



software user guide



Attainment Company, Inc.

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Getting Started

Language Builder Picture Nouns helps teach key language concepts to preschool age children, children with speech and language disorders, and children with developmental delays. More than 500 activity cards use photographs, colors, shapes, and safety signs for identification, matching, multiple-choice, sorting, grouping, and recording activities. The software can be used to print activity worksheets with pictures and words. Individual student settings may be adjusted with user management controls. Student activity results are captured by the software for viewing and printing.



Printed User Guide

A printable PDF user guide is available:

- A PDF user guide is included on the the software disk.
- For Windows users, the PDF is available from the Start menu:
Programs-->Attainment Company-->Documentation-->Language Builder Picture Nouns
- For Mac users, the PDF can be found inside the program folder:
Attainment / Language Builder Picture Nouns
- Go to www.AttainmentCompany.com to download the PDF (product support link).

Starting the Program

For Window users, go to the Start menu at bottom left of screen:

- **Start-->Programs-->Attainment Company-->Language Builder Picture Nouns**

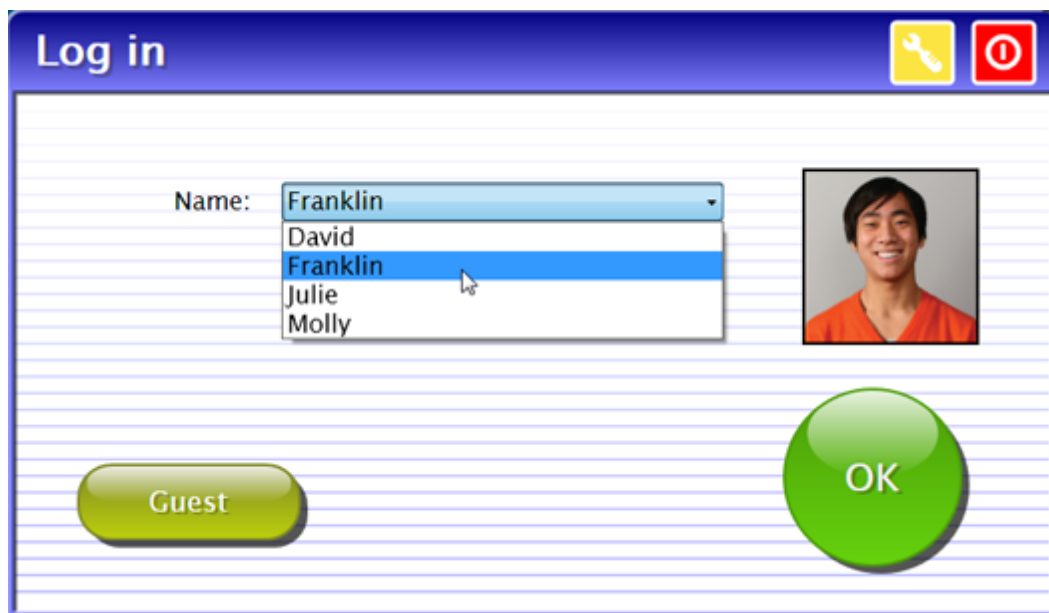
For Mac users, go to the menu bar at the top of the screen:

- **Go-->Applications-->Attainment-->Language Builder Picture Nouns**

Logging In

If individual login accounts have not been created, the program automatically opens with the *Guest* login. If one or more logins exist, the login window will open. Select a name from the pull-down list and click *OK* to enter that particular login account. A student may select *Guest* to use the software without a personal login, but their activity results will not be permanently stored.

To add student names to the login list, adjust student settings, or view student results information, go to the [Options](#) management settings by clicking the tool-wrench button. A password will be requested — type "Attainment" to continue (a different password can be created).



Required Word List

The first time the program is started, a screen message announces that a *Word List* is needed.



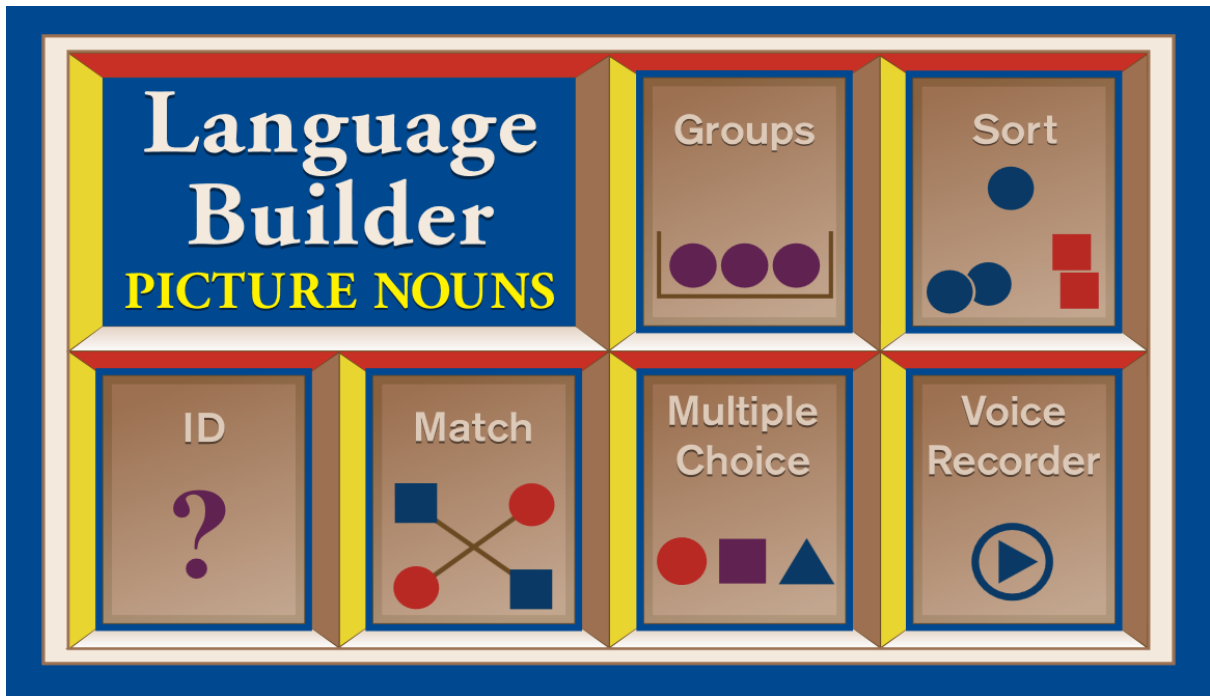
A *Word List* determines which picture cards are used for the activities. The software comes with a 12-item list named "Sample" that can be chosen for a quick start. Select *Sample* to use the provided list or choose *Create* to create a new list.

Multiple lists may be created, named, and selected for activity use. The *Word List* editor can be opened from the *Tools* pull-down menu or from the *Options* user management menu tabs:

- **Tools-->Create List**
- **File-->Options/Settings/Lists**

Activities

Select from one of six activity buttons on the main directory screen.



