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# wego<sup>™</sup>A

## TouchChat User Guide

For **wego A-D** Speech-Generating Devices



Find more resources online:

[talktometechnologies.com](http://talktometechnologies.com) (click **Support**)



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## Hardware and features

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### Power

Press and hold this button (plus a volume button on some models) to turn the device on or off.

*Note: Press this button one time while the wego A is on to put it into “Sleep” mode. This feature will conserve battery life when the wego A is not in use.*

2

### Volume

Press the volume toggle up or down to adjust volume levels.

3

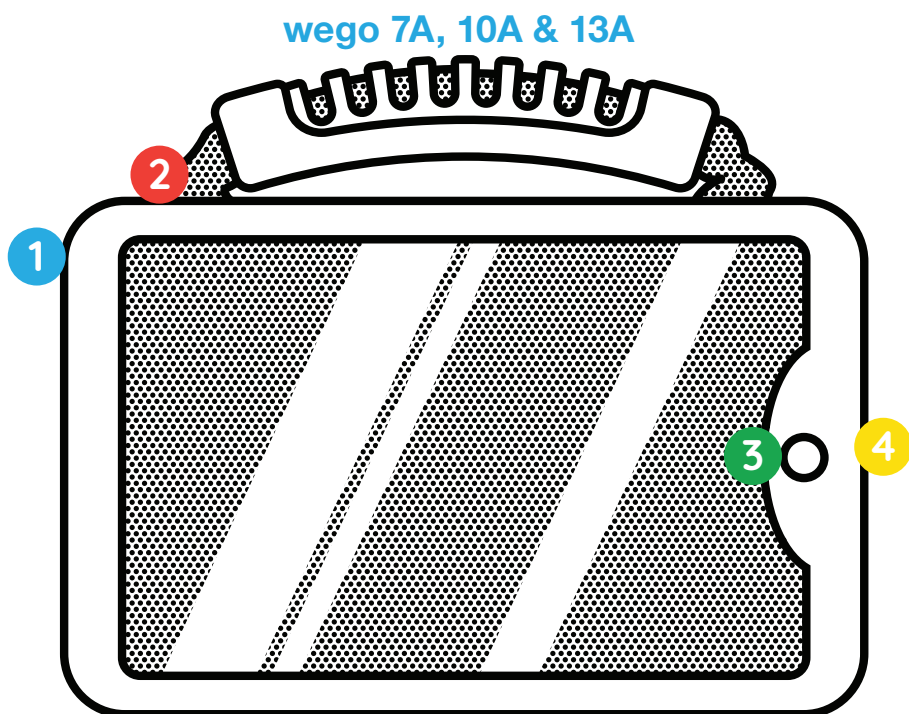
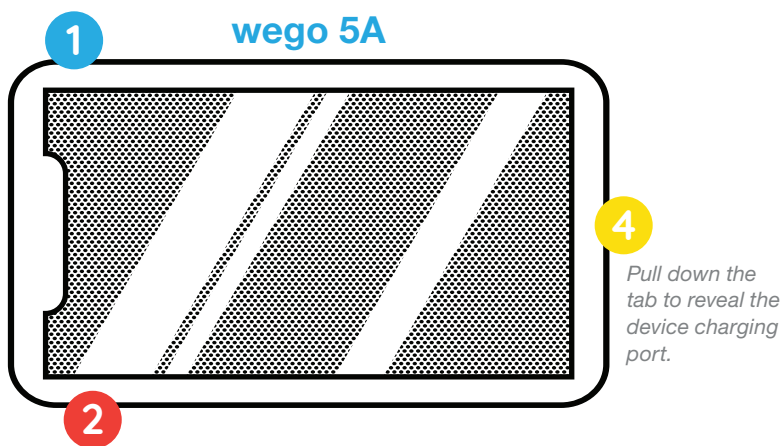
### Home

Tap to return to the home screen. If your wego A model does not have a Home button, swipe up from the bottom of the screen.

