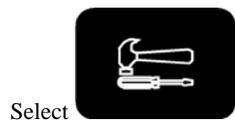
1. Go to the Toolbox.
2. Activate ERASE CORE.
3. Activate the icon sequence you stored the macro under.
4. Activate OK.
5. Activate YES.
6. Activate GO TO MINSPEAK[®] to return to your overlay.

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

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



Selecting **Hide/show Keys** takes you to your overlay.
 Select all the keys on your overlay you want to hide (or show)



Selected keys are hidden

Hide a Key on Your Overlay

Hide a Core Vocabulary Key

Summary:

When you hide a key it is no longer visible on the overlay and that location will no longer work if pressed or scanned.

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

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

To Hide a Core Vocabulary Key:

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

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



Select one of the keys to swap...
Select the text area to cancel

Select key to swap.
Select key to swap with.
Continue to swap keys, or exit.

TO EXIT SWAP KEYS

After you have completed a SWAP CORE KEYS operation, activate the **Text Display Area** to save the keys in their new position and exit.

TO EXIT BEFORE YOU HAVE FINISHED SWAPPING

If you want to exit SWAP CORE KEYS before you have completed an operation, activate the **Text Display Area**.
This is the same as using a CANCEL key.

Swap Core Keys

Swap Core Vocabulary Keys on Your Overlay

Summary:

Activate SWAP CORE KEYS in the Toolbox. Activate one of the keys you want to swap. Activate the key you want to swap with. If you want to cancel, activate the Text Display area.

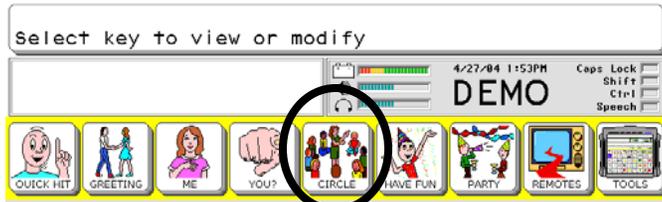
You can move keys around in the Core area of your communication overlay by using SWAP CORE KEYS. When you swap keys, the whole key, including any sequences that might be stored under it, is swapped.

To Swap Two Keys:

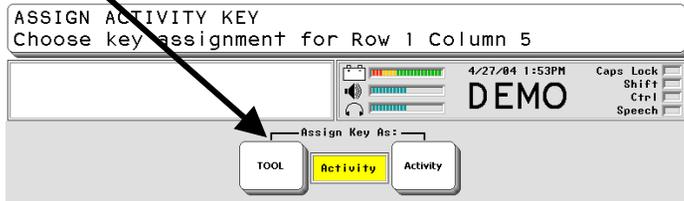
1. Go to the Toolbox and open SWAP CORE KEYS.
2. Activate the first key you want to swap.
3. Now activate the key you want to swap with.
4. You can continue to swap keys. To exit, activate the Text Display area.

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

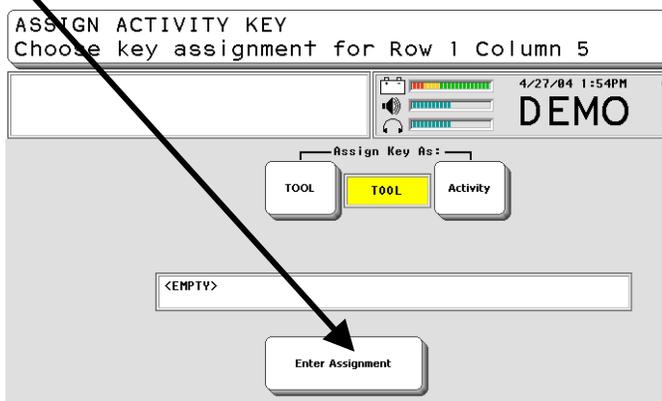
Activate the Text Display area **after** you have completed a SWAP KEY operation to save the keys in their new position.



Select a key for your Tool

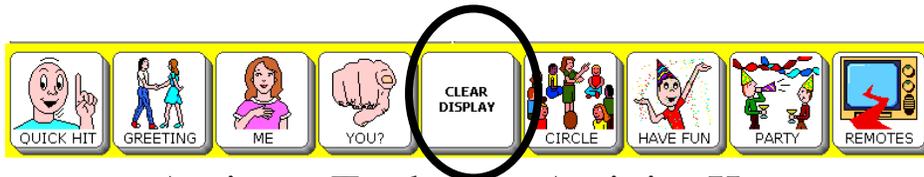


Select Tool



Select Enter Assignment

Use Insert Tool, select the Tool, activate OK.



Assign a Tool to an Activity Key

Assign a Tool to an Activity Key

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

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

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

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

1. Activate **ASSIGN ACTIVITIES KEYS** in the Toolbox.
2. You see the first row of available Activities.
3. Select the key where you want to assign a Tool.
4. Select the **Tool** option.
5. Select **Enter Assignment**.
6. Select **Insert Tool**, then select the Tool you want to assign.
7. Select **OK**.
8. Perform any of the other options you want to.
9. Select **OK**. You will see the Tool in your Activity Row.

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

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

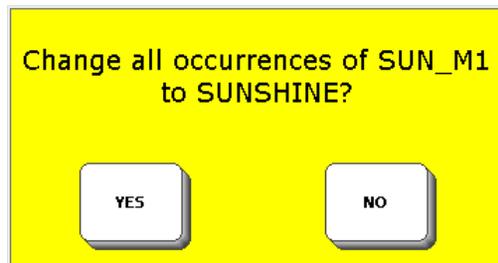
Open CHOOSE OVERLAY MENU

Select

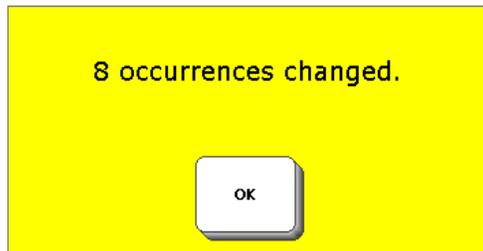


Select from the Icon Categories the icon you want to **change**.

Select from the Icon Categories the icon you want to **change to**.



Select **YES** or **NO**



Your device tells you how many changes were made.

Select **OK**.

Changing All Occurrences of an Icon

Change All Occurrences of an Icon

Perhaps, in the course of assigning keys, you switched icons on a key from the original icon to one whose picture you liked better. For



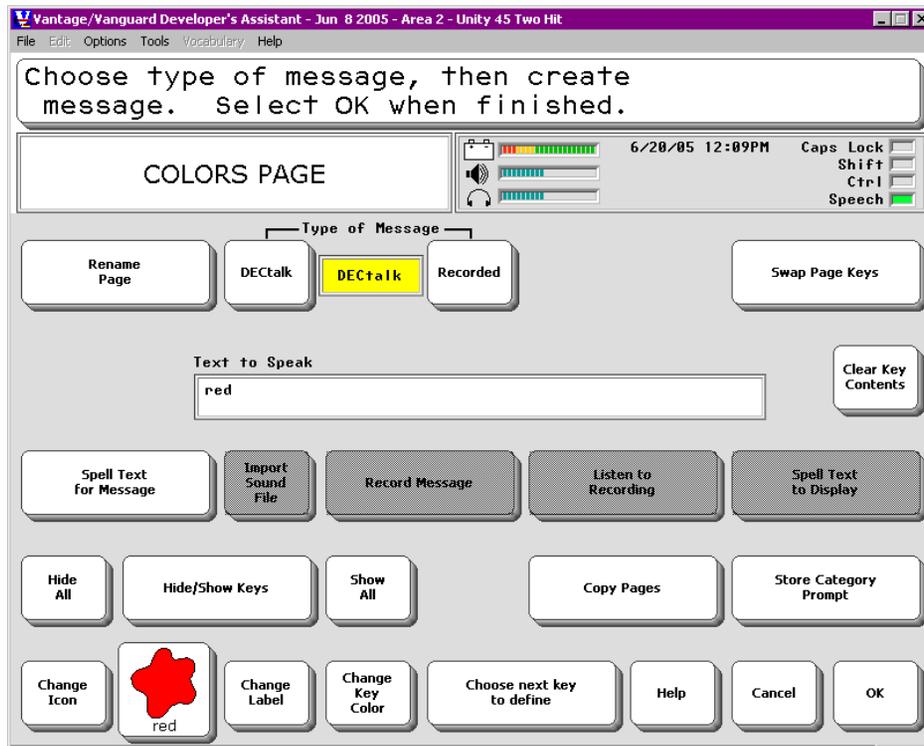
example, you might have changed the



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

To Change All Occurrences of an Icon:

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



A Custom Page Screen

About Custom Pages

Custom Pages are screens that have either been created especially your device or that you create yourself. Your device has Custom Pages for computer emulation already stored in it. See page 61 and the Using a Computer chapter to find out more about these Pages.

Perhaps you would like a Custom Page that allows you to play a game or sing songs. You can dedicate each key on your keyboard to a single move in a game or a single song. You might want to assign the computer access icons to a Page and then store individual instructions to each key.

Custom Pages can be created for the all keyboard sizes. Custom Pages do not have an Activity Row, and each key on the page is a single activation key. There is no sequencing. You can think of a Custom Page as one big single Activity.

Before you create a Custom Page, think about what you are going to want on it. You will need to be able to move from your Custom Page to other overlays. You might need an OK key and/or a CANCEL key. Where will you put GO TO MINSPEAK or GO TO SPELL? Will you need a key for "I need help"? You might want to write down the different keys that you will need before you begin to create the Custom Page.

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

When you create a Custom Page you will use the **CREATE PAGE** key in the Toolbox. To modify or change an already created Page, use the **MODIFY PAGE** key in the Toolbox. To copy Pages from one User Area to another User Area, use the **CHOOSE OVERLAY MENU**.

CREATE A PAGE

Go to the Toolbox



Activate



Type the name of your Page.

Activate



Select an **Overlay Size** or
Copy from Existing Page
then select the page you want to copy.

Select a **key** to define.

Spell any **text** to be displayed.

Record your message or **import** a sound file

Add an icon, a label or change the key color.

Add a prompt if that option is available.

Continue to define keys or activate **OK** to quit.

Create a Custom Page

Create a Custom Page

1. Go to the Toolbox.
2. Activate CREATE PAGE
3. Spell the name for your Page and select **OK** when you have finished.

Copy from an Existing Page:

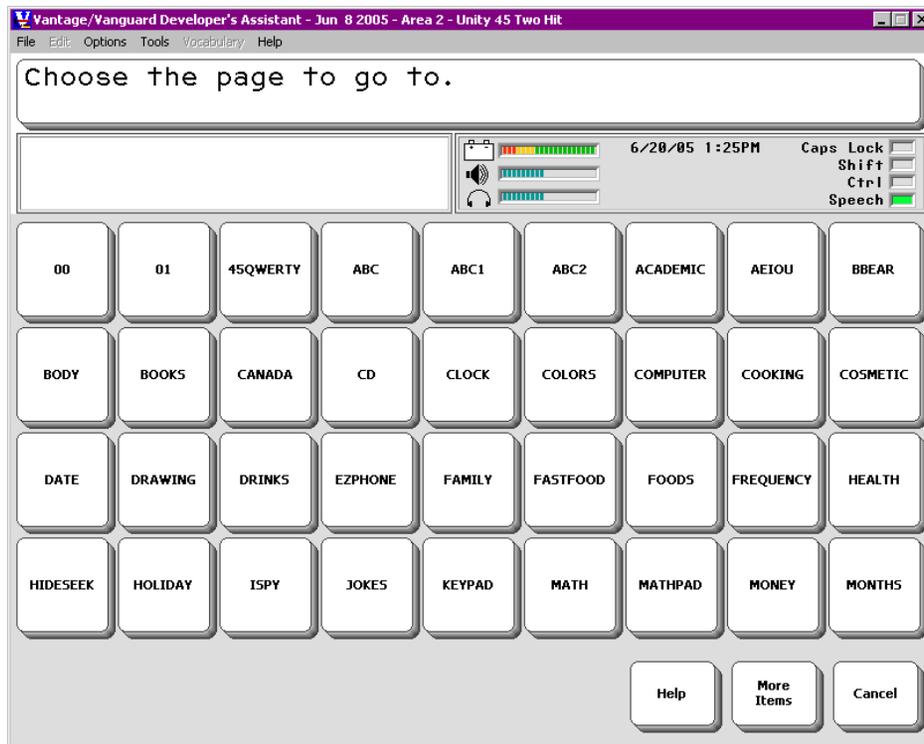
4. If you want to copy the format of an already created Page, select **Copy from an existing page** then select the Page you want to copy.
5. Select a key to define from the existing Page.
6. Follow steps #6-10 below.

OR

4. Select the keyboard size you want to use for your Page.
5. Select the first key that you want to define.
6. Select DECTalk or Record.
7. Type in any text that you want your device to speak. If you are recording something, type in any text that you want to have displayed. (Remember to use INSERT TOOL if you want any Tools to be part of the key contents.)
8. Add an icon to your key, change the label or change the key color if you want. A label can contain up to 32 letters. If you want a blank label, type a space instead of a word. To change the key color press the **Change Key Color** key until you see the color you want.
 If the key you have selected is in the first row or the first column of keys, you can add an Auditory Prompt to identify the key.
9. When you have finished with the key, select CHOOSE NEXT KEY TO DEFINE and repeat steps 5-9 until you have created your custom page.
10. When you have finished, select OK.



Open the PAGE MENU



Page 1 of the PAGE MENU

Go to Your Custom Page

Summary:

Access your Custom Page from the PAGE MENU in the Toolbox. If you would rather, you can store a specific Page or the PAGE MENU under an icon sequence on your Minspeak® overlay.

Once you have created a Custom Page, you can go to the Toolbox and activate the PAGE MENU key. The names of any Pages you have created will be listed in this menu. Simply select the Page you want to use.

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

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

To Store a Specific Custom Page Under an Icon Sequence:

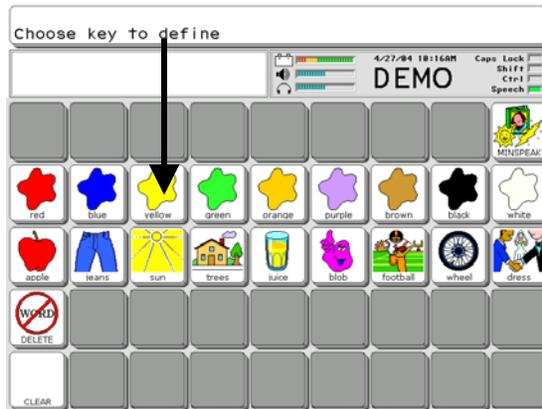
1. Activate STORE CORE in the Toolbox.
2. Choose the icon sequence you want to use and then activate **OK**.
3. Select DECTalk and **Spell Text to Speak**.
4. Spell any text you want to store.
5. Activate **INSERT TOOL**.
6. Activate **SET PAGE** or **SET PAGE TEMPORARY** Tool.
7. Choose the Custom Page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

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

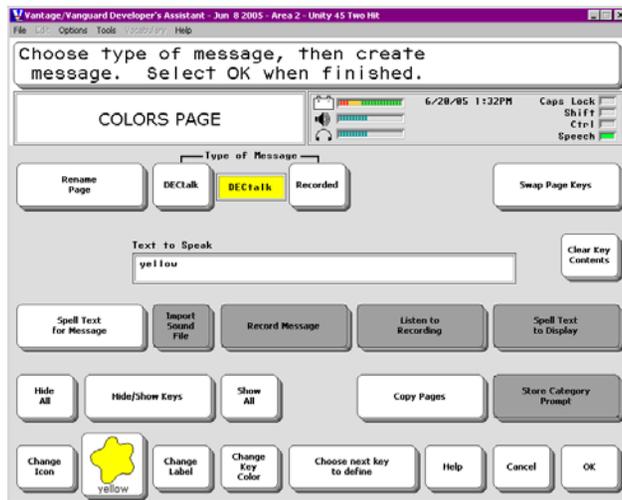
🔄 To learn how to save a Page to memory, see the **Using the TRANSFER MEMORY MENU** chapter.



Select a Page to modify



Select a key to define



Modify a Custom Page

Modify a Custom Page

Summary:

You can modify the keys on a Custom Page by using the MODIFY PAGE MENU in the Toolbox.5

To Modify a Custom Page:

1. Go to the **Toolbox**.
2. Activate **MODIFY PAGE**.
3. Select the page you want to modify.
4. Select the key you want to define (or "work on").

➡ If you select a key in the top row or far left row you can add a **Category Prompt**

5. Use the options on your screen to make any changes to the key, e.g., change icon, icon name, color, etc.
6. If you want to modify another key, activate **Choose next key to define**.
7. When you are finished, activate OK.

To Check Your Modifications:

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

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

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

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

Link a Page to another Page

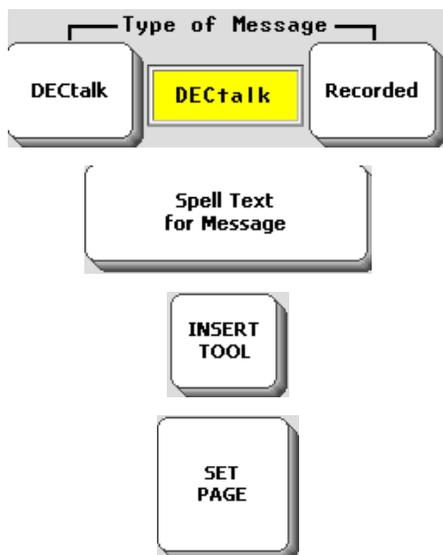
Go to the Toolbox



Select



Select the key where you want to store the link



Select Page or Activity to link to.

➡ Use GO TO MINSPEAK instead of SET PAGE to link to Core Vocabulary

Link to a Page or your Core Vocabulary

Link a Page to another Page or to your Core Vocabulary

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

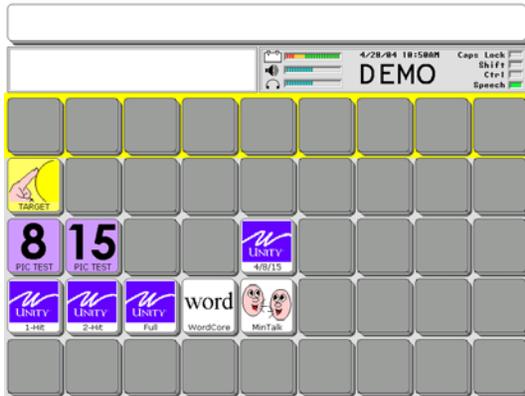
To Link One Page to a Another Page

1. Open the **Toolbox** and select **MODIFY PAGE**.
2. Select the **Page** where you want to put your link.
3. Select the **key** you want to use to link this Page to another Page.
4. Select **Spell Text for Message**.
5. Select **INSERT TOOL**.
6. Select **More Items** until you see the Tool, **SET-PAGE**, then select it.
7. You see all of your Pages. Select the Page you want to link to.
8. Select **OK**.
9. You can now select an icon for the key, change the label, etc.
10. Select **OK** when you have finished.

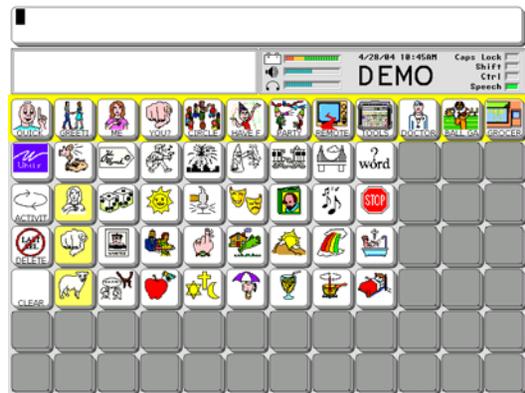
To Link from a Page to the Core Overlay

Follow steps 1-5, above.

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



Expanded 15-Location into a 45-Location



Expanded 45 2-Hit into 84-Location



Expanded HOLIDAY PAGE into 84-Location

Expand a User Area or Page

Perhaps you have become extremely good at using a particular overlay (4, 8, 15 or 45-Location). Now you would like to move up to an overlay with more keys on it, yet you don't want to lose the overlay you are used to. The option, **Expand a User Area or Page** in the CHOOSE OVERLAY MENU allows you to place a smaller overlay into a larger one.

To Expand a User Area or Page

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

For User Area

4. Select the user area you want to expand.
In this example that would be the area you are most used to using, let's say Unity[®] 2-hit.
5. Now select the overlay size you want to expand to.
In this example, Unity 2-hit is a 45-location overlay so you can only expand to an 84-location overlay.
6. Answer **YES** to change, **NO** to leave things as they were.
7. Activate **OK**.
8. Activate **OK**.

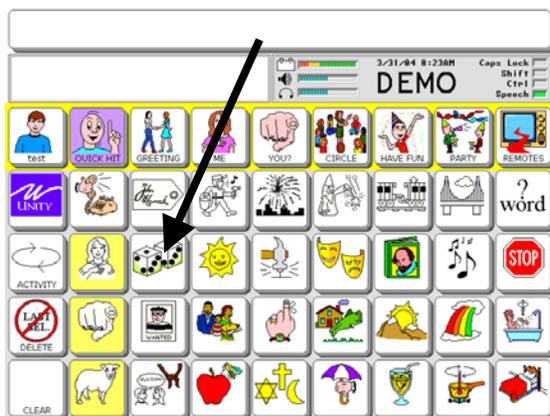
The next time you go to your Unity 2-hit overlay it should look like the picture in the middle on the facing page. Now you will only have to assign the blank keys, not the entire overlay.

The same steps apply to expand a Page. The Pages you will see to choose from will belong to the User Area you are currently in. If you want a Page from a different Area, you will have to switch to that Area first, then active Expand a User Area or Page.

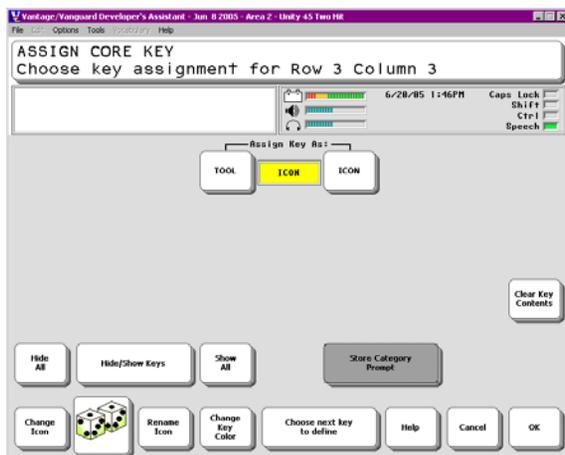
Use **ASSIGN CORE KEYS** to assign the **SET-UP Tool** to one of the blank keys on your device case, then



Press the **SET-UP** key



Select a key to modify



Using the **SET-UP Tool**

Using the SET-UP Tool

The SET-UP tool makes modifying Activities, Pages and vocabulary easier. Using the SET-UP tool means that you don't have to go to the Toolbox and open various menus each time you want to make a change to an icon or Activity or Page, etc.

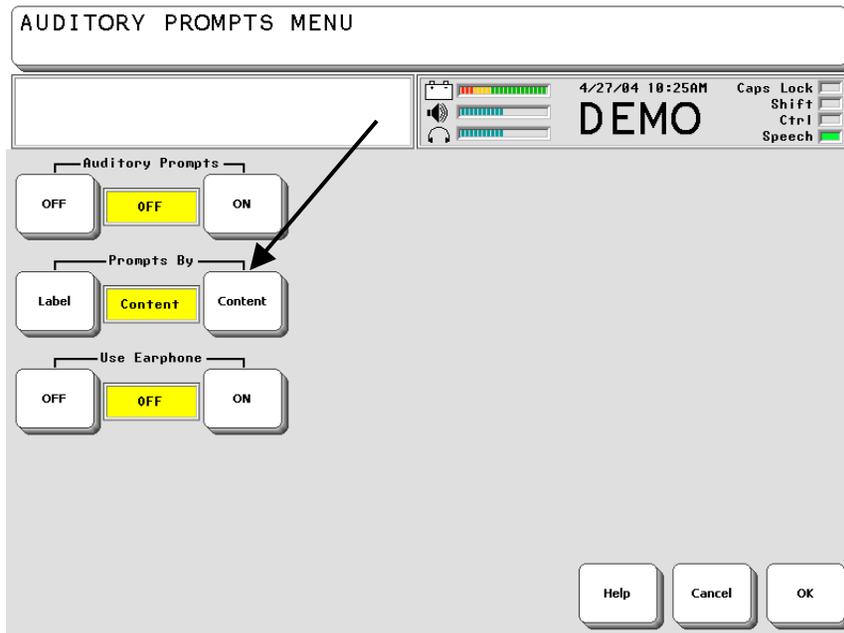
The SET-UP tool was assigned to the key nearest the top right corner on the front of your case. If for some reason this has been changed, you can re-assign it using the ASSIGN CORE KEYS menu in the Toolbox.



Try Out the SET-UP Key

1. Go to your vocabulary overlay.
2. Select the **SET-UP** key
3. Select the key on your overlay you want to modify.
4. Modify it.
5. Select **SET-UP** key again and then select another key to modify.

The SET-UP Tool works with Core vocabulary, Activities, Pages—any menu where you are allowed to assign, store or modify keys.



LABEL PROMPT



CONTENT PROMPT



➡ Prompts can only be in **DECtalk** or **ScanSoft**. You cannot **record** an auditory prompt.

Auditory Prompts On

About Auditory Prompts

Summary:

Turn Auditory Prompts On in the AUDITORY PROMPT MENU. Auditory Prompts can be used with headphones. Turn **Use Earphone** On in the menu.

When Auditory Prompts are turned On in the AUDITORY PROMPT MENU, your device defaults to speaking the **label** of any key you activate. That is, if you press the key at Column 1 Row 2 on the default overlay, you will hear, "Unity." If you press the next key to the right, you will hear, "Phone." Spoken prompts help you to learn the location of keys on the keyboard.

If you are pressing keys on the keyboard, you must press and hold a key to hear the auditory prompt. If you are scanning, simply activate your switch. To retrieve a message, activate the key again after you have heard the prompt.

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

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

A **label prompt** is whatever the label (or name) is that has been assigned to a specific icon. Default labels usually match the icon, such as "Sun" for the SUN icon or "Apple" for the APPLE icon. If you changed a label during the storing process, the prompt will be whatever you changed the label to. For example, you may have changed the UMBRELLA icon's label to "Weather." The prompt will be "Weather" in that case. If there is no label associated with a key, your device will

Speak the icon number. The keys are numbered from 1-4 on 4-location; 1-8 on 8-location; 1-36 on 45-location keyboards.

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

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

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

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

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

Erase Auditory Prompts

To Erase a Category Prompt:

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

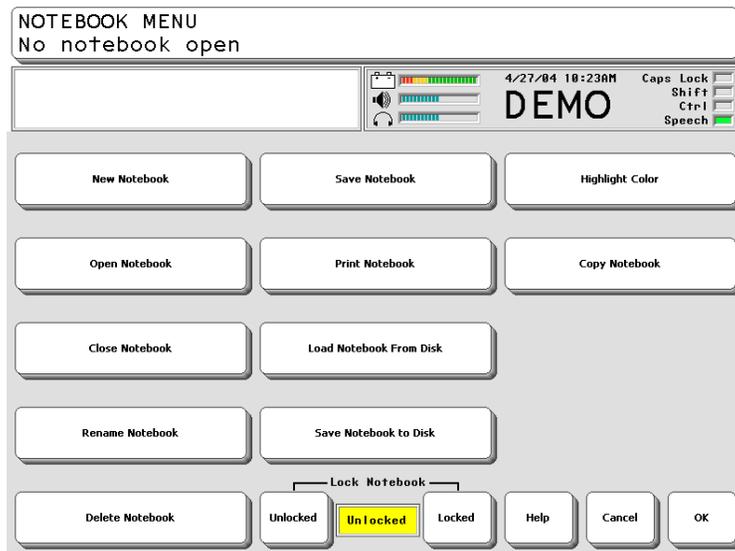
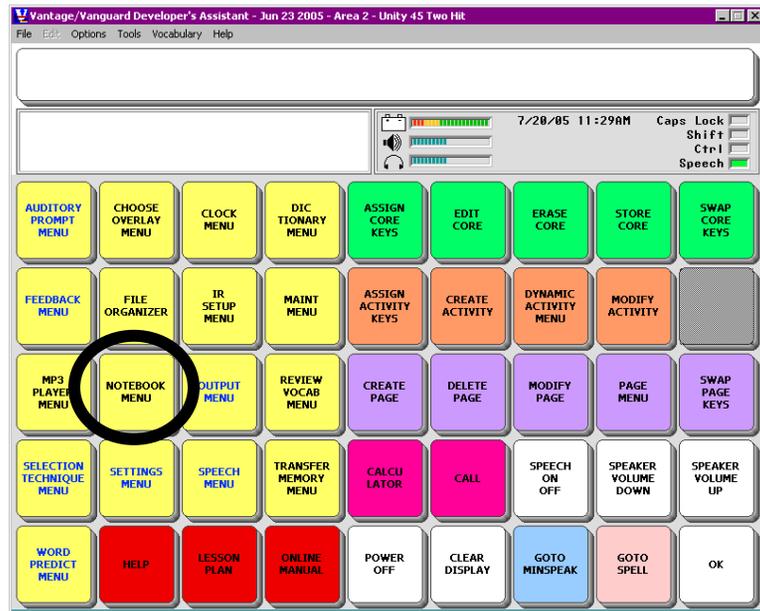
To Erase a Label Prompt:

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

To Erase a Content Prompt

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

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



The Notebook Menu

PERSONALIZE YOUR COMMUNICATION KEYBOARD AND OVERLAY

Vantage/Vanguard II Manual

Creating and Using Notebooks

Summary:

Notebooks allow you to create and save large amounts of text. Use Notebooks for school work, speeches, office presentations, etc. Notebooks can be loaded onto a computer and returned to your device from a computer.

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

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

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

➤ **Display Area Color:** When you are in a Notebook, the display area where you see text defaults to a pale yellow background instead of the normal white background. This is to remind you that you are in a Notebook. If you would like the display to be a different color, select the **Highlight Color** option in the NOTEBOOK MENU and select the color you want. Whenever you are using a Notebook, this color will be visible.

Among other things, the NOTEBOOK MENU allows you to create new Notebooks, save, name and print Notebooks and copy Notebooks from one Area to another. ➤ See the **Using the TRANSFER MEMORY MENU** chapter for information on saving Notebooks to a computer or transferring them from a computer to your device.

The next few pages discuss the options in the NOTEBOOK MENU.

The Notebook Workspace

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

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

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

Editing or Erasing the Contents of the Workspace

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

To Edit a Notebook

Open the **NOTEBOOK MENU**.

Select **Open Notebook**.

Select the Notebook you want to use.

Use the **ARROW KEYS** and **DELETE CHARACTER** to edit the text.

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

New Notebooks

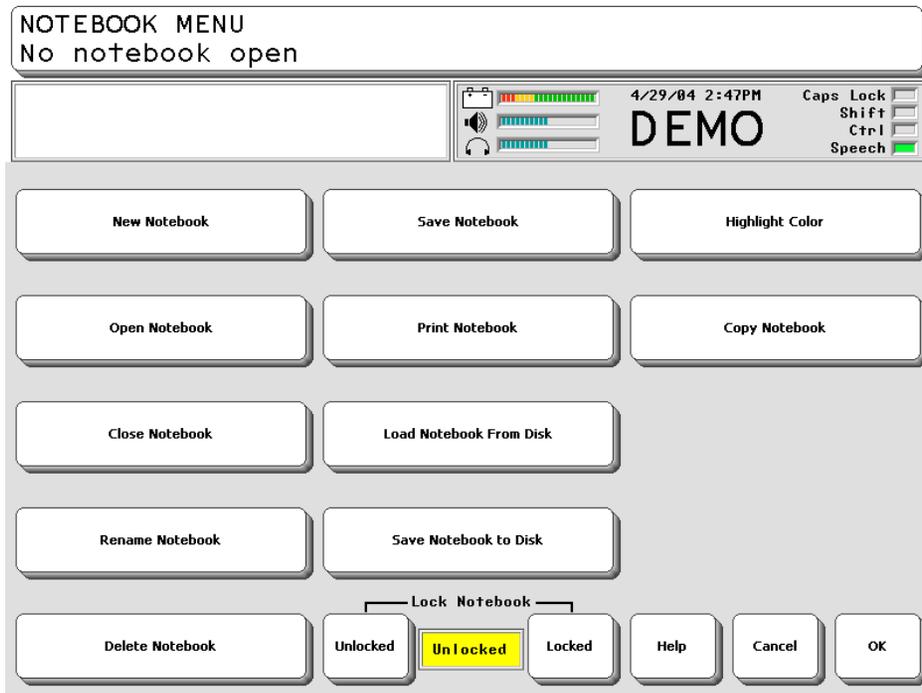
A new Notebook is a Notebook that has never been used before. It has no text and no title.

To Open a New Notebook

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

Notice that the display screen is now a pale yellow color. This tells you that you are in a Notebook. If the display were white, you would know that you were using the regular display and not using a Notebook.

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



The NOTEBOOK MENU

Close a Notebook; Save a Notebook

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

When you close your Notebook, the display area returns to the color white. This reminds you that you are no longer using your Notebook.

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

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

To Save an Open Notebook

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

Open and Delete a Notebook

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

To Open a Notebook

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

➡ See page 249 for instructions about how to open a Notebook using an Icon sequence.

Notebooks take up a lot of memory space. If you find that you no longer need a Notebook, you should delete it. Deleting Notebooks that you no longer need also helps to keep your Notebook list manageable.

To Delete a Notebook

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

Rename a Notebook; Transfer a Notebook to a Computer

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

To Rename a Notebook

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

Transfer Notebooks to a Computer; Load them back into your Device

You can save your Notebooks onto a computer disk using the MTI (Memory Transfer Interface), a Secure Digital Card or a USB memory device. You can then open the Notebook on your computer and use a word processing application to add/edit text in the Notebook. When you load the Notebook back into your device, it will contain whatever changes you made to it on the computer.

➡ See the **Using the TRANSFER MEMORY MENU** chapter for information about transferring Notebooks to and from a computer.

Print a Notebook

You can print an entire Notebook.

To print a Notebook, the Notebook must be **open**. If it is not, go to the NOTEBOOK MENU, activate **Open Notebook** and select the Notebook you want to print. Then, follow the directions below.

Connect your printer to the Serial Port on the side of the case. Use the cable that came with your printer. Make sure the printer has paper in it. **On the Vanguard II**, connect the printer to Serial port A. (The serial ports have a computer icon next to them and the letter A or B).

The printer and your device's baud rates must match. If necessary, you can use the OUTPUT MENU to change your device's baud rate to match the printer's baud rate.

The printer must be set up for: Data Bits = 8; Stop Bits = 2; Parity = None.

➡ Check the Printer manual to find out how to set these up if they are not already set this way.

In the OUTPUT MENU, we suggest that you set **Output Mode** to **Delayed**. This means that text will not go to the printer until you tell to by selecting the **RETURN** key or **CLEAR DISPLAY** on your device.

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

➡ **Remember**, the Notebook you want to print must be **Open**.

Speak a Notebook; Lock a Notebook

Speak a Notebook

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

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

See pages 195-203 for information on storing and using insertable Tools.

Lock a Notebook

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

To Lock a Notebook:

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

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

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

Copy a Notebook from One Area to Another

To Copy a Notebook from One Area to Another Area:

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

Store a Notebook under an Icon Sequence

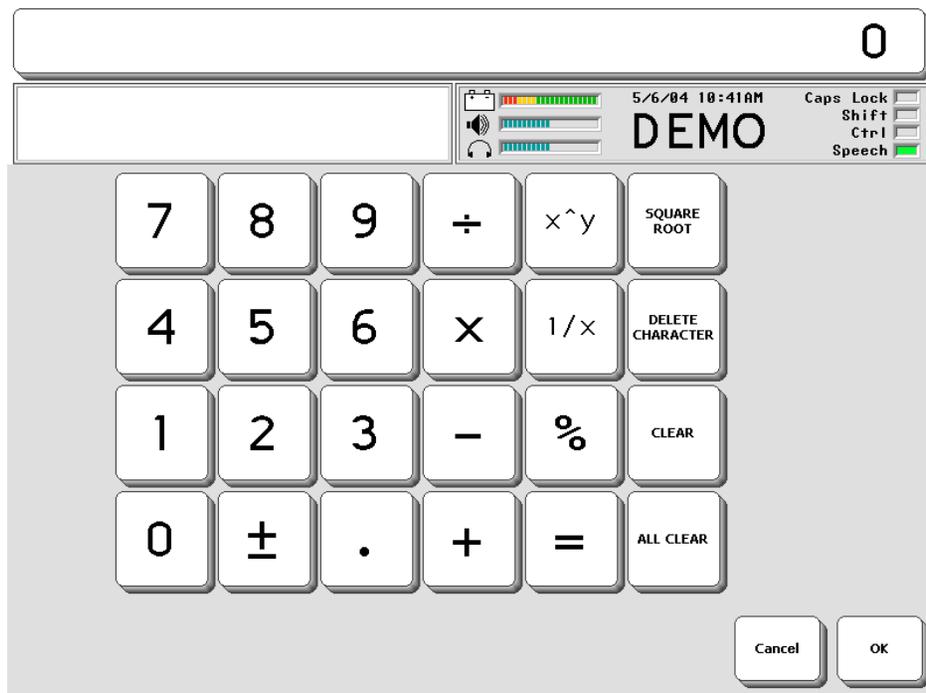
Summary:

Activate **STORE**. Activate the icon sequence you want to use. Activate **DECtalk**. Activate **Spell Text for Message**. Activate **INSERT TOOL**. Activate **OPEN NOTEBOOK**. Select the Notebook to store. Exit the menu.

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

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

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



The Vantage/Vanguard CALCULATOR

Using the Calculator

An Addition Problem:

Open the **CALCULATOR** in the **TOOLBOX**.

Activate 2+2=4. Did you notice that each time you activate a new key, the screen clears and the latest number is added to the screen? When you activate the = key, the answer to the problem is visible in the display.

A Square Root Problem:

Activate **CA**.

Activate **4**.

Activate the **SQUARE ROOT** key.

The number **2** appears in the display area.

If you make a mistake: activate the **CLEAR** or **BACKSPACE** key to clear the last entry. Activate the **ALL CLEAR** key to clear the entire problem and to start over.

The OK Key:

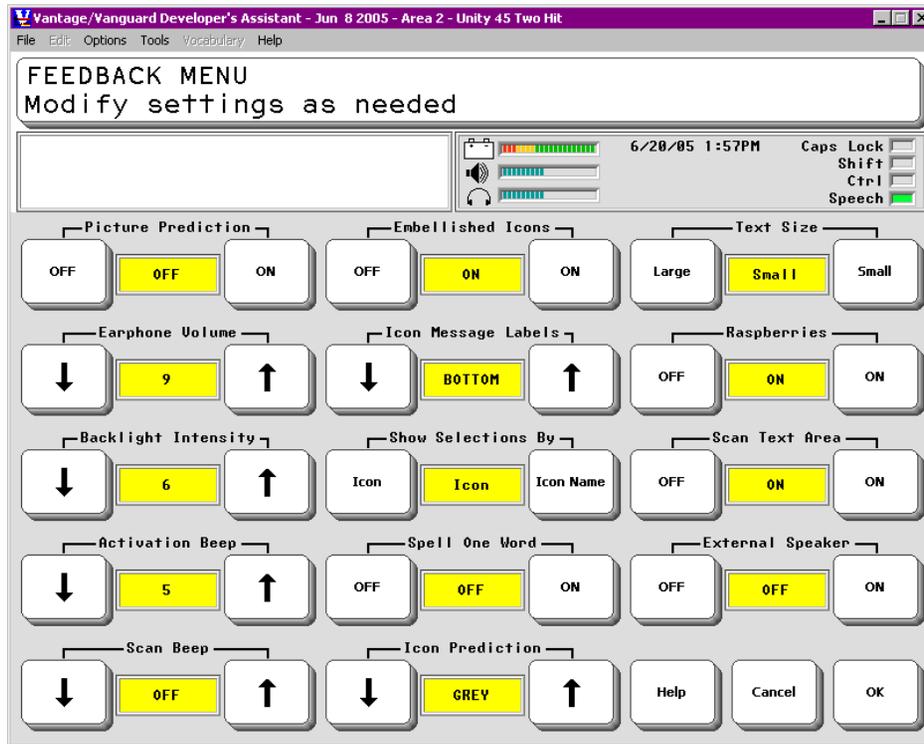
The **OK** key exits you from the calculator and returns you to the workspace or to an open Notebook. It also **copies the answer** to your last problem and puts it in the Text Display Area of your workspace or Notebook.

If you want to exit the Calculator without copying an answer:

Activate the **Cancel** key at any time.

You can also activate the **ALL CLEAR** key to clear a problem and then activate the **OK** or **Cancel** keys.

 If you do not want your device to speak the problems, turn the speech to **OFF**.



FEEDBACK MENU

The FEEDBACK MENU

Summary:

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

In the FEEDBACK MENU you can raise and lower the volume for the speaker or for an earphone. You can adjust the intensity of the backlight.

You can decide whether or not you want to hear a beep when you activate a key. You can make several choices when it comes to viewing icons on your display. You can choose the text size that you want to use on the display and you can turn Icon Prediction On or Off.

All of the Feedback options help you to make your device perform the way that is best for you.

 For information about **Icon Prediction**, see page 41.

Some FEEDBACK MENU Options

Icon Prediction

Speaker Volume

Text Size

Contrast

Backlight Intensity

Beep Volume

Some Feedback Options

Some Options in the **FEEDBACK MENU**

Picture Prediction:

When this is ON, items you select from the Activity Row will move to the front of the row in order of frequency of use. See page 165 for complete information.

