

Activity 9 Making a simple Wizard Environment

This activity is designed to show you how to create a very simple environment using the Wizard.

This example environment uses a single grid that you can use to describe the activities done in a day at school.

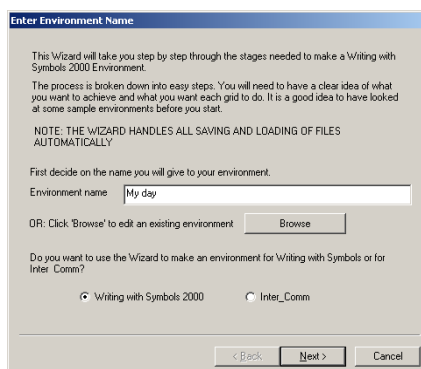
1. Open the Environment Wizard

From the Front Screen, select **Grids for Writing** and **Environment Wizard**



2. Naming your environment

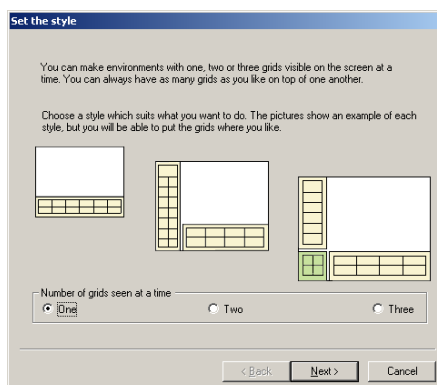
Before you can start you will be asked to give your environment a name.



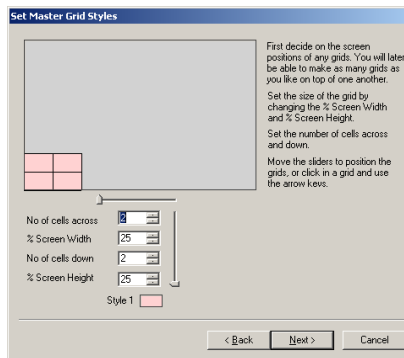
When you have given your environment a name, Click **Next**.

3. Designing the layout

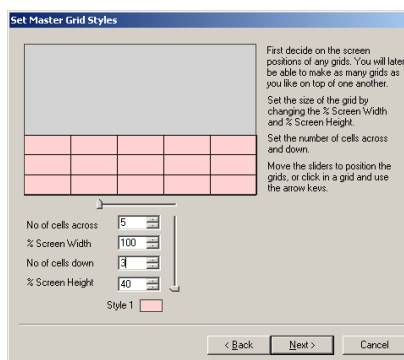
Now you choose how many grids will be seen on screen **at the same time**. Choose **One**



The next screen allows you to design the layout of this grid. This is what the screen looks like when you first see it:

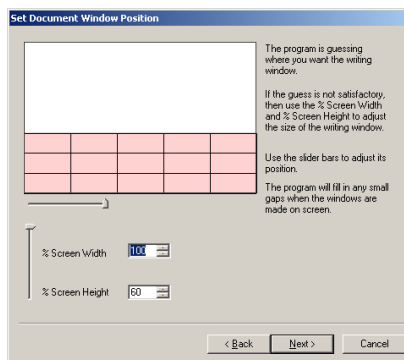


Change the numbers in the boxes to match the illustration:



5 cells across
100% of the screen width
3 cells down
40% of the screen height

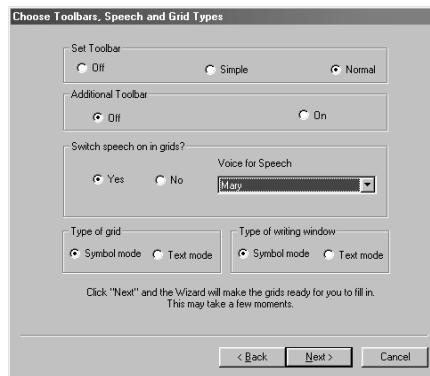
The next screen will show you the writing document.



In this case it will fill the rest of the screen and so you need do nothing on this page except click **Next**.

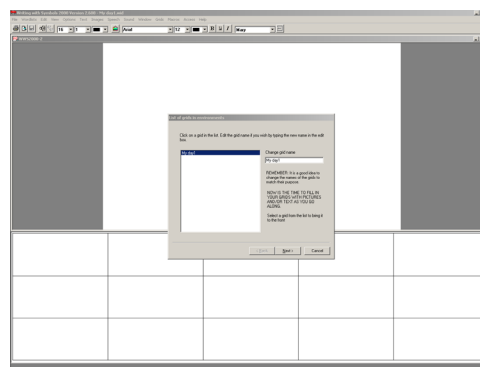
4. Toolbars, Speech and Grid types

The next screen allows you to set various other settings such as the toolbars and speech options, and also whether the grids and writing document are to be in symbol or text mode.