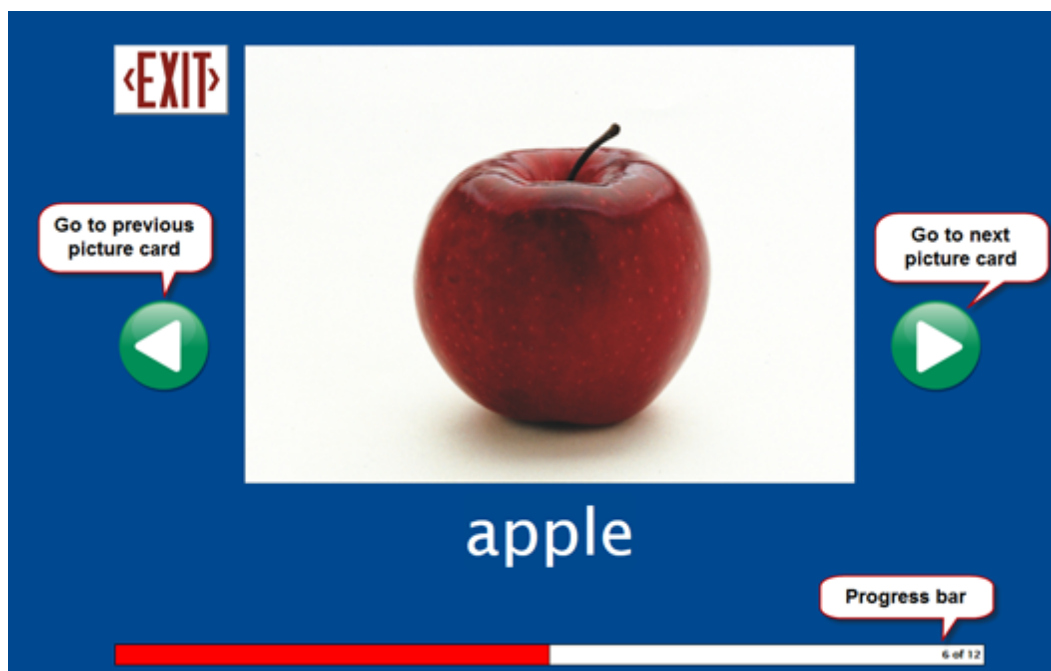
For *ID*, *Match*, *Multiple Choice*, and *Voice Recorder*, the pictures used are activity content determined by lists that you create. System-defined picture sets are used for the *Sort* and *Groups* activities. Adjustable settings are available for to personalize activity features, including removing an activity from the main directory. Activity results are saved for all activities except for the *ID* activity. Results may be viewed and printed.

Note: At the top of the main directory screen is a [menu bar](#) for accessing the options settings. It is hidden until the cursor moves to the top of the screen.

ID Activity

ID shows a series of picture cards from a list. Activity option settings determine the use of pictures and/or text labels. The activity can use just pictures, just words, or pictures-and-words.

The picture-word is automatically played when a new item is presented. To hear the word again, click on the picture or the text label. Narration audio may be allowed or turned off. Use the left and right arrow buttons to move forward or back through the picture cards. Items may be shown in list order or random order.



See [Options Tab: Activity Settings](#) for details about using the *ID* activity.

Multiple Choice Activity

Multiple choice shows one "main cue" as a large picture card with 2, 3, or 4 smaller "choice cues" below. One of the choice cues matches the main cue. For both the main and choice cues, the use of picture, word, or picture-and-word is adjustable.

The purpose of the activity is to click on the matching smaller card, then press the forward arrow button to hear if the choice is correct ("good job") or incorrect ("try again"). Click on the main cue (larger picture) or the main cue text label to hear the word. Clicking on the arrow button after a correct choice moves to the next activity screen. An errorless learning option can be used to direct a student only to the correct match. Narration audio can be turned off. Items may be shown in list order or random order.

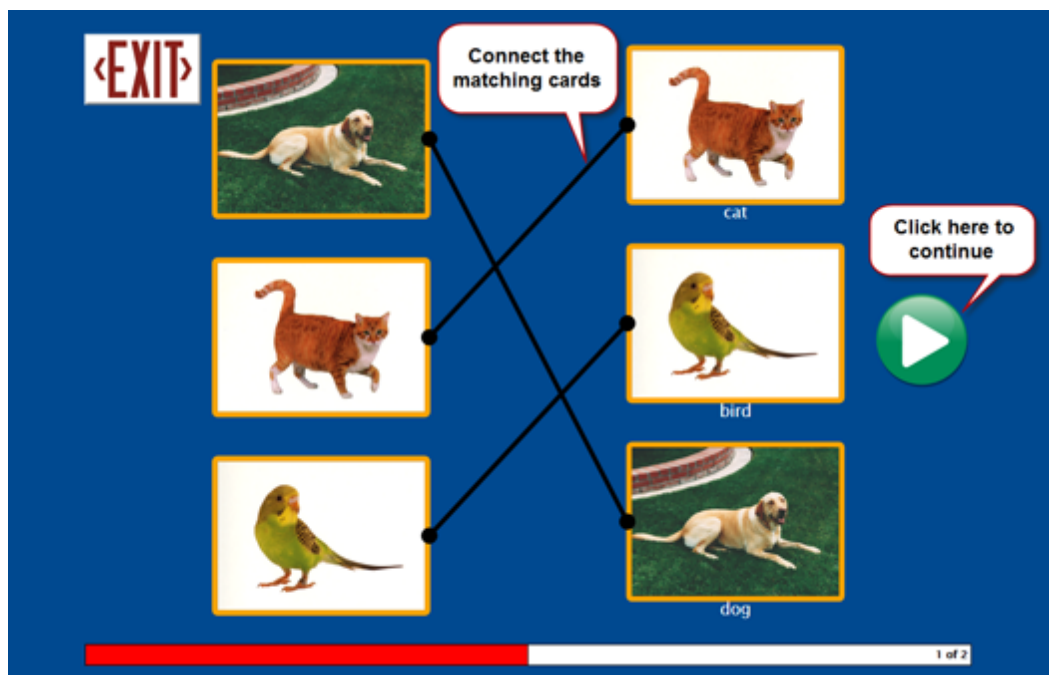


See [Options Tab: Activity Settings](#) for details about *Multiple Choice* activity settings.

Match Activity

Match shows two columns of cards. Click on a card in the left column and then click on its matching card in the right column. A line will be drawn connecting the two. Students can also draw the connecting line by clicking and holding the mouse button on a card and dragging a line to a card in the other column. Click on the arrow button to hear if your choices are correct or if you must try again. An errorless learning option can be used to direct a student to the correct matches.

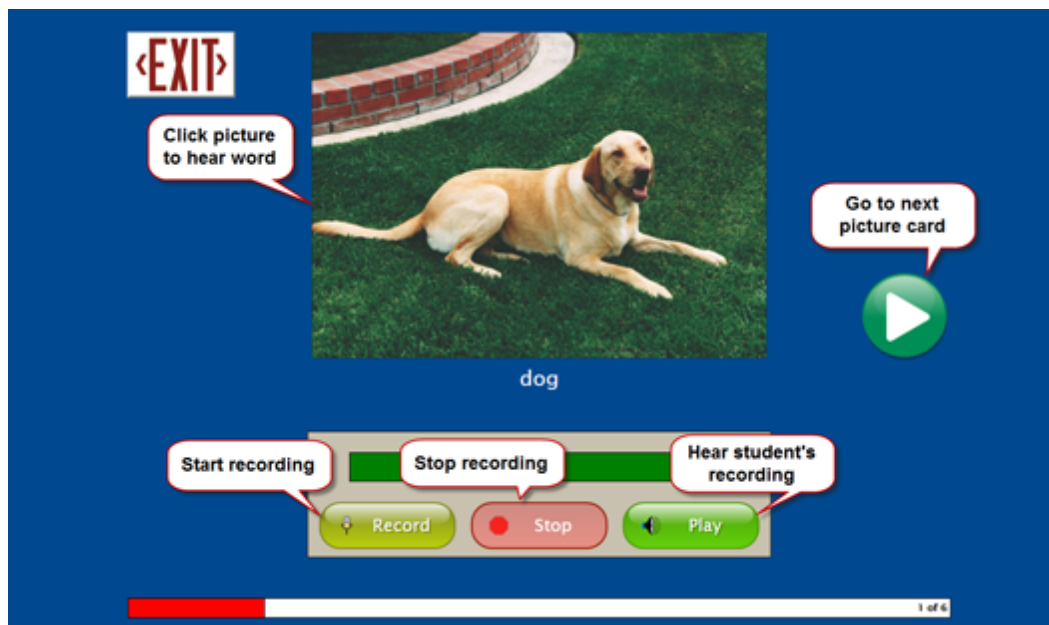
Program settings determine the use of pictures and/or text labels. Click on the pictures to hear the words. The narration audio may be allowed or turned off for either or both columns. Items can be shown in list order or random order.



See [Options Tab: Activity Settings](#) for more about *Match* activity settings.