4

### Charging the device

Pull down the tab to reveal the device charging port. Charge device and TTMT Speaker (SPKR) at night or when not in use. Please only use a TTMT-approved charger with your device.



*If your wego A model does not have a Home button,  
swipe up from the bottom of the screen.*

## Guided Access

In addition to being a dedicated communication device, the wego A has Guided Access, which keeps the user locked into the vocabulary software. All dedicated devices come with Guided Access enabled, but you may disable Guided Access after receiving your device. The wego A will remain dedicated to communication even with Guided Access disabled.

1. Start Guided Access by quickly triple-clicking the home button. Note: if your wego A model does not have a home button, use the Power button as shown on page 2. Enter all 1's when prompted for password. It will open this screen.



3. Press **Resume** to continue Guided Access (top right).
4. Press **End** to stop Guided Access (top left).
5. **Lock Menu** (restrict use of the menu bar or specific buttons/pages): Open **Guided Access** > Use your finger to draw a circle around area/ buttons to restrict.



## User settings

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Within *Settings* there are several features that allow you to customize your device. Note: Access to some of these features may be in your customized vocabulary set instead of within *Settings*.

To access settings, select **Menu > Settings**

- Voice selection, rate, and pitch settings
- Touch sensitivity
- Font settings
- Hide/show Speech Display Bar

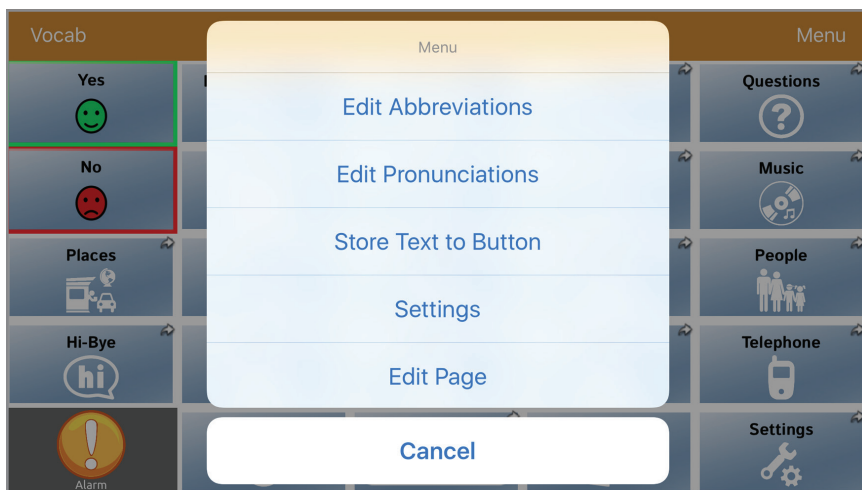
*Tip: Find a detailed explanation for each function by selecting **Vocab > Choose New Vocab > Menu > Help**.*

## Edit mode

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*Edit Mode* allows you to customize or modify vocabulary sets and buttons. Tasks performed in *Edit Mode* include: create or edit a vocabulary button, create and link new vocabulary sets, copy/paste buttons, hide buttons and more.

1. Start *Edit Mode*: On the orange menu bar (top of the screen) select **Menu > Edit Page**. The menu bar will change to red when Edit Mode is turned on.
2. Turn off *Edit Mode*: select **Done** when editing is complete. The menu bar will turn back to orange.



## Edit a button message and image

Easily customize your vocabulary sets and images so that it's personalized. Add favorite foods, places to go and family member names so that everyday communication is quick and easy.

1. **Menu > Edit Page > tap button to edit > Edit this button.** This opens a pop-up window allowing you to edit the button message and image.



