

Smart II

Manual

Smart

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I. Device

1 - Introduction

The Smart is a handheld dynamic display device for augmentative and alternative communication. The Smart is a Windows CE based computer platform with two high quality speakers.

Smart uses Mind Express CE. This is a powerful software program for graphically based communication.

For an optimal use of the Smart we advice to read the manual before using the device.

Hardware specifications:

- Processor: Intel® PXA310 624 MHz
- OS: Microsoft® Windows Mobile 6.0
- Screen: 4-inch 65.535 colors VGA 480 x 640 TFT Touchscreen, LED white backlight
- Memory: (SDRAM) 128 MB + (ROM) 256 MB + 2GB (expandable) Internal CF card
- I/O: USB Client + USB Host
- Switches: 1 or 2 switches for scanning
- Wireless: Wi-Fi WLAN 802.11b/g + Bluetooth
- Weight: 340 g
- Dimensions: 146mm x 82mm x (27mm min to 34mm max)
- Sound: Amplified 2 speaker audio
- Battery: 3800 mAh Li-Ion removable and rechargeable battery

2 - How to turn on the Smart?

2.1 Turning on the Smart

Turn on the Smart by pressing the on/off button until the screen turns on.



2.2 Turning off the Smart

To turn off the Smart, press the on/off button until the screen turns off.

2.3 Sleep

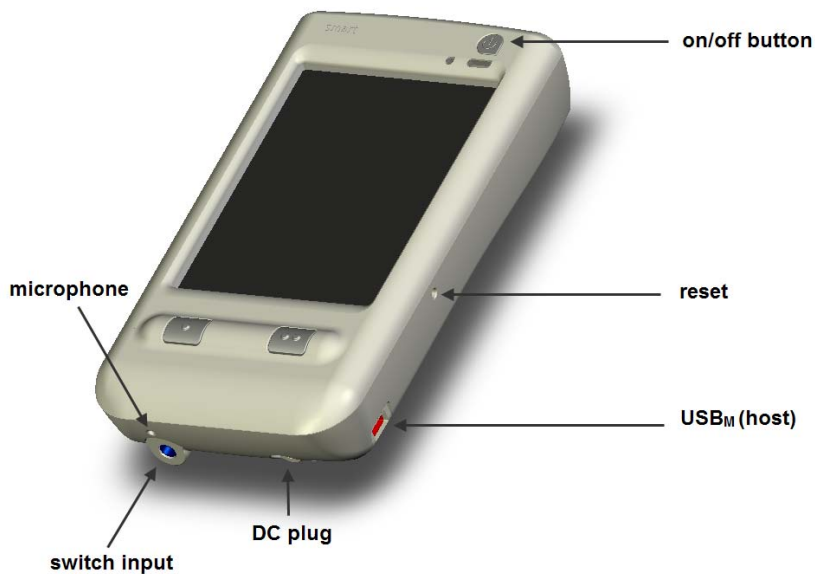
To save power the screen will automatically turn off after 1 minute seconds of inactivity. Tap on the screen to turn on the screen again. This setting can be changed in the Windows Mobile system settings.

After 5 minutes of inactivity the Smart will turn itself off. This setting can be changed in the Windows Mobile system settings. Data will not be lost.

2.4 Reset

To reset the Smart gently move the stylus in the reset opening until you feel the reset switch at the end. Push the stylus a little further to generate the reset.

3 - Connectors and buttons



3.1 DC plug

The power adapter is connected via the DC plug to the Smart. The adapter will charge the internal battery of the Smart. Do not use another adapter than the one delivered with the device!

3.2 On/off button

The on/off button is used to turn on and off the Smart.

3.3 Reset

The reset switch allows you to reset the device in case of a dead-lock.

3.4 USBM(host)

This is the USB host port of the Smart. Here you can connect for instance an external USB keyboard.

3.5 Switch input

The Smart can be controlled with 1 or 2 switches and a scanning algorithm. This input is used to connect 1 or 2 switches. Use the optional switch interface cable that splits a 3 pole male 3,5 mm mini-jack into two 2 pole female 3,5 mini-jacks.

3.6 Microphone

This little opening leads to the internal microphone of the Smart. Speak in that area when making recordings.



3.7 USBPC port

This USB port is used to connect the Smart with a PC. A USB cable is delivered with the device. Connect the Smart with a computer to transfer communication pages that were built on a PC.

3.8 Esc

Press Esc to make the menu bar appear/disappear. The Esc switch is also used to stop a scanning algorithm.

Use a stylus to activate the Esc switch. Gently move the stylus in the Esc opening until you feel the Esc switch at the end. Push the stylus a little further to generate the Esc function.

3.9 Left button

This button can be programmed to:

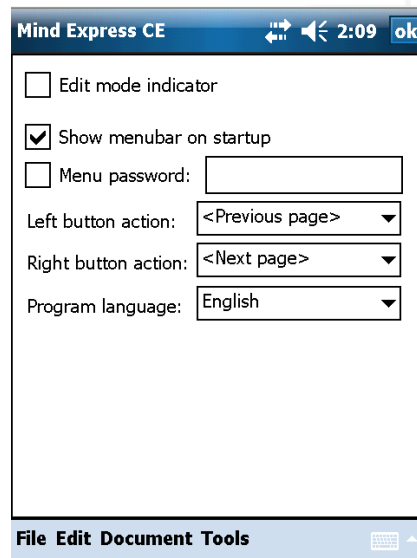
- Show the previous page in the communication book, or
- decrease the volume or,
- read date, or
- read time, or
- stop all sound

3.10 Right button

This button can be programmed to:

- Show the next page in the communication book, or
- increase the volume, or
- read date, or
- read time, or
- stop all sound

To program the left and right button action, go to **Tools >Options**. Choose the action in the corresponding button action list box.



3.11 Battery indicator

The autonomy of the battery depends on:

- frequency of use
- volume
- intensity of the screen
- delay before turning off the device

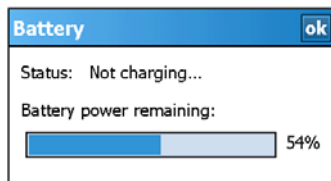
The Smart has an autonomy of 8 hours/day for an average use.

A frequent user should charge the Smart every day or every two days. Use only the adapter that is delivered with the Smart to charge the battery. The battery can be charged while the device is in use. In that case it will take longer to charge the battery.

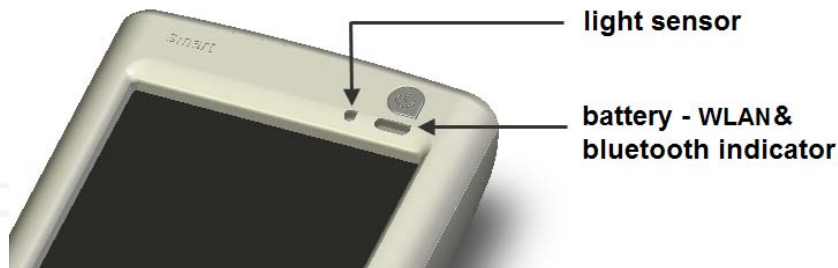
To see the status of the battery:

1. Go to **Tools > Battery**.

The window Battery appears:



From the moment the charger is connected to the Smart the Battery indicator will brighten. The color of the indicator is orange. It will turn green while charging when the charge of the battery will be completed.



3.12 Wlan & Bluetooth indicator

The Wlan and Bluetooth indicator will light up blue

II. How to create a communication book?

Smart runs the powerful communication program Mind Express. This version also allows you to easily create communication pages on the device itself. But

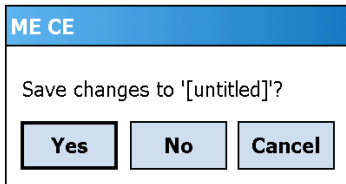
you can also build pages on a PC and transfer the pages to the Smart via its USB port. (See Creating a communication book on PC).

1 - How to make a new file?

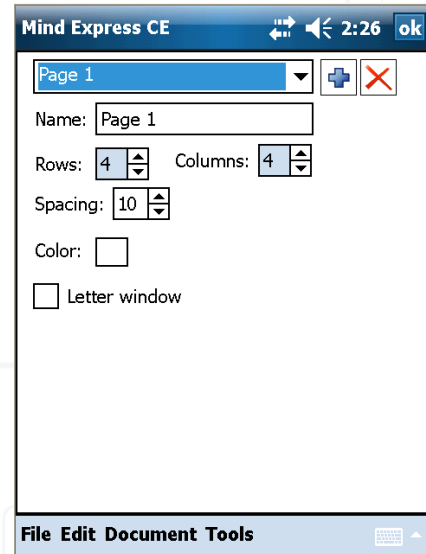
The set of pages of a communication book is stored into a file. If you want to build a new set of pages for a new communication book you need to create a new file.

To create a new file;

1. Select **File**.
2. Select **New**.
3. Save changes of the previous file if necessary.



The page setup screen will now appear on the Smart.