Beep Volume:

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

Backlight Intensity:

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

Activation Beep and Scan Beep:

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

Spell One Word:

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

Raspberries On/Off:

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

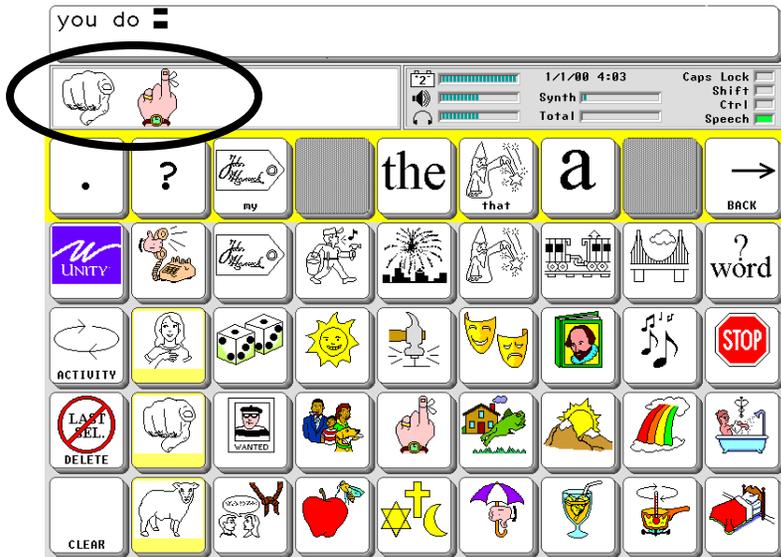
Scan Text Area:

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

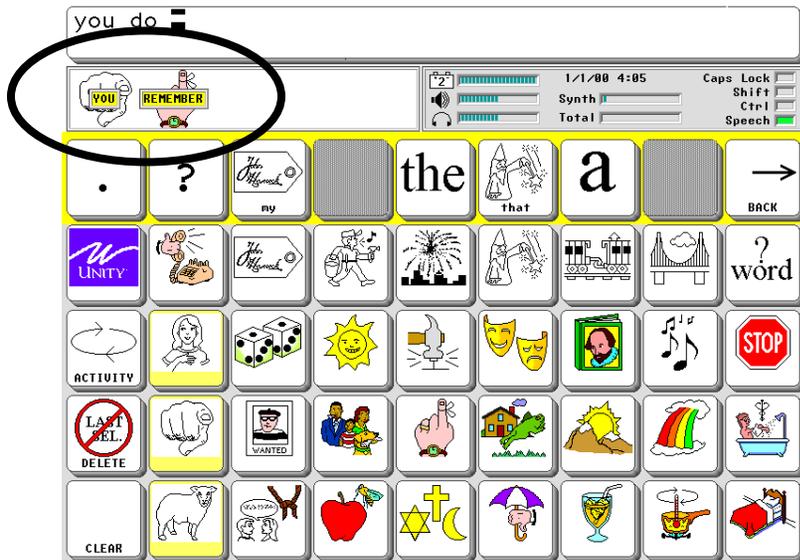
External Speaker:

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

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



Show by Icon



Show Selections by Icon Name

Show Selections By: Icon or Icon Name

Summary:

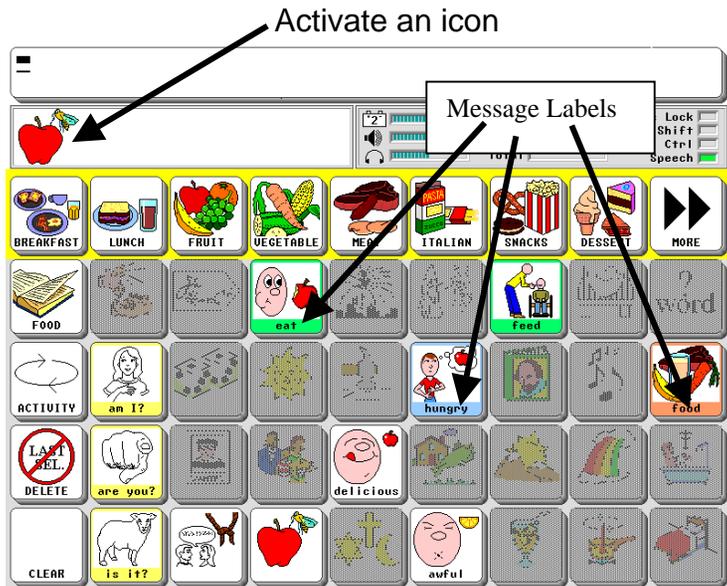
If you select **ICON**, the picture of any icon you activate will be displayed in the icon display area. If you select **ICON NAME**, the name of any icon you activate will be displayed in the icon display area along with the icon.

The icon display area can show the pictures of the icons that you select or it can show the name of the icon along with the picture. The default for this option is **ICON**, which means that you will see the picture that is on the key you activate.

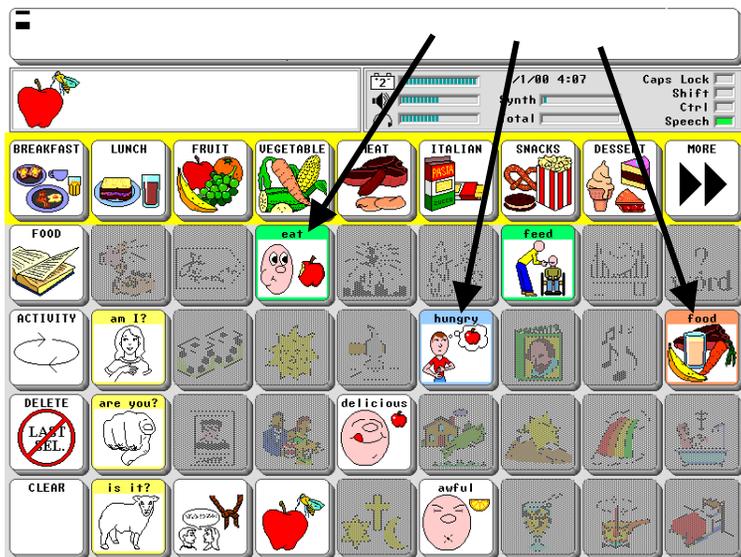
For example, if you choose **ICON**, when you activate the  icon, you will see  in the icon display area. If you choose **ICON NAME**, when you activate , you will see the word **SUN** displayed with the icon in the icon display area.

Note: If you think you would like to move from using the Vantage or Vanguard II, to using Prentke Romich's Pathfinder™:

We suggest that you select and use **ICON NAME** for awhile before you move to the new device. The Pathfinder displays the icon name in the display area, not the icon itself. Using **ICON NAME** in your device now will help you get used to seeing the word and make it easier to transition to the other device.



Icon Message Label on Bottom



Icon Message Label On Top

Icon Message Label: Top, Bottom or Off

Summary:

You can store a label with an icon that indicates what the message is that is stored with that icon.

When you store a message you must select an icon sequence to store the message under. You can add a message label to the final icon of the sequence. This label should indicate what the message for that sequence is.

For example, if you activate the APPLE from your default overlay, you see icons with the labels, "eat," "hungry," "food," "am I," "are you," etc. You also see a number of food activities in the Activity Row. The labels on the core vocabulary icons tell you what the message will be if you activate one of the icons. If you open one of the food Activities, you can activate icons to name different kinds of food.

You can choose to have the labels at the top of the icon or the bottom.

If you find message labels distracting, you can select to turn them Off.

➡ **Note:** If you have chosen **ICON NAME** (see previous page) to appear in the icon display area, the **default** name of the icon will always appear there. If you have given an icon a message label that is different from its default name, the new label will not appear in the icon display area.

For example, if you labeled UMBRELLA "Cherry," UMBRELLA will be displayed in the icon display area, but "Cherry" will be displayed as the label on the key (if you have Icon Labels turned On).

Embellished Icons: On or Off

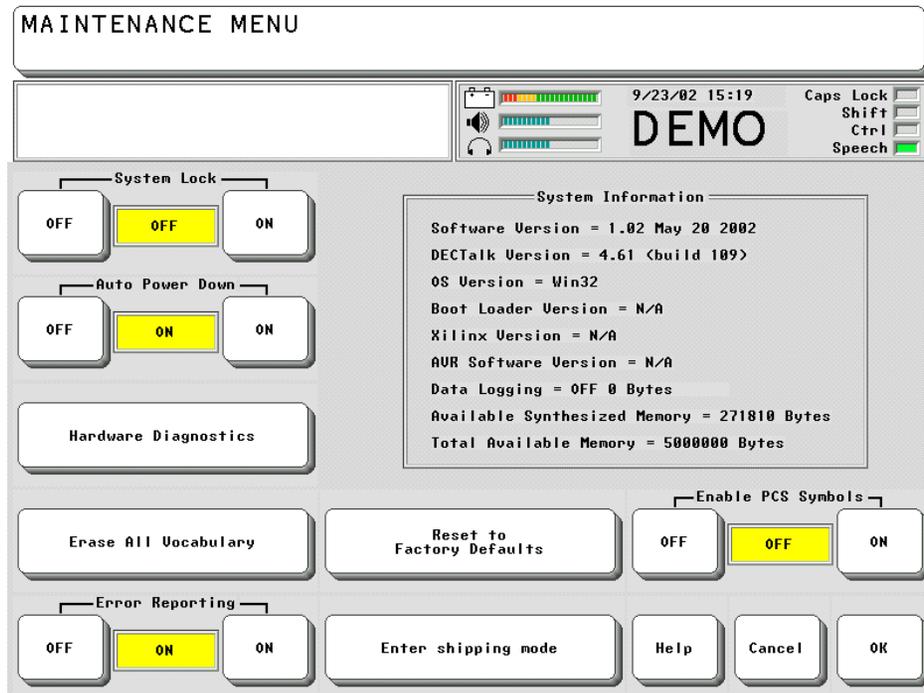
Summary:

If you have modified (or embellished) the final icon in any sequence, you can choose to have the embellished icon displayed on your overlay instead of the original icon.

In the storing process you can modify (or embellish) the final icon in any sequence by selecting the **Modify Last Picture** option in the storing menu. When you choose this option you can select an embellished icon or you can choose to use an icon that is completely different from the original icon. An embellished icon is one that has been partially changed from the original Unity[®] icon. For example, if you choose the embellished FROG icon the icon shows the frog and also a salad.

If you choose an embellished or a totally different icon for the final icon in a sequence, you can tell your device to show your icon on your overlay. (If you choose this option, the **original** icon, not the embellished icon, is displayed in the icon display area.) If you do not want to see your embellished icon on your overlay make sure this option is turned Off.

The default for this option is On.



↻ The numbers in the System Information box may be different on your device

The MAINTENANCE MENU Gives You Information about your Device

The MAINTENANCE MENU contains options that you probably will not use frequently, but which are still important. The options are described below.

System Lock

When this is On, the use of the **I/O**, **TOOLBOX** and **ACTIVITY** keys on the **front** of the case are severely limited. For instance, if the system is locked and you activate the TOOLBOX key, you will see the Toolbox and a message on the display that tells you that the system is locked. You can then press and hold the TOOLBOX key for 5 seconds to activate the Toolbox. This allows you to use some of the Tools and enter some of the menus, but not all of them. **To unlock the system:** open the MAINTENANCE MENU and press **OFF** in the **System Lock** box.

Auto Power Down

When this is On, the backlight will power down ("go to sleep") if no activations are made for two minutes. See pages 33-35 for more information.

Hardware Diagnostics

These options allow you to test the display, the switches and the speech amplifier and volume. If you have problems with your device and call the PRC Service Department, you may be asked to check some things in this menu.

Erase All Vocabulary

If you select this, the system erases all its memory and resets itself to blank User Areas. You must go to the CHOOSE OVERLAY MENU and re-load vocabulary into each Area.

Error Reporting:

The default is On. The device reports any system errors that occur by describing the error in a red box on your display. You will also see a

box on your display that asks you to write down what happened and report it to PRC. You are given instructions for continuing.

Reset to Factory Defaults

If you want to return your device to its original state, activate this option. All of your User Areas will be re-set exactly the way they were when you received the device from PRC.

➡ Perform a memory transfer before activating this option if you want any of your current vocabulary to be saved.

PCS Symbols ON/OFF

This option allows you to turn on and use PCS symbols. PCS symbols are an **option** that you purchase. You must have a password to activate this option in the menu. Call PRC for more information.

Enter Shipping Mode

➡ If you need to ship your device somewhere, **always** put the device in **Shipping Mode** before mailing it. ➡ Activate **Enter Shipping Mode**. Wait ten seconds. After ten seconds, the Shipping Mode will be in effect and no keys will work. ➡ To release Shipping Mode, press and hold the I/O button for a few seconds, then release.

System Information:

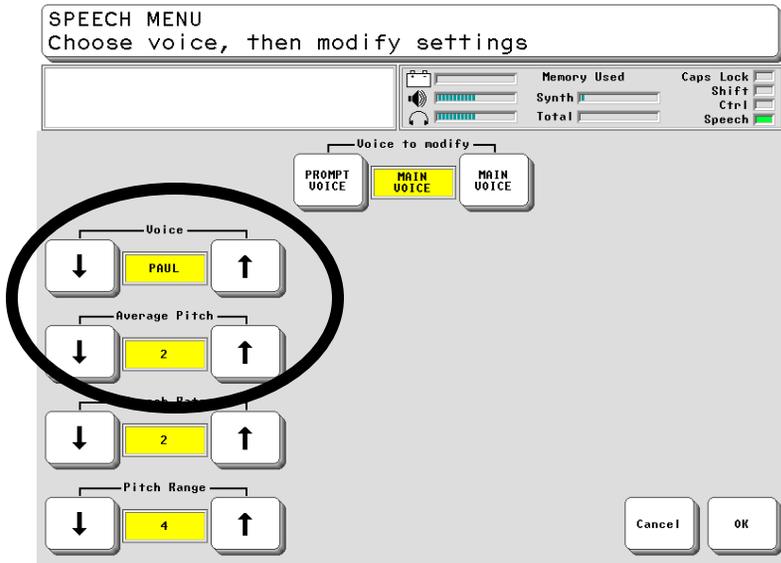
Check here for Total Available Memory in your device.

➡ You may need to give the information in the System Information box to a service representative if you call in because of a problem.

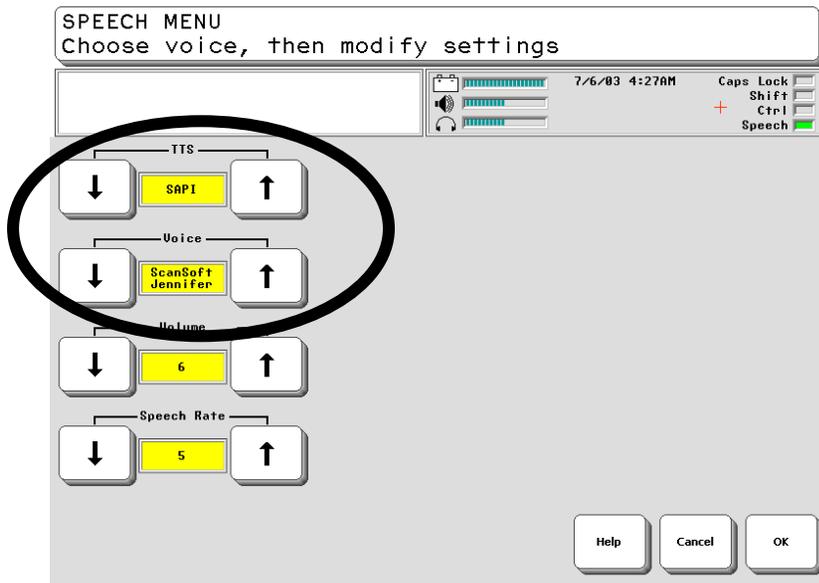
Calibrating your touch screen:

If you are activating keys on the keyboard and not getting the correct responses, see **Appendix B**. This teaches you how to recalibrate your touch screen.

More Tools for Communication



DECTalk[®]



RealSpeak[™]

SPEECH MENU

Select a Voice from the SPEECH MENU

Summary:

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

Select a Speaking Voice:

1. Go to the **Toolbox**.
2. Open the SPEECH MENU.
3. Select **MAIN VOICE** in the **Voice to Modify** box.
4. In the **Synthesized** option, select the kind of speech you want to use: *DECTalk* or *RealSpeak*.
5. In the **Voice** selection boxes, use the Up and Down arrows to step to the voice you want to use.

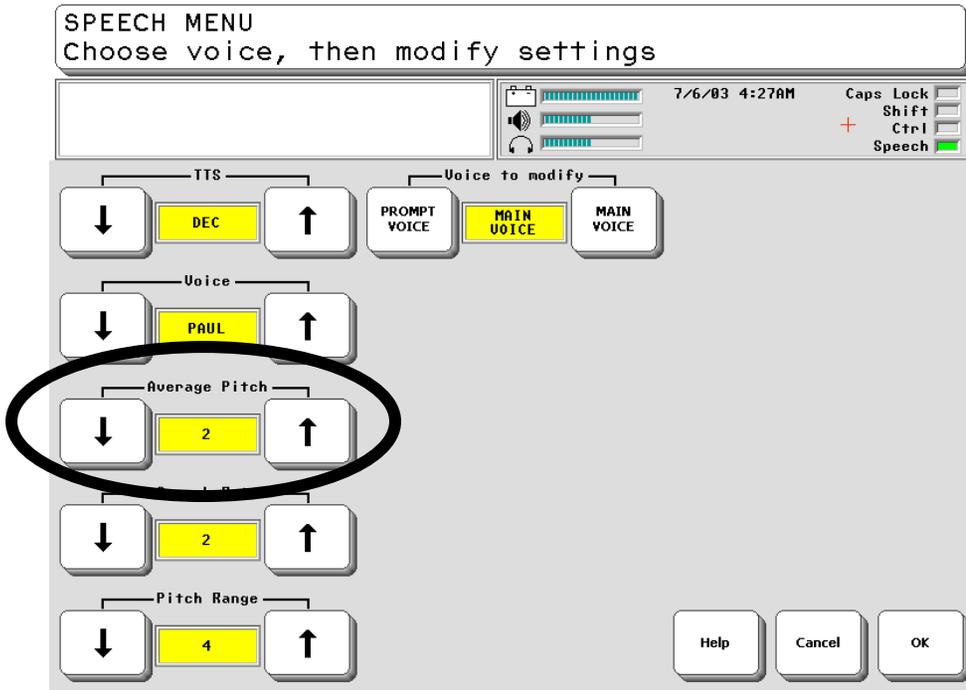
Select an Auditory Prompt Voice

We recommend that the auditory prompt voice be different from your speaking voice in order to avoid confusion.

1. **Go to the Toolbox.**
2. Open the SPEECH MENU.
3. Select **PROMPT VOICE** in the **Voice to Modify** box.
4. In the **Synthesized** box, select the kind of speech you want to use, *DECTalk* or *RealSpeak*
5. In the **Voice** selection box, use the Up and Down arrows to step to the voice you want to use for auditory prompts.

For more information about Auditory Prompts and how to use them see pages 235-237.

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



Select an Average Pitch

Select an Average Pitch (DECtalk)

Summary:

Pitch is how high or low a voice sounds.

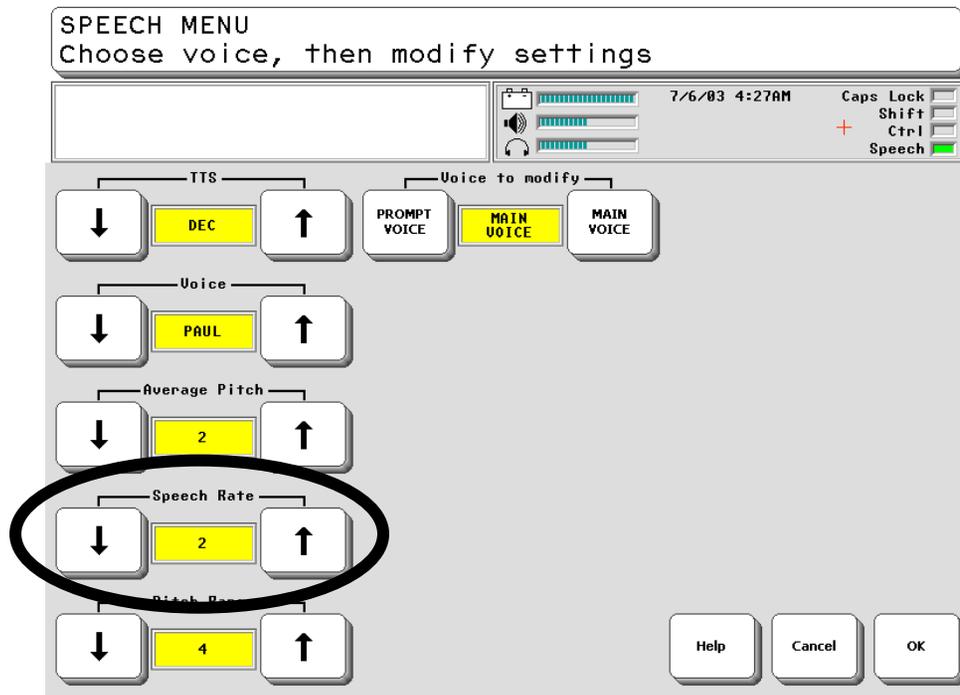
All speech has variations in pitch within a sentence. The beginning of a sentence might be pitched higher or lower than the end of a sentence. The overall pitch of a voice, though, refers to whether the voice sounds high or low to someone who is listening to it. If you change the pitch of the voice you have chosen, you can make it sound higher over-all or lower over-all.

Each voice defaults to a different pitch level. The range is 0-9. The nearer to nine, the higher the pitch; the nearer to zero, the lower the pitch.

To Change the Pitch of the Voice You Selected:

1. Go to the **Toolbox**.
2. Activate SPEECH MENU.
3. Select **Main** or **Prompt** in the **Voice to Modify** box.
4. Select the voice you want to modify
5. Activate the arrows for **Average Pitch** until the number you want is visible in the box. You can test the pitch by pressing on the Text Display area at the top of the display screen. Your device will speak whatever is on the display using the pitch you have selected.

(Your device will speak the Main voice. It will not speak the Prompt voice.)



Selecting a Speech Rate

Selecting a Speech Rate

Summary:

Speech rate is how fast or slowly words are spoken.

Sometimes synthesized speech is difficult at first for listeners to understand. Slowing down the speech rate so that words are spoken more slowly often helps until listeners become used to your voice. On the other hand, you may find that people who listen to you talk all the time understand you easily and want you to speak faster. Raising the speech rate would be helpful here.

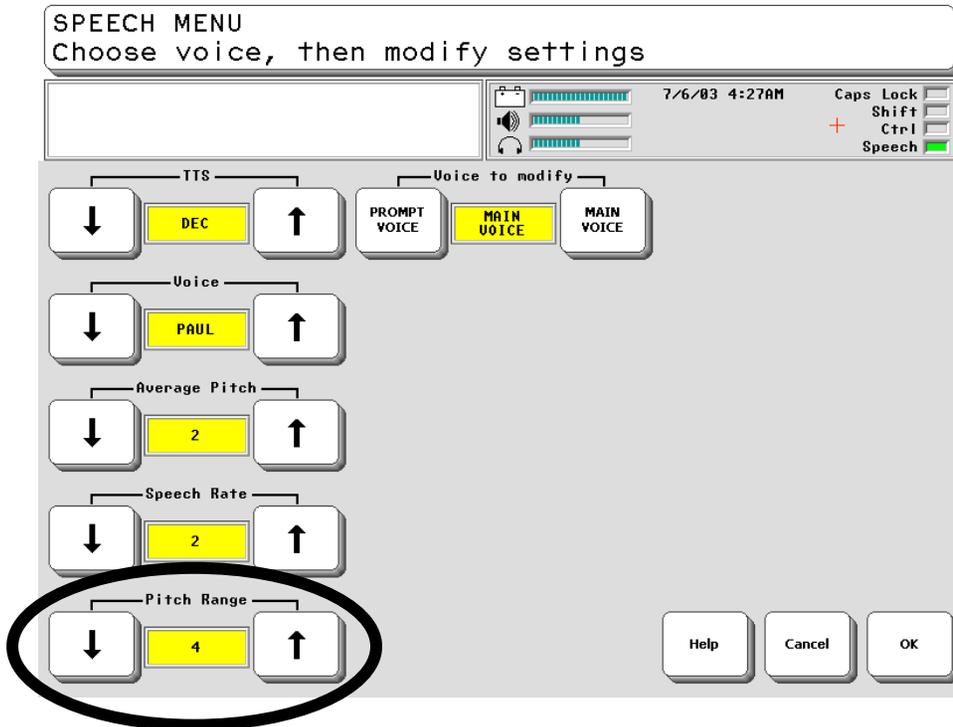
The speech rate is from 0-9. 0 is very slow and 9 is very fast.

To Change the Speech Rate for DECTalk and RealSpeak:

1. Go to the **Toolbox**.
2. Activate SPEECH MENU.
3. Select **Main** or **Prompt** in the **Voice to Modify** box.
4. Select the voice you want to modify
5. Activate the arrows for **Speech Rate** until the number you want is visible in the Speech Rate box. You can test the sound of each rate by pressing on the Text Display area at the top of the display screen. Your device will speak whatever is on the display at the rate you have selected. (Your device will speak the Main voice. It will not speak the Prompt voice.)

Helpful Hint

When you are giving a speech or talking on the telephone, people will understand your speech better if you set the speech rate to one of the lower levels. Ask someone to listen to you on the phone while you try out some of the lower speech rates to see which one is easiest to understand.



Selecting a Pitch Range

Selecting a Pitch Range (DECTalk)

Summary:

Pitch Range is the amount of variation (or inflection) there is in the voice's pitch during speech. A pitch range of 0 produces a monotone; a pitch of 9 produces wildly inflected speech.

What is actually being said by a person can have a degree of pitch itself. When someone speaks in a monotone, every word sounds the same and it is boring to listen to. On the other hand, if someone is really excited, or very afraid, they may pitch their words so wildly that they can barely be understood. A good pitch range is one where words can be easily understood but are also interesting to listen to.

The pitch range is from 0-9. 0 is a monotone and 9 is extremely inflected. The default is different for each voice.

To Change the Pitch Range

1. Go to the **Toolbox**.
2. Activate SPEECH MENU.
3. Select **Main** or **Prompt** in the **Voice to Modify** box.
4. Select the voice you want to modify
5. Activate the arrows for **Pitch Range** until the number you want is visible in the box. You can test the range by pressing on the Text Display area at the top of the screen. Your device will speak whatever is on the display using the pitch range you have selected. (Your device will speak the Main voice. It will not speak the Prompt voice.)



Select icons to use



Bear said, [:nh]Who's been sitting in my chair?
Spell message, then select OK

Type in message

When you are finished, activate



Change Voices Within a Message (DECTalk speech only)

Changing Voices Within a Message (DECtalk speech)

Summary:

DECtalk speech allows you to store messages that contain two or more voices. Use the synthesized speech storing method.

You might want to store a message that uses more than one voice. Perhaps you are asked to read something to a group, or you want to tell a joke that has different characters speaking in it.

To use two or more voices you must type in a special code for each voice that you use. The voice code must be entered right before the words that are to be spoken in that particular voice. For example, you could store the following message using a number of different voices:

[:np] Papa Bear said [:nh] Who's been sitting in my chair?

[:np] Mama Bear said [:nb] Who's been sitting in my chair?

[:np] Baby Bear said [:nk] Who's been sitting in my chair?

You can see that it is quite easy to change voices in a message. Just remember that you must copy the code for each voice exactly as you see it here—use small letters, the square brackets and no spaces:

[:np] Perfect Paul
[:nb] Beautiful Betty
[:nh] Huge Harry
[:nf] Frail Frank
[:nk] Kit the Kid
[:nr] Rough Rita
[:nu] Uppity Ursula
[:nd] Doctor Dennis
[:nw] Whispering Wendy
[:nv] Variable Val

Speaking Tools

Summary:

All of these Tools work whether you have the speech On or Off. You can assign them to keys or under sequences.

SPEAK WORD

Speaks the last word you typed in Spell mode, or the last word you brought up in Minspeak[®] mode. In Spell mode, you can turn speech Off (so you don't have to listen to the device speak each letter) and type the word. Then you can activate this key and the word you typed will be spoken.

SPEAK LAST SELECTION

Speaks the last stored message you activated or the last spelling characters you put on the display. This is helpful if you have to repeat yourself so that someone listening can understand you better, or to get someone's attention.

SPEAK ALL

Speaks all of the text on the display and in the buffer.

SPEAK SENTENCE

Speaks the message that contains the cursor. This is helpful if you want to hear how something you are working on sounds before you store it. It is also useful if you are going to give a speech or presentation. People seem to understand synthesized speech better when they hear it one sentence at a time until they get used to listening to it.

SPEAK DISPLAY

Speaks everything that is visible on the display screen. Remember, when you press on the Text Display Area, the device will speak what is there.

SPEECH ON/OFF

The default is On. Anything you select or type is spoken. When this is turned Off, nothing is spoken unless you activate one of the Tools listed above.

Wait Any Key

Summary:

The device waits until you press any key before it begins to speak.

When you add the WAIT ANY KEY Tool to a synthesized message, you can pause within the message, wait for any amount of time, and then activate any key on the keyboard or any switch to continue speaking.

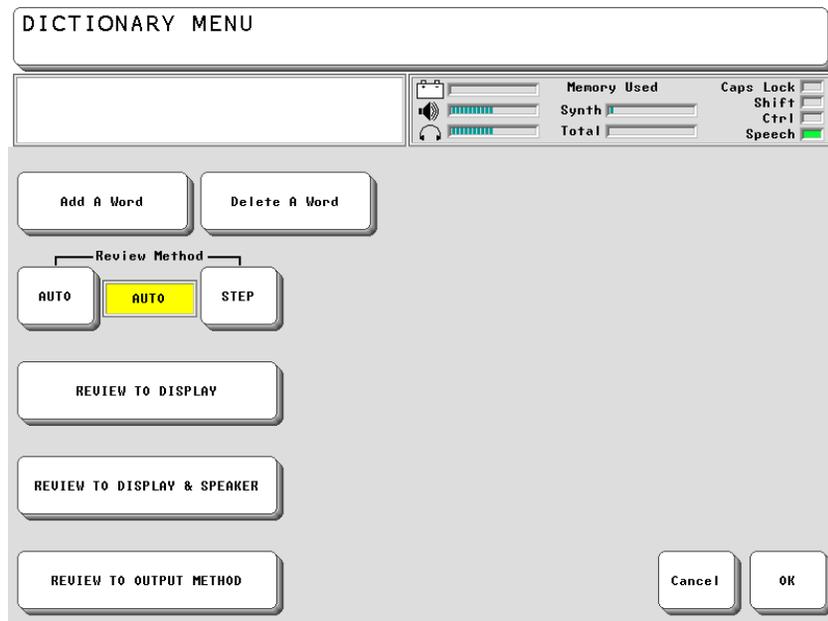
For example, suppose you were going to store a joke under an icon sequence.

The joke is: Why is 6 afraid of 7?
(audience response)
Because 7 8 9!

To Use the WAIT ANY KEY Tool:

1. Go to the Toolbox. Activate STORE.
2. Select an icon sequence and activate OK.
3. Choose **Spell message to Speak**. Spell in the message. Remember to use INSERT TOOL and then WAIT ANY KEY to allow for any pauses you want in the message. For example, in the example above you would type in "Why is 6 afraid of 7?" Then activate INSERT TOOL. Then activate WAIT ANY KEY. Then type "Because 7 8 9!"
4. Activate OK.

Now when you activate the icon sequence to retrieve this message, the device speaks, "Why is 6 afraid of 7?" and pauses. You wait for the audience response and then activate any key on your keyboard, or a switch, and your device will finish the joke. WAIT ANY KEY allows you to participate easily and naturally in conversations.



DICTIONARY MENU

The DICTIONARY MENU

Summary:

Add words to the Speech Dictionary to teach your device how to pronounce them correctly. Erase words you no longer use.

Review the words that are in your Dictionary.

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

You can review all the words that you have put in the dictionary. This can help you decide if you have words that you no longer need in the dictionary.

If you find words that you no longer need, you can erase them from the dictionary.

The next few pages explain all the dictionary options.

➡ The Speech dictionary is **separate from** the Word Prediction dictionary.

➡ We have already included a number of words in the Dictionary. You might want to review these words before you begin to add any. This will save you both time and the bother of duplicating words.



Correctly spell the word to be added:

fajita



Spell the word the way you want it to be pronounced:

Fa hee tuh



Add Words to the Dictionary

Add Words to the Dictionary

Summary:

Add words to the Dictionary to teach your device how to pronounce them correctly.

When you add words to the Dictionary, first you spell them correctly. Then you spell them the way you want your device to pronounce them. For example, names of foods from other countries are usually mispronounced in English speaking devices. "Fajita" is a good name to practice with.

To Add a Word to the Dictionary:

1. Go to the **Toolbox**.
2. Activate the **DICTIONARY MENU**.
3. Activate the **Add a Word** key.
4. Spell the word you want to add. Spell it correctly. In this case you would spell, "fajita".
5. When you have finished spelling the word correctly, activate **OK**.
6. Now spell the word the way you want it to be pronounced. This means typing the word the way it sounds. You may want to try out different spellings until your device pronounces the word the way you want. Activate the text display area of the screen to hear the word pronounced. You will probably end up with a word that looks something like, "fah hee tuh."
7. When you are satisfied with the pronunciation, activate **OK**.
8. You can continue to add words, delete words or review words. If you are finished with the dictionary, activate **OK**.

➡ **Note:** Some words can be pronounced two ways. For example, "record" can be pronounced reCORD and RECord. Words with alternate pronunciations **should not** be added to the Dictionary unless you always want them pronounced in one way only. See Helpful DECTalk Speech Tips beginning on page 465 for more information.



Correctly spell the word you want to delete:

Fajita



The word is automatically deleted.

Delete Words from the Dictionary

Delete Words from the Dictionary

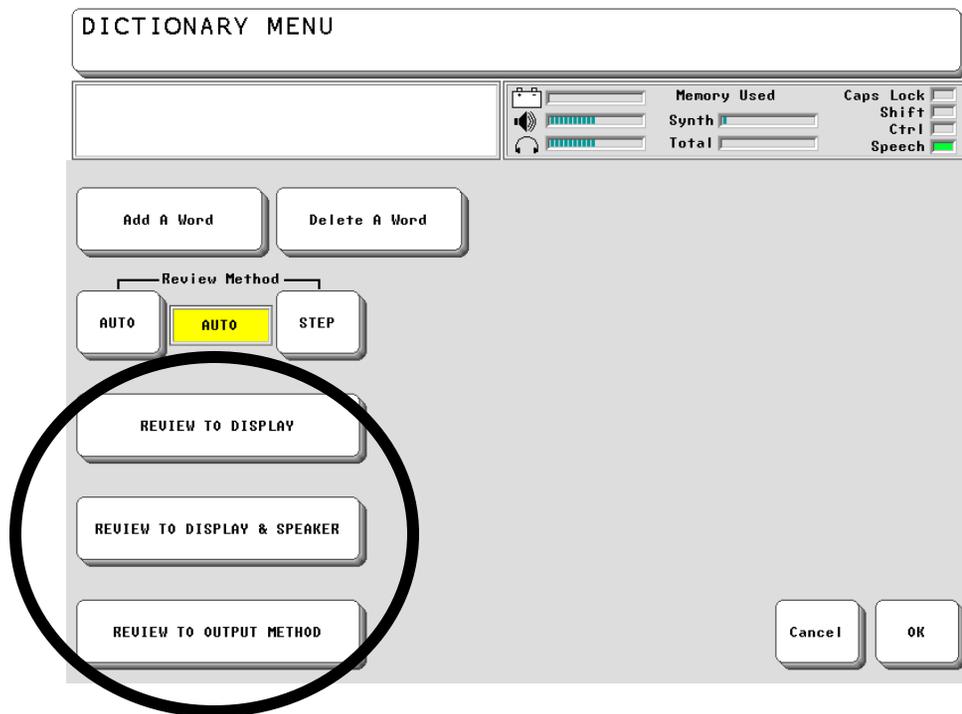
Summary:

Delete words from the Dictionary that you no longer need.

To Delete a Word from the Dictionary:

1. Go to the **Toolbox** and open the **DICTIONARY MENU**.
2. Activate the **Delete a Word** key.
3. Correctly spell the word you want to delete.
4. Activate **OK**.
5. The word is automatically deleted.

➡ **Note:** If you hear an error beep, try spelling the word differently (perhaps you misspelled it). In order to delete a word you must enter the correct spelling of the word, not the pronunciation spelling.



Review the Words in the Dictionary

Review Words in the Dictionary

Summary:

You can review all the words in the Dictionary. You can see them in the text display area, or see them and hear them spoken, or send them to a printer to be printed out.

If you use your Dictionary a lot, you may want to review the words in it every now and then. You can find out what words you use and want to keep, or you can note which words you don't use any more and delete them.

To Review Words in the Dictionary:

1. Go to the **Toolbox** and open the **DICTIONARY MENU**.
2. In the **Review Method** box, you can choose to review the words automatically, or you can activate a key or switch to step through them at your own pace. Activate the arrows until you see the setting you want.
3. Choose **Review to Display**, **Review to Display and Speaker** or **Review to Output Method** (this last method means a computer or printer). Select the setting you want.

Activate **CANCEL** at any time to stop the review.

Note: If you are going to select **Printer** or **Computer**, you must go to the **OUTPUT MENU** and set all the options to match your printer or computer. See page 184

Shift, Caps Lock and Arrow Keys

Summary:

These Tools also help make communicating easier for the person using the device and for the person listening.

These Tools are on your Spelling overlay.

SHIFT

When you activate this Tool, the next letter that you select will be a capital letter. When you activate SHIFT, the "Shift" LED in the Status Display area will light. It will go off once you have activated a key.

CAPS LOCK

When you activate this Tool, all the letters that you select afterwards will be capital letters. The "Caps Lock" LED in the Control Panel stays lit until you release the CAPS LOCK Tool by activating it again.

➡ **CAPS LOCK** is available on the QWERTY spelling overlay and as an insertable tool. It is not available on the ABC spelling overlay.

UP, DOWN, LEFT and RIGHT ARROWS

When you activate an arrow key, you move the cursor through text on the display screen. The cursor moves in the same direction as the arrow you are using. You can move the arrow keys through text letter-by-letter or word by word by activating the CHAR/WORD Tool.

You can also use the arrow keys to move backward and forward through the options in some of the menus in the Toolbox.

Character/Word

Summary:

This Tool is on your spelling overlay. You can move the cursor through a word character by character, or switch to **WORD** and move the cursor through a message word by word. Letters and words are deleted to the left of the cursor.

When you have typed something on the display screen and you see that you have made a mistake, you can edit the message by using your arrow keys and the **CHAR/WORD** key.

The default for this Tool is **CHARACTER**. This means that each time you activate the left or right arrow, the cursor will move through a word character by character, to the left or to the right. Press the **DELETE CHAR** key to delete the character **to the left** of the cursor.

If your cursor is at the end of a long sentence or paragraph and you want to correct a mistake at the beginning, you can activate the **CHAR/WORD** Tool to switch from **CHARACTER** to **WORD**. Now when you activate the left or right arrows the cursor moves from word to word instead of letter to letter. Actually, the cursor moves from space to space. You can activate **DELETE WORD** to delete the word **to the left** of the cursor. Or you can activate **CHAR/WORD** again to switch back to **CHARACTER** so you can move through the word letter by letter and change whatever letters you want to.

↶ You can also activate the "Up Arrow" to return to the beginning of a sentence. You will probably need to activate it more than once. **WORD** allows you to move the cursor more quickly with fewer activations than **CHARACTER** does.

↶ **Remember:** Your device always deletes the letter, word or space to the left of the cursor.

Plurals

Summary:

Activate this key if you want to make the word to the left of the cursor plural.

There is a Tool in the Toolbox that will allow you to make many words plural without having to spell. You can move it to your overlay if you find that you like to use it.

The PLURAL Tool adds the plural for the word to the left of the cursor on the display. This is true whether you have spelled a word onto the display or whether you have placed the cursor next to a word in a message that you have retrieved from storage.

To pluralize a word, position the cursor so that the word you want to make plural is to the left of the cursor. Then activate the PLURAL key. If the word "house" is to the left of the cursor and you activate PLURAL, "house" will become "houses". The PLURAL Tool does not do too well with words like "woman" or "foot"—that is, words that are exceptions to the standard pluralization rules. "Woman" becomes "womans" and "foot" becomes "foots". However, for plurals that follow regular spelling rules, you will have no trouble.

Text Marker, Speech Marker, Text & Speech Marker

Summary:

These Tools mark text that is to be seen on the display but not spoken or that is to be spoken but not seen. Text & Speech Marker Tool closes the operation.

Use the TEXT MARKER Tool when you want text from a stored message to be seen on the display, but not spoken. The Text Marker Tool goes in front of the text that is to be seen on the display.

Use the SPEECH MARKER Tool when you want text from a stored message to be spoken but not to be seen on the display screen. The Speech Marker Tool goes in front of the text that is to be spoken.

Use the TEXT & SPEECH MARKER Tool to end the operation where individual speech and text markers were used in a message.

An Example of Using Text and Speech Markers:

Store the "Pledge of Allegiance." When you activate the icons for the pledge, you will see only the title on your display while your device speaks the pledge.

1. Go to the **Toolbox** and activate STORE.
2. Select an icon sequence and activate **OK**.
3. Select **Spell Text to Speak**.
4. Activate INSERT TOOL.
5. Activate TEXT MARKER.
6. Type the text you want to see on the display (Pledge of Allegiance).
7. Activate INSERT TOOL.
8. Activate SPEECH MARKER.
9. Type the text you want to be spoken (I pledge allegiance to ...).
10. Activate INSERT TOOL at the end of the pledge.
11. Activate TEXT AND SPEECH MARKER.
12. Finish the regular storing process.

Clear Display

Summary:

This Tool removes all text and prompts from the display screen and the buffer.

When you activate this Tool, it clears all the text and icon names or prompts that are on the display screen. It also clears any text that has scrolled off screen into the buffer.

When you type, the letters and words eventually move off the text area in order to make room for new letters and words. When they move off the display they go into the "buffer." Your device holds them in the buffer until you print the message or use the arrow keys to bring them back onto the display screen. The buffer will hold 2,048 characters (2K).

"Delete" Options and Arrow Keys

Summary:

The DELETE Tools are all used to erase text and or icons on the display screen.

DELETE CHAR

Removes the character to the **left** of the cursor.

DELETE WORD

This Tool removes the word or group of letters to the left of the cursor up to the next space or punctuation mark. If the character to the left of the cursor is a space, DELETE WORD removes the space.

DEL LAST SELECT

Removes any text that you brought up on the display when you activated your last (previous) selection. If the previous selection was a Tool, DELETE LAST SELECTION does nothing.

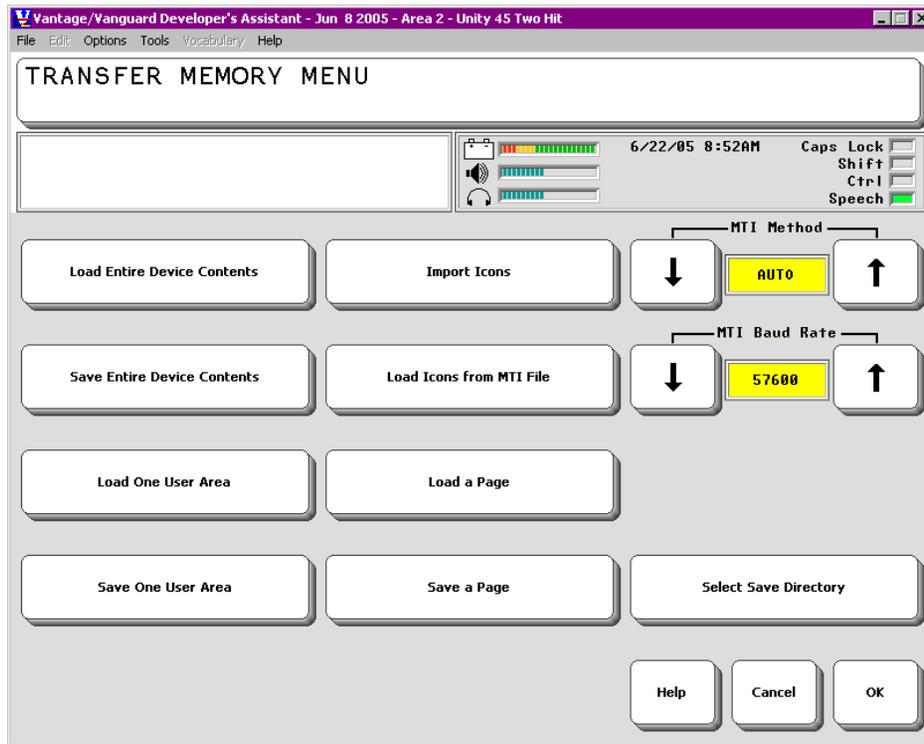
DELETE ICON

This Tool deletes the last icon that you selected. You can select a new icon or re-select the deleted one if you want to.