Voice Recorder Activity

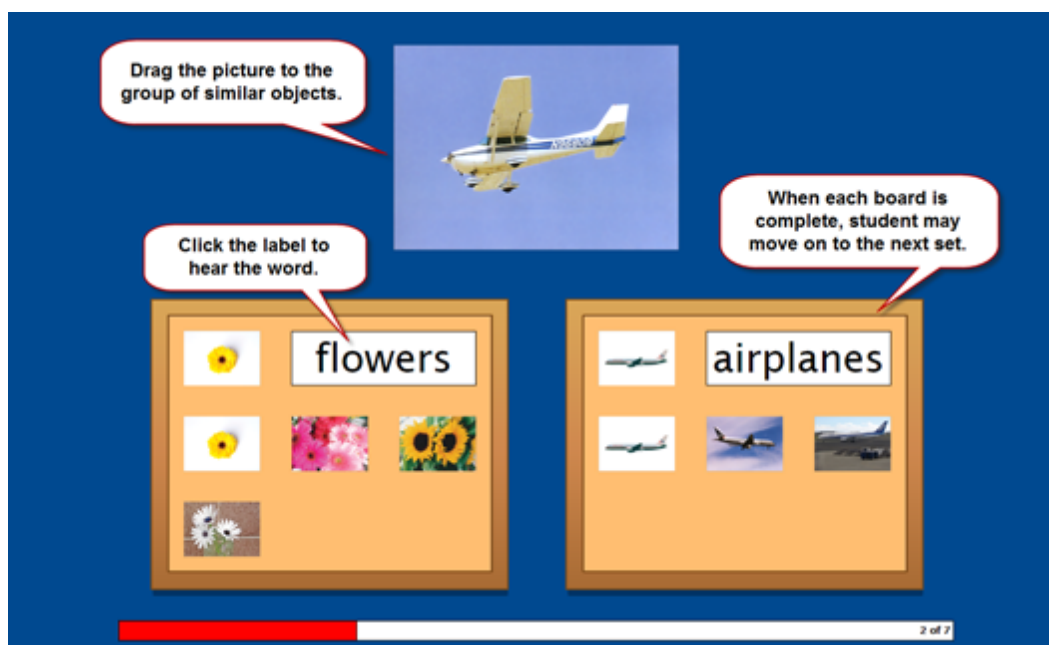
The **Voice Recorder** lets a student record and listen to their own voice. The software's version of the word can be heard by clicking on the picture or word (both pictures and words are always shown for the *Voice Recorder* activity). A microphone must be attached or built-in to the computer to use this activity. The student can record and re-record repeatedly. Click the forward arrow button to move to the next picture/word. Recordings are saved if the student is logged in to an individual login account.



See [Options Tab: Activity Settings](#) details about settings.

Sort Activity

The **Sort** screen shows a main cue picture and two bulletin boards below. The objective is to place picture cards onto the appropriate board (with similar objects). Click on the card, then click one of the bulletin boards to move the card to that board. Or click-drag the cards to the a board. Incorrect choices are bounced back to the top for another try. Word display is not an option for this activity (except for the bulletin board labels, which are always shown). The word for the main cue is heard when it is selected. Bulletin board text labels may be heard by clicking on them. Up to 15 different sorting groups are randomly paired for this activity. Settings include choosing the number of activity trials and the option of excluding any of the 15 sorting groups.

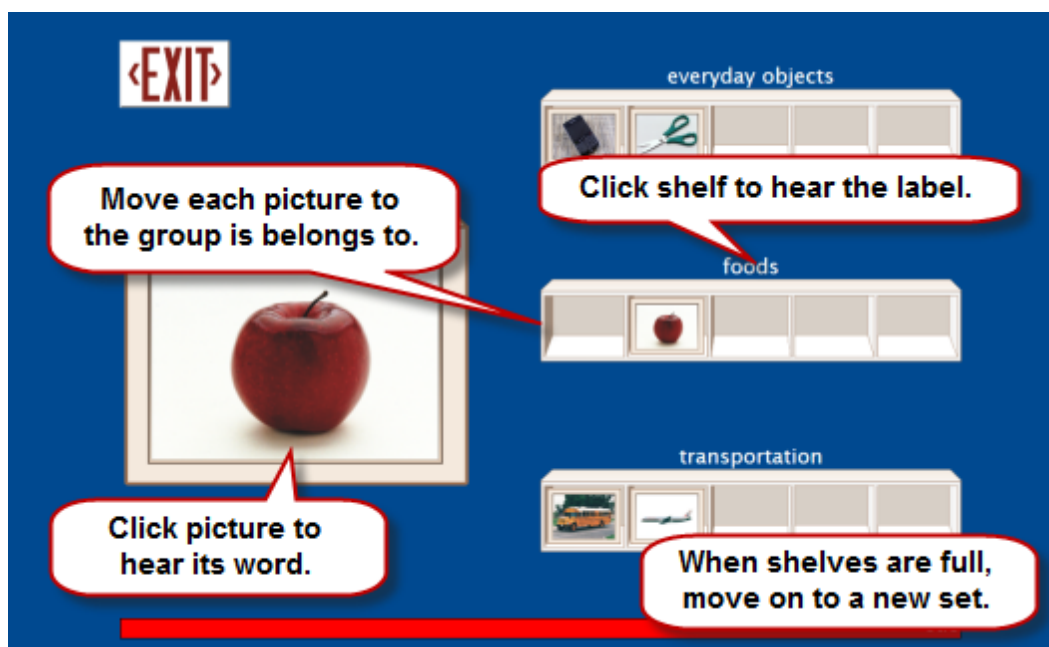


For more about *Sort* activity settings, see [Options Tab: Activity Settings](#).

Groups Activity

Groups presents a series of picture cards that must be moved to the appropriate subject shelf. Each shelf starts with picture already in place. The category names above each shelf may be heard by clicking on the label or the shelf.

Click on the large card, then click on a shelf to move the card there. Or click-drag a card to a shelf. Incorrect choices will not stay of the shelf, and are returned for another try. 14 different subject groups are available for this activity. Group-shelf combinations are randomly created by the software from the available subjects. Settings include the number of activity trials, number of group-shelves, subject groups to include, and the option to include group color codes as an additional grouping cue (color codes will not be used for the cards showing colors and colored shapes).

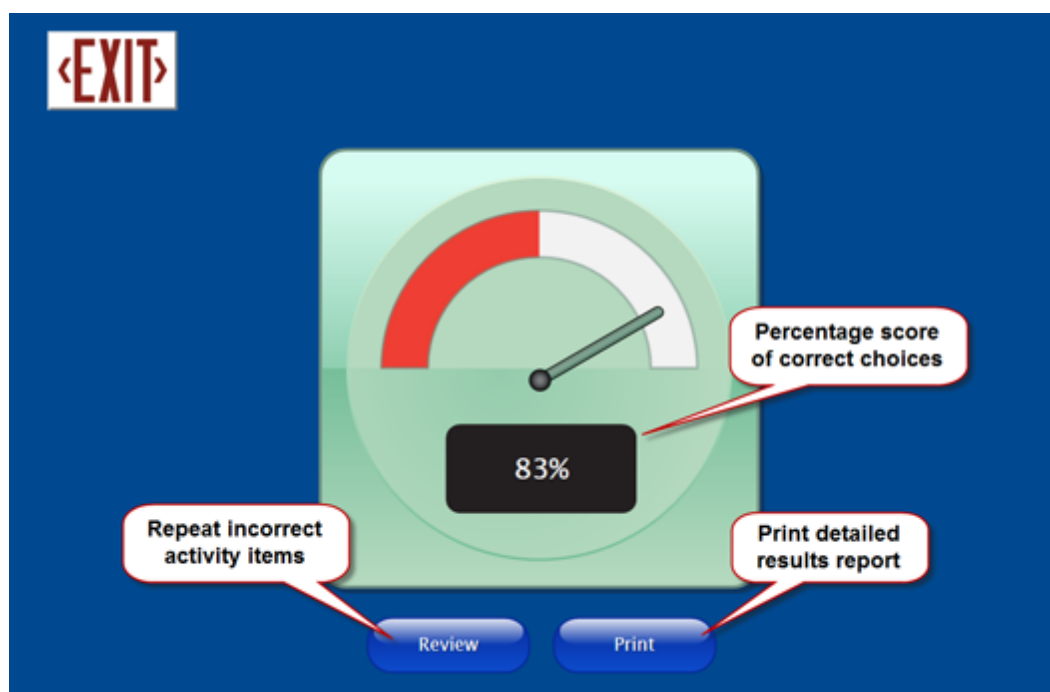


For more *Groups* activity settings, see [Options Tab: Activity Settings](#).

