

Widgit Go Manual



Widgit

Published by

Widgit Software

1st Floor, Bishops House
Artemis Drive
Tachbrook Park Warwick
CV34 6UD, UK

Tel: 01926 333680

Email: info@widgit.com

www.widgit.com

Developed by

Hargdata

Östra Harg, Torpängen
585 91 Linköping
Sverige

Tel: 013 - 712 70

Email: info@hargdata.se

www.symbolbruket.se



Contents

1.	Introduction to Widgit Go	4
1.1	Main Features of Widgit Go	5
2.	Speech	5
2.1	Using Text-to-speech	5
3.	Starting Widgit Go	6
3.1	Home Screen on Widgit Go - the Shelf	6
3.2	Multiple Shelves	6
3.3	Included Examples	7
3.4	Starting an Activity	11
3.5	Returning to the Home Screen	11
3.6	Activities without the Document Bar	11
3.7	Activities with the Document Bar	12
3.8	Listen Again	12
3.9	Linked Cells in Grids	13
3.10	Document Bar Icons	14
3.11	View the Whole Document	14
3.12	Documents spanning several pages	16
4.	Editing the Home Screen	16
4.1	Edit Mode	17
4.2	Edit Mode Icons	17
4.3	Rearranging Icons on the Shelf	18
5.	Making a new Activity	19
5.1	Creating the Activity Icon	19
5.2	Creating the Grid Layout	21
6.	Creating a Grid	22
6.1	Editing Cells	22
6.2	Search Symbols	23
6.3	Symbols Sentences	24
6.4	Replace with an image	24
6.5	Take Photo	25
6.6	Replace Text	25
6.7	Speak This	26
6.8	Add Sound File	26
6.9	Record Sound	26
6.10	Listen	26
6.11	Links	27
6.12	Grid Background Colour	27
6.13	Hiding / showing the Document Bar	27
6.14	Send Cell Content	28

6.15	Send a Return	28
6.16	Clear Cell Content	28
6.17	Adding Rows and Columns	29
6.18	Deleting Rows and Columns	30
7.	Linked Cells	31
7.1	Creating a New Grid from a Cell	31
7.2	Settings for Linked Cells	32
8.	Moving Cells on a Grid	33
9.	Export and Import Activities to Dropbox	33
9.1	Setting up Dropbox	33
9.2	Export an Activity	35
9.3	Import an Activity	36
9.4	Sharing Activities with other people	36
10.	Settings	37
11.	Widgit Symbols	38
11.1	Symbol Levels	38
11.2	The Widgit Symbol Schema	39
12.	Support	45

1. Introduction to Widgit Go

Widgit Go is an app for tablet and smartphone that you can use for communication and language development. Widgit Go can also be used to write simple documents with symbols and text.

Widgit Go utilises the same full Widgit Symbol Set that is used in the computer programs **In Print**, **By Choice** and **SymWriter**.

Widgit Go can complement these existing programs by providing even more opportunities to use symbols in emerging popular formats such as tablets and smartphones.

For those of you not familiar with Widgit computer programs, here's a brief description:

Communicate: In Print is a desktop publishing program for creating symbol-supported resources for printing.

Communicate: SymWriter is a symbol-supported word processor that any writer, regardless of literacy levels, can use to author documents.

Communicate: By Choice is an exercise program where students practice basic concepts in exercises with questions and answers.

Read more about the program on our website www.widgit.com



1.1 Main Features of Widgit Go

Widgit Go's main features can be summarised in the following points (there are more detailed descriptions of each function later in this guide).

- You will have access to the entire Widgit Symbol Set, featuring about 11,000 symbols.
- You do not need to be connected to the internet to use the app. You will only require Internet access if you want to send an email, or import or export files to Dropbox.
- You can determine the number of Cells in a Grid (max: 10 columns x 7 rows)
- You can use your own pictures or take photos directly to use as symbols.
- You can choose to use Widgit Go for creating documents, or as a tool for audio feedback.
- For audio feedback, you can choose to use automated speech, compatible sound files or you can record your own voice.
- You can import and export Widgit Go files directly from the app with Dropbox.
- You can add symbol sentences to cells as well as individual symbols.