UP, DOWN, LEFT and RIGHT ARROWS

When you activate an arrow key, you move the cursor through text on the display screen. The cursor moves in the same direction as the arrow you are using. You can move the arrow keys through text letter-by-letter or word-by-word by activating the CHAR/WORD Tool. When you have positioned the cursor where you want it, you can activate other editing keys to edit your word or sentence.

Using the TRANSFER MEMORY MENU



The TRANSFER MEMORY MENU

USING THE TRANSFER MEMROY MENU

Vantage/Vanguard II Manual

About Memory Transfers

➡ We highly recommend that you make memory transfers using a USB flash drive or a Secure Digital card. You received a USB flash drive in the box with your device.

The options in the **MEMORY TRANSFER MENU** allow you to save your device's memory. You can save the memory in a single area or you can save the entire device memory. You can also load saved memory back into your device, import graphics and store sound files.

➡ **Handy Tip:** In the **TRANSFER MEMORY MENU**, set the **MTI Method** option to **AUTO**. Your communication aid will automatically select the device you have plugged in: USB flash drive or SD card. If you have both devices plugged in, you will have to change the option to the one you want to use.



USB Flash Drive



Secure Digital Card

Examples of a USB Drive and a Secure Digital Card

Memory Transfer with a USB Flash Drive or Secure Digital Card

USB Flash Drive

1. Plug your USB flash drive into the rectangular USB port on the right side of the case.
2. Go to the Toolbox and open the **TRANSFER MEMORY MENU**.
3. If it is not already set, select **AUTO** for the **MTI Method**.

Secure Digital Card

1. Open the Memory Door on the left side of the case and insert your Secure Digital card in the small slot above the System Card. The side of the card that has the small arrow on it should be face up and the arrow end should slide into the slot first. Push it in until it clicks into place. Push it again to remove it.
2. Go to the Toolbox and open the **TRANSFER MEMORY MENU**.
3. If it is not already set, select **AUTO** for the **MTI Method**.

Save an Area: an example

Complete steps 1-3 above.

Select **Save One User Area**

Select the Area you want to save.

Type in a name for the MTI file. Your device will save the Area you selected on the SD card or USB drive, whichever is in your device.

A dialog box will appear to tell you when the transfer is completed.

Load an MTI File into an Area: an example

Complete steps 1-3 above.

Select **Load One User Area**

Select the Area you want to load the file into.

You see a list of all the files on your SD card or USB drive.

Find the file you saved earlier. It will have **.mti** at the end of the name.

Select the file.

A dialogue box will appear to tell you when the transfer is complete.

➡ **To load files onto your computer**, read the directions that came with your SD Card or USB flash drive. For an SD card you will need a card reader. For a USB flash drive, in some cases you may need to load a driver. Your storage device directions will tell you.

➡ **If you would like to be more organized** about saving files to your USB flash drive or SD card, read **Using the Select Save Directory** on page 318. Also see Using the File Organizer, page 321.

Importing Icons

➡ You must have graphics/icons stored on your USB Flash Drive or SD Card in order to import them to your device. You can import .bmp, .jpg and .jif files.

1. On your device, plug in the USB flash drive or an SD Card.
2. Go to the Toolbox and open the **TRANSFER MEMORY MENU**.
3. Select **Import Icons**.
4. You see a list of all the graphics/icons stored on your USB flash drive or SD Card. Select the ones you want to import, or use **Select All** to select all the graphics/icons. Select **OK**.
5. You see the graphic and an option to change the name. You can also change the **Aspect Ratio**. We suggest you leave this set to **YES**. When you are ready, select **OK**.
6. You see the **Icon Category Menu**. Your device automatically places the graphic in an **IMPORTS** category folder. If you want the graphic available in another Category, select the Category. If you just want to keep the graphic in the **IMPORTS** folder, select **Cancel** to exit the Category List.
7. You see the **TRANSFER MEMORY MENU**.

From now on, when you are using the Category List, you will be able to use the imported icons in your **IMPORTS** folder.

Load Icons from an MTI File

Perhaps you know someone who has a Vantage or Vanguard with a lot of imported icons on it that you like. This friend saves his device vocabulary, which includes the imported icons, as an MTI file and e-mails it to you. You can load the imported icons from the MTI file into your device without loading all the friend's vocabulary, too.

1. The MTI file must be on a USB flash drive or an SD card. Plug the flash drive or card into your communication aid.
2. Go to the Toolbox and open the TRANSFER MEMORY MENU.
3. Select **Load Icons from MTI File**.
4. Select the MTI file you want to load.
5. Your device loads the imported icons into the IMPORTS Category folder.

Save a Page/ Load a Page

Save a Page

1. Make sure your USB Flash Drive or the Secure Digital Card is plugged into your communication aid.
2. Open the TRANSFER MEMORY MENU.
3. Select **Save a Page**.
4. You see a list of all the Pages in your device. Select the Page you want to save.
5. Spell a name for the file you are saving.
6. The Page is loaded onto your flash drive or SD card as an .mti file.
7. Activate **OK** to exit.

Load a Page

1. Make sure your USB Flash Drive or the Secure Digital Card is plugged into your communication aid.
2. Open the TRANSFER MEMORY MENU.
3. Select **Load a Page**.
4. You see a list of files on your USB flash drive or the SD card.
5. Select the Page you want to load.
6. The transfer takes place. The Page is loaded into your **PAGES** Menu.
7. Activate **OK** to exit.

Save/Load a Notebook

To Save a Notebook

1. Make sure your USB Flash Drive or the Secure Digital Card is plugged into your communication aid.
2. Make sure **MTI Method** is set to **Auto** in the TRANSFER MEMORY MENU.
3. Open the NOTEBOOK MENU.
4. Select **Save a Notebook to Disk**.
5. Your Notebooks are listed. Select the Notebook you want to save.
6. The Notebook is loaded onto your flash drive or SD card as a .txt file.
7. Activate **OK** to exit.

Load a Notebook

You must have a Notebook to load on your USB flash drive or Secure Digital card.

1. Make sure your USB Flash Drive or the Secure Digital Card is plugged into your communication aid.
2. Make sure **MTI Method** is set to **Auto** in the TRANSFER MEMORY MENU.
3. Open the NOTEBOOK MENU.
4. Select **Load a Notebook from Disk**.
5. Any Notebooks on your USB drive or Secure Digital card are listed.
6. Select the Notebook you want to load.
The Notebook is loaded. Activate **OK** to exit.

PC Memory Transfer with a Serial Cable

If you purchased the optional serial cable for memory transfers using Windows® and a PC:

1. All memory transfers should be made with the **battery charger plugged in**. Connect one end of the battery charger that came with your device to the battery charger port on the case. Plug the other end into a working wall outlet.
2. Plug one end of the serial cable into Serial Port 1 (also known as COM port 1) on your computer. Plug the other end into the connector labeled  on the case.
3. Turn the computer On and insert the MTI CD (this came with your device) into the appropriate drive. Use Windows Explorer to go to the drive that has the MTI CD in it. You can right-click on My Computer and click on Explore to go to the drive that has the MTI CD in it.
4. Double click on **MTI.exe**. The MTI screen is visible on your computer monitor.
5. Open the **Options** menu at the top of the MTI screen. Open the **Device** option and select the device you are using (e.g., Vantage or Vanguard). Open the **Port** option and select the computer COM port you are using (most likely "1"). Look at the **Baud Rate** box. Check to make sure the MTI baud rate and your device baud rate **are the same**. (Your device baud rate option is in the **TRANSFER MEMORY MENU** in the Toolbox.) If the baud rates do not match, change one of them to match the other. It does not matter which one you change, the MTI or your device. 115200 is the fastest rate.
6. On the MTI screen, select the option you want. In this case, select the **Save** option. This has the picture of an arrow going from the device towards the computer.
7. You see the computer's File Browser screen. Select the drive or folder on your computer where you want to store the MTI file. Name the file so you will remember what it is.

8. Go to the Toolbox and open the **TRANSFER MEMORY MENU**. Make sure **Serial** is selected in the **MTI Method** box.
9. Select the option you want. For this example, select **Save One User Area**.
10. Select the Area you want to save. If everything is connected correctly, you will see the "Memory Transfer in progress" on your computer screen and device display.
11. The transfer may take awhile. When it is finished, click **OK**

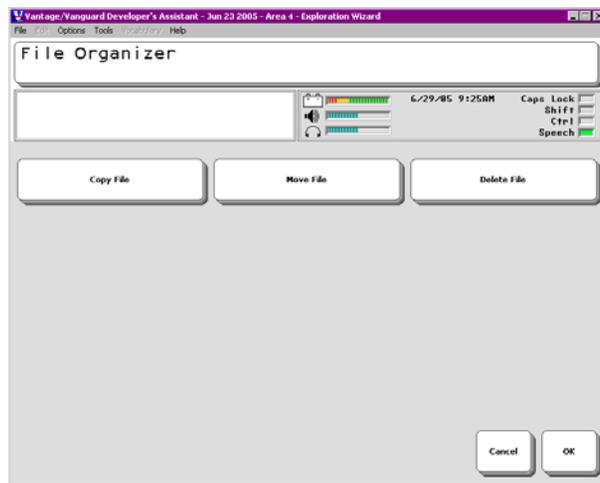
To Restore a File:

1. Select **Load Entire Device** or **Load One User Area** from the **TRANSFER MEMORY MENU**. If you select **Load One User Area**, select the Area to load.
2. On your computer, go to the drive/folder where you stored the MTI file. Select the file you want to load.
3. On your computer, select **Restore**.

Using the FILE ORGANIZER

The FILE ORGANIZER menu allows you to copy and move files from one memory device to another or move files onto one memory device into folders on the same device. You can also copy and delete files.

Perhaps you use a Secure Digital card as a permanent storage area in your device. You rarely remove the card from your communication aid. However, your USB drive frequently travels between your device and your computer because you use it to download files from your computer and then put them in your communication aid. You would like to be able to easily transfer files from your USB to your SD card so that you don't have to have the USB drive plugged into your communication aid in order to listen to songs or access other files. The FILE ORGANIZER MENU allows you to do this.



The FILE ORGANIZER MENU

To Move Files from One Memory Device to Another:

1. Make sure your SD card and USB drive are plugged into your communication aid.
 2. Go to the Toolbox and open the FILE ORGANIZER menu.
 3. Select **Move File**.
 4. Select the **memory device** that has the files you want to move.
 5. Select the **files** to move. You can open any folder and select files from the folder, if you wish.
 6. When you have finished selecting files, select **OK**.
 7. Select the destination for the files (i.e., the other storage device).
 8. If you have a folder on the destination memory device that you want to store the files to, select it, then select **OK**. Otherwise, just select **OK**.
 9. Answer **YES** in the message box if you want to continue or **NO** to stop.
 10. The files are transferred. Depending on the amount of files, this could take a few minutes.
 11. The files are no longer on the original memory device.
- ↻ If you **Copy Files**, the files will be available on both memory devices.
- ↻ If you **Delete Files**, they are erased from the memory device you select.

Using the MP3 PLAYER MENU



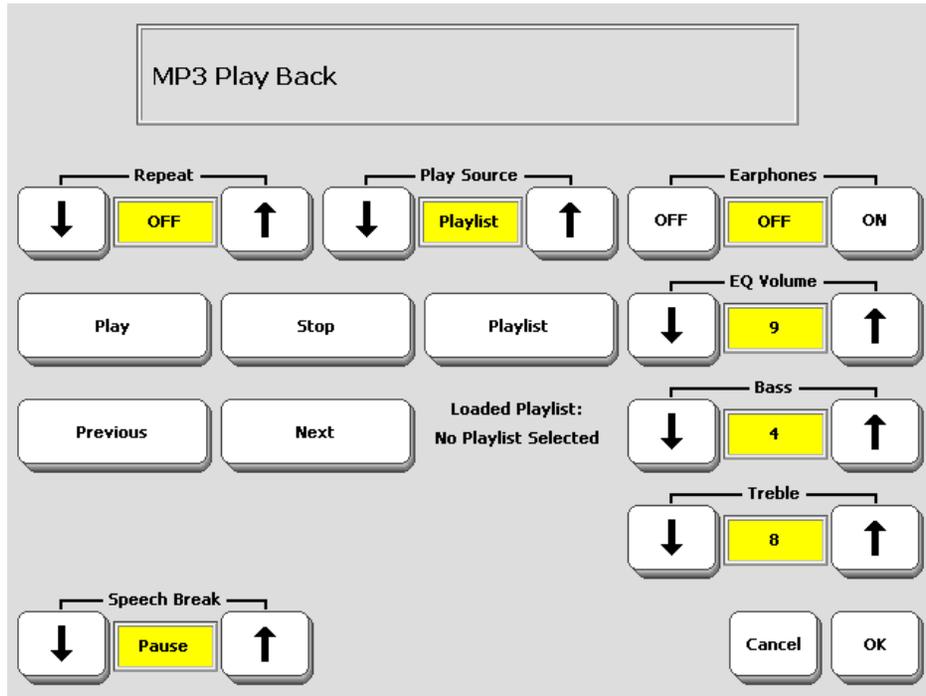
Listening to Music with your Communication Aid (MP3, WAV and WMA files)

➡ **WARNING:** PRC reminds you that MP3, WAV and WMA files fall under the jurisdiction of all copyright laws.

If you have sound files stored on a USB flash drive or a Secure Digital card, you can play them on your communication aid. Plug the flash drive or secure digital card into your device, open the MP3 PLAYER MENU in the Toolbox and select the options you want. You can play all the songs on your flash drive or SD card; you can create playlists; you can skip and repeat songs; you can talk while the songs are playing and many other options.

In the following pages you will learn how to use the **MP3 PLAYER MENU** in order to listen to your songs.

**MP3
PLAYER
MENU**



MP3 PLAYER MENU

About the Options in the MP3 PLAYER MENU

➡ In order to play music files on your communication aid, you must have an SD Card or USB flash drive with songs on them plugged into the device.

While music is playing, you may use your device as you normally would.

Let's look at the options in the MP3 PLAYER MENU so you will know what to expect.

Go to the Toolbox and activate the **MP3 PLAYER MENU**.

Options

Repeat: OFF/1/ALL

Off: no songs will repeat.

All: an entire playlist, or all the songs on a flash drive or SD card, will repeat.

1: repeat the song that is currently playing. This song will repeat until you select **Stop**, **Next** or **Previous**.

Play Source: AUTO/Playlist/SD Card/USB Disk

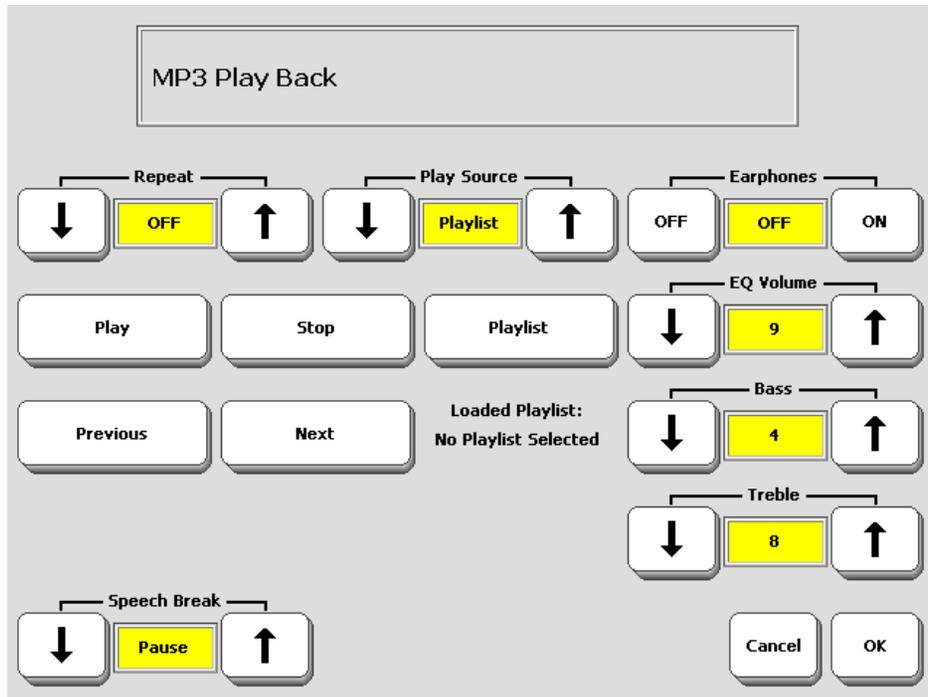
This tells your device where to find your songs. Select **AUTO** for most occasions.

AUTO: Your device will play the current Playlist. If no Playlist is loaded, it will look for songs on the USB drive or SD card. If both are plugged in, it will select the memory device that was plugged in last.

SB Card/USB Disk: If you select this option, your communication aid will play every song on the card or disk.

Playlist: Your communication aid will play the playlist that is currently loaded. If none is loaded, you will hear a beep, reminding you to load a Playlist.

**MP3
PLAYER
MENU**



MP3 PLAYER MENU

Earphones

Select this option if you have earphones plugged into the device.

EQ Volume

This equalizes the volume level between different sound files. It also lowers the sound volume when you want to speak while music is playing. This option is independent of your device's speech volume control.

Bass

Treble

These options allow you to customize the bass and treble sound levels.

Play

Your device will play songs according to how the **Play Source** is set: **AUTO/Playlist/SD Card/USB Disk**. Unless you press **Stop**, music will continue to play until all the songs on the playlist have been played.. You can also pause a song by pressing **Play** while the song is playing.

Stop

Select this to stop listening to music.

Previous

Next

Select **Previous** to listen to the song before the one currently playing.

Select **Next** to listen to the song that follows the one currently playing.

Playlist

This option allows you to create one or more playlists. See the next page for further information.

Speech Break: Pause/Stop/OFF

This option controls what happens when you speak while a song is playing. If you select **Pause**, the music will pause while you speak. When you stop speaking, the music will begin playing again. If you select **Stop**, the music will stop altogether. To listen to it, you must go back into the menu and select **Play**. If you select **OFF**, the music will continue to play while you speak. **OFF** means "no speech break".



You see all the songs stored on your flash drive or SD card.
There may be more than one page.



Check the boxes of the songs you want on your playlist
or use **Select All**.



Use the arrow keys to arrange the songs in the order you want.
When you are ready, select **Save Playlist**.
Spell a name for the list and select **OK**.
You see your Playlist. Select **OK**.

Create a Playlist

Creating and Using Playlists

1. Plug a Secure Digital Card or USB drive into the correct connector on the case.
2. Go to the Toolox and open the MP3 PLAYER MENU.
3. Select the **Playlist** option.
4. Select **Create New Playlist**. If there are no playlists yet, the screen remains the same.
5. Select **Add MP3**.
6. You see the **File Browser**. At the top of the screen you see what storage device you are using and what kinds of sound files are on it. Below and to the left, you see the number of pages containing files. Use **More Items** to see other pages. Select the files you want for your playlist. Make sure the box is checked on each key you select. Use **Select All** to choose all the sound files on the all the pages.
7. When you have finished, activate **OK**. You see your playlist.
 - ➡ You may see a message box telling you that a certain song may not play and asking if you want this to be fixed. If you respond YES, your device will make sure the song is playable on your communication aid. This generally involves shortening the information about the song that is included in the song's "tag". The song itself is not changed in any way. If you reply NO to the message, the song may play as it is or it may not.
8. Use the **Up** and **Down Arrows** to highlight a song on the playlist. Use the **Move Up** and **Move Down** keys to re-order the placement of the highlighted song in the list. Use **Remove MP3** to delete a song from the playlist. **Page Up** and **Page Down** allow you to navigate through the pages in your list if you have more than one page.
9. Select **Save Playlist**.

10. Spell a name for the playlist and select **OK**. The playlist is saved on the storage device you have been using
 11. You see your playlist. Select **OK**.
 12. You see the MP3 PLAYER MENU. Underneath the Playlist button you should see "Loaded Playlist" with the name of your playlist. If you have more than one playlist, you can select the **Playlist** option and choose the **Select Playlist** option to load a different playlist. Select **OK**. Select **Play** and listen to your music.
- ➡ To create a Playlist Directory where you can place all your Playlists, see page318.

New Music Tools

There are some new insertable tools for listening to music.

MP3-PLAY DRIVE

Allows you to select either the USB flash drive or the SD card to listen to when both devices are plugged into your communication aid.

MP3-PLAY FILE

Allows you store a link to one song under a key or sequence.

MP3-PLAY PLAYLIST

Allows you store a link to an entire playlist under a key or sequence.

For example, you might have a song you are really crazy about at the moment. You could store the PLAY FILE tool, select the song you want to link to, and then activate the key or sequence you used on your overlay to hear the song as often as you wanted. If you have forgotten how to store tools, see pages 195-203.

MP3-PLAY-PAUSE

This tool allows you to pause a song, then go back to it.

MP3-PLAY PLAYLIST

Use this tool to store one playlist under a key or sequence on your overlay.

MP3 PLAYER MENU

This tool gives puts the MP3 player menu on your overlay for easy access.

MP3-PREV

Select Previous to listen to the song before the one currently playing.

MP3-STOP

Select this to stop listening to music.

Using the Select Save Directory Option: Create a Playlist Directory

This option allows you to organize your files. You can create any number of Directories in which to store various files. This page teaches you about creating a Playlist Directory. The next page teaches you about creating an MTI Directory.

Create a Playlist Directory

1. In the TRANSFER MEMORY MENU, select the **Select Save Directory** option
2. Select USB or SD, whichever you are using.
3. You will see a list of all the files that are on your storage device. At the bottom of the screen, select the **Create Directory** button.
4. Spell a name for the Directory, e.g., "Playlists".
5. There is nothing in the Directory yet, so select **OK**.
6. Select **OK** to exit.

If you have already-created playlists that are on your USB drive or SD card and you want to move them into your new Playlist Directory using the File Organizer (see page 305) or by plugging the drive or card into your computer and using Explorer to move the files into your Playlist directory.

You can create new playlists or re-create old ones in the MP3 PLAYER MENU then save them to the Playlists Directory. See "Creating a Playlist" on page 315.

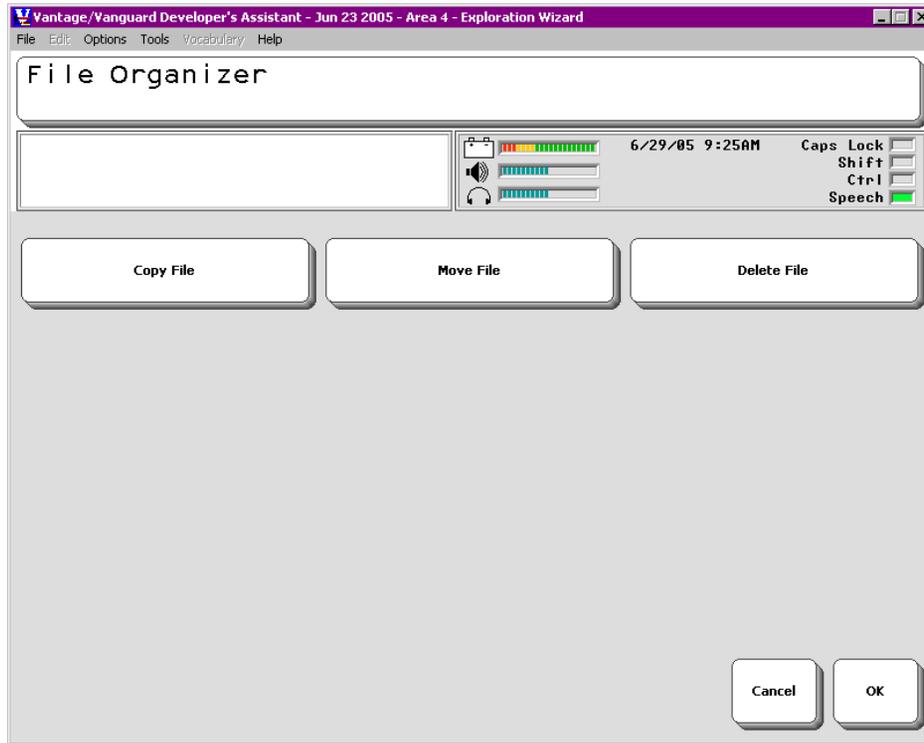
 **Important Note:** Anything you save from now on will be saved into the Playlists directory unless you activate **Select Save Directory** in the TRANSFER MEMORY MENU and select a different Directory to save to.

Using the Select Save Directory Option: Create an MTI Directory

This option allows you to organize your MTI files.

Create an MTI Directory

1. In the TRANSFER MEMORY MENU, select the **Select Save Directory** option.
 2. You should see an option for either the SD card or the USB drive, whichever is plugged in. Select the key that is listed. ➡ If you have both storage devices plugged in, you will see an option for each one. Select the one you want.
 3. You will see a list of all the files that are on your storage device. At the bottom of the screen, select the **Create Directory** button.
 4. Select a name for this directory, e.g., "MTI Files". Activate **OK**.
 - ➡ Notice that the display tells you where you are storing your new Directory—to the USB drive or the SD card.
 5. There are no files yet in the directory, so select **OK** to exit.
 6. Activate **Save One User Area**.
 7. Select the Area to save.
 8. On the spelling page, notice that the text display area now shows the name of your storage device along with "mti files".
 9. Spell the name you want to use for this file. Select **OK**.
 10. The file is saved in the MTI Directory.
- ➡ **Important Note:** Anything you save from now on will be saved into the MTI directory unless you activate **Select Save Directory** and select a different directory to save to.



The FILE ORGANIZER MENU

Using the FILE ORGANIZER

The FILE ORGANIZER menu allows you to copy and move files from one memory device to another or move files onto one memory device into folders on the same device. You can also copy and delete files.

Perhaps you use a Secure Digital card as a permanent storage area in your device. You rarely remove the card from your communication aid. However, your USB drive frequently travels between your device and your computer because you use it to download files from your computer and then put them in your communication aid. You would like to be able to easily transfer files from your USB to your SD card so that you don't have to have the USB drive plugged into your communication aid in order to listen to songs or access other files. The FILE ORGANIZER MENU allows you to do this.

To Move Files from One Memory Device to Another:

1. Make sure your SD card and USB drive are plugged into your communication aid.
2. Go to the Toolbox and open the FILE ORGANIZER menu.
3. Select **Move File**.
4. Select the memory device that has the files you want to move.
5. Select the files to move. You can open any folder and select files from the folder, if you wish.
6. When you have finished selecting files, select **OK**.

Select the destination for the files (i.e., the other storage device).

If you have a folder on the destination memory device that you want to store the files to, select it, then select **OK**. Otherwise, just select **OK**.

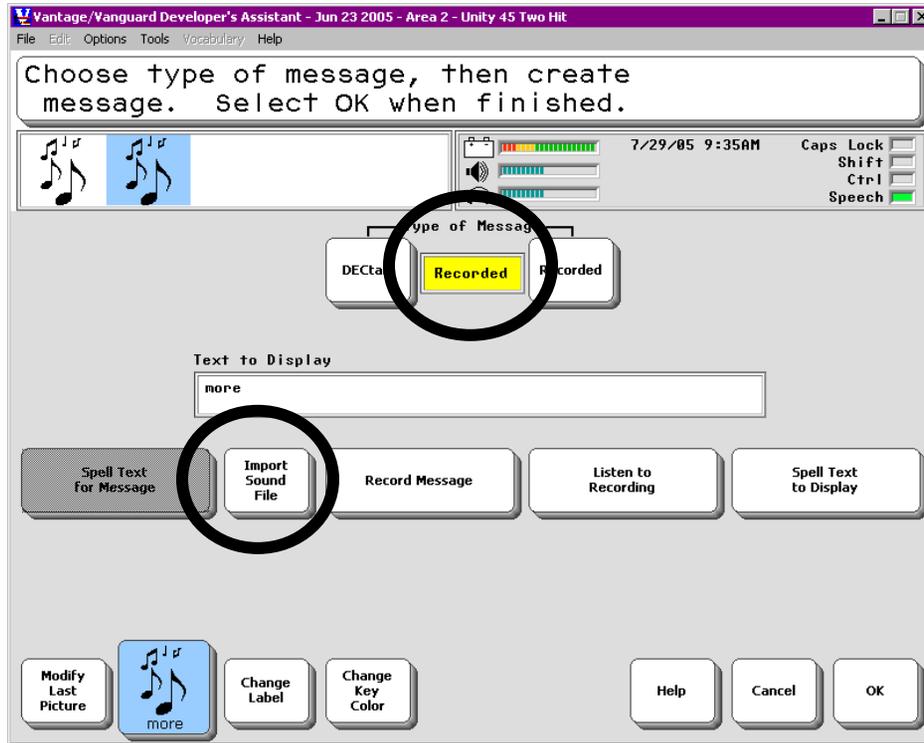
Answer **YES** in the message box if you want to continue or **NO** to stop.

The files are transferred. Depending on the amount of files, this could take a few minutes.

The files are no longer on the original memory device.

If you **Copy Files**, the files will be available on both memory devices.

If you **Delete Files**, they are erased from the memory device you select.



Import a Sound File and Store it on your
Overlay

About Importing Sound Files to Store on your Overlay

➡ Use a Secure Digital or USB Flash Drive to Import Sound files.

You can import mp3, wav and wma sound files into your SpringBoard and store them under an icon or an icon sequence. You can then activate the sequence and hear the sound you stored.

➡ **When you store sound files on your overlay, they are stored as speech.** This means that they act exactly as if you had recorded and stored them as vocabulary messages. For example, if you store a 3-minute song under an icon sequence, you cannot use your communication aid for anything else until the song is finished. In this case, it would be wiser to listen to the song using the MP3 PLAYER MENU or to store one of the music tools that allows you to link to songs, than to store them on your overlay as speech.

Some sounds, though, are fun to have on your overlay: laughter, clapping, animal noises, etc. They don't take up much memory and they make conversation interesting.

Store a Sound File under an Icon or Icon Sequence on your Overlay

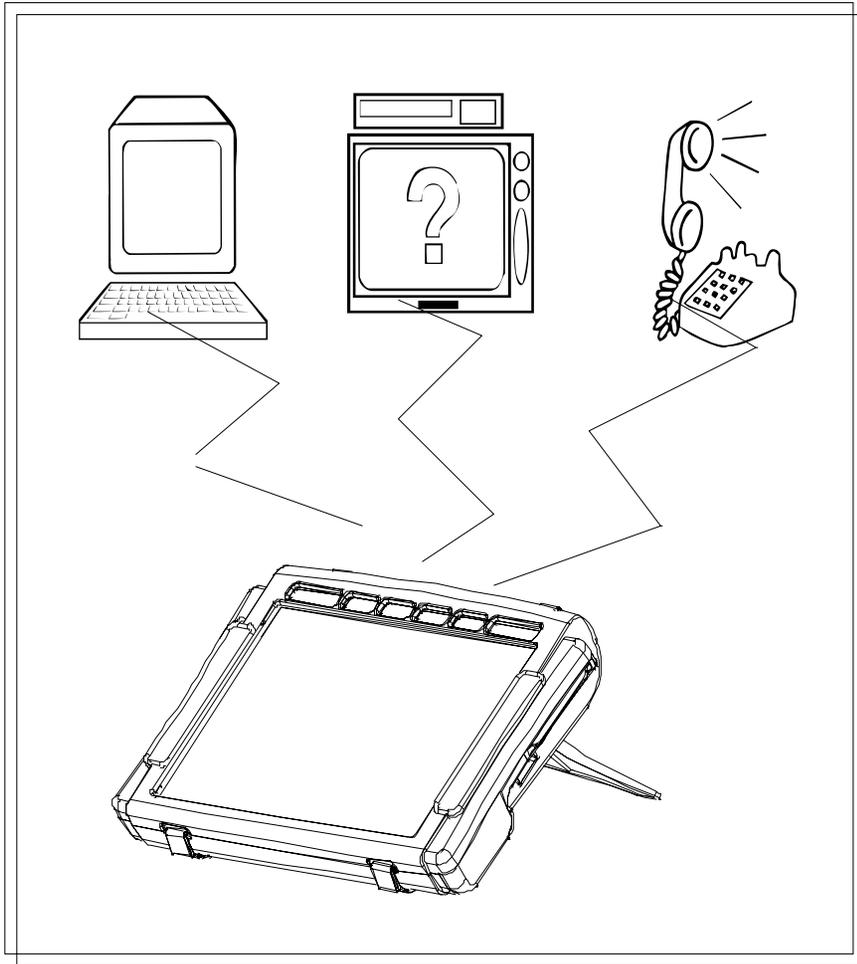
To Store a Sound File on your Overlay:

1. Make sure the USB flash drive or SD card that contains your sound files is plugged in.
2. Go to the Toolbox and select **STORE CORE**.
3. Select the icon or icon sequence you want to use and select **OK**.
4. If you select a sequence that has a word or phrase associated with it, you can keep the word or phrase and store the sound file with it, or you can delete the word and just have the sound file. If you keep it, you might want to add something to the icon label to remind you the sound file is there, too.
5. Select **Recorded**
6. Select the **Import Sound File** option.
7. You see the sound files on your USB drive or your SD card. Select the file you want to store.
8. When the sound has been transferred your device returns you to the Toolbox. Select **GO TO MINSPEAK**.
9. Select the icon(s) you used for your sound file.
10. You should hear the file.

Using a Remote Control



When using infrared in a medical environment,
do not use with any product that is not medically
approved.



Using your Communication Aid as a Remote Control

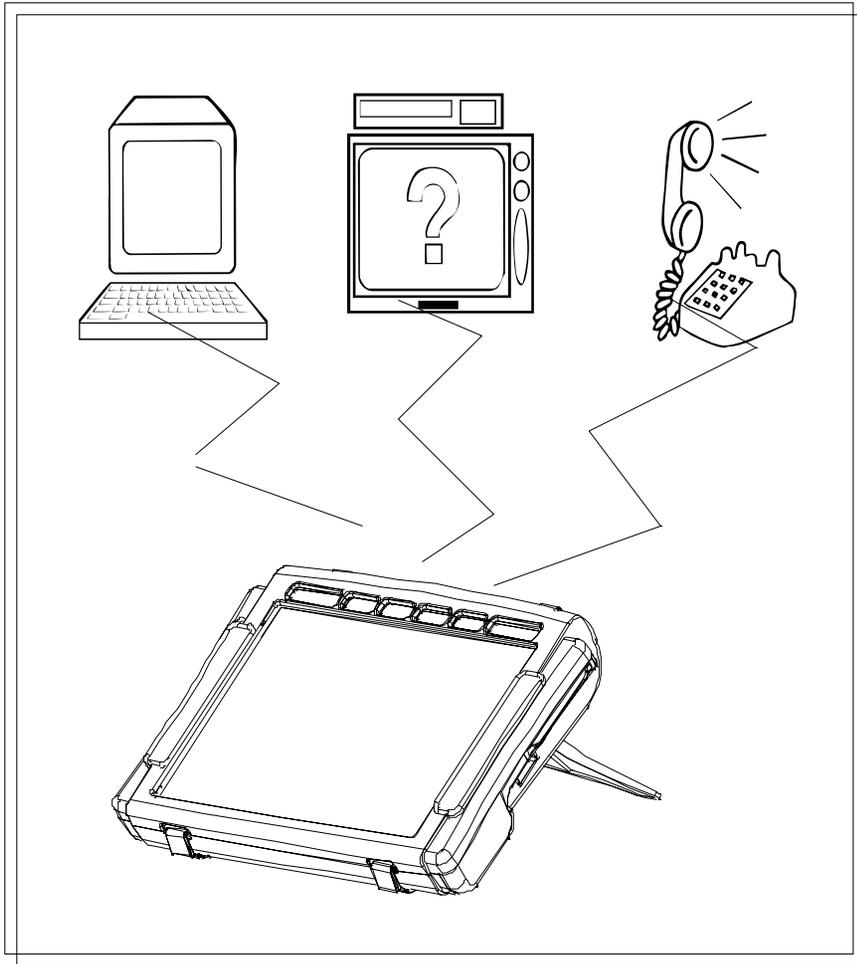
With its built-in infrared (IR), the communication aid can learn infrared signals for any device you own that has a remote control. This includes a TV, CD player, VCR, toys, etc. You teach the remote control signals to the SpringBoard and then store the commands for the signals on your overlay.

There are a number of remote control pages that are already set up in your device. You select these overlays from the CHOOSE OVERLAY MENU in the Toolbox.

The IR window is on the top of your communication aid, between the two speaker grilles. If you want to teach a remote control signal, you point your remote control at this window. If you want to send a signal your device had learned, make sure the IR window is facing in the general direction of the appliance you want to send the signal to.

You will have to teach your communication aid the remote control signals for any appliances you want it to control except the X-10 and EZ Phone. It already knows the X10 and EZ Phone signals.

 **Important Note:** When you have completed teaching remote signals to your device, we highly recommend that you save your entire device memory so that you do not have to re-teach the signals if something should happen to your device's memory.



Use your Device as a Remote Control

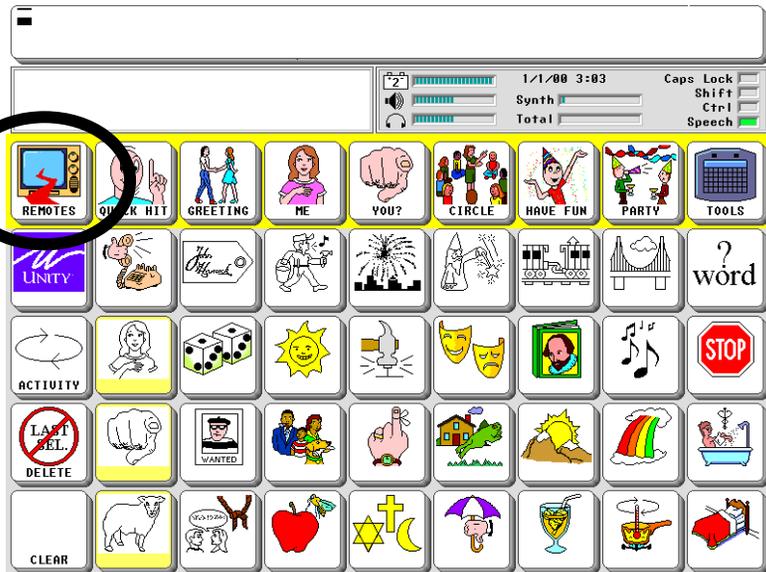
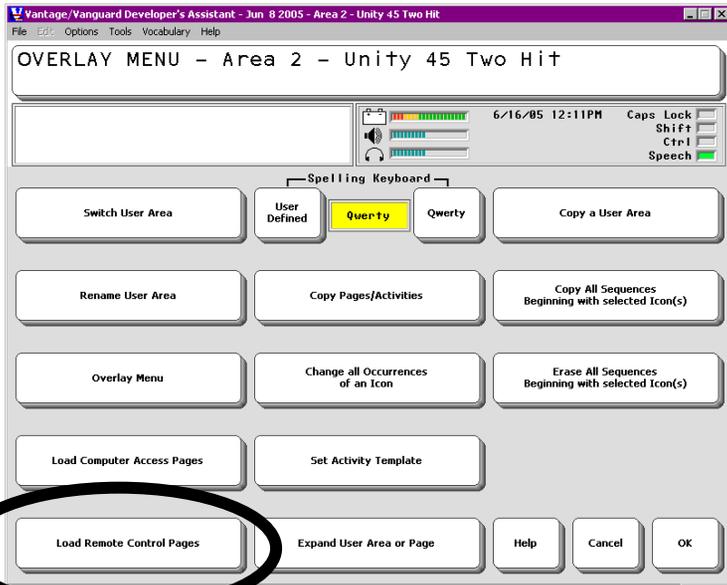
Teach your Device to act like a Remote Control

With infrared (IR) you can teach your device to perform the functions of any remote control you own.

Your device has 8 pre-stored Remote Control Pages to choose from. These pages already have pre-stored commands and icons on them. There are pages for a TV, Tuner, CD, Tape, VCR, Tivo, EZ Phone and X-10. You may not need all of these pages or you may want to create your own.

Your device has already learned signals for the EZ Phone and X-10 modules. All you have to do is activate the key that contains the function you want to perform. You only have to store the phone numbers that you want the EZ Phone to dial.

With the other appliances you will have to teach the your device the remote control signals for the functions you want to use. You will learn how to do this in the next few pages.



Remote Control Activity Icon

Loading the Remote Control Pages

When you select **Load Remote Control Pages** from the CHOOSE OVERLAY MENU, you are telling the your device to load those pages so you can use them. Your device adds these pages to the PAGE MENU.

To Load the Remote Control Overlays:

1. Open the CHOOSE OVERLAY MENU in the Toolbox.
2. Activate the **Load Remote Control Pages** option.
3. Activate **OK** on the options screen.
4. Activate **OK** in the CHOOSE OVERLAY MENU.
5. Activate GO TO MINSPEAK in the Toolbox.

Look at the Activity Row. The first activity on the left is the REMOTES activity. Explore the remote control pages by activating the REMOTES key and then selecting a page to look at. For example, activate the TV page.

On all the remote control pages the column on the left of the display screen contains the keys you will use to go to any other remote control page. The STOP SIGN key in the top right corner will always take you back to your communication overlay.

Your device hasn't learned any TV remote control signals yet, so you can't press a key and turn something On. Once you teach the signals to your device, you will use this page to turn your TV On and Off, change channels, turn the volume up or down, etc.

🔄 **IMPORTANT!**

If you decide to reload the default remote control pages

Once you set up these pages the way you want them, you will lose everything, including any signals you have taught the device, if you reload the default remote control pages from the CHOOSE OVERLAY MENU. Save memory first before re-loading.



Teaching Remote Control Signals to your Device

About Teaching Remote Control Signals to your Device

On the pre-stored remote control pages you will find icons and commands that represent your remote control signals. For all devices except the EZ Phone and X10, you will have to teach your device the signals you want it to use. The EZ Phone and X-10 already have their signals stored in your device.

Before you begin to store any signals, you need to have the remote control you are going to use nearby. During the signal storing process, your device will tell you to aim your remote control at the its IR window and then to tap the button on the remote that will send the signal you want your device to learn.

