

Writing with Symbols 2000

Version 2.6

Supplementary Documentation to the Manual for version 2.6

and

Network Installation Guide

Writing with Symbols 2000 version 2.6 includes the new Widgit Rebus Symbols. This is the result of a complete revision of the original Rebus Symbol Collection, including many additional images.

This supplement tells you about

1. Installation
2. Important information for users upgrading from earlier versions
3. The New Widgit Rebus Symbol Collection
4. Graphics and wordlists accompanying this version. This replaces the information in section C3.2 of the Version 2.5 manual
5. Saving your preferred wordlist as the default list
6. New features in Writing with Symbols 2000 version 2.6 which are not described in the manual
7. Additional features of Writing with Symbols in version 2.5, and which are described in the manual. They are listed here to draw attention to the features for users upgrading from version 2.00 or earlier
8. The new Resource Manager
9. Network Installation Guide

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The copyright of the Widgit Rebus Symbol Collection is Widgit Software Ltd 2002. The same conditions apply to these symbols as for the original Rebus Symbol Collection as described on your licence agreement.

1. Installation

New users installing to stand-alone machines should follow the installation instructions in the Manual to version 2.5 supplied with your purchase. Users installing on networks should follow the Network Guide in section 9, page 6, of this document.

2. Important information for users upgrading from earlier versions

If you are an existing user of Writing with Symbols 2000 you will already have the original symbols. This installation will add the new Widgit Rebus and any additional PCS symbols to your existing installation. You will be able to continue to use your existing files and documents with the original graphics as well as creating new documents with the new symbols.

If you access the symbols from CD, rather than installing to hard drive you will be able to access all the symbols according to the wordlist you select.

3. The New Widgit Rebus Symbol Collection

Writing with Symbols 2000 is now available in several different languages and is being sold in many countries. We have therefore changed the name of the symbol set to be the Widgit Rebus Symbol Collection in order to avoid confusion with the original set, and in other countries which still use symbols based on American Rebus.

Full information on the new Widgit Rebus Symbol Collection is provided in the published Glossary. A free copy of this book accompanies each order for Writing with Symbols 2000. Details are also available on the Widgit web site.

4. Wordlists and graphics accompanying this version of Writing with Symbols 2000

This replaces section C3.2 of the version 2.5 manual

This CD contains the New Widgit Rebus Symbols, and the PCS Symbols from Mayer-Johnson Co, in both colour and black and white.

This release also includes the symbols and graphics identified by Triangle and NSPCC for the 'How It Is' project. This provides a vocabulary resource that will enable better communication with disabled children about their needs, rights and feelings. More information on this project can be found at www.howitis.org.uk. Please note that this collection contains some sexually explicit images.

A number of different wordlists have been created for your convenience and to suit different purposes. These include combined lists that draw on both the Widgit Rebus and PCS lists.

The wordlists provided are:

Widgit A.wus	This is the complete new Widgit Rebus Symbol set.
Widgit A + SS.wus	This is the Widgit A list plus the explicit sex-education symbols and the specialist science symbols. (These images are shown in the Glossary sections 2.2 and 33.4).
Widgit B.wus	This is a shorter list of Widgit Rebus aimed at users requiring a more basic set of symbols. The number of alternative symbols for any single concept has been reduced, and many abstract symbols removed. In addition some of the abstract symbols (such as ‘the’ ‘a’ ‘an’ of’) have been set to not show. These can be ‘turned on’ in any document by pressing the F12 key. You can permanently change the setting on your wordlists from the option ‘Save F12 preferences.’
PCS colour.wus	This is the complete set of PCS colour symbols.
PCS bw.wus	This is the complete set of PCS black and white symbols.
All colour.wus	This is the complete set of PCS colour symbols plus any Widgit Rebus symbols for which there is no PCS equivalent, and gives you the maximum number of different concepts.
All bw.wus	This is the complete Widgit A list, plus any black and white PCS symbols for which there is no Widgit Rebus equivalent.
Spelling.wus	This contains the best set of black and white symbols for use with the spell checker. This is the default list in the Word Processor mode. There are minimum duplicates for any concept.
All Rebus & PCS.wus	This is the complete set of all of the symbols from Widgit Rebus, PCS colour and PCS bw. This will give you a very great many F12 alternatives, and is provided as a utility for people preparing resources for users.
Rebus colour.wus	A short wordlist for the coloured Rebus Symbols.
NSPCC Triangle.wus	This is the list of words and graphics relating to the symbols from the ‘How it Is’ project. Note: Some of these images are most suitable viewed in a large size.

