Attainment's

# PixWriter™

# User Guide

I like to read and write

iPad

# Contents

# Introduction

## ABOUT PIXWRITER

**PixWriter™** is a picture-assisted writing tool for beginning writers of any age. The combination of symbol support with highlighted text and speech help students write independently. Students can compose written documents without mastering phonics, spelling, and alphabet skills.

Students write by selecting word bank buttons, typing with a keyboard, or both. Word bank buttons are filled as the instructor types words followed by the spacebar; symbols are automatically added as words are typed. Customized vocabulary word banks can be created to fit the student's abilities, assignment requirements, and IEP goals. Documents can be printed, saved, and shared via email.

PixWriter documents are cross-platform compatible, so they can be shared between Windows, Mac, and iPad devices.

PixWriter software was conceived, designed, and programmed by Jean and Jim Slater. Jean's classroom experience teaching students with mild-to-moderate intellectual disabilities coupled with Jim's brilliant engineering mind led to the development of one of the first software writing tools for individuals with special needs. Attainment Company is honored to carry on Jean and Jim's work.

Title screen.

An open document with word bank.

## GETTING STARTED

### Create a Word Bank

Select the **New File** button on the opening screen. Before filling word bank buttons, set the number of word bank buttons in **Document Settings** ⚙ (icon at upper right). Font, font size, and image size are also available in **Settings** and can be changed anytime. The onscreen keyboard comes up by default. If you select the **Word Bank icon** ▦, the Word Bank buttons will display onscreen and a keyboard icon ⌨ displays. Select to restore the keyboard.
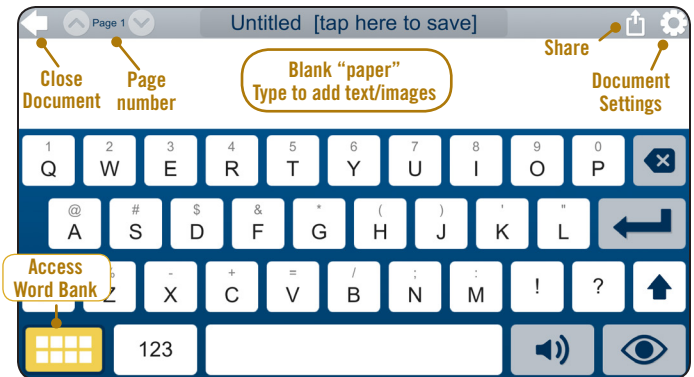
### Fill Buttons

Putting text on the "paper" is the fastest way to populate word bank buttons with text and images. Use the keyboard to type, or copy text from an outside program and paste by using the **Paste** option under **Document Settings** ⚙. Words must be followed with a spacebar or punctuation and spacebar to populate the buttons.

Adding text and an image to a word bank button can also be accomplished on the **Edit Word Bank Button** screen. This is more time intensive than placing text on the paper, but it is an option. (For more details, see "Customize Buttons" on page 4.)

PixWriter provides images for phrases of more than one word, but also creates a button for the first word. For example, typing "cowboy boots" creates two buttons, one for "cowboy" with an image of a cowboy, and a second button for "cowboy boots" with an image of cowboy boots. Clear the "cowboy" button if it's not needed.

### Move Button

To move a button on the word bank, the word bank must be unlocked. Select, hold, and drag that button to the desired location.

A new file (top). As text is keyed, word bank buttons are populated. Toggle from keyboard to word bank, which displays filled-in paper and buttons (bottom).
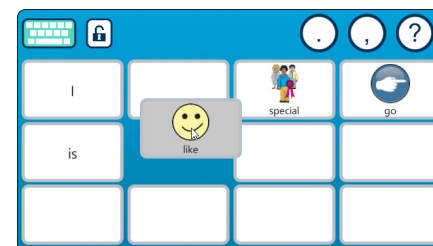
Select and drag a button in the word bank to move it. Note, the word bank must be unlocked.

## Lock/Unlock Word Bank

Select the **Document Settings** icon at top right ⚙ to lock and unlock the word bank. New files start with word bank unlocked, so you can type a word to create a new button or select an existing button to edit it. After word bank is locked, selecting a button will "write" its text and/or image on the paper. In general, the word bank is unlocked for the teacher and locked for the student. The **padlock** icon, located on the word bank menu bar, indicates when the word bank is locked or unlocked.