For this activity just accept the defaults settings that are there already by clicking **Next**.

This is what you will now see:

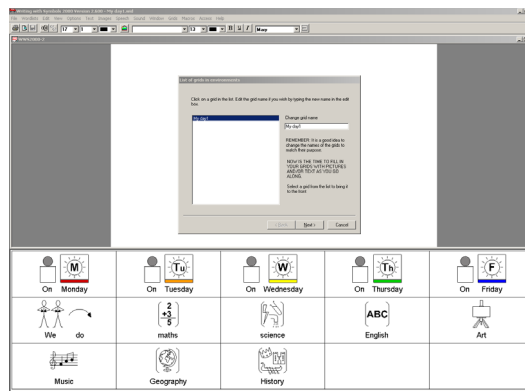


This is the stage where you fill in the cells of the grid with the contents you want. The floating box on the front shows you the name of the grid. If you make lots of grids in the environment you would see them all listed here.

Sometimes this box can cover the cells you want to write in. In which case you will need to move it. Click in the blue bar at the top of this box (where it says List of Grids in Environments) and then drag it to a new position on the screen. If you work in a low resolution, this box may take up quite a lot of the screen.

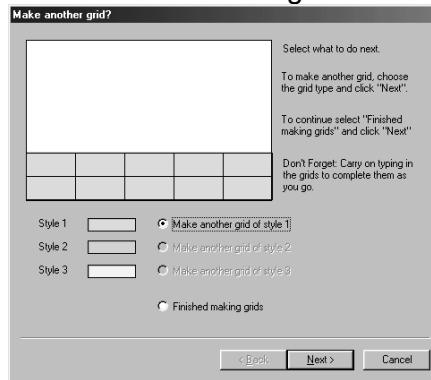
5. Filling in the grid

Type in contents similar to this.



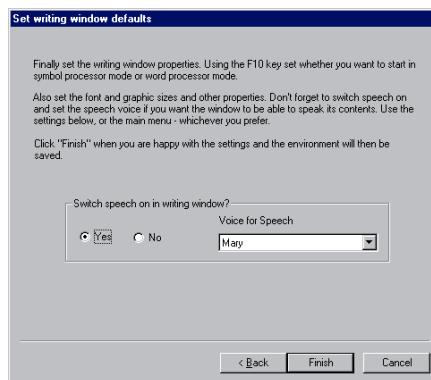
When you are happy with this grid click **Next**.

You will now be asked if you want to make another grid.



We do not want to make another grid this time, and so click in the little button that says **Finished making grids**.

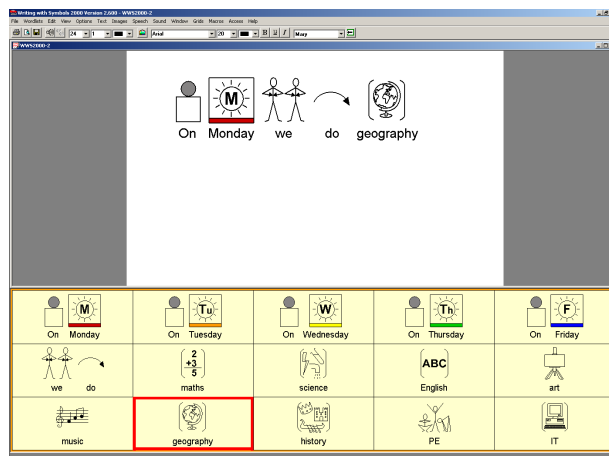
6. Setting the speech voice in the writing document



You can choose whether you want to have speech available in the document here, and set the voice. Select the default here. And click Finish.

7. Using your environment

Your work is now ready to try.



8. Making changes to your environment

When you try the environment out, you may find that you want to change some things. There are two ways of doing this. If the change is very small – for example in this grid I wanted to make sure that I had capital letters in the right places, then you can do this right now.

Click in the grid with the RIGHT mouse button, and then type **CTRL+Q**

This changes the grid from being a 'send' window into editing mode. You can tell this because a 'send' window is coloured cream instead of white, and has a brown line around the edge. When it is in editing mode these do not appear.

Edit the text in any of the cells as you wish, and then press **CTRL+Q** again to turn it back into a 'send' window. Click on **Save from the File menu** (or the disc icon on the toolbar) to save your changes.

If you want to make major changes, or add another grid you can return to the Environment Wizard and open the environment there. This will load the environment at the point where you can edit or add new grids. You cannot remove any current grids or change their names, but you can change their contents or you can add more grids.

The next activity takes you through making a more complex environment with several grids. There is also an example explained in the yellow section of the manual. We recommend that you follow these worked examples. Each one introduces a new element.