Boardmaker 7 Editor
User's Manual

tobii dynavox

User's manual Boardmaker 7 Editor

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1   Introduction

Welcome to Boardmaker 7 Editor, the future of the Boardmaker Software Family! Equipped with an extensive collection of powerful templates, an efficient new user interface, integration with myBoardmaker.com, and a host of time-saving tools, Boardmaker 7 Editor gives you what you need to meet your students' needs quickly.

- **Easy to Learn and Use -** Boardmaker 7 Editor has an intuitive new interface and simple page management.
- **Create Engaging Activities Fast -** Choose from hundreds of powerful and easy-to-use starter templates to create fast solutions for your students.
- **A Fresh Spin on an Old Favorite -** Import your Boardmaker Version 5 and 6 boards and use Boardmaker 7 Editor to edit, print, and share them.
- **Seamless Integration with myBoardmaker.com -** Download your online files for editing in Boardmaker 7 Editor.

2   Getting Started

2.1   Log In

If you have a subscription, select **Sign in** to enter your email and password.

If you purchased a perpetual license, select **Insert License Key** to enter your license information.

Select **Free Trial** to try before you buy!

> ℹ️ Some District users might not be prompted for sign in or license information.

2.2   The Dashboard

The Dashboard is your main hub for accessing and creating activities. It gives you access to activities stored on your computer and on myBoardmaker.com, as well as buttons for the most common Boardmaker 7 Editor tasks:

- **New...** — create a new blank activity or a new template-based activity.
- **Open...** — open an existing activity stored on your computer.
- **Community** — Opens myBoardmaker.com in your browser, where you can find activities shared by other Community members.

> ℹ️ You must be logged in with your myBoardmaker.com account to access the Community. You can sign up for an account for free.

2.2.1   Dashboard — Recent

The activities that have been opened most recently are shown in the Recent view on the Dashboard. Place the cursor over any activity to access the Edit and Play options.
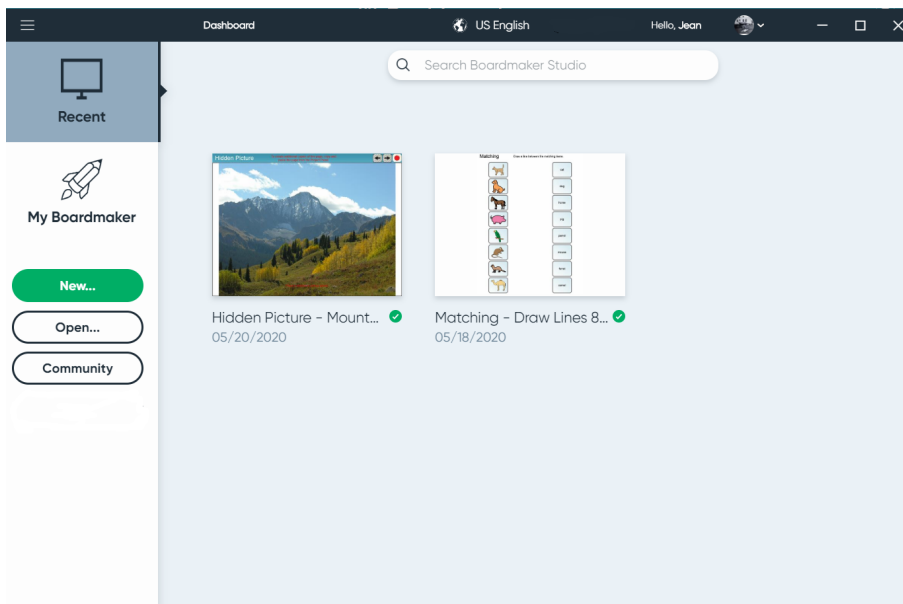
Figure 2.1 Dashboard — Recent

2.2.2 Dashboard — My Boardmaker

My Boardmaker shows your activities stored on myBoardmaker.com and/or your computer. Sign in using the email address and password associated with your myBoardmaker.com account to access your online activities. If you don't have a myBoardmaker.com account, select **Create Account** to create one for free.

> Tobii Dynavox has unified account access to our websites and apps, including GoBoardmaker.com, myTobiiDynavox.com, efunding.TobiiDynavox.com, myMessageBanking.com, Boardmaker 7 Student Center, TD Snap, Compass, Snap Scene, and ALL. If you have an existing account on any of these Tobii Dynavox websites or apps, then you can use your same email and password to access myBoardmaker.com.
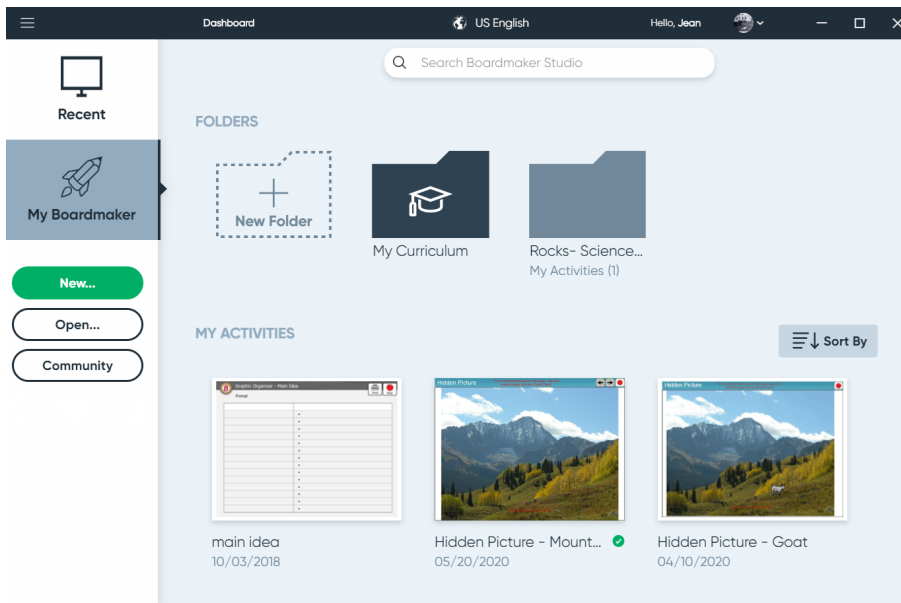
Figure 2.2 Dashboard — My Boardmaker

Activities found in the *My Boardmaker* section of the dashboard are files that are available on your myBoardmaker.com account.

- Folders that exist on myBoardmaker.com also appear in Dashboard — My Boardmaker. Select a folder to browse the activities inside.

- Activities with the ✅ icon are available on myBoardmaker.com as well as on your computer. These activities are ready to play or edit in Boardmaker 7 Editor any time, even if you're offline. Changes that you make to these files in Boardmaker 7 Editor are synced to the file on myBoardmaker.com the next time you have an internet connection.

- Activities that <u>do not</u> have the ✅ icon are on myBoardmaker.com only, so you can't yet work with them in Boardmaker 7 Editor or access them while you're offline. To make these activities available to play or edit in Boardmaker 7 Editor, position the cursor over the activity and select **Download**. After a brief conversion process, the activity will be available to play or edit.
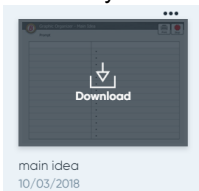
> You must have an active internet connection and be logged in to your myBoardmaker.com account.

2.3 The Editor
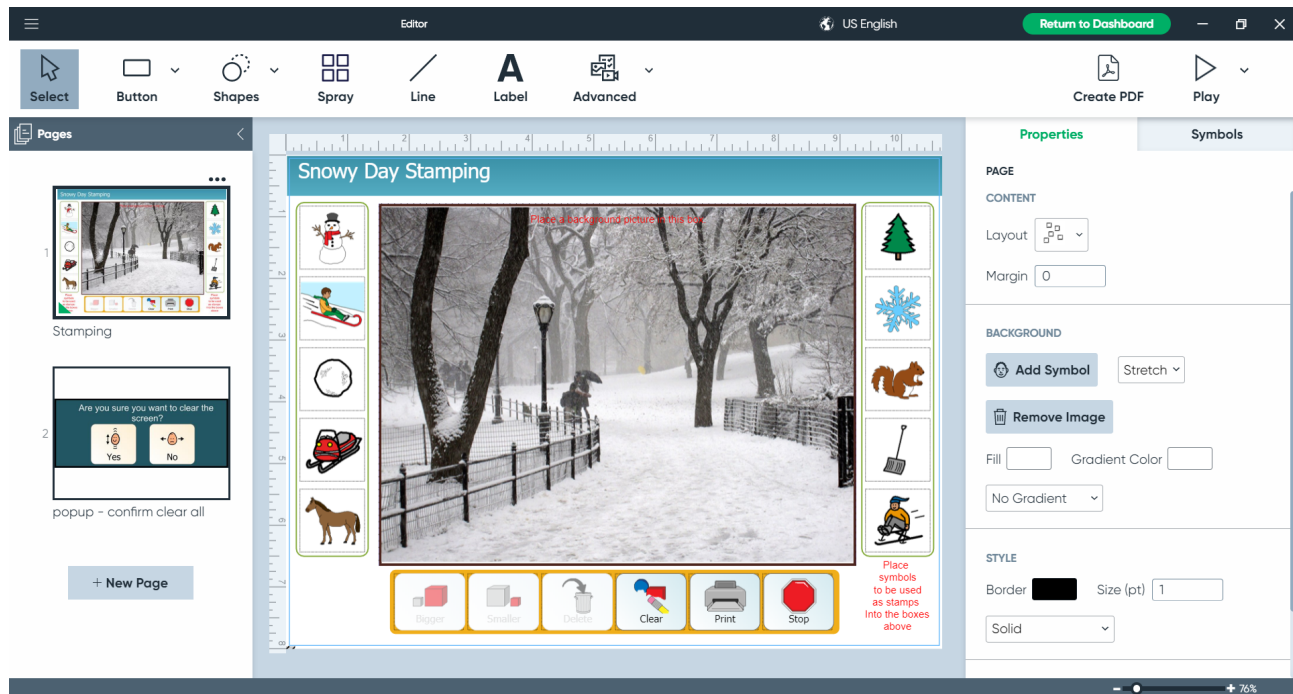
The Editor is the workspace where you edit, preview, and play your activities.

2.4 Playing Activities

The Preview and Play modes in the Boardmaker 7 Editor are designed to be used to test the activity you are editing or to present group instruction when connected to an interactive whiteboard.

Students must play activities through the Boardmaker 7 Student Center or TD Snap apps.

Student management and assigning activities in the Boardmaker 7 Student Center app requires a subscription.

2.4.1 Boardmaker 7 Student Center

The Boardmaker 7 Student Center app is designed to make it easy for educators to assign and track activities for their students through the web. Students receive individual access to their assigned activities and can use any device where the Boardmaker 7 Student Center app is installed.

For detailed information, see the Boardmaker 7 Student Center User's Manual.

- Accessibility — customize the student's access method settings once and they'll have them each time they sign in on the app.
- Tracking — teachers can track student progress when using performance-enabled activities.
- Teacher tools — assign activities, generate reports, and more through myBoardmaker.com

- Free to use — the Boardmaker 7 Student Center app is free to install and use on an unlimited number of devices!
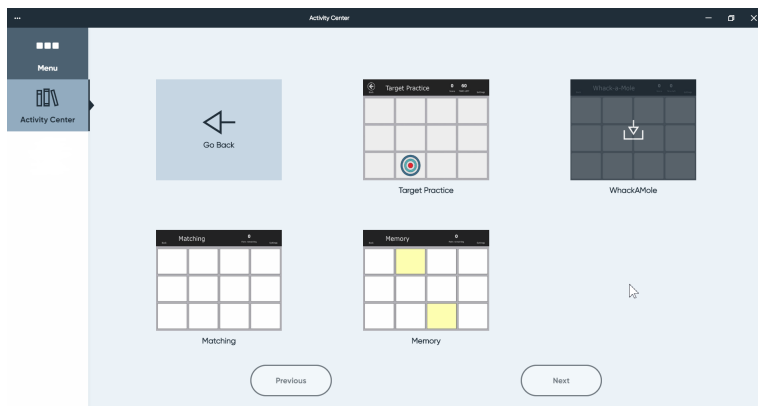
Figure 2.3 Boardmaker 7 Student Center

2.4.2   Boardmaker Activities in TD Snap

⚠️ We strongly recommend that all students play Boardmaker activities in the Boardmaker 7 Student Center. The Boardmaker 7 Student Center has many benefits, including activity assignment lists, performance tracking, and superior activity fidelity.

Students can play Boardmaker activities in TD Snap. TD Snap pulls Boardmaker activities from the Snap Activities folder within the student's own Tobii Dynavox account. If you are an educator and want to assign activities for use through TD Snap, you can share activities to the student's Tobii Dynavox account or to a group that they have access to, then have their parent or caregiver move the activities into the appropriate folder for them.

See the TD Snap User's Manual for details and instructions on playing Boardmaker activities in TD Snap.

ℹ️ Tracking of performance-enable activities is not available in TD Snap.