## Clear Paper

Clear the paper in **Document Settings** ⚙. This creates a blank page for the student to write on with the keyboard, the word bank, or both. The paper can be cleared with the word bank locked or unlocked.

## Close File

To close a file, select the **back arrow** ◀ in the upper left corner.

## Open an Existing File

From the title screen, select the **Saved Files** button to bring up a file list. Choose the file and select the **Open File** icon 🔗, or tap twice on the file. Other functions on this screen are:

◀ **Back Arrow** (back to title screen)

➕ **New Folder**

➕ **New File**

📤 **Share File**

📋 **Copy File**

✏️ **Rename File**

➡️ **Move File**

🗑️ **Delete File**

Go to **Document Settings** to lock/unlock word bank and clear paper for student.

# Customize Buttons

## BUTTON MENU

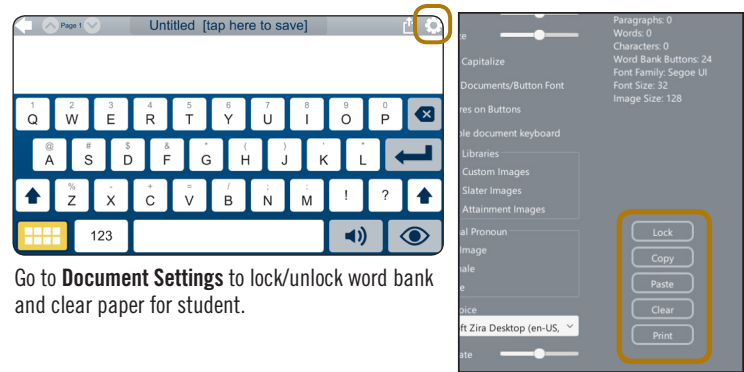Select a button in the word bank to bring up the **Button Menu**. The word bank must be unlocked. Menu functions:

**Button Border Color** – Select a color from the nine-color button border palette  to change that button's border. To reset the border color to the default gray, select gray on the color palette.

**Edit Button** – Select **edit** [edit] to open the **Edit Word Bank Button** screen. Here you can change the image, text, and pronunciation of text. (see "Edit Word Bank Button" below)

**Duplicate Button** – Select **duplicate** [duplicate] to make an identical button in the word bank.

**Clear Button** – Select **clear** [clear] to empty the button of both text and image.

**No Image** – Select **no image** [no image] to remove the image from the button.

## EDIT WORD BANK BUTTON

Select the button to be modified from the unlocked word bank. Then select **edit** from the **Button menu.** Use the fields on the **Edit Word Bank Button** screen to modify the text, how the word is pronounced, and the image used.

Approve the button modifications by selecting **Done** under the button preview box in the upper right corner.

### Change Text to Display on Button

**Button text** is the first field. Text can be single or multiple words, punctuation, or any character that can be typed.
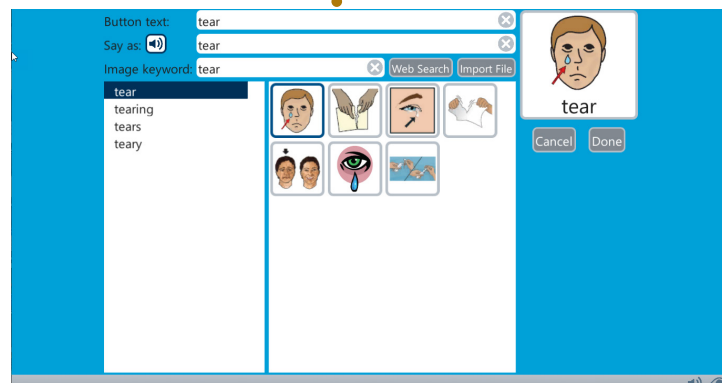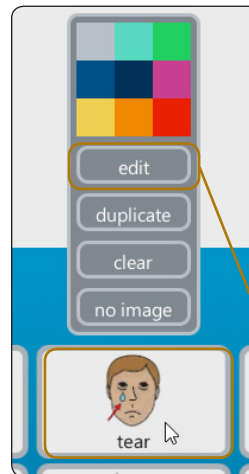


Select a button in the word bank to bring up the **Button menu.** Select **"edit"** in the Button menu to bring up the **Edit Word Bank Button** screen.