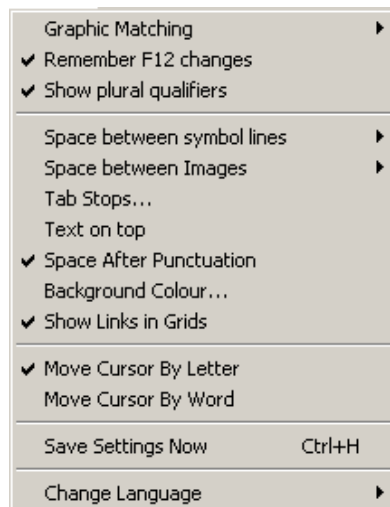
5. Saving your preferred wordlist as the default list

In the Symbol processor mode of Writing with Symbols 2000, click on the **Wordlists** menu item. From the list of choices that appears, select **Replace Wordlist**. Choose the list you want to have as your default list. Now, from the **Options** menu, click on **Save Settings now**. Next time you open the Symbol Processor, or Grids for Printing areas of the program, this wordlist will be the default.

You can similarly change the default wordlist for the Word Processor by repeating this strategy from the word processor button.

6. New features in Writing with Symbols 2000 version 2.6 which are not documented in the current manual

- Show plural qualifiers.
All plurals are now indicated with the plural qualifier. If you wish to access the plural words, but not show the plural qualifier you can uncheck that item under the **Options** menu. (There is more information on plurals in the Glossary).
- Space between symbol lines
This increases the vertical leading between lines of symbols. The options are **Normal** and **Large**.
- Space between Images
This gives an increase in the space between symbols. The choices are **small**, **medium** and **large**.



7. Additional features added to version 2 which are described in the version 2.5 manual

- **HTML:** You can now save pages of symbols from Writing with Symbols 2000 as HTML. This will create an HTML file plus a folder with the graphics in, ready to put into your web site. It is also a useful way of letting a student take work home. Put the HTML file and the folder of images onto a floppy and if there is a computer at home, the work can be viewed without the family needing WWS2000, by double clicking on the HTML file to load your Internet browser.
- **Scanning irregular grids:** - You can now set the scanning order of cells in a grid if they are grouped to make an irregular grid.
- **XP** - This version has been tested under XP.

- **Web Link** - There is a web link on the front page so that if you have an open connection to the internet you can immediately link to a special page on our website with downloads, resources, upgrades etc. (You can also add a macro to a grid cell to open a specific web page.)
- **Line Spacing** - There is an item under the options menu that will allow you to choose normal line spacing or large line spacing. This setting gives a much bigger spacing between lines, making pages of symbols easier to follow.
- **Saving F12 adjustments** - You can now save any F12 alterations into your wordlists, so that your list gradually gets your preferences. This includes setting symbols to be 'off', making it easier to hide symbols for abstract vocabulary and words like 'the' and 'a'.
- **Auto-sizing of grid contents** - we have done quite a bit of work on the auto-sizing of the contents of grid cells, so that you are much less likely to find symbols or text going very small when you put more than one symbol or word into a cell.

These features are all described in the manual.

8. The new Resource Manager

Resource Manager is a very useful utility program that accompanies Writing with Symbols 2000.

It allows you to

- **view** all the symbols in a wordlist
- **edit** and add to wordlists in a number of ways
- **merge** wordlists to give you a greater choice of symbols at one time
- **create a text file** of the words in a wordlist, so that you can make your own alphabetic printout of the symbols in a wordlist.

A description of the full features of the resource Manager, with instructions is given in the manual.

This really valuable utility has been significantly improved. It is now really quick to open and merge wordlists into the Resource Manager. It now is only a matter of seconds to merge two long wordlists - whereas previously you went off for a cup of tea. This means that you can make total wordlists of all the symbols you want in one step, save it as a new wordlist and you won't have to keep changing lists in WWS2000.

9. Network Installation

This replaces Section H1 in the manual

These notes give an understanding of requirements for network managers. *WWS2000* is more complicated to install than some standard programs as we need to access instantly many thousands of images and other resources. The program also allows the creation of activities for people with learning disabilities. In this document we refer to those who may create activities as “teachers” and those who use the activities as “students”. This is clear in a school, but in a student teacher establishment the student teachers will actually be “teachers” and the “students” will be the pupils who they may meet on teaching practice. In a day centre you will need to interpret these names in yet another way.