Some Boardmaker actions do not work in TD Snap:

ApplySpeechStyle	Pitch
ChangeWordForm	Print
ChangeWordVariant	PrintMessageWindow
DoEmphasis	PrintProject
DoPitch	Rate
DoRate	SaveText
DoSpell	SaveTextAs
DoVoice	SaveToTextFile
DoVolume	SaveWordList
FileNew	SetAccessMethod
Font	SetBooleanSetting
FontFace	SetNumberSetting
GetMessageFileName	SetStringSetting
InsertImage	SetVoice
InsertPause	SpeechVolume
InsertSoundFile	SpellCheck
InsertSpeechEffect	SpellMode

IsPartOfSpeech

IsWordInDictionary

LoadText

LoadTextAndSymbolate

LoadTextFromFile

LoadWordList

NewPageFromTemplate

NewSpeechStyle

PerfEvent

SymbolateText

SymbolateWhat

SymbolateWords

SymbolsForWord

SymbolsFromTag

TransformWord

Voice

WordsFromTag

WriteTextToFile

3   Essential Tools and Elements

3.1   Editor
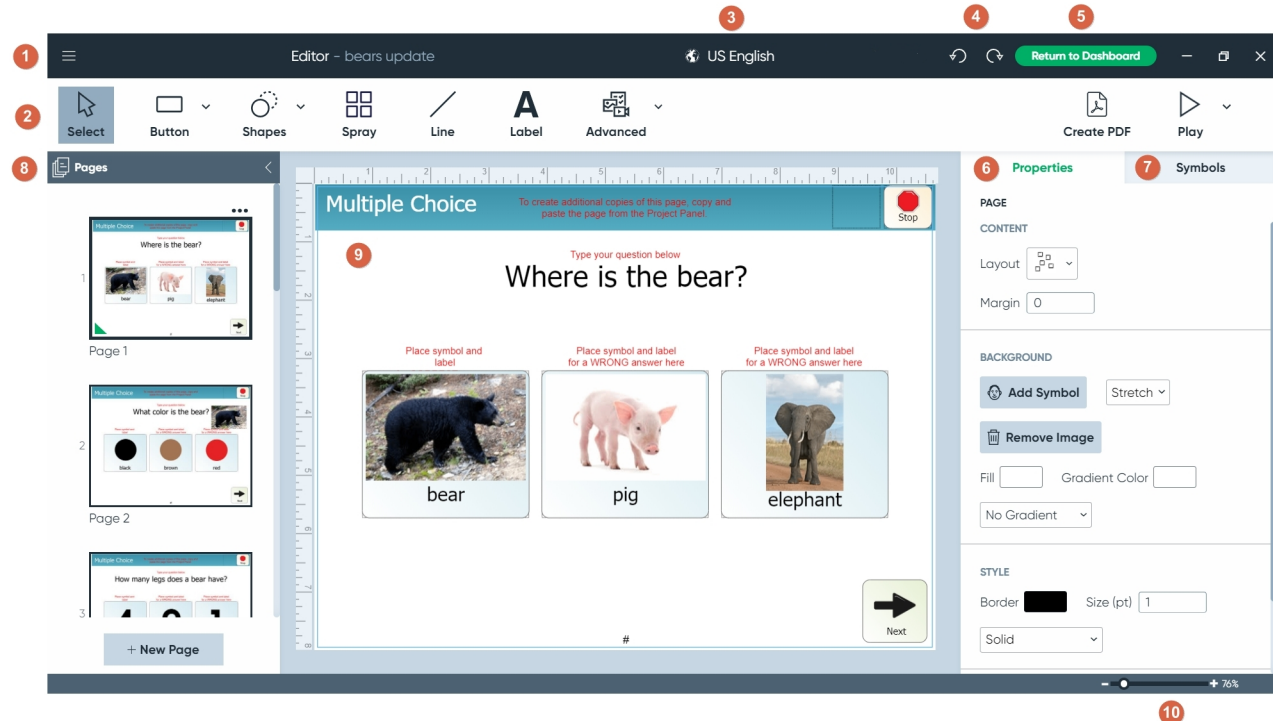
	Name	Description
1	File Menu	Save, Open, Import, User Settings, Activity Settings and Properties, Help, and more.
2	Toolbar	Contains the editing and drawing tools as well as Print and Play.
3	Language	Set software language.
4	Undo and Redo	Undo and redo the last change made to the activity.
5	Return to Dashboard	Close the current activity and go to the Dashboard.
6	Properties Panel	View and edit properties of the selected object(s).
7	Symbols Panel	Search for symbols, pictures on the web, or images uploaded to your My Media folder on myBoardmaker.com to add to your activity.
8	Pages Panel	Displays the pages in the current activity.
9	Editor workspace	Area in which you create and edit your page(s).
10	Zoom controls	Adjust the view of the workspace.

3.2   Toolbar
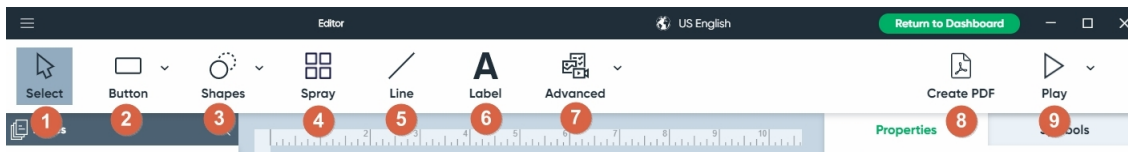
	Name	Description
1	Select/Quick Select	Select objects on the page, or select the page itself.
2	Button	Create a button. Available button types: Standard, Group, Word Predictor, Target, Symbolate, Hotspot, Freeform Button, Freeform Hotspot
3	Shapes	Create buttons in a variety of shapes.
4	Spray	Spray out copies of a selected object into a grid.
5	Line	Draw a horizontal, vertical, or diagonal line.
6	Label	Create a new text label.
7	Advanced	Create one of the following objects: Message Window, Video, Group Box, Checkbox, Radio Button, Textbox, Tab Control, Scan.
8	Create PDF	Create a PDF of your activity. The PDF can then be printed.
9	Play	Enter Play mode to play your activity from the beginning or Preview Page to play just the current page.

3.3   Pages Panel

The Pages panel displays the pages in the current activity. (See section *3.8 Activity Organization, page 23*)
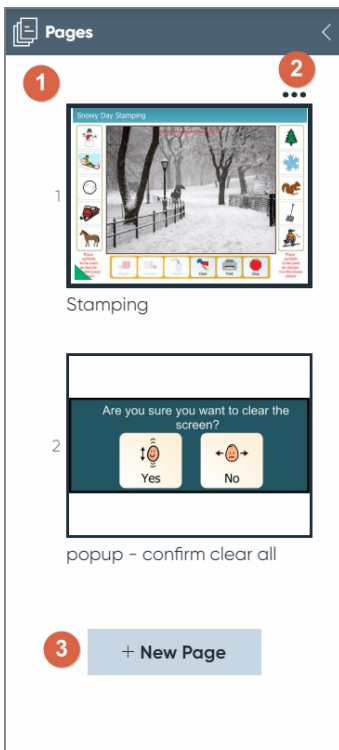
	Name	Description
1	Pages	Select a page to view it in the workspace.
2	Page options	Select ●●● to make a copy of the page, delete it, or edit the shared variables.
3	New Page	Add a new page to your activity. You can create a blank page, copy a page from another Activity, or copy a page from a template.

Select the left arrow ⟨ to collapse the Pages Panel. This gives you a larger view of the page currently in the workspace. To expand the Pages Panel, select the right arrow ⟩.

3.4   Activity Settings

Some on-screen (interactive) activities have activity settings that control how the activity works. In many cases, you will customize and add content to an activity through the Activity Settings rather than editing the page. If you have created an on-screen activity from a template, be sure to check the Activity Settings before you start editing the pages.

Activities that use Activity Settings for key features will automatically open the Activity Settings dialog when you open the activity in the Editor.

1. Select **File Menu > Activity Settings** to open the *Activity Settings* dialog.
2. For each setting, select the Value column to enter a value.

There may be different settings for each page as well as at the activity level. Click on each page in the Activity Panel to view the page settings (if any).

3. To test your settings in Preview mode, select **Try it**.

4. Select **Save** to save your changes and return to the Editor.

	Name	Description
1	**Activity Panel**	Displays the activity and pages. Click the activity name at the top of the Activity Panel to view the activity level settings. Select a page to view the settings for that page.
2	**Name column**	Displays the name of each activity setting.
3	**Value column**	Displays the current value for each activity setting.
4	**Description column**	Displays a description of each activity setting. The description tells you about how the setting is used in the activity so that you can set it properly.
5	**Activity Help**	Select this button to view tips for using this activity.
6	**Cancel button**	Discard your changes and return to the Editor.
7	**Try It button**	Select this button to preview the activity in Play mode to test the activity settings. When you're done testing it and exit Play mode, the Activity Settings dialog will still be open in case you need to make any adjustments.
8	**Save button**	Select this button to save your changes and return to the Editor.

3.5   Properties Panel

The options found in the *Properties* panel are used to customize screen objects. When an object (or the page itself) is selected, the *Properties* panel displays the property options available for that object.
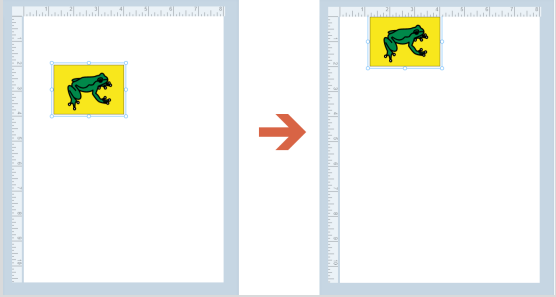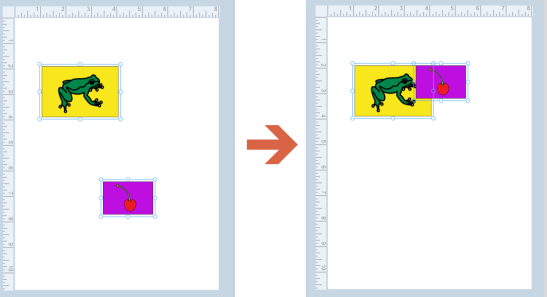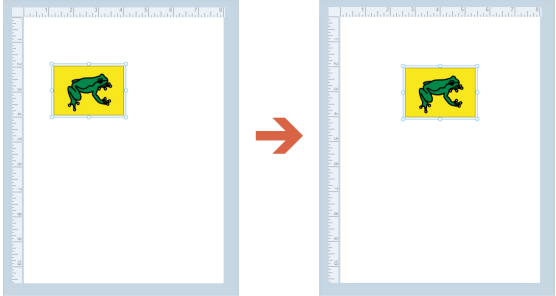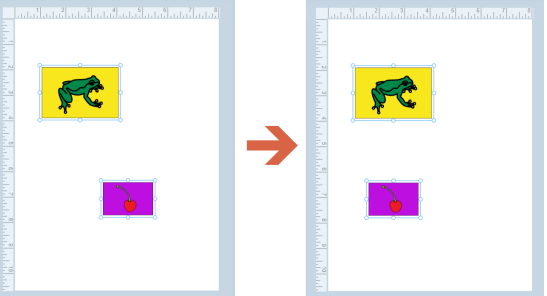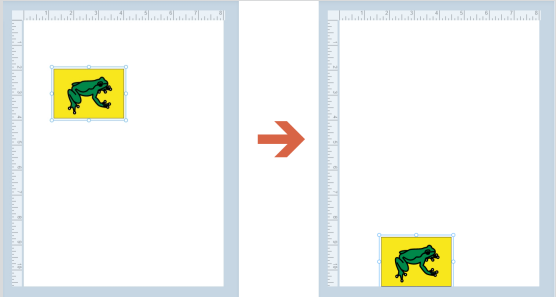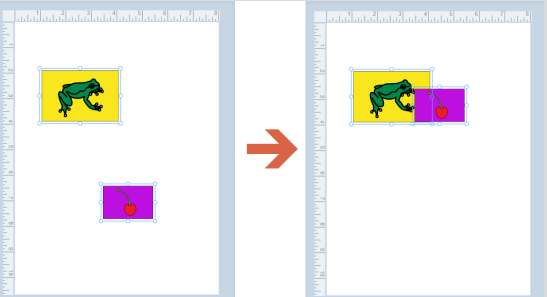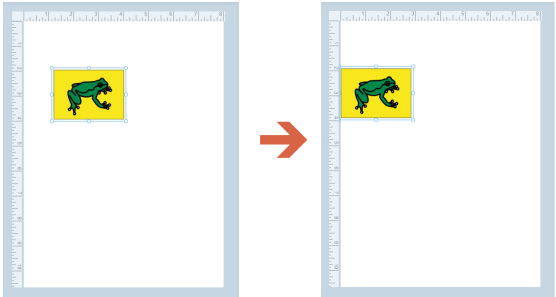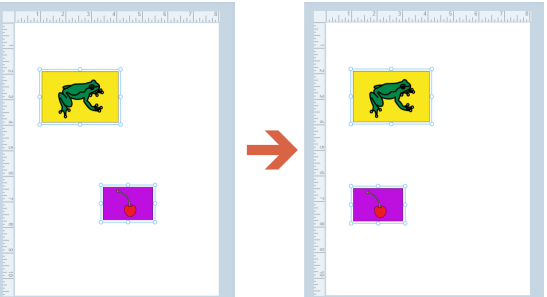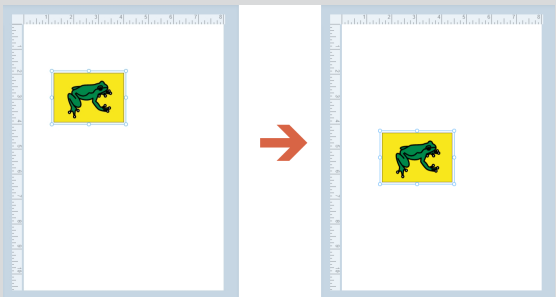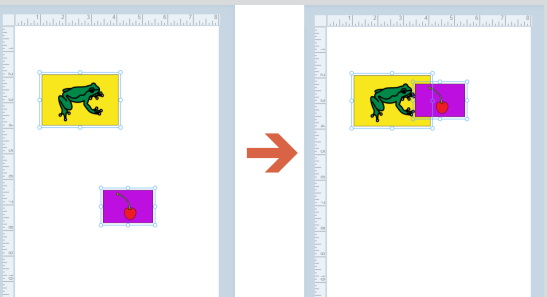
The Properties Panel groups vary depending on the object selected. Common properties that work the same for several types of objects are described below. Properties that are unique to each object type are described in the object sections.
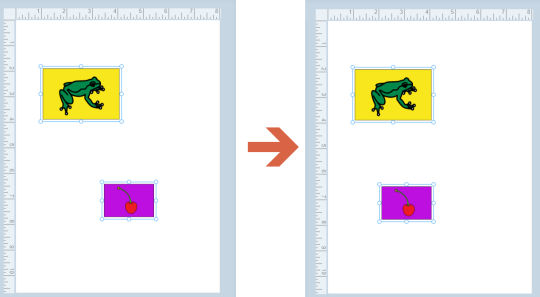
3.5.1   Alignment

The alignment properties orient the selected object(s) in relation to the page dimensions or to each other. A single selected object orients relative to the page dimensions. When multiple objects are selected, they orient relative to the object that was selected first.

Figure 3.1 Alignment Tools — Top, Horizontal Center, Bottom, Left, Vertical Center, Right, Center, Align to Grid

Tool	One object		Multiple objects — Yellow button selected first	
Top				
Horizon-tal Center				
Bottom				
Left				
Vertical Center				

Tool	One object		Multiple objects — Yellow button selected first	
Right				
Center				
To Grid*				

* Page grid must be enabled. See section *16 User Settings*

3.5.2   Font

The properties found in the Font section are used to define the text on the selected object.