Activity Results Info

Activity results are shown at the end of activities except for *ID* and *Voice Recorder*. A percentage score is displayed, and a detailed report can be printed. Complete results are also saved to the student's login account. Student recordings from the *Voice Recorder* activity are also saved.

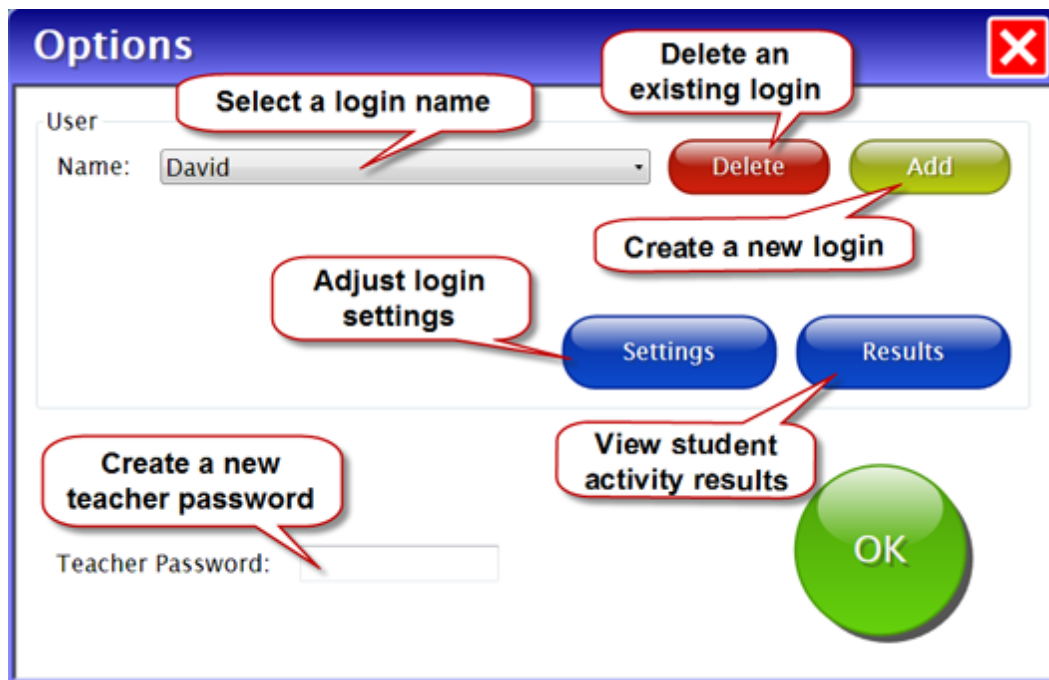
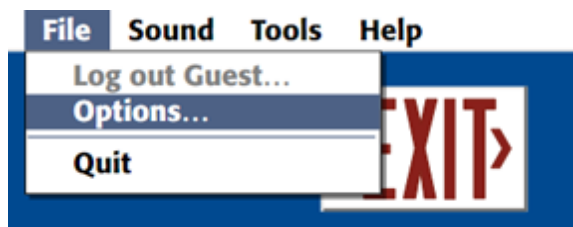
If any mistakes were made during the activity, the *Review* button repeats just those activity items. Selecting the [Print](#) button will print complete details of an activity session if a printer is available.



Stored results can be viewed and printed any time from [Options / Results](#).

Options

Go to *Options* to personalize the software behavior and track a student's work. From the *Options* screen you can add/delete student login accounts, personalize settings, set scanning details, and view or print saved activity results. You can get to *Options* quickly from a hidden pull-down menu bar (displays when you roll over it at top of screen). The password to enter *Options* is "Attainment." You can create a different password, but "Attainment" will always work as a password.

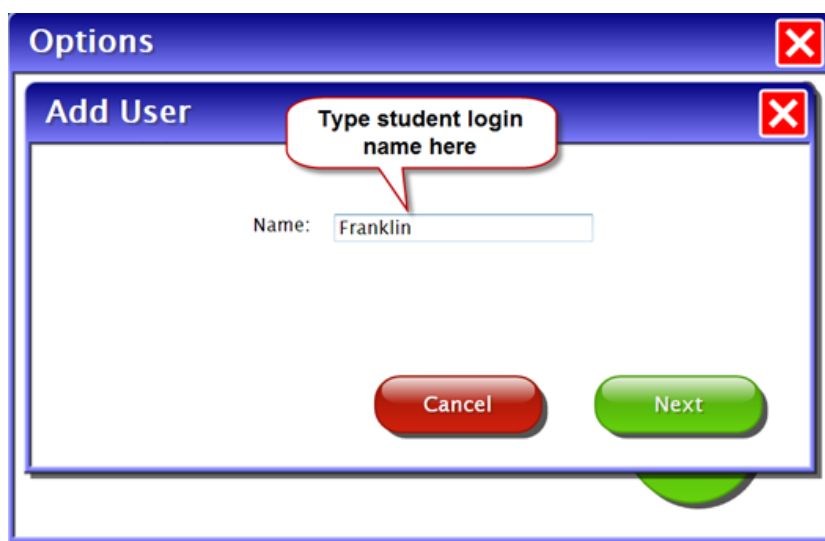


Helpful pop-up descriptions are available for most screen settings. Pause the cursor over a setting to show description text.



Add a User Name

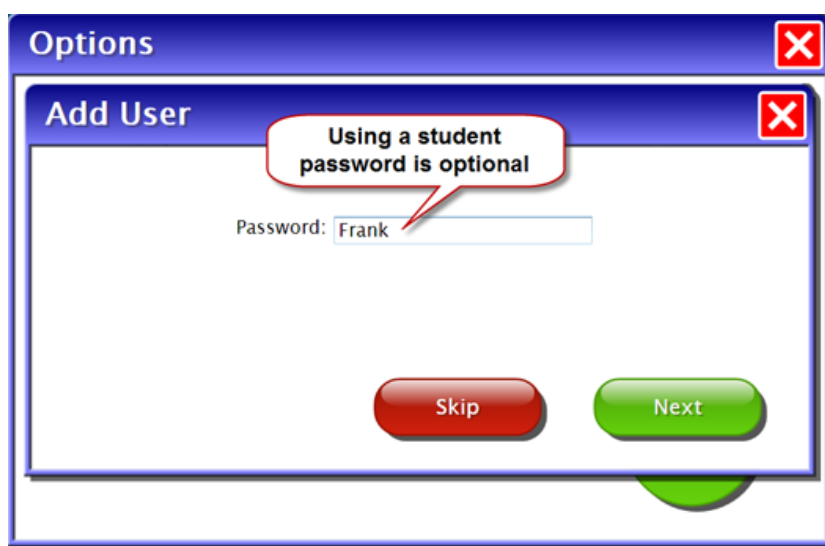
The first step for adding a new student login is to assign a name. Type in the new name and press *Next*. Two more windows will be provided for the creation of an optional student password or to add an optional login picture.



The screenshot shows a software window titled "Options" with a sub-window titled "Add User". A red speech bubble with a white border points to the text input field, containing the text "Type student login name here". The text "Name:" is followed by an input field containing the word "Franklin". At the bottom of the "Add User" window, there are two buttons: a red "Cancel" button and a green "Next" button. The "Options" window has a red close button in the top right corner.

Student password

Using a password for a student login is optional. A password can be added when creating the login or any time later.



The screenshot shows the same "Options" window with the "Add User" sub-window. A red speech bubble with a white border points to the text input field, containing the text "Using a student password is optional". The text "Password:" is followed by an input field containing the word "Frank". At the bottom of the "Add User" window, there are two buttons: a red "Skip" button and a green "Next" button. The "Options" window has a red close button in the top right corner.

Login picture

Including a student picture with the login name is optional. A picture can be added when creating the login, or any time later. Use an existing image (click the *From File* button) or click *Snapshot* to take a new picture with a web cam. The software will detect a web cam if it is available.