Because the program works in this way it is likely that at least **three** levels of access will be needed – for administrator, “teacher” and “student”. There is a directory used by the program that holds the activities that the students will do. The students will need only read access to this folder, but teachers will need read and write access. Both will need to see this with the same logical path. **Failure to set up the network to enable this will mean that “teachers” are denied the ability to create activities for their “students”**. This is explained more fully below.

This note will

1. Give a list of the questions you will be asked during installation.
2. Explain three possible scenarios and suggest answers to the questions for these.
3. Provide more technical information for managers dealing with more complex networks.

9.1 Questions.

Question 1.

After signing in and entering your licence number you will be asked for a directory for the application files. This will contain the application itself and support files, for example those for the spell checker.

Question 2.

The second directory you are asked for has an important status. It contains example files that students will use to enable them to write by selecting symbols, but it also acts as an area where teachers will want to add their own resources for students to use. (See emphasised text higher on this page). The program gives teachers a number of tools for creating activities for students and these files will be saved within this folder. It is therefore important that this folder is shared by teachers and they have read/write access to it.

N.B. A teacher will need read/write access to this area.

Question 3.

You will then be asked for the directory where students will save writing that they create with the program. This can be anywhere you like.

Question 4.

Student’s may well want to save their own individual settings when the program is launched. This data can be saved either in the registry (Current_User) or in an ini file. You are given the choice of which to use. (See later in this section for advice).

Question 5.

If you selected the ini file in the last question you will now be asked to confirm the directory where it will be stored. This defaults to the directory given in answer to 3, which is the most obvious place.

Question 6.

The program uses two directories with appropriate sub folders for importing images additional to the system. This is most likely to be done by teachers and are likely to be shared images, so the default directory used is that given in answer to 2.

N.B. A teacher will need read/write access to these areas so that imported images can be stored in one or other of these areas.

Question 7.

The final choice is where the graphics are to be located. These can be run from CD-ROM but almost certainly you will want to put them on the server. These act as a read-only source of images for the program.

9.2 Possible scenarios

These three scenarios have been identified as likely situations. Often there will not be a total match, but you should be able to pick information that helps you most.

Case 1:

A school with one or two machines in each classroom with a fairly small number of total machines (order of 10). Teachers do not often share resources they create between one classroom and another.

Method. Essentially the software will be installed on each machine except for the graphics. The graphics take a lot of disk space and so are best shared across the network. Make sure you are logged on as Administrator.

(a) Install on any machine as follows:

Question 1: Use the default C:\WWS2000

Question 2: Use the default C:\WWS2000Work

Question 3: Use the default C:\Widgit Work, unless you have separate student log-ons. In which case use the mapped drive for the student.

Question 4: Use CURRENT_USER unless you are part of a managed network – see case 3.

Question 5: Does not apply if you used CURRENT_USER

Question 6: Give the same answer as Q2.

Question 7: Do NOT choose to put on the CD. Put in the path to where you want the graphics to be copied to on the server.

Check that the program runs on this machine.

(b) Install similarly on the other machines, but to save the time of installing the graphics, you should choose “Access symbols CD” in Question 7.

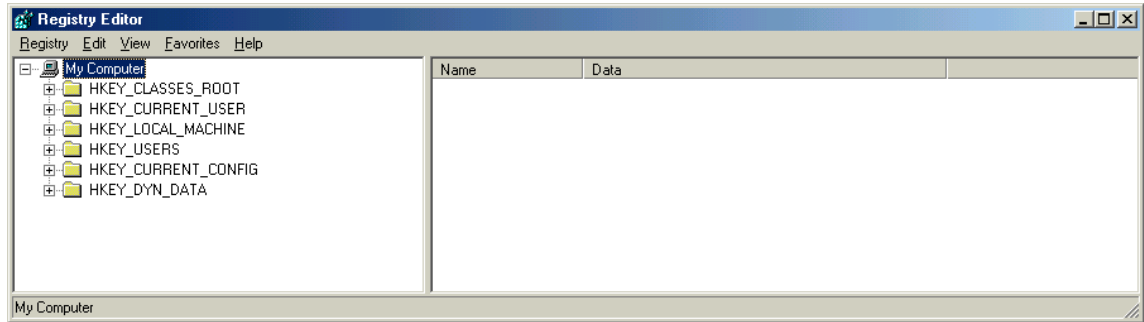
- (c) Now we just need to tell each machine (except that used in (a)) that the graphics are really stored on the server, not on each CD. Details are given in the technical information given later, but here are the step-by-step instructions:

Go to Start (bottom left icon)