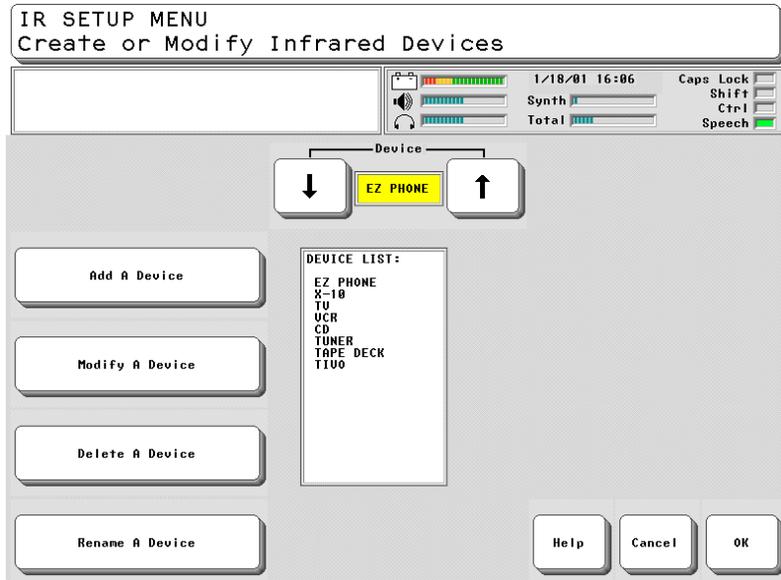
Remember, the IR window is on the back top of your device. Hold the remote control 6-8" away from the IR window. Point the infrared area of the remote at your device's IR window and press the function button on the remote, for example, "Power". You will hear a small beep when the device accepts the signal.

To store signals you will use the IR SETUP MENU in the Toolbox. When you store signals using this menu, they are automatically stored on the correct remote control page for later use.

Important Notes!

When you have finished storing all the remote control signals that you want to use, we **highly recommend** that you perform a memory transfer and save your device's memory to a USB flash drive or Secure digital card.

If, at any time, you reload the default remote control pages, you will lose all the signals and modifications that your device has learned. **Use the Save Entire Device option, not the "Save One Area" option.** The signals will not be saved unless you use the **Save Entire Device** option.



IR SETUP MENU

Teach Remote Control Signals to your Device

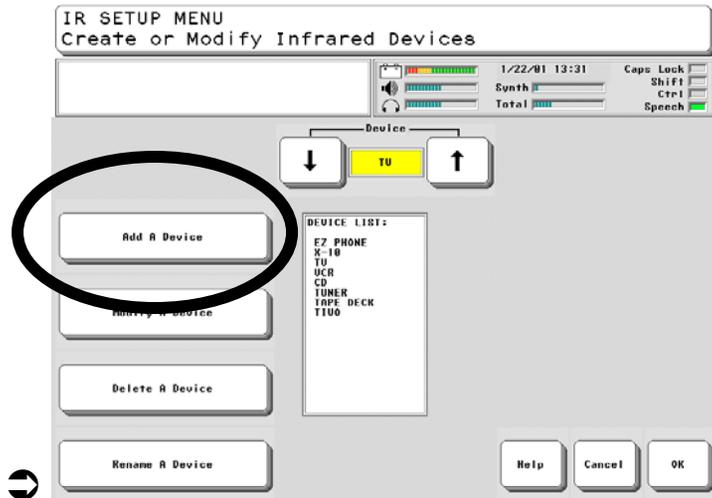
Teach remote control signals for the devices that are already stored in the your device.

1. Go to the Toolbox and open the IR SETUP MENU.
2. Activate the arrow keys in the **Device** box to select the device whose signals you want to teach, e.g., TV.
3. When the name of the device you want is in the yellow **Device** box, activate the **Modify a Device** key.
4. Activate the arrow keys for the **Function** box to select the function that you want your device to learn, e.g., "Power".
5. Get your remote control ready. Know which button you want to press on the remote. Hold the remote infrared window 6-8" away from your device's IR window.
6. On your device, activate the **Re-learn Signal** key.
7. Press the function key on the remote control, e.g., the "Power" key.
8. If you are near the device you want to be controlled, you can test the signal. Point your device's IR window toward the device you are testing (e.g., the TV) and activate the **Test Signal** key in the menu.
9. Repeat steps 4-8 for each function you want your device to learn. You can exit by activating **OK** twice, or you can select another device and continue to teach signals.

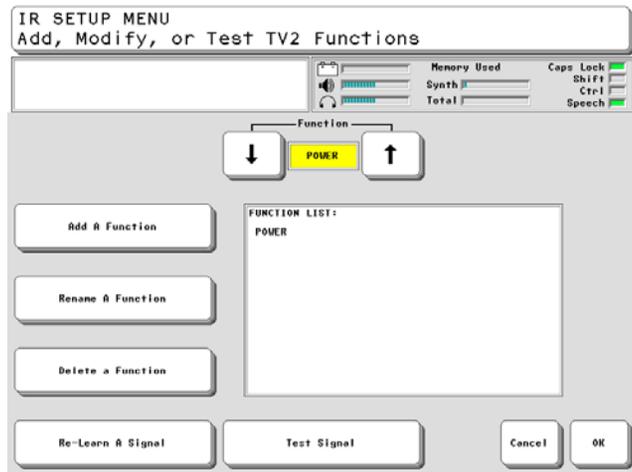
When you have finished storing signals for a device, go to that remote control page and explore what you have done!

1. Exit the IR SETUP MENU.
2. In the Toolbox, activate GO TO MINSPEAK.
3. Activate the REMOTES key in your Activity Row.
4. Select the device page you want and see if your signals work.

🔄 Remember to save your device memory after you have taught the remote control signals. See Using the TRANSFER MEMORY MENU chapter.



- Select **Add a Device**
- Spell** the new device **name**.
- Activate **OK**.
- Spell** the name of the first **function** you want to use.
- Activate **OK**.
- Teach** the signal to your device.



Add a Device to the IR SETUP MENU

Add a New Device to the IR SETUP MENU

To Add a Device to the IR SETUP MENU

1. Go to the Toolbox and open the IR SETUP MENU.
2. Activate **Add a Device**.
3. Spell the device name (e.g., TV2) and activate **OK**.

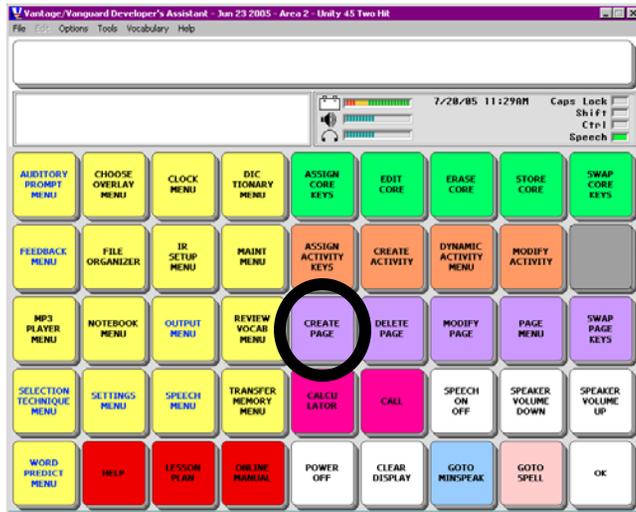
☞ You can use up to 15 characters for a device or function name. Spell the name of the first function you are going to teach to your device (e.g., POWER), then activate **OK**.

4. Teach the signal to your device.
5. Continue to add functions and teach signals or exit the IR SET UP MENU.

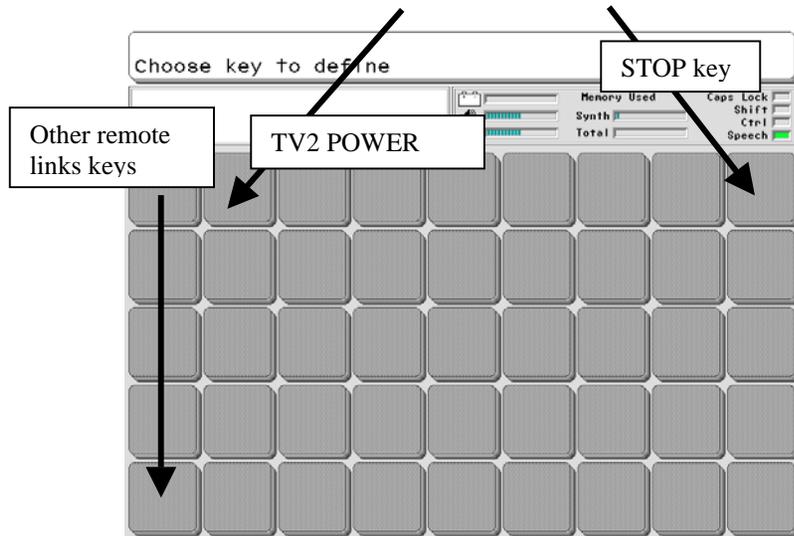
Once you have added the new device and its functions and taught the your communication aid the new signals for the functions, you must decide how you want to store these signals so that you can use them. Do you want to create a TV2 page like your other remote control pages? Do you want it to be part of your REMOTES activity? Or do you want to store the functions under different icon sequences on your communication overlay?

For an example let's say you want to store the TV2 functions on a TV2 page and that you want the TV2 page to be part of your REMOTES activity. You also want to be able to go to any other remote page from your TV2 page.

First, you might find it helpful to go to the Toolbox and activate the MODIFY PAGE key. Then select one of the remote control pages to look at. Do you see any keys that you will want to add to your TV2 page so that it will be consistent with the other pages? (The STOP sign and the keys in the far left column are examples.) You might write these keys down so you don't forget them or use their position when you add functions to your TV2 page.



Activate **CREATE PAGE**.
 Spell the **name** for the new page.
 Select the **keyboard size**.
 Now begin to **define your keys**.

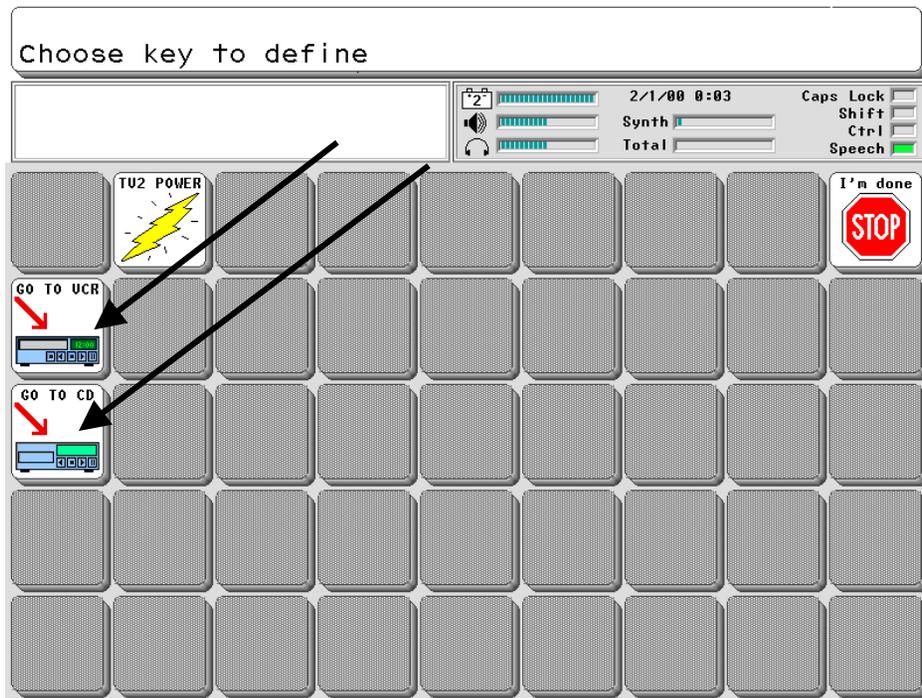


Choose Key to Define page

Create a TV2 Page

Create a TV2 Page:

1. Go to the Toolbox and activate the CREATE PAGE key.
2. Spell the name for the new page.
3. Select the keyboard size you want to use (probably 45).
4. Now you must choose a key to define. These will be the keys where you assign the TV2 functions. For example, pick a key where you would like TV2 POWER to go.
 - ➡ Remember, to link this page with the other Remote pages, leave the keys in the far-left column blank.
 - ➡ If you want to add the STOP SIGN do not use the top key in the far-right column.
5. When you have selected a key, choose **Spell Text for Message**.
6. Select INSERT TOOL, activate **More Items** until you see the IR key then select it. Select TV2, select POWER and then select OK.
7. Pick an icon for your key and change the label if you want.
8. Select Choose **Next Key to Define** and repeat these steps until you have stored all the functions for TV2.
9. Do not exit your TV2 page.



Link the New Remote Page to the other
Remote Pages

Add the Other Remote Control Pages to the TV2 Page

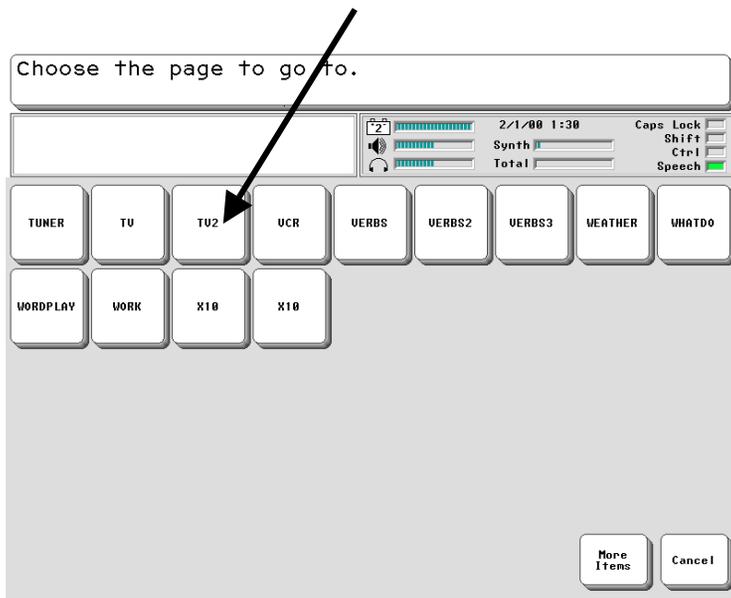
Now you will add other Remote Control pages to your TV2 page.

1. Select the top key in the far-left column of keys.
2. Select **Spell Text for Message**.
3. Select INSERT TOOL, select **More Items** until you see SET PAGE, then select it. Select **More Items** until you see the page you want to link TV2 to (e.g., VCR). Select that page.
4. Now choose icon for the key and a label.
5. Select **Choose Next Key to Define** and repeat these steps until you have linked TV2 to all the Remote Pages.
6. Do not exit from your TV2 page.

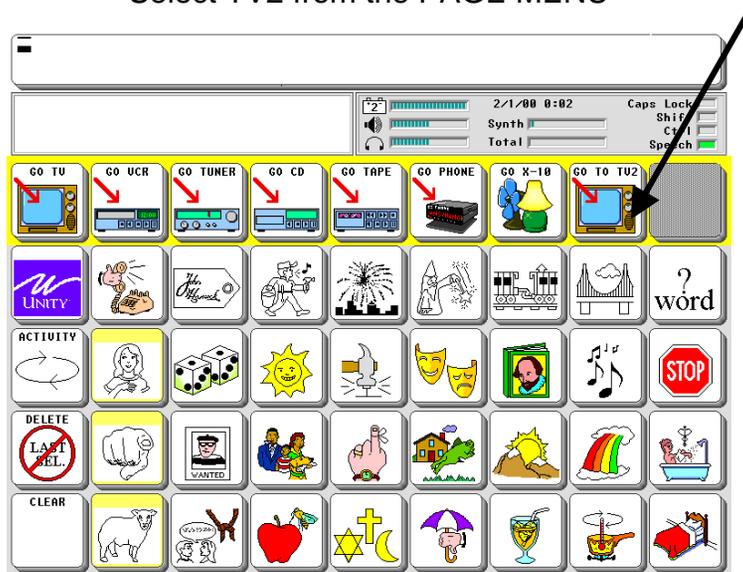
➤ **Option: Add the STOP Sign to Your TV2 Page**

The stop sign takes you to your Minspeak[®] overlay. When you select this key, your device speaks, "I am done with the (whichever) remote page." You can edit out the exit message if you wish.

1. Select the top key in the far-right column of keys.
2. Choose **Spell Text for Message**.
3. Select INSERT TOOL, GO TO MIN, INSERT TOOL, activate **More Items** until you see SPEECH MARKER, then select it. (This tells your device not to display the prompt)
4. Type "I am done with the TV2 remote page." Select **OK**.
5. Select the STOP sign for the icon and change the label to "I'm done".
6. When you have finished activate **OK**.



Select TV2 from the PAGE MENU



Add the New Remote Page to the REMOTES Activity

Place the TV2 Page in your REMOTES Activity

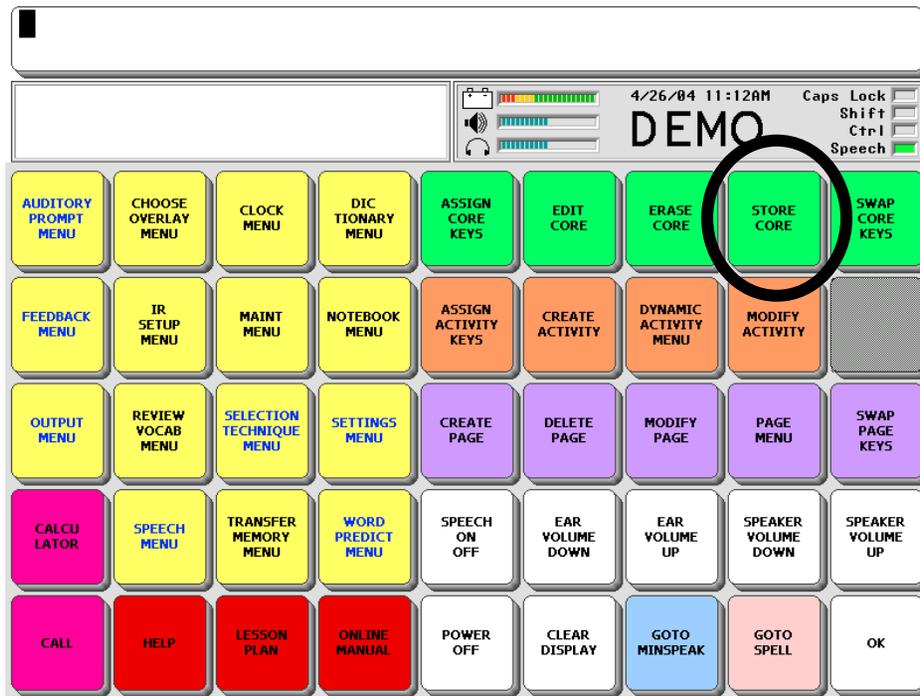
Now place your TV2 page into your REMOTES activity so you can access it from the Activity Row.

1. In the Toolbox, select the MODIFY ACTIVITY key.
2. Select the REMOTES activity.
3. Select Modify Item Within Activity.
4. Choose an empty location where you can add TV2.
5. Select Spell Text for Message.
6. Select INSERT TOOL, activate **More Items** until you see SET PAGE and then select it. Choose TV2 page. Change the icon and label if you wish.
7. Activate **OK**. Then activate GO TO MINSPEAK.
8. Activate the REMOTES key in the Activity Row to see if your TV2 page is there. Try it out.

To Add TV2 to the Other Remote Pages

1. Go to the Toolbox and open the MODIFY PAGE MENU.
2. Select the Remote Control page you want to modify (e.g., VCR).
3. Choose a key on the VCR page to add "TV2" to.
4. Select **Spell Text for Message**.
5. Select INSERT TOOL.
6. Select **More Items** until you see SET PAGE. Select it.
7. Select **More Items** until you see the TV2 page. Select it.
8. Select an icon and a label for the key.
9. Activate **OK** when you have finished.

Repeat these steps for each Remote Control page that you want to add the "TV2" link to.



Activate STORE CORE.
 Select an icon sequence and activate **OK**.
 Select **Spell Text for Message**.
 Select INSERT TOOL, then select IR.
 Select TV2, then select the **function** you want.
 Select **OK**.

Repeat until all the functions are stored.

Store IR Functions under Icon Sequences

How to Store the TV2 Functions under an Icon Sequence

If you don't want to add TV2 to your REMOTES activity, you can always store it under an icon sequence on your communication overlay.

To Store TV2 (or any remote control device and its functions) under an Icon Sequence:

Go to the Toolbox and select STORE CORE.

Choose the icon sequence you want to store the command under.

Activate OK.

Choose Spell Text for Message

Select INSERT TOOL, activate **More Items** until you see IR, then select it. Select **TV2**, select **Power**, select **OK**. Modify the last picture and change the label if you want.

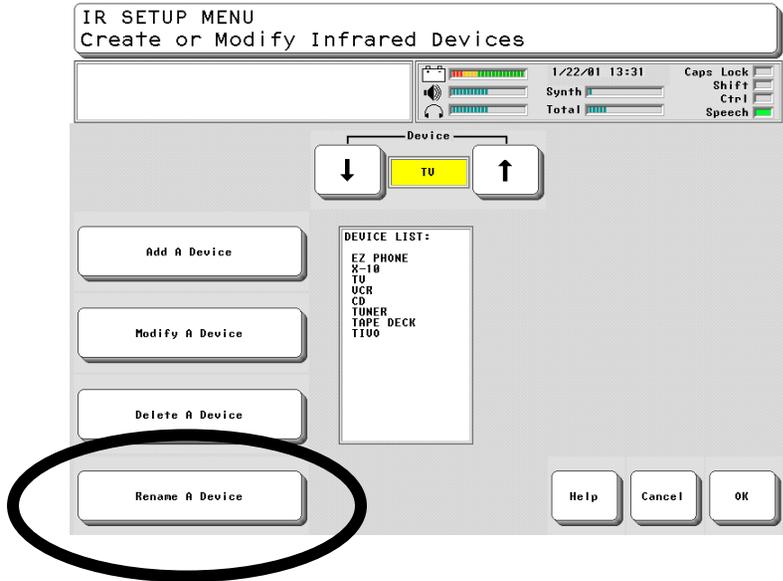
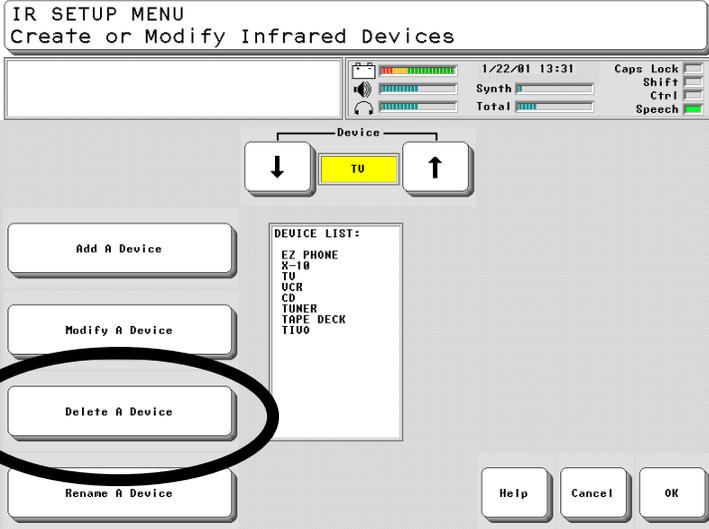
Select OK when you are finished.

Repeat these steps until all the TV2 functions are stored under icon sequences.

➡ No matter where you decide to store remote control functions, the formula you will use is always:

INSERT TOOL, IR, DEVICE NAME, FUNCTION NAME

➡ **Remember to save your device memory** after you store remote control signals. (See the **Using the TRANSFER MEMORY MENU** chapter for information about making memory transfers.)



Delete a Device and Rename a Device

Delete a Device; Rename a Device

You can delete devices from the IR SETUP MENU. You can also rename an existing device.

To Delete a Device

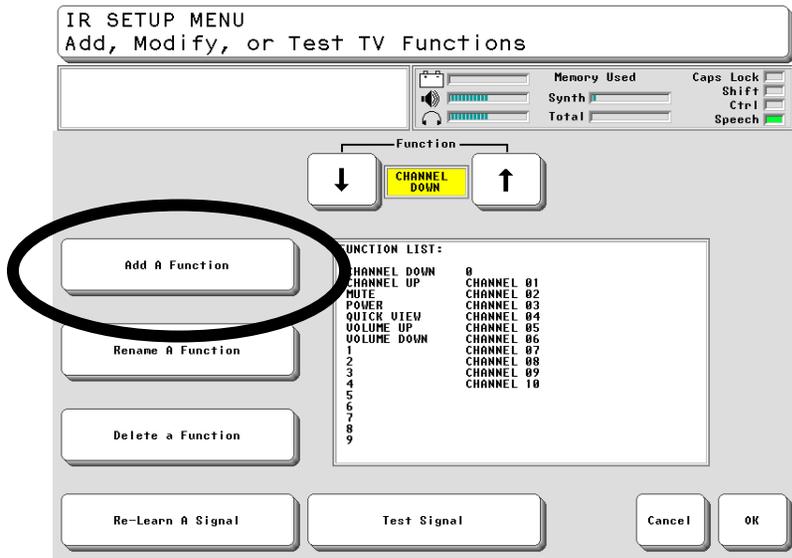
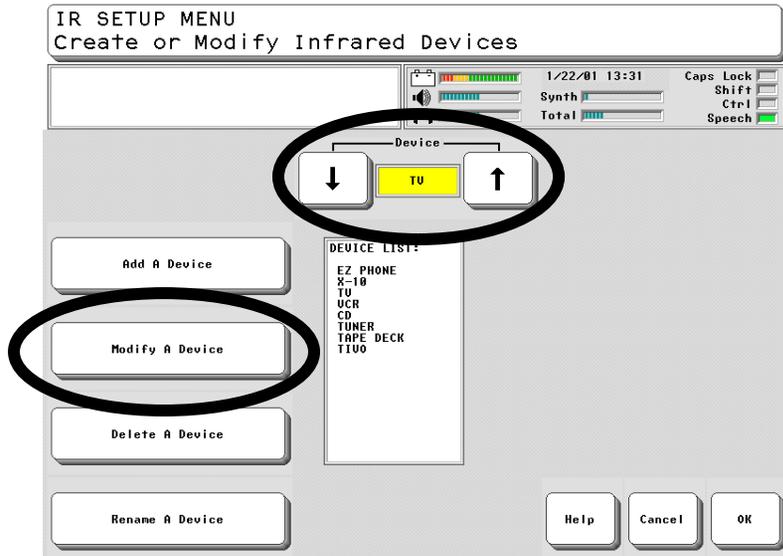
1. Go to the Toolbox and open the IR SETUP MENU.
2. Select the device you want to delete.
3. Activate the **Delete a Device** key.
4. Activate **YES** to delete, or **NO** if you change your mind.

When you delete a device from the IR SETUP MENU, you may also want to delete the device page. Activate the DELETE PAGE key in the Toolbox. Select the device page that you want to delete. Activate **YES** in the yellow box. Activate **OK**.

To Rename a Device

1. Go to the Toolbox and open the IR SETUP MENU.
2. Select the device you want to rename.
3. Activate the **Rename a Device** key.
4. Spell the new name, then activate **OK**.

If you have stored the device under an icon sequence, delete the sequence you used by following the ERASE CORE procedure.



Add a New Function to an Existing Device

Add a New Function to an Existing Device

Perhaps you didn't add all the TV functions to TV2. You can add a new function to a device that is already in the IR SETUP MENU.

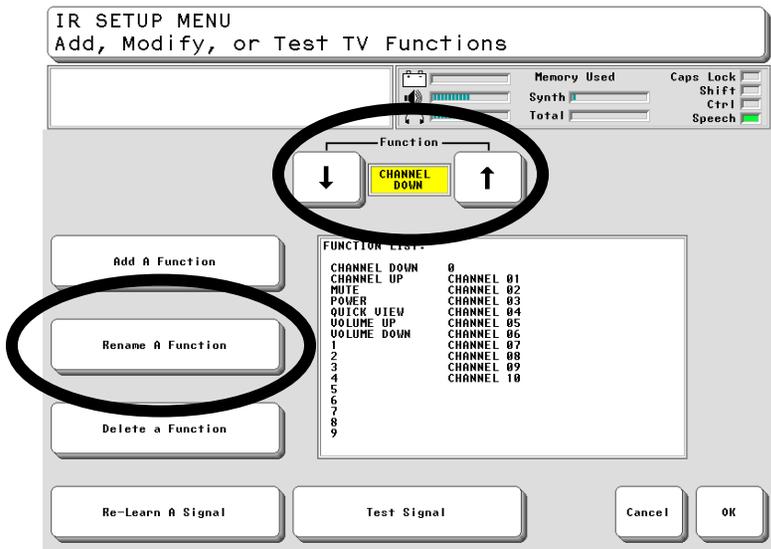
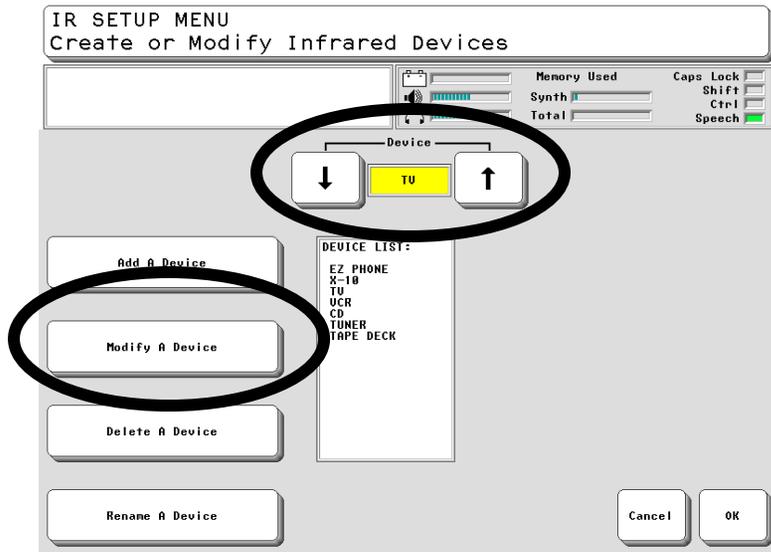
To Add a Function to a Device

1. Go to the Toolbox and open the IR SETUP MENU.
2. Use the arrow keys to select the device you want to add a function to (e.g., TV2).
3. Select **Modify a Device**.
4. Select **Add a Function**.
5. Type in the name of the function you want to add (e.g., MUTE) and
6. Activate **OK**.
7. Hold the remote control 6-8" away from your device's IR window and press the remote control function you are adding.
8. Test the signal.
9. Continue to add functions or activate OK to exit the menu.

Once the function is added to the IR SETUP MENU, **you must add it to the device page**. (In some cases the function may already be on the device page.)

1. Activate the MODIFY PAGE key in the Toolbox
2. Choose the device page you want to modify.
3. Select the key where you want to put the function.
4. Choose **Spell Text for Message**.
5. Select INSERT TOOL, activate **More Items** until you see the IR key then select it. Select TV2, select MUTE and then select **OK**.
6. Pick an icon for your key and change the label if you want.
7. Select **Choose Next Key to Define** and repeat these steps until you have stored all the functions you want for TV2.

➡ If you have been storing functions under icon sequences, you must also store any new functions you have added. Follow the STORE CORE procedure.



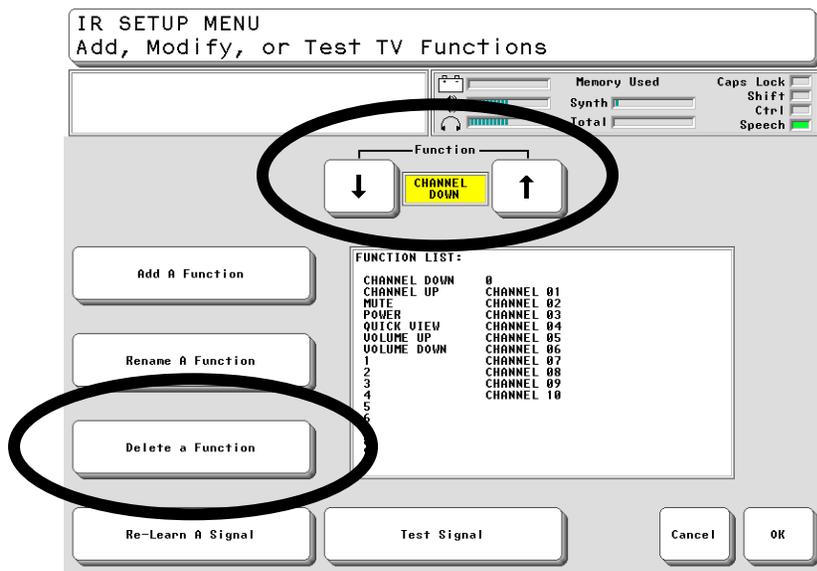
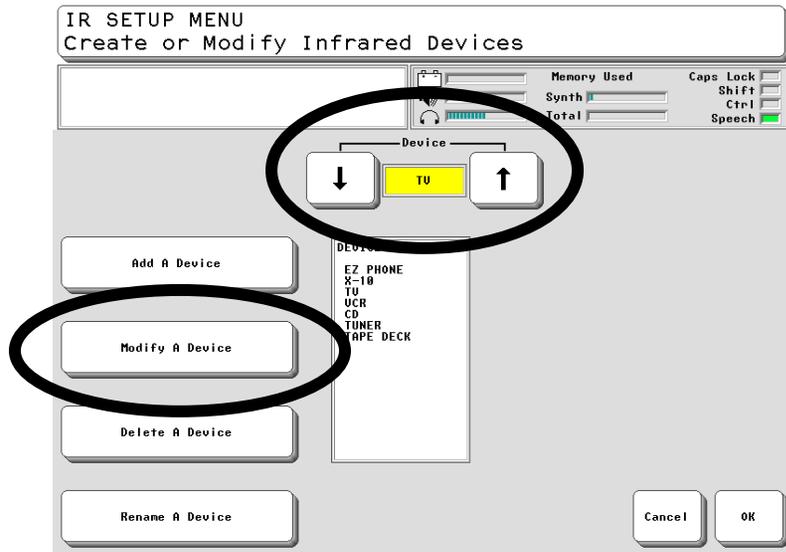
Rename a Function

Rename a Function

You can rename any function in the IR SETUP MENU.

1. Got to the Toolbox and open the IR SETUP MENU.
2. Use the arrow keys to select the device for the function you want to rename.
3. Activate Modify a Device.
4. Use the arrow keys to select the function you want to rename.
5. Activate Rename a Function.
6. Spell the new function name.
7. Activate OK.

The new name automatically replaces the old one wherever you have it stored.



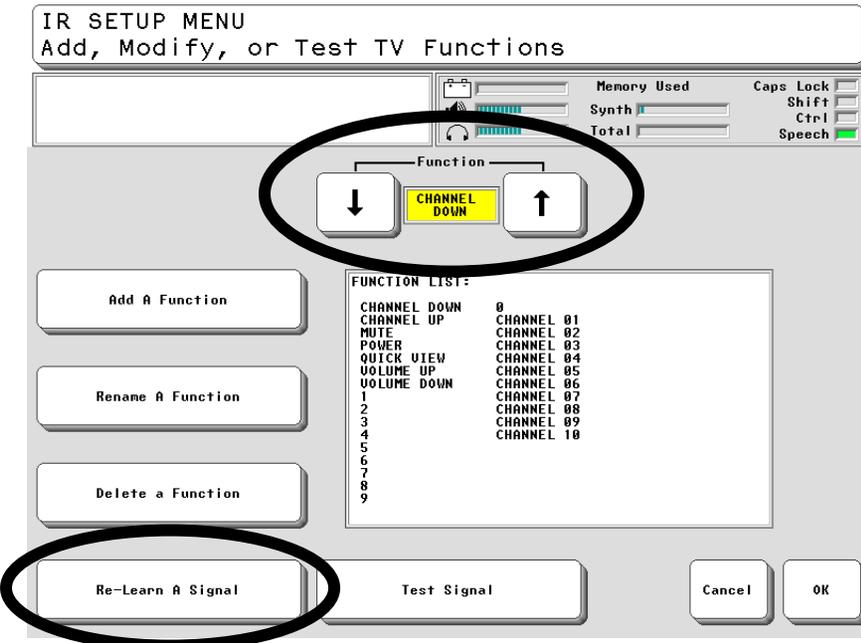
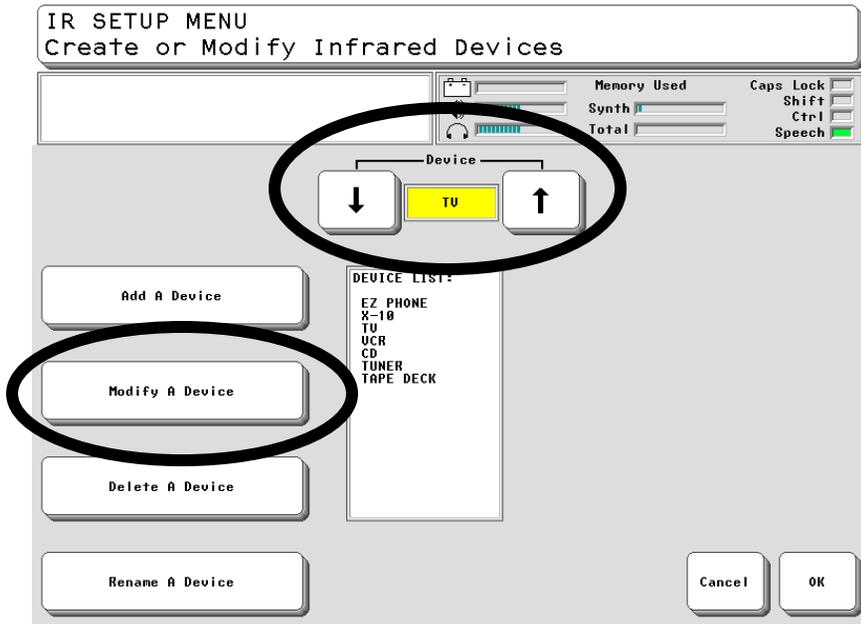
Delete a Function

Delete a Function

You can delete any function from the IR SETUP MENU.

1. Go to the Toolbox and open the IR SETUP MENU.
2. Use the arrow keys to select the device you want.
3. Activate **Modify a Device**.
4. Use the arrow keys to select the function you want to delete.
5. Activate **Delete a Function**.
6. Activate YES in the yellow box, or NO if you change your mind.
7. Activate OK.

You may also want to delete the function from its device page using the MODIFY PAGE procedure; or, if you are using icon sequences, you must delete the icon sequence you stored the function under using the ERASE CORE procedure.



Re-Learn Signals

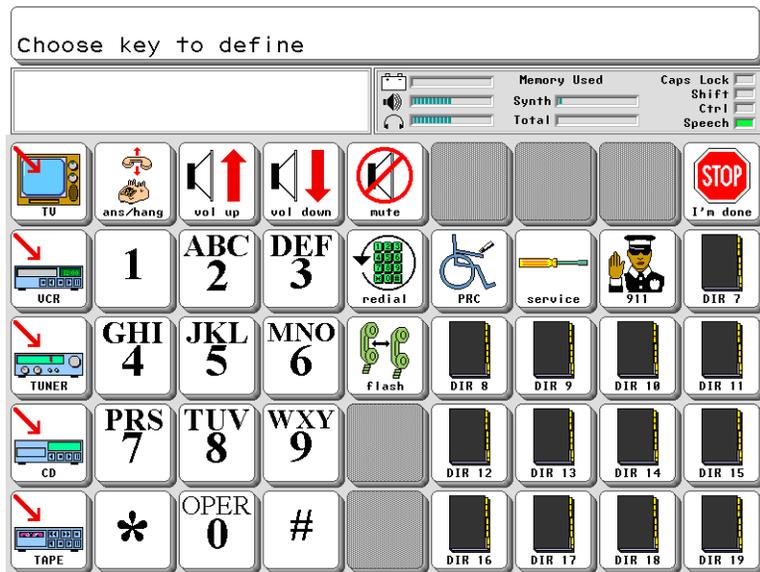
Suppose you have to buy a new remote control for your TV. You will need to teach the new signals to your communication aid

To Relearn Signals

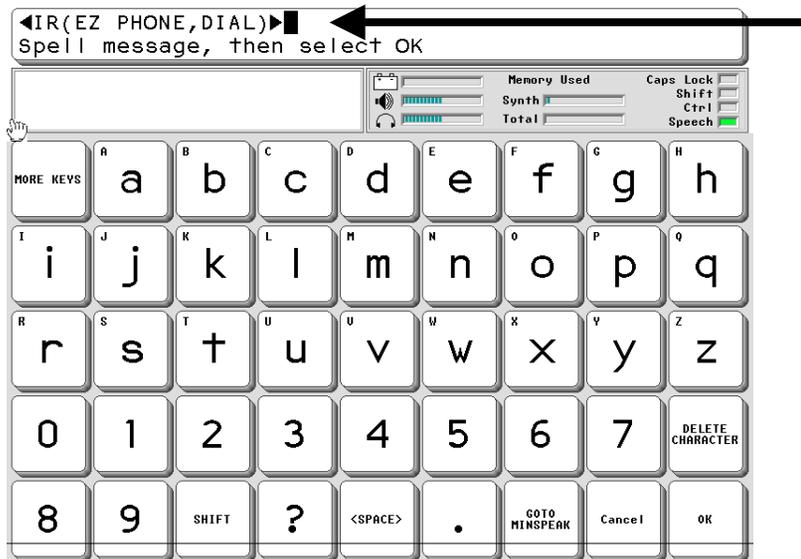
1. Go to the Toolbox and open the IR SETUP MENU.
(You do not have to create a new device. You can use the old TV for your Device and teach it the new signals.)
2. Select the device whose signals you want to relearn.
3. Select **Modify a Device**.
4. Select the **function** to relearn.
5. Select **Re-Learn a Signal**.
6. Hold the remote control's IR window 6-8" away from your device's IR window and tap the function key on the remote that you want to learn.
7. Test the signal.
8. Repeat steps 4-8 until you have taught your device all the new signals.

The new signals will automatically replace the old signals whether they are on the remote control pages or stored under icon sequences.

➡ **Note:** Depending on the remote that you are using, you may have to hold it closer to your device's IR window (only 1-2 inches away) rather than 6-8 inches away from the window.



Type in phone number after the DIAL command



Do not delete DIAL Command. Just add the phone number.

Adding Phone Numbers to the EZ Phone Page

If you are using an EZ Phone, you will want to add important/frequently used phone numbers to the EZ Phone page so that the EZ Phone can dial them.