- **Font** — Choose a font from the menu.
- **Font Size** — Choose a font size.
- **Font Style** — Set the current text to be bolded, italicized, and/or underlined.
- **Horizontal align** — Left align, center, or right align the current text.
- **Vertical align** — Top align, center, or bottom align the current text.
- **Font color** — Choose a color or enter a Hex or RGBA value for the current text .
- **Font Highlight Color** — Choose a color or enter a Hex or RGBA value for the highlight behind the current text.

Figure 3.2 Label with black font color and green highlight color

3.5.3   Type

Type Property (buttons only)

- Choose a button type:
  - *Group* — See section *7.3 Group Buttons*.
  - *Standard* — See section *7.2 Standard Buttons*.
  - *Symbolate* — See section *7.4 Symbolate Buttons*.
  - *Word Predictor* — See section *7.5 Word Predictor Buttons*.

3.5.4 Content

> ℹ️ Properties in the Content section of the Properties Panel vary depending on the current setting in the Layout property, if available.

Content Properties — Standard and Word Predictor Button Layout

- **Layout** — Choose the layout for the symbol and label: *Label on top, Label on bottom, Symbol only (no label), Label left, Label right, Label only (no symbol)*.

Content Properties — Freeform Layout selected

- **Layout** — The Freeform Layout does not apply any automatic formatting. Objects can be arranged in any fashion.

Figure 3.3 Freeform Layout

- **Margin** — The amount of space, in pixels, to leave between objects and the edge of the page or containing object.

Content Properties — Auto-Center Layout selected

- **Layout** — The Auto-Center Layout automatically arranges objects in rows or columns, centered on the page or containing object.
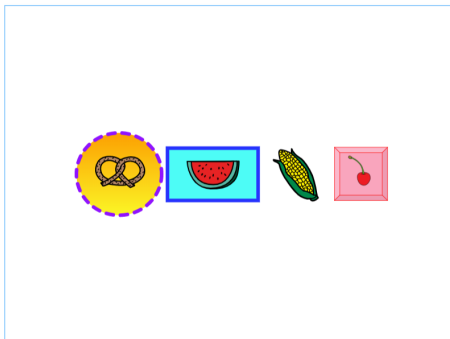
Figure 3.4 Auto-Center Layout

- **Grid Margin** — The amount of space, in pixels, between objects.
- **Arrange By** — Choose to arrange objects in rows (horizontally) or columns (vertically).
- **Dynamic Insert** — Dynamic Insert shows a preview of where the object you are dragging will go in the layout.
  - *Design only* — Show dynamic insert in the Editor, but not in Preview and Play modes.
  - *Always* — Show dynamic insert in the Editor, Preview mode, and Play mode.
  - *Never* — Never show dynamic insert.
- **Margin** — The amount of space, in pixels, to leave between objects and the edge of the page or containing object.

Page Content Properties — Auto-Grid Layout selected

- **Layout** — The Auto-Grid Layout automatically arranges objects in rows or columns, starting from the top left corner.

Figure 3.5 Auto-Grid Layout

- **Grid Margin** — The amount of space, in pixels, between objects.
- **Arrange By** — Choose to arrange objects in rows (horizontally) or columns (vertically).
- **Dynamic Insert** — Dynamic Insert shows a preview of where the object you are dragging will go in the layout.
  - *Design only* — Show dynamic insert in the Editor, but not in Preview and Play modes.
  - *Always* — Show dynamic insert in the Editor, Preview mode, and Play mode.
  - *Never* — Never show dynamic insert.
- **Margin** — The amount of space, in pixels, to leave between objects and the edge of the page or containing object.

Content Properties — Auto-Circular Layout selected

- **Layout** — The Auto—Circular Layout automatically arranges objects in a circle around the center of the page or group object.
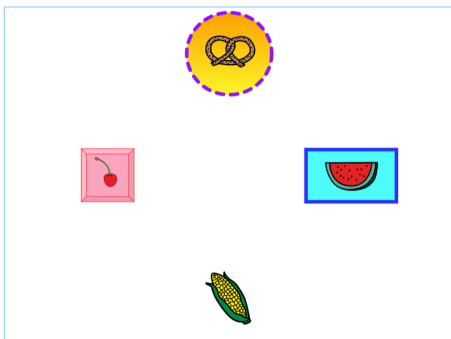
Figure 3.6 Auto-Circular Layout

- **Grid Margin** — The amount of space, in pixels, between objects.
- **Arrange By** — Choose to arrange objects in rows (horizontally) or columns (vertically).
- **Dynamic Insert** — Dynamic Insert shows a preview of where the object you are dragging will go in the page layout.
  - *Design only* — Show dynamic insert in the Editor, but not in Preview and Play modes.
  - *Always* — Show dynamic insert in the Editor, Preview mode, and Play mode.
  - *Never* — Never show dynamic insert.
- **Margin** — The amount of space, in pixels, to leave between objects and the edge of the page or containing object.

● **Layout** — The Grid layout allows you to create a custom grid with a specified number of columns and rows. Objects can be placed into any cell in the grid.
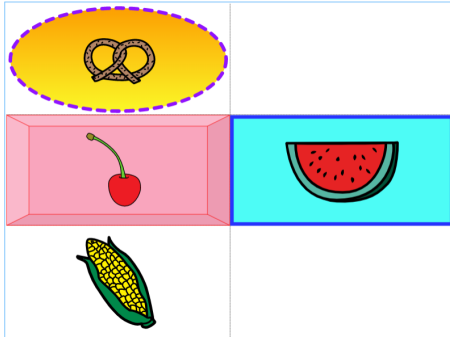
Figure 3.7 Grid Layout

● **Grid Margin** — The amount of space, in pixels, between objects.
● **Grid Colums** — The number of columns in the grid.
● **Grid Rows** — The number of rows in the grid.
● **Insert Type** — Choose how objects in the grid respond when a new object is added.
  – *Shift Right* — When an object is placed in a cell that already holds an object, the first object shifts one cell to the right. The shifting sequence continues left to right and top to bottom.
  – *Shift Down* — When an object is placed in a cell that already holds an object, the first object shifts one cell down. The shifting sequence continues from top to bottom and left to right.
  – *Replace* — When an object is placed in a cell that already holds an object, the new object replaces the first object.
  – *Empty Only* — An object can only be placed in an empty cell.
  – *Swap* — When an object is placed in a cell that already holds an object, the new object changes locations with the first object, leaving all other objects in the grid unaffected.

● **Snap type** — Choose how an object appears when it is placed in the grid.
  – *Center* — Center the object in the cell without changing the size of the object.
  – *Fill* — Resize the object to fill the cell.

● **Lines Visible** — Choose when the lines in the grid are visible.
  – *Design only* — Show grid lines in the Editor, but not in Preview and Play modes.
  – *Always* — Show grid lines in the Editor, Preview mode, and Play mode.
  – *Never* — Never show grid lines.

● **Margin** — The amount of space, in pixels, to leave between page objects and the edge of the page or containing object.

3.5.5   Background
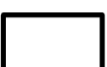
Background Properties

● **Add Symbol** — Choose a symbol or image to show as a background.
● **Background Symbol Layout** — Choose how the symbol appears in the background.
  – *Actual* — Display the symbol in its original size.
  – *Stretch* — Stretch the symbol to fit the full dimensions of the page or object.
  – *Tile* — Repeat the symbol as a tile to fill the full dimensions of the page or object.

● **Remove Image** — Remove the symbol or image from the background.
● **Fill** — Choose the background color.
● **Gradient Color** — Choose a color for the background gradient.
● **Gradient Style** — Choose a gradient style for the background.

3.5.6 Style

- **Border color** — Choose a color or enter a Hex or RGBA value for the border.
- **Border size** — Enter a numerical point value for the border size.
- **Border style** — Choose a style for the border.

Table 3.1 Border Styles

▢	Solid	⬚	Round Dot
⬚	Square Dot	⬚	Round Dash
⬚	Square Dash	⬚	Round Dash Dot
⬚	Square Dash Dot	▢	Round

3.5.7 State

- **Disabled** — A disabled object is visible but not selectable in Preview and Play modes. It is visually identifiable by its gray color overlay.
- **Hidden** — A hidden object is not visible or selectable in Preview and Play modes.
- **Selectable** — When an object is marked "Not Selectable" it appears visually normal, but cannot be selected in Preview and Play modes.
- **Locked** — A locked object is not selectable by left click in the Editor. This protects the button from being moved or otherwise edited inadvertently. To unlock and edit a locked object, right click on the button in the Editor and select Unlock from the menu.

> ℹ️ A locked object does not follow the layout rules of its parent object. For example, if a locked button is in a group button with a layout other than freeform, the locked button will remain in its original position when other objects are added to the group button.

3.5.8 Advanced

- **Object Name** — The object name is a unique property that identifies the object for programming purposes. The software automatically names each object, but you may find it easier to change the name to something you can easily identify.
- **Drag Type** — Use the Drag Type menu to choose whether the button can be moved to a new position in Play and Preview modes:
    - *None* — The object is not moveable.
    - *Move* — The object can be moved.
    - *Copy* — The object creates a copy of itself that can be moved to a new position.
- **Is Target** — When enabled, the current object is designated as a target that will accept other page objects that are dragged or copied into it in Preview and Play modes. When disabled, objects that are dragged or copied into it in Preview and Play modes will snap back to their original position.
- **Target Scanning** — When using access methods other than Simple Touch, you can define how the scan highlight behaves.
    - *Scan* — Highlight the entire group button as a single target. The draggable object moved into the Target button is placed in the next available position as defined by the target button layout.
    - *Scan and Position* — Move the highlight inside the Target button to a specific position as defined by the Target button layout.

– *Disable* — Scan highlight passes over the Target button.
- **Audio Cue** — An audio cue is a short message that is spoken to identify an object when the cursor or scanning highlight moves over the object. Type in the Audio Cue text field to set the audio cue text.
- **Actions** — Select to open the Action Editor, where you can view, add, and edit the actions assigned to the current object. See section *14 Actions*.

3.6 Symbols Panel

Use the Symbols panel to find and add symbols and pictures to your activity.

	Name	Description
1	Symbol Search	Type in the text field to search for a symbol. You can also browse for symbols by category by clicking on the folders.
2	My Media	Access the pictures stored in the My Media section of your myBoardmaker.com account.
		ℹ My Media is not available for free Community accounts.
		A network connection is required to access My Media.
3	Web	Search the web for pictures matching the keyword(s) you enter into the search text field.
		ℹ A network connection is required to search the web.
4	Search Field	Type your query into the text field. Use the (optional) buttons below to specify what parts of the word to search in (Begins With, Anywhere, Whole Word, Ends With).
		Select ⊙ Search Type to choose Normal, Rhymes with, Pattern, or Sounds like.
		Select ⟷ Filters to specify color or black and white and to change the search language.
5	Label Search Settings	Choose where you would like to search within the symbol labels:
		• **Begins With** — Search only within the first portion of the label.
		• **Anywhere** — Search within any part of the label.
		• **Whole Word** — Search only for the entire word, exactly as you typed it.
		• **Ends With** — Search only within the last portion of the label.
6	Search results	The results of your search appear here. You may also use the folders in this area to browse for symbols by category.

3.7 Boardmaker 7 Editor Software Modes

Boardmaker 7 Editor modes:

- **Dashboard** — browse your activities and templates.
- **Editor** — edit activities by adding content to pages.
- **Play** — view your activity the way your students will. The activity plays from the first page (not necessarily the page that is open in the Editor).
- **Preview Page** — play the current page, so you can see it as the student would see it.

> **ℹ** When you are in Play or Preview mode, use the **Stop** button or <Esc> key on your keyboard to return to the Editor.
>
> Boardmaker 7 Editor is designed to be used for creating and editing activities. Students must play the on-screen Boardmaker activities that you create in the Boardmaker 7 Student Center.

3.8 Activity Organization

- **Folders** are used to organize your activities. Create folders directly in the My Boardmaker area of the Dashboard or on myBoardmaker.com
- **Activities** are files that contain pages that are used together. You can think of an activity as a book that contains pages.
- **Pages** are like the pages of a book - they contain the content that the users will read (or interact with). This content consists of objects such as buttons, message windows, symbols, and so on.

3.8.1 Create a Folder and Add Activities

1. Go to the **My Boardmaker** section of the Dashboard.
2. Select **New Folder**.
3. Type a name for your new folder.
4. Select **Create**.
5. Click and drag activities into the folder.

> **ℹ** When saving a newly-created activity, you can choose the destination folder.

3.8.2 Rename an Activity

1. Go to the **My Boardmaker** section of the Dashboard.
2. Position the cursor over the activity that you would like to rename.
3. Select the three dots icon.
4. Select **Rename**.
5. Type the new name.
6. Select **Rename**.

3.8.3 Rename a Page

1. Open the activity in the editor.
2. In the Pages Panel on the left side of the screen, click in the page name.
3. Use your keyboard keys to delete the existing page name and type the new name.
4. Click anywhere outside the page name text to save your changes.

3.9 Updating Boardmaker 7 Apps

> **⚠** The information below applies only to the Windows and Mac desktop versions of Boardmaker 7 Editor. The Chromebook apps receive all updates through the Google Play store.

Boardmaker 7 Editor checks for updates automatically*. When an update is available for Boardmaker 7 Editor, a popup dialog appears when you launch the app. You can choose to download and install the update immediately or postpone until later. If you choose to postpone installing the update, you can start the update when you are ready using the **Update Available** button on the Dashboard.

*Boardmaker 7 Editor checks for updates automatically by default, however, it is possible to disable this feature. See section *3.9.1 Managing Updates with TD Updater*

3.9.1　Managing Updates with TD Updater

TD Updater gives you more advanced options for managing your Boardmaker updates.

> [i] Boardmaker app updates and TD Updater settings can be administered remotely on managed systems. See the Boardmaker 7 IT Deployment Guide for details.

3.9.1.1　Open TD Updater

- Windows — On the right side of the Windows taskbar (near the date/time display), select the up arrow to expand the Notification Area, then select the **TD Updater** icon.
- Mac — Select the **TD Updater** icon on the right side of the Mac menu bar (near the date/time display).

3.9.1.2　Software Version and Repair Options

In the Apps view of TD Updater there are several options available for your Boardmaker apps. Select the ●●● menu to view the available options for each installed Boardmaker 7 app.