When the button text is changed, the new text will be mirrored in the **Say as** and **Image keyword** fields. The **Say as** and **Image keyword** fields can be changed without influencing the button text.

## Change Pronunciation

The **Say as** field is used to phonetically change how the button text is pronounced. To preview the pronunciation, select the speaker icon.

## Change Image on Button

The **Image keyword** field contains the text used to search the image libraries. All images which reference that image keyword are shown in the image preview box. The image selected for use has a blue border. To change the image used, select a different image or type a different search word in the **Image keyword** field.
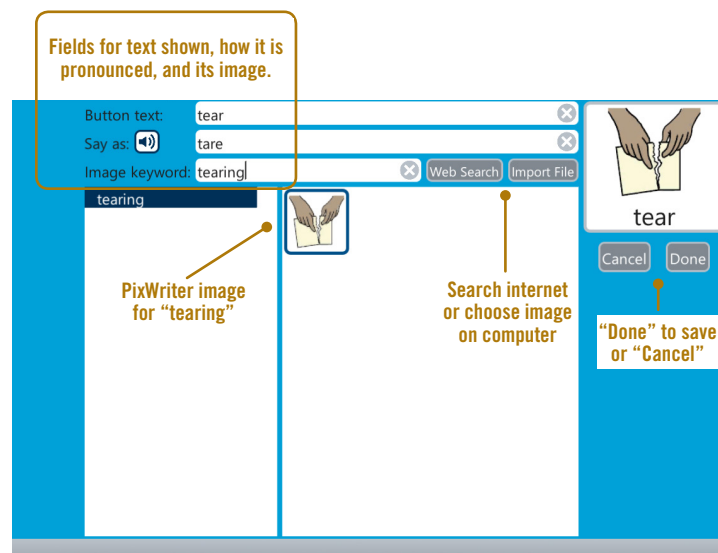
Choosing a different image will not change the text shown on the button.

PixWriter includes thousands of images, but it's also possible to use images from the internet and those saved on the iPad.

To use an image saved on the iPad, select the **Import File** button located at the end of the **Image keyword** field. A file chooser opens showing photos saved on the iPad. Select an image to import. Type the name to be assigned to this image in the **Image keyword** field, then select **Done** under the button preview box to save.

To use an image found through an internet search, select the **Web Search** button located at the end of the **Image keyword** field. Once an image is chosen, type the name to be assigned to this image in the **Image keyword** field, and select **Done** under the button preview box to save.

To view or manage all the images imported into PixWriter, on the title screen select the **Imported Images** button. (see "Imported Images" on page 9)



Fields for text shown, how it is pronounced, and its image.

Button text: tear
Say as: tare
Image keyword: tearing
tearing

PixWriter image for "tearing"

Search internet or choose image on computer

tear

Cancel   Done

"Done" to save or "Cancel"

**Edit Word Bank Button** screen: Text, pronunciation, and image keyword can all be changed independently of each other.

**Document Settings**

**Document Settings** tailors the program to each student's ability. With a document open, select **Document Settings** ⚙ in the upper right corner.

When a student is logged in, their settings will be applied to the documents they open. To view more details, see "Student Accounts," page 10.

## SETTINGS

**Number of buttons on the word bank** – Choices are 4, 8, 12, 16, 24, 36, and 64 buttons.

**Font** – Choices shown are fonts installed on the iPad in use.

**Font Size** – Adjust font size with slide bar: small, medium, large.

**Image Size** – Adjust image size with slide bar: small, medium, large.

**Auto Capitalize** – The program will automatically capitalize the first letter of a sentence.

**Sync Documents/Button Font** – The paper and word bank font will be synced with selected font.

**Pictures on Buttons** – Buttons will include an image.

**Disable Document Keyboard** – The **keyboard** icon on the word bank tool bar will be disabled. Unlocked, an onscreen qwerty keyboard can be used for typing text in addition to writing with the word bank.