2. **Button Label:** In text box below *Button Label*, type the text to display on button.
3. **Button Message:** In text box below *Button Message*, type a message the button should speak aloud when pressed.
4. **Button Image:**

*Choose a Symbol:* **Select Image > tap magnifying glass > type word to search > Search > select symbol > Save > Done.**

*Import photo:* **Import Image > Image Library > select picture from photo library > Use > Save > Done.**

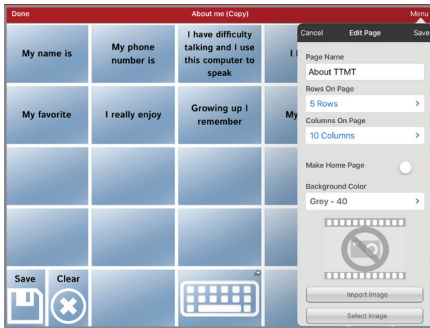
*Take a picture:* **Import Image > Camera > press white circle on screen to take a picture > Use photo > Save > Done.**

*Tip: Need to add more buttons? Enter Edit Mode > Menu > Edit Page Layout > Choose to add additional buttons by selecting **Rows** or **Columns**.*

## Create a new page from an existing template

If you want to create a new page that includes new vocabulary, simply copy an existing template so you do not have to start from scratch. After you create your page, you can then link it to a button (see Link to a New Page below).

1. **Menu > Edit Page > Menu > Load Another Page > select file .template > Done.**
2. **Menu > Import/Copy Pages > Duplicate this Page.**
3. **Menu > Load Another Page > select .template (Copy) > Done.**
4. **Menu > Edit Page Layout > under *Page Name*, type new page name > Save > Done.**



## Link to a new page

Linking allows existing buttons to open up to a new page with more vocabulary. For example, a “snack” button can be linked to a new page that lists out different snack options.

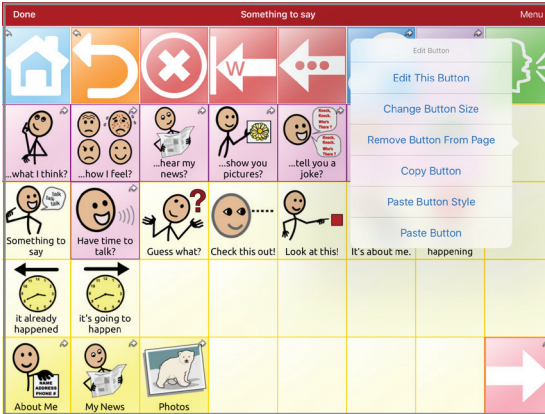
1. **Menu > Edit Page > tap button to edit > Edit This Button.**
2. Scroll down to Button Actions > **Add > Navigate.**
3. Select page to navigate to from menu > leave default as no animation or select animation type > **Save > Done.**



## Copy and paste a button

Easily move a button and all its actions in just seconds!

1. **Menu > Edit Page >** tap to select button to copy > **Copy Button**.
2. Tap to select location to paste button > **Paste Button > Done**.



*Tip: You can copy button style only (background color, font, and label positioning). Follow above instructions but select **Paste Button Style** instead of **Paste Button**.*

## Edit word pronunciation

If the device mispronounces a word, adjust the pronunciation within the settings and it will then always pronounce that word the way you programmed it to.

1. **Menu > Edit Pronunciations**.
2. Tap the + sign.
3. In the *Word* space, type the word to edit (e.g. fajita).
4. In the *Pronounce As* space, type the word's proper pronunciation (e.g. Fuheetah).
5. Select **Pronounce** to hear word pronounced.
6. **Save > Done**.

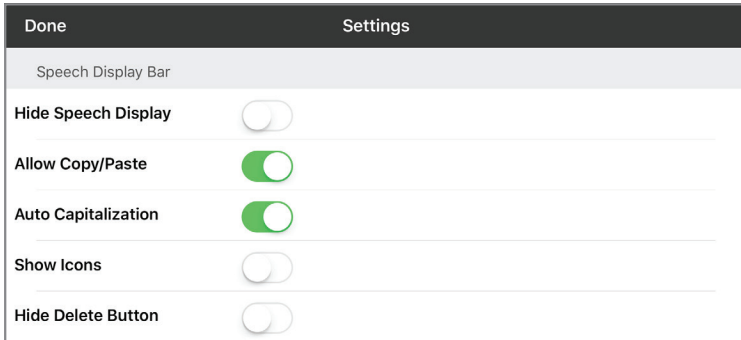


*Tip: Some words will require a bit of creativity to get a correct pronunciation. If this occurs, try using space between numbers, commas, hyphens, or apostrophes with letters.*

## Hide speech display bar

The speech display bar is the box where the spoken text appears. If this is too distracting for the user, you can hide it from view.