- Update* — If a software update is available, select this option to start the update.
- Repair — Resolve issues with your Boardmaker software that could be caused by files that were moved, deleted, or corrupted.
- Roll Back* — Remove the last update and return to the previous software version.

* This option is only available when applicable.

3.9.1.3　Software Update Settings

Select the TD Updater ☰ menu, then choose **Settings...**

- Auto Check for Updates — Choose whether your Boardmaker 7 software checks for updates automatically. If disabled, you must check for updates manually in each application.
- Auto Download Updates — Choose whether your Boardmaker 7 software automatically downloads update files when they are available.

> [i] Update settings can be configured remotely by an administrator on managed systems. See the Boardmaker 7 IT Deployment Guide for details.

4   Templates

Templates provide the framework for creating your own activities. Templates are designed for you to populate with your own content quickly and easily. Some templates also have a Sample version, pre-filled with content that you can use right away or edit to suit your needs.

When you create a new activity or page based on a template, the template page(s) are copied into your new activity/page and then you can adjust the content however you wish.

Templates are available for the following types of activities:

- **Art and Creativity -** Develop creativity and artistic expression.
- **Books and Presentations -** Develop reading skills and present new information.
- **Calendars -** Review upcoming events and develop mathematical and time-based skills.
- **Classroom Routines** - Templates for daily attendance and student sign-in.
- **Device Overlays -** Create overlays for a wide range of digitized communication devices.
- **Explore -** Explore new information, pictures, and symbols through errorless activities.
- **Flashcards -** Build and master vocabulary.
- **Games -** Reinforce concepts and knowledge in fun and engaging formats.
- **Graphic Organizers** - Create cycles, list maps, storyboards, trees, and webs to visually display relationships.
- **Labeling -** Label the parts of the whole.
- **Matching -** Match words to related pictures or items.
- **Mathematics -** Build mathematical skills in areas such as counting, patterns, money, and graphs.
- **Question and Answer -** Reinforce and assess knowledge in a given area.
- **Sequencing -** Sequence items in the correct order.
- **Sorting -** Sort items into two, three, or four groups.
- **Visual Schedules -** Introduce and review daily events and planned transitions.
- **Word Study -** Develop knowledge of letters and their corresponding sounds, and understanding of how groups of letters and sounds make words.
- **Writing -** Develop beginning composition and syntax skills.

> ℹ️ Many of the on-screen interactive templates can also track student performance and report back results when the activities are used by students associated with a myBoardmaker.com subscription account. These performance-enabled templates are indicated by a icon. To use the performance tracking feature, the activity must be assigned to the student and then played by the student in the .

4.1   Create a New Activity

1. From the Dashboard, select **New...**. The *New activity* window opens.
2. Select a template category on the left side of the screen to view the available templates of that type.
   For Activities-to-Go, select **Printable**, then **Activities to Go**.

   If applicable, select a topic and sub-topic to refine your search.

3. Select a template.

   > ℹ️ Optional: Select the **Favorite** button at the bottom of the screen to add the selected template to the Favorites category. Go to the **Favorites** category at any time to find favorite templates again quickly.

4. Select **Create** (use the empty template) or **Create From Sample** (use the pre-populated sample template) to create your activity. The pages that are included in the template are added to the activity, and will appear in the *Pages* panel.

   > 💡 Get started with customizing and adding content to your new template-based activity using the Activity Settings and/or Edit-in-place. See sections *3.4 Activity Settings* and *7.1 Add a Symbol to a Button*.

4.2 Create a New Page from a Template

Choose a specific page from a template to add to your activity.

1. Open your activity in the Editor.
2. In the *Pages* panel, select **+ New Page**.
3. In the floating toolbar, select **New Page from Template**.
4. Select a template from the list of templates.
5. Select **Select**.
6. Select a page from the template to copy to your activity.
7. Select **Select**.

4.3 My Curriculum

Full curriculum sets are currently available in English — U.S. and English — U.K.

The My Curriculum folder is where you'll find our expert-designed curriculum: Activities-to-Go and Core First Communication Book. When you add activities to My Curriculum, the activities are downloaded so that they are available in Boardmaker 7 Editor to Edit, Print, or Play, even without an internet connection.
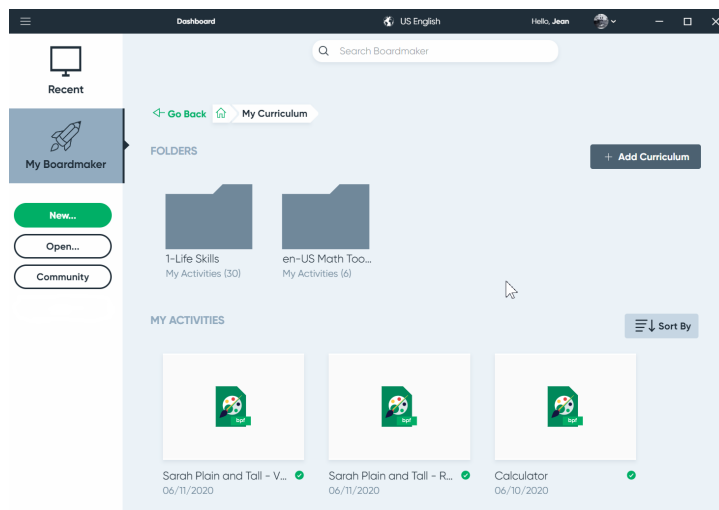
Add Activities to My Curriculum

1. From the Dashboard, select **My Boardmaker**.
2. Select **My Curriculum**.

3. Select **Add Curriculum**.
4. Choose a **Curriculum**.
5. Navigate through the folders until you find activities that you would like to add to My Curriculum.
6. Select **Add Unit to My Curriculum** to add all of the activities contained in the current folder. Certain folders allow you to select a specific activity and add it individually.
7. Browse to a different folder to continue adding to My Curriculum or select **Close** to finish.

4.3.1 Activities-to-Go

Activities-to-Go provides topic-specific curriculum for students with special needs in grades K-12, including those who need AAC to be successful. It targets the most common life skills, science, and social studies topics with the aim of helping students build knowledge and vocabulary. With teacher guides and unit-based activities, you can provide differentiated

instruction around a common topic thanks to the levels we provide. Best of all, Activities-to-Go are designed to be edited, so you can customize them easily using Boardmaker 7 Editor.

Activities-to-Go Book sample page
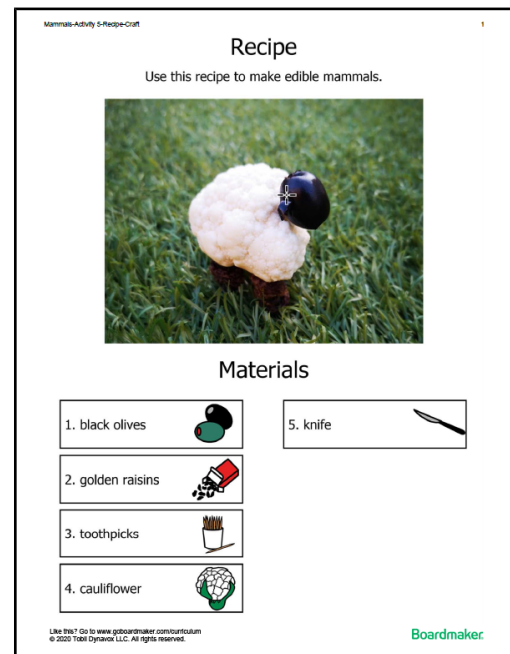
Activities-to-Go Craft sample page

Each Activities-to-Go unit includes the following:

- A Teacher Guide that explains the Big Idea, identifies the targeted vocabulary, and provides ideas for enhancing instructions and supporting communication.
- Engaging, level-appropriate print activities such as games, communication boards, writing activities, quizzes, and more.

The Activities-to-Go in the My Curriculum folder are complete and ready to use. You can download and print them as-is or edit them first. Activities-to-Go templates are available in the Template browser, so you can use them as a model to make your own activities. Just follow the steps in section *4.1 Create a New Activity* to create a new activity from an Activities-to-Go template.
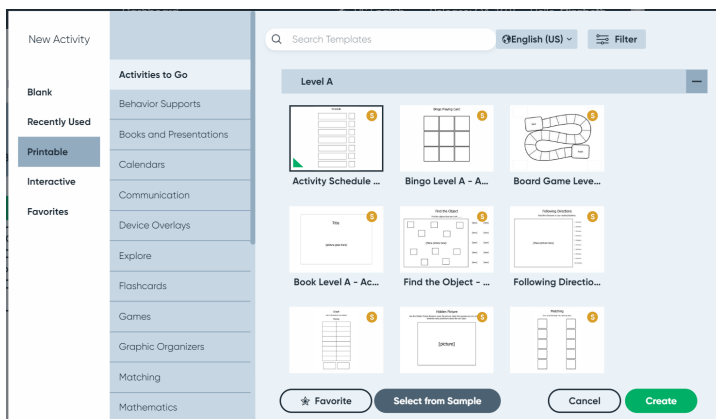
Figure 4.1 Activities-to-Go templates

4.3.2　Core First Communication Book

The Core First Communication Book is a printable, tabbed communication book which mirrors the vocabulary in the TD Snap app. It includes a core page, Word Lists, QuickFires, keyboard, and topics. It is available in the 6x6 and 7x9 grid sizes. Directions for assembling the book can be found on the first page of the file.

5   Open Boardmaker v5 and v6 files

You can import boards, board packages, and *.zip* files that were created in Boardmaker version 5 and above. Once imported, these files are available for you to edit, print, and play.

1. Select the **Open...** button on the Dashboard screen.
2. In the file browser window that opens, select the file type drop down menu and choose the file type you are looking for.
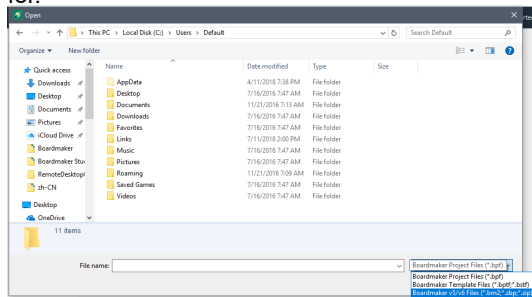
3. Navigate to the directory containing the desired file.
4. Select the *.bm2* , *.zbp*, or *.zip* file you would like to import.
5. Select **Open**.
    The *Boardmaker Conversion Setup* dialog opens.
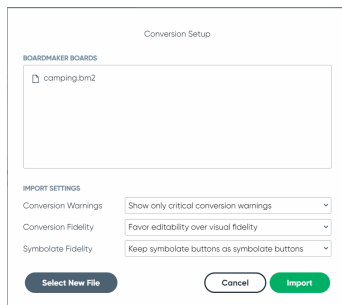
> **i** Select **Select New File** to return to your file folder and choose a different file.

6. (Optional) Select Conversion Warnings, Conversion Fidelity, and Symbolate Fidelity settings from the drop-down lists.
7. Select **Import**. The activity is saved as a new Boardmaker 7 Editor activity file and opens in the Editor.

If you have selected **Show All Conversions Warnings** in the Conversion Setup Dialog, the Conversion Warnings dialog will open, stating that the files have been successfully converted and listing any inconsistencies in the conversion process. Select **OK** to close the Conversion Warning dialog.

Some legacy actions are not supported in Boardmaker 7 Editor :

- Access Method
- Cancel Speech
- Hibernate
- Infrared actions
- Lock Board
- Normal Volume Down
- Normal Volume Up
- Pause Speech
- Preview Text
- Preview Volume Up
- Preview Volume Down
- Quick Record
- Read Variables
- Read With Highlighting (Both)
- Rest Toggle
- Restart
- Scan Next
- Scan Sequence
- Set Brightness
- Set Label Live
- Shutdown
- Speak File
- Stopwatch
- svButtonHasText
- svTimer
- Use Loud Settings
- Use Soft Settings
- Voice 1
- Voice 2
- Voice 3
- Voice 4
- Write Text To File
- Write Variables

6 Draw and Arrange Page Objects

Draw an object:

1. Select the tool for the object you want to draw. See section *3.2 Toolbar* to learn about the object tools in the toolbar.
2. Move the cursor into the workspace where you want to place the object.
3. Click and drag diagonally. (To draw a perfectly square object hold down the **Shift** key while dragging.)

> **i** You can also add an object to a page by clicking on the tool, then dragging onto the page or by selecting the tool and then clicking on the page.

To re-size the object:

a. Select the object.
b. Move the cursor over one of the circles that appear on the edge or corner of the object (a double arrow will appear).
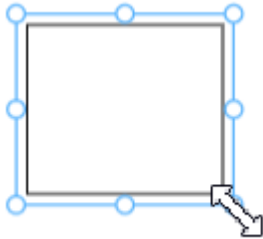
c. Click and drag until the object is the desired size.

To move the object:

a. Select the object.
b. Drag it to any position in the workspace.
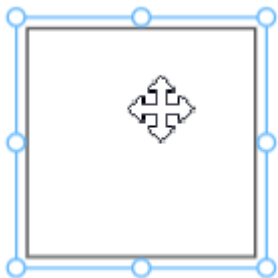
4. Use the Properties panel to customize the appearance, programming, and behavior of the object.
   The options in the Properties panel vary depending on the type of object you have drawn. For information about the Properties Panel, see section *3.5 Properties Panel*.

6.1 Page Properties

The page itself is an object with its own properties. Experiment with different layouts, colors, and backgrounds to make eye-catching activities!

> **i** For information about the Page Properties, see section *3.5 Properties Panel*.

6.2   Create a Grid of Objects

You can create a grid of identical objects using the ▢▢/▢▢ **Spray** tool.

1. Select the **Spray** tool in the toolbar.
2. Position the cursor over the object you would like to replicate.
3. Click and drag to create a line or grid of identical objects.
4. Release the selection when you have created the desired number of objects.

> ℹ️ If you have assigned properties to the original object (symbol, style, actions, etc.), they will be copied to the other objects in the grid.

6.3   Additional Editing Tools

The right click menu contains a wealth of tools to help you fine-tune the objects on the page.

> ℹ️ Right click menu options vary depending on the object selected.

Right Click Menu Items

- **Tools** — Selection, spray, scan order, and page view tools:
  - *Selector Tool* —
  - *Quick Selection Tool* —
  - *Rectangular Spray* — Spray copies of the selected object(s) in a rectangular grid layout.
  - *Circular Spray* — Spray copies of the selected object(s) in a circular layout.
  - *Scan Order Tool* — Use the Scan Order Tool to define the order in which objects are scanned. For more information see section *11.7 Scan Order*.
  - *Actual Size* — Change the zoom to view the page at the actual dimensions.
  - *Fit to Screen* — Change the zoom to fit the entire page within the window.