**Image Libraries** – The program will search all the selected libraries for images to populate word bank buttons.

**Personal Pronoun** – Controls the images shown when a personal pronoun (I, me, my, mine) is typed. Choices are male, female, or no image (the default setting).
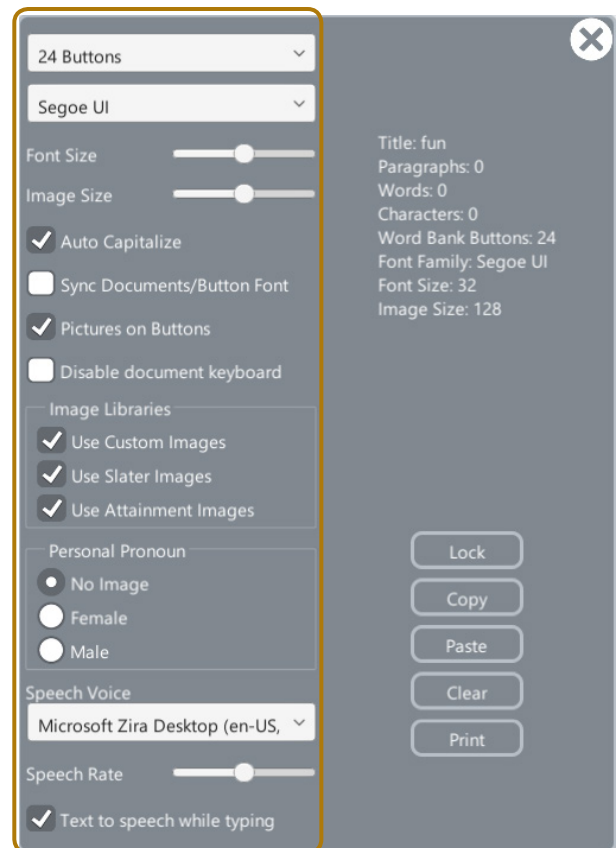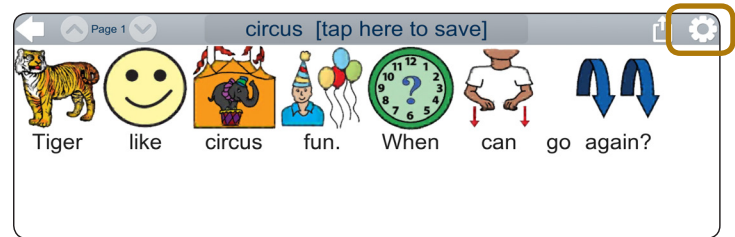
**Document Settings** menu: Settings.

**Speech Voice –** Select a voice; at least one male and one female voice are offered.

**Speech Rate –** Use the slide bar to adjust the rate of speed the document is read with Text To Speech.

**Text to Speech While Typing –** Text will be read as it's typed from the word bank and from the keyboard.

## DOCUMENT SUMMARY

**Document Settings** also displays a summary of the open document. This information includes number of word bank buttons, paragraphs, words, and characters.

## TOOL BUTTONS

**Lock** – Toggles between "Lock" and "Unlock." A locked word bank cannot be edited.

**Copy** – Copies all text in the document. Once copied, the text can be pasted into other programs such as email. Only text is copied, not symbols.