1.1 Create your first page

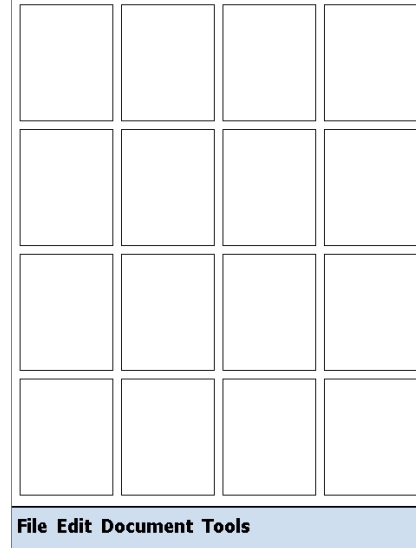
1. Give the page a **Name**.
2. Fill in the number of **Rows** and **Columns** for that page. For instance 4 rows and 4 columns.
3. Choose the amount of **Spacing** between the cells.
4. Tap on the color box to define the background **Color** of the page.
5. Decide if you want a **Letter window** on this page. The letter window displays the sequence of symbols you have selected.



The settings of the letter window can be changed in **Document > Page Settings**.

6. Tap on  if you want to add another page and continue from step 1.
7. Tap  when you are ready.

The first page with 16 empty cells (4 by 4) appears on the Smart.



The following explains how to define the content of a cell. The content of a cell consists of an image/symbol and an action. The action can be a word, a message, a sound or a command.

1.2 Fill in the content of a cell: the symbol

1. Select **Edit**.
2. Select **Edit mode**.

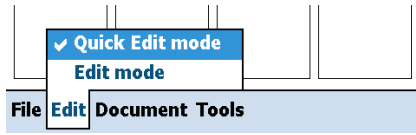
The Smart is now in Edit mode allowing you to change the content of the cells.



To return to User mode select Edit mode again.

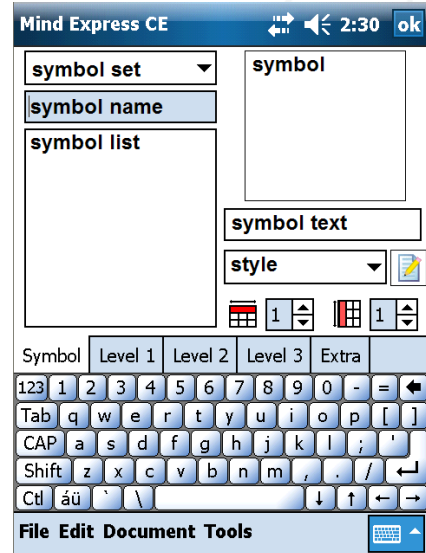


Quick Edit mode allows you to change the content of just one cell.

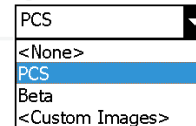


3. Tap on a cell to open the content window.
 - **Level 1, 2 and 3** are the different sets of messages, words or commands that can be linked to that specific cell.

- In **Extra** you can set the cell to be a word prediction cell or a default (symbol or text) cell.






4. Choose the **Symbol Set** you want to work with in the Symbol Set list box.

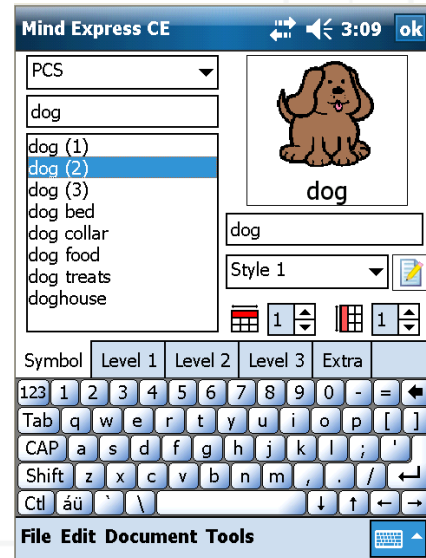


5. Type the name of the symbol in the **Symbol Name** window.

The Smart will show the available symbols in the **Symbol List** window.

6. Select the symbol by tapping on its name. The symbol will appear in the Symbol window.
7. Delete, change or add text to the cell in the **Symbol Text** window.
8. Choose the style of the cell in the **Style list** box.
9. Tap on  to edit a style.
10. The width setting  allows you to change the width of a cell. Each step is 1 cell unit. The cell width increases from left to right.

11. The height setting  allows you to change the height of a cell. Each step is 1 cell unit. The cell height increases from top to bottom.



2 - Fill in the content of a cell: the action: message, text or command

Tap Level 1 to define the action that you want to link with the chosen symbol. The default action in this example will be the spoken message “dog”.

1. Make a choice from the **Action list box** if you want to add a new action to the



action sequence for this cell. Tap  to add your choice. Smart will ask for additional information if needed.

2. Tap  when you are ready.



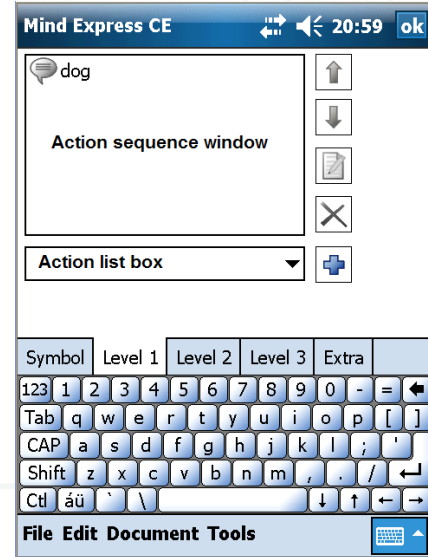
You can add multiple actions to a cell. The sequence of actions will be displayed in the **Action sequence window**.

Select an action in the **Action sequence window**.

tap  to move up to an action or tap  to move down.

tap  to edit an action.

tap  to delete an action.



2.1 Overview of the different actions

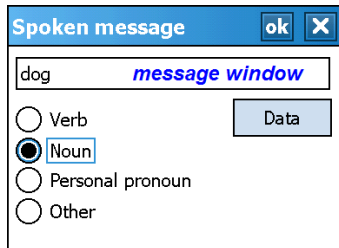
The following list gives you an overview of the different actions that can be linked to a specific cell.

- Spoken message
- Sound


- Go to page
- Open file
- Go to level
- Grammar
- Letter functions
- Stop all sound
- Volume up
- Volume down
- Say date
- Say time
- Say day of week


2.1.1 Spoken message

1. Choose **Spoken message** in the Action list box to add a text-to-speech message and then tap on  .



2. Write the message you want to link with the cell in the Message window.
3. Choose **Verb**, **Noun**, **Personal** or **Other** depending on the part of speech of the message. The Smart uses this information for its grammar engine.
4. Complete data if necessary.

5. Tap  , Smart will ask for more data if needed.

6. Tap  when you made a mistake.

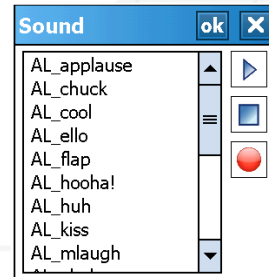
2.1.2 Sound


Choose **Sound** in the Action list box to add a sound or to add a recording and

then tap on  .

To use an existing sound.

1. Tap the sound in the Sound list box you want to use. .






2. Tap  if you want to listen to the sound first.

3. Tap  to stop playing.

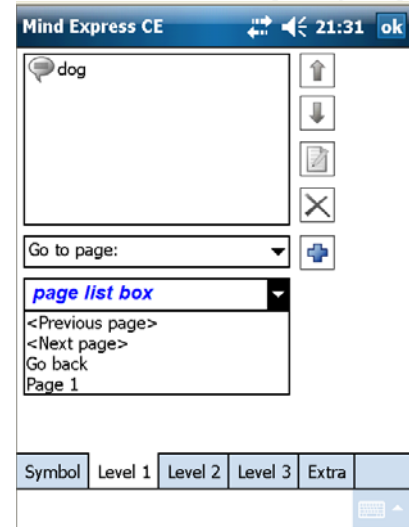
4. Tap  to confirm the selection of the sound.

To record a sound.

1. Tap  to make a recording. The record button will turn into green while recording.
2. Tap  to stop recording. The Smart automatically gives a new recording a name sndx, where x is a number.
3. To change the name of the recorded sound tap its filename and edit it.
4. To delete the sound tap and hold its filename and select **Delete file**.
5. Tap  when you are ready.

2.1.3 Go to page

To open a page from a cell:




1. Choose **Go to page** in the Action list box.
2. Choose a specific page in the list in the Page list box. In that list the name of the pages will appear.
 - **<Previous page>** links to the previous page if available.
 - **<Next page>** links to the next page if available.
 - **<Go back>** links to the last page you have consulted.
 - **<Page 1>** makes a link to page 1.

Tap  to add the action to the action sequence.