- **Edit Actions** — Edit actions for the currently selected object. For more information see section *14 Actions*
- **Select Contents** — Select the contents of the currently selected object.
- **Clear Contents** — Clear all contents from the currently selected object.
- **Select Parent** — Select the parent object of the currently selected object.
- **Undo** — Undo the last edit.
- **Redo** — Redo the edit that was undone.
- **Delete** — Remove the selected object.
- **Cut** — Remove the selected object and store it in the clipboard to be pasted elsewhere.
- **Copy** — Copy the selected object to the clipboard.
- **Paste** — Paste the cut or copied object from the clipboard.
- **Copy Style** — Copy the shape, color, and border values
- **Paste Style** — Apply the copied style values to the selected object.
- **Bring to Front** — Bring the selected object in front of any overlapping objects.
- **Send to Back** — Send the selected object behind any overlapping objects.
- **Lock** — Lock the selected object to protect it from accidental edits.
- **Align** — To learn more about alignment see section
- **Center** — Center the object:
  - *Horizontal* — Center the object on the horizontal axis.
  - *Vertical* — Center the object on the vertical axis.
  - *Both* — Center the object on both the vertical and horizontal axes.

- **Size** — Resize the object:
  - *Full Width* — Resize the object to the maximum width possible on the page.
  - *Full Height* — Resize the object to the maximum height possible on the page.
  - *Full Size* — Resize the object to the maximum height and width possible on the page.
  - *To Grid* — Resize the object to fit within the grid.

7   Buttons

Select the arrow beside the Button tool [   ] to create any of the following button types:

- **Standard Button** — these are the basic building blocks, capable of containing a symbol, a label, and actions.
- **Group Button** — can contain multiple symbols or other objects.
- **Word Predictor Button** — as the user types into the message window, the Word Predictor button anticipates the user's word choices.
- **Target Button** — a group button that has been pre-configured as a destination for a draggable button.
- **Symbolate Button** — the words on a Symbolate button are automatically symbolated. Symbolate button text is entered in Edit mode and is read-only in Play and Preview modes.

> For symbolated text that is editable in Play and Preview modes, use a symbolated Message Window.

- **Hotspot** — an invisible button that is usually placed over images or certain regions to make them interactive.
- **Freeform Button** — draw a button of any shape.
- **Freeform Hotspot** — draw a Hotspot of any shape.

7.1   Add a Symbol to a Button

Just type a label and choose a symbol — it's that easy!

1. Draw a standard or freeform button in the workspace.
2. While the button is selected, type the desired label. The label appears on the button.
3. When you are finished typing the label, hit the **Enter** key on your keyboard.
   The *Add Symbol* window opens.
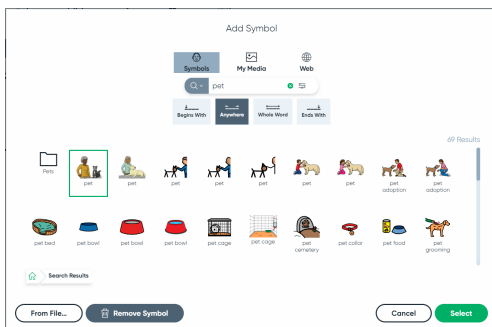
   Symbols matching the label text you have entered are displayed.

4. Select the desired symbol.
5. Select **Select**. The symbol and label appear on the button.

7.2   Standard Buttons

Standard buttons are the most commonly used objects in Boardmaker. Each standard button can hold a smartsym (symbol and label) and can be customized extensively in terms of appearance and function using the Properties Panel and actions.

7.2.1   Standard Button Properties

- **Edit Symbol** — See section *8.3 Edit Symbols*.
- **Edit Text** — See section *13 Rich Text Editor*.

For information about the rest of the Standard Button Properties, see section *3.5 Properties Panel*.

7.3   Group Buttons

A group button is a button into which you can place other objects - it acts as a container for other objects. You can place multiple symbols (SmartSyms) in a group button, add a label (or labels), and arrange the objects in the group button in any way you like.

Figure 7.1 Group button (grid layout) with two buttons, a label, and a SmartSym.

When objects are placed in a group button, they retain their original properties, so each object in the group button can be resized or repositioned (or programmed) individually without affecting the properties of its "parent" - the group button.

Group buttons can also be used to create scanning groups and can be designated as "targets" so that other objects can be dragged into them. See section *3.5 Properties Panel*

7.3.1   Create a Group Button

1. Select the arrow beside the Button tool in the toolbar.
2. Select **Group**.
3. Draw a group button anywhere on the page. See section *6 Draw and Arrange Page Objects*.

> **i** You can also use the Type menu in the button Properties panel to transform an existing standard, symbolate, or word predictor button into group button.

7.3.2   Add Symbols to a Group Button
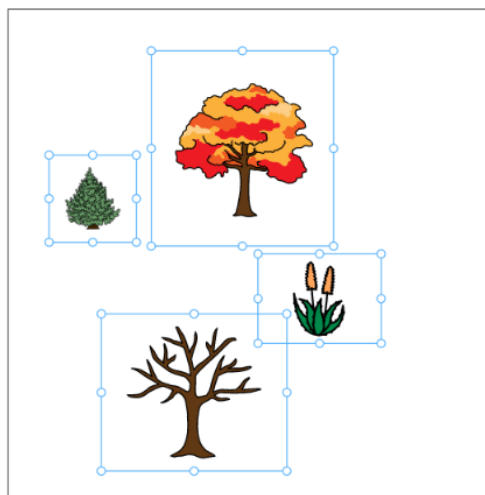
Figure 7.2 Group Button - Multiple Symbols Selected

1. Search for a symbol. See section *8.1 Browsing for Symbols*.
2. Drag a symbol from the *Symbols* panel and drop it onto the group button.
3. Repeat steps 1 and 2 to add more symbols to the group button. (You can add as many symbols as you like.)

> **i** When you add a symbol to a button that already contains one or more symbols, you will be asked if you want to add to or replace the existing symbol(s). Choose one of the following:
>
> - **Add To** if you would like to keep the existing symbol(s) and also add the new symbol.
> - **Replace** if you would like to replace the existing symbol(s) with the new symbol.
> - **Cancel** to leave the button as it is, without adding the new symbol.

7.3.3 Add a Label to a Group Button

1. Draw a label in the group button. See section *6 Draw and Arrange Page Objects*.
2. Enter and format the label text. See section *9 Labels*.

7.3.4 Resize and Reposition Objects in a Group Button

You can manually reposition and resize objects inside a Group button the same way you would if they were on the page. To resize multiple objects simultaneously, hold the **Ctrl** key and click each object to select. When the desired objects are selected, resize any selected object to resize them all.

> **i** The default (Freeform) layout gives you full control to manually size and position the objects in the Group button however you wish. Use the Layout drop-down menu in the Group button Properties to automatically organize the contents of the group button in different ways. See section *3.5.4 Content*.
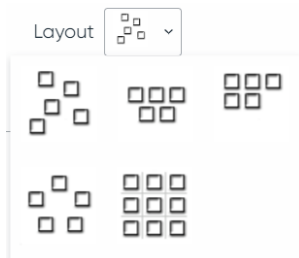
Figure 7.3 Group Button Layout drop-down menu

7.3.5 Group Button Properties

For information about the Group Button Properties, see section *3.5 Properties Panel*.

7.4 Symbolate Buttons

As you type in a Symbolate button, the symbol for the words you type appear automatically. The text in Symbolate buttons is set in the Editor and is not editable in Play mode.

> **💡** If you would like symbolated text that is editable in Play mode, create a Message Window and set Symbolate Mode to On.

7.4.1 Draw a Symbolate Button

1. Select the Button drop-down menu in the toolbar.
2. Select **Symbolate**.
3. Draw a Symbolate button anywhere on the page.
   See section *6 Draw and Arrange Page Objects*.

4. Select the Symbolate button.
5. Use the controls in the **Button Properties** panel to customize the Symbolate button.

7.4.2　Symbolate Button Properties

Content Properties

- **Margin** — The amount of space, in pixels, to leave between text/symbols and the edge of the button.
- **Symbolate** — Choose the types of words to symbolate.
    - *All* — Symbolate all words that have symbols.
    - *Nouns* — Symbolate only nouns.
    - *Verbs* — Symbolate only verbs.
    - *Adjectives* — Symbolate only adjectives.
    - *Content Words* — Symbolate only content words. Content words include nouns, verbs, adjectives, and some common adverbs such as "quickly" and "slowly."
    - *Words On List* — Words from the word list you have selected are symbolated (see **Word List** property).
    - *Words Not On List* — Symbolate all words that have symbols except the words from the word list (see **Word List** property).
    - *Non Common Words* — Symbolate only the words that are not on the list of common words. See *Appendix B Common Words*.

- **Symbol Location** — Choose where the symbol displays in relation to the word with which it is paired.
- **Symbol Height** — Enter an integer between 10 and 100 to set the height of the symbols in pixels.
- **All Same Width** — When enabled, symbols display in a uniform width, so that words have equal spacing from other words.
- **Word List** — This option is only available when the Symbolate property is set to *Words On List* or *Words Not On List*. Select the Word List button to manually add words or upload a word list from a file.

For information about the Alignment, Type, Font, Background, Style, State, and Advanced Symbolate Button Properties, see section *3.5 Properties Panel*.

7.4.3　Change a Symbolate Symbol

Boardmaker 7 Editor uses predefined word/symbol pairings. Sometimes, the first symbol that appears may not be appropriate for the context in which the symbol is being used. You can change the symbol for that instance of the word-symbol pairing.

1. Right click on the symbol (not the word) that you want to change. The *Add Symbol* dialog opens.
2. Select the symbol that you would like to use.
3. Select **Select**. The symbol for that instance of the word is replaced with the symbol you chose.

7.5　Word Predictor Buttons

Word prediction can be very useful in helping users with the writing process. Boardmaker 7 Editor uses natural language prediction, which examines the previous two words entered into the message window and then predicts the next word based on words that would commonly follow the two words the user has entered.

As the user composes a message in the message window, the word prediction feature anticipates the user's word choices and displays various options in word predictor buttons. The user can then select a word predictor button, and the word on the button is immediately sent to the message window.

The word prediction feature saves time and effort by freeing the user from having to type each letter of each word into the message window.

7.5.1　Draw a Word Predictor Button

Typically, word predictor buttons are used in a row of four or five, located directly above, beneath, or to the side of a message window. First, create the initial word predictor button and define its properties. Then, make as many copies of the button as you like - the copies will have the same appearance and properties as the first button.

1. Select the arrow to the right of the Button tool in the toolbar.
2. Select **Word Predictor**.
3. Move the pointer into the area below or beside the message window where you want to place the first button. (You don't have to be precise - you can move the button later.)

4. Hold down the mouse button, and drag diagonally. (To draw a square button, hold down the **Shift** key while dragging.)
5. Release the mouse button when the Word Predictor is the desired size and shape.

 After you have created the initial word predictor button and set the properties, use the Spray tool to create identical copies of the button.

7.5.2   Word Predictor Button Properties

For information about the Word Predictor Button Properties, see section *3.5 Properties Panel*.

7.6   Target Buttons

A target button is a group button with the *Is Target* property preassigned. Target buttons allow the user to move other objects on the page into the button in Preview and Play modes. You could, for example, design an activity in which the user matches shapes or colors by dragging objects of a specific shape or color into a group button. Then you could program the group button with actions to play a sound or speak a phrase when the user moves the object into the button (*trumpet* - "That's a square, good for you!" or "Sorry, try again.")

7.6.1   Draw a Target Button

1. Select the Button drop-down menu in the toolbar.
2. Select **Target**.
3. Draw a Target button anywhere on the page.
   See section *6 Draw and Arrange Page Objects*.
4. Use the controls in the **Button Properties** panel to customize the Target button.

7.6.2   Target Button Properties

For information about the Target Button Properties, see section *3.5 Properties Panel*.

7.7   Freeform Buttons

7.7.1   Draw a Freeform Button

1. Select the Button drop-down menu in the toolbar.
2. Select **Freeform Button**.
3. Draw the desired Freeform button shape on the page:
   ● To draw a freehand button: Click and drag as desired to create the button shape. Release the mouse button to finish the button. The button will automatically close off the shape with a straight line between the first and last drawing points.
   ● To draw a polygonal button: Hold down the **Ctrl** key, and click to set the button corner. Continue holding down the **Ctrl** key, and click again to set each corner of the polygon. Release the **Ctrl** key when the polygon is the desired shape.
   ● To draw a freeform button with both straight and freehand sides: Hold down the **Ctrl** key, click and drag to draw the first straight side of the polygon. Continue holding down the **Ctrl** key, and click again to set the next corner of the polygon (if desired). Release the **Ctrl** key and drag around to complete the freeform portion of the button. Release the mouse button when the button is the desired shape.

7.7.2   Freeform Button Properties

For information about the Freeform Button Properties, see section *3.5 Properties Panel*.

7.8 Hotspots

Use the Hotspot tool in the Button drop-down list to create a rectangular "hot spot." A hotspot can have actions assigned to it, but it is invisible in Preview and Play modes. It has no borders, color, symbol, or other visible characteristics.

Hotspots are usually placed over images or scenes on a page. The hotspot can then be programmed so that when it is selected, an action will be performed (for example, a sound plays, a message is spoken, or a page opens).

7.8.1 Draw Rectangular Hotspots

1. Select the arrow to the right of the Button tool in the toolbar, then select **Hotspot** .
2. Click and drag diagonally in the workspace. (To draw a square hotspot, hold down the **Shift** key while you are dragging.
3. Release the mouse button when the new hotspot is the desired size and shape.

7.8.2 Draw Freeform Hotspots

1. Select the arrow to the right of the Button tool in the toolbar, then select **Freeform Hotspot**.
2. In the workspace, click, hold, and drag to create the hotspot in the shape you want.
3. Release the mouse button to automatically close off the hotspot with a straight line between the current mouse position and the point where you started drawing the hotspot.

7.8.3 Hotspot Properties

For information about the Hotspot Properties, see section *3.5 Properties Panel*.

7.9 Button Shapes

Standard, Group, Symbolate, and Word Predictor buttons can be created in a variety of shapes. There are two ways to create different button shapes: the Shapes tool in the Toolbar and the Shape setting in the Button Properties panel.