**Paste** – Pastes text copied from within or outside of PixWriter.

**Clear** – Clears all text and images from the open document's paper.

**Print** – Sends the PixWriter document to your printer. (see "Print,"page 8)
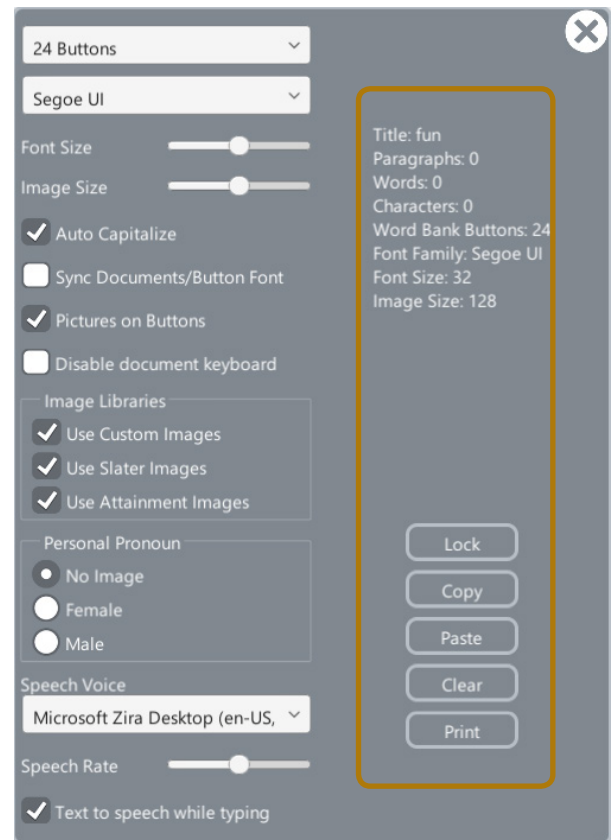


**Document Settings** menu, right side: Document summary information and Tool buttons.

# Student Use

Once the word bank is set up, lock the word bank by selecting the padlock on the word bank menu bar. Then, clear the paper by selecting **Clear** from **Document Settings** ⚙ in the upper right corner.

## STUDENT WRITING

Student can write by choosing word bank buttons, typing with a keyboard, or both. Typing with the keyboard always adds the text with symbols to the paper. When the word bank is locked, however, text and symbols will not be added to word bank buttons.

For students who use switch access, scan settings are located in **Options–Settings–System Tab**. For more details see "Student Settings–System Tab" on page 12.

## PRINT

Send the PixWriter document to your printer by selecting **Print** from **Document Settings** ⚙ in the upper right corner.

## SHARE DOCUMENTS

PixWriter documents can be made into a PDF for sharing. To generate a PDF from an iPad, select **Print,** place two fingers on the preview image and slide to expand the fingers. The PDF will open. Select the **Share PDF** icon ⬆ in the upper right corner to AirDrop, copy to a Cloud drive, or email. When finished, select **Done** in the upper left corner.
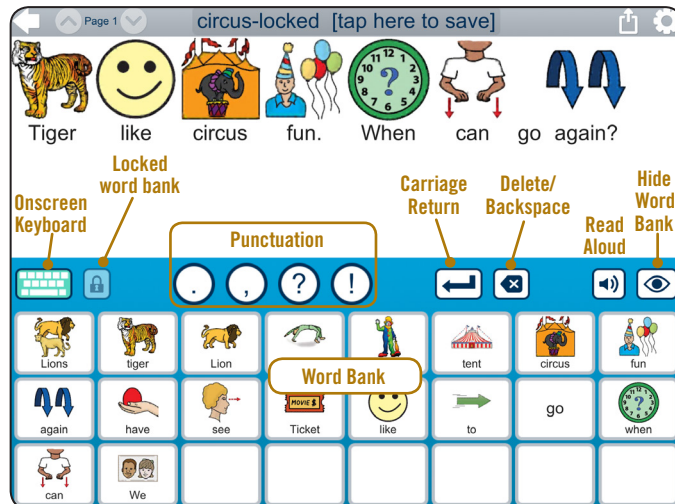
Document with word bank locked. Student writes on the paper by selecting word bank buttons.

While editing word bank buttons, images imported from the internet and from saved photos are stored in **Imported Images.** Images can also be added while in **Imported Images.** Open **Imported Images** to view, delete, or import additional images. The **Imported Images** button is located on the title screen.

### Buttons to Import New Images

To search for a photo on the iPad while on the **Imported Images** screen, select the **Import File** button. A file chooser will open. Locate and select the photo to use. Once a photo is selected, enter a name for that photo and press **checkmark** ✅ to save. The photo will be added to the **Imported Image Library.**

To search the internet for an image while on the **Imported Images** screen, select the **Web Search** button, type a search word, then select the **Search** button. Once an image is selected, enter a name for that image and press **Save**. It will be added to the **Imported Image Library.**

To assign more than one keyword to an imported image, select the **Copy** icon 📄 at the bottom of the screen.

