

Modify a simple word grid

1. Start Clicker and select **See the Examples > Sentence Building > Simple Sentences > Sentence1**.
2. **Right-click** to listen to words, **Left-Click** to write them in to ClickerWriter.
3. Change the word in a cell, e.g. for pupils in your class - **Shift-Left Click** on the cell and type.
4. Change the cell colours and font - **Shift-Right-Click** on the cell and click the colours and font buttons.
5. Re-size a cell - **Alt-drag Left**, while pointing at bottom right of cell.
6. Add a cell to the grid - Click on **Grid > Insert > Insert Cell** and place the cell at the right side of the grid. Add the word 'and' to the cell, and change the cell colour.
7. Click on the **Home** button to go back to the start grid.

Modify a grid with graphics

1. Select **See the examples > Science > Properties > Properties1**.
2. Listen and write with the cells - note that the pictures appear in the writing area as well as the text.
3. Change the graphics - **Shift-right-click** on a cell to bring up the cell properties. Then click **Graphic** and browse to find a different suitable picture.
4. **Shift-right-click** on a cell with a graphic to open the cell properties. Click on **Send**, and choose **Send Text** to only send the text.
5. Print the grid out - click **File > Print grid**.



Create an 'I like' grid

1. Click on **File > New grid > Sentence Building** and choose the **I like 2** template.
2. Change the background colour of the grid - select **Grid > Grid Properties**, click on **Background colour** and choose a new colour.
3. Add some words to the blank cells (**Shift-Left-Click**). You should get some pictures automatically added to some grids. If you don't, select **Options > User Preferences** and check that **Instant Pictures-for-cells** is ticked.
4. Add graphics to some cells by **Shift-right-clicking** to open cell properties, then click **Graphics** and open a graphic.
5. Save the grid - **Click File > Save Grid as**

Create a linked grid

1. You will first make a grid to link from the 'I like' grid you have just made. Click on **File > New grid > Words grids** and choose the **Words1** template.
2. Add more 'I like' pictures (perhaps with a particular theme, like food, drink, or activities)
3. Add a digitised sound to one of the pictures - **Shift-Right-Click**, then click **Sound & Video**. Tick **Sound or Video file** for the **Right Button**, then click **Record** and record a sound.
4. Save the grid (**File > Save grid as**)
5. Now you will add a cell to link to this new grid from your 'I like' grid.
6. Open your 'I like' grid, and **Shift-Right-Click** on one of the cells. Type in a suitable name for the cell (e.g. 'food', 'drink' etc) and then click **Instant Picture** to add a graphic. If one doesn't appear, click **Graphic** and find one yourself.
7. Then click on **Open Grid**, then tick **Open this grid**, and click **Browse**. Search and find your new grid, click on **Open** then **OK**.
8. Change the colour of the linking cell to show it does something different to the ordinary cells. Save the grid.

Create a Talking Book

1. Click on **File > New grid > Book Making** and choose the **layout1** template.
2. **Shift-Right-click** on the picture box at the left side of the grid, and click on the **Open Folder** icon at the top. Browse and find a graphic.
3. **Shift-Right-click** on the text box at the right side of the grid, and add some text for the page. Use the toolbar to change the text properties.
4. Save the grid as 'storybook1' - this is the first page.
5. Create a new grid and repeat, saving the second grid as 'storybook2'.
6. Repeat for the rest of the pages of the book, saving as 'storybook 3, 4', etc
7. To read the book, open 'storybook1'. Click on the Speaker button to hear the text, and the brown arrows to move to the next page. The buttons automatically link storybook1 to storybook2 to storybook3.
8. Go to the first page and add some digitised speech for when it opens - click **Grid > Grid Properties > Play Sound**. Click **Record** and record a sound for when the story starts.
9. Save the grid.

Make the Talking Book switch accessible

1. Select **Options > User Access > Access Method** and tick **Single Switch**. In this instance do not have **Restart scan at beginning** ticked so that the scan moves on after selection. Click **Switch Connection** and make sure **Up and Left arrows** is ticked.
2. Now the buttons on the grid will be scanned. Choose one by pressing the left arrow key.
3. You will find the speaker button reads the text as it scans. You probably want it to only read the text when the switch is pressed, though, so **Shift-Right-click** on the speaker button, then click **Sound & Video**, and tick **No Sound** for the **Right Button**. (When scanning, the Right Button sound is played when the cell is scanned, and the Left Button sound when it is actually selected.)
4. Repeat for the rest of the pages in the book.