**Menu > Settings > scroll to *Speech Display Bar* > tap **Hide Speech Display**.**



## Hide a button

If the user appears overwhelmed by too many buttons on a page, consider hiding some of the buttons. Hide mode only hides buttons, it does not delete them. In the future, when the user is ready for more buttons on the page, simply unhide the buttons.

1. **Menu > Edit Page > Menu > Hide Mode.** The task bar will turn green.
2. Tap to select buttons to hide > **Done**.
3. To unhide buttons: enter *Edit Mode* > **Menu > Hide Mode** > tap to select buttons to unhide > **Done**.



*Tip: You can hide multiple buttons across several vocabulary sets: start **Hide Mode** > **Menu** > **Load Another Page**.*

## Voice settings

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Adjust speech settings to create a highly-customized voice for your device.

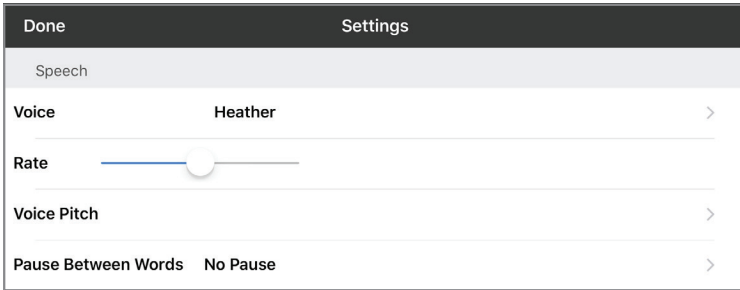
1. **Menu > Settings** > scroll down to *Speech*.

*Voice*: Select one of the many different voices available.

*Rate*: Slide the bar to increase or decrease the speed of your speech.

*Voice Pitch*: Adjust from highest to lowest to change your voice sound.

2. **Done**.



## Change button access

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When touching the screen to make selections, some users may need to adjust how the screen accepts their touch. Follow the instructions below to adjust timing when touching buttons.

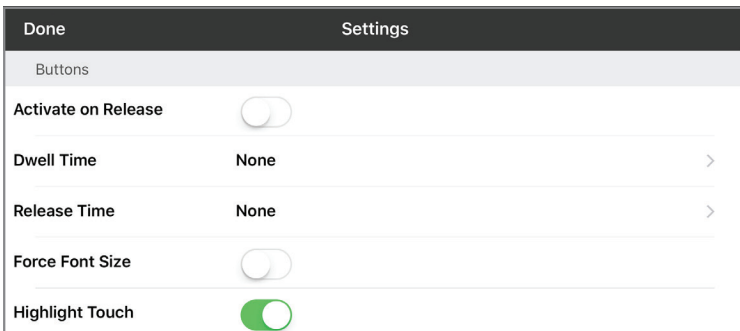
1. **Menu > Settings** > scroll down to *Buttons*.

*Activate on release*: button doesn't activate until your finger is lifted from screen.

*Dwell time*: the amount of time a button must be held before activating.



*Release time*: the length of time that must pass before another button can be activated.

2. **Done**.



## Take photos to use in a vocabulary set

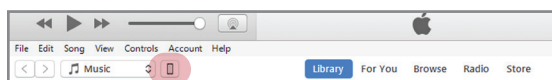
The wegoA gives you the option to take several pictures at once and add them to buttons later. You will need to access the Camera outside of Guided Access to accomplish this.