To delete an imported image, select the Delete icon 🗑 at the bottom of the screen.

Select the back arrow ◀ to close the screen.

Access **Imported Images** screen from the title screen.

All the existing imported images will be listed on the screen. Select **Import File** or **Web Search** button to import or search for additional images.

# SECTION 6  Options

## STUDENT ACCOUNTS

PixWriter automatically logs in users as **Guest** until one or more student accounts have been created. Create a student account for each student to enable his or her individual settings to be saved.

Student settings will be applied to the documents opened while logged in to their account. Examples of these settings are TTS voice used, image used on personal pronouns, and scanning if used.

To add a student account, adjust student settings, or go to general program settings, select the **Gear** icon in the upper right corner on the title screen.

### Add Student Account

To add a student account, choose **Add** and type the student's name. Choose **Next** and then type the student's password if one is to be assigned. Next, select an avatar and optionally edit the avatar, then press **Finish**.
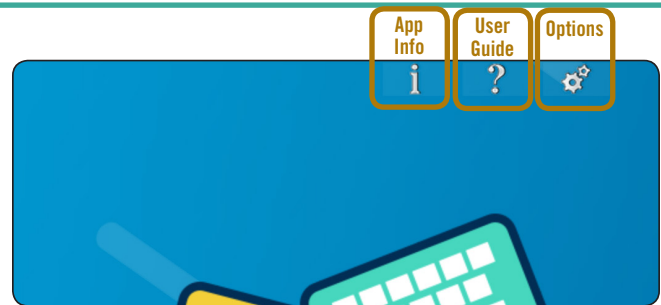
### Delete Student Account

Delete a student account by selecting the user's name from the drop-down list of names, and then select **Delete**.

## PROGRAM OPTIONS

**Teacher Password** – Allows you to create an optional password that needs to be typed to open **Options**.

**Required to Switch Users** – Turn **On** to extend the password requirement to include switching users.

**User Must Type Name** – Turn **On** to require all students to type their login name rather than choose from the drop-down list.



**Title screen** icons in upper right corner: information, help, and **Options**.
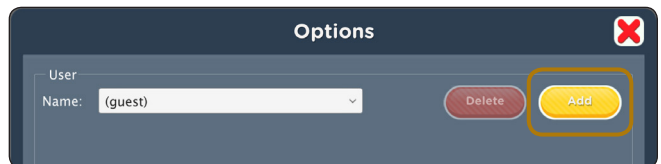


**Options** menu. Select the **Add** button at top right to create a student account.



Program-wide options menu. Select **Settings** at right to customize settings for an individual student.

**Allow Guest Logins** – Turn **Off** to remove **Guest** as a login option. **Guest** can be removed as a login choice only after one or more student accounts have been added.
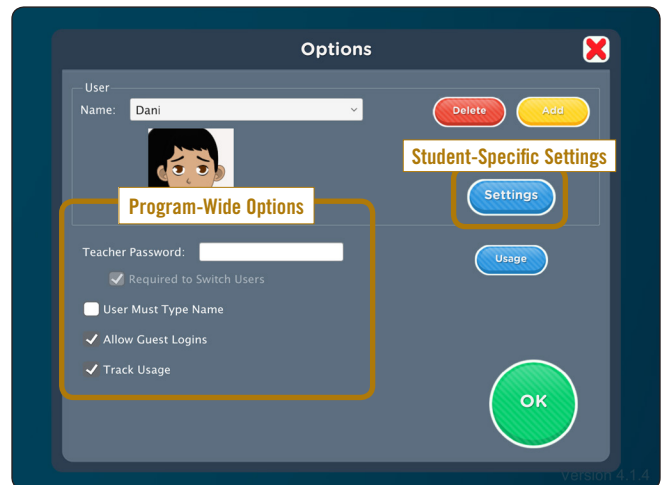
**Track Usage** – Keep **On** to track time spent in the program by users logged in to an account other than **Guest**.