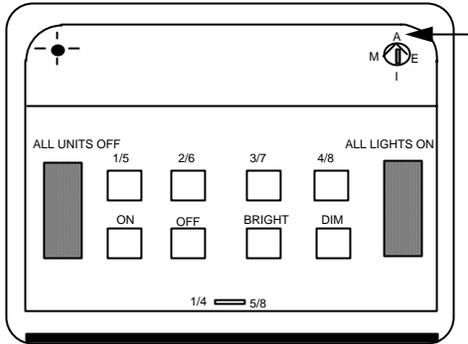
Add Phone Numbers to the EZ Phone Page

1. Go to the Toolbox and activate the MODIFY PAGE key.
2. Open the EZ PHONE page.
3. On the right side of the page you see the directories (labeled DIR) where you can add numbers. PRC has already added 3 phone numbers: the PRC general number, the service number and 911. You can change these if you wish.
4. Activate the **Directory** key where you want to store a number.
5. You see the Spelling overlay.
Activate **Spell Text for Message**. **DO NOT DELETE** the DIAL command that is already in place in the Text Display Area (<IR (EZ PHONE,DIAL)>>) Just type in the phone number you want to store immediately following the DIAL command.
6. Activate **OK**.
7. You can add a label and/or an icon to the key to remind you of the number, e.g., "PIZZA".

When you have finished storing phone numbers exit the MODIFY PAGE menu. Activate GO TO MINSPEAK. Activate REMOTES in the Activity Row. Activate the EZ PHONE page and call someone!

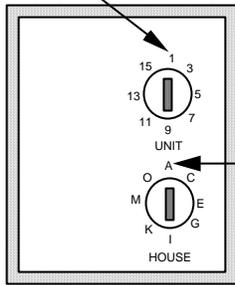
➡ If you are a scanner and use the EZ Phone, you may want to swap the EZ PHONE key to the upper left corner so that you have quick access to the phone.

COMMAND CENTER Receiver



A Unit code (number) must be given to **each** appliance

Make sure the two HOUSE codes are the same



Appliance Power Module

Setting Up the X-10 System

ON-OFF Control of Non-Remote Appliances: Using the X-10

The X-10 system consists of a Command Center and various modules for appliances, lamps, wall switches, etc. The system allows you to plug an appliance into a module and use your communication aid to turn that appliance On and Off.

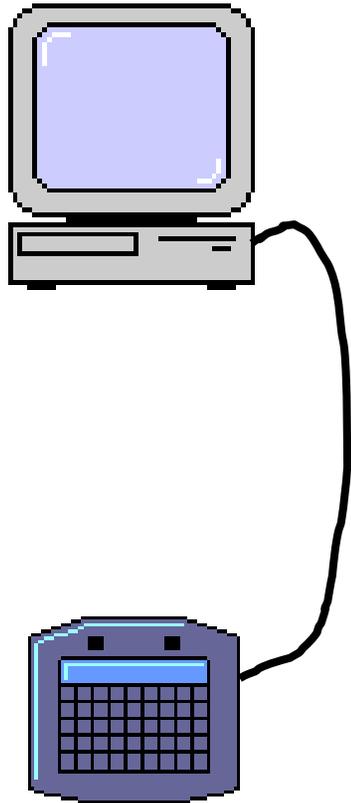
Plug the command Center into the wall. Plug your module into a wall outlet. Plug the appliance you want to control into the module. Set the House Code to "A" on the module and the Command Center. Select one of the numbers (1-16) to represent the appliance.

There is an X-10 page in your device that contains the 16 On-Off commands. Go to **MODIFY PAGE** in the Toolbox and choose **X-10**.

Select the key that corresponds to your appliance number. The command for that number is already stored. You can change the icon on your key if you want or add a different label.

You can get to your X-10 page from the **REMOTES** activity.

Using a Computer



Connect to a Computer

Computer Emulation with a USB Cable

Connect a USB cable to your communication aid and your computer, then use your communication to work on your computer.

Connect a USB Cable

Connect one end of the USB cable to the square port USB on the right side of the case. Connect the other end to the USB port on your computer (this may be on the front of the computer or in back, or both). If they are not already on, turn on your computer and SpringBoard.

1. Go to the Toolbox and open the OUTPUT MENU.
2. Set **Output Method** to **USB Disk**.
3. Set **Output ON**
4. Do not worry about **Auto Line Feed**.
5. Select **OK**.

Go to page 367 to learn about using the computer overlays.

Computer Emulation with a Serial Cable

➡ If you are using a serial cable, you will need AAC Keys in order to generate computer commands. To download a free copy of AAC Keys and to get directions for using AAC Keys with a computer go to www.prentrom.com. In the **Search** box, type **AAC Keys**. Click on the first item listed.

If you are using a Serial Cable

Connect one end of the battery charger that came with your communication aid to the battery charger port on the left side of the case. Plug the other end into a working wall outlet.

Plug one end of the serial cable into Serial Port 1 (also known as COM port 1) on your computer. Plug the other end into the connector labeled  on the right side of the case.

1. Go to the Toolbox and open the **OUTPUT MENU**
2. Set **Output Method** to **RS232**.
3. Set **Output ON**
4. Do not worry about **Auto Line Feed**.
5. Select **OK**.

Go to page 367 to learn about using the computer overlays.

Using an Infrared Receiver (IRR)

The IRR is an infrared accessory that accepts infrared signals from your communication aid. To use an IRR with a computer plug the IRR into the serial port on your computer. To use it with a printer, plug the IRR into the serial or parallel port on the printer.

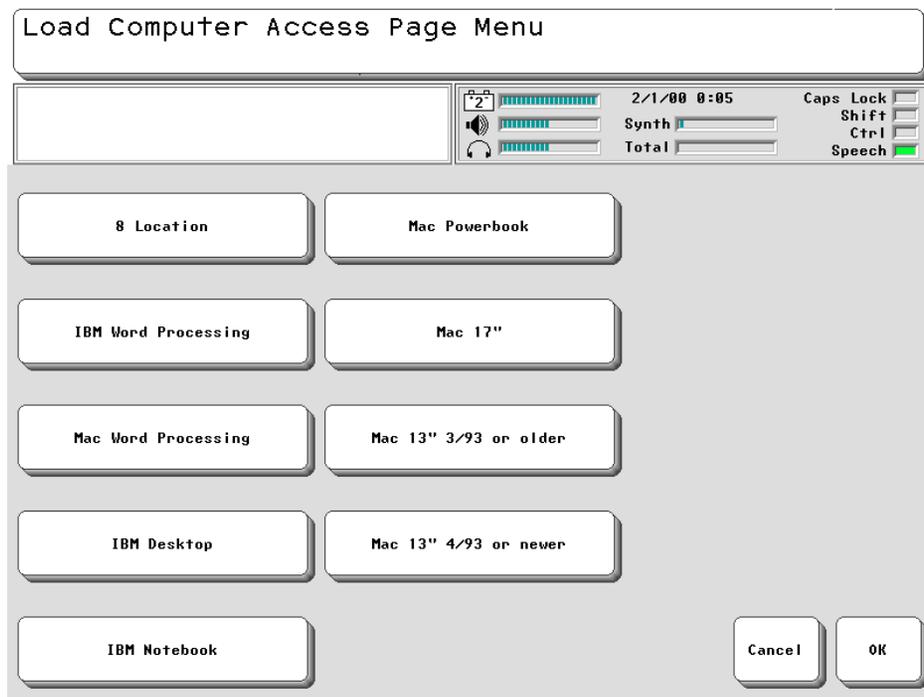
The infrared window on the IRR must be able to see the infrared window on your communication aid, otherwise the IRR will not receive the signals it sends. If the IRR and your device IR window are closer than 18 inches and directly facing each other, the infrared signal from your device could be too strong for the IRR to read. Either move the devices farther apart, or place your communication aid so that its IR window is at an angle to the IRR window.

Your device is set up to send information by **Packet, Unit #1 at 1200 Baud**. See the **Infrared Troubleshooting** section at the end of this chapter for complete information.

You do not have to use the IR SETUP MENU or the IR Tool for computer emulation.

- ➡ When you are using an IRR, always have the IRR battery charger plugged in!
- ➡ For IRR cable and settings information, read the Infrared Receiver Instructions that came with your IRR. These instructions also contain a list of IRR commands that can be stored in your communication device.
- ➡ The recommended baud rate for your communication aid with an IRR is 1200. Baud Rate is set in the OUTPUT MENU in the Toolbox.

1. Open the CHOOSE OVERLAY MENU
2. Activate **Load Computer Access Pages**
3. You see the following options:



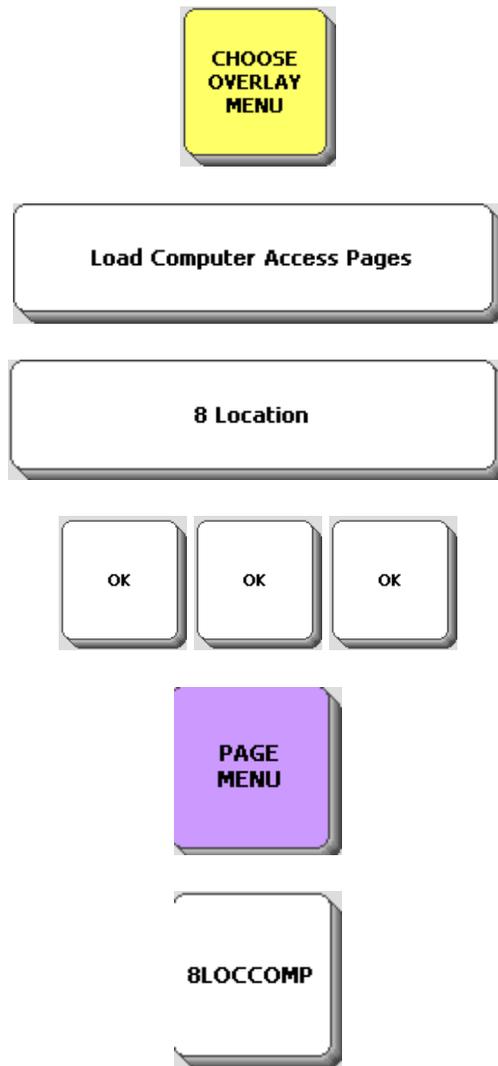
The Computer Access Overlay Options

About the Computer Access Overlays

Your device has 3 simple-task computer access overlays and 6 multi-task overlays for complete computer use.

The simple task overlays include an 8-location overlay which contains keys that can be used with computer games or educational software. There are also word processing overlays for use with a Macintosh computer and an IBM or compatible computer. The 8-location and word processing overlays are single page overlays.

The 6 multi-task overlays are for specific IBM (PC) and Mac monitor sizes. These overlays contain all the keys that you can find on a computer keyboard, plus mouse keys and menu keys. These overlays each contain four pages and include an Activity for complete computer access.



Load the 8 Location Computer Access Overlay

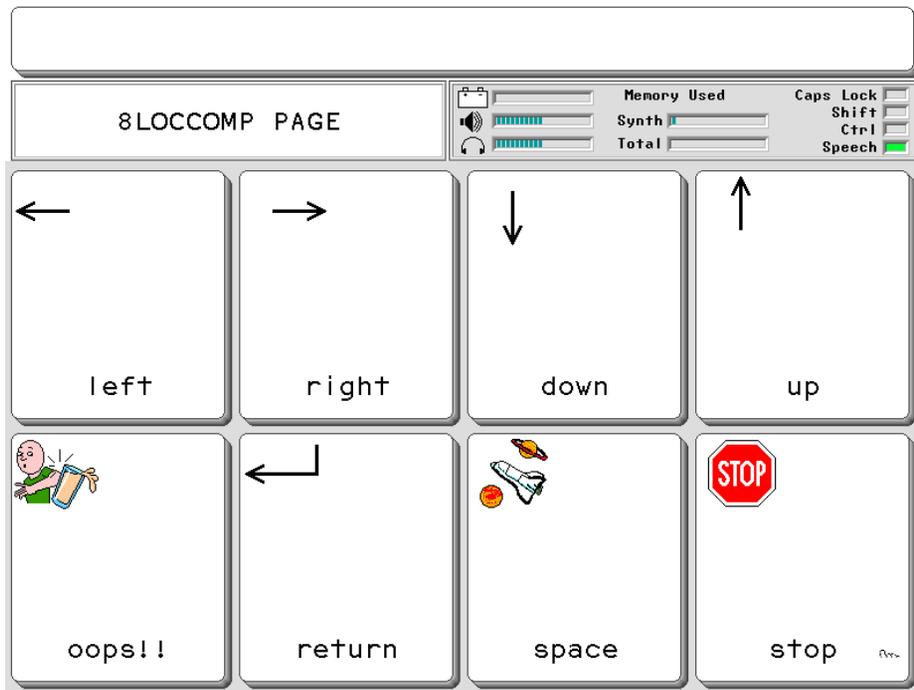
Loading the Computer Access Overlays

When you select a computer access overlay from the CHOOSE OVERLAY MENU, you are telling your device to load that overlay so you can use it. Because the computer access overlays have been created at the factory as pages, your device adds your option to the PAGE MENU.

For example, to load and view the 8-location computer access overlay:

1. Open the CHOOSE OVERLAY MENU in the Toolbox.
2. Activate the Load **Computer Access Pages** option.
3. Activate the 8 **Location** option.
4. Activate **OK** in the yellow warning box.
5. Activate **OK** on the Options screen
6. Activate **OK** on the CHOOSE OVERLAY MENU screen.
7. Activate PAGE MENU in the Toolbox.
8. Activate MORE ITEMS.
9. Activate the 8LOCCOMP key.
10. You see the 8-location computer access screen.

You can repeat these steps to load and view any computer access pages.



8 Location Computer Access Overlay

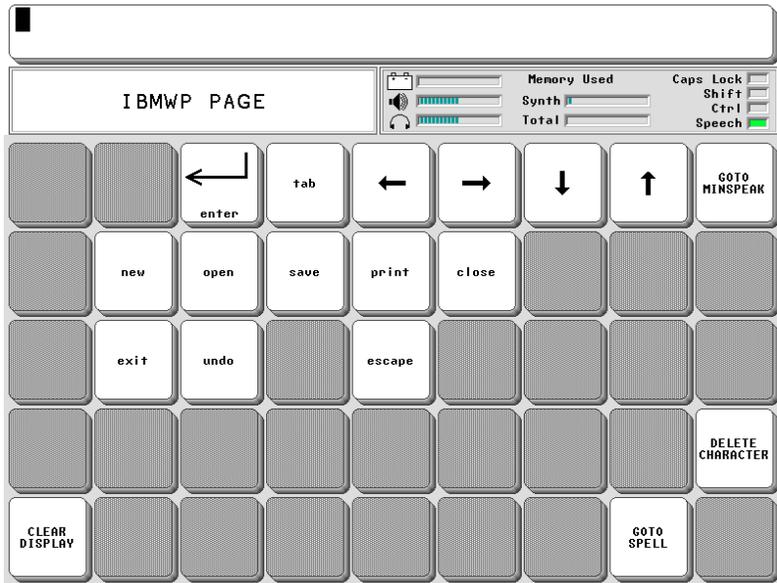
About the 8 Location Computer Access Overlay

The 8 Location Computer Access Overlay contains one page of 8 keys. It is set up primarily to use with computer games and educational software.

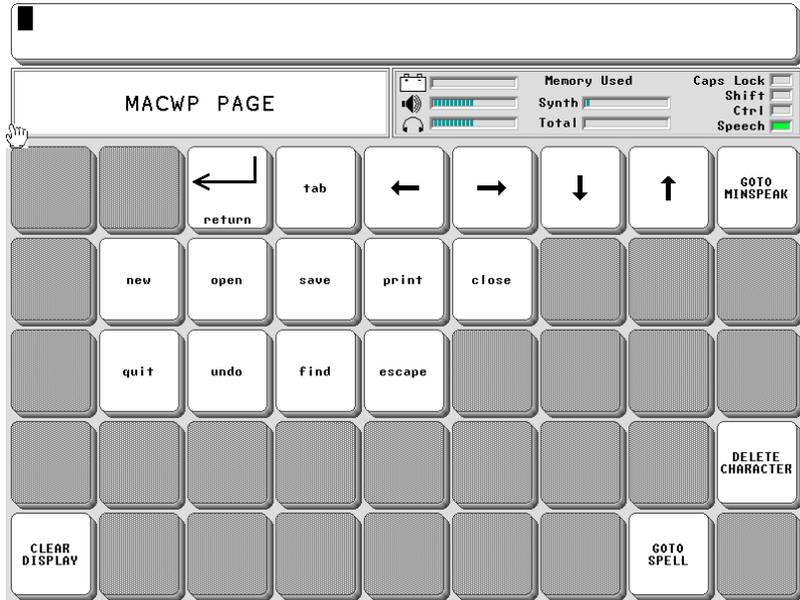
When you are connected correctly to your computer and have made your settings in the OUTPUT MENU, you can use this overlay.

When you activate the arrow keys the cursor on the computer will move left, right, up and down. The OOPS! key allows you to move the cursor back one space. The RETURN arrow moves the cursor down and to the left. It also makes a selection. SPACE moves the cursor to the right one space. These keys also correspond to specific activities in many computer games and educational programs.

The STOP key exits the overlay, turns the serial output **Off** and returns you to your communication overlay.



IBM Word Processing Overlay



Macintosh Word Processing Overlay

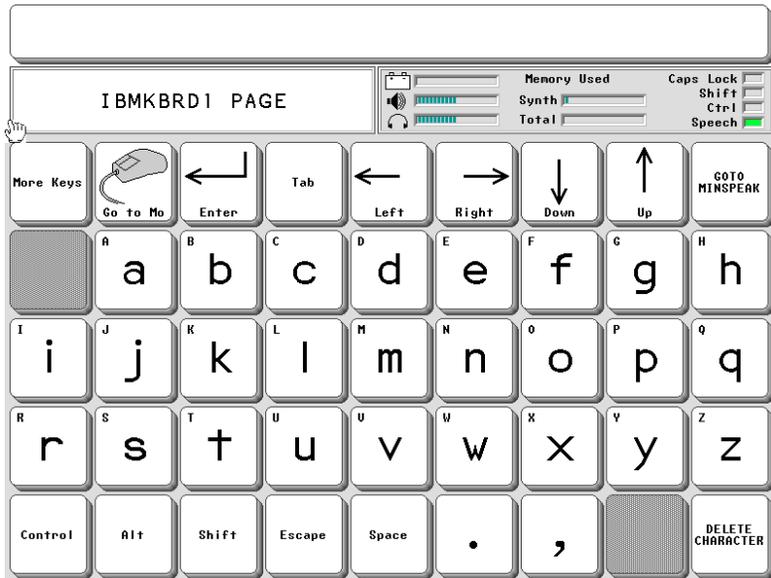
The Word Processing Overlays

You can load a word processing overlay for the IBM computer or the Macintosh computer. Each overlay contains the most often used keys in standard word processing programs such as Microsoft Word, Word Perfect and Microsoft Works.

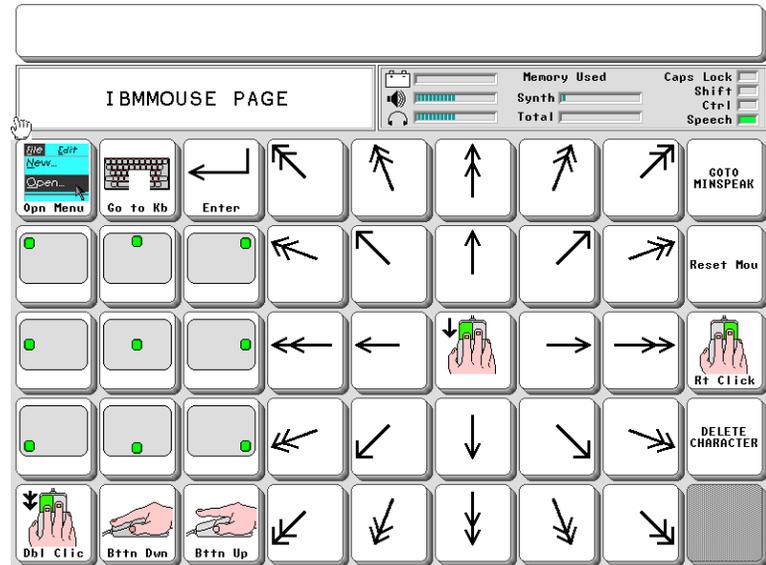
The arrow keys move the cursor up, down, left and right. You can open a new document, save a document, print a document and close a document. You can undo what you have just done. You can search your document for the same word using the "find" command. When you are finished you can quit the program.

Both overlays give you access to your communication overlay and your spelling overlay.

➡ **Note:** When you are using your device with a computer, all of the letters, numbers and punctuation marks that are already stored in your device will work with the computer. Any DECTalk messages that you have stored in your device will also work with the computer. Open a word processing file on your computer. Turn **Output ON** and begin activating letters or sequences on your device. Words and messages will appear on your computer monitor. **Digitized (recorded) messages will not appear on the computer screen.**



IBM Desktop Computer Keyboard, Page 1



IBM Desktop Computer Mouse Page

IBM Full Computer Access Pages

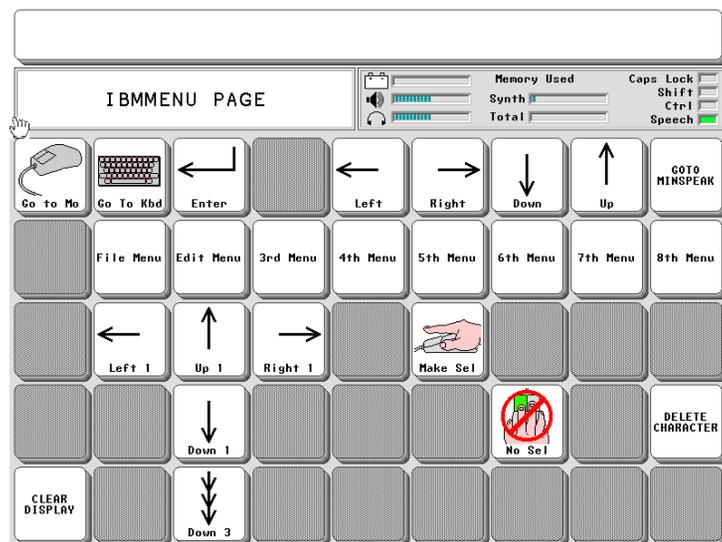
Each IBM computer access overlay contains four (4) separate pages.

You can select complete computer access overlays for an IBM desktop computer or for an IBM notebook computer.

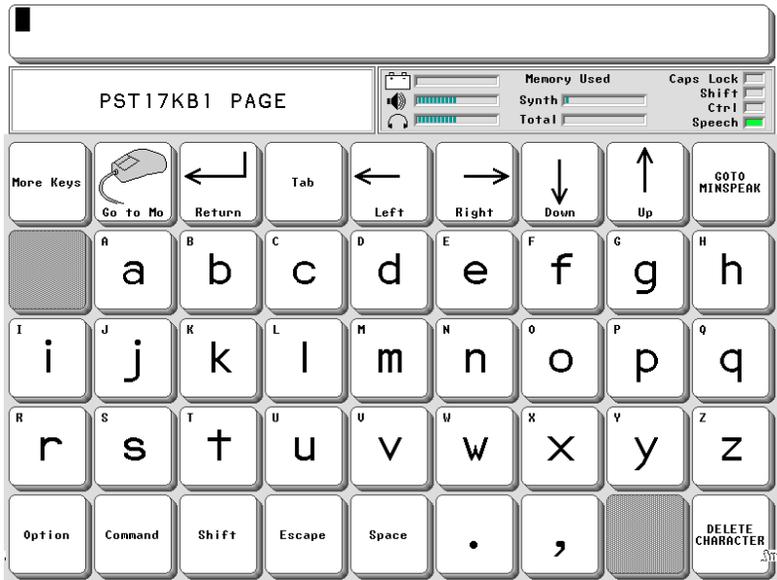
When you load this option you get complete computer access. You can use your device to gain access to any application you might have on your computer.

There are two pages of IBM computer keyboard keys. These include the alphabet keys, number keys, F keys and numeric keypad keys. You can move from page 1 to page 2 by activating the **More Items** key on page 1 or the **1st Page** key on page 2. You can also go to the **Mouse** page from either keyboard overlay.

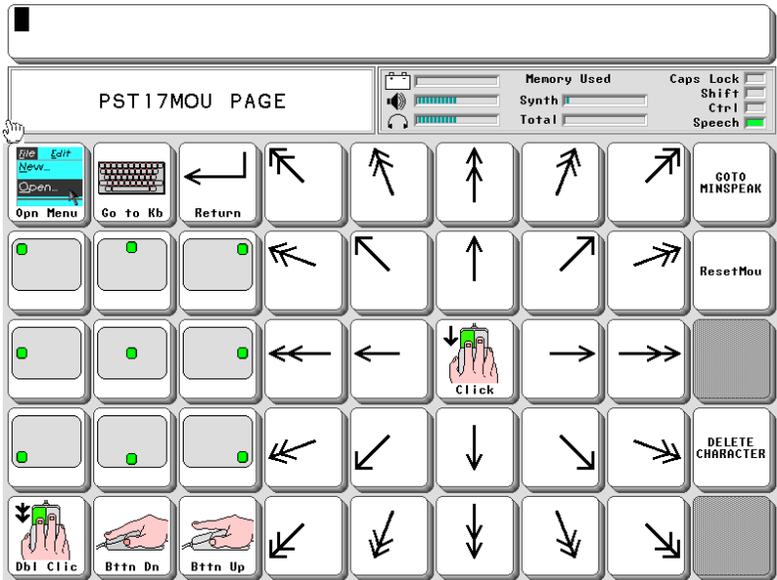
The **Menu** page gives you access to any menus that are in the programs you are using on your computer.



IBM Desktop Computer Menu Page



Macintosh PST17 Keyboard, Page 1



Macintosh PST17 Mouse Menu

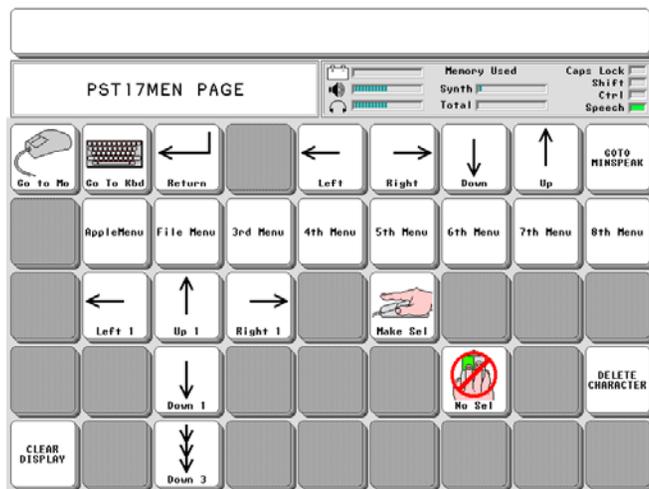
Macintosh Full Computer Access Pages

The Macintosh computer access overlays each contain four (4) separate pages. You can select overlays for a Macintosh PowerBook, or you can select overlays according to the size of monitor you have. You can select for a 17" monitor, a 13" monitor manufactured before March 1993, or a 13" monitor manufactured after April 1993.

When you load one of these options you get complete computer access. You can use your communication aid to gain access to any application you might have on your computer.

There are two pages of Macintosh computer keyboard keys. These include the alphabet keys, number keys, F keys and numeric keypad keys. You can move from page 1 to page 2 by activating the **More Items** key on page 1 or the **1st Page** key on page 2. You can also go to the **Mouse** page from either keyboard overlay.

The **Menu** page gives you access to any menus that are in the programs that you are using on your computer.



Macintosh PST17 Menu Overlay



Select the icon sequence you want to use



Store the 8-Location and Word Processing
Computer Access Overlays

Store the 8-Location and Word Processing Computer Overlays

➡ Make sure the 8-location computer page is loaded in an area on your device.

Store the **8 Location** computer overlay and the **word processing** overlays under icon sequences, as new activities or assign them to core keys. Use INSERT TOOL, SERIAL ON and the SET PAGE Tools. For example, to assign the 8 Location computer overlay to an icon sequence you would:

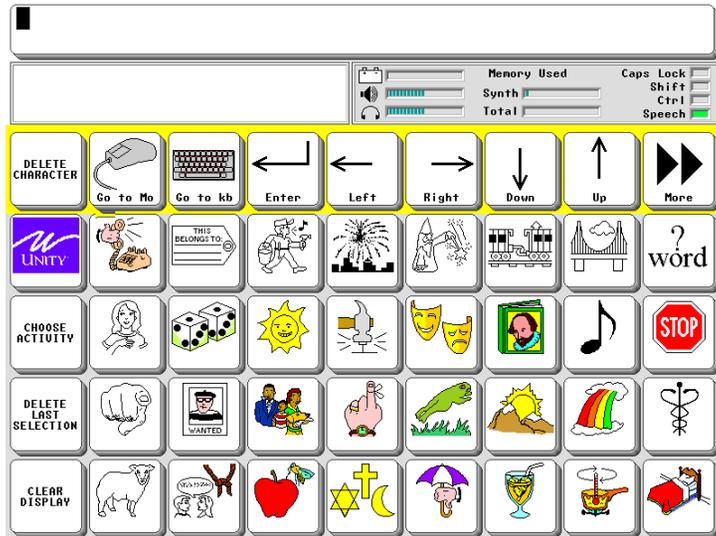
1. Go to the Toolbox and activate STORE CORE.
2. Select the icon sequence you want to use. Press OK.
3. Select Spell text for message.
4. Activate INSERT TOOL.
5. Activate SERIAL ON from the All Tools List (this allows your device and the computer to communicate with each other).
6. Activate INSERT TOOL.
7. Activate SET PAGE from the All Tools List.
8. Select the 8LOCCOMP key from the list of pages.
9. Select **OK** to exit each screen.
10. Go to your communication overlay (activate GO TO MINSPEAK) and activate the sequence you selected. You should see the 8-Location computer overlay.

To create a computer overlay Activity Row, select CREATE ACTIVITY from the Toolbox. Name the Activity. Select an icon for the Activity. Select where you want the overlay to go in the activity. Select **Spell text**. Follow steps #4-9 above.

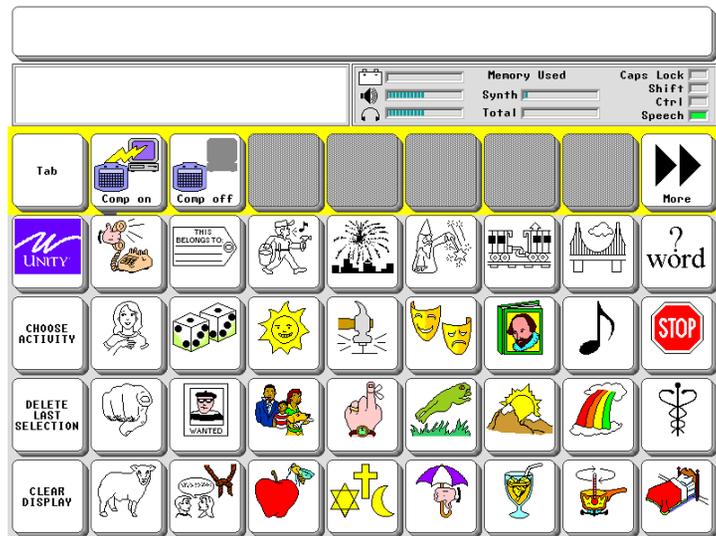
To assign a computer overlay to a core vocabulary key follow the instructions for assigning a Tool to a core key on page 201. Use INSERT TOOL, SET PAGE and the overlay you want to assign.



Computer Access Icons in Activity Row



Computer Access Activity Row 1



Computer Access Activity Row 2

Storing the Full Computer Access Pages on Your Communication Overlay

Each of the complete computer access overlays contains four pages. These are already set up as activities. They are automatically placed in your Activity Row when you load the IBM or Macintosh pages from the CHOOSE OVERLAY MENU. When the pages are loaded, the Computer Access icon should be visible in your Activity Row. It has a picture of a computer and a communication device connected by a lightning bolt on it. If you do not see the computer access icon in your Activity Row, activate CHOOSE ACTIVITY until the icon is visible.

Turn the Link Between Your Device and Computer On:

Now, activate the computer access icon. You should see keys for your mouse overlay, keyboard overlay, arrows, etc. Activate the MORE ITEMS key. You see COMP ON and COMP OFF keys. **In order to send information to the computer, activate the COMPUTER ON key before you begin.** This turns **Serial Output On** in the OUTPUT MENU.

Use Your Communication Overlay to Write:

You can send text right from your communication overlay using icon sequences and Activity keys. You don't even have to go to the Keyboard overlay to begin writing.

Store the Computer Activity Under an Icon Sequence

You can store the Computer Activity under an icon sequence if you want to. Store the activity, activate STORE CORE, select an icon sequence, select "Spell Text...", select INSERT TOOL, select SET ACTIVITY, select the computer activity you want to store (IBM or one of the Macintosh selections), select INSERT TOOL, select SERIAL ON.

➡ You can also make the computer access activity dynamic. Follow the directions for making an activity dynamic on page 169.



When you have activated COMP ON
your device sends all messages to the computer.
If the your device's speech is ON, messages will also be spoken.



When you have activated COMP OFF
no messages are sent to the computer.
If your device's speech is ON, messages will be spoken.

RECORDED SPEECH is spoken whether the computerlink is OFF or
ON.

About "Comp On" and "Comp Off"

In order for information to be sent between the computer and your device, **Output** must be turned On. When you are finished sending information to the computer, you must turn the **Output** Off. Output is On when you have activated the **Comp On** key. It is Off when you have activated the **Comp Off** key.

To Turn the Output On:

Activate the Computer Access icon in the Activity Row.

Activate **More Items**.

Activate the **Comp On** icon.

The output is now On.

To Turn the Output Off:

Make sure you are in your computer activity.

Activate **More Items** in the computer activity row.

Activate **Comp Off**.

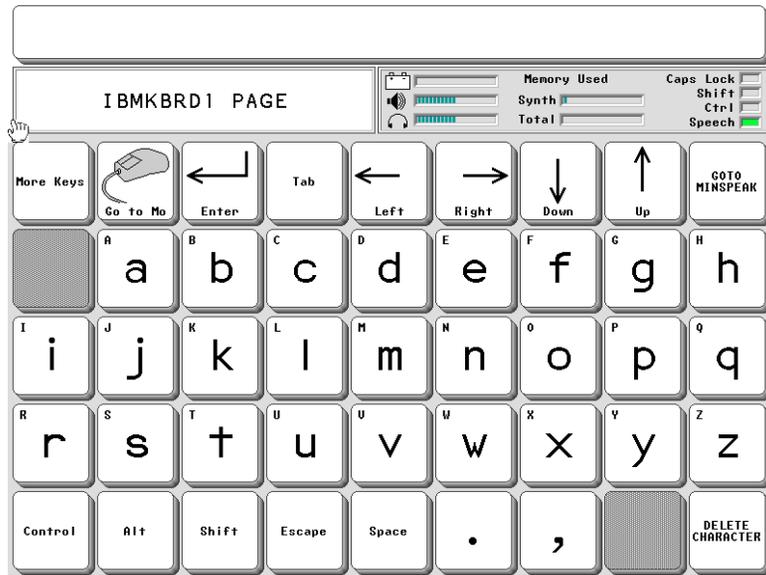
The output is now Off.

How to Talk When You Are Using the Computer

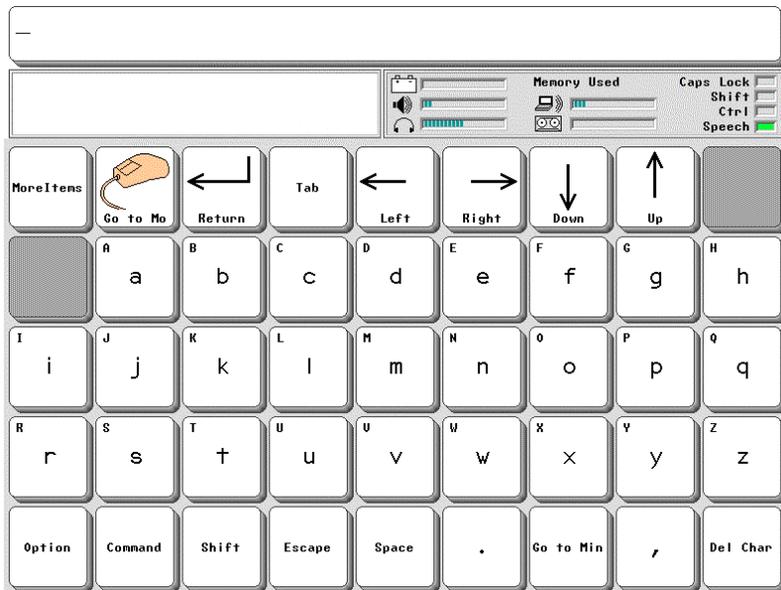
As long you are using your computer and output is On, whatever you say will be sent to the computer. If your speech is On, your device will also speak the messages. **If you want to speak to someone without having the words sent to the computer, you must turn the computer output Off** by activating the **Comp Off** icon sequence in step #3 above. When the output is Off, any messages you retrieve will be spoken by (if the speech is On) but not sent to the computer.

Recorded messages are spoken but not sent to the computer. If you stored a typed (DECTalk) message with a recorded message, the DECTalk message will be sent to the computer.

You can move from the computer access activity to other activities without turning the computer output Off. Messages from other activities will be sent to the computer.



IBM Desktop Keyboard Overlay (page 1)



Macintosh PST17 Keyboard Overlay (page 1)

Using the Computer Keyboard Overlay

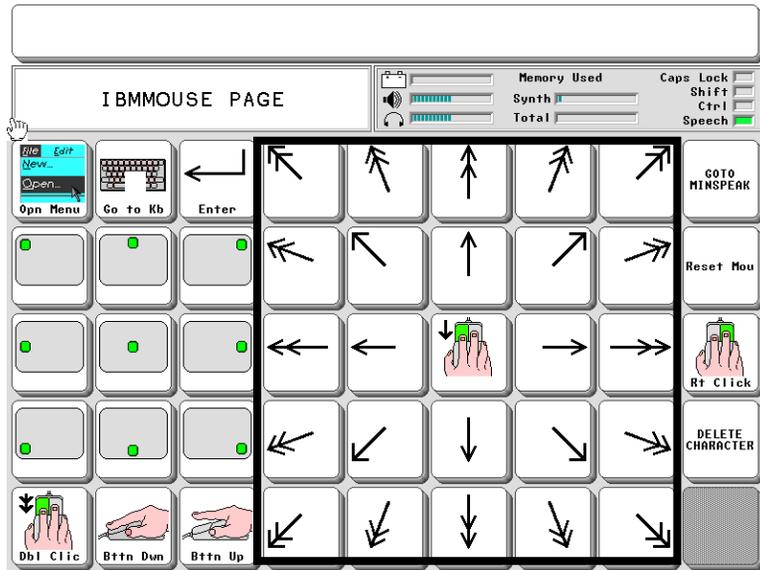
The Keyboard overlay contains most of the keys on an extended computer keyboard. This includes the alphabet, numbers and punctuation marks as well as keys like CONTROL, COMMAND, OPTION, ALT, etc. You will also find the F1-F12 keys. Activate the "Go to Kbd" icon in the Computer Access Activity Row. This icon is also on the Menu and Mouse overlays.

Using the Modifier Keys

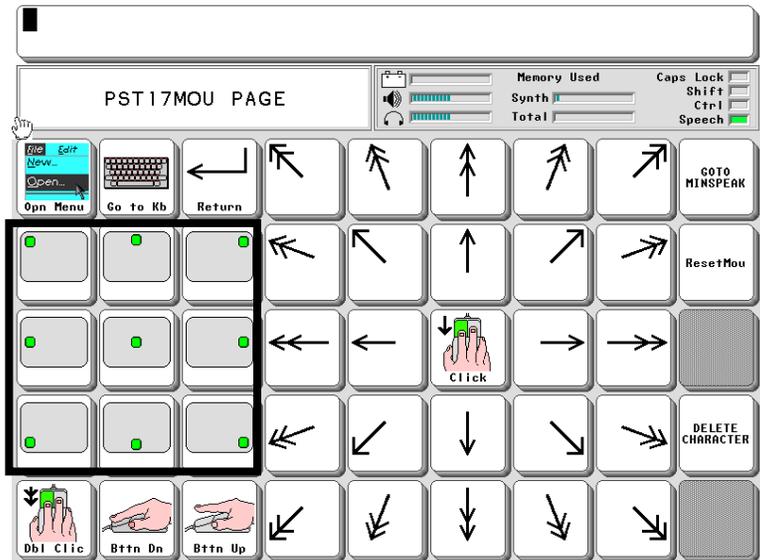
Modifier keys are the keys that get held down while you activate other keys. Your device will hold keys down for you. For example, holding down the CONTROL key while selecting the "Del Char" (BACKSPACE) key will delete a word in some IBM word processing programs.

If you want to use a modified key command such as the one in the example above you would activate the CONTROL key on the computer access keyboard overlay. Your device automatically holds this key down while you select "Del Char". Once you have activated the "Del Char" key, the device performs the action.

If you want to send a computer command that requires more than one key to be held down, activate the second and third modifier keys immediately after you activate the first one. Your device holds down these keys until you activate the final key in the command. The final key is a non-modifier key. Your device includes this keystroke and sends the whole command to the computer.



STEP GRID (IBM Mouse Overlay)



PRE-SET LOCATION GRID (Mac Mouse Overlay)

Mouse Overlays

Using the Computer Mouse Overlay

To use the Mouse overlay activate the **Go to Mo** key in the computer access Activity Row. This key is also on your Keyboard and Menu overlays.

The Step Grid:

There are two different mouse-movement areas on your Mouse overlay. One area contains keys with single or double arrows on them. This is a "step" grid. These keys allow you to move the mouse in the direction of the arrows. The **single arrows** move the cursor in **small steps** in the direction of the arrow. The **double arrows** move the cursor in **large steps** in the direction of the arrow.

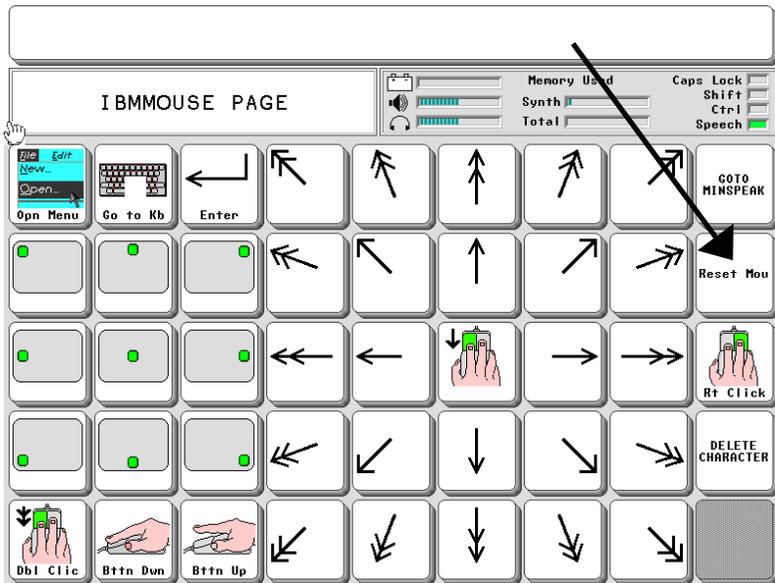
The Pre-Set Location Grid

The other area contains nine keys on the left side of the page. This is the "pre-set location" grid. These keys have a picture of the screen with a small square in it. Each small square represents a location on the computer screen. When you activate one of these keys the mouse will move to that location on the computer screen. The mouse moves automatically to the pre-set location you see on the picture. It does not move in steps.