1. End Guided Access (see Guided Access section for directions) > exit *TouchChat*.
2. Touch the **Camera** icon. 
3. Press white circle on screen to take photo. Take as many photos as you'd like.
4. Open *TouchChat*. 
5. Resume *Guided Access* by quickly triple-clicking the home button (optional). Note: if your wego A model does not have a home button, use the Power button as shown on page 2.
6. When ready to add a photo, navigate to the page you'd like to add a photo.
7. Follow instructions for *Edit a button: Import Image* (pg. 5) to add a photo to your button.

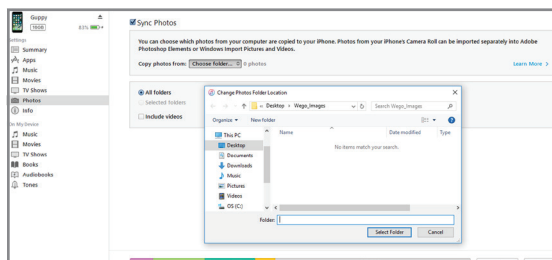
## Import photos from a computer to your device


Import any picture you have saved to your personal computer onto your wegoA by following the steps below. Once imported onto your device, you can then program it onto a button.

1. Create a folder on your computer desktop > add photos you want uploaded to your device to this folder.
2. Open *iTunes* on your computer.
3. Connect device to computer via USB charging cable.
4. In *iTunes*, select the device icon located on the top toolbar.




5. Select **Photos** from left hand column.
6. Check **Sync Photos** > Copy photos from **Choose Folder** > select folder containing the photos on your computer > **Select folder** > **Apply**.

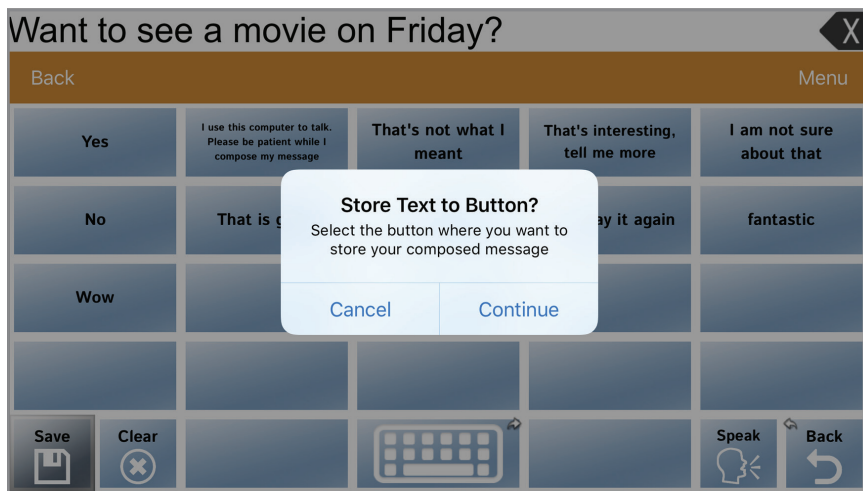


- Once *iTunes* completes device sync, unplug USB cable from computer.
- Open *TouchChat* on your wego A. 
- Follow instructions for *Edit a button: Import Image* (pg 5) to add a photo to your button.


## Saved phrases

If you are using an *OnWord* or *Zoom* file, the Saved Phrase function makes storing phrases extremely easy for the user to do independently. Typing and saving phrases to buttons is a quick and easy way to prepare in advance for anticipated conversations, such as doctor visits, shopping trips, or presentations at school or work.

- Open the keyboard in your *OnWord* file > type phrase or message to save.
- Select the **Home** button > navigate to page you want message stored.
- Select the **Save** button  > **Continue**.
- Touch the button on your screen where you want to save your phrase.



## Delete a saved phrase or message

- Select **Clear** button to clear speech bar.
- Select the **Save** button  > **Continue**.
- Select the button that you wish to delete.