Allow Guest Logins

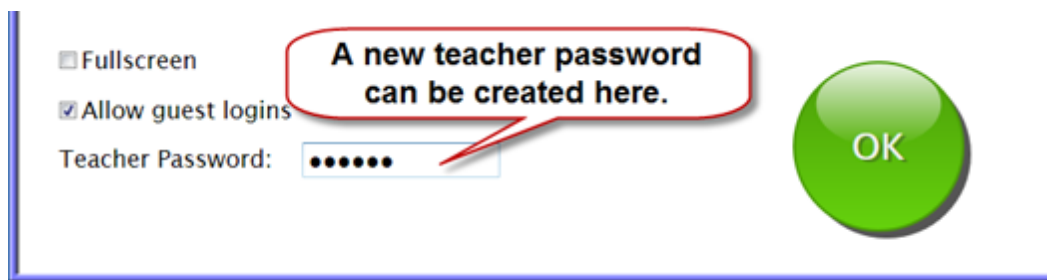
From *Options*, the guest login mode can be turned off so that students must use a login name to use the program.

Allow guest logins can be turned off only if at least one named login account exists.



Teacher Password

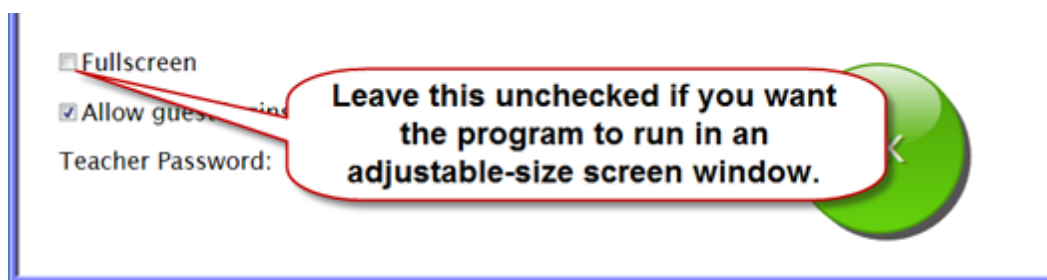
From *Options*, you can create a new administrative password. The password “Attainment” will always work.



Fullscreen/Window Display

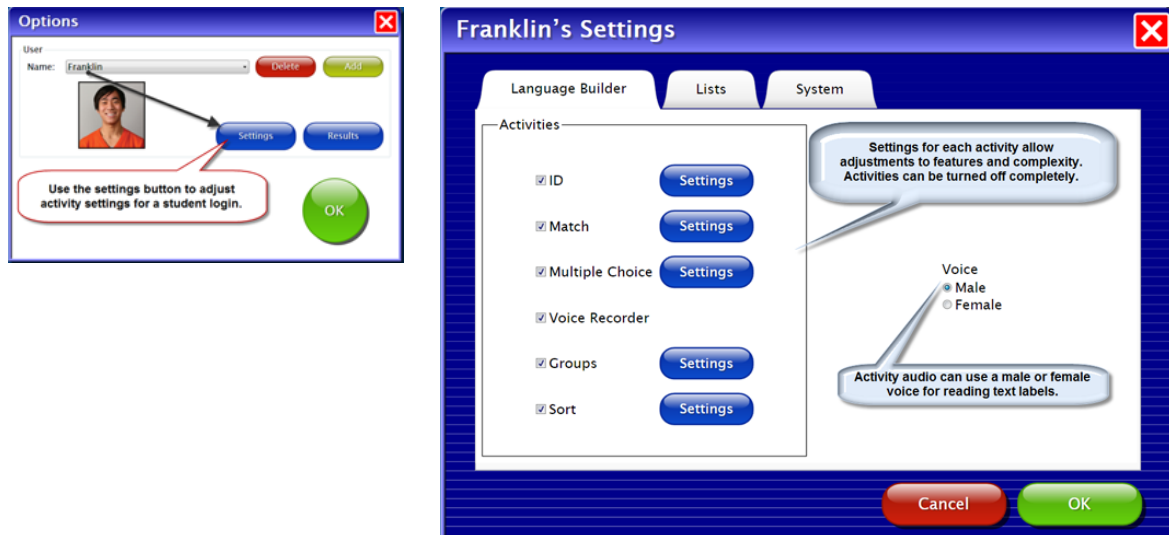
Running the software in *Fullscreen* mode prevents a user from resizing the active program window or viewing other windows while the program is active.

Unchecking this setting allows the program window size to adjusted or minimized.



Options Tab: Activity Settings

From *Options*, select the *Settings* button to view or edit a student's activity settings. Along with settings specific to each activity, the narration voice for the overall program can be set to use either a male or female voice.



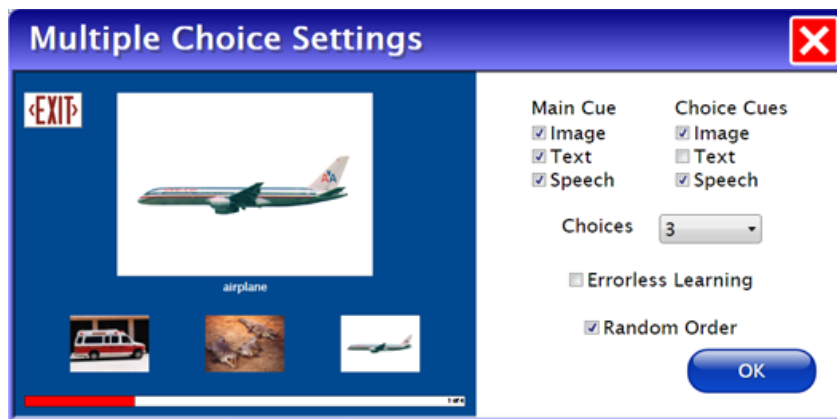
ID Activity Settings

Image, *Text*, and *Speech* settings control what is displayed or heard for the *ID* activity. The picture display order is in list-order unless *Random Order* is checked.



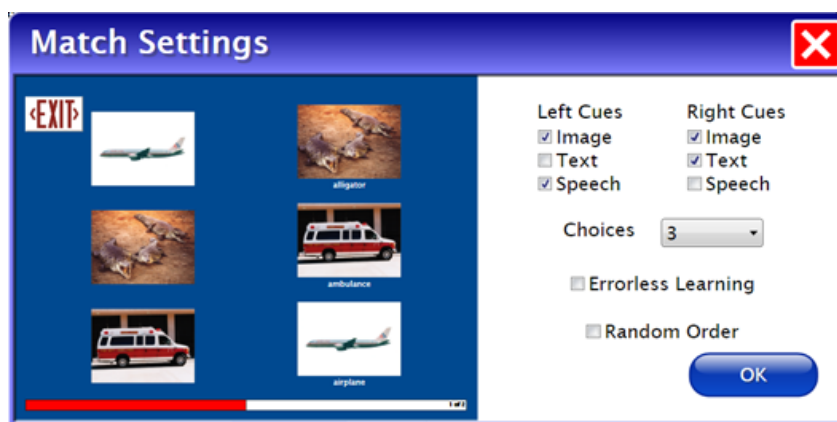
Multiple Choice Activity Settings

Image, Text, and Speech settings control what is displayed and heard for the *Main Cue* (large picture) and for the *Choice Cues* (smaller picture choices). Set the number of *Choices* at 2, 3, or 4 to determine how many choices are shown below the larger main cue. Using the *Errorless Learning* option means that only the correct choice can be selected. Use *Random Order* to mix up the order of a list.



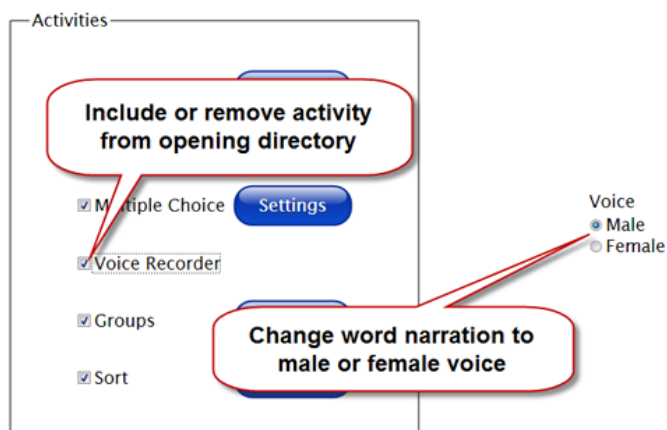
Match Activity Settings

Settings for what is displayed and heard for the left and right column cues can be adjusted separately for the *Match* activity. The number of matching choices can be set as 2, 3, or 4. Using the *Errorless Learning* option means that only the correct match can be selected. Use *Random Order* to mix up the order of a list.