7.9.1 Shapes Tool

1. Select the ⬭ Shapes tool in the toolbar.
2. Select a shape.
3. Draw a button anywhere on the page.
   See section *6 Draw and Arrange Page Objects*.

4. Use the controls in the **Button Properties** panel to customize the button.

> ℹ The default button type is Standard. You can change the button type to Group, Symbolate, or Word Predictor using the Type menu in the Properties Panel.

7.9.2 Shape setting — Button Properties

1. Draw or select a Standard, Group, Symbolate, or Word Predictor button.
2. In the Properties Panel, scroll down to the Style section.
3. Select the Shape menu and choose a shape.

8 Symbols

SmartSyms are symbol/label pairs that behave as a single object. You can place a SmartSym directly on a page, on an object on a page, or use a SmartSym as the page background. SmartSyms can also be assigned actions.

8.1 Browsing for Symbols
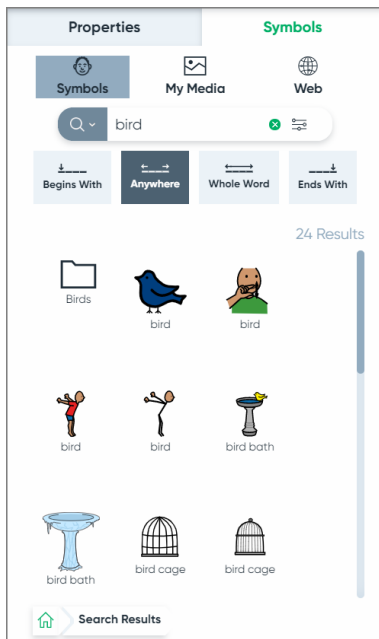
Figure 8.1 Search for "bird" showing category folder and individual symbol results.

You can find symbols in either the *Symbols* panel or the *Add Symbol* window.

Browse in the *Symbols* panel:

1. Select the **Symbols** tab on the right side of the screen.

Browse in the *Add Symbol* window.

1. Select the page or an object that can contain a symbol (Standard Button, Group Button, etc).
2. In the Properties panel, select **Add Symbol**. The Add Symbol window will open.

> **i** You can also open the Add Symbol window through "edit in place" — select or create a blank button, type a word and then hit the Enter key on your keyboard. The Add Symbol window will open and display symbols related to the label.

8.1.1 Symbol Search Settings

Symbol Search Type

1. In the Symbols panel, select [Q ⌄] **Search Type**.
2. Choose an option:
   - **Normal** — search for the exact query that you type in the search field.
   - **Rhymes with** — search for words that rhyme with your search query.
   - **Pattern** — search for CVC, CCVC, or CVCC words.

- **Sounds like** — search by sounds. Type a query (i.e. play), then choose which sounds within that query to include in the search (i.e. p,l,e).

Symbol Search Filters

1. In the Symbols panel, select ⎯⎯⎯ **Filters**.
2. Select the **Symbol Color** menu options to choose to search for Color symbols or Black and White symbols.
3. Select the **Search Language** menu to set the language you would like to use to search for symbols.
4. Select **Apply** to use the filters you selected.

> ℹ️ Select **Reset Filters** to restore the default filter settings.

Symbol Search Modifiers

- **Begins With** — return only results that begin with the query. For example, the query "dog" will return results that include "dogs" and "dog bed" but not "corn dog."
- **Anywhere** — return results that contain the search query anywhere in the label. For example, the query "dog" will return results that include "dog bed" and "hotdogger."
- **Whole Word** — return only exact query matches. For example, the query "dog" will return only symbols with the exact label, "dog" and not "dogs" or dog bed."
- **Ends With** — return only results that end with the query. For example, the query "dog" will return results that include "dog" and "prairie dog" but not "dog bed."

8.2 Symbol Properties

- **Maintain Aspect** — When enabled, the symbol retains its original aspect ratio when it is resized.
- **Selection Type** — Choose the selectable area for the symbol.
  - *None* — The symbol is not selectable in Preview and Play modes.
  - *Rectangle* — Click anywhere within the bounding rectangle around the symbol to select it in Preview and Play modes.
  - *Content* — The user must click on the symbol or label text to select the symbol in Preview and Play modes.

For information about the other Symbol Properties, see section *3.5 Properties Panel*.

8.3 Edit Symbols

With Boardmaker 7 Editor, you can use the Symbol Editor to customize any symbol to suit your needs and preferences.

1. Right-click on the symbol you would like to customize, then choose **Edit in Symbol Editor**. The Symbol Editor window will open.
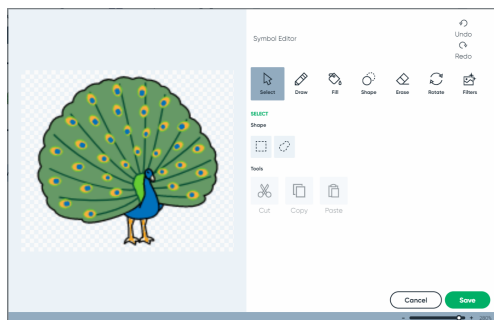
> ℹ️ The Symbol Editor is also accessible from the Properties Panel. Select a symbol on the page, then select Edit Symbol in the Properties Panel.

2. Use the tools in the Symbol Editor toolbar to customize the symbol.

3. Select **Save** to apply the changes to the symbol or Cancel to discard the changes.

> **i** The changes made to a symbol in the Symbol Editor only apply to that instance of the symbol.

Table 8.1 Symbol Editor Tools

Tool	Description
Select	Select an area of the symbol. Use the Shape panel options to determine the shape of the area you are selecting. Use the **Cut** tool to remove a selected area from the symbol and store it in the clipboard. Use the **Copy** tool to copy the selected area to the clipboard. Select **Paste** to paste from the clipboard.
Draw	Draw a freeform line on the symbol. Use the Brush and Color options to customize the width and color of the line.
Fill	Select a color in the symbol and all pixels of the same color (within a bounded area) will be filled with a new color. Select the Color option to customize the new color. To fill every pixel of the same color in the symbol (ignoring bounded areas), select the Fill All check box.
Shape	Draw a shape. Use the Shape tool panel to select a specific shape and select Color to choose a color.
Erase	Select the Erase tool to erase some of the symbol. Use the Brush panel to select the size and shape of the erase tool.
Rotate	Change the orientation of the symbol: Flip Horizontal, Flip Vertical, Rotate Left, or Rotate Right.
Filters	Add color filters to the symbol: Inverse, Gray, Sepia, and Black & White. Multiple filters can be used on the same image.
Undo	Undo the last change to the symbol. The Undo history clears when you select Save or Cancel.
Redo	Redo the last Undo. The Redo history clears when you select Save or Cancel.

Use the scale slider in the bottom right corner of the Symbol Editor window to zoom in on the symbol.

9　Labels

Use the Label tool to place text anywhere on the page. You can use a Label to put a title on a page or object, to give instructions, or write a description or story. You can assign actions to a label, symbolate the label text, and more!

If you place a label on any type of button, the label retains its own properties; it does not become a part of the button.

9.1　Draw a Label

1. Select the **A Label tool** in the toolbar.
2. Draw the label bounding box on the page.
   For more information, see *6 Draw and Arrange Page Objects, page 31*.
3. Type the desired label text.
4. Use the controls in the Label Properties panel to define the properties of the label.

9.2　Label Properties

- Symbolate Mode — Choose whether to symbolate the words in the label.
  - *Off* — Do not symbolate words in the label.
  - *On* — Symbolate words in the label.
  - *Defer* — Follow the symbolate setting of the parent object.

- **Auto Grow** — Choose how the label text fits into the label bounding box.
  - *None* — The bounding box does not expand automatically to accommodate the label text. Label text that does not fit is cut off.

    If Auto Grow is set to *None*, no visual indication will be provided if the text does not fit in the bounding box and is therefore truncated.

  - *Width* — The bounding box grows wider to accommodate the label text.
  - *Height* — The bounding box grows taller to accommodate the label text.
  - *Both* — The bounding box grows wider and taller to accommodate the label text.

  Selection Type — Choose the selectable area for the label.

  - *None* — The label is not selectable in Preview and Play modes.
  - *Rectangle* — Click anywhere within the bounding rectangle around the label to select it in Preview and Play modes.
  - *Content* — The user must click on the label text to select the label in Preview and Play modes.

For information about the other Label Properties, see section *3.5 Properties Panel*.

10 Lines

The Line Tool lets you draw freehand straight lines.

1. Select the ⟋ **Line Tool** in the Toolbar.
2. Click, hold, and drag to draw a line.

> **i** A line drawn starting on a button will cut off at the button border.

3. Use the controls in the Properties panel to customize the line.

10.1 Line Properties

For information about the Line Properties, see section *3.5 Properties Panel*.

11 Advanced Objects

11.1 Message Windows

Message windows are primarily used to display or compose text. Buttons and other objects can be programmed with actions that send text, symbols, and sound files to the Message Window or control its behavior.

11.1.1 Draw a Message Window

1. Select the **Advanced** tool in the toolbar.
2. Select **Message Window**.
3. Draw a Message Window anywhere on the page.

> You can draw more than one Message Window on a page.

4. Select the Message Window. The Message Window Properties panel opens.
5. Use the controls in the Message Windows Properties panel to define the Message Window.

11.1.2 Message Window Properties

- **Symbolate Mode** — Choose whether words in the Message Window display their associated symbol.
  - *Off* — do not show symbols with words in the Message Window.
  - *On* — show symbols with words in the Message Window.
  - *Defer* — use the symbolate rule as defined by the User setting. See section *16 User Settings* **Message Window Default Settings**.

- **Save in Play Mode** — When enabled, the contents of the Message Window are stored when Boardmaker closes. The next time the activity is opened, the contents of the Message Window are automatically restored.
- **Response Type** — Define the behavior of the Message Window when it is selected:
  - *Speak* — the current Message Window text is spoken.
  - *Move Cursor* — place the cursor in the selected place in the text.
  - *Speak Word* — the selected word is spoken.
  - *Show Symbol* — display the symbol for the currently selected word.

- **Scroll Mode** — Define how the Message Window scrolls text:
  - *Line-by-line* — Scroll the Message Window text one line at a time.
  - *Page-by-page* — Scroll the Message Window text by whole pages.

- **Edit Mode(s)** — Choose which software mode(s) permit text to be entered into the Message Window.
- **Spell Mode** — Set the spell check preference for the Message Window:
  - *None* — spell check is disabled.
  - *Show* — misspelled words are underlined in red.
  - *Show and Suggest* — underline misspelled words and show suggested replacements. (In Design mode, right click the misspelled word to see suggestions.)

- **Keyboard Intent** — Use a special on-screen keyboard when entering text in the message window.
  - *Text*
  - *Rich Text*
  - *Number*
  - *Internet*
  - *Phone*
  - *Datetime*
  - *None* — Use the standard keyboard.

For information about the other Message Window Properties, see section *3.5 Properties Panel*.

11.2 Videos

Adding a video to a page can make your activities more engaging for students.

11.2.1 Create a Video Object

1. Select the **Advanced** tool in the Toolbar.
2. Select **Video**.
3. Use the **Video Tool** to draw a video object anywhere on the page.
   For more information, see *6 Draw and Arrange Page Objects, page 31*

Figure 11.1 Video Object

4. Select the video object. The *Video* Properties panel will open.
5. In the Properties panel, select **Browse**.
6. Select the video file that you would like to play in the Video object, then select **Open**.
7. Use the controls in the *Video* Properties panel to define the properties of the video.

11.2.2 Video Properties

- **Touch Video** — When enabled, the user can select the Video in play mode to toggle play or pause. When disabled, the video must be triggered to play or pause by another object programmed with the appropriate action.
- **Repeat Video** — When enabled, the video repeats until it is stopped by an action or the page is closed.
- **Show Controls** — When enabled, video playback controls are displayed below the video.

For information about the other Video Properties, see section *3.5 Properties Panel*.

11.3 Group Boxes

A group box acts as a container for groups of buttons, check boxes, radio buttons, or other objects. Objects in the group box - either drawn in the box or moved into it - retain their individual properties, but will move as a unit when the group box is moved. Group boxes can be designated as targets, and other objects can be moved into them - enabling you to create challenging interactive activities.

One of the primary uses for group boxes is to create scanning groups - a collection of buttons (or other objects) can be grouped together within the group box. When the user selects the group box, the scan pattern will work its way through all the objects in it in the scan order you have designated.

11.3.1 Group Box Properties

For information about Group Box Properties, see section *3.5 Properties Panel*.

11.4 Check Boxes and Radio Buttons

You can use radio buttons and check boxes to create checklists, question-and-answer activities, simple forms, and much more. By default, each radio button or check box includes a frame in which a symbol will appear when it is selected. Radio

buttons and check boxes are drawn in exactly the same manner and share the same properties. The major difference between them is that in each group of radio buttons, only one selection is allowed. That is, each time a radio button is checked in one group (in a group button or group box or on a page) the other radio buttons will revert to an unchecked state. Radio buttons are very useful for simple "yes/no" questions or for any activity (especially multiple choice activities) in which there is only one correct answer.

Check boxes are each handled individually and do not affect other Check boxes. You should use Check boxes when multiple selections are allowed, such as in a list.

11.4.1   Check Box and Radio Button Properties

- **Type** — Choose *Check Box* or *Radio Button*.
- **Checked Symbol** — Choose the symbol that appears inside the check box or radio button when it is checked.
- **Unchecked Symbol** — Choose the symbol that appears inside the check box or radio button when it is unchecked.
- **Start Checked** — When enabled, the check box or radio button is checked when the activity launches.
- **Maintain Aspect** — When enabled, the check box or radio button retains its original aspect ratio when it is resized.
- **Show Frame** — When enabled, the boundary around the check or radio button (not the text) is visible.

For information about other Check Box and Radio Button Properties, see section *3.5 Properties Panel*.

11.5 Text Boxes

Text boxes are similar to message windows in that they display text messages entered by keyboard input in Preview and Play modes. They differ from message windows, however, in that text boxes are used for short text entries - only one word or line of text. Text boxes also differ from message windows in that they do not have symbolate properties.

11.5.1   Text Box Properties

- **Is Password** — When enabled, the text box will function as a password field.
- **Keyboard Intent** — Use a special on-screen keyboard when entering text in the message window.
  - *Text*
  - *Rich Text*
  - *Number*
  - *Internet*
  - *Phone*
  - *Datetime*
  - *None* — Use the standard keyboard.