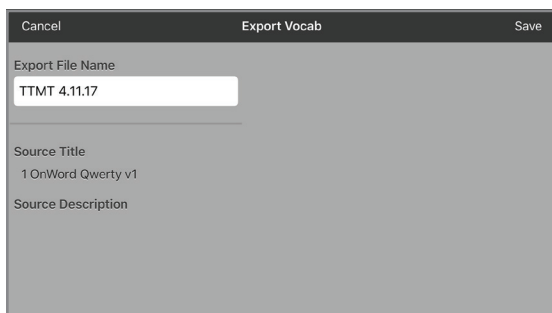
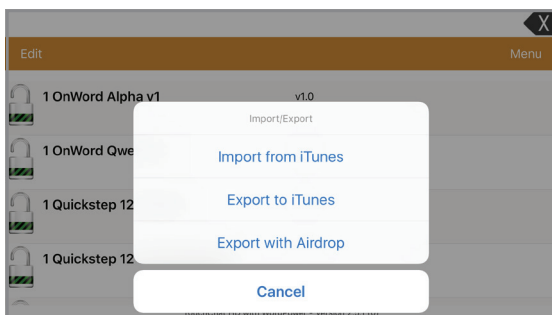
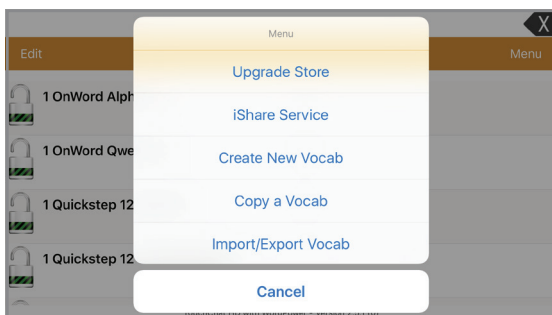
*Tip: Save over the top of existing phrases to delete and replace the existing phrase.*

## Back up and recover vocabulary sets

You can back up your files in two different ways: on the device or on your computer. Back up files onto the device for a quick save, but it's recommended to occasionally back up files onto your computer as well.

### Back up a vocabulary set on your device

**Vocab > Choose New Vocab > Menu > Import/Export Vocab > Export to iTunes > select vocab to export > rename file to export > Save.**



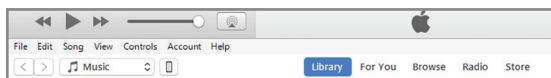
*Tip: Each time you back up a file, rename with the date at the end of the file name to help you keep track of the latest file. For example: John Doe 1.11.17.*

### Recover a vocabulary set backed up on your device

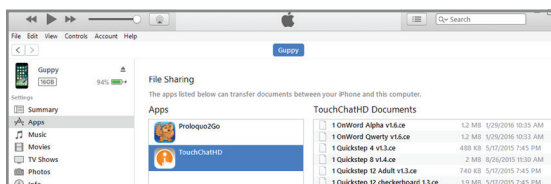
**Vocab > Choose New Vocab > Menu > Import/Export Vocab > Import from iTunes > select vocab file to import > Save.**

## Back up a vocabulary set on your computer

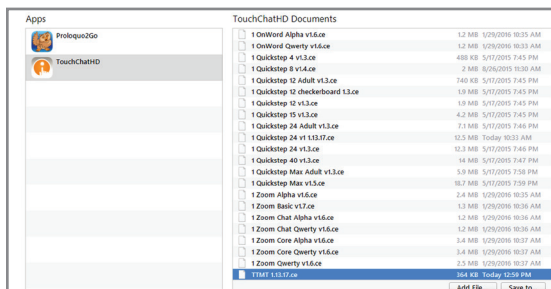
1. Connect device to computer via USB charging cable.
2. Open *iTunes* on your computer.
3. Your computer and device may request access to each other. Select **Trust** on your wego A and **Continue** on your computer.
4. On device: **Vocab > Choose New Vocab > Menu > Import/Export Vocab > Export to iTunes** > select vocab to export > rename file to export > **Save**.
5. In iTunes: select the device icon located on the top toolbar.