2.1.4 Open file

To open a specific file from a cell:

1. Choose **Open file** in the Action list box to make a link to another file and then tap on  .

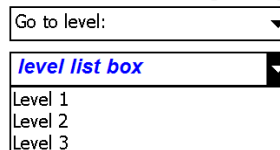


2. Choose in the folder list the folder where the file is located.
3. Choose the file you want to link to.
4. Tap on the **Open** button.

2.1.5 Go to level

The level command is used when you want to access a second or third message that can be linked to the symbol.

For instance a second meaning of the symbol and message “I” could be my name. Often one uses on a second or third level a related message with the symbol that is on the first level.



1. Choose Go to level in the Action list box to activate another level.
2. Choose the level you want.



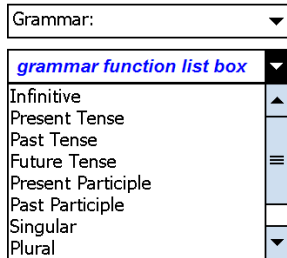
Completing the content of a cell on Level 2 and Level 3 is similar to completing the content of a cell on Level 1. To open the content window of a specific Level, tap on its corresponding level tab.

3. Tap  to add the action.

2.1.6 Grammar

Mind Express CE has a grammar module that helps you to make correct sentences. For example, verbs are conjugated automatically. You can also add specific grammar functions to certain symbols. You could add the grammar

function Past Tense to the symbol 'yesterday' to automatically go into the past tense when the symbol 'yesterday' was selected.




To use the grammar functions:

1. Choose Grammar in the Action list box to add a grammar function.
2. Choose the grammar function in the Grammar function list box.

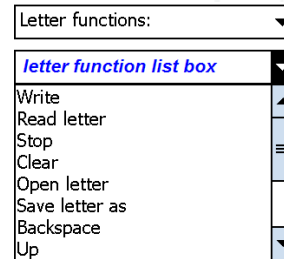
For instance choose **Present Participle** if you want the next verb in its Present Participle form.

For instance choose **Plural** if you want the next noun in its plural form.

3. Tap on  to add the action to the action sequence.


2.1.7 Letter functions

Smart allows you to create and to prepare sentences. You can get a visual feedback of the message you are creating in the letter window. Both text and symbols can be displayed.



To use the Letter functions:

1. Choose **Letter functions** in the Action list box to add a letter function.
2. Choose one of the following Letter Functions:
 - **Write:** Activate the letter window so you can start adding symbols to the letter
 - **Read letter:** Read out loud the sentence or letter completely.
 - **Stop:** Stop writing
 - **Clear:** Clear the letter window and start a complete new sentence or letter
 - **Open letter:** To open an existing letter
 - **Save letter as:** To save the letter as brf file under a name that is visible in the cell it's saved under.
 - **Backspace:** To delete the last entry.
 - **Up:** Display the next line in the letter.
 - **Down:** Display the previous line in the letter.
 - **Left:** Set the letter cursor one position to the left.
 - **Right:** Set the letter cursor one position to the right.
 - **Home:** Set the letter cursor at the beginning of the letter.
 - **End:** Set the letter cursor at the end of the letter.
 - **Toggle letter:** Activate/deactivate the letter window.

3. Tap on  to add the action to the action sequence.



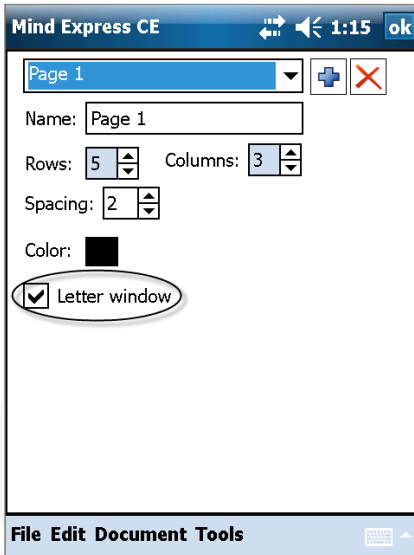
To add a letter window on a specific page activate the Letter window parameter in the Document >Page settings menu.

2.1.8 The letter window

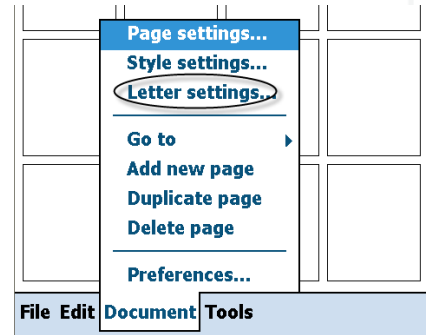
Each page can have a letter window.

To activate the letter window on a page:

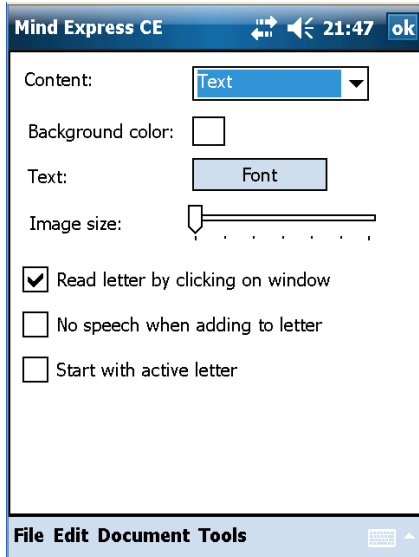
1. Select in the menu **Page > Settings** and enable the Letter window box.



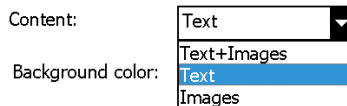
2. Select **Document > Letter settings** to define specific letter parameters.



Following window appears on the device:



- The **Content** of the letter window can be only text, only images or both text and images.




- Set the **Background color** of the letter window by tapping on the Background color box.
- Set the **Font of the Text** in the letter window via the Fontbutton.

- The **Image size** slider allows you to change the size of the images that are displayed in the letter window.
- Enable **Read letter by clicking on window** if you want the Smart to speak out loud the sentence in the letter window by tapping on the letter window.
- Enable **No speech when adding to letter** when you do not want auditory feedback while creating a letter or sentence.
- Enable **Start with active letter** to activate the letter window upon loading the file.

2.1.9 Stop all sounds

Choose **Stop all sounds** in the Action list box to make the Smart to stop speech

or sound playback and then tap on .


2.1.10 Volume up

Choose **Volume up** in the Action list box to increase the volume of the Smart and

then tap on .


2.1.11 Volume down

Choose **Volume down** in the Action list box to decrease the volume of the Smart

and then tap on .


2.1.12 Say date

Choose **Say date** in the Action list box to let the Smart say the date and then tap

on . To set the date go to **Tools > Date/Time**.


2.1.13 Say time

Choose **Say time** in the Action list box to let the Smart say the time and then tap

on . To set the time and the time notation go to **Tools > Date/Time**.

2.1.14 Say day of week

Choose **Say day of week** in the Action list box to hear the day of the week in this

cell and then tap on .

2.2 Remarks

- Deactivate Edit mode (by tapping on it) to return to User mode.
- You can use the **Quick Edit mode** to edit just one cell. After editing the Smart automatically returns to the User mode.
- To add a new page to your file go to **Document > Add new page**. A new page with the same characteristics as the previous page will be added to the end of your file. Duplicate page will duplicate the current page and add it at the end of your file.
- Go to **Document > Pagesettings** to change the name of a page, the number of cells, the spacing between the cells and the background color of a page.

2.3 To save a file and to open a file

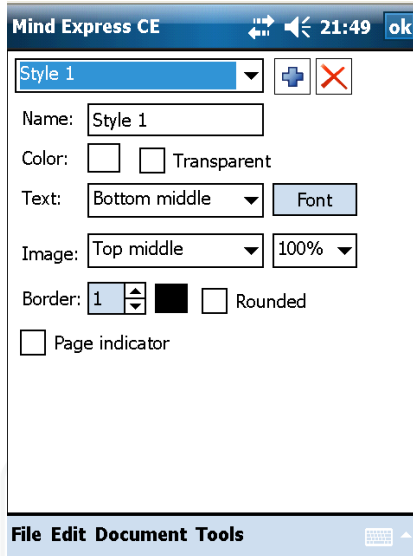
- Save your file when you are ready or when you want to stop editing. Use **File > Save as** when you want to give your file a new name. Use **File > Save** to save it with its existing name.
- Use **File > Open** to open an existing file. Choose the file you want to open in the File list box.

3 - Styles

A cell can have a specific style that defines its background color, text font, shape etc. This visual information brings more structure into the page and gives extra information about the nature of a cell. It shows you that a specific cell is a page link, a function, a specific type of message ...

To define a style::

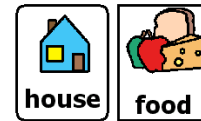
1. Go to **Document > Style settings.**



1. Give the style a name.


Define the background color by tapping on the Color box. You can make a cell transparent. A transparent cell shows the background color of the page.


