

Cough Drop













Edit a Button Message and Image

- 1. Tap on the profile icon in the upper right corner > Exit Speak Mode > Edit Board.
- 2. Tap the label and the system keyboard will appear to change the label > touch and hold the label to show options including Cut, Copy, Replace, Lookup.
- 3. Tap anywhere else on the button to open the Button Settings menu > Help > select any of the quick actions listed to make changes, including Change this Button's Picture and Change this Button's Label.
- 4. Tap Close > Save at the top of the screen to save your changes, or Cancel to exit without saving changes.

Add a Button Action > NAVIGATE

- 1. Tap on the profile icon in the upper right corner > Exit Speak Mode > Edit Board.
- 2. Tap anywhere on a blank button area to open the Button Settings menu.
- 3. On the left, tap **Action** > **Open/Link to another board** from the drop-down menu.
- 4. Use the Find field to search for a specific board > select a board to link to then tap **Choose This Board** in the information window that opens.
- 5. Tap **General** > select the Label field to add a label to the button.
- 6. Tap Picture > Search to find a picture based on the label text > select one of the suggested symbols > **Use This**, or tap the camera icon to take a picture.
- 7. Tap Close > Save at the top of the screen to save your changes, or Cancel to exit without saving changes.

Copy and Paste Buttons

- 1. Tap on the profile icon in the upper right corner > Exit Speak Mode > Edit Board.
- 2. Select button to copy.
- 3. On left side, select **General** > **Copy to Stash**.
- 4. Close menu by selecting the X.
- 5. In the editing toolbar, select **More > Button Stash >** select the button you would like to copy and paste.
- 6. Select where you would like the button to go on the board.
- 7. Tap Close > Save at the top of the screen to save your changes, or Cancel to exit without saving changes.

Copy and Paste Buttons

- 1. Menu > Edit Page > select button to copy > Copy Button.
- Tap location to paste button > Paste Button.
- 3. To copy button style only: Follow above instructions but select Paste Button Style on Step 2.

Change the Pronunciation of a Word

- 1. Tap on the profile icon in the upper right corner > Exit Speak Mode > Edit Board.
- Select button to edit pronunciation.
- On the left side, select Sound > type the word's proper pronunciation (i.e. fuhheeta for fajita) in Speak box.
- Select Listen to hear pronunciation.
- 5. Tap Close > Save at the top of the screen to save your changes, or Cancel to exit without saving changes.

Hide Mode

- 1. Menu > Exit Speak Mode > Edit Board.
- Select Paint > Hide > select all buttons to hide.
- 3. Tap Close > Save at the top of the screen to save your changes, or Cancel to exit without saving changes.

Guided Access

All dedicated devices come with Guided Access enabled.

- 1. Open Guided Access menu by quickly triple-clicking the Home button. If your device does not have a Home button, use the Power button.2. Enter passcode: default password is all 1s (1111 or 111111).
- To continue Guided Access: press Resume (top right).
- 4. To turn off Guided Access: press End (top left).
- 5. Lock Menu (restrict use of specific buttons/categories): open Guided Access menu > use finger to draw a circle around buttons to restrict > **Resume**.