6. Select **Apps** from left-hand menu.
7. Scroll down to the *File Sharing* section and select **TouchChat**.



8. Select vocabulary set you want to back up from the right-hand column.
9. Select **Save** at bottom right > select location on computer to save file.



*Tip: Saving your file to Chat Editor allows you to edit the file on your computer and transfer to your wego A later. Save file to Chat Editor Import folder on your desktop.*

## Recover a vocabulary set backed up on your computer

1. Connect **wego A** to computer via USB charging cable.
2. Open *iTunes* on your computer > select the device icon on the top toolbar.
3. Select **Apps** from the left-hand menu.
4. Scroll down to the *File Sharing* section and select TouchChat.
5. Select Add File and choose vocabulary set saved to your computer.
6. On your **wego A**: select **Vocab > Choose new Vocab > Menu > Import/Export Vocab > Import from iTunes** > select vocab set to import > **Save**.

## Editing with Chat Editor

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*Chat Editor* is a free application for windows/PC computers that allows a user to edit vocabulary sets on a computer and then transfer back to the wego A device.

### Download and install *Chat Editor* to your computer

1. Go to **[touchchatapp.com/support/software-updates](https://touchchatapp.com/support/software-updates)** > click on the current version of *Chat Editor* to begin application download.
2. When the download is complete, double-click on the *Chat Editor* file > select Run to begin the installation.
3. When prompted, select preferred language > **OK** > **Next**.
4. Read the License Agreement > select the button next to **I accept the agreement** > **Next**.
5. Select **Install** > **Finish**. The *Chat Editor* application and an Import folder will display on your desktop when the download is complete.

### Create a TouchChat vocabulary set configuration

The first time you open *Chat Editor*, you will be prompted to configure the application to use for TouchChat vocabulary sets.

1. Open Chat Editor application.
2. Select TouchChat from the drop-down list of products.
3. Select preferred language from the drop-down.
4. Select SymbolStix from the drop-down list of symbol sets.



### Editing a vocabulary set in *Chat Editor*

1. Follow steps 1-9 for Back up a vocabulary set on your computer to transfer the vocabulary set you want to edit to your computer. Select to save the file in the Import folder located on your desktop.
2. Open *Chat Editor* > select the *TouchChat* configuration.
3. **Library** > **My resources** > select the vocabulary set to edit.
4. Edit your vocabulary set (changes are automatically saved when complete).

### Upload vocabulary set back to your wego A device

1. In *Chat Editor*, select **Library** > **Transfer** > **Vocab to file**.
2. Select file to export > **Transfer**
3. Select **Save As** > save the vocabulary set to your computer.
4. Follow steps 1-6 for *Recover a vocabulary set backed up on your computer* to upload the vocabulary set back to your wego A device.

# Pair the TTMT Speaker (SPKR)

Your wego A's TTMT Speaker (SPKR) is already paired, but on occasion you may need to re-pair it.

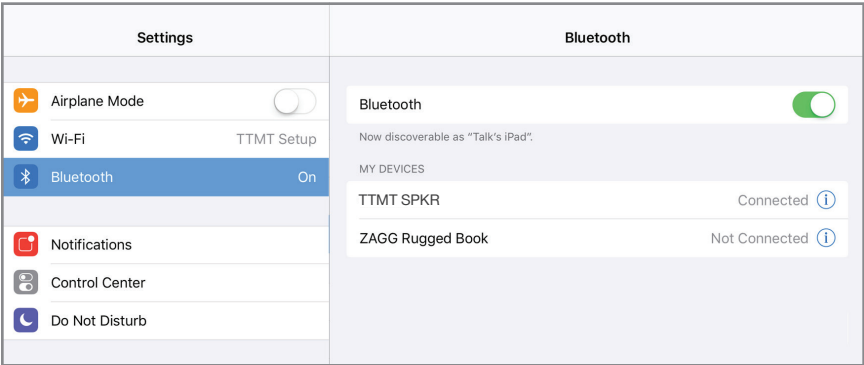
- 1. Turn off *Guided Access*: quickly triple-click Home button to open *Guided Access*.