2. Define the position and font of the text in the cell.
3. Define the position and size of the image in the cell
4. Define the border and border color of the cell. Enable the Rounded box if you want a cell with rounded corners.



5. Enable the Page indicator box. This will only affect cells that link to a page. These cells will have a flipped over right top corner.



Tap  to add a new style.

Tap  to delete the selected style in the list box.

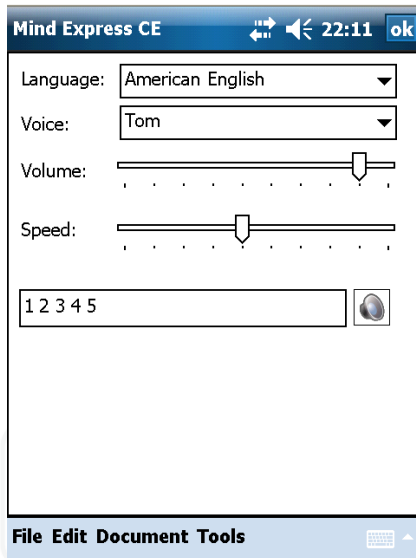
4 - Speech settings

4.1 Speech



Smart uses high quality text-to-speech engines. The speech settings allow you to change the language and voice (if more than one is available), the volume and the speed.

To modify the speech settings:

1. Go to **Tools > Speech...**



2. Modify if needed the **Volume**, **Speed**, **Language** or **Voice**.

3. Tap  to test the chosen settings. Write something else in the test box when you want to hear another phrase.
4. Tap  when you are ready.

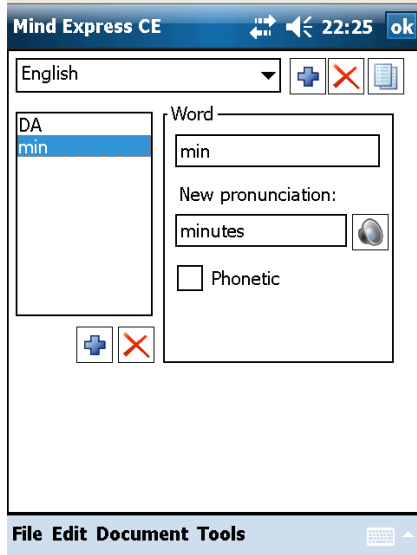
4.2 Speech dictionary


Some words might have a wrong pronunciation. This can happen with words from another language or with names. You can change the pronunciation in the speech dictionary.


To change the pronunciation of some words:


1. Go to **Tools > Speech dictionary** to open the dictionary.
2. Write the word with the wrong pronunciation in the Word window.


3. Write a new pronunciation in a 'sounds as' way or with phonetic characters (enable Phonetic in that case) in the New pronunciation window.



To delete a word in the Word list, first select the word, then tap .

4. Tap  to evaluate the result.

5. Tap  to add the entry to the Word list.

6. Tap  when you are ready.

5 - Word prediction

When the user is able to use text, offering word prediction can increase the communication speed significantly. The word prediction engine in the Smart is context based, it predicts current and next word.

The pages on the Smart can contain cells that show word predictions. To make this happen a cell must be defined as a word prediction cell. The content window of a cell has a tab called Extra in which you can change the Field type to define whether a cell contains a symbol/text (the default) or a Prediction.

To use a cell as prediction cell:

1. Open the content window of a cell and choose the tab **Extra**.
2. Select **Prediction** in the selection list.

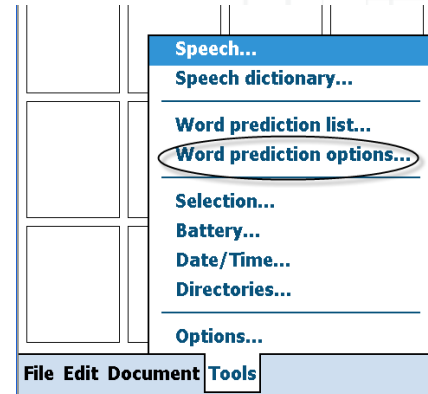
Field type:

Default	▼
Default	
Prediction	

3. Also define the Prediction number: 1 has the highest probability. The bigger the number the lower the probability of the corresponding prediction.

5.1 Word prediction Settings

Go to **Tools > Word prediction options**.



The window **Prediction** appears on the screen:

Prediction		ok	✕
<input checked="" type="checkbox"/>	Case-sensitive		
Minimal length:	1	▲	▼
Maximum repetitions:	2	▲	▼
Recency priority:	None	▼	
Auto-learn:	Don't learn	▼	

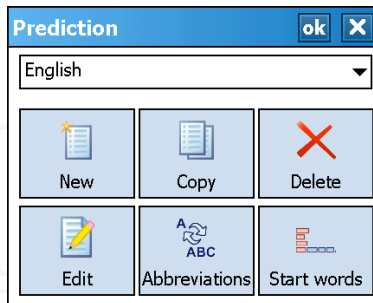
- Enable **Case-sensitive** when you want the prediction engine to be case sensitive.
- The **Minimal length** parameter defines the minimal number of characters the word predictions will be longer than the current written word.
- The **Maximum repetitions** parameter defines how many times a word prediction will be suggested. If it hasn't been chosen by then, the prediction will no longer be shown but will be replaced by another prediction.
- The **Recency priority** (None – Low – Normal – High) defines whether recently used words will obtain higher probabilities.
- The **Auto-learn** setting (Don't learn – learn words – learn word pairs – learn all) defines whether new words and/or word pairs will be added to the prediction list or not. This will also affect the probability of the words in the list.

5.2 Editing the word prediction list

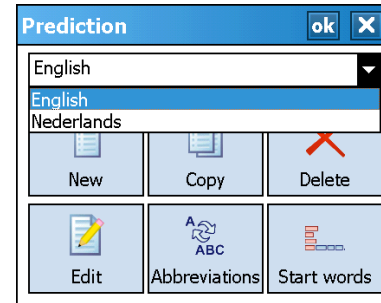
Smart uses a word prediction list of about twenty thousand words. You can edit the list, add and delete words, change frequencies.

To edit word prediction lists:

1. Go to **Tools > Word prediction list...** to edit the currently selected prediction list.


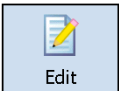
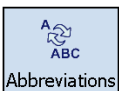
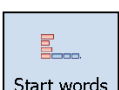


2. In the Prediction list box you can choose a prediction list.



3. Create a new list of predictions. Fill the list manually (use Edit) or activate the auto-learn function to build the list automatically while using the device.

<p>New</p>	<p>To make a new word prediction list. You can add words manually, but you also can use the auto learn function. The word prediction will learn automatically words while using it.</p>
<p>Copy</p>	<p>Duplicate the current word prediction list. You will be asked to give the list a new name.</p>

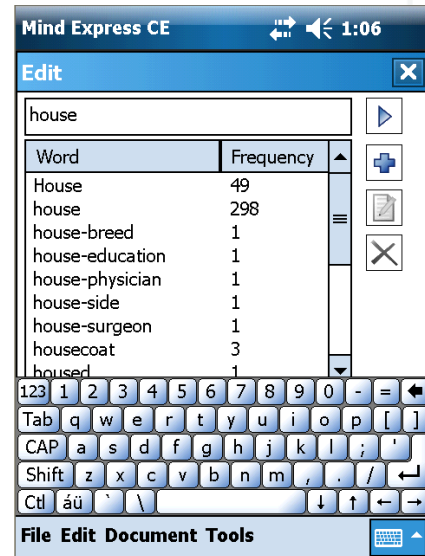
 <p>Delete</p>	Delete the current word prediction list.
 <p>Edit</p>	Edit the current word prediction list.
 <p>Abbreviations</p>	The list of abbreviation can be extended with new abbreviations.
 <p>Start words</p>	Those are words that will be shown in the prediction cells at the beginning of a new sentence. In this list you can add directly add new start words.



5.2.1 Editing words


1. Write (part of) the word you are looking for in the Search window and

tap  .

A list of words with their corresponding frequency will appear.





2. Select a word and tap  to change its frequency.
3. Select a word and tap  to delete it.

4. Tap  to add a word to the list.


Add new ok X

New:	Frequency:
<input style="width: 90%;" type="text" value="you"/>	<input style="width: 90%;" type="text" value="10"/>

5. Fill in the new word and the frequency. Compare with existing frequencies of similar words.
6. Tap  or  when you are ready.

5.2.2 Word pairs






For instance the word 'you'.

1. Write the word you are looking for in the Search window and tap  .
2. Select the word ('you') and tap  to display the list of words that can be combined with the word 'you'.

A list with all the possibilities appears:





Edit X

Word	Frequency
You	16
you	4573
you'd	12
you'll	50
you're	39
you've	21
young	240
younger	14
youngest	5

3. A list of words with their corresponding frequency will appear.
4. Select a word and tap  to change the frequency of the word pair 'you + the selected word'.
5. Select a word and tap  to delete the word pair from the word pair list.
6. Tap  to add a word pair to the list.
7. Fill in the new word that can be combined with the word 'you' and add the frequency of the new word pair. Compare with existing frequencies of similar word pairs.
8. Tap  or  when you are ready.