2. Speech

Widgit Go can provide audio feedback for most interactions with the app. This includes opening Activities, selecting Cells and reading back sentences. Speech can be provided in the form of an automated voice or pre-recorded using a microphone.

2.1 Using Text-to-speech

Most Android tablets come with a Text-to-speech voice that can be used with many different apps. The settings for this speech voice will be the same across all your apps. If you would like additional voices, you can purchase them from the Play Store.

Widgit Go is designed to find and use the default Text-to-speech settings that have been configured for your device.

If you do not have a speech synthesizer configured, or you do not want to use one, you can choose to record and input your own speech.

3. Starting Widgit Go

Start Widgit Go with the Widgit Go icon in your Apps folder.



3.1 Home Screen on Widgit Go - the Shelf

You will now be presented with the Shelf, which will be the first screen you will see whenever you use the app.

This Shelf displays your saved Activities, including the example Activities that come with the app. These examples can serve to demonstrate the various uses of the app and can also be modified to better suit your requirements.



3.2 Multiple Shelves

If you have more than fifteen Activities, a new page will be created to the right of the Home Screen.

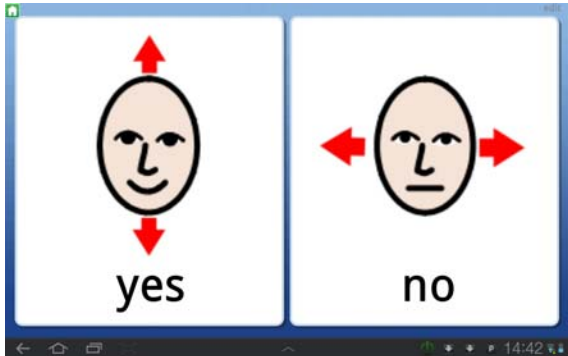
You can access this by pressing the arrow button that will appear in the corner to indicate the availability of another shelf, or you can swipe the screen in the appropriate direction.



3.3 Included Examples

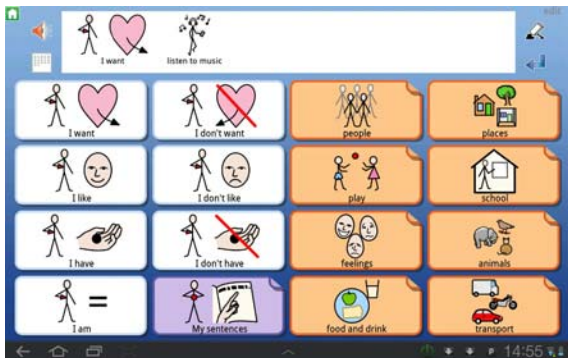
Yes/ No

A very simple communication board for answering 'yes' and 'no'. Two large buttons with accompanying recorded sounds.



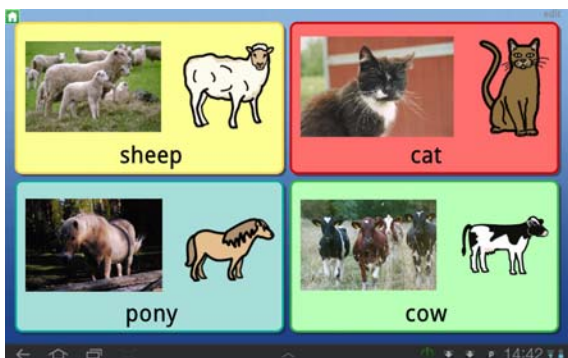
Communication A and Communication B

Examples of structured communication grids. These can be edited to make the content more personal.



Animal Sounds

A Grid that functions as a sound board, featuring a different animal in each Cell. Each Cell will play a Sound File of the relevant animal.