For information about other Text Box Properties, see section *3.5 Properties Panel*.

11.6 Tab Control Objects

Use the Tab Control tool to create a new Tab Control on a page. Tab Controls are very similar to file folder tabs and enable you to create multiple layers. You can place objects, such as symbols, buttons, or labels, in the tab pane for each tab in the Tab Control, and you can choose a unique style for each tab - each tab can have a different layout, label, symbol, and audio cue.

11.6.1   Tab Control Properties

- **Add Tab** — Create a new tab on the Tab Control.
- **Delete Tab** — Delete the currently selected tab on the Tab Control. There must be at least one tab on a Tab Control at all times, so the last (only) tab cannot be deleted.
- **Tab Width** — Set the width (in pixels) of the tab(s) on the Tab Control.
- **Tab Height** — Set the height (in pixels) of the tab(s) on the Tab Control.

For information about other Tab Control Properties, see section *3.5 Properties Panel*.

11.7 Scan Order

When Scanning is the chosen selection method, the software defaults to the Row/Column scanning order. The objects on the page are scanned row-by-row, from left to right, and then from top to bottom. If you would like to scan objects in a particular order on a page, use the Scan Order tool to specify the order in which the objects will scan.

1. Select the **Advanced** tool in the Toolbar.
2. Select **Scan**.
3. Click on the page objects in the order in which you would like them to be scanned.

12 Create PDF (Print)

1. Select **Create PDF** in the Toolbar. The Create PDF dialog opens.
2. Use the settings to customize your PDF creation. If you want to view your PDF right way, enable **Open After Creating**.
3. Select **Create**. The file browser opens.
4. Navigate to the directory where you want to save your PDF, then select **Choose**. A PDF file of your activity is created.

> If you would like to print your activity on paper, open the PDF file in a PDF viewer such as Adobe Acrobat and use the Print function in the PDF viewer to send the activity to your printer.

13 Rich Text Editor

Use the *Rich Text Editor* to add special formatting to the text you place on an object. To open the *Rich Text Editor* , select the **Edit Text** button in the *Content* Properties group for an object that can contain text.
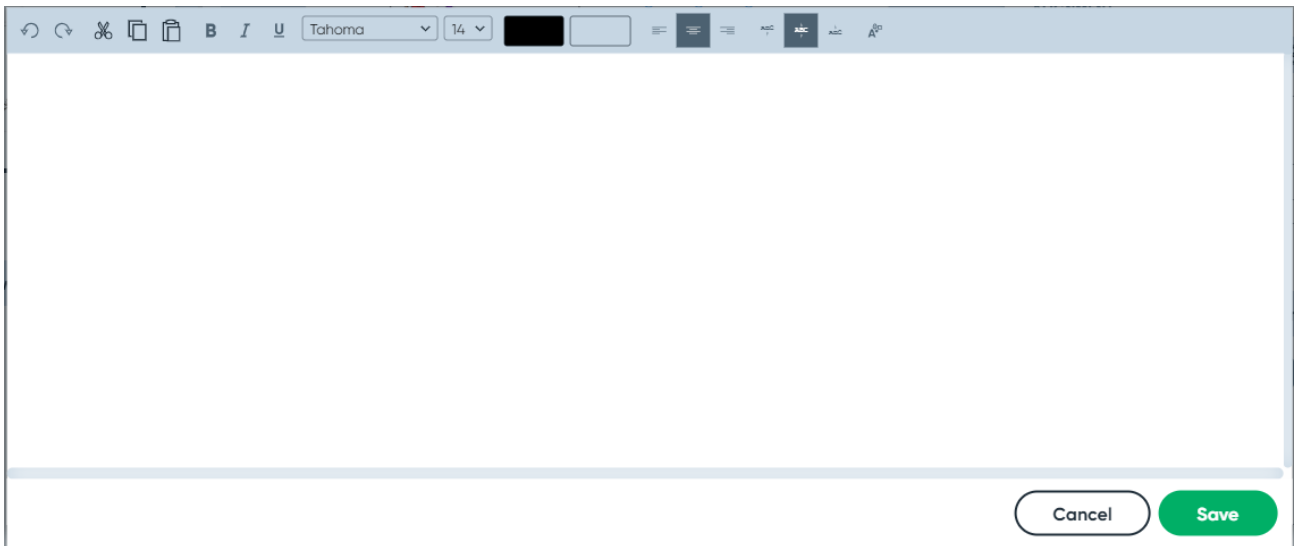
Figure 13.1 Rich Text Editor

14 Actions

Actions are very simple commands that make your on-screen activities interactive. It is easy to program an object in Boardmaker 7 Editor using actions. Just add one or more actions to an object using the *Action Editor*.

If you don't feel comfortable working with the Action Editor, remember that interactive templates are pre-programmed for you!

14.1 Add Actions to an Object

1. Select the object (or the page itself) to which you want to add actions. The Properties panel for that object opens.
2. Select the **Actions** button in the Advanced section of the Properties panel. The *Action Editor* opens, displaying any actions that are currently assigned to the object.

You can also double-click the object to open the Action Editor.

3. Select **+Add Action**. You can:
   - Search for an action. See section *14.4 Searching for Actions*.
   - Browse using the Action Category List. See section *14.3 Action Categories*.

   Select an action to assign it to the object.

   If the action you have selected needs further information - for example, the name of a page to open or sound to play - a menu or dialog will open. You must select or enter the required information to complete the action.

4. Select **Save & Close**.

14.2 Action Editor

Use the *Action Editor* to assign actions to an object or page, or to edit actions already assigned.

To access the *Action Editor*:

   - Select the **Actions** button in the Properties panel of any programmable object *or*

● Double-click directly on an object.
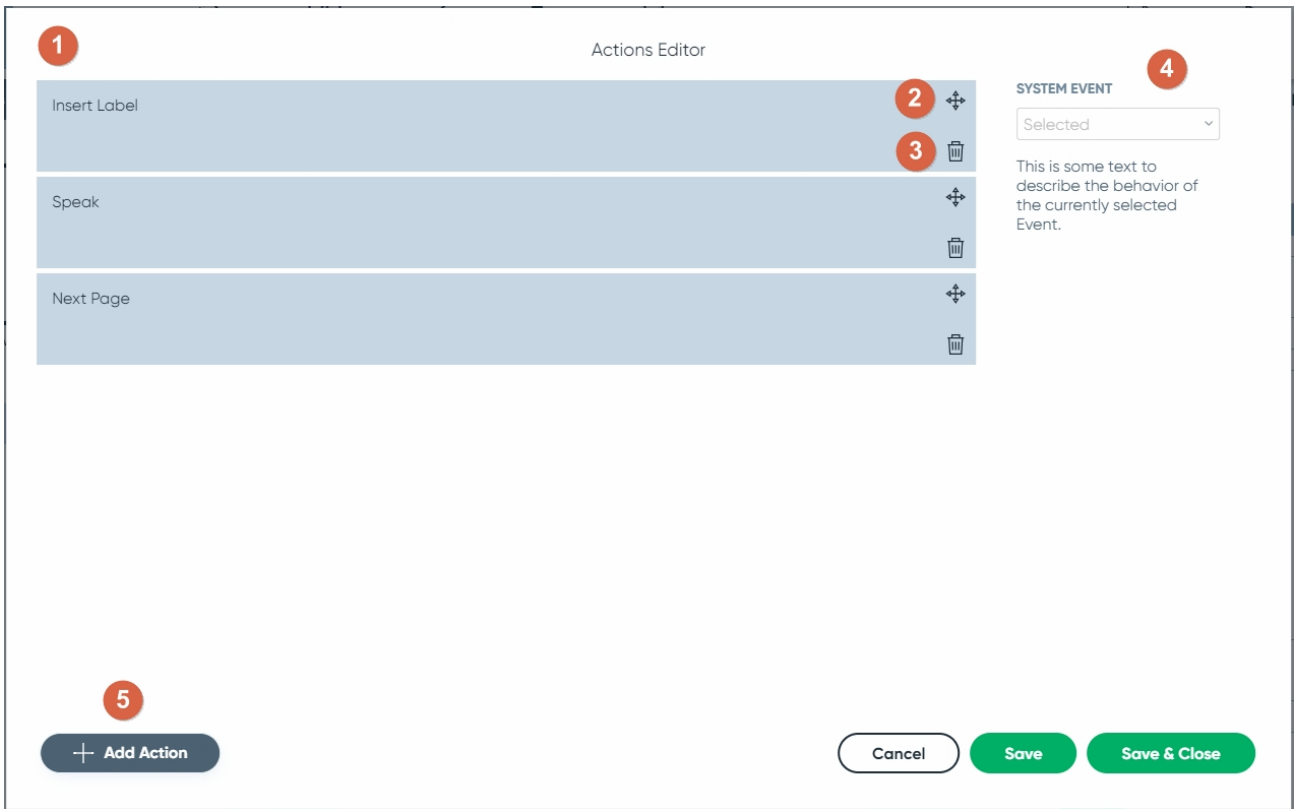
Figure 14.1 Actions Editor

	Name	Description
1	Assigned Actions List	Displays all the actions assigned to the current object. (Actions are performed in the sequence in which they are listed.)
2	Move	Click and drag to move the action up or down in the list.
3	Delete	Remove the action from the object.

	Name	Description
4	System Event	A System Event is an occurrence that triggers the assigned actions to run. Select an event to which you want to add actions (such as "*Selected*" or "*PageOpen*"). You can have several event types, each with different actions, for an object.
5	Add Action	Open the Add Action window to search or browse for actions to add to the object.
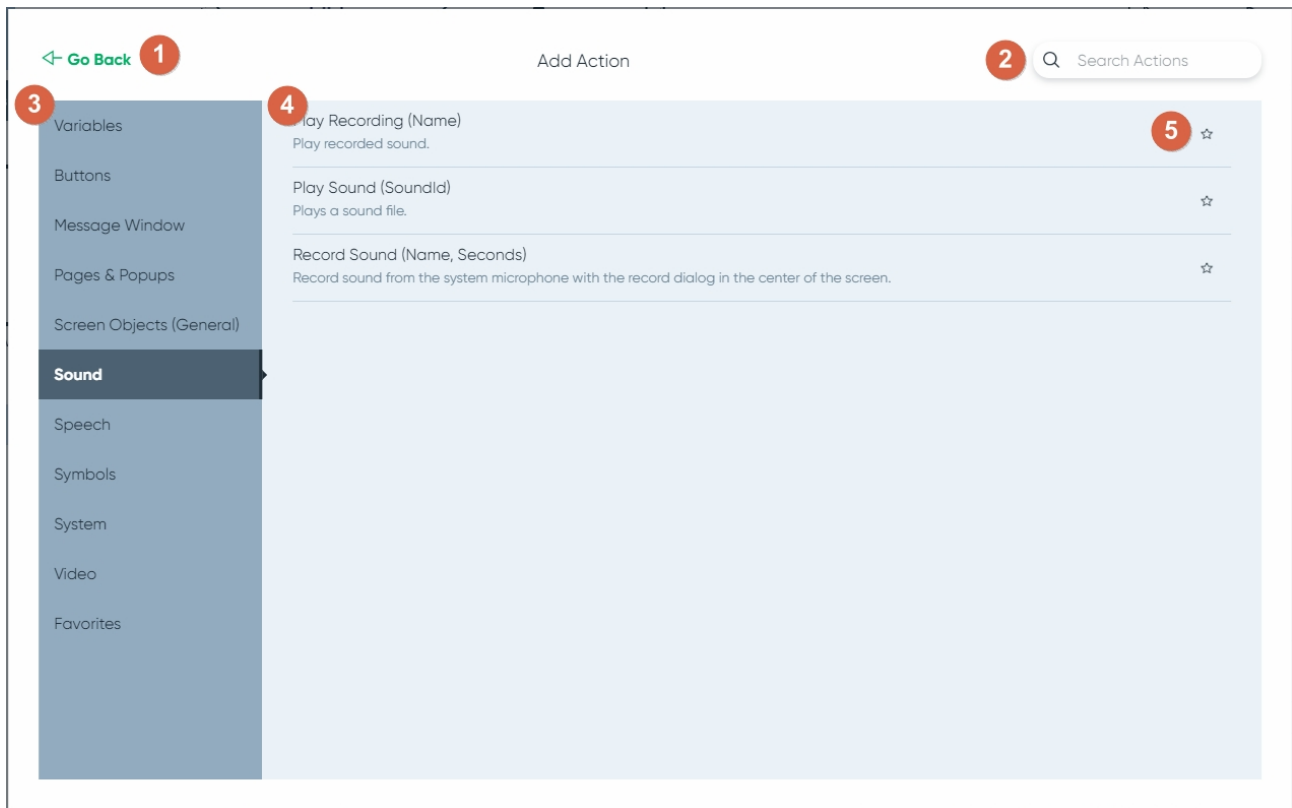
Figure 14.2 Add Action

	Name	Description
1	Go Back	Return to the Actions Editor.
2	Search text box	Enter your search criteria. Hit the Enter key on the keyboard to perform your search.
3	Category list	List of action categories, arranged by category group.
4	Actions	Actions in the currently selected category. Select an action to assign it to the object.
5	Favorite	Select the star beside any action to add it to the Favorites category.

14.3 Action Categories

You can browse for actions using the category list on the left side of the *Add Action* window.

Select an action category to view all of the actions in that category - including a brief description of each action. Select an action to add it to the action script for the object or page you are programming.

Select the star beside any action to add it to the *Favorites* category.

14.4 Searching for Actions

Use the Search Actions text field to search for actions by keyword.

1. In the Action Editor, type a key word into the **Search Actions** text box.
2. Hit the **Enter** key on the keyboard to display the search results.
3. Select an action in the search results to assign it to the object you are programming.

Select the star beside any action to add it to the *Favorites* category.

To view the complete list of available actions, see *Appendix A Actions*.

15 Activity Properties

To set the properties for the template, open the File menu and choose Activity Properties:

- **Name** — This field displays the file name of the activity. You cannot edit the name in this field. If you want to rename the activity, then save the activity with a different file name.
- **Author** — If necessary, enter your name. This field is optional, but if you plan on sharing with other users or using other users activities, then you might want to add your name so that you can identify your activities in the future.
- **Description** — Enter a description for the activity. If you plan on sharing the activity with other users, then make sure to include a description of what the activity does.
- **Tags** — Enter one or more search tags to help you or other Boardmaker users find the activity in a search. Separate multiple tags with a comma (,). For example, if the template is for a book about common school activities, then you could enter the following tags: book,school,math.
  Search tags make it easier for you and other Boardmaker users to find activities. When searching for on *myBoardmaker.com*, the search will return all templates that have tags that closely match the search criteria.