Choose Run

In the box type **regedit**

You will see:



Click on the little + by HKEY_LOCAL_MACHINE

Then on Software

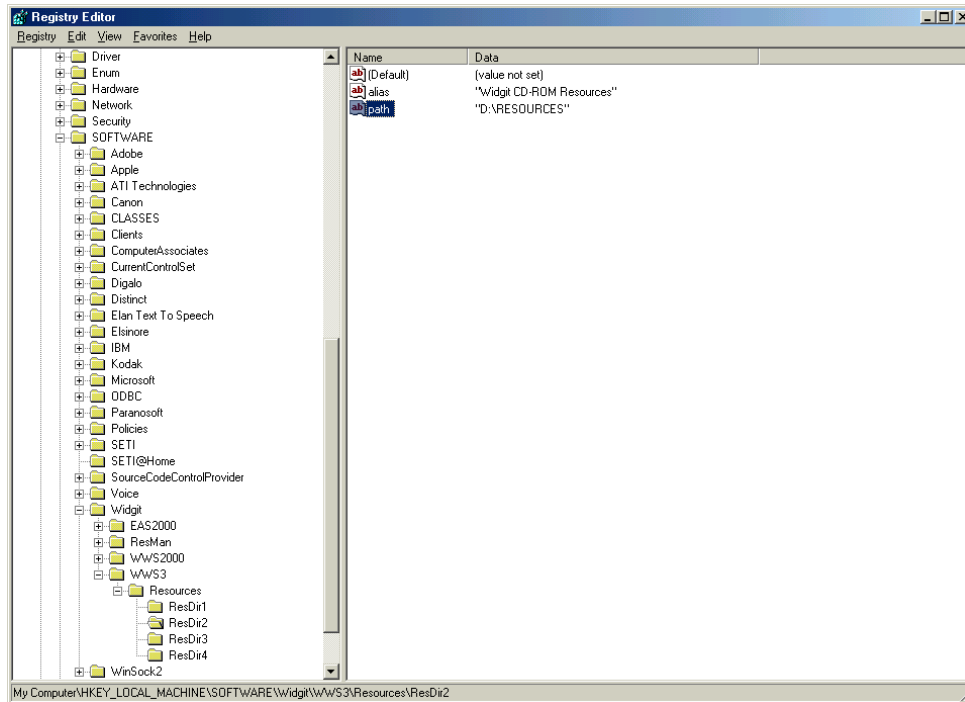
Then on Widgit

Then on WWS3

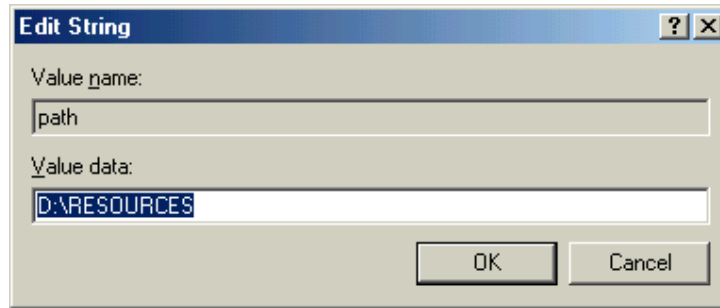
Then on Resources

Then on ResDir2

You will see:



Double click on the word path to produce:



Replace D:\Resources (or whatever it says) with the network path you used in Question 7 when you installed on the first machine. This now tells the machine to look on the server for the images, not the CD.

Repeat this on all the machines other than the first.

Case 2.

A similar situation to Case 1 except that the teachers may want to share resources on a more regular basis. In this case we treat the installation in the same way but the answers to Q2 (and Q6) should be set to a path of a folder on the server where teachers have read write access.

Case 3. Larger networks or networks with a managed system.

On larger networks there is usually a system of “copying” an installation to any machine. This is usually through a package management system. The details of this vary from network to network, but usually consist in essence of taking a “snapshot” of a machine before installation, installing WWS2000, then taking a snapshot afterwards. The system can then create a package which can be used to install on any other selected machines on the network. If you have such a system you will know how to do this for your own set up. The issues of access to the Teacher Resource Area still apply, and teachers must be given read/write access to this if they are to be able to create work for students. More technical information is given below for those who need it.

9.3 Technical Information

Information about the questions.

Question 1.