5.3 Abbreviations

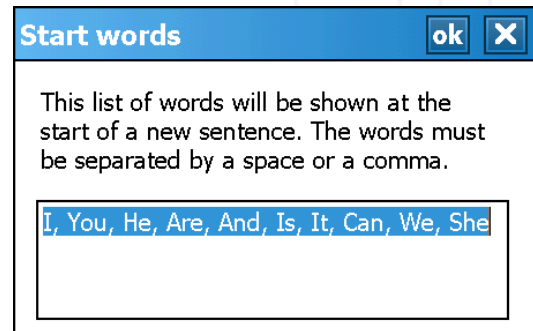
To extend the word prediction list with abbreviations:

1. Select an abbreviation in the list.
2. Tap  to add an abbreviation and its expansion to the list.
3. Tap  when you are ready.
Tap  delete it tap  to edit it.

5.4 Startwords



These words will appear in the prediction cells when you start a new sentence. You can add words to the list.



III. Creating a communication book on PC

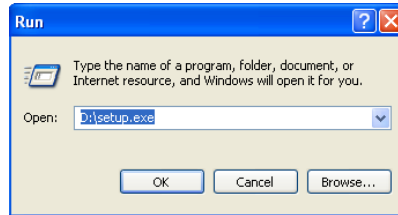
The Smart is delivered with the software Mind Express smart that allows you to create a communication book and/or exercises on a PC. With the software you can also transfer the created files to the Smart via the USB port.

1 - Installing Mind Express Smart

Insert the Mind Express Smart CD-ROM in your CD-ROM drive and follow the instructions of the setup procedure.

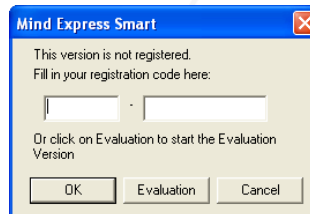
In case the setup procedure does not start automatically select **Start > Run**.

Type **D:\setup.exe** and press **<Enter>** or click ENTER or OK (where D is the letter of your CD-ROM drive).



The first time you launch Mind Express smart a prompt on the screen will ask for a registration code.

You can find the code on the CD-ROM box. The format of the registration code is MCxxxx - xxxxxxxx.



2 - Using Mind Express smart

Double click the Mind Express smart icon on your desktop or launch the software using **Start > All Programs > Mind Express smart**.

Mind Express Smart is started.

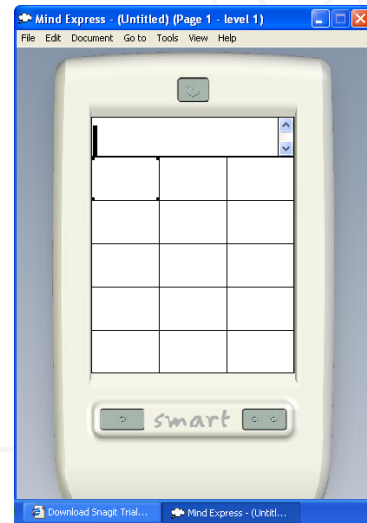
Now you can start creating a communication book. The set of pages of a specific communication book are stored into a file.

- To create a new file first, go then to **File > New**.
- To open an existing file and edit it, go then to **File > Open**.

2.1 Create a new File

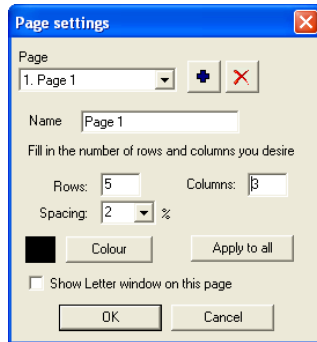
1. Select **File > New** and save changes of the previous file if necessary.

An empty grid appears on your screen:



2.1.1 Create your first page

In the window **Page settings** you can define some settings for the new page:




1. Give the page a **Name**.
2. Fill in the number of **Rows** and **Columns** for that page.
3. Choose the **Spacing** between the cells.
4. Click on the **Color** button to define the background colour of the page.
5. Decide if you want to use a **Sentence window** on this page. The Sentence window displays the sequence of symbols you have selected during message creation.



The settings of the Sentence window can be changed in the menu item **Document > Letter settings**.

6. Click or go to **Document > Add new page** if you want to add another page and continue from step 1.
7. Click OK when you are ready.



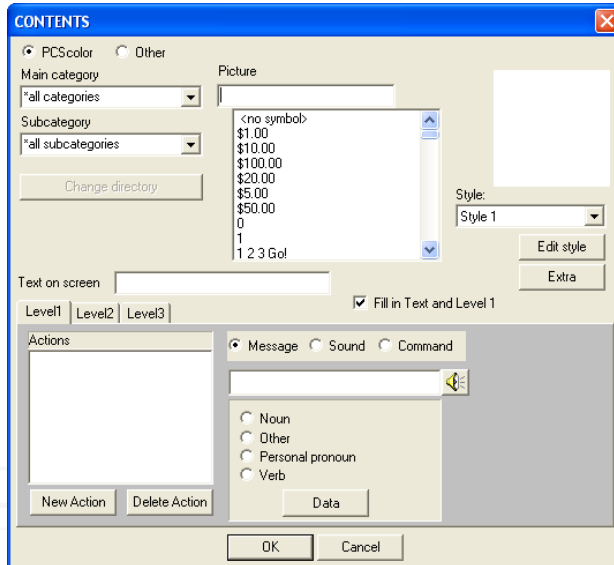
You can add a new page to by going to the menu **Document > New page** or **Document > Page settings** by clicking  .

3 - Fill in the content of a cell: the symbol

3.1 Fill in the content of a cell

The following explains how to define the content of a cell. The content of a cell exists of an image/symbol and an action. The action can be a word, a message, a sound or a command.

The content, sounds and actions of a cell are defined in it's **Content** window.



To fill in the content of a cell

1. Select in the menu bar **Edit > Edit**.

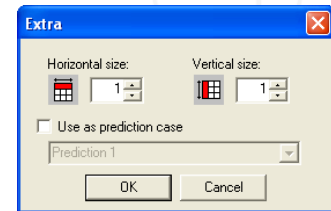
2. Double click on a cell to open the contents window.



Level 1, 2 and 3 are the different sets of messages, words or commands that can be linked to that specific cell.



In **Extra** you can choose the cell to be a word prediction cell. A cell is by default a symbol or text cell. You can also change the size of a cell.





The **Style** list box allows you to choose a style for that cell. The style defines the color and shape of the cell, the position of the symbol and text and the font of the text.

3. Choose the **Symbol Set** (PCScolor or Other) you want to use. Mind Express smart will show the available symbols in the list. **Other** can contain your own pictures and images.



For more information about Other symbols see "Save and use own sounds and images" on page 36.

4. Type the name of the symbol in the **Picture** window.
5. Click on the name of the symbol you want to use. The symbol will appear in the **Symbol** window.
6. Delete, change or add text to the cell in the **Text on screen** window.
7. Choose the style of the cell in the **Style** list box. Click **Edit style** to edit a style. Click **Extra** to change the size of a cell.

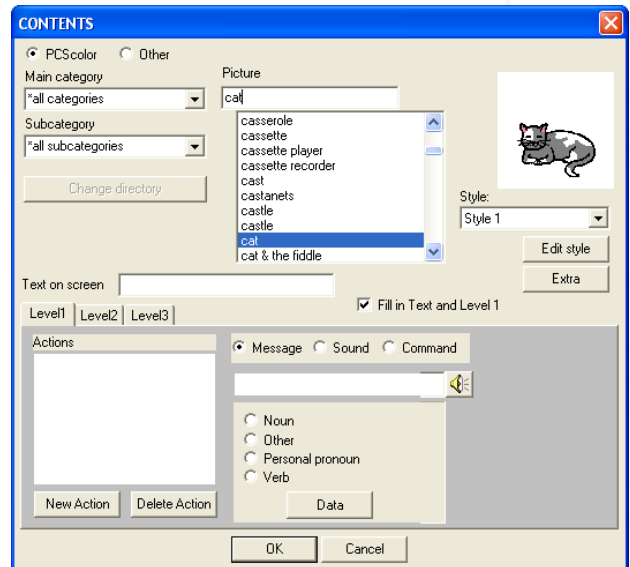
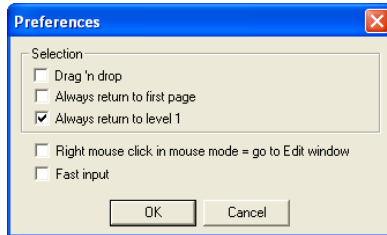
The width and height settings   allows you to change the width and height of a cell. Each step is 1 cell unit. The cell width increases from left to right. The cell height increases from top to bottom.



To open the content window of a cell quickly go to Document > Preferences and select **Right mouse click in mouse mode = go to Edit window**.