## STUDENT SETTINGS

To adjust a user's settings, select the student's name from the drop-down list, and choose the **Settings** button. There are two tabs in Settings: **Program Settings** and **System.**

### Program Settings Tab

**Animated Intro Screen** – Unchecked, the background animation on the title screen will not play.

**Auto Capitalize** – The program will automatically capitalize the first letter of a sentence.

**Sync Documents/Button Font** – The paper and word bank font will be synced with the selected font.

**Pictures on Buttons** – Unchecked, buttons will only show text, no symbols.

**Personal Pronoun** – Controls the images shown when a personal pronoun (I, me, my, mine) is typed. Choices are male, female, or no image.

**Text to Speech Voice** – Select a voice; at least one male and one female voice are offered.

**Text to Speech Rate** – Use the slide bar to adjust the rate of speed the document is read with Text To Speech.

**Text to Speech While Typing** – Words will be read with Text To Speech as they are typed with the word bank or keyboard.



Program Settings tab in **Settings.** Press and hold an option for a rollover explanation.

## System Tab

**Scanning** – A built-in alternative to accessing the program. The word bank must be locked to initiate scanning. Scanning choices are Disabled, Single Switch, and Double Switch. Disabled is the default. Single Switch has autoscan movement, and pressing the switch selects the highlighted button. Double Switch is for step scanning with the student controlling how quickly the highlight moves—one switch to move and one switch to select.

**Autoscan Delay** – The amount of time the scan highlight stays on a selectable button in single switch scanning.

**Scan Next** – The keystroke being sent to move the scanning highlight in Double Switch mode.

**Scan Select** – The keystroke being sent to select the highlighted button.

**Debounce** – The amount of time the program will ignore repeat switch hits.

**Highlight color** – Adjustable.

**Auditory cue** – Gives a sound or speech auditory cue when scanning moves to the next button. Speech reads the button text.

**Auditory Rollover** – For those not scanning, the button text is read when rolled over and paused for more than a second.

**Volume** of **Music** and **Sound Effects** – Adjust or turn off.

**Edit Avatar** – Allows users to modify their avatars (not available for **Guest** settings).

**Password** – Change, add, or delete student password.

Press **OK** to save and return to the **Options** screen.
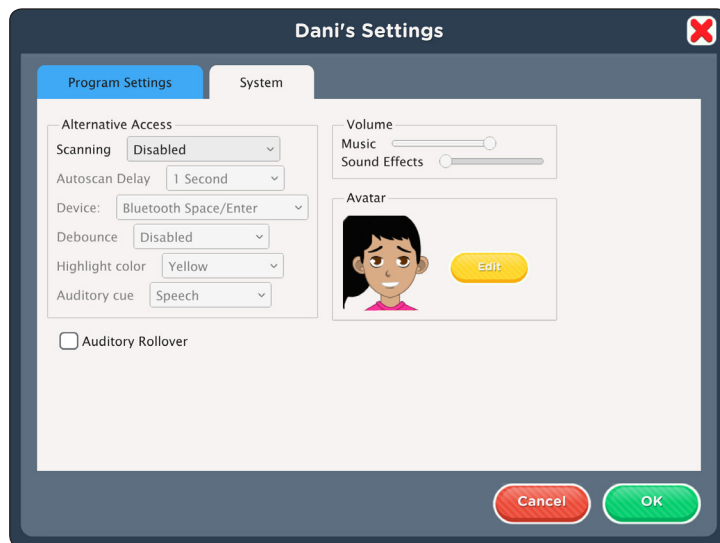


System Settings tab in **Settings.** Enable Scanning to gain access to the options beneath.

Thank you for your purchase of **PixWriter.** We're here to help! If you have any questions or problems, call us. *See next page for contact information.*

# Contact Us

## TECHNICAL SUPPORT

If you have a problem running PixWriter, please call Attainment Technical Support at the number below.

If possible, have your iPad nearby while we discuss solutions.

You can help the process along by collecting some basic information ahead of time:

- What was the error and type of error message, if any?

- What triggered the problem?

- Can you duplicate the problem?

- What iPad operating system are you running?

**Tech Support** is available weekdays from 9 am–5 pm (CST)
**Phone:** 800-327-4269 or 608-845-7880
**Email:** techsupport@AttainmentCompany.com

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We invite you to learn more about other educational materials produced by Attainment Company.

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