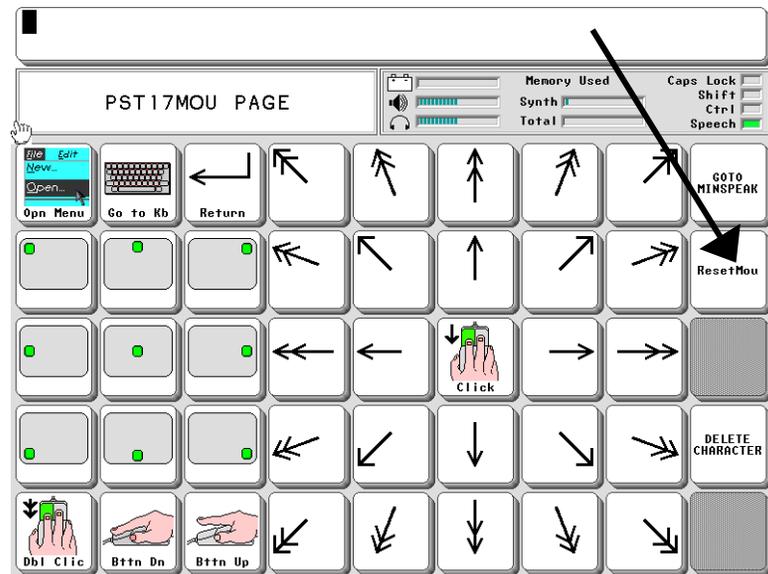
Fine Tune the Locations in the Pre-Set Location Grid

If you want to fine tune the pre-set location grid even more, you can go to the MODIFY PAGE menu, select the computer access overlay you are using and select the pre-set location icon. Change the mouse coordinates by activating the "Spell text for message" box. Type in new coordinates (either larger or smaller), activate OK, return to your mouse overlay and try the new coordinates.

➡ **IMPORTANT!** If you ever have to re-load the computer pages, any customizing you have done on these pages will be lost. To avoid this, save any changes you make to your computer access pages **before** you re-load the default overlays. (See the **Using the Transfer Memory Menu** chapter for more information about memory transfers.)



IBM Desktop Mouse Overlay



(Macintosh) PST17 Mouse Overlay

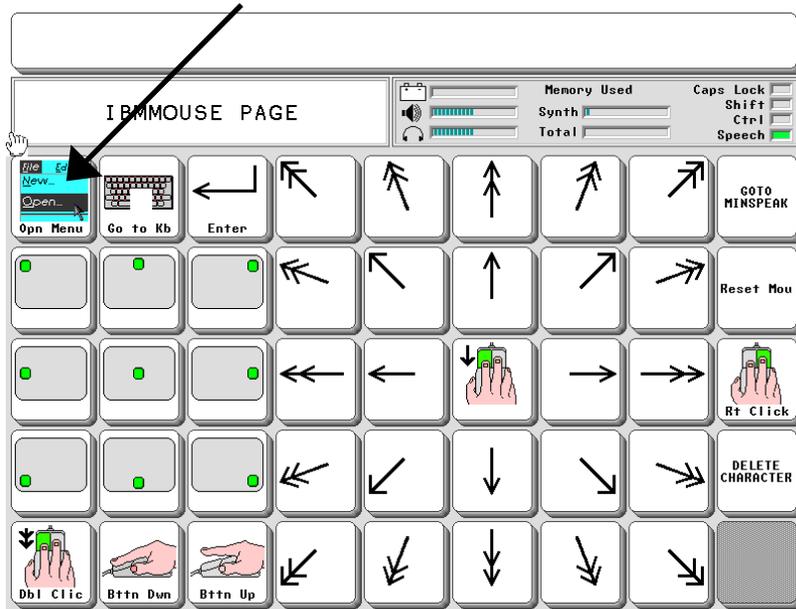
When to Reset the Mouse

There will be times when you must re-set the computer access mouse so that it works correctly with your device and a computer.

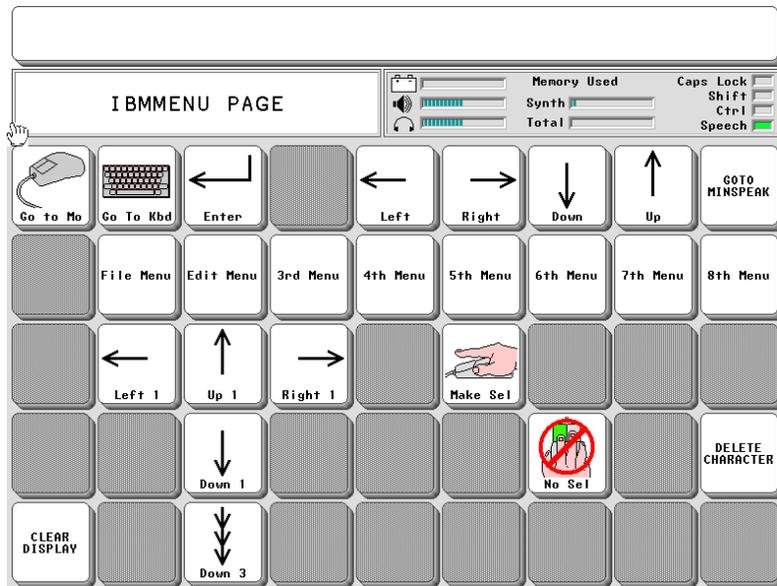
- When you first use the Computer Access Mouse overlay, you must re-set the mouse.
- If you move the **computer's own** mouse, you must re-set the overlay mouse.
- If the keys in the pre-set location grid do not move the mouse to the location you see on the icon, you must reset the overlay mouse.

To Re-set the Mouse:

Activate the **ResetMou** key in the upper right corner of the Mouse overlay. The mouse cursor will move to the upper left corner of the computer screen.



Open the Menu Overlay from the Mouse Overlay



IBM Desktop Menu Overlay

Using the Computer Menu Overlay

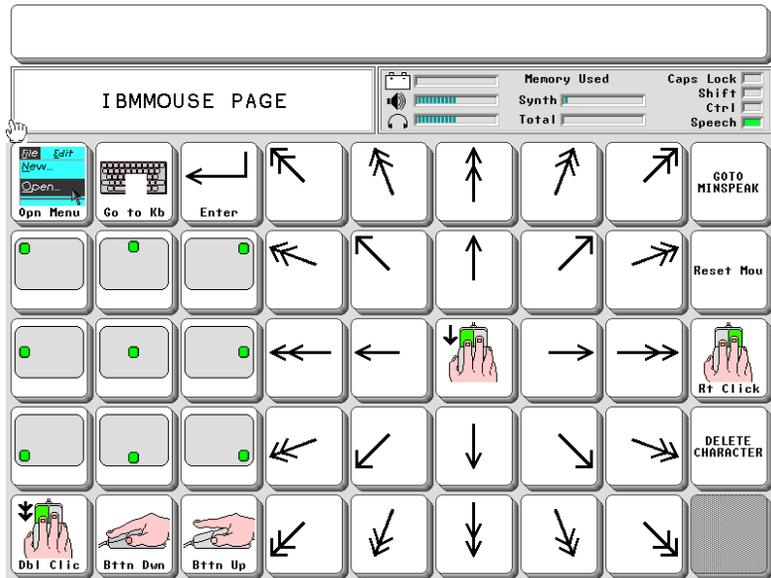
To use the Menu overlay, activate the **Open Menu** key in the top row of the Mouse overlays.

The second row of keys allows you to open the different menus in your application.

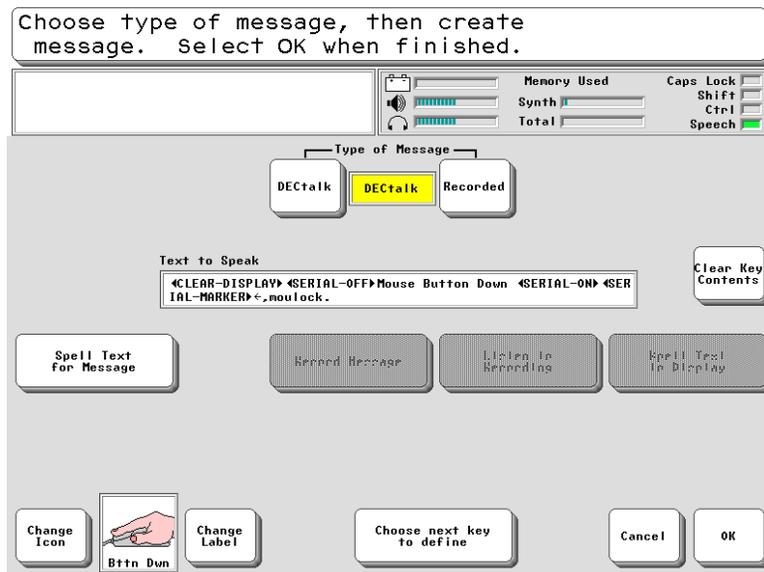
Use the arrow keys underneath the menu row to move the mouse through a menu. These arrows let you move "Left 1," "Up 1," "Right 1," "Down 1," and "Down 3."

Activate the **Make Selection** key to select an item from a menu. This automatically returns you to the Mouse page. If you decide you don't want anything from an open menu, activate the **No Selection** key. You will remain in the Menu page.

When you have made your menu selections, you can return to the Keyboard or Mouse overlays or go back to your communication screen.



Select a key to modify from a Computer Access Page



Select a Key to Modify from a Computer Access Activity Row

Modify a Computer Command

About Modifying or Creating Computer Commands

The computer access overlays have already been programmed with the most often used computer commands. However, there may be a computer command that is not on one of your overlays that you would like to have. Or, perhaps, you would like to modify a command that is already on one of your computer access overlays.

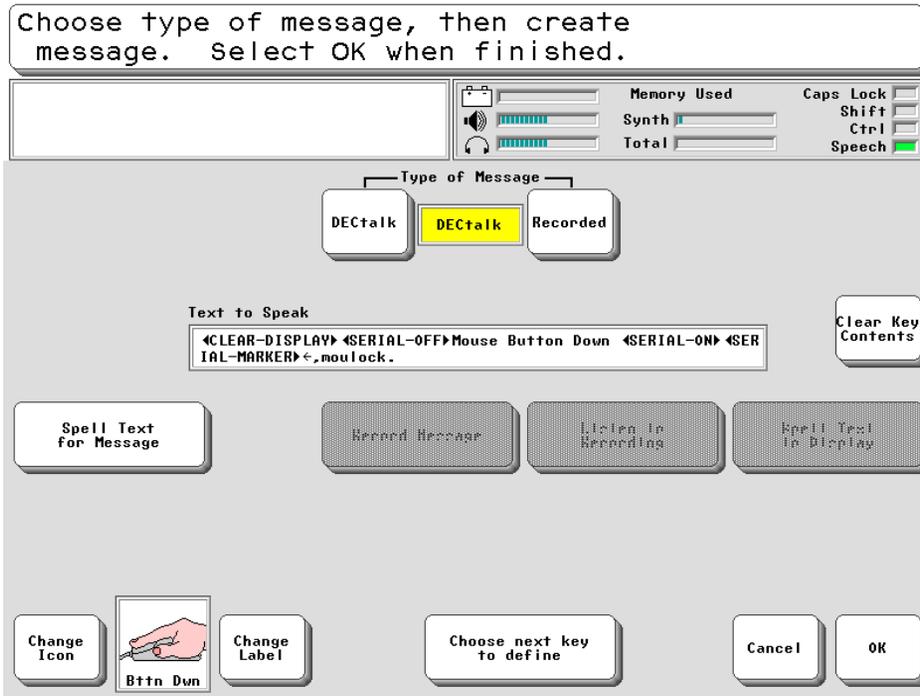
To add or modify a computer command you must know the correct code to enter for the command. The computer key codes for a PC or Macintosh computer are listed in Appendix K. **You must use these codes exactly as they are written.**

You can change already defined computer commands by using the MODIFY PAGE MENU in the Toolbox.

1. Activate MODIFY PAGE MENU.
2. Select the computer overlay that you want to modify.
3. Select the key you want to modify.
4. Activate **Spell text for message** and modify the command the way you want it.
5. If you want to modify or change a key in the Activity Row of any computer access overlay, use the MODIFY ACTIVITY MENU in the Toolbox.

If you want to add a command to an overlay, but there are no extra keys on the overlay and you don't want to delete any commands, you can store the command under an icon sequence.

➡ If you create or modify computer commands, **remember to save the pages with their modifications.** (See the **Using the Transfer Memory Menu** chapter for more information.)



Open MODIFY PAGE menu.
 Activate IBM MOUSE page.
 Activate **Button Down** key.
 You see the **Hold mouse button down** command.

The Use of the SERIAL MARKER Tool in a Computer Command

Use the SERIAL MARKER Tool to Write Commands to be Sent to the Computer

The SERIAL MARKER Tool is used when you want your device to send a command out the serial port without having the command itself displayed on the screen. Use the SERIAL MARKER Tool when you store commands for computer access keys.

For example, let's look at the command for "Mouse Button Down." This command is used on the Mouse overlay for both the Macintosh and IBM computers.

The Command for "Mouse Button Down":

```
<CLEAR-DISPLAY><SERIAL-OFF>Mouse Button Down<SERIAL-ON><SERIAL-MARKER><←,moulock.
```

In this command you want the **text**, "Mouse Button Down" to be displayed in the text display area but you don't want this text to go to the computer. You want the command itself (←,moulock.) to go to the computer.

The CLEAR DISPLAY Tool clears your device's display area. SERIAL OFF turns the serial output off so that nothing is sent to the computer. Next comes the text, "Mouse Button Down". This will appear on the display when you activate this key. This lets you know whether you have activated the correct key. SERIAL ON turns the serial back on so that what comes next will be sent to the computer. SERIAL MARKER indicates that the next instruction is to go to the computer. ←,moulock. is the computer command that tells the computer to hold down the mouse button when this key is activated.

➡ When you store computer commands, remember to use INSERT TOOL before each Tool that you insert into the command.

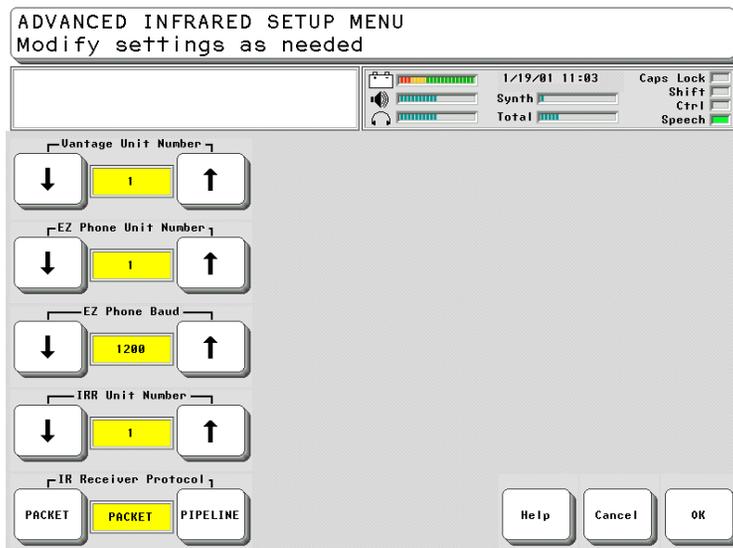
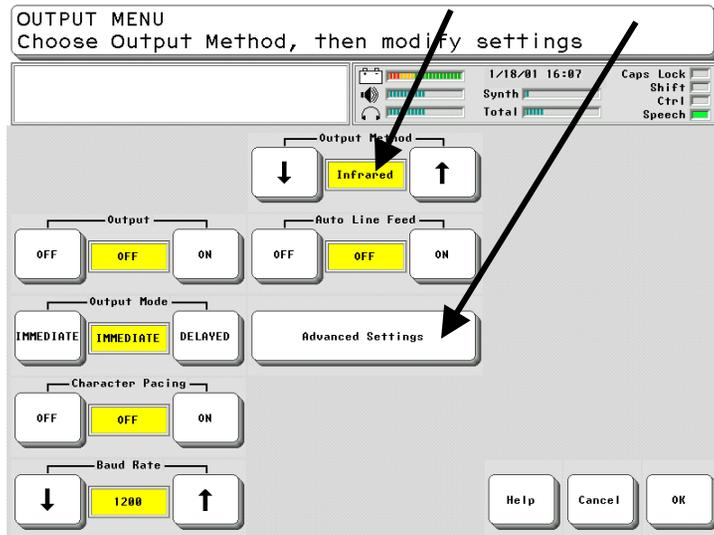
About Deleting Computer Access Pages

If you want to delete a single computer access page, use the DELETE PAGE MENU.

If you decide to delete one of the full computer access activities, you must also use the MODIFY ACTIVITY MENU to delete the activity that goes with the pages.

Infrared Troubleshooting

On the following pages



The ADVANCED INFRARED SETUP Menu

Infrared Troubleshooting:

(when using an Infrared Receiver)

The ADVANCED INFRARED SETUP MENU

➡ See the PRC website (www.prentrom.com) for updated Troubleshooting tips.

To open the ADVANCED INFRARED SETUP MENU:

1. Go to the Toolbox.
2. Open the OUTPUT MENU.
3. Set **Output Method** to **Infrared**
4. Select the **Advanced Settings** option. This opens the ADVANCED INFRARED SETUP MENU

Vantage or Vanguard II Unit Number = >1<

The default is Number 1. In multiple device situations, you can choose to be Unit 1, 2, 3 or 4.

EZ Phone Unit Number = >1<

The default is Number 1. In multiple device situations, you can choose to be Unit 1, 2, 3 or 4.

EZ Phone Baud = >1200<

The default is 1200. You can change to 300 if necessary.

IRR Unit Number = >1<

The default is Number 1. In multiple device situations, you can choose to be Unit 1 or 2.

IR Receiver Protocol = >PACKET<

The default is PACKET protocol. You can choose PIPELINE protocol, if necessary. See page 401 for protocol information.

Infrared Troubleshooting:

Single Device, EZ Phone and IRR use, or Multiple Device, EZ Phone and IRR use

The chances are that you will be the only person using your communication aid with an EZ Phone or a computer and the IRR. However, there may be situations, such as a lab or therapy facility, where there may be two or more devices, EZ Phones, IRRs and computers all in the same room, receiving the same signals at the same time.

If you are in a situation where multiple devices are in use, you have to tell your communication aid which devices it is going to talk to. You do this by assigning the same unit number to your communication aid, the EZ Phone and the IRR.

The ADVANCED SETTINGS menu allows you to set unit codes for your communication aid and its devices. If you are the only person using your communication aid with other IR devices, everything in this menu defaults to "1" which is just fine for you. If you are in a multiple device situation, you and the other people using communication aids must decide which one will talk to which devices and assign the correct Unit Number to each device. For example, you might assign Unit Number 1 to your communication aid, EZ Phone and IRR, while your neighbor gets to use Unit Number 2 for her communication aid, EZ Phone and IRR.

➡ When you assign a Unit Number, your communication aid and all the devices that it will be sending signals to **must have the same Unit Number**.

Infrared Troubleshooting:

About the Protocol Options

There is an option in the IR ADVANCED SETTINGS menu that allows you to choose the kind of protocol you want an Infrared Receiver (IRR) to use to receive signals from your communication aid. The protocol choices are PACKET or PIPELINE.

PACKET PROTOCOL

Allows you to have more than one communication aid and IRR in the room, with all of them receiving the same signals at the same time. Packet protocol allows you to assign a Unit Number to each device. Packet protocol also checks for errors in the infrared communication and screens out infrared information from outside sources. This provides for more accurate infrared communication. **1200 baud must be used with this protocol.**

PIPELINE PROTOCOL

Does not check for errors in the infrared information it receives. It does not allow you to assign Unit Numbers for more than one infrared device. It does not screen out infrared information from outside sources. This means that accurate infrared information may be difficult to achieve in some situations. You can use either 1200 or 300 baud with this protocol. **Character Pacing must be used with this protocol.**

Infrared Troubleshooting:

If You are Using an IRR and You Get an Error Message on your Device

If the IRR doesn't receive the infrared signals you send from your communication aid, the display will show the message, "Remote IR device is not responding. Please wait or activate the Text Display area to cancel."

Make sure your device's IR window is facing the infrared window on the IRR. Check to make sure nothing is blocking this line-of-sight between your device and the IRR. If something is in the way, remove it and the signal should go through.

The infrared signal that your device sends is very strong. If the device and IRR windows are closer than 18 inches to each other and are directly facing each other, the IRR may not be able to read the communication aid's signal. Either move the communication aid farther away from the IRR or set it so that its IR window is at an angle to the IRR. The signal will go through but it will not overpower the IRR.

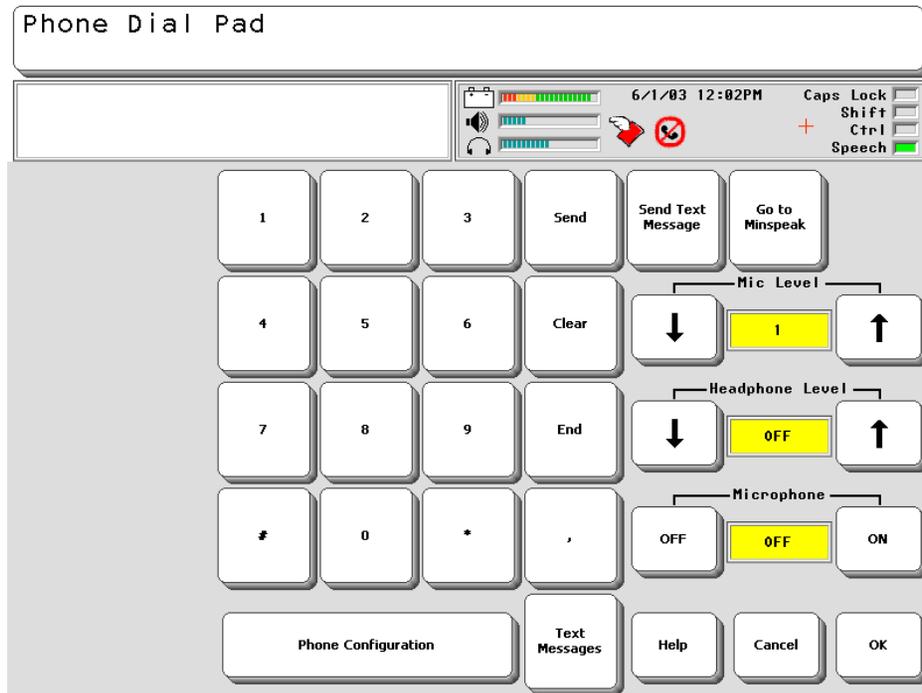
When you use your communication aid with a computer and an IRR, you set (among other things) the **Serial Output** option to **On** and the **Send Output** option to **IR** in the OUTPUT MENU.

If you use your device with these settings when the IRR is not available (in another room or blocked in some way), you will get an error message that says the device is busy sending IR data. Either go where the IRR is or check to make sure the IRR is not blocked. If you don't want to send signals at all, go to the OUTPUT MENU and turn the **Serial Output** to **Off**.

Using the Phone



Store this tool on a Phone Page



Use your Device to Send and Receive Calls

Before You Begin

The phone is a Vantage/Vanguard accessory.

You can use the phone option in two different ways:

- For text messaging only, you must have an AirCard and an antenna. No audio is available with this option.
- For making and receiving phone calls (audio) you must have an Air Card, antenna and small cable. (Text messaging is included in this option.)

You can purchase the card, antenna and/or cable from PRC. Installation instructions come in the package.

The latest Vantages and Vanguard's will accept the phone card and cable. Check with the PRC Sales Department if you have an older Vantage or Vanguard. It may need to be sent in for a hardware update to accommodate the phone card and cable

➡ The information in this chapter assumes you have your AirCard, antenna and cable installed in your device. Installation directions came in the package with your phone accessories.



Phone Configuration

6/1/03 12:01PM Caps Lock Shift Ctrl Speech

Detect AirCard: OFF ON ON

Gain Out: 9

Band: 850 1900

AirCard: OFF ON ON

Gain In: 0

Current Band: 850 1900

Headset Volume: 7

Set Band

Help Cancel OK

A screenshot of the Phone Configuration menu. The menu is titled "Phone Configuration" and shows various settings. The "Detect AirCard" section has three buttons: "OFF", "ON", and "ON", with the middle "ON" button highlighted in yellow and circled in black. The "Gain Out" section has a "9" in a yellow box. The "Band" section has "850" and "1900" in a yellow box. The "AirCard" section has three buttons: "OFF", "ON", and "ON", with the middle "ON" button highlighted in yellow. The "Gain In" section has a "0" in a yellow box. The "Headset Volume" section has a "7" in a yellow box. There is a "Set Band" button and "Help", "Cancel", and "OK" buttons at the bottom.

Phone Configuration Menu

Enable the Phone Card

The first thing you must do after installing the phone card, antenna and cable (if you ordered the cable), is to enable the card.

Got to the Toolbox and open the MAINTENACE MENU.

Select **Hardware Diagnostics**.

Select **Phone Configuration**.

Turn the **Detect AirCard** option to **ON**.

You may see a box asking you to plug in your battery charger. Do so. At this point you may see another box stating that firmware is being updated. This update will take awhile. Be patient.

➡ Not all devices will need to be updated.

The other options in this menu will be set automatically once the card is installed/detected.

About AirCard ON/OFF

This will be turned On automatically when you put the AirCard in your device.

➡ **IMPORTANT NOTE: Turn this option OFF when you are in a place where cell phone use is not allowed, e.g., an airplane, a theatre, certain areas of hospitals, etc.**

Band and Set Band

This indicates the frequency your phone uses and is automatically set for your country when you insert your AirCard. If you go to another country you may have to re-set the Band to that country's frequency.

Select **OK** and exit the MAINTENANCE MENU.

In the Status Display Area on your device you should see two new phone icons: a white wing on a square and a phone in a circle with a slash through it ("No Phone"). If the AirCard is initialized correctly, the icons will be red. If it is not initialized, they will be gray. The No Phone icon signifies either that there is no signal or no service available. If service or a signal is available you will see signal strength bars and perhaps a small capital "R" to signify "Roaming"



Store Phone Numbers



All phone functions



Send text messages only – no dial pad



Receive and end calls – no dial pad



Read text messages only – no dial pad

New Phone Tools

New Phone Tools

There are 5 new insertable tools for phone use. Although you can store these tools on your overlay, you will probably want to create a Phone Page and assign the tools you want to use to different keys on the page along with frequently used phone numbers.

New Phone Tools

Phone Dial Pad

This is the tool you need for complete phone use. It allows you to dial numbers, receive calls, end calls, read and send text messages, go to your Minspeak overlay, configure the phone and clear the display. The Phone Dial Pad contains all the separate tools listed below.

Phone Dial Number

Use this tool when you want to assign separate phone number to keys, e.g., the number for work; the number for pizza; friends' phone numbers, etc.

Phone Send Text Message

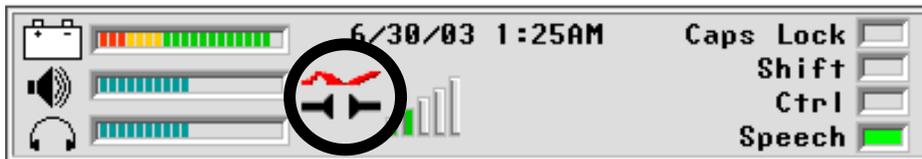
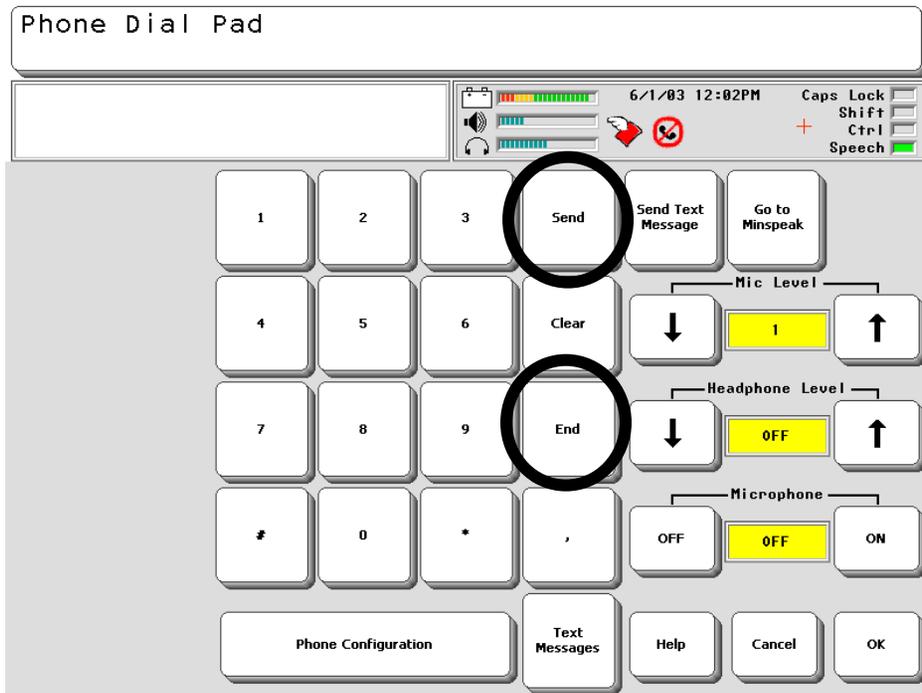
This allows you to write and send text messages without using the Dial Pad.

Phone Send/End

This allows you to send, receive (answer) and end calls without using the Dial Pad.

Phone Text Messages

This allows you to read text messages without using the Dial Pad.



When you activate **Send** to make a call, you see this icon.
 You also see this icon when the phone is ringing on your device.

Phone Dial Pad

Using the Dial Pad

The Phone Dial Pad allows you to perform all phone functions: dialing calls, answering calls, using Minspeak to carry on conversations, sending text messages and receiving text messages. You can also configure the phone from the Dial Pad.

To make a call, the phone card must be active (a red and white wing icon visible in the Status Display Area) and there must also be signal bars visible.

To Make a Call

1. Activate the number keys on the keypad to dial the number you want.
2. Activate **Send**.
3. While the phone is ringing, you can **Go to Minspeak** to be ready to talk when someone answers.
4. When the call has ended, activate **End** on the Dial Pad.

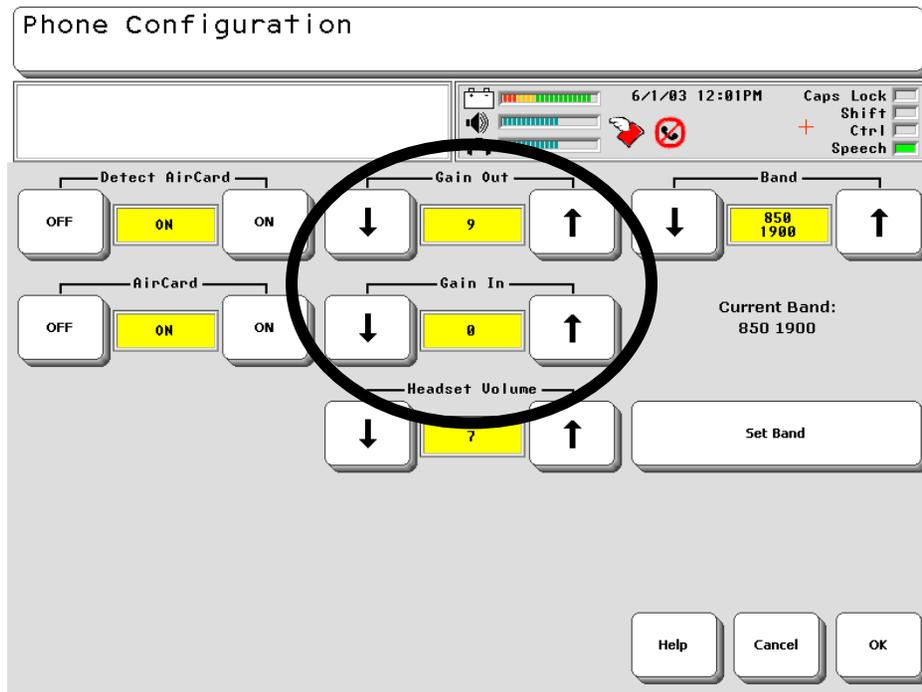
The **Clear** button clears the display.

➡ The "Connecting Icon" replaces the "Wing" icon in the Status Display Area when you select **Send**. The "Connecting Icon" is also visible when the phone rings on your device. This is helpful should you have the device volume turned down. If you see the icon but don't hear anything, you know your phone is ringing.

To Answer a Call

1. You hear the phone ring, or see the "Connecting Icon" in the Status display Area.
2. Activate **Send**.
3. Activate **Go to Minspeak** and answer.
4. When the call has ended, activate **End** on the Dial Pad.

➡ **Note:** Use commas when you dial phone numbers that include extensions. For example: 3302621984,123. If a number contains multiple extensions, use a comma between each extension.



Gain Out: to better hear the person talking to you, turn this up.

Gain In: to enable the person on the other end of the line to hear you better, turn this up.

Adjusting Caller and Listener Volume

There are two options in the CONFIGURATION MENU that allow you to adjust the phone volume so a listener can hear you better and/or so you can hear a caller better.

Activate the **Phone Configuration** option on the Phone Dial Pad.

You see the **Gain In** and **Gain Out** options.

Gain Out

If you have trouble hearing the person who is talking to you, turn this option up.

Gain In:

If the other person is having trouble hearing you, turn this option up.

Send a Text Message



Enter phone number.

Select **OK**

Enter text message. You may also use Minspeak.

Select **OK**.



The message is sent and you see the message above.

Text Messaging

Send a Text Message

Use the Phone Dial Pad or the text messaging Tools (**Phone Send Text Messages** and **Phone Text Messages**) to send and receive text messages.

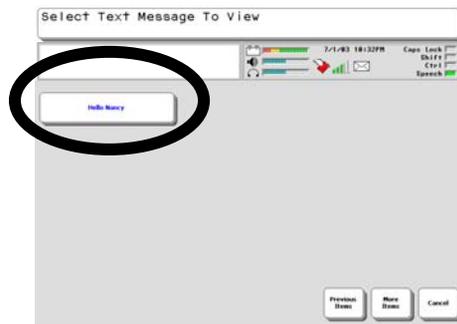
To Send a Text Message

1. Select the **Send Text Message** key on the Dial Pad.
2. You see the spelling overlay. If you have not yet entered a phone number, type in the number you want and select **OK**. *☞ If your display shows **Phone Number/Address**, ignore "Address". You cannot enter an address at this time.*
3. Type in the message you want to send. *☞ You can also use Minspeak by selecting the **GO TO MINSPEAK** tool on the overlay.*
4. Select **OK** when you are finished.
5. A yellow message box tells you when your text message has been sent.

Read Text Messages



You have a message



You will see all messages. Select message to read.



Reply, Delete or Cancel. Cancel saves the message.

Read a Message

Reading a Text Message

When you receive a text message an icon of a small white envelope appears in the Status Display Area.

To Read a Text Message

1. Select the **Text Messages** key on the Dial Pad.
2. You see a screen that contains all new and saved text messages. The buttons display the first few words of the messages.
3. Select the message you want to read.
4. The whole message is displayed.
5. You can **Reply** to the message, **Delete** the message, or select **Cancel**. **Cancel** saves the message.

Using the Internal Microphone to Speak

You can use the Vantage or Vanguard's internal microphone to speak on the phone if you are able to do this.

Turn the **Microphone** option **ON**.

Adjust the **Mic Level** option to make the volume louder or softer.
(Remember that if the volume is too loud, you will get feedback noise.)

You can use Minspeak whether the microphone is On or not.

Using Headphones

You can plug headphones into the External Headphone connector, use the spelling keyboard or Minspeak to speak, and no one will be able to hear your conversation.

Turn the **Headphone Level** option to **On** and set a volume level that is comfortable to listen to.

Appendices

Appendix A: All Tools List

Summary:

When you activate INSERT TOOL during the storing procedure, your device shows you the screens that contain all the Tools that you can assign to a key or store under an icon sequence. The Tools are listed alphabetically. Explanations of the Tools follow the list.

ACTIVATE KEY	DICTIONARY MENU
ASSIGN ACTIVITY KEYS	DISABLE HEADPOINTER
ASSIGN CORE KEYS	DYNAMIC ACTIVITY MENU
AUDITORY PROMPT MENU	EAR VOLUME DOWN
AUDITORY PROMPTS OFF	EAR VOLUME UP
AUDITORY PROMPTS ON	EDIT CORE
AUDITORY PROMPTS ON/OFF	ERASE CORE
BACKLIGHT INTENSITY DOWN	FEEDBACK MENU
BACKLIGHT INTENSITY UP	FILE ORGANIZER
BEEP OFF	GOTO MINSPEAK
BEEP ON	GOTO SPELL
BEEP ON/OFF	GO TO TOOLBOX
CALCULATOR	HELP
CALL	ICON TUTOR
CANCEL	INSERT DATE
CAPS LOCK	INSERT TIME
CHARACTER/WORD	INSERT TOOL
CHOOSE ACTIVITY	IR
CHOOSE OVERLAY MENU	IR SETUP MENU
CLEAR DISPLAY	LAM MARKER
CLOCK MENU	LESSON PLAN
CLOSE NOTEBOOK	MAINTENANCE MENU
CREATE ACTIVITY	MODIFY ACTIVITY
CREATE PAGE	MODIFY PAGE
CTRL	MORE ITEMS
DELETE CHARACTER	MP3-NEXT
DELETE ICON	MP3-PLAY DRIVE
DELETE LAST SELECTION	MP3-PLAY FILE
DELETE PAGE	MP3-PLAY-PAUSE
DELETE WORD	MP3-PLAY PLAYLIST
	MP3 PLAYER MENU
	MP3-PREV
	MP3-STOP

NOTEBOOK MENU
OK
ONLINE MANUAL
OPEN NOTEBOOK
OUTPUT MENU
PAGE MENU
PHONE-DIAL NUMBER
PHONE-DIAL PAD
PHONE-SEND
PHONE-SEND TEXT MESSAGE
PHONE-TEXT MESSAGES
PLURAL
POWER OFF
PRINT NOTEBOOK
PROMPT MARKER
RANDOM CHOICE
REVIEW VOCAB MENU
ROLL DICE
SAVE CHANGES
SAVE NOTEBOOK
SCAN WORD LIST
SELECTION TECHNIQUE
MENU
SERIAL MARKER
SERIAL OFF
SERIAL ON
SERIAL ON/OFF
SET ACTIVITY
SET PAGE
SET PAGE TEMPORARY
SETTINGS 1
SETTINGS 2
SETTINGS 3
SETTINGS MENU
SETUP KEY
SHIFT
SING
SPEAK ALL
SPEAK DATE
SPEAK DISPLAY
SPEAK LAST SELECTION
SPEAK NEXT SENTENCE
SPEAK NOTEBOOK

SPEAK SENTENCE
SPEAK TIME
SPEAK WORD
SPEAKER VOLUME DOWN
SPEAKER VOLUME UP
SPEECH MARKER
SPEECH MENU
SPEECH OFF
SPEECH ON
SPEECH ON/OFF
STORE CORE
SWAP CORE KEYS
SWAP PAGE KEYS
SWITCH USER AREA
TEXT MARKER
TEXT/SPEECH MARKER
TRANSFER MEMORY MENU
WAIT ANY KEY
WORD PREDICTION MENU
UP ARROW
DOWN ARROW
LEFT ARROW
RIGHT ARROW

APPENDIX A: ALL TOOLS LIST

Explanations of the Tools in the All Tools List

Summary:

When Tools are stored or assigned to keys their names appear on the display in angle brackets, for example: <TEXT MARKER> or <INSERT TOOL>.

ACTIVATE KEY

Use this Tool to tell your device that you want to activate a **menu**. This Tool is only used when you are creating macros that involve changing menu settings.

ASSIGN ACTIVITY KEYS

This allows you to assign a Tool in an Activity Row.

ASSIGN CORE KEY

Allows you to assign a Tool or Tools and text to a key on your communication overlay

AUDITORY PROMPT MENU

Assign the AUDITORY PROMPTS MENU to a key or icon sequence.

AUDITORY PROMPTS OFF

AUDITORY PROMPTS ON

AUDITORY PROMPTS ON/OFF

Turns auditory prompts Off or On or toggles between the two actions.

BACKLIGHT INTENSITY DOWN

BACKLIGHT INTENSITY UP

Allows you turn the backlight intensity up or down.

BEEP OFF

BEEP ON

BEEP ON/OFF

Turns the feedback beep on or off or toggles between the two actions.

CALL

When activated, this Tool emits a series of tones designed to get someone's attention.

CANCEL

Allows you to cancel an action. You would most likely use this when you are creating work pages.

CAPS LOCK

Allows you to type using all capital letters. Activate it again to return to lowercase letters. When CAPS LOCK is On, the "Caps" box in the Status Area turns On.

CHAR/WORD

CHARACTER/WORD toggles between allowing you to use the left and right arrows to move the cursor through a message character by character or word by word. The default is CHARACTER (CHAR). See page 287.

CHOOSE ACTIVITY

Allows you to select an activity from the Activity Row.

CHOOSE OVERLAY MENU

Lets you select keyboards and overlays.

CLEAR DISPLAY

Removes all text and prompts from the display and text buffer. See page 290.

CLOCK MENU

Lets you set the time and date which are then displayed in the Status Area.

CLOSE NOTEBOOK

Allows you to close and Open Notebook without going to the Notebook menu.

CREATE ACTIVITY

Allows you to create an activity for your Activity Row.

CREATE PAGE

Allows you to create a page that might contain a game, story, computer commands, etc.

CTRL

Provides access to the 32 ASCII control codes. Control codes are displayed with a character on the display. This Tool shuts off after one control code is generated. If the location selected isn't a letter of the

alphabet, the Tool remains active until an alphabetic character is selected.

DELETE CHAR

DELETE CHARACTER removes the character to the **left** of the cursor.

DELETE ICON

This Tool deletes the last icon that you selected. You can select a new icon or re-select the deleted one if you want.

DELETE LAST SELECT

DELETE LAST SELECTION removes any text that you brought up on the display when you activated your last (previous) selection. If the previous selection was a Tool, DELETE LAST SELECTION does nothing.

DELETE PAGE

This Tool allows you to delete any page you have created.

DELETE WORD

This Tool removes the word or group of letters to the left of the cursor up to the next space or punctuation mark. If the character to the left of the cursor is a space, DELETE WORD removes the space.