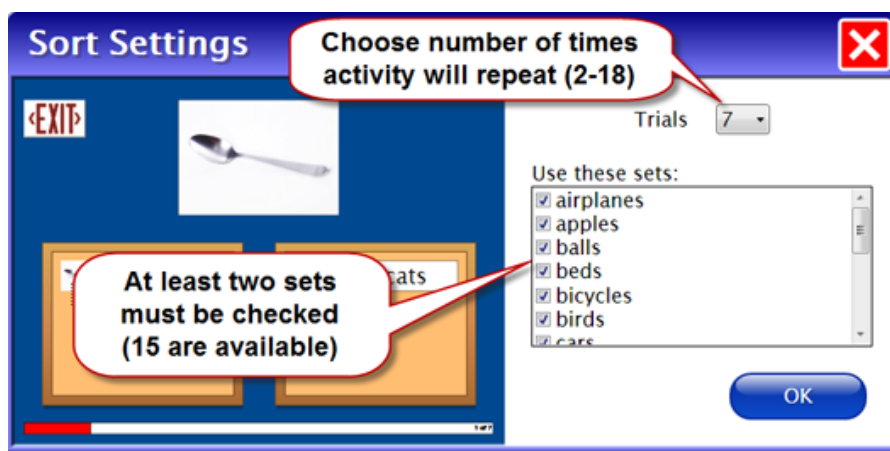
Voice Recorder Activity Settings

There are only two options settings for *Voice Recorder*. The activity can be removed from the main directory, and the audio for hearing words can be either a male or female voice.



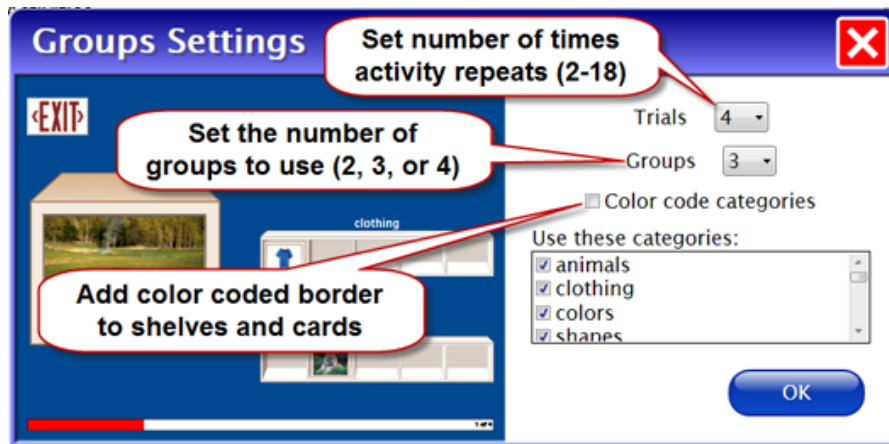
Sort Activity Settings

The *Trials* setting determines how many repetitions will be used for the *Sort* activity, with a minimum of 2 trials and maximum of 18 trials. 15 sets of similar objects are available for sorting. At least two sets must be selected for this activity. The pairs of sets used for the activity are randomly chosen by the software from the available sets.



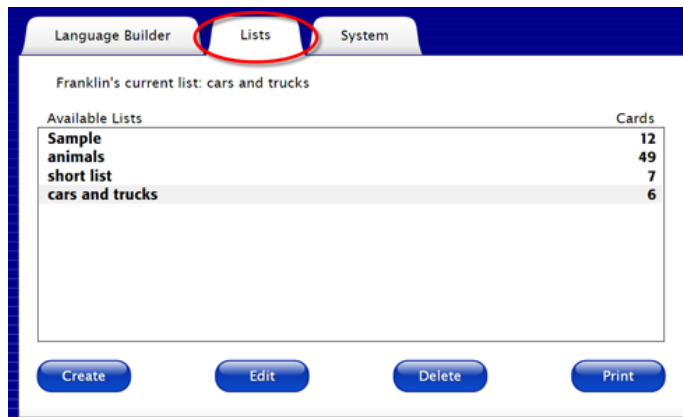
Groups Activity Settings

The *Trials* setting determines how many repetitions will be used for the *Groups* activity, with a minimum of 2 trials and maximum of 18 trials. The *Groups* setting determines whether 2, 3, or 4 group categories are used. The categories used for the activity are randomly chosen by the software from the list of included categories. Additional color matching cues can be added by checking the *Color code categories* setting (color cues will not be added to the shapes or colors groups).

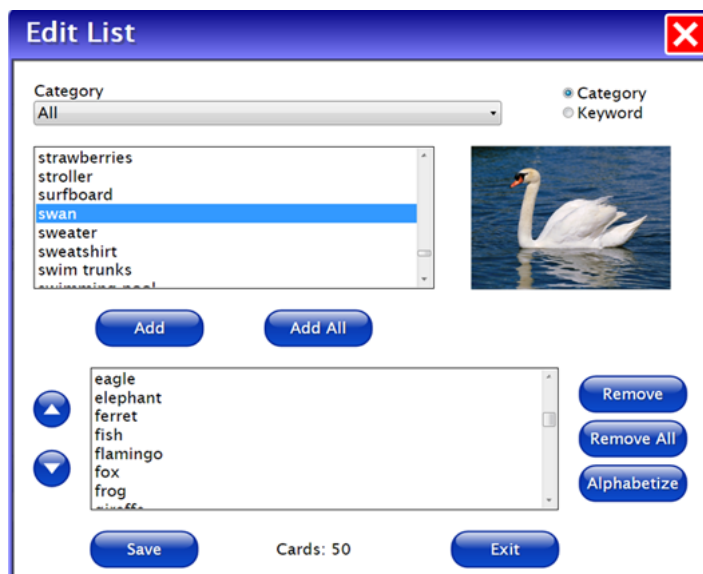


Options Tab: Lists

The *ID*, *Multiple Choice*, *Match*, and *Voice Recorder* activities require a list to determine which pictures (and words) are to be used. Use the *Lists* tab to create, edit, delete, or print lists.

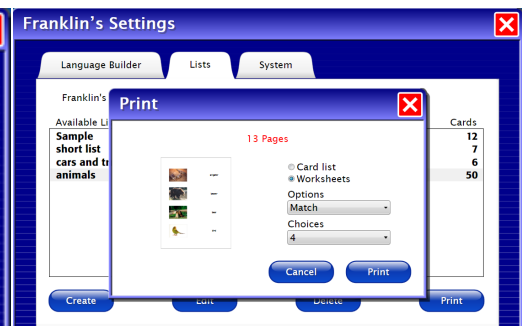
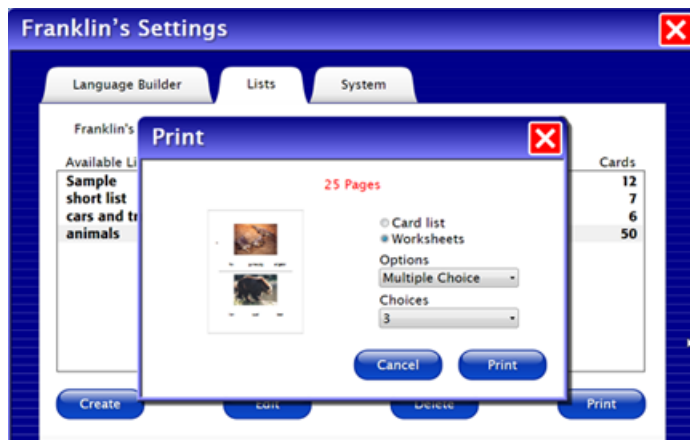
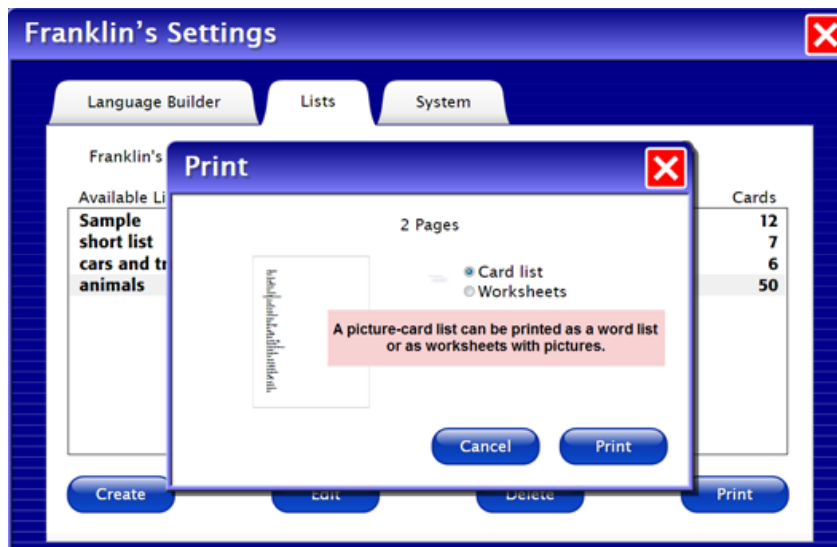