Activate **Fast input** to type immediately a word in the cell without making the dialogue window appear. Select Edit > Edit , choose a cell and introduce the text.



3.2 Save and use own sounds and images

Own pictures, figures and sounds can be saved in the in the **Pictures** and **Sounds** folders. Those folders have the standard location **C:\Program Files\Mind Express English Smart**.

To make sure the content of this folders will also appear in Mind Express Smart you can check if the links between the symbols in Mind Express Smart and the folders are correct in the window **Directories**.

To link the right directories to the sounds, pictures and images:

1. Go in the menu to **Tools** and select **Directories**.

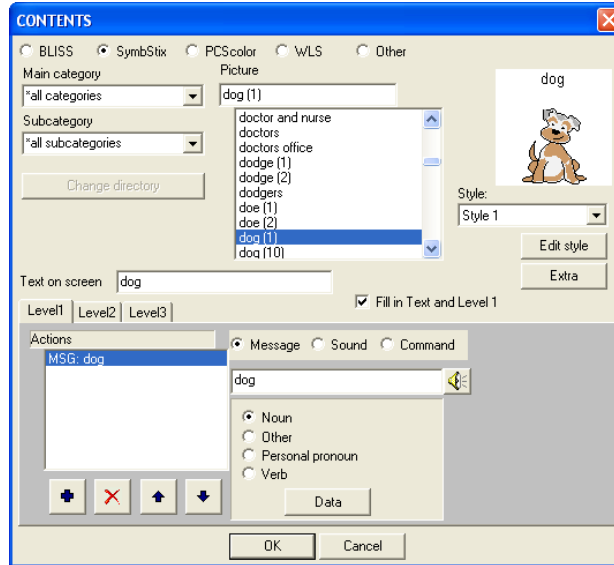
The window Directories appears on your screen:

2. Fill in the directories as in the figure above.



It is important to save own pictures, images, sounds, ect in these folders to use them in Mind Express Smart. Those files will be disponsible in the Smart under Other after exporting files that contain them from the PC to the Smart.

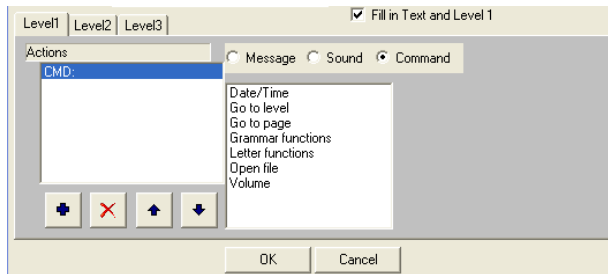
4 - Fill in the content of a cell: the action: message, text or command



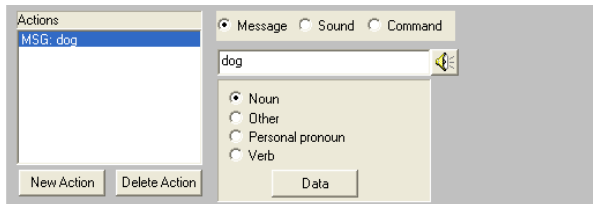
1. The default action in this example will be the spoken message “dog”. If Fill in Text and Level 1 is enabled, Mind Express smart will automatically complete the Text on screen, the message on level 1 and the wordtype (Noun - Other - Personal pronoun – Verb) as soon as you click on a symbol in the list.
2. You can of course change the message, or choose for a sound or a command.
3. You can add extra actions to one specific cell (max. 5). The sequence of actions will be displayed in the Actions window.

4.1 Overview of the different actions

Following list gives you an overview of the different actions that can be linked to a specific cell.



4.1.1 Message

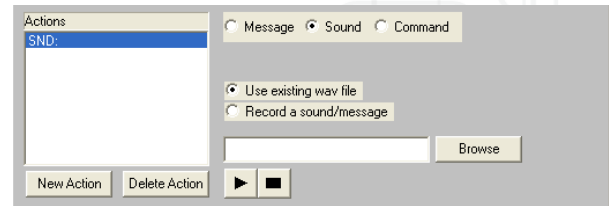




1. Write the message you want to be linked with the cell in the **Message** window.
2. Choose **Verb**, **Noun**, **Personal pronoun** or **Other** depending on the part of speech of the message. Smart uses this information for its grammar engine.
3. Complete data if necessary.
4. Click OK. Mind Express will ask for more data if needed.

4.1.2 Sound

Use an existing sound.



Browse for an available sound on your computer.



- Search for the sound using the Browse function.
- Click on  if you want to listen to the sound first.
- Click on  to stop playing.
- Click OK when you are ready.

Record a sound.



- Click on  to start recording.
- Tap on  to stop recording. Mind Express smart automatically gives a new recording a name **SNDx**, where x is a number.
- Change the name of the recorded sound if you want.

- Click OK when you are ready.


4.1.3 Command

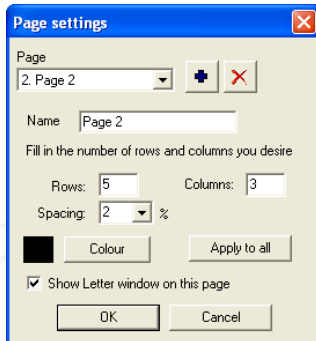
Choose a command in the command list box and complete data if necessary.



For more information on how to work with the commands see “Overview of the different actions” on page 13.

4.2 Remarks

- Completing the content of a cell on Level 2 and Level 3 is similar to completing the content of a cell on Level 1.
- Save your file when you are ready or when you want to stop editing. Use **File > Save** as when you want to give your file a new name. Use **File > Save to** save it with its existing name.
- Use **File > Open** to open an existing file
- To add a new page to your file select in the menu **Document > Add new page** or click  in the Page settings window after selecting **Document > Page settings**.

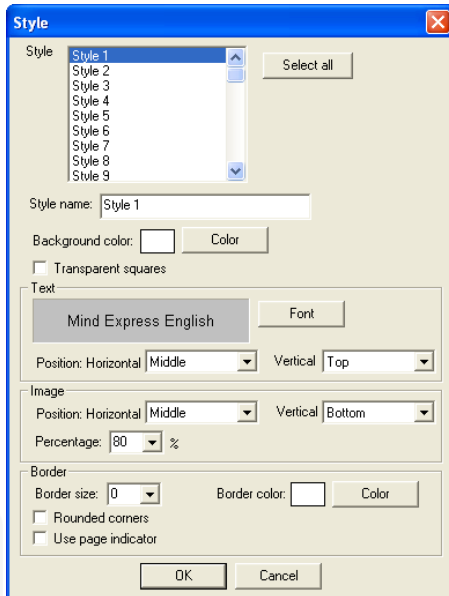


- Here you can add a page, change the name of a page, the number of cells, the spacing between the cells and the background color of a page.

5 - Styles

A cell can have a specific style that defines its background color, text font, shape etc. This visual information brings more structure into the page and gives extra information about the nature of a cell. It shows you that a specific cell is a page link, a function, a specific type of message ...

Go to **Document > Style settings** to define the different styles.



1. Select a style in the listbox.

2. Give the style a name in the **Style name** window. It is recommended to keep style 1 unchanged and neutral. Every cell has style 1 from the start. If style 1 is modified, all cells of the communication book with style 1 will be changed. Just keep style 1 as the default style.
3. Define the **Background color**. You can make a cell transparent selecting 'Transparent cells'. A transparent cell shows the background color of the page.
4. Define the **Border size** and color of the cell. Enable the 'Rounded corners' box if you want a cell with rounded corners.
5. Enable **Use page indicator**. This will only affect cells that link to a page. These cells will have a flipped over right top corner.
6. Define the position, color and font of the Text in the cell.
7. Define the position and size of the **Image** in the cell.

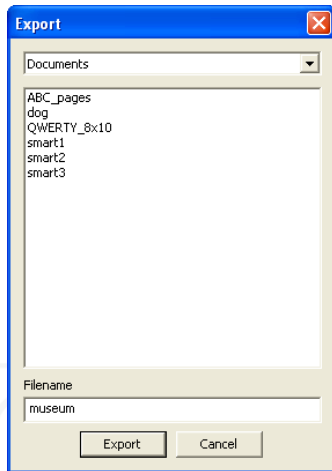
6 - Exporting and importing files

6.1 Exporting files to the Smart

When your communication book is ready finished and saved (for instance as new file) you can upload the file to the Smart via the USB port of your computer. Connect the Smart to your computer with the USB cable that was delivered with the device. Microsoft ActiveSync will make the connection between your computer and the Smart.

To export files to the Smart:

1. Go to **File > Export to Smart**.



2. Mind Express smart will show a list of the existing files on the Smart and the file that is opened in Mind Express smart.

3. Select Export to transfer the new file to the Smart.

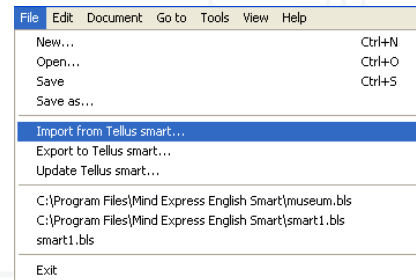
6.2 Import files from the Smart

You can also import files from the Smart to the computer.