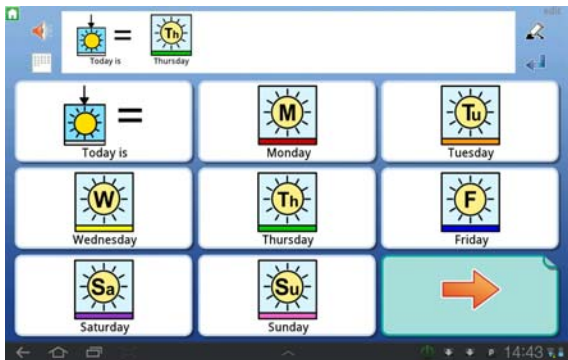
Shopping List

An Activity for creating a shopping list that can be saved as an image, PDF or emailed.



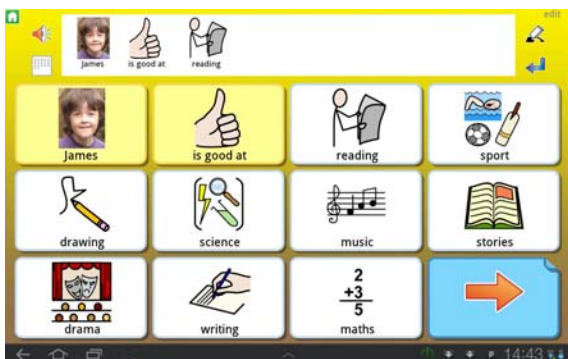
Date Today

Write about the date and weather.



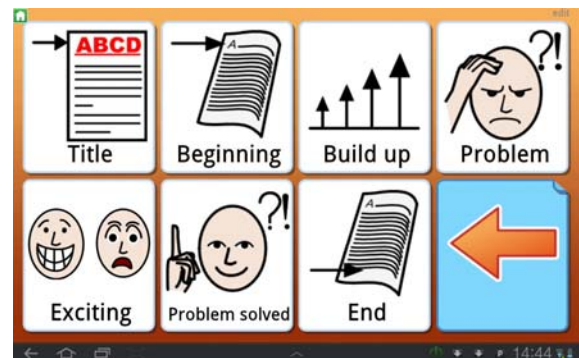
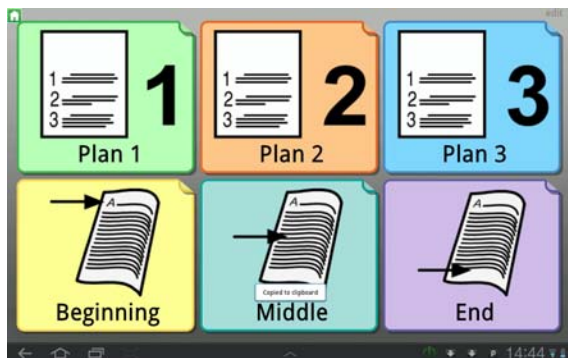
Self Assessment

An Activity for self assessment that provides a way for a student to talk about their personal preferences and aspirations. This can also be made into a document.



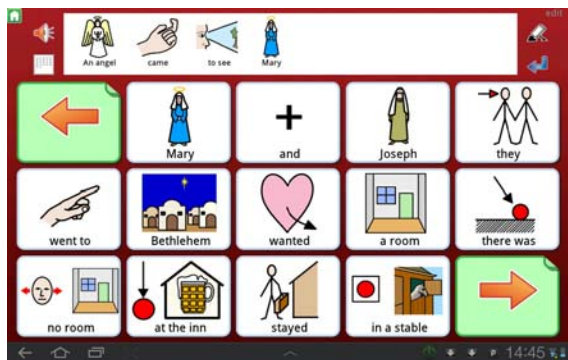
Story Planner

Three story plans with increasing complexity and ideas for story beginnings, middles and ends. The instructions and ideas are read out when you select the cells.



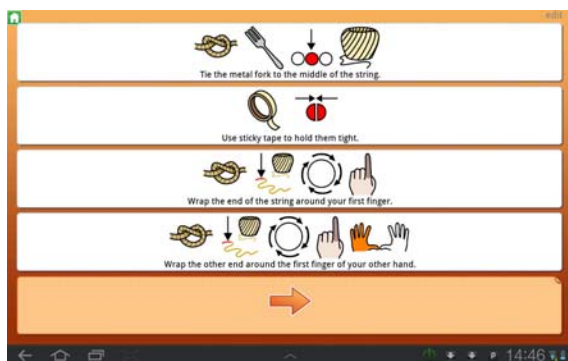
Nativity Writing

An Activity for retelling the Nativity Story.