*Note: if your wego A model does not have a home button, use the Power button as shown on page 2. Enter pass code (default pass code is all 1s) > press **End** (top left).*

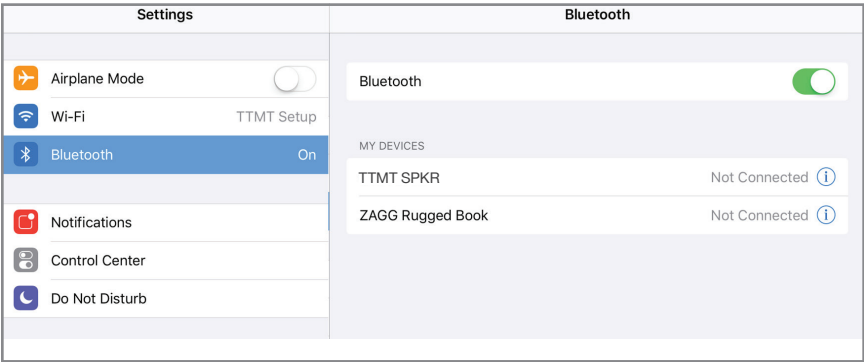
- 2. Press **Home** button to view device home screen.

*Note: if your wego A model does not have a home button, use the Power button as shown on page 2.*

- 3. **Settings** > **Bluetooth** > If off, tap the **Bluetooth** button to turn on.



- 4. Under *My Devices*, tap **TTMT SPKR** to pair.



- 5. Press **Home** button to return to device home screen.

*Note: if your wego A model does not have a home button, use the Power button as shown on page 2.*

- 6. Open vocabulary set.
- 7. Quickly triple-click the **Home** button to resume *Guided Access*.

## Install communication software updates

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Your wego A is locked/dedicated and can only perform speech/communication functions. It cannot connect to the internet for web-surfing, etc. However, the wego A can be connected to the *App Store* to download software updates for your communication software. Please note that once connected to the *App Store* you cannot download/install new apps to your wego A. This functionality is disabled.

### Initial setup: turn on access to the *App Store*

1. Turn off *Guided Access*: quickly triple-click **Home** button to open *Guided Access* > enter pass code (default pass code is all 1s) > press **End** (top left).
2. Press **Home** button to view device home screen.
3. Connect to Wi-Fi if not already: **Settings** > **Wi-Fi** > connect to your network.
4. **Settings** > **Screen Time** > **Content & Privacy Restrictions** > enter passcode: **9357**.
5. At the top of the screen, toggle **Off** *Content & Privacy Restrictions*.
6. Press **Home** button. The *App Store* icon will display on device home screen.

### Update software in the *App Store*

1. Select the *App Store* icon.
2. Select **Updates** on bottom menu bar to display applications with updates available.
3. Select **Update** button next to application.
4. If prompted, enter your Apple user ID and password (located on pg 15 of this guide). If you cannot locate your user ID or password, please contact our Support team: **877-392-2299 Option 3**, or **support@talktometechnologies.com**.

### Update complete: turn off access to the *App Store*

1. Once update is complete: press **Home** button to return to home screen.
2. **Settings** > **Screen Time** > **Content & Privacy Restrictions** > enter passcode: **9357**.
3. At the top of the screen, toggle **On** *Content & Privacy Restrictions*.
4. Press **Home** button to return to device home screen.
5. Open vocabulary set.
6. Quickly triple-click the Home button to resume *Guided Access*.

User information and notes

Apple ID: \_\_\_\_\_

Password: \_\_\_\_\_

Guided Access code: \_\_\_\_\_

Notes: \_\_\_\_\_

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## Need Help?



877.392.2299 Option 3



[support@talktometechnologies.com](mailto:support@talktometechnologies.com)



[talktometechnologies.com](http://talktometechnologies.com) (click **Support**)



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