DICTIONARY MENU

Allows you to enter words into a pronunciation dictionary so that your device will pronounce them correctly.

DISABLE HEADPOINTER

Activate this Tool to disable your headpointer. When the headpointer is disabled you will see a yellow box on the display screen. When you are ready to re-enable the headpointer, click OK in the yellow box. When the headpointer is disabled you will only be able to activate OK in the yellow box. The headpointer will not activate any other keys.

DYNAMIC ACTIVITY MENU

Allows you to add a dynamic activity, delete a dynamic activity and review all dynamic activities.

EAR VOLUME DOWN

EAR VOLUME UP

Turns the earphone volume up or down.

EDIT CORE

Allows you to edit core vocabulary sequences.

ERASE CORE

Erases sequences stored in your core vocabulary.

FEEDBACK MENU

Allows you to change the feedback the your device gives you.

FILE ORGNIZER

Allows you to move files from one memory storage device to another and move files to different folders on a storage device.

GO TO MINSPEAK

Use this Tool to move from the screen you are currently using to the Minspeak[®] screen.

GO TO SPELL

This takes you from the screen you are currently using to the spelling overlay.

GO TO TOOLBOX

This takes you from the screen you are currently using to the Toolbox screen.

HELP

Press this key plus the Tool or menu that you want help for. Once you are in a Help screen you can scroll pages, speak a page, change fonts, do a search for a particular item or go to the online manual.

ICON TUTOR

Helps you locate sequences where specific words are used.

INSERT DATE

Allows you to insert the current date into a Notebook, etc. Assign to a key or sequence.

INSERT TIME

Allows you to insert the current time into a Notebook, etc. Assign to a key or under a sequence.

INSERT TOOL

Allows you to store Tools or text and Tools under icon sequences or assign them to keys. Activate this Tool before each Tool that you want to store. Then activate the Tool you want to store.

INFRARED SETUP MENU

Allows you to store infrared commands for remote controls.

IR

Use this Tool when you are storing remote control commands.

LAM MARKER

A clinician or MAP developer who is setting up an overlay that will be used with the LAM can now assign this Tool to a key that normally would not be logged as an activation by the LAM. For example, if a user activates CLEAR DISPLAY, this action is not logged by the LAM. The clinician can add the LAM MARKER tool to the CLEAR DISPLAY key assignment, "<LAM MARKER>clear display", and the LAM data will show "clear display" when that key is activated.

LESSON PLAN

Store this on your overlay if you would like to keep your device Lesson

MAINTENANCE MENU

This menu allows you to load software, erase the device, find out how much memory is left, etc.

MODIFY ACTIVITY

Allows you to make changes to an Activity that has already been created.

MODIFY PAGE

Allows you to make changes to a page that has already been created.

MORE ITEMS

This allows you to access more items in an activity.

MP3-NEXT

Select Next to listen to the song that follows the one currently playing.

MP3-PLAY DRIVE

When you have music stored on a Secure Digital card and a USB flash drive and they are both plugged into the SpringBoard, it is helpful to have this tool stored on your overlay. Activate the tool and pick the storage device to listen to.

MP3-PLAY FILE

Use this tool to store one music file under a key or sequence so you can play it from your overlay.

MP3-PLAY-PAUSE

This tool allows you to pause a song, then go back to it.

MP3-PLAY PLAYLIST

Use this tool to store one playlist under a key or sequence on your overlay.

MP3 PLAYER MENU

This tool gives puts the MP3 player menu on your overlay for easy access.

MP3-PREV

Select Previous to listen to the song before the one currently playing.

MP3-STOP

Select this to stop listening to music.

NOTEBOOK MENU

Allows you to access all the NOTEBOOK MENU options

OK

This tells your device to save what you have done and return to the previous page. You will probably need this key on any activities or pages you set up.

ONLINE MANUAL

This key opens the device Manual so that you can read it on the display screen. Once you see the manual you can change to a larger font, scroll up and down the pages, choose to see only the manual headings or to view all of the text, or you can do a search for a particular item.

OPEN NOTEBOOK

Allows you to open a Notebook from a list of your Notebooks.

OUTPUT MENU

This menu allows you to set up your device so that it will work with a computer or printer, remote control or memory transfer.

PAGE MENU

Gives you access to any pages you have created.

PHONE-DIAL NUMBER

Store under a key or sequence; allows you to create a "phone book" page of frequently called numbers.

PHONE-DIAL PAD

This is the phone pad for the phone card option. Use this to dial and receive calls, do text messaging, etc. This is the most complete of the phone tools.

PHONE-SEND

When you store this tool under a key or sequence you can answer and end calls without using the Phone Dial Pad. You cannot dial a call.

PHONE-SEND TEXT MESSAGE

Allows you to send text messages to other phones without using the Dial Pad.

PHONE-TEXT MESSAGES

Allows you to view a menu of your text messages without using the Dial Pad.

PLURAL

When this activated the word to the left of the cursor will be made plural. See page 288.

POWER OFF

When this Tool is activated your device 'goes to sleep.' Activate a key or switch to wake it back up.

PRINT NOTEBOOK

This tool allows you to print a Notebook from your overlay. See page 246.

PROMPT MARKER

For use with Category Prompts: If a stored message is too long or otherwise inappropriate for a prompt, scroll to the end of the message, insert PROMPT MARKER and type the text you want to use for a prompt. The prompt is spoken but not displayed on the screen or added to the regular stored text.

RANDOM CHOICE

This tool will choose random items from a Page you have selected. To see examples of RANDOM CHOICE, select the PAGES page from the Unity overlay; select the GAMES key; select the RANDOM key; select any key. You can select MODIFY PAGE to see the storing instructions.

REVIEW VOCABULARY MENU

Allows you to review all the vocabulary in your device. You can print it out or see it on the display.

ROLL DICE

This tool allows you to play dice games that use from one to six dice. When you activate this key, a number will appear on the display indicating the dice roll. Activate ROLL DICE e again. A different number will appear. The number will not be spoken.

SAVE CHANGES

Normally, when you turn your device off, you see "Saving changes..." on the screen. This Tool allows you to save changes without turning your device off. You might want to store this Tool if you are doing a lot of programming and want to periodically save your work.

SAVE NOTEBOOK

Allows you to save the Notebook you are currently using.

SCAN WORD LIST

Activate this key each time you want to scan the words in the Word Prediction list. If you do not activate this key the scan will skip over the list.

SELECTION TECHNIQUE MENU

Choose a selection technique and the options for it that you want from this menu.

SERIAL MARKER

Any text that follows a SERIAL MARKER is sent out the serial port but not displayed or spoken.

SERIAL OFF

Turns the serial output Off so nothing is sent to a computer.

SERIAL ON

Sets the serial output to its last active setting, either Immediate or Delayed. Text is automatically sent out the serial port when this is turned On.

SERIAL ON/OFF

Toggles between Serial On and Serial Off.

SET ACTIVITY

Allows you to go to a specific activity.

SET PAGE

Allows you to go to a specific page.

SET PAGE TEMPORARY

Can be added to Core vocabulary, Activity or Page. Takes you to a specific page for one selection then returns you to where you were.

SETTINGS 1

SETTINGS 2

SETTINGS 3

Allows you to store and then access 3 different groups of settings.

SETTINGS MENU

Allows you to save settings and change between settings. Use this with SETTINGS 1, 2 and 3 below.

SET-UP KEY

Allows you to modify/assign keys without going to the toolbox. We recommend that you assign this Tool to one of the blank keys on the front of your device case.

SHIFT

When this is set, the next character you activate will be an UPPERCASE letter. The second character you activate will be in lowercase. When you activate SHIFT, the "Shift" box in the Status Area turns on.

SING

This Tool shows you a list of all the songs in your Vanguard II and allows you to pick a song.

SPEAK ALL

When this Tool is activated, your device speaks all of the text in the text area of the display and in the buffer. (When you type, letters and words will move off the screen in order to make room for new letters and words. Words that are no longer on the screen have moved to the "text buffer." You can use the arrow keys to bring them back onto the display screen.) Clearing the display (CLEAR DISPLAY Tool) or turning the device Off clears the buffer. This Tool works whether speech is On or Off.

SPEAK DATE

Your device will speak the current date if the date and time have been set in the CLOCK MENU.

SPEAK DISPLAY

When this Tool is activated, your device speaks everything that is visible in the text display area. This Tool works whether speech is On or Off.

SPEAK LAST SELECTION

When you activate this Tool, your device speaks the last stored message you activated or the last spelling characters you put on the display. This is helpful if you have to repeat yourself so that someone listening can

understand you better, or to get someone's attention. This Tool works whether speech is On or Off.

SPEAK NEXT SENTENCE

Use this Tool to speak a Notebook when want to control the spoken pace. It tells your device to speak a sentence and then wait until you have activated SPEAK NEXT SENTENCE before continuing on and speaking the next sentence. This Tool works with Notebooks.

SPEAK NOTEBOOK

Activate this Tool when you have a Notebook open that you want spoken all at once. Your device will begin at the beginning and continue on to the end.

SPEAK SENTENCE

When you activate this Tool, your device speaks the message that contains the cursor. This is helpful if you want to hear how something you are working on sounds before you store it. It is also useful if you are going to give a speech or presentation. People seem to understand DECTalk speech better when they hear it one sentence at a time until they are used to listening to it. This Tool works whether speech is On or Off.

SPEAK TIME

Your device will speak the time if the current date and time have been set in the CLOCK MENU.

SPEAK WORD

When this Tool is activated, your device speaks the last word you typed on your spelling overlay, or the last word you brought up in Minspeak[®] mode. If you are typing in Spell mode, you can turn speech OFF (so you don't have to listen to your device speak each letter) and type the word. Then you can activate this key and the word you typed will be spoken.

SPEAKER VOLUME DOWN

SPEAKER VOLUME UP

Turns the speaking volume up or down.

SPEECH MARKER

This marks the beginning of text in a sequence that is to be spoken but not displayed.

SPEECH MENU

This allows you to insert the SPEECH MENU in a macro.

SPEECH OFF**SPEECH ON****SPEECH ON/OFF**

When this Tool is On, all the sequences you select or letters you type are automatically spoken. When this Tool is Off, nothing is spoken unless you activate one of the SPEAK Tools. When speech is on the "Speech" box in the Status Area turns On. SPEECH ON/OFF toggles between the two actions.

STORE CORE

Allows you to store core vocabulary messages under icon sequences.

SWAP CORE KEYS

Allows you to swap core vocabulary keys on your communication overlay.

SWAP PAGE KEYS

Allows you to swap keys on any pages you use.

SWITCH USER AREA

Allows you to switch back and forth between User Areas. Assign to a key or a sequence.

TEXT MARKER

This marks the beginning of text in a sequence that is to be displayed but not spoken. 275.

TEXT AND SPEECH MARKER

This marks the end of the text in a sequence where a SPEECH MARKER and/or TEXT MARKER has been used. Any text after the TEXT AND SPEECH MARKER will be both displayed and spoken. See page 289.

TRANSFER MEMORY MENU

This allows you to save the device's memory to a computer disk, transfer memory from one device to another and import graphics. (See the Using the TRANSFER MEMORY MENU for more information.)

WAIT ANY KEY

Causes a pause in a macro until a key is activated. See page 277.

WORD PREDICTION MENU

This menu allows you to turn Word Prediction On and Off, add words to the word prediction dictionary, delete words, etc.

The ARROW KEYS (↑↓←→)

The UP, DOWN, LEFT, and RIGHT arrow keys can be inserted in macros or assigned to individual keys on your overlay or in activities or pages.

Appendix B: Recalibrate the Touch Screen

Over time you may find that when you press keys, you don't see what you are supposed to see; or you may notice that the icons and images on the display screen don't seem to fit the display area as well as they once did. This is normal with a touch screen and can be easily fixed.

To Recalibrate the Display:

➡ You must be in Minspeak[®], the Toolbox or a Custom Page to recalibrate your screen. You cannot do this from a menu.

1. On the top front of the case, press and hold the **TOOLS** key while you activate the last **USER DEFINED** key on the far right of the case (The key that was pre-programmed as the SET-UP key).
2. Release both keys.
3. You will see a cross in the middle of a blank screen.
4. With a stylus, the eraser end of a pencil or your finger, **press on the cross and hold for 2 or 3 seconds**. Stop pressing. The cross will move to a corner of the screen. Press and hold it again, release. Do this until the cross has traveled to **all four corners** of the screen.
5. If the calibration is successful, you will see a note at the top of the screen that tells you to **tap the screen and wait 30 seconds** while your device saves the calibrations. **Tap the screen once** and wait till the screen changes and returns you to the Toolbox or wherever you started from. If you do not see the note, repeat these steps.

Appendix C: The Pre-Stored Songs in your Device

The following songs are pre-stored in your device for your use.

Amazing Grace
Joy to the World
O Come Little Children
Silent Night
Away in a Manger
My Country 'Tis of Thee
Old MacDonald
Mary Had A Little Lamb
Humpty Dumpty
Twinkle Twinkle Little Star
London Bridge
I'm a Little Teapot
Hickory Dickory Dock
Jack and Jill

To Copy a Pre-Stored Song to Your Overlay

The songs on the previous page are already stored in your device. In order to sing them, you have to move them from the Toolbox to your Minspeak[®] overlay or into an Activity.

To Move a Song to Your Overlay:

Go to the Toolbox.

Activate STORE.

Select the icon sequence you want to use.

Select "Spell text for message."

Activate INSERT TOOL on your Spelling overlay.

Activate SING.

Select the song you want to copy.

Activate OK.

Remember, you can **record** your own songs. Simply follow the regular storing process for recording a message.

The next few pages explain how to program songs that you want the device to sing.

➡ More DECTalk speech information can be found at the following web site:

<http://www.fonix.com/products/dectalk/>

Appendix D: How to Use DECTalk to Program and Store Your Own Songs

Programming a song in DECTalk is different from programming regular text because you must tell your device to sing the song, not speak it.

To do this you must type each letter of text phonetically and add time and pitch values, which correspond, to musical notes. At the end of this appendix you will find a list of PITCH and TIME values, a chart of musical notes and a list of vowel and consonant phonemes to use.

Programming songs is not difficult but it is time consuming, so plan accordingly.

➤ **Highly Recommended**

Write down the programming of your song before you begin to program it into your device.

This means writing down the words to the song in phonemes and adding the time and pitch values exactly the way you want to program them. This will save you a great deal of time when you are ready to enter the song into the device.

➤ **Helpful Hint**

You will be doing quite a bit of cross-referencing with the lists at the end of this appendix. We encourage you to use the sheet music for any song you want to program. This way you can match the notes on the sheet music with the notes in the pitch and time tables. You don't have to be able to read music.

When programming a song you must change the letters in your song to phonemes (the written form of sounds). Find the sound in the Vowel and Consonant Phoneme List for each letter in your song and write down the phoneme.

Once you have entered the correct phoneme for a letter, you must tell your device how long (time) to hold which note (pitch). The TIME and PITCH values are always enclosed in angle brackets < > immediately following the phoneme they represent. The TIME value always comes before the PITCH value inside the brackets. The two values are always separated by a comma, i.e., <300,24>.

You always start to program a song by activating the left square bracket [. This tells your device that you are programming a song. Program all songs in STORE mode for DECtalk speech.

Break the Song into Phrases or Lines

Most songs, unless they are very, very short (one line) must be broken down into separate phrases or single lines to be stored. After each phrase (or line) you must activate the right square bracket,] and then the **CTRL** key and the "k" key on your keyboard. You will see the right bracket and two small characters beside it on your display.

The right square bracket] usually tells your device that it has come to the end of the song. When it is combined with the **CTRLk** activation, it tells your device to keep on singing the song until it comes to a right square bracket that is **not** followed by a CTRL k character. The] without a CTRL k following it signifies the end of the song.

➡ Before you Begin to Store:

Write down the song you want to store exactly the way you will enter it into your device.

1. Start with the left square bracket [.
2. Use the **phoneme lists** to change each letter of the song into the correct phoneme.
3. Use the **TIME and PITCH tables** to match the note values in your song.
4. Write down the TIME and PITCH values after each phoneme.
Enclose the TIME and PITCH values in angle brackets < > and separate the two values with a comma.
5. Break the song into phrases or lines by adding a **right square bracket] at the end of the line or phrase**. Use a reminder of some kind to tell you to activate the **CTRL and "k" keys** when you are actually programming.
6. Start the next phrase or line with the left square bracket [.
7. Continue until you have completed the song.

About TIME Values

The TIME value refers to the amount of time in milliseconds that a note is to be held.

1,000 milliseconds = 1 second;

500 milliseconds = ½ second.

You can use the above numbers as a reference point.

You choose the amount of time you want a note to be held according to the tempo of the song. For example, a quarter note is held half as long as a half note, so you would adjust the time value for a phoneme accordingly. Use the **Note Time Value Chart** at the end of the appendix.

After you have entered a phoneme, type the left angle bracket < and then enter the TIME value (how long you want that phoneme to be held).

About PITCH Values

PITCH values correspond to notes as you see them on sheet music or hear them on a piano. The PITCH value of notes for your device range from 1 to 37. 1 corresponds to C2 (or the second C below middle C on a piano). 25 corresponds to the note C4 (middle C on a piano). 37 corresponds to C5 (the first C above middle C on a piano).

The two tables, **PITCH NOTES AND VALUES** and **PITCH VALUE CODE**, at the end of the appendix will help you to figure out PITCH values.

Enter the **PITCH** value that corresponds to the note you want after you have entered the TIME value and a comma. Then type a right angle bracket > . Do not put a space before or after the comma.

An Example of Programming a Song

Mary Had a Little Lamb



Ma - ry had a lit - tle lamb lit-tle lamb lit-tle lamb



Ma - ry had a lit-tle lamb its fleece was white as snow

1. **Change the words of the song into phonemes.** Use the Vowel and Consonant Phoneme Tables to find the correct phonemes.

Mar y ha d a li t tle la mb
MER IY HXAE D AX LIH T TUHL LEYAE M

li t tle la mb li t tle la mb
LIH T TUHL LEYAE M LIH T TUHL LEYAE M

mar y ha d a li t tle la mb
MER IY HXAE D AX LIH T TUHL LEYAE M

I t s fle e ce wa s whi te a s snow
IH T S FLIY S WAX Z WAY T AE Z SNOW.

If you are new to using phonemes, it will take a little practice to become familiar with the different sounds. Sometimes a beginning consonant will blend into a vowel, but other times it may have to stand alone.

Most ending consonants will stand alone but will be held for a very short time. Use the phoneme tables at the end of the appendix.

Practice by spelling words into your device using the phonemes you think might work. Then listen to them. Soon you will develop an idea about which phonemes are going to correspond to which sounds.

2. Find the correct PITCH value in the PITCH Values charts.

Below is the regular notation for Mary had a Little Lamb.

Musical notation for the first line of the song "Mary had a Little Lamb". The melody is written on a treble clef staff in 4/4 time. The notes are: Ma (B), ry (A), had (G), a (A), lit- (B), tle (A), la (B), mb (A), lit- (B), tle (A), lamb (D). The lyrics are: Ma - ry had a lit - tle la mb lit-tle lamb lit- tle lamb.

Musical notation for the second line of the song "Mary had a Little Lamb". The melody is written on a treble clef staff in 4/4 time. The notes are: Ma (B), ry (A), had (G), a (A), lit- (B), tle (A), lam (A), b (A), its (A), fleece (A), was (A), white (A), as (A), snow (A). The lyrics are: Ma - ry had a lit-tle lam b its fleece was white as snow.

➡ How You Can Make the Song Sound Better:

Most songs that have notes above "37" (see the PITCH Value Code Chart) are scored too high for any Vanguard II voice to sing well. These higher songs will sound much better if you give the notes their value in an octave lower. For example, the first note in Mary Had a Little Lamb is B above middle C. This B has a PITCH value of 36. To assign the correct value in an octave lower, go to the PITCH Value Chart and find the first B below middle C. Notice that its value is 24. Assign 24 to your B.

Also, some songs sung in a male Vanguard II voice may sound better if you program them in an octave lower than they are written.

Below, the PITCH values for Mary had a Little Lamb are shown an octave lower than written in the music.

The image shows two staves of musical notation for the song "Mary Had a Little Lamb". The first staff contains the melody for the first line of the song, with pitch values written above the notes: 24, 22, 20, 22, 24, 22, 24, 27. The second staff contains the melody for the second line, with pitch values written above the notes: 24, 22, 20, 22, 24, 22, 24, 22, 20. The lyrics are written below the notes.

Ma - ry had a lit - tle lamb lit-tle lamb lit-tle lamb
24 22 20 22 24 22 24 22 20

Ma - ry had a lit-tle lamb its fleece was white as snow

3. Find the correct TIME value for each note and write it down.

1. Using the secondhand on a watch, time the amount of time it takes you to sing your song.
2. On the sheet music, look at the tempo of the song. In our example it is 4/4 time.
3. The top "4" means that there are four beats to a measure. There are four measures in our song. The vertical lines between groups of notes define a measure.
4. The bottom "4" means that each $\frac{1}{4}$ note gets one beat.
5. Suppose it takes 10 seconds to sing Mary had a Little Lamb.
To find out how many seconds each measure gets, divide 4 into 10.
In this case each measure gets 2.5 seconds.
6. To find out how many milliseconds each $\frac{1}{4}$ note (one beat) gets, divide 4 into 2.5. In this case each $\frac{1}{4}$ note gets 625 milliseconds per beat. (You can round these numbers up or down so that they are easier to work with; e.g., 600.)
7. An $\frac{1}{8}$ note is held for one-half the time of a $\frac{1}{4}$ quarter note, or 312 milliseconds (624 divided by 2). A $\frac{1}{16}$ note is held for one-half as long as an $\frac{1}{8}$ note, or 156 milliseconds (312 divided by 2).
8. A $\frac{1}{2}$ note is held twice as long as a $\frac{1}{4}$ note, or 1250 milliseconds (625 times 2).
9. A whole note ($\frac{4}{4}$) is held twice as long as a $\frac{1}{2}$ note, or 2500 milliseconds (1250 times 2).
10. This gives you a rough formula for figuring out the TIME values.

In our example, "Mary" (two $\frac{1}{8}$ notes in the music) makes up one beat and a beat is one $\frac{1}{4}$ note. But "Mary" is broken down into three phonemes: m er iy (the "a" and "r" in Mary is one vowel sound). The "m" "ea" "r" and "iy" phonemes are equivalent to one $\frac{1}{8}$ note. According to our calculations above, an $\frac{1}{8}$ note gets 312 milliseconds.

Shortcut for Finding a TIME Value

If you are not concerned with achieving the exact tempo of a song, there is a quicker way to figure out the TIME values.

Hum a song. Look at a watch or have someone count to calculate the rough timing of the song. Decide how many seconds you want a whole note to be held. Then divide the $\frac{1}{2}$, $\frac{1}{4}$, and $\frac{1}{8}$ notes accordingly.

For example: If you give a whole note the time of 2 seconds (or 2000 milliseconds), then a $\frac{1}{2}$ note gets the value of 1000 milliseconds; a $\frac{1}{4}$ note gets the value of 500 milliseconds; an $\frac{1}{8}$ note gets the value of 250 milliseconds.

By practicing giving whole notes different time values and listening to the results on your device, you can approximate the tempo of a song fairly accurately.

4. Assign TIME and PITCH values to the phonemes.

Now let's figure out how many milliseconds from among the 312 (or 625 for a ¼ note) to give to each phoneme. Vowels are always held for a longer amount of time than consonants. Consonants that stand alone at the beginning and end of words are usually held for short amounts of time.

Now that we know this we can begin to put the phonemes, TIME value and PITCH value together.

The "m" and "er" of "Mary" can probably be sung together—"MER". Together, these two phonemes make up an 1/8 note. We discovered that in this song an 1/8 note uses 312 milliseconds, so let's assign a TIME value of 300 to "MER". (300 is easier to work with than 312 and there is no noticeable difference between the length of 300 and 312.)

When you compare the notes on your sheet music with the notes on the PITCH Charts, you see that the first note (MER) has a PITCH value of 24. So "MER" will be sung with a TIME value of 300 and a PITCH value of 24.

The "IY" phoneme is held for about the same amount of time as "MER" when you sing it so let's give it a TIME value of 300, too. When we look at the PITCH charts, we see that its PITCH value is 22.

The first word of our song will look like this when you enter it into your device:

[MER<300,24>IY<300,22>

The second word, "HAD" uses an 1/8 note and contains the phonemes "HXAE D". The "D" is an ending consonant and stands alone. We don't want it to sound too pronounced when the word is sung, so it should get a lesser TIME value than "HXAE".

Now we have:

[MER<300,24>IY<300,22>HXAE<220,20>D<80,20>

Let's give "HXAE" a TIME value of 220. Its PITCH value is 20. And let's give "D" a TIME value of 80. Its PITCH value is 20. (220 plus 80 equals 300, or an 1/8 note.)

"A" (phonemes "AX") is easy. It's a one-phoneme 1/8 note. It gets a TIME value of 300 and the assigned PITCH of 22.

"LITTLE" must be broken up into "LIH T TUHL". Because we want to hear the "T" pronounced in "little" we should give it its own TIME value. "LIH" and "T" make up the first 1/8 note, so let's give LIH the TIME value of 250 along with its PITCH value of 24. Since an 1/8 note has 300 milliseconds and we have used 250 for "LIH", that leaves us with a TIME value of 50 for "T" (300 minus 250 equals 50). Its PITCH value is 24. "TUHL" uses an 1/8 note so it gets a TIME value of 300 and its PITCH value of 24.

Now we have

```
[MER<300,24>IY<300,22>HXAE<220,20>D<80,20>AX<
300,22>LIH<250,24>T<50,24>TUHL<300,24>
```

"LAMB" ("LEYAE M") uses a 1/4 note or about 600 milliseconds. It has an ending consonant, "M" (the "b" is silent) which must stand alone so we can hear it. Let's give "LEYAE" a TIME value of 500. Its PITCH is 24. ("LEYAE" sounds better when sung than "LAE".) "M" then gets a TIME value of 100. Its PITCH value is 24.

When "LAMB" is repeated in the second line of the song, it uses an 1/8 note (300 milliseconds) so give "LEYAE" the TIME value of 200 and "M" the TIME value of 100. The pitch is 24.

Now we have

```
[MER<300,24>IY<300,22>HXAE<220,20>D<80,20>AX<
300,22>LIH<250,24>T<50,24>TUHL<300,24>LEYAE<
500,24>M<100,24>
```

Use the] and CTRLk

We have reached the end of the first line of our song. This is a good place to insert a right square bracket] and the **CTRLk** character so that your device knows that it should keep on singing. Select the] key on your keyboard and then select the CTRL key and the "k" key. (You will see a symbol for CTRLk () on your display, not the letters.)

IMPORTANT:

When you end a phrase or line of a song with a] (right square bracket) and the **CTRLk** characters, you **must** start the next phrase or line with a [(left square bracket).

If you do not do this, your device will not know it is supposed to continue singing the song.

At the end of the entire song you **must** enter a] (right square bracket).

MARY HAD A LITTLE LAMB

Written down exactly as it is to be entered into your device

```
[MER<300,24>IY<300,22>HXAE<220,20>D<80,20>AX<300,22>
LIH<250,24>T<50,24>TUHL<300,24>LEYAE<500,24>M<100,24>
]CTRLk[LIH<250,22>T<50,22>TUHL<300,22>LEYAE<500,22>M<100,22>
]CTRLk[LIH<250,24>T<50,24>TUHL<300,27>LEYAE<500,27>M<100,27>
]CTRLk[MER<300,24>IY<300,22>HXAE<220,20>D<80,20>AX<300,22>
LIH<250,24>T<50,24>TUHL<300,24>LEYAE<500,24>M<100,24>]CTRLk
[IH<170,24>T<50,24>S<80,24>FLIY<200,22>S<100,22>WAX<200,22>Z<100,22>
WAY<220,24>T<80,24>AE<200,22>Z<100,22>SNOW<600,20>]
```

➡ Helpful Hints:

If you have Auto Power Down turned On, your device will power down if no activations are made after a pre-set number of minutes pass. If you are entering your song and your device powers down, you will lose your programming. Before you begin to program songs into your device we recommend that you **turn Auto Power Down Off**.

We also highly recommend that you have the song written down on a piece of paper exactly as you are going to program it before you begin to enter it. This will save you a lot of time.

Storing the Song

If you do not have all the extra song programming characters on your Minspeak® overlay (including TEXT and SPEECH MARKERS if you plan to use them), store the song from the Toolbox.

Storing Using TEXT and SPEECH MARKERS

When you store a song under an icon sequence, each time you activate the sequence to sing the song, the display will show the song just as you programmed it. Using TEXT and SPEECH MARKERS tells your device to display only the title of the song. See below.

1. Activate STORE.
2. Select the icon sequence you want to use.
3. Activate INSERT TOOL.
4. Activate TEXT MARKER.
5. Type the title of the song.
6. Activate INSERT TOOL.
7. Activate SPEECH MARKER.
8. Activate the left square bracket [.
9. Type in the song exactly as you wrote it out for programming.
10. You can listen to your song at any time by activating SPEAK ALL after you have entered a right square bracket] and CTRLk. You can use the arrow keys and DELETE keys to edit the song and correct any mistakes.
11. When you reach the end of the song, before entering the right square bracket] , activate INSERT TOOL.
12. Activate TEXT AND SPEECH MARKER.
13. Activate the right square bracket] .
14. Select OK.
15. Select OK again.

➡ If you do not want to use TEXT and SPEECH MARKERS, skip steps #3-7 and #10-11.

English Vowel Phonemes

Phoneme Symbol	Example	Phoneme Symbol	Example
Vowels			
aa	f a ther	ih	b i t
ae	b a t	ix	k i sses
ah	b u t	iy	b ea t
ao	b ou ght	ow	b oa t
aw	b ou t	oy	b oy
ax	a bou t	rr	b ir d
ay	b i te	uh	b oo k
eh	b e t	uw	b oo t
ey	b a ke	yu	c u te

R-Colored Diphthongs

ar	b ar
er	b ear
ir	b eer
or	b or e
ur	p oor

Syllable Consonants

el	bott le
en	butt on
rr	butt er

Chart copied with permission from Digital Equipment Corporation

For more DECTalk speech information see the following web site:

http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk_ref_

English Consonant Phonemes

Phoneme Symbol	Example	Phoneme Symbol	Example
Consonants			
b	b in	p	p in
ch	ch in	r	r ed
d	d ebt	s	s it
dh	th is	sh	sh in
f	f in	t	t est
g	g ive	th	th in
hx	h ead	v	v est
jh	g in	w	w est
k	c at	z	z oo
l	l et		
m	m et		
n	n et		
nx	si ng		
dx	ri d er, wri t er		
lx	be ll		
rx	o r ation		
tx	La t in		

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For more DECTalk speech information see the following web site:

http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk_ref_

Pitch Notes and Pitch Values

PITCH NOTES AND PITCH VALUES

BASS

A bass staff with a C-clef. Seven notes are shown: C (1), C# (2), D (3), D# (4), E (5), F (6), and F# (7). Each note is a quarter note with a stem pointing down.

A bass staff with a C-clef. Seven notes are shown: G (8), G# (9), A (10), A# (11), B (12), C3 (13), and C# (14). Each note is a quarter note with a stem pointing down.

A bass staff with a C-clef. Seven notes are shown: D (15), D# (16), E (17), F (18), F# (19), G (20), and G# (21). Each note is a quarter note with a stem pointing down.

TREBLE

A treble staff with a G-clef. Eight notes are shown: G (20), G# (21), A (22), #A (32), B (24), C4 (25), C# (26), and D (27). Each note is a quarter note with a stem pointing up.

➡ If you select a number for a note and the note doesn't sound right, try the next higher or the next lower number.

PITCH NOTES AND VALUES (cont'd)

G	G#	A	A#	B	C4	C#	D
20	21	22	32	24	25	26	27

D#	E	F	#F	G	G#	A	A#
28	29	30	31	32	33	34	35

B	C5	C#	D	D#	E	F	F#
36	37	554.5	587.6	622.4	659.6	697.8	740.2

G	G#	A	A#	B	C6	C#
284.4	831.0	880.0	932.4	988.0	104.6	1109.0

↻ If you select a number for a note and the note doesn't sound right, try the next higher or the next lower number.

PITCH Value Code

PITCH NOTE	PITCH VALUE	OCTAVE RANGE
C4	25	C4 = Middle C
B	24	
A#	23	ONE
A	22	
G#	21	
G	20	OCTAVE
F#	19	
F	18	
E	17	BELOW
D#	16	
D	15	
C#	14	
C3	13	MIDDLE C
B	12	
A#	11	TWO
A	10	
G#	9	
G	8	OCTAVES
F#	7	
F	6	
E	5	BELOW
D#	4	
D	3	
C#	2	MIDDLE C
C2	1	

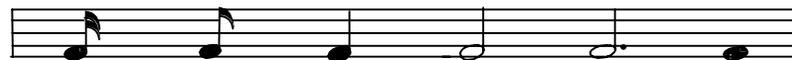
PITCH Value Code (cont'd)

PITCH NOTE	PITCH VALUE	OCTAVE RANGE
C4	25	C4 = Middle
C#	26	-
D	27	ONE
D#	28	
E	29	
F	30	OCTAVE
F#	31	
G	32	
G#	33	ABOVE
A	34	
A#	35	
B	36	MIDDLE C
C5	37	
C#	555.4*	TWO
D	587.6	
D#	622.4	
E	659.6	OCTAVES
F	697.8	
F#	740.2	
G	784.4	
G#	831.0	ABOVE
A	880.0	
A#	932.4	
B	988.0	MIDDLE C
C6	1046.8	

* For two octaves **above** middle C, you must enter PITCH values in Herz. This range is quite high for DECtalk speech voices. If you don't like the way a song sounds in this range, try entering the same notes with PITCH values that correspond to one octave **lower**.

TIME Values of Notes

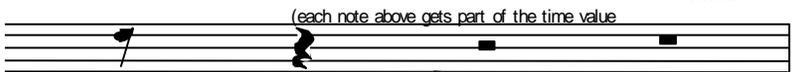
NOTE TIME VALUE CHART



1/16 note 1/8 note 1/4 note 1/2 note dotted 1/2 note whole note



1/8 note triplet 1/4 note triplet | pair of 1/8 notes pair of 1/16 notes
 (= 1/4 note) (= 1/2 note)



1/8 rest 1/4 rest half rest Whole

(each note above gets part of the time value)

Tempo		Largo	Larghetto	Adagio	Adagietto	Andante
Metronome		40-50	50-60	60-70	70-80	80-92
Notes	Rests					
		7200 - 9000	6000 - 7200	5140 - 6000	4500 - 5140	3910 - 4500
		4800 - 6000	4000 - 4800	3430 - 4000	3000 - 3430	2610 - 3000
		3600 - 4500	3000 - 3600	2570 - 3000	2250 - 2570	1960 - 2250
		2400 - 3000	2000 - 2400	1715 - 2000	1500 - 1715	1300 - 1500
		1800 - 2250	1500 - 1800	1285 - 1500	1125 - 1285	980 - 1125
		1200 - 1500	1000 - 1200	855 - 1000	750 - 855	650 - 750
		600 - 1125	750 - 900	640 - 750	560 - 640	490 - 560
		600 - 750	500 - 600	430 - 500	375 - 430	325 - 375
		450 - 560	375 - 450	320 - 375	280 - 320	245 - 280
		300 - 375	250 - 300	215 - 250	190 - 215	165 - 190

APPENDIX D: PROGRAMMING YOUR OWN SONGS

Vantage/Vanguard II Manual

Tempo	Andantino	Moderato	Allegro	Allegretto	Presto	Prestissimo	
Metronome	92-108	108-120	120-144	144-168	168-200	200+	
Notes	Rests						
		3330 - 3910	3000 - 3330	2500 - 3000	2140 - 2500	1800 - 2140	Less than 1800
		2220 - 2610	2000 - 2220	1670 - 2000	1430 - 1670	1200 - 1430	Less than 1200
		1670 - 1960	1500 - 1670	1250 - 1500	1070 - 1250	900 - 1070	Less than 900
		1110 - 1300	1000 - 1110	835 - 1000	715 - 835	600 - 715	Less than 600
		835 - 980	750 - 835	625 - 750	535 - 625	450 - 535	Less than 450
		555 - 650	500 - 555	415 - 500	360 - 415	300 - 360	Less than 300
		415 - 490	375 - 415	310 - 375	270 - 310	225 - 270	Less than 225
		280 - 325	250 - 280	210 - 250	180 - 210	150 - 180	Less than 150
		210 - 245	190 - 210	155 - 190	135 - 155	110 - 135	Less than 110
		140 - 165	125 - 140	105 - 125	90 - 105	75 - 90	Less than 75

APPENDIX D: PROGRAMMING YOUR OWN SONGS

Vantage/Vanguard II Manual

Tempo Chart

Tempos go from slowest (Largo) to fastest (Prestissimo). Metronome values represent the number of beats in a minute, so the smaller the metronome setting, the longer you hold a note.

This chart is based on a time signature with a 4 as the lower number in the time signature, and a quarter note  gets one beat - 4/4, for example. If the time signature for your music has an 8 for the lower number in the time signature - 6/8, for example - an eighth note  gets one beat, so you would double the numbers in this chart. If the time signature for your music has a 2 for the lower number in the time signature - 2/2, for example - a half note  gets one beat, so you would cut the numbers in this chart in half.

Remember that the numbers in the chart are just guidelines. It is not necessary, or even desirable, to be precise. Flexibility and creativity enhance the music.

PITCH NOTES, PITCH NUMBERS, PITCH VALUES and VOCAL RANGES

This chart matches Pitch Numbers with the various notes, pitches, values, and vocal ranges you may work with when you program music.

Pitch Number	Note	Pitch	Vocal Ranges
1	C2	65	
2	C#	69	
3	D	73	
4	D#	77	
5	E	82	Bass
6	F	87	Bass
7	F#	92	Bass
8	G	98	Bass/Baritone
9	G#	103	Baritone
10	A	110	Baritone
11	A#	116	Baritone
12	B	123	Baritone
13	C3	130	Baritone/Tenor
14	C#	138	Baritone/Tenor
15	D	146	Baritone/Tenor
16	D#	155	Tenor
17	E	164	Tenor
18	F	174	Alto
19	F#	185	Alto
20	G	196	Alto
21	G#	207	Alto
22	A	220	
23	A#	233	
24	B	247	Soprano
25	C4	261	Soprano
26	C#	277	Soprano
27	D	293	Soprano
28	D#	311	Soprano
29	E	329	Soprano
30	F	348	Soprano
31	F#	370	
32	G	392	
33	G#	415	
34	A	440	
35	A#	466	
36	B	494	
37	C5	523	

Use the Guide Below to Decide on a Singing Voice when Programming a Song

The chart below may help you to select a voice to use for the song you want to sing.

BASS	Harry
BARITONE	Rita, Dennis, Paul
TENOR	Frank
ALTO	Wendy, Betty
SOPRANO	Ursula, Kit

Appendix E: Helpful DECTalk Speech Tips

Sometimes a word has two different pronunciations. For instance, the word "record" can be pronounced as it is in this sentence, "We kept a REcOrd of how many people attended the museum opening." The word can also be pronounced as it is in this sentence, "Our speech teacher let us reCORD our voices on a tape recorder."

The way a word is most often spoken is the way your device will pronounce the word. In this case, if you type "record" it is pronounced "REcOrd." If you want the alternate pronunciation for the word, activate the **CTRL** key and then the **SPACE** key. Type the word you want and add a space after it.

If you store a word using CTRL SPACE, every time you retrieve that word your device will speak the alternate pronunciation of the word.

➡ We recommend that you **do not** store alternate pronunciations in the Dictionary, since they are the less frequently used pronunciations of words.

The next few pages contain a list of words that have alternate pronunciations which DECTalk speech already knows. There is also a list of all the abbreviations that you can use which DECTalk speech knows how to pronounce.

The last part of this appendix explains how your device and the DECTalk speech board handle numbers.

➡ You can find a phoneme list on pages 453 and 454.

Words with Alternate Pronunciations

abstract	defect	perfect	segment
abuse	deliberate	permit	separate
addict	desert	pervert	subject
advocate	digest	polish	sublet
affix	discharge	predicate	subordinate
alternate	dove	predominate	suspect
animate	duplicate	present	syndicate
annex	elaborate	proceed	suspect
appropriate	estimate	produce	tear
associate	excuse	progress	torment
attribute	exploit	project	transform
august	export	protest	transport
bass	extract	read	upset
close	implant	rebel	use
combat	import	recall	wind
combine	imprint	recap	wound
compact	incense	recess	
compound	incline	record	
compress	increase	recount	
conduct	insert	refill	
content	insult	refresh	
conflict	interchange	refund	
console	intimate	refuse	
construct	invalid	reject	
contest	lead	relapse	
contract	live	relay	
contrast	miscount	remake	
converse	misuse	rerun	
convert	moderate	research	
convict	object	retake	
coordinate	overrun	rewrite	

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Abbreviations Recognized by DECtalk Speech

Abbreviation	Word
all-in-1	All in one
all-in-one	All in one
Apr.	April
Assoc.	Associates
Aug.	August
Av.	Avenue
Ave.	Avenue
bldg.	Building
Blvd.	Boulevard
CH.	Chapter
Ch.	Chapter
cm.	centimeters
cms.	centimeters
Co.	Company
COD	"see-oh-dee"
cont.	continued
Corp.	corporation
Ctr.	center
CTRL	control
cu.	cubic
dec	DEC (as in Digital)
Dec.	December
Dist.	District
deg.	degrees
Dept.	Department
doz.	dozen
Dr.	Doctor (when followed by a name, i.e., Doctor West)
Dr.	Drive (when preceded by a name , i.e, West Drive)
e.g.	"ee""gee" (not 'for example')
ESC	escape
esp.	especially

Abbreviation	Word
est.	established ("eee ess tee")
etc.	et cetera
ext.	extension
Feb.	February
fig.	figure
Flt.	flight
FOB	freight on board
fn.	footnote
Fr.	Father
Fri.	Friday
ft.	feet (not 'foot')
Ft.	Fort (not 'Foot')
Gen.	General
gm.	grams
Gov.	Governor
hrs.	hours
i.e.	"eye ee" (not 'that is')
Inc.	Incorporated
Intl.	international
Jan.	January
Jr.	Junior
Jul.	July
Jun.	June
kg.	kilograms
kgs.	kilograms
km.	kilometers
lb.	pounds
lbs.	pounds
Ltd.	Limited
Mar.	March
mg.	milligrams
mgs.	milligrams
misc.	miscellaneous
ml.	milliliters
Mon.	Monday
Mr.	mister
Mrs.	missus

Abbreviation	Word
ms.	miz
msde.	merchandise
msec.	milliseconds
msecs.	milliseconds
mss.	manuscripts
Mt.	Mount
Nov.	November
Oct.	October
oz.	ounces
ozs.	ounces
Pl.	Plural
pp.	pages
ppd.	post paid
Pres.	President
Rd.	Road
recd.	received
Rep.	Representative
Rev.	Reverend
rsts	"ris-tis"
rsts/e	"ris-tis-ee"
Rte.	route
Sat.	Saturday
Sen.	Senator
Sep.	September
Sept.	September
sq.	square
Sr.	Senior
St.	Saint (when followed by a name)
St.	Street (when preceded by a name)
Sun.	Sunday
Thu.	Thursday
Thurs.	Thursday
Tue.	Tuesday
Tues.	Tuesday
Univ.	University
USA	"you-ess-aye"

Abbreviation	Word
---------------------	-------------

Vol.	Volume
vs.	versus
yds.	yards

Exceptions*

nt.wt.	net weight
op.cit.	op cit
p.p.d.	post paid
pat.pend.	patent pending.
Wednesday	

* These abbreviations will **not** work at this time (12/90)

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For more DECTalk speech information see the following web site:

http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk_ref_

Producing a Long "A" in the Middle of a Sentence:

Usually an "A" by itself in the middle of a sentence is pronounced as "uh," but there may be times when you want it to be pronounced as a long "A" ("ayee"). To achieve this, type in the capital letter "A" and then add a punctuation mark immediately following it:

A, A? A! (A A;

This will change the inflection of the sentence somewhat, but it will produce a long "A".