Noisy Cutlery

A Grid that functions as a soundboard and guide for a scientific experiment, listing such aspects as equipment, instructions and an explanation.



Egyptian Gods

A set of four Activities based on the subject of Egyptian Gods.

Story – build a document about the gods.

Matching – match the gods to their purposes.

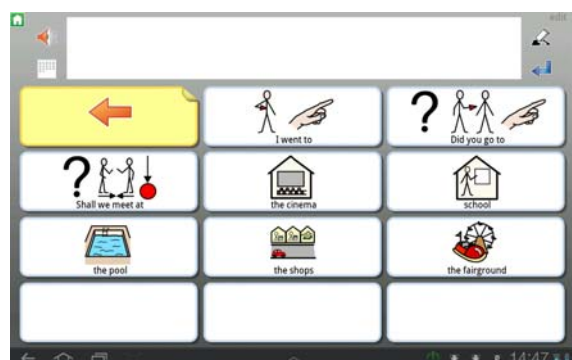
Spelling – spell the gods names.

Words – a word bank with all of the main vocabulary from the books. This can be used to aid discussion around the topic.



Email

This Activity features Grids for structuring an Email. The document can then be emailed upon completion with the email document feature. This Activity contains some content that can be used as a starting point, or to serve as an example. The Activity should be edited so that it is personalised for the type of email you want to write. Photos can be taken on your tablet and dropped directly into the grids.



3.4 Starting an Activity

To start using a Grid, press the icon for the Activity that you want to use.

3.5 Returning to the Home Screen



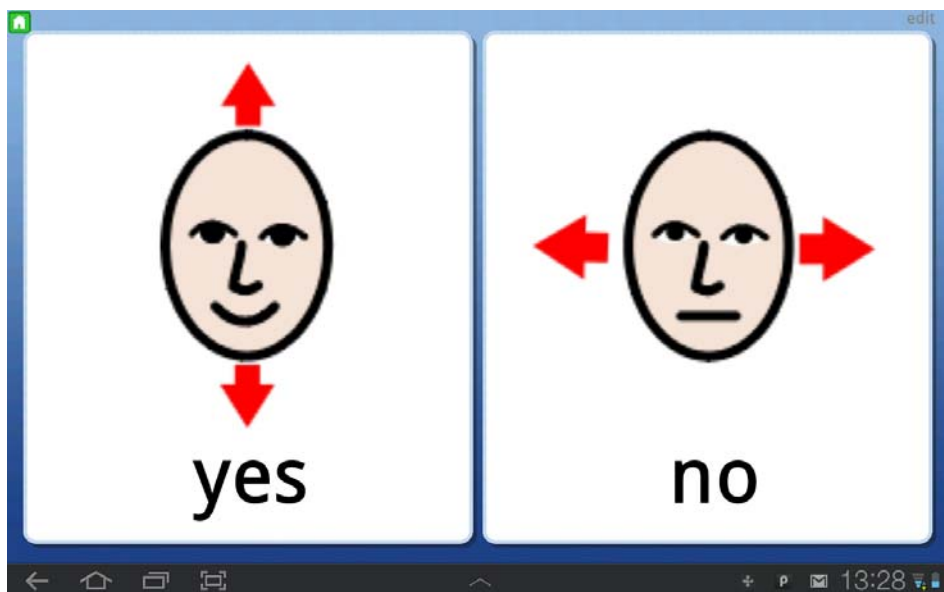
When you are using a Grid, you can return to the Home Screen by pressing the small green House icon. This icon will be located at the top left of the screen. You will then be asked: 'Do you want to exit this Activity and return to Home Screen?'.

3.6 Activities without the Document Bar

Activities do not have to feature a space for writing a document.

If you load the example file "yes no" for example, you will find that it has been made for audio feedback with the use of symbols and recorded speech. There is no Document Bar