Notes: Application Files Area

This is the directory where the programs and associated files are stored. Again by default this would be *C:\WWS2000*. The Registry entry is set up as:

HKEY_LOCAL_MACHINE\SOFTWARE\Widgit\WWS2000\Application

AppPath: C:\WWS2000

The files and directories needed in this directory are:

- Abbrev.txt
- Bad.wav
- copyrightRebusPCS.txt
- fatdll.dll
- ExtraSpell.txt
- mfc42.dll
- msvcp60.dll
- msvcr7.dll
- Resource Manager V2.exe
- showgraphic2.dll
- SSCE5332.dll
- sscebr2.clx
- sscebr.tlx
- tips.txt
- WWS2000.cnt
- WWS2000.exe
- WWS2000.hlp

Question 2.

Notes: Teacher Resource Area.

Activities created for students, particularly for those with poor text ability, will require a number of pre-prepared documents to be displayed on the screen and linked into one “environment”. To ensure portability in a non-network situation these documents need to be stored within a replicable directory structure. Where the root of this structure is, does not matter, and you are asked for the path in “Set Teacher Resource Area” in the installation. By default this uses *c:\WWS2000Work*. Once this has been decided certain registry entries are again made as follows:

HKEY_LOCAL_MACHINE\SOFTWARE\Widgit\WWS2000\Application

Document Path Fixed: C:\WWS2000Work

Document Path: C:\WWS2000Work\Writing

Word List Path: C:\WWS2000Work\WordList

Macro Path Fixed: C:\WWS2000Work\Macros

Environments Path: C:\WWS2000Work\Environments

Settings Path: C:\WWS2000Work\Settings

You can change the root path (C:\WWS2000Work - but do not include a space in the directory name) and then move the following directories into the new path which the program assumes are all in this area.

Directories needed are:

- Environments
- Grids
- Macros
- New Tutorial
- Profiles
- Styles
- Wizard Environments
- Wordlist
- Writing

Question 3

Often this will be mapped to an area which is seen logically as the same for all students.

Question 4

Normally on a managed network you will select the ini file since the registry is likely to be reset when a student logs on.

Question 7

Notes: Images

WWS2000 provides immediate access to many thousands of images. They are incorporated in a document by reference, the files themselves are not incorporated within the document. This means that for a document to be saved and reloaded it needs to know where the images are. There are four possibilities for any image location and all these references are stored in the Windows Registry. During installation you will be asked where the resources are to be put. (Non-network users can also choose to read the images from CD, the disc space is about 250Mb). The installer will then write this decision to the registry of that machine.

The registry settings for this are as follows:

HKEY_LOCAL_MACHINE\SOFTWARE\Widgit\WWS3\Resources\

with these sub keys

- ResDir1
- ResDir2
- ResDir3
- ResDir4

Inside each of the four last keys there are two values, an alias - which is just a more friendly descriptor and can be anything, and a path. The path is the important thing and is the route to finding the set of resources. All *WWS2000* default materials use ResDir2. All references to images in wordlists (which act as the link between word typed and the document) will be prefixed by a "2" and then referenced by the relative

path from the path stored in ResDir2. On a network you will want to store the images on the network, so ResDir2 will contain the path to the resources stored on the network.

ResDir1 is used for providing a place where other commercial symbol sets may go and so be used in Writing with Symbols 2000.

Further Notes:

(a) The installer puts no files in Windows or Windows/System. (Other than anything the Microsoft speech installer does - this is Microsoft's own installer)

(b) The dlls used specifically by the program are placed in its own application directory.

(c) The registry settings made during installation can be viewed from the installation log. These are entirely in HKEY_LOCAL_MACHINE, except for those that establish the machine's awareness of the icons used in the program, i.e. the document icon and the "environment" icon.

(d) Speech uses Microsoft speech. This is installed on the host machine at install time by running files in the Redist directory on the CD. These files are:

- msttsl.exe
- api\spchapi.exe

These files require you accept Microsoft's Licence Agreement.

(e) Documents created by the user can be stored anywhere. If, however, they are to become part of environments then they must be stored in the Teacher resource area described above. On a network it would make sense therefore to make the teacher resource area common and all staff have read/write access. Pupils can save documents created with the resources where you like.

Registry Entries

The installer sets up registry entries in HKEY_LOCAL_MACHINE. Because users may not have access to write to this area of the registry, if **WWS2000** detects no registry entries in HKEY_CURRENT_USER the program copies relevant registry data to HKEY_CURRENT_USER and, if chosen in question 4, the student's own ini file. If HKEY_CURRENT_USER is then re-established on log-on the student particular data will be picked up from the ini file.

Information

If you require any further information please telephone technical support or email to support@widgit.com