How DECTalk Speech Handles Numbers

1998 is a year. 1,998 is a big number. 1998 (no comma) is spoken as "nineteen-ninety-eight." 1,998 (with a comma) is spoken as "one-thousand-nine-hundred-and-ninety-eight." Any four-digit number is spoken as a year unless you add a comma after the first digit. Commas are not necessary if a number contains more than four digits (e.g., 10,375). Numbers containing up to 9 digits are pronounced correctly.

Examples of Entering Math Problems:

When you enter math problems, they must be spaced correctly for DECTalk speech and your device to pronounce them correctly.

For example: $5 - 3 = 2$

Enter this problem in the following manner:

5 (space) -3(no space between "-" and "3" but add a space after "3")
=(space) 2.

The problem looks like this when it is entered:

5_ -3_ =_ 2 ("_" indicates a space)

Examples of Spacing for Other Math Problems:

2*8_ =_ 16; 1*2_ =_ 2 ("*" indicates "times" but your device speaks "asterisk".)

2_ +8_ =_ 10

1 1/2 must be entered as 1&_1/2

(1/2 can be entered by activating "1" "slash" "2".)

At this time DECTalk speech and your device cannot speak division problems correctly.

Examples of Entering Dates:

DECtalk speech does not recognize dates if you enter them the way they are normally written, e.g.,

6-8-1990 or 11/20/95

Enter dates in the following manner for them to be spoken correctly:

6-Aug-1990 or 20-Nov-1995

These dates are spoken as "August 6, 1990" and "November 20, 1995".

Example of Entering a Phone Number:

Phone numbers must be entered by placing spaces and commas as shown below:

1_1_6,_2_6_2,_1_9_8_4 or 2_6_2,_1_9_3_3

For more DECtalk speech information see the following web site:

http://www.forcecomputers.com/binary/images/dectalk/dtdocuments/dectalk_ref_

Appendix F: RealSpeak™ Speech Tips

You can change the pronunciation of words, alter the rate at which words are spoken in a sentence, add pauses to sentences and tell RealSpeak to spell words out rather than pronounce them. To do these things you must use certain tags that tell RealSpeak what you want it to do. In the following pages you will learn how to use these tags. You will also learn how RealSpeak handles numbers and you will find phoneme charts to use for entering correct pronunciation.

Pronouncing Words Correctly

RealSpeak may not pronounce some words, especially nouns such as names of people or places, correctly. To teach the correct pronunciation of any word, you must enter it phonetically using a specific tag. This tag is shown below.

`<pron sym="phonetic string"/>`

Using this tag, you can enter words phonetically into the Speech Dictionary or into messages that you are storing.

🔁 Important Note: Phonemes must always be separated by spaces.

For example: the phonetic spelling of "bed" is B EH D. The phonetic spelling of "about" is AX B A + UH T. You must add a space between each phoneme.

Phoneme tables and instructions are available for three English language variations: American English (page **Error! Bookmark not defined.**); British English (page 478); and Australian English (page 482).

Note: The following RealSpeak tips and charts are used by permission of Nuance Communications, Inc.

AMERICAN ENGLISH PHONEMES

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
aa	father	1 f aa - dh ax r
ae	cat	k ae t
ah	cut	k ah t
ao	dog	d ao g
aw	foul	f aw l
ax	ago	ax - 1 g ow
ay	bite	b ay t
b	big	b ih g
ch	chin	ch ih n
dh	then	dh eh n
eh	pet	p eh t
er	fur	f er
ey	ate	ey t
f	fork	f ao r k
g	gut	g ah t
h	help	h eh l p

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
ih	fill	f ih l
iy	feel	f iy l
jh	joy	jh oy
k	cut	k ah t
l	lid	l ih d
m	mat	m ae t
n	no	n ow
ng	sing	s ih ng
ow	go	g ow
oy	toy	t oy
p	put	p uh t
r	red	r eh d
s	sit	s ih t
sh	she	sh iy
t	talk	t aa k

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
th	thin	th ih n
uh	book	b uh k
uw	too	t uw
v	vat	v ae t
w	with	w ih dh
y	yard	y aa r d
z	zap	z ae p
zh	pleasure	1 pleh - zh ax r

See the next page for a chart of various symbols (period, comma, punctuation, etc.) that can be used to guide pronunciation as you enter phonetic text.

Symbol	Meaning	Phonetic Use	Spoken as
- (Hyphen)	Syllable boundary	h eh - 1 l ow !	Hello!
! (Exclamation mark)	Sentence ender	h eh - 1 l ow !	Hello!
&	Word boundary	h eh - 1 l ow & , h aw & ao r & y uw ?	Hello, how are you?
, (Comma)	Sentence ender	h eh - 1 l ow & , h aw & ao r & y uw ?	Hello, how are you?
. (Period)	Sentence ender	h eh - 1 l ow .	Hello.
? (Question mark)	Sentence ender	h eh - 1 l ow ?	Hello?
_ (Underscore)	Silence	h eh - 1 l ow _ h aw & ao r & y uw ?	Hello..... How are you?
1	Primary stress	h eh - 1 l ow	
2	Secondary stress	Ax - 2 f r ih - k ax - n ay - l z ey - sh ax n	Africanization

➡ **A Note about Text and Speech Markers:** If you are storing a message and enter a phonetically spelled word, also enter the correctly spelled word and use the Text and Speech Marker tools (page 289) so your device will speak the word correctly and show the correct word on the display, but will hide the phonetic pronunciation.

BRITISH ENGLISH PHONEMES

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
i	beat	s1 b i t
ih	bit	s1 b ih t
eh	bed	s1 b eh d
ae	map	s1 m ae p
o	go	s1 g o
q	pot	s1 p q t
aa	car	s1 k aa
ah	but	s1 b ah t
ao	bought	s1 b ao t
uh	book	B uh k
u	boot	s1 b u t
ax	about	ax s1 b a + uh t
er	turn	s1 t er n
i + ax or iyx	here	s1 h i + ax or s1 h iyx
eh + ax or ehx	there	s1 dh eh + ax s1 dh ehx
u + ax or uax	poor	s1 p u + ax or s1 p uax
e + i or ei	bait	s1 b e + i t or s1 b ei t

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
ao + i or oi	boy	s1 b ao + i or s1 b oi
a + i or ai	buy	s1 b a + i or s1 b ai
a + uh or au	down	s1 d a + uh n or s1 d au n
p	pan	s1 p ae n
t	tan	s1 t ae n
k	can	s1 k ae n
b	boy	s1 b ao + ih
d	day	s1 d e + IH
g	got	s1 g q t
gt	eat	s1 gt i t
f	fine	s1 f a + ih n
th	thin	s1 th ih n
s	sin	s1 s ih n
sh	shine	s1 sh a + ih n
v	vine	s1 v a n

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
dh	that	s1 dh ae t
z	zone	s1 z o + uh n
zh	vis ion	s1 v ih zh ax n
h	head	s1 h eh d
j	you	s1 j u
w	wit	s1 w ih t
r	ride	s1 r a + ih d
l	let	s1 l eh t
m	my	s1 m a + ih
n	no	s1 n o + uh
ng	song	s1 s q ng
t + sh	church	s1 t + sh er t + sh
d + zh	jungle	s1 d + zh ah ng g ax l

See the next page for a chart of various symbols (period, comma, punctuation, etc.) that can be used to guide pronunciation as you enter phonetic text.

Symbol	Meaning	Phonetic Use	Spoken as
_! (underscore exclamation mark)	Sentence ender	h eh s1 l o _!	Hello!
_& (underscoreand)	Word boundary	h eh s1 l o _& _, h au _& aa r _& j u _?	Hello, how are you?
_, (underscorecomma)	Sentence ender	h eh s1 l o _& _, h au & aa r _& j u _?	Hello, how are you?
_. (underscoreperiod)	Sentence ender	h eh s1 l o _.	Hello.
_? (underscorequestion mark)	Sentence ender	h eh s1 l o _?	Hello?
_s (underscore)	Silence	h eh s1 l o _s h au & aa r & j u ?	Hello..... How are you?
S1 or s1	Primary stress	h eh s1 l o	Hello
S2 or s2	Secondary stress	Ax - 2 f r ih - k ax - n ay - 1 z ey - sh ax n	Africanization

🔄 A Note about Text and Speech Markers:

If you are storing a message and enter a phonetically spelled word, also enter the correctly spelled word and use the Text and Speech Marker tools (page 289) so your device will speak the word correctly and show the correct word on the display, but will hide the phonetic pronunciation.

AUSTRALIAN ENGLISH PHONEMES

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
i	beat	s1 b i t
ih	bit	s1 b ih t
eh	bed	s1 b eh d
ae	map	s1 m ae p
o	go	s1 g o
q	pot	s1 p q t
aa	car	s1 k aa
ah	but	s1 b ah t
ao	bought	s1 b ao t
uh	book	b uh k
u	boot	s1 b u t
ax	about	ax s1 b a + uh t
ix	roses	S1 r o + uh z ix z
er	turn	s1 t er n
i + ax or iyx	here	s1 h i + ax or s1 h iyx
eh + ax or ehx	there	s1 dh eh + ax or s1 dh ehx
u + ax or uax	poor	s1 p u + ax or s1 p uax

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
e + i or ei	bait	s1 b e + i t or s1 b ei t
ao + i or oi	boy	s1 b ao + I or s1 b oi
a + i or ai	buy	s1 b a + i or s1 b ai
a + uh or au	down	s1 d a + uh n or s1 d au n
p	pan	s1 p ae n
t	tan	s1 t ae n
k	can	s1 k ae n
b	boy	s1 b ao + ih
d	day	s1 d e + IH
g	got	s1 g q t
gt	eat	s1 gt i t
f	fine	s1 f a + ih n
th	thin	s1 th ih n
s	sin	s1 s ih n
sh	shine	s1 sh a + ih n
v	vine	s1 v a n

Phoneme	Example	Phonetic Spelling Enter any phonetic word with this tag: <pron sym="phonetic text"/>
dh	that	s1 dh ae t
z	zone	s1 z o + uh n
zh	vision	s1 v ih zh ax n
h	head	s1 h eh d
j	you	s1 j u
w	wit	s1 w ih t
r	ride	s1 r a + ih d
l	let	s1 l eh t
m	my	s1 m a + ih
n	no	s1 n o + uh
ng	song	s1 s q ng
t + sh	church	s1 t + sh er t + sh
d + zh	jungle	s1 d + zh ah ng g ax l

See the next page for a chart of various symbols (period, comma, punctuation, etc.) that can be used to guide pronunciation as you enter phonetic text.

Symbol	Meaning	Phonetic Use	Spoken as
_! (underscore exclamation mark)	Sentence ender	h eh s1 l o + uh _!	Hello!
_& (underscoreand)	Word boundary	h eh s1 l o + uh _&_, h au _& aa r _& j u _?	Hello, how are you?
_, (underscorecomma)	Sentence ender	h eh s1 l o + uh _&_, h au & aa r _& j u _?	Hello, how are you?
_. (underscoreperiod)	Sentence ender	h eh s1 l o + uh _.	Hello.
_? (underscorequestion mark)	Sentence ender	h eh s1 l o + uh _?	Hello?
_s (underscore)	Silence	h eh s1 l o + uh _s h au _& aa r _& j u _?	Hello.... How are you?
S1 or s1	Primary stress	h eh s1 l o + uh	Hello
S2 or s2	Secondary stress	s1 l eh k s ih s2 k q n	Lexicon

🔄 A Note about Text and Speech Markers:

If you are storing a message and enter a phonetically spelled word, also enter the correctly spelled word and use the Text and Speech Marker tools (page 289) so your device will speak the word correctly and show the correct word on the display, but will hide the phonetic pronunciation.

Producing a Long "A" in the Middle of a Sentence:

Usually an "A" by itself in the middle of a sentence is pronounced as "uh," but there may be times when you want it to be pronounced as a long "A" ("ayee"). To achieve this, type in the capital letter "A" and then add a punctuation mark immediately following it:

A, A? A! (A A;

This will change the inflection of the sentence somewhat, but it will produce a long "A".

For example: *Give me an A! Give me a B.*

RealSpeak and Numbers

Most numbers are pronounced as you think they should be.

Cardinal Numbers

Cardinal numbers up to 15 digits are pronounced as full numbers.

Numbers with more than 15 digits are pronounced digit by digit.

For example: 2,345,789 is pronounced as *two million three-hundred-forty-five thousand, seven-hundred-eighty-nine*. 005 is pronounced as *zero zero five*.

Numbers from 1,100 through 9,999 are pronounced as full numbers when a comma is used. When no comma is used, the number is treated as a year.

For example: the number, 1,999, is pronounced *one-thousand-nine-hundred and ninety-nine*. The year 1999 is pronounced *nineteen-ninety-nine*.

Exception: The years 2000-2029 are pronounced as cardinal numbers, (e. g., *two-thousand-sixteen*). At 2030 they begin to be pronounced as years (e.g., *twenty-thirty*).

Telephone Numbers

Telephone numbers are pronounced digit by digit. To have the numbers pronounced as groups, add a space, a slash or a hyphen between the groups. Area Codes must be in parentheses.

For Example: (330) 262 1984 or (330)/262/1984. Both of these are spoken as: *Area Code 330, two six two, one nine eight four.*

International and mobile (or cell) numbers are usually read correctly assuming you have used the correct spacing.

For example: +22 (1343) 465-586 is pronounced: *plus twenty two one three four three four six five five eight six*; 011 44 (1733) 370 470 is pronounced: *zero one one forty-four one seven three three three seven zero four seven zero.*

Entering Math Problems

For math problems to be pronounced correctly, you must space the numbers correctly.

For example: $5 - 3 = 2$ must be entered as:

$5 - 3 = 2$ (5space -no space3space=space2)

$4 + 5 = 9$ is entered as

$4 + 5 = 9$ (4space +no space5space=space9)

With **multiplication**, use the "x" or the * .

For Example: $2 * 8 = 16$ or $2x8 = 16$. In either case your device will speak "x" or "asterisk", not "times". Do not put spaces between the multiplication sign and the numbers. Add a space before and after the "equals" sign.

Division is not available unless you have a "division" sign that you can assign to a key or sequence; otherwise, you must enter the words "divided by " with spaces, as in: 4 divided by 2 = 2.

Fractions are usually spoken correctly.

For example: 5/9 is spoken as *five ninths*; 3/2 is spoken as *three over two*; 223/845 is spoken as *two hundred twenty three over eight hundred forty five*.

Bank Account, Social Security, Credit Card Numbers

In order to have these types of numbers pronounced correctly, use hyphens between groups of numbers. Do not put spaces before or after the hyphen.

For example: 1234-5678-9123-4004 is pronounced as: *one two three four (pause) five six seven eight (pause) nine one two three (pause) four zero zero four*.

Dates

Depending on your country, dates are read as month/day/year (America) or day/month/year (Britain, Australia). Separate numbers with the date with slashes or hyphens. Do not add spaces.

For example: 5/15/06 is pronounced as: *May fifteenth two-thousand-six* in American English. 15-5-06 is pronounced: *the fifteenth May two-thousand six* in British and Australian English.

Currencies

RealSpeak correctly handles the currency symbols \$, £, ¥, and the most common currency abbreviations. The Euro symbol is also supported.

You can find this symbol on the QWERTY spell page. Press the **Ext.**

Chars. key to find the Euro symbol.

For example: \$40.00 is pronounced *Forty dollars*. £125 is pronounced *One hundred twenty five pounds*. ¥60 is pronounced *60 yen*. € 20 is pronounced *Twenty Euros*.

Abbreviations

The RealSpeak dictionary contains most common abbreviations. Some abbreviations can be spoken in more than one way, so RealSpeak looks for the context in which they are written. The abbreviation, "St." could be pronounced as *Saint* or *Street*. If "St." is followed by a capital letter, it is pronounced as *Saint*. If not, it is pronounced as *street*. Similarly, the abbreviation "Dr." could be pronounced as *Doctor* or *Drive*. If it is followed by a capital letter, it's pronounced *Doctor*. If not, it is pronounced, *Drive*.

For example: Dr. Johnson's St. is pronounced, *Doctor Johnson's Street*. St. John's Dr. is pronounced *Saint John's Drive*. Dr. Johnson lives on St. Peter's St. is pronounced, *Doctor Johnson lives on Saint Peter's Street*.

Acronyms and Initialisms

Acronyms are abbreviations formed by combining the first letters of a group of words. They are pronounced as words.

For example: NATO (nay toe), UNESCO (you ness coe)

Initialisms are abbreviations formed by combining the first letter of each part of a group of words. Initialisms are spelled.

For example: API (ay pee eye), FBI (eff bee eye), EC (ee cee)

Appendix G: External Speaker and Headphone Information

You can connect stereo headphones or amplified stereo speakers (e.g., computer speakers) to your device.

Headphones should be used if you are also using Auditory Prompts, and they can be used with the phone. The headphone connectors must fit into the Headphone/Speaker jack on the side of the case.

To use auditory Prompts and external amplified speakers at the same time you must have a Y-adapter to plug into the Headphone/Speaker connector on your device. The Y-adapter must have two 1" mono jacks to one 1/8" stereo plug. You can purchase this Y-adapter at any Radio Shack store. Ask for part number 274-375.

➔ A mono earphone, rather than stereo headphones, works best if you want to use Auditory Prompts and external speakers at the same time.

Appendix H: Creating Macros That Contain Menu Options

Many menus have options that are not listed in the All Tools List as insertable Tools. For example, you cannot insert the Tool "1-Switch" into a macro. But you can create a macro that includes part of the SELECTION TECHNIQUE MENU that allows you to change your selection technique to 1-Switch Scanning.

Let's say that you normally use the headpointer for your selection technique, but when you get tired you like to change to 1-switch scanning. You might like to create a macro that allows you to change from headpointing to 1-switch scanning. You can store this macro on your overlay and activate it whenever you want to switch selection techniques.

In order to create a macro that includes part of a menu you have to do some homework first.

- You need to know and write down (or remember) the keys that you have to activate in the menu.
- You need to know the Row/Column coordinates of the keys that you activate in the menu.
- For our 'Headpointing to Scanning' example, you should set up the Headpointing and 1-Switch selection techniques **before** you begin to create the macro so that all the options are set the way you want them when you use a switch.

Homework:

Let's find out what key activations you have to make in the SELECTION TECHNIQUE MENU to change from Headpointing to 1-Switch Scanning.

1. Go to the Toolbox and open the SELECTION TECHNIQUE MENU.
2. The current selection technique should be "Headpointing."
3. Activate the **down** arrow key **two** times. You see "1-Switch."
(The options should **already be set** for your use.)

4. Now figure out the key coordinates of the **down arrow**. Write the coordinates down if you don't think you will be able to remember them. The down arrow key is at ROW 1 COLUMN 4.
5. You will have to activate the OK key when you create your macro, but OK is in the All Tools List and you can select it from there. You do not need to remember the row/column coordinates for this key.
6. Activate OK to close the menu.

You now know that in order to create this macro you have to open the SELECTION TECHNIQUE MENU, activate the down arrow two times at location ROW 1 COLUMN 4, and activate the OK key.

To Create the "Headpointing to Scanning" Macro:

1. In the Toolbox, activate STORE CORE.
2. Select the icon sequence you want to store the macro under, for example, you might use the pointing finger (REMEMBER) and the medical icon (MEDICAL).
3. Activate OK.
4. Activate "Spell Text for Message" (we will add a message to be spoken at the end of the macro.)
5. Activate INSERT TOOL.
6. Activate MORE ITEMS.
7. Activate SELECTION TECHNIQUE MENU.
8. Activate INSERT TOOL.
9. Activate ACTIVATE KEY.
(When you press ACTIVATE KEY you are telling your device that you want to activate a menu key next, not a key from the All Tools List.)
10. You see a blank screen. Activate the coordinates for the down arrow key: ROW 1 COLUMN 4.
11. Activate INSERT TOOL.
12. Activate ACTIVATE KEY.
13. Activate the down arrow coordinates again: ROW 1 COLUMN 4.
14. Activate INSERT TOOL

15. Activate MORE ITEMS.
16. Activate OK.
17. Now type a message if you want one, perhaps: "Please plug in my switch."
18. Activate OK on your spelling overlay when you have completed your message.
19. You can activate OK on the storing screen, or you can modify the icon or change the label if you want and then activate OK.
20. In the Toolbox, activate GO TO MINSPEAK.
21. Activate the icon sequence you chose (REMEMBER MEDICAL).
22. Your device should speak, "Please plug in my switch." Activate your switch once. If you are using Row/Column scanning, the top row of the display screen should be highlighted in red, ready for you to scan.

➡ If you want to **return** to using your headpointer (that is, if you want toggle between two selection techniques) you must create and store a second macro that takes you back to the first technique.

➡ Besides storing these macros under icon sequences, you can store them in Pages, in Activity keys or assign them to Core keys.

Other Macros That Might Be Used:

You could modify other selection technique settings for different times of day without going to the Toolbox. (➡ You can also do this by saving your settings and storing them on your overlay, see pages 115-117.)

You could change voices from the SPEECH MENU without having to go to the Toolbox.

Appendix I: Troubleshooting



DO NOT open your device case!

If you encounter a problem with your unit,
call the PRC Service Department at 1-800-262-1990.
If you are outside the U.S., call your local distributor.

Do not attempt to open the case!

Battery and Battery Charger Warning:



Risk of explosion if battery is replaced by an incorrect type. Call PRC Service Department before replacing the batteries.



Use only the battery charger that came with your device.
Other chargers may damage the batteries of your device.

 **If you plan to store the Vantage or Vanguard for a month or more without using it, unplug the batteries from the device:**
Charge the batteries to **Full**. Then open the Battery Door and pull on the small ribbon that is attached to the battery pack until the battery pack come loose and can be removed. Replace the pack and fully charge the batteries when you are ready to use the Pathfinder again.

➡ **Remember!** You cannot store when the batteries are low.

➡ **Remember!** You can always check the status of your batteries by looking at the bar graph next to the Battery icon in the Status display Area.

➡ **Conserve Battery Energy:**

For the Vanguard II: The batteries will last 3 hours longer if backlighting is set at #0 instead of #6. This three-hour difference will happen only when there is **no activity** on your device. With activations and speaking, the three-hour time frame will decrease, but not as rapidly as it would if backlighting were set at #6.

➡ **Conserve Battery Energy: For the Vantage:** The batteries will last 2 hours longer if backlighting is set at #1 instead of #6. This 2-hour difference will happen only when there is no activity on your device. With activations and speaking, the 2-hour time frame will decrease, but not as rapidly as it would if backlighting were set at #6.

➡ **If the batteries have gone completely dead** and you plug your charger in, the LED will either stay a solid red for a few minutes or flash very slowly. It will soon begin to flash rapidly.

➡ **If you know the unit is not going to be plugged in or used for several hours:**

We recommend that you set the backlighting option to **#0 on the Vanguard II** and **#1 on the Vantage** until you are ready to use the unit again.

➡ **Remember!** You cannot STORE when the batteries are low.

➡ **For the Vantage: If the battery charging LED is still flashing rapidly after you charge the batteries overnight:**

Check the battery bar in the **Status Area** to see if it indicates that the batteries are full. If the batteries are full and the charger remains plugged in, the Vantage will periodically fast-charge the batteries to keep them full.

➡ **Battery Disposal:**

If the batteries in your device need to be replaced, **dispose of the old batteries properly**. Follow the regulations of your community, state or country for the disposal of batteries.

➡ **If the wrong keys are being activated:**

Recalibrate the display screen. See **Appendix B** for more information.

➡ **If you activate a key or keys and your device makes a "raspberry" noise:**

A Dynamic Activity is stored under the key(s) but it is hidden. Open the DYNAMIC ACTIVITY MENU to see if you stored something at this location. If you see the sequence but the "Activity" is listed as "unknown" you may have deleted the Activity at some other time. You must either **add** the Activity, or **delete** the sequence by activating the Delete Dynamic Activity key in the DYNAMIC ACTIVITY MENU and then selecting the key or sequence you stored the activity under.

➡ **Auto-repeat won't work when you are using "Activate Key When = Released":**

The key is selected after you have released it and after the Release Time has expired. If you have set a long Release Time you must wait for it to expire before the key will begin to repeat.

➤ **About High-Efficiency Fluorescent Lights and the Use of Infrared:**

There is a compatibility problem between many infrared controls and high-efficiency fluorescent lights.

If you are using your device in a room that has high-efficiency fluorescent lighting, the infrared, including headpointing, computer access, remote control commands, etc., will not work. Turn the lights off and the IR will work fine.

➤ **Checking Memory in the MAINTENANCE MENU:**

When you want to check the amount of memory that is available, turn your device Off and then back On before you open the MAINTENANCE MENU. This will give you the true memory readings.

➤ **Never immerse your device in water!**

➤ **Important Note! Do not spray anything directly on the device. This will loosen labels and corrode connectors.** Spray a cloth instead and use the dampened cloth to wipe the device.

➤ **Regular Cleaning of your device:**

Clean the case with a soft damp cloth. Damp means wrung out till almost dry, never dripping. If you purchased a **keyguard**, wash it often in hot, soapy water.

Clean the display with the same kind of product you use for windows. To avoid scratching the display, use a soft cloth and **spray the cleaner directly onto the cloth**, not the display. If you notice a film over the screen after you have cleaned it, you may want to try a different cleanser. You can also clean the overlay protector with the window-cleaning product.

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.

☞ What about drooling?

Any drool should be wiped up immediately, especially on the touch screen or around any of the connectors. Use a soft damp cloth to wipe the device. s

☞ What about Spills, Rain Showers, Accidental Immersion?

If you spill liquid or any runny substance on your device, if you're caught in a rain shower, or if the device is accidentally dropped in liquid, you must call the PRC Service Department. Tell them what happened. They may assign you a Return number and ask you to send in your device for servicing.

☞ SERVICE DISCLAIMER

The PRC Service Department is not responsible for lost vocabulary on devices returned for service.

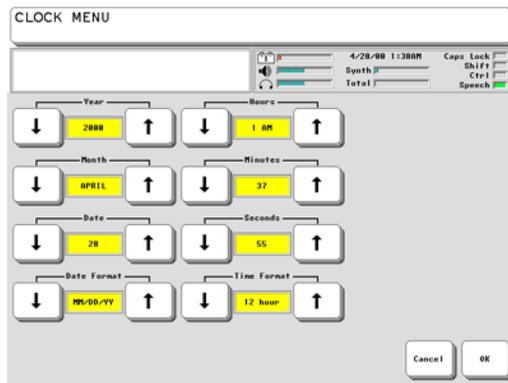
Before you return a device to PRC for servicing, **back up your vocabulary** on a disk, a computer or a USB memory device.

Appendix J: Setting the Time and Date

The Pathfinder will display the current date and time in the Status Area. Set the Time and Date in the CLOCK MENU in the Toolbox.

To Set the Time and Date:

1. Go to the Toolbox screen.
2. Activate the CLOCK MENU.



3. Use the arrow keys to set the correct date and time.
4. **Time Format** allows you to use a 12-hour or 24-hour clock.
5. **Date Format** allows you to select Month/Day/Year or Day/Month/Year format.
6. Activate OK when you are finished.

Appendix K: Using the LAM (Language Activity Monitoring)

As a clinician or teacher you can use the LAM capabilities in your device to analyze your clients' language activities. This can be helpful for clinical intervention, outcomes measurement and research.

The following instructions are for use with a USB flash drive or Secure Digital card. If you need to connect to a computer with a serial cable, download instructions from the following web site: aacinstitute.org

Under Products and Services, click on LAMterm.

In order to accumulate language data to be analyzed, **Data Logging** must be **ON** in the **REVIEW VOCABULARY MENU**. Your device will then record all language activity data. You should also set the **CLOCK** menu to the current year, month and date and the correct time.

You can tell if there is data to be analyzed by looking at the Clear Data Log key. If there is a number displayed on the key, (e.g., 134 Bytes, or 400 Bytes, etc.) then there is data available to be analyzed. If there is no number on the key, you will have to turn **Data Logging On** and have the client generate some data.

You will save the language data to your USB drive or the SD card. You can then download the Data Log file from the USB drive or SD card onto your computer and save it as a word processing document.

Save Data Log

Once you have accumulated some language data, you need to save it to your USB drive or SD card.

1. Make sure you have the USB drive or SD card plugged into the correct connector on your communication aid.
2. Open the REVIEW VOCABULARY MENU.
3. In the **Data Logging** option, select **USB Disk** or **SD Card**, whichever you are using.
4. Select **Save Data Log**.
5. When the log is saved, remove the USB device or SD card from your device.
6. Follow the directions that came with your USB device or SD Card to place the Data Log on your computer.
7. Select **Clear Data Log** in the REVIEW VOCABULARY MENU. This erases the data you just saved. If you want to accumulate more data, make sure **Data Logging** is **On**.

An Example of a Data Log

CAUTION

The following data represents personal communication.
Please respect privacy accordingly.

Language Activity Monitor Springboard LAM-2
Version 2.00
Prentke Romich Company

```
*[YY-MM-DD=05-06-07]*
09:47:15 SEM "like "
09:47:22 SEM "read "
09:47:24 SEM "put "
09:47:28 SEM "please "
09:47:39 SEM "I "
09:47:41 SEM "eat "
09:47:48 SEM "I "
09:47:49 SEM "feel "
09:47:58 ACT "happy "
09:48:15 SEM "you "
09:48:17 SEM "feel "
09:48:18 ACT "happy "
09:48:22 SEM "I "
09:48:23 SEM "want "
09:48:24 SEM "drink "
09:48:27 ACT "water "
09:48:44 SEM "you "
09:48:45 SEM "go "
09:48:47 ACT "outside. "
09:49:05 SEM "my "
09:49:07 SEM " "
09:49:16 PAG "Maria "
```

An Example of CTL Information

```
01:52:01 CTL "Switch User Area from Unity 45 Full to Unity
84 Single Hit"
01:52:14 CTL "Switch User Area from Unity 84 Single Hit to
Unity 45 Full"
```

About the LAM Data

When you look at the Data Log, the first thing you see is the year, month and date of this particular log.

The next item you notice is the Time Stamp. Time is presented in a 24-hour format.

Following the time Stamp is the SOURCE of language event. Source codes are in capital letters. The following source codes are currently valid:

ACT (Activity Row)

CTL (Control – this supplies information on non-language key activations the client makes.)

PAG (Page)

SEM (Semantic Compaction – Minspeak[®] and Unity[®])

SPE (Spelling)

WPR (Word Prediction)

DWP (Derivative from Word Prediction).

Any characters spaced more than 0.2 seconds apart are considered as separate language events.

In the example at the top of the facing page you can see that the device user formed sentences and used Pages and Activities. In the second example, the user changed overlays. These were not language events, so you see the CTL source code, but from them you can see that the user knows how to change overlays.

More information about LAM data and LAM tools is available on the Web at aacinstitute.org .

Appendix L: IBM and Macintosh Computer Keyboard Names; Mouse Commands

The names on the following pages correspond to individual keys on a PC or Macintosh keyboard. Use these names exactly as they are written when you are storing computer commands for the keyboard keys.

The <esc> command that begins each key name is created by activating **CTRL[** (CTRL key and Left Bracket key) in your Toolbox. When you activate this sequence you will see a small Left Arrow on your display.

Mouse Commands follow the keyboard names pages.

PC/IBM Keyboard Keys

<esc>backspace.	<esc>f9.
<esc>capslock.	<esc>f10.
<esc>delete.	<esc>f11.
<esc>down.	<esc>f12.
<esc>end.	<esc>home.
<esc>enter.	<esc>insert.
<esc>esc.	<esc>left.
<esc>f1.	<esc>pagedown.
<esc>f2.	<esc>pageup.
<esc>f3.	<esc>pause.
<esc>f4.	<esc>print.
<esc>f5.	<esc>right.
<esc>f6.	<esc>scroll.
<esc>f7.	<esc>tab.
<esc>f8.	<esc>up.
	<esc>,hold,alt.
	<esc>,hold,control.
	<esc>,hold,shift

Specify a right or left key by placing a "r" or an "l" in front of the key name. For example, to hold the left shift key: `sc>,hold,lshift`.

IBM Keypad Keys

<esc>kp0.	<esc>kp9.	<esc>kpplus.
<esc>kp1.	<esc>kpdel.	<esc>kpriight.
<esc>kp2.	<esc>kpdown.	<esc>kpslash.
<esc>kp3.	<esc>kpend.	<esc>kpstar.
<esc>kp4.	<esc>kpenter.	<esc>kpup.
<esc>kp5.	<esc>kpins.	<esc>kpnumlock
<esc>kp6.	<esc>kpleft.	<esc>kpsysreq.
<esc>kp7.	<esc>kpminus.	
<esc>kp8.	<esc>kppgdn.	

Macintosh Keyboard Keys

The <esc> command that begins each key name is created by activating **CTRL[** (CTRL key and Left Bracket key) in your Toolbox. When you activate this sequence you will see a small Left Arrow on your display.

<esc>backspace.	<esc>help.
<esc>capslock.	<esc>home.
<esc>delete.	<esc>insert.
<esc>end.	<esc>left.
<esc>esc.	<esc>pagedown.
<esc>fi.	<esc>pageup.
<esc>f2.	<esc>pause.
<esc>f3.	<esc>print.
<esc>f4.	<esc>return.
<esc>f5.	<esc>right.
<esc>f6.	<esc>scroll.
<esc>f7.	<esc>tab.
<esc>f8.	<esc>up.
<esc>f9.	<esc>,hold,command.
<esc>f10.	<esc>,hold,control.
<esc>f11.	<esc>,hold,option.
<esc>f13.	<esc>,hold,shift.
<esc>f14.	<esc>,hold,alt.
<esc>f15.	

When using a modifier key such as <CTRL>, <ALT>, <OPTION>, <SHIFT>, or <COMMAND>, typing the word "hold" in front of the key name causes the key to be held down automatically until one additional character is entered.

Typing the word "combine" in front of the key name lets you combine several modifier keys.

Macintosh Keypad Keys

<esc>kp0.

<esc>kp1.

<esc>kp2.

<esc>kp3.

<esc>kp4.

<esc>kp5.

<esc>kp6.

<esc>kp7.

<esc>kp8.

<esc>kp9.

<esc>kpclear.

<esc>kpdel.

<esc>kpdown.

<esc>kpend.

<esc>kpenter.

<esc>kpequal.

<esc>kphome.

<esc>kpins.

<esc>kpleft.

<esc>kpminus.

<esc>kppd.

<esc>kppgdn.

<esc>kppgup.

<esc>kpplus.

<esc>kpright.

<esc>kpslasj.

<esc>kpstar.

<esc>kpup.

<esc>kpnumlock.

<esc>kpreset.

Mouse Button Commands

Command	Action
<esc>,click.	Clicks mouse button on Mac and left button on PC mouse
<esc>,click,right.	Clicks right button on 2-button mouse
<esc>,click,left.	Clicks left button on 2-button mouse
<esc>,dblclick.	Double clicks mouse button on Mac and left button on PC mouse
<esc>,dblclick,right.	Double clicks right button on 2-button mouse
<esc>,dblclick,left.	Double clicks left button on a 3-button mouse
<esc>esc,moulock.	Locks mouse button on Mac and left button on PC mouse
<esc>,moulock,right.	Locks right button on 2-button mouse
<esc>,moulock,left.	Locks left button on a 2-button mouse
<esc>,mourel.	Releases all mouse buttons that were locked

<esc>,mouse1,right.	Releases right button on a 2-button mouse
<esc>,mouse1,left.	Releases left button on a 2-button mouse

Mouse Cursor Movement Commands

These commands move the mouse cursor a specific distance on the screen.

The first number is the horizontal movement.

Horizontal plus (+) numbers move the mouse to the right.

Horizontal minus (-) numbers move the mouse to the left

The second number is the vertical movement.

Vertical plus (+) numbers move the mouse downward.

Vertical minus (-) numbers move the mouse upward.

The mouse moves **diagonally** when both horizontal and vertical numbers are sent.

Command	Mouse Cursor Movement
<esc>,move,+5,0.	Moves 5 pixels to the right
<esc>,move,-5,0.	Moves 5 pixels to the left
<esc>,move,0,+5.	Moves 5 pixels down
<esc>,move,0,-5.	Moves 5 pixels up
<esc>,move,+10,+10.	Moves 10 pixels diagonally down and to the right
<esc>,move,-10,+10.	Moves 10 pixels diagonally down and to the left
<esc>,move,-10,-10.	Moves 10 pixels diagonally up and to the left
<esc>,move,+10,-10.	Moves 10 pixels diagonally up and to the right
<esc>,moureset.	Resets the mouse and sends the cursor to upper left corner of the screen.

GOTO Commands

☞ Set the Mouse Speed in your computer to "tablet" or "slow".

GOTO commands send the mouse to an **assigned location** on the screen.

GOTO commands always start from the **upper left corner** of your screen.

The assigned location is given with horizontal and vertical number values, like those in the mouse cursor commands.

Since a GOTO command always starts in the upper left corner of the screen, the command always uses positive numbers.

Because GOTO commands always start in the upper left corner, you need to use the `<esc>,moureset.` command as the first mouse command. This puts the cursor in the upper left corner.

GOTO numbers will vary with computers. You need to experiment with your computer and mouse to determine where a specific set of numbers, such as those in the example below, will send the mouse.

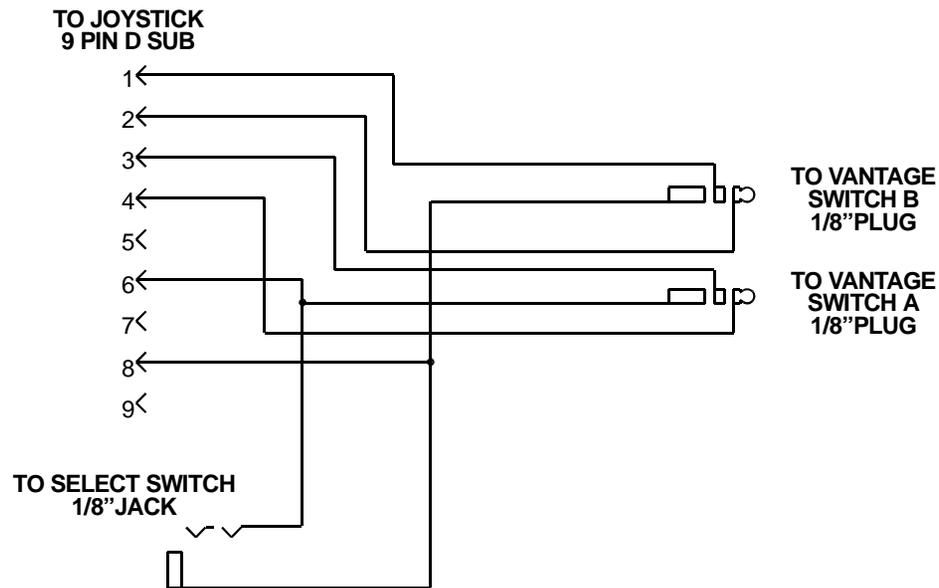
A GOTO command will not work correctly if you send the mouse past the edge of the screen.

Command	Mouse Cursor Movement
<code><esc>,moureset.</code>	Resets mouse and sends it to upper left corner of screen
<code><esc>,goto,+100,+150.</code>	Mouse moves to a specific location on the screen

Appendix M: The Joystick Adapter

In order to use a joystick with your device you must have an adapter to plug into your device and your joystick. The schematic below shows you the adapter specifications. You can also call the PRC Rehab Department and ask about the availability of Joystick adapters, 330-262-1990.

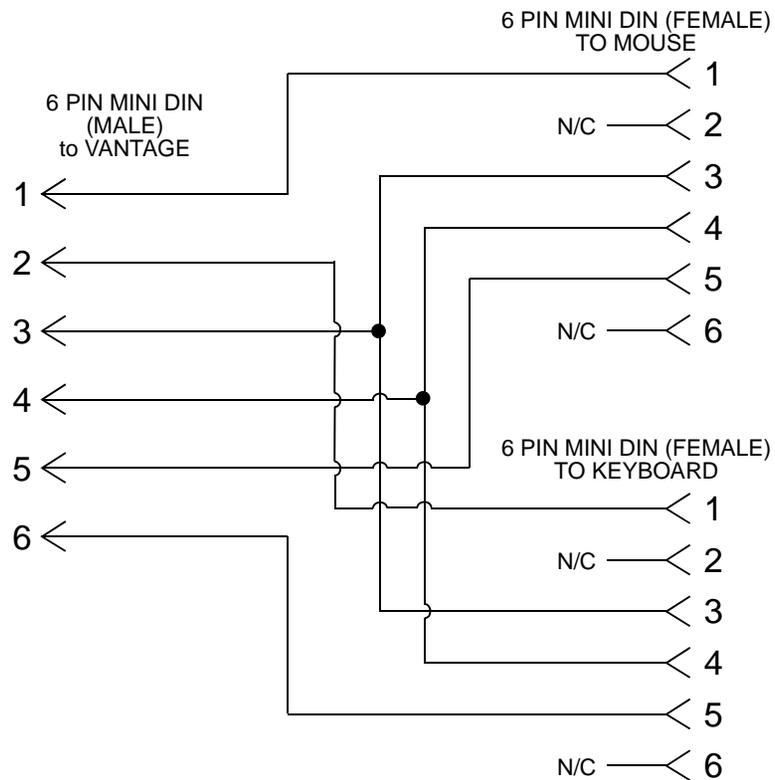
JOYSTICK ADAPTER CABLE



Appendix N: The Keyboard

The PS-2 port on the right side of the vantage allows you to plug a computer mouse into the Vantage. You can also plug in a computer keyboard, but you need an adapter. Call the PRC Rehab Department about the availability of keyboard adapters. The adapter specifications are below.

PS-2 KEYBOARD ADAPTER



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