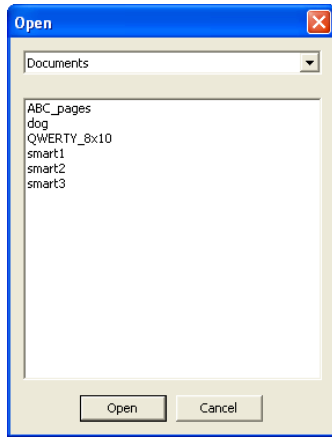
Connect the Smart to your computer with the USB cable that was delivered with the device. Microsoft ActiveSync will make the connection between your computer and the Smart.

To import files from the Smart:

1. Go to **File > Import from Smart**.



2. Mind Express smart will show a list of the existing files on the Smart. Select the file you want to import and then select open.



3. Mind Express will now download and open the file you have selected.

IV. Selection

1 - Touchscreen selection

1.1 Mouse selection

The Smart has a touchscreen that can be operated with a stylus or with your finger. Avoid using any sharp object.

Finger selection requires slightly more pressure compared to the stylus.

To optimize the selection characteristics for each user:

1. Go to **Tools > Mouse selection**.
2. Choose a **Selection indicator** by tapping on the list box: none, border or inverse. The color of the border can be set when you choose for border


Selection indicator: Inverse

Select: on press

Sound on selection

Timing

Post selection time 0 sec

OK  Cancel

3. By default a selection will be accepted **on release**, when you lift your finger or stylus from the touchscreen. You also can choose for selection **on press**.


Selection indicator: Inverse

Select: on press on release

Sound on selection

Timing

Post selection time 0 sec

OK  Cancel

4. Choose sound on selection if you want to hear a sound after selecting a cell.
5. In the window Timing you can choose for
- **Acceptance time (with Select on press)** and set the time in seconds if you only want to accept a selection after the specified period of time. This will avoid unwanted selections caused by coincidental or short uncontrolled screen touches.
 - In the window Timing you can define a **Post selection time (with Select on release)** and set time in seconds if you want the Smart not to accept new


selections during the specified period of time after a selection. This will avoid unwanted multiple selections caused by tremor.

1.2 On-screen keyboard



The Smart has an on-screen keyboard.

In case the on-screen keyboard would not automatically open when editing is needed, you can open the keyboard by tapping on the keyboard

icon  in the right bottom corner of the Smart.

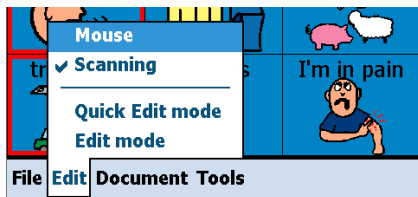
2 - Scanning

The Smart offers you a number of scanning methods, modes and options that allow you to configure the grid scanning to best suit the needs and skills of the user.

The Smart II can be used with a 1- or 2-switch scanning system.

To work with a scanner:

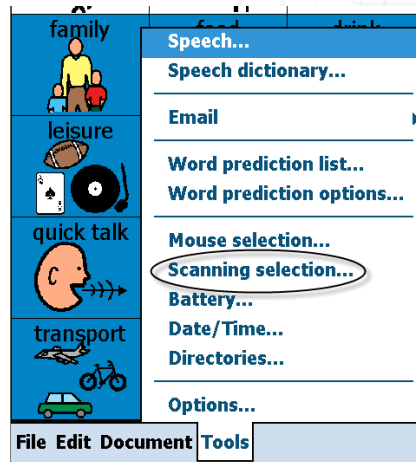
1. Choose **File > Open** and open the communication grid of your choice.
2. Choose **Tools > Scanning selection** to specify the scanning parameters.
3. Choose **Edit > Scanning**.



You can now scan the communication grid.

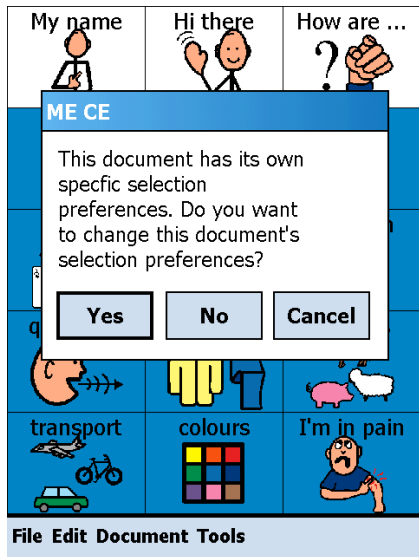
To set up the Scanning settings:

1. To set up specific scanning settings tap **Tools > Scanning Selection**.



A warning window can appear to ask if you want to change the document's preferences. Tap Yes if you want to change the

preferences, No if you don't want to change the preferences or Cancel.



2. The first tab of the scanning preferences, the tab **Method**, appears on the screen.
3. Select a scanning **Advance** method.
4. Define how you want to **Select** cells.
5. Select how a tap will be accepted: **on press** or **on release**.
6. Select a scanning method.

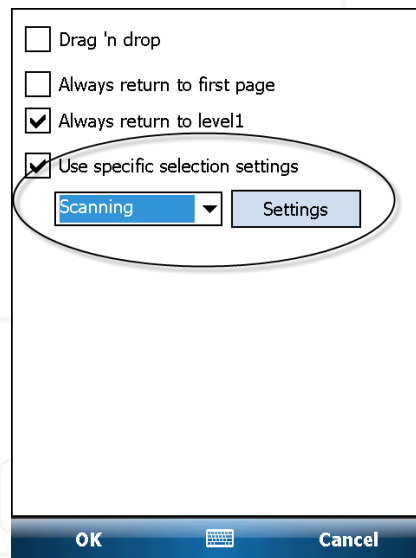
You can now scan the communication grid.

7. Select **Backtrack** if needed. **Backtrack** only works with the **Automatic** and **Hold switch Advance** methods.
8. Set the preferences.
9. Adjust the timing if needed.
10. Set the general preferences as wanted.

You can now scan the communication grid.

To determine in which user mode Mind Express CE will start:

1. Go to **Document > Preferences**.
2. Mark **Use specific selection settings** and choose **Scanning**.



2.1 Automatic advance

In this scanning mode, the next line, column or cell is scanned automatically. The navigation speed can be set by entering the Advance time (in seconds)..

Advance:

Select:

Accept tap: on press on release

Method:

Backtrack

Method	Preferences	Timing	General	
OK			Cancel	

1. Select **Automatic** if you want to work with the automatic scanning mode.
2. **Tap switch** is the only possible way of selection.
3. You can **accept a tap** by **pressing** or by **releasing** the switch.
4. Select the scanning **Method** of your choice.



For more information on scanning methods see “Scanning Methods” on page 57.

5. If you select **Backtrack**, the selection marker will start going backward slowly after selecting the first switch contact.

Backtrack

6. Select the scanning Preferences.

Restart scanning

After selection of a square
 With switch 2

Return from wrong group selection

Select on entire group highlight
 After number of rounds:

Pause scanning

After selection of a square
 With switch 2
 After number of rounds

Method	Preferences	Timing	General	
OK			Cancel	

Preferences	Description
Restart scanning After selection of a square With switch 2	Scanning restarts automatically after the selection of a square. To restart scanning at the beginning of the page after pressing switch 2.
Return from wrong group selection... After number of rounds Select on entire group highlight (only with Row - column, Column - row)	The squares of a row or column that are selected will be scanned for a number of rounds that you specified. After that, scanning restarts. When activated, the entire group will highlight when the scanning has run through all the cells of that group. You can jump to the next column or row by pressing switch 2.
Pause scanning After selection of a square Pause with switch 2 Pause scanning after a number of rounds...	After selection of a square the scanning will pause. You can pause the scanning by pressing switch 2 After scanning a specific number of rounds, scanning will be paused. To restart scanning press switch 1.

7. In the tab **Timing** you can adapt the Advance time, the Acceptance time, the Post selection time and set a time to **Wait after group selection**. To change

the time settings, tap the time you want to change, a time scale appears. You now can adjust the time on the time scale.

Advance time	1 sec
Wait after group selection	1 sec
Acceptance time	0 sec
Post selection time	0 sec



Selection	Time	Description
Tap switch	Advance Time	By modifying the Advance time, you can change speed with which the navigation moves through the grid.
	Wait after group selection	After selection of a group, the first square of the group will be highlighted for the time that you can specify on the time scale.
	Acceptance time (only with tap acceptance on press)	Defines how long the switch must be pressed before the square will be selected.
	Post selection time	After a selection, the selection of another square will not be possible during the time defined in the Post selection time.

8. Set the General settings.



For more information on the General settings see “General scanning settings” on page 58.

2.2 Tap switch

In this scanning mode you can step by pressing switch 1.