Use **Edit List** to build lists. List items can be viewed alphabetically or by *Category*. Use *Keyword* to find entries that include key words you type in. A preview image is shown for a selected list item. Press the *Add* button to add it to your list. List order is determined by the order of the list additions. List items may be moved higher or lower with up or down arrow buttons. Use the *Alphabetize* button to put your list in alphabetical order. Once the list is complete, press *Save*, type a name for your list, and press *OK*.



Print Lists and Worksheets

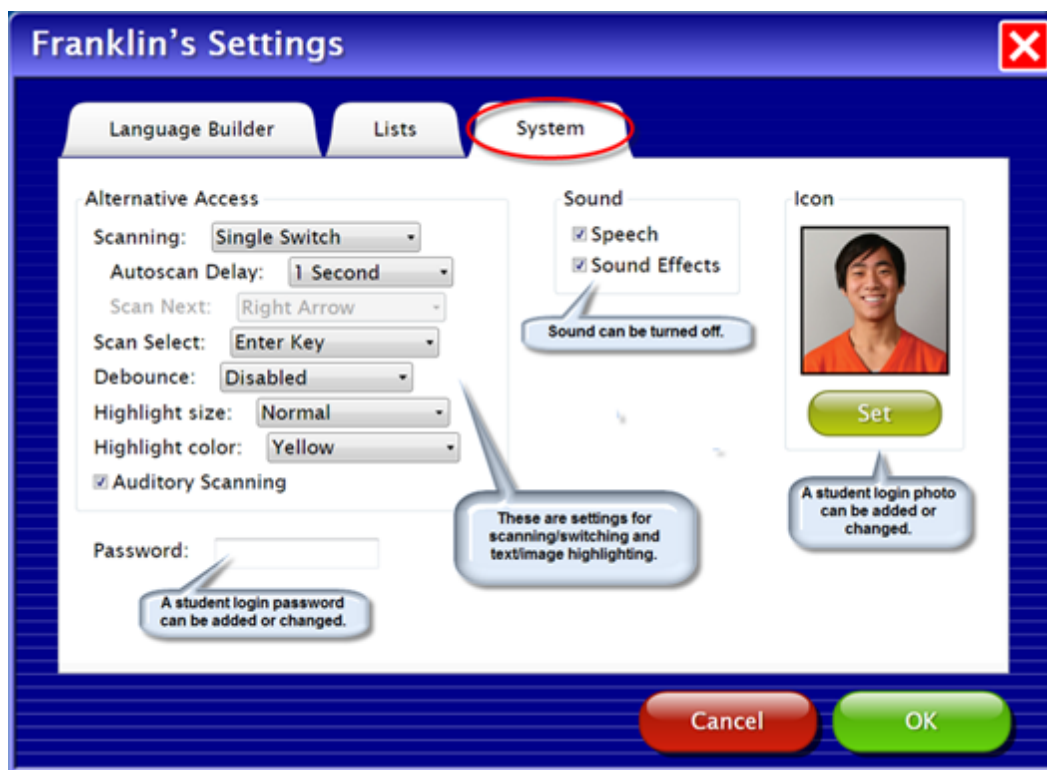
To print word lists or worksheets, press the *Print* button on the *Lists* tab. A list may be printed as a word list (no pictures) or as worksheet (with pictures). Selecting *Card list* will print the list entries in list order. Selecting *Worksheets* provides options for printed worksheets based on the *Match* and *Multiple Choice* activities.



Options Tab: System Settings

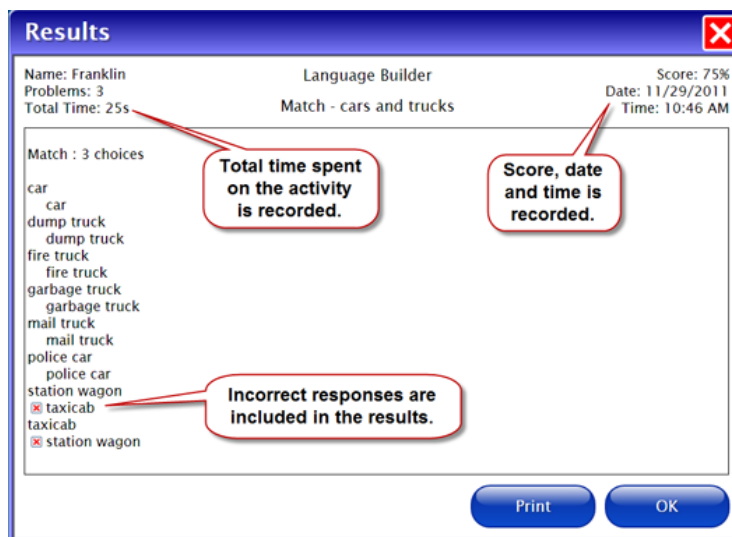
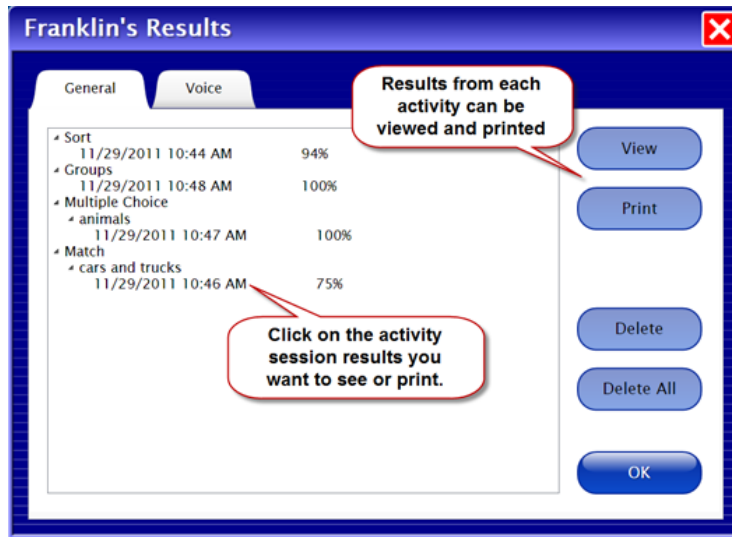
From *Options*, use the *Settings* button to view and adjust settings that will be used for all of the software activities. Alternative access features for scanning/switching use are available. Speech and sound effects audio can be turned on/off (for all activities). A student password or login picture and can be added, changed, or removed. When all options for the student are set, press *OK* to accept them and return to the *Options* screen.

Scanning options are provided for *Single Switch* and *Double Switch* users. *Autoscan Delay* sets the amount of time the scan highlight remains on a selectable screen button during single switch scanning. *Scan Next* chooses a keyboard character that will act as the "next" switch when *Double Switch* is active. *Scan Select* chooses a keyboard character that acts as the selection switch for either single or double switch mode. *Debounce* is the amount of time the program will ignore repeated switching actions. *Highlight size* and *Highlight color* settings allow visual adjustment to how the screen-choice items are highlighted during the scanning process.