  When choosing tags for the activity, try to include tags that describe the scenario or type of activity in which a user would want to use the activity.

  > When entering a tag, you can use letters, numbers, and underscores (_). You can't use spaces or punctuation.

- **Version** — *(Optional)* Enter a version number for the activity.
- **Content Type** — Define whether it is an Onscreen or Print activity.
- **Thumbnail** — Choose the thumbnail image for the activity. Select **Change** to browse to an image on your computer. To use the default thumbnail, select Reset.

16 User Settings

To edit User Settings, select the **File Menu** and choose **User Settings**.

General

- **On Startup** — Set the mode or Activity to open when Boardmaker starts up (Dashboard or Last Project).
- **Sound** — Set the device to use for audio input.
- **Advanced Network Settings** — Options to Override System Proxy, set proxy username and password, and Disable Strict SSL.

Interface

- **Display Units** — Choose the units to display on the ruler in the workspace.
- **Grid** — When enabled, a grid is displayed in the workspace in Edit mode.
- **Snap to Grid** — When enabled, objects snap to the nearest position in the grid.
- **Grid Spacing** — Define the size of the page grid.
- **Spray Spacing** — Define the default spacing between objects when using the Spray tool.
- **Ruler** — When enabled, a ruler is displayed on the edges of the workspace in the editor.

Play Mode

- **Access Method** — Choose the Access Method to use in Play mode. See section *17 Access Methods* for descriptions and setting details.
- **Audio Cue** — When enabled, audio cues play (for objects that have them) when the object is highlighted.
- **Message Window Default Settings** — Note that some of these settings can be overridden on individual Message Window objects by adjusting the object properties.
  - *Auto-Capitalize* — Automatically capitalize the first word in the message window and the first word in each sentence.
  - *Auto-Space* — Automatically insert a space between each word in the message window.
  - *Use Symbols* — Symbolate words in the message window.
  - *Speak on Entry* — When text is entered into the message window it is also spoken.
  - *Clear after Speech* — After speaking the message window, clear the contents of the message window.
  - *Thick Cursor* — Make the message window cursor wider, so it is easier to see.
  - *Print Orientation* — Set the default orientation when printing.
  - *Print Margins* — Set the default page margins when printing.
- **Hover State** — When enabled, selectable objects highlight when the cursor moves over them. (Hover state highlight only appears in Play and Preview modes.)

Text to Speech

- **Voice** — The voice to use for text to speech.
- **Voice Rate** — The speed at which text is spoken. This may need to be adjusted if you change the Voice setting.
- **Highlight Type** — Choose the way in which text and symbols are highlighted when text is spoken. To disable highlight, select None.
- **Highlight Style** — Choose the highlight style and color.

Symbol & Language

- **Symbol Management** — Choose the Symbol Libraries to use with Boardmaker 7.
- **Symbol Search Ordering** — Prioritize symbols so that the symbols you prefer come up first in symbol search.
  - **Presentation Order** — Select a symbol set, then use the Up and Down buttons to move it up or down in the list. The symbol sets near the top will appear first in symbol search results.
  - **Form** — The preferred depiction style of humans in symbols.
  - **Gender** — The preferred gender of humans in symbols.
  - **Skin Color** — The preferred skin tone of humans in symbols.
  - **Age** — The preferred age of humans in symbols.
  - **Symbol Color** — Choose the default symbol color settings: color or black & white symbols. This setting can be overridden in the Symbols panel Filters.

- **Content Filtering** — Choose to Show all symbols (no content filtering), Hide Explicit Symbols (the symbol art is explicit i.e. clearly and precisely drawn), or Hide symbols of mature words (symbols related to mature themes).

17 Access Methods

17.1 Simple Touch

This is the default setting for the software. The object is immediately selected when you click it.

17.2 Touch Enter

Touch Enter works similarly to Simple Touch, in that you click to select. Touch Enter has the benefit of allowing you to adjust the hold and release times to prevent accidental selections for motor movement support.

This is a good access method for a student who is able to use a mouse, but may have impaired motor skills that cause reduced accuracy.

Touch Enter Settings

- **Hold Time** — To prevent making unintended selections, you click an object and hold down the mouse button for a specified period of time (hold time) to select the object. Hold Time is the length of time that you must maintain contact with a screen object (hold down the mouse button) before the object is selected.
- **Release Time** — Release time is the window of time after a screen object is selected during which the software will not accept a new selection. This can help prevent accidental selections. The release time countdown starts when the mouse button is released. If another object is selected before the release time window closes, the clock will start over

17.3 Touch Exit

You click an object, hold down the mouse button for a specified period of time (hold time), and then release the mouse button. The object is selected when the mouse button is released. You may also adjust the release time for this access method.

This is a good access method for a student whose motor skills are impaired.

Touch Exit Settings

- **Hold Time** — To prevent making unintended selections, you click an object and hold down the mouse button for a specified period of time (hold time) to select the object. Hold Time is the length of time that you must maintain contact with a screen object (hold down the mouse button) before the object is selected.
- **Release Time** — Release time is the window of time after a screen object is selected during which the software will not accept a new selection. This can help prevent accidental selections. The release time countdown starts when the mouse button is released. If another object is selected before the release time window closes, the clock will start over.
- **Highlighting** — Choose the style and color for the highlight that shows when an object is selected.

17.4 Scanning

If your motor skills prevent you from using one of the touch selection methods, Scanning is the ideal selection method. When Scanning is active, the objects on the screen will be highlighted in a specific pattern.

Scan Type

- **1 Switch Autoscan** — The software automatically scans the page at the speed and using the scan pattern you have selected.
- **2 Switch scanning** — One switch (a keyboard key or mouse button) is used to advance the scan highlight, and a second switch (keyboard key or mouse button) is used to make selections.

Switch Input

- The switch is the way that the user will make selections. You will set one switch input for 1 Switch Autoscan Scan Type. The 2 Switch Scan Type requires you to define two different switch inputs.

Other Scanning Settings

- **Speed** — the speed at which the scan highlight will move through the objects on the page (Autoscan only).
- **Transition Time** — the pause time between levels in the scan pattern (Autoscan only).
- **Hold Time** — To prevent making unintended selections, you click an object and hold down the mouse button for a specified period of time (hold time) to select the object. Hold Time is the length of time that you must maintain contact with a screen object (hold down the mouse button) before the object is selected.
- **Enable Back** — When enabled, the Back button appears and is accessible using scanning.
- **Enable Reset** — When enabled, the Reset button appears and is accessible using scanning.
- **Scan Back/Reset First** — When enabled, the scan pattern always starts with the Back and/or Reset button(s).
- **Scan Pattern** — the order in which objects will be scanned – either by rows, by columns, or linearly (starting in the top left corner, moving to the right, and then down).
- **Number of Passes** — Set how many times to scan a row or column without a selection being made.
- **Then** — Choose what happens when autoscan has completed the designated number of passes (not applicable to infinite passes).
- **Highlighting** — Choose the style and color for the highlight that shows when an object is selected.
- **Zoom** — When enabled, screen objects zoom as they are scanned. When scanning multiple objects (rows or columns), the object that is first in the pattern is zoomed and the other objects are highlighted as specified by the Highlight Style setting.

17.5 Mouse Pause

Select an object by moving the cursor over the object and pausing for a set period of time. When the allotted time has passed, and the cursor remains paused on the object, the object is selected. This is a good access method option if you can maneuver a mouse but have difficulty pressing down on the mouse button to make a selection.

Mouse Pause Settings

- **Highlighting** — Choose the style and color for the highlight that shows when an object is selected.

17.6 Gaze Interaction

Move the cursor using your eyes. Selections are made by gazing at an object for a set amount of time (Dwell) or by activating a switch.

⚠️ This access method requires compatible gaze interaction hardware.

Gaze Interaction — Dwell Settings

- **Dwell time** — set the amount of time that the gaze must remain on an object in order to select it.
- **Feedback Type** — Gaze Feedback is a visual cue that shows the user where their gaze is registering on the screen, how consistently, and for how long.
  Set the style, color, and size of your Gaze Feedback.

Gaze Interaction — Switch Settings

- **Switch Wait Time** — the amount of time the user must wait between switch activations. Before this time is met, any additional switch activations are ignored.
- **Feedback Type** — Gaze Feedback is a visual cue that shows the user where their gaze is registering on the screen, how consistently, and for how long.
  Set the style, color, and size of your Gaze Feedback.

Appendix A Actions

Actions can be found by browsing the action categories on the left side of the *Add Action* dialog or by keyword query in the action search field. For detailed instructions see section *14 Actions*.

Action	Description
BackPage()	Display the previous page in the page history.
ClearMessagewindow()	Clear the contents of the message window.
DesymbolateAll(object)	Remove all symbols from symbolated text in the designated screen object.
Disable(object)	Disable the designated screen object.
Enable(object)	Enable the designated screen object.
ExitApplication()	Exit the current application and return to where you came from.
Hide(object)	Hide the designated screen object.
InsertLabel()	Insert the label text from the object containing this action into the message window.
InsertLabel(object)	Insert the label text from the designated object into the message window.
InsertSymbol()	Insert the symbol from the object containing this action into the message window.
InsertSymbol(object)	Insert the symbol from the designated object into the message window.
InsertText(text)	Insert the designated text into the message window.
LaunchApplication (applicationName)	Launch an external application.
LaunchFile(fileName)	Launch a file using the associated application.
LaunchWebSite(webAddress)	Launch the designated website using the default web browser.
LoadTextAndSymbolate()	Prompt for a text file, then insert and symbolate the text from the file in the message window at the current cursor position.
NextPage()	Go to the next page in the current activity.
OpenVideoPlayer(videoID)	Open the video player containing the designated video file.
PauseVideo(object)	Pause the current video in the designated video object.
PictureSound(SoundID)	Insert this object's label and symbol into the message window, but play the designated sound file instead of speaking the label.
PictureSpeech(speechText)	Insert this object's label and symbol into the message window, but speak the specified text instead of speaking the label.
PlayRecording(name)	Play the designated recorded sound.
PlaySound(soundId)	Play the designated sound.
PlayVideo(object)	Play the currently loaded video in the specified video object.
PopupVideo(videoID)	Play the specified video in a full screen popup. The popup closes automatically when the video ends.
PopupVideo(videoID, margin)	Play the specified video in a popup. Specify the margin, in pixels, surrounding the video popup from full screen. The popup closes automatically when the video ends.
PreviousPage()	Open the previous page in the current activity.
Print()	Print the current activity.
PrintMessageWindow()	Print the contents of the current message window.
ReadAndHighlight(object)	Speak and highlight the text in the designated object.

Action	Description
RecordSound(name, seconds)	Record sound from the system microphone using the record dialog in the center of the screen. Specify the name of the recording file and the maximum number of seconds to record.
SetHidden(object, value)	Set the hidden/visible state of the designated screen object.
	To hide the object, set value = TRUE. To make the object visible, set value = FALSE.
SetObjectProp(object, propertyName, value)	Set a named custom property for the designated screen object. Screen objects can store any number of custom properties, accessible by a text name.
	propertyName = name of the custom property
	value = value for the custom property
SetText(object, text)	Set the text in the designated screen object.
SetVolume(object, value)	Set the volume (0–100) of the designated video object.
Show(object)	Make visible the designated screen object.
ShowSymbolWindow()	Show the zoomed symbol window for the word at the current message window cursor position.
Sleep(seconds)	Pause for the designated number of seconds before performing the next action.
Speak()	Speak the contents of the current message window.
Speak(contentType)	Speak the specified type of text in the current message window.
	ContentType = "All", "Selection", "Word", "Sentence", or "Paragraph"
SpeakLabel()	Speak the label of the current object.
SpeakLabel(object)	Speak the label of the designated object.
SpeakLabel(object, wait)	Speak the label of the designated object, then wait for the specified number of seconds before performing the next action.
SpeakText(text)	Speak the specified text.
SpeakText(text, wait)	Speak the indicated text, then wait for the specified number of seconds before performing the next action.
StopAllSound()	Stop all sound currently playing.
StopVideo(object)	Stop the video on the designated video object.
SymbolateAll(object)	Symbolate all text in the designated object.
ToggleMute(object)	Toggle mute on/off on the designated video object.
ToggleRepeat(object)	Toggle repeat play on/off on the designated video object.
variable [= value]	Create a variable assignment statement.
	variable = unique variable name
	value = value to assign to the named variable

Appendix B   Common Words

"Common words" are words that are widely used in normal conversation. When defining the symbolate properties of a message window, label, or symbolate button, you have the option of symbolating "common words" or "non-common words."

Table B.1 Common Words

a	call	funny	just	only	stop	why
about	came	gave	keep	open	take	will
after	can	get	kind	or	tell	wish
again	carry	give	know	our	ten	with
all	clean	go	laugh	out	then	work
always	cold	goes	let	over	there	would
am	come	going	light	own	these	write
an	could	good	like	pick	they	
and	cut	got	little	play	think	
any	did	green	live	please	those	
are	do	grow	long	pretty	three	
around	does	had	look	pull	to	
as	done	has	made	put	today	
ask	don't	have	make	ran	together	
at	down	he	many	read	too	
ate	draw	help	may	red	try	
away	drink	her	me	ride	two	
be	eat	here	much	right	under	
because	eight	him	must	see	up	
been	every	his	my	seven	upon	
before	fall	hold	myself	shall	us	
best	far	hot	never	she	use	
better	fast	how	new	show	wash	
big	find	hurt	no	sing	we	
black	first	I	not	sit	well	
blue	five	if	now	six	went	
both	fly	in	of	sleep	were	
bring	for	into	off	small	what	
brown	found	is	old	so	when	
but	four	it	on	some	where	
buy	from	its	once	soon	which	
by	full	jump	one	start	who	

tobii dynavox

Support for Your Tobii Dynavox Device

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See the product-specific Support page for your Tobii Dynavox device. It contains up-to-date information about issues and tips & tricks related to the product. Find our Support pages online at: *www.TobiiDynavox.com/support-training*

Contact Your Solution Consultant or Reseller
For questions or problems with your product, contact your Tobii Dynavox solution consultant or authorized reseller for assistance. They are most familiar with your personal setup and can best help you with tips and product training. For contact details, visit *www.TobiiDynavox.com/contact*