Advance: Tap switch ▼

Select: Tap switch 2 ▼

Accept tap: Tap switch 2
Automatic (after timeout) release
Hold same switch

Method: Linear ▼

Backtrack

Method	Preferences	Timing	General	
OK			Cancel	

1. Select Tap switch in the Advance window if you want to work with this scanning mode.
2. To select a square you can choose between three options:
 - Tap Switch 2
 - Automatic (after timeout)
 - Hold same switch
3. You can accept a step by pressing or by releasing the switch.

4. Select the scanning method.



For more information on scanning methods see “Scanning Methods” on page 57.

5. Select the scanning preferences of your choice.

Restart scanning

After selection of a square

With switch 2

Return from wrong group selection

Select on entire group highlight

After number of rounds: 3

Preference	Description
Restart scanning	
After selection of a square	The scanning restarts automatically after the selection of a square.
With switch 2 (Only with Automatic after Time Out and Hold same switch).	To restart the scanning at the beginning of the page after pressing switch 2.
Return from wrong group selection... After number of rounds	The squares of a row or column that are selected will be scanned for a specified number of rounds. After that number of rounds, scanning restarts.
Select on entire group highlight (only with Row - column, Column - row)	When activated, the entire group will highlight when the scanning has run through all the cells of that group. You can jump to the next column or row by pressing switch 2.

Method Preferences **Timing** General

OK Cancel

9. In the tab **Timing** you can adapt the **Auto select time** (only with **Automatic after time-out**), the **Acceptance time** and the **Post selection time**. To change the time setting, tap the time you want to change and a time scale appears. Now you can adjust the time on the time scale.

Auto select time	1 sec
Post selection time	0 sec



Selection	Time	Description
Tap switch 2	Acceptance time	Defines how long the switch must be pressed before the square will be selected.
	Post selection time	After a selection, the selection of an other square will not be possible during the time defined in the Post selection time.
automatic (after timeout)	Auto select time	The standard Auto select time is 1 sec. This means that the square automatically will be selected after scanning has been standing still on this square for a second.
	Acceptance time	Defines how long the switch must be pressed before the scanning will step to the next square, row, column...
	Post selection time	After a selection, the selection of an other square will not be possible during the time defined in the Post selection time.
Hold switch	Hold time	In this parameter you can define how longt the switch must be pressed before selecting a square.
	Post selection time	After a selection, the selection of an other square will not be possible during the time defined in the Post selection time.

10. Set the General settings.



For more information on the General settings see "General scanning settings" on page 58.

2.3 Hold switch

In this scanning mode you can step by holding switch 1.

Advance:

Select:

Accept tap:

Method:

Backtrack

Method	Preferences	Timing	General	
OK			Cancel	

1. Select Hold switch as Advance mode if you want to work in this scanning mode.
2. To select a square you can choose between the following options:
 - Release same switch: to select a square, release the same switch
 - Tap same switch
 - tap switch 2

- Automatic (after timeout): After releasing the switch, the square will be selected after a specified time. You can set this time in the tab **Timing**, in the Auto select time.

3. Select the scanning method.



For more information on scanning methods see "Scanning Methods" on page 57.

4. **Backtrack**: if you select backtrack, scanning will progress backwards during 10 steps, if no selection has been made, scanning restarts forward.
5. Select the scanning preferences.

Preference	Description
Restart scanning	
After selection of a square	After selection of a square, scanning restarts.
With switch 2 (is not possible with selection with Tap switch 2)	To restart scanning on top of page after pressing switch 2.
Return from wrong group selection... After number of rounds	The squares of a row or column that are selected will be scanned for a specified number of rounds. After that number of rounds, scanning restarts.
Select on entire group highlight (only with Row - column, Column - row)	When activated, the entire group will highlight when the scanning has run through all the cells of that group. You can jump to the next column or row by pressing switch 2.

6. In the tab **Timing** you can adapt the **Advance time**, **Acceptance time** and/or the **Post selection time**. To change the timing setting, tap the timing you want to change, a time scale appears. Now you can adjust the time on the time scale.

2.4 Scanning Methods

Selection	Time	Description
Release same switch	Advance time	By modifying the Advance time, you can change the navigation speed.
tap same switch	Advance time	By modifying the Advance time, you can change the navigation speed.
	Post selection time	After a selection, the selection of another cell will not be possible during the time defined in the Post selection time.
Tap switch 2	Advance time	By modifying the Advance time, you can change the navigation speed.
	Acceptance time	Defines how long the switch must be pressed before the cell will be selected.
	Post selection time	After a selection, the selection of another cell will not be possible during the time defined in the Post selection time.
automatic (after timeout)	Advance time	By modifying the Advance time, you can change the navigation speed.
	Auto select time	Defines how long the time-out must be before selection occurs.

Advance:

Select:

Accept tap: on press on release

Method:

Linear
 Linear (column)
 Snake
 Snake (column)
 Row-column
 Column-row

Method Preferences Timing General

OK  Cancel

7. Set the General settings.




For more information on the General settings see “General scanning settings” on page 58.

Scanning method	Description
Linear	All the cells are scanned cell by cell from left to right, starting at the left top line.
Linear (column)	All the cells are scanned cell by cell from top to bottom of a column.
Snake	The first row of the grid is scanned from left to right, the second from right to left, and so on.

Scanning method	Description
Snake (column)	The first column of the grid is scanned from top to bottom, the second from bottom to top, and so on.
Row-column	The rows are scanned one by one, from top to bottom. After you have selected a row, the cells are scanned from left to right.
Column - row	The columns are scanned one by one, from left to right. After you have selected a column, the cells are scanned from top to bottom.

2.5 General scanning settings

- Choose the type of indicator you want. You can choose between:
 - None
 - Border: tap the color box to select the border's color.
 - Inverse: the color of the scanned square, row, column differs from the color of the other squares, so they are in contrast with the other squares.
- You can select a **Sound on advance**.
- You can select a **Sound on select**.
- Select **Skip squares with no action** if you don't want the squares without action to be scanned.

Indicator: 

Sound on advance Sound on select

Skip squares with no action

Method Preferences Timing General

OK  Cancel

Appendix - Phonetic transcription

• Vowels and diphthongs (UK English)

Symbol	Transcription	As in:
i	'bit	beat
ɪ	'bɪt	bit
E	'bEd	bed
@	'm@p	map
A	'kA	car
A+	'pA+t	pot
^	'b^t	but
O	'bOt	bought
U	'bUk	book
u	'but	boot
\$	\$. 'ba&Ut	about
E0	'tE0n	turn
e&l	'be<	bait
O&l	'bO&l	boy
a&l	'ba&l	buy
a&U	'da&Un	down
o&U	'So&U	show

Symbol	Transcription	As in:
l&\$	'hl&\$	here
E&\$	'DE&\$	there
U&\$	'pU&\$	poor

• Consonants (UK English)

Symbol	Transcription	As in:
j	'ju	you
w	'wɪt	wit
R+	'R+a&ld	ride
l	'lEt	let
p	'p@n	pan
t	't@n	tan
k	'k@n	can
b	'bO&l	boy
d	'de&l	day
g	'gA+t	got
? (glottal stop)	?it	eat
f	'fa&ln	fine
T	'Tln	thin

Symbol	Transcription	As in:
s	'sIn	sin
S	'Sa&In	shine
v	'va&In	vine
D	'D@t	that
z	'zo&Un	zone
Z	'vi.Z\$In	vision
h	'hEd	head
t&S	't&SE0+t&S	church
d&Z	'd&Z^nk.g\$I	jungle
m	'ma&I	my
n	'no&U	no
nK	'sA+nK	song

• Vowels and diphthongs (US English)

Symbol	Transcription	As in:
i	'fiI	feel
l	'fiI	fill
E	'fEi	fell
@	'k@t	cat
A	'gAt	got
^	'k^t	cut

Symbol	Transcription	As in:
0	'fOI	fall
U	'fUI	full
u	'ful	fool
\$	\$. 'la&U	allow
E0	'kE0R+t	curt
0	'd0r	door
e&I	'fe&II	fail
0&I	'fO&II	foil
a&I	'fa&II	file
a&U	'fa&UI	foul
o&U	'go&UI	goal

• Consonants (US English)

Symbol	Transcription	As in :
j	'jEs	yes
w	'wa&I	why
R+	'R+lp	rip
l	'liIp	lip
p	'piI	pit
t	'tiIp	top
k	'k@t	cat

Symbol	Transcription	As in :
b	'bIt	bit
d	'dIlg	dig
g	'gAt	got
? (glottal stop)	'?it	eat
f	'f@t	fat
T	'Tin	thin
s	'sil	seal
S	'Sip	ship
v	'v@t	vat
D	'Den	then
z	'zil	zeal
Z	'li.Z\$R+	leisure
h	'h@t	hat
t&S	'k@t&S	catch
d&Z	'd&ZEOR+.ni	journey
m	'm@n	man
n	'n^t	nut
nK	'R+InK	ring

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