Results Reporting

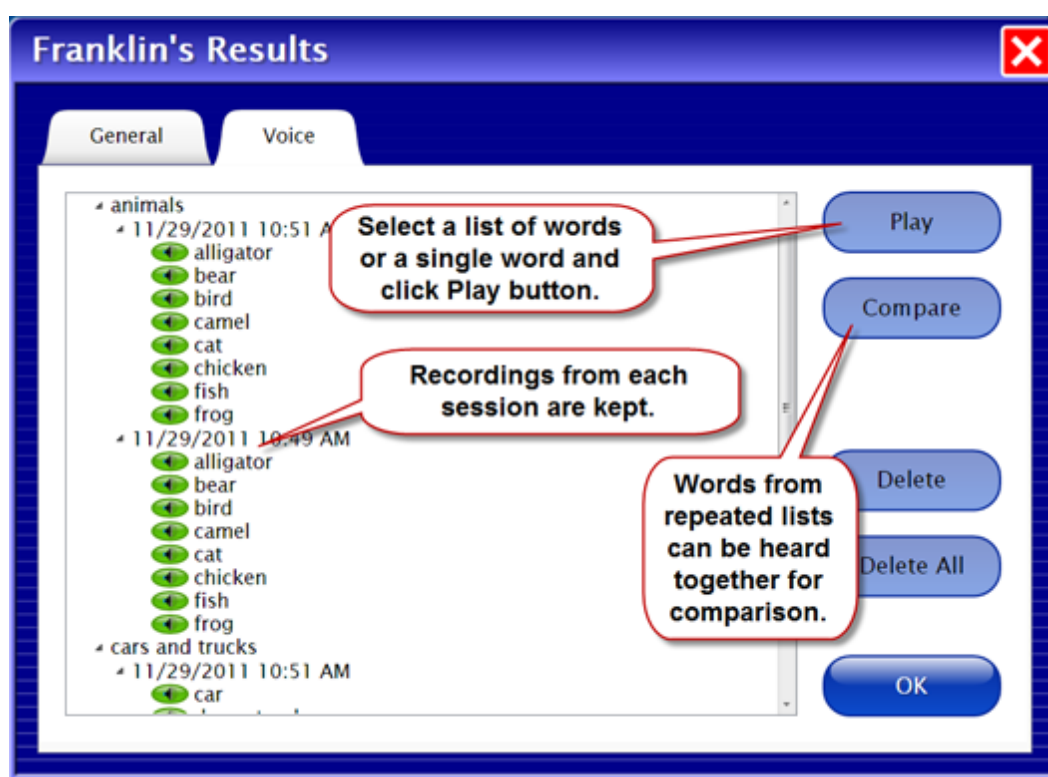
From *Options*, use the *Results* button to view or print activity results information for a student. Results information is stored for each activity session (including repeated activities). Click on an individual session to view or print details. Student recordings from the *Voice Recorder* activity are saved, and can be heard from the [Voice tab](#).



Saved Voice Recordings

Recordings made with the *Voice Recorder* activity are saved for each student login. From the *Voice* tab, press a speaker icon to hear a selected individual recording, or select the date and press *Play* to hear the student recordings of the complete activity session.

When there are two or more sessions using the same list, they can be played back word-by-word from the different lists. To hear the words from both lists (each word played sequentially), click on the date of a list, press the *Compare* button, then press the *Play* button.



Printing

Word lists and worksheets can be printed out. See [Print Lists and Worksheets](#).

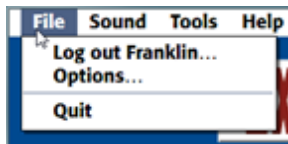
Student activity results information can be printed out. See [Results Reporting](#).

Pull-Down Menu Options

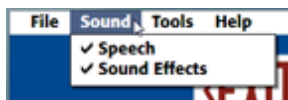
A *menu bar* is available from the top of the main directory screen for quick access to key features. The menu bar is hidden until the cursor rolls over it. The name of the student currently logged in is shown on the right side of the menu bar.



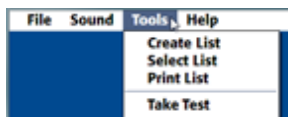
Pull-down choices under *File* allow you to log out the current user, go to [Options](#), or quit the program.



Pull-down choices under *Sound* allow you to turn the audio on or off for speech and sound effects. This is a temporary setting applying only to the active session. To turn off sound permanently, use the settings available at [Options/System](#).



Pull-down choices under *Tools* allow you to quickly get to the settings for creating, selecting, and printing lists. *Take Test* presents two "tests" for the *Multiple Choice* and *Match* activities using the list selected for the current login. No correct/incorrect screen prompts are used for this test activity, and incorrect answers are accepted without prompting the student to try again. The test results are stored in the student login.



Pull-down choices under *Help* provide user guide menus and software version information.



Alternative Access

Touch screen computers

Language Builder Picture Nouns is designed for use with touch screen devices and smart boards.

Scanning and switches

This program supports single or two switch step scanning. To change scanning settings, go to [*Options Tab: System Settings*](#).

Technical Support

If you have a problem running *Language Builder Picture Nouns*, please call Attainment Technical Support at the number below. If possible, have the program running with your computer nearby while we discuss solutions.

You can speed the process if you collect some basic information ahead of time:

- * Running on Windows or Mac?
- * What was the error and type of error message, if any?
- * What triggered the problem?
- * Can you duplicate the problem?
- * What operating system are you running?

Tech Support is available weekdays from 9 am - 5 pm (CST)

phone: 1-800-327-4269 or 1-608-845-7880

email: techsupport@AttainmentCompany.com

website: www.AttainmentCompany.com

System Requirements

Windows - System Requirements

Windows XP SP3 or higher

Minimum of 512MB RAM

Microsoft .Net 3.5 SP1

NOTE: During installation from the Autoplay menu, if .Net v3.5 is not detected, you will be prompted to install it. .Net 3.5 SP1 is included on the CD.

Mac - System Requirements

Intel processor

OS 10.5 or higher

Minimum of 512MB RAM

Microsoft Silverlight

NOTE: During installation, if Silverlight is not detected you will be prompted to install it. The Silverlight installer is included within the program. Once Silverlight is installed the program will start.

License Agreement

Attainment offers many options for licensing software. Licenses purchased for multiple computer installation will include a certificate verifying the agreement.

Single-User License

Attainment Company, Inc. grants the original purchaser a Single-User License. Under this license, the purchaser may use this software on a single computer. The purchaser may make a copy of this software for backup purposes only. A Single-User License may be modified into a multiple computer license. Call Attainment Company for pricing information.

Ownership

Attainment Company and Stages Learning Materials (the companies) retain the title to the software program. The purchaser only gains title to the enclosed CD.

Copyright

This program is protected by United States copyright laws and International copyright treaties.

Upgrades

If within 30 days of this software purchase the companies release a new version of the software, you may send the enclosed CD to the companies for a CD containing the new software at no charge. After 30 days, you must pay an upgrade fee.

Warranty

The companies warrant that the enclosed CD is free of defects in materials and workmanship for up to one year after purchase. If you discover a defect, return the enclosed CD to Attainment Company for a free replacement. There is a replacement charge of \$15.00, plus shipping and handling, for products replaced after such warranty expires.

Limitation of Liability

The companies shall not be liable for damages, including incidental or consequential, arising from the use of the program or this documentation. Some states, however, do not allow the limitation or exclusion of liability for incidental or consequential damages. In these cases, this limitation may not apply.

Contact Us

For more information about *Language Builder Picture Nouns* and other education materials:



Stages Learning Materials

PO BOX 1770 / Palisades, CA 90272

e-mail: info@stageslearning.com

phone: 1-888-501-8880 or 530-892-1112

www.stageslearning.com



For technical support and information about this and other educational software:

Attainment Company, Inc

PO BOX 930160 / Verona WI 53593-0160

e-mail: info@AttainmentCompany.com

phone: 1-800-327-4269 or 608-845-7880

www.AttainmentCompany.com