Make the Talking Book switch accessible for Visually Impaired Users

Leave the Right button as Software Speech but change it to something sensible, e.g. for left arrow make it say 'go back', for speaker icon say 'read' and for the right arrow say 'next', 'next page' or 'go forward'. The timings of the scan need to be altered as the scan will continue through whether the text box has been fully read or not. Go to **Options, User Access** and **Timings** then increase the **Scan or dwell delay** until it is sufficient to allow all the text to be heard. Worth considering this issue when designing pages: try not to have too much text in the box!

Learn about the ClickerWriter word processor

1. Start Clicker and click Start Writing.
2. Click on the '**Hide Grid**' icon at the right hand end of the ClickerWriter toolbar to hide the grid. We will use ClickerWriter as a talking word processor with symbol support.
3. Set ClickerWriter to give pictures as you type - select **Options > User Preferences > Instant Pictures** and tick **Instant Pictures-As-You-Type**. Type a few words to see pictures come up. Note that you don't get pictures or symbols for every word - only for words that have a matching picture in the Clicker libraries.
4. Set ClickerWriter to speak each word and each sentence as it is typed in - select **Options > User Preferences > Speech** and tick **Speak each word as space entered** and **Speak each sentence as full-stop entered**. Type a sentence to hear the speech.
5. Play around with the toolbar buttons to change the font, font colours, and to align the text and add numbers and bullets.
6. Type a few mis-spelled words - e.g. Wen I rite teh comptr toks wich I yooshaly lik. Then click the **ABC** button on the toolbar to do a spellcheck. A spellcheck grid will appear with suggestions for each mis-spelling.
 - Listen to the words in the grid by clicking with the **right** mouse button.
 - Change the mis-spelling for the correct word (if one is offered in the grid) by clicking with the left mouse button.

- Note that 'real word errors' like 'rite' are not picked up.
 - Note that the spellchecker doesn't offer any suggestions for 'comptr', but if this happens, you would show the pupil how to play around with the speech and spellchecker to try and get some suggestions. E.g. Double click on 'comptr' in the sentence, and then on the 'Speak' button to listen to it. You might ask the pupil what sound and letter is missing - and hope they said 'u'. Add the 'u' to the word to make 'comptr' and then click on the ABC spellcheck button again - the correct spelling will be offered.
 - When you check 'yooshaly' no suggestions are made in the grid so we will add this mis-spelling to the spelling dictionary. Click on **Options > User Preferences > Spellchecker** and then type in 'yooshaly' to the **New Word** box, click **Add Word**, and then type in 'usually' to the **suggest these words** box. Click OK. Now select 'yooshaly', click ABC and the correct spelling will be offered.
7. Click on the Grid button to show the grid again, and then click on the **Home** button on the grid toolbar to go back to the Clicker start grid.

Homework!

1. Browse around the examples to find ones which are suitable for your pupils. Open them and examine the cells to see how they work. Modify and save them.
2. Choose an activity that you are currently doing in class and create some grids to accompany them.

Clicker 4 PC Keyboard shortcuts

To turn the keyboard shortcuts off, check **Disable easy editing** on the **Other** tab of the **User Preferences** dialog box.

Cells	
Entering text in a cell	- Shift-Left Click
Entering text in multiple cells	- Shift-Left Click, Tab
Selecting a cell	- Right Click
Selecting a cell for editing	- Shift-Right Click
Selecting multiple cells	- Ctrl-drag-Left or Shift-drag-Left
Cell Properties	- Shift-Right Click , while pointing at cell
Moving a cell	- Alt-drag Left
Re-sizing a cell	- Alt-drag Left , while pointing at bottom right of cell
Grids	
Grid Properties	- Shift-Right Click , while pointing at grid
Graphic boxes	
Editing	- Shift-Click , on the Graphic box
Moving	- Alt-drag Left
Re-sizing	- Alt-drag Left , and drag any side of the box.
Text boxes	
Editing	- Shift-Click , on the Text box
Moving	- Alt-drag Left
Re-sizing	- Alt-drag Left , and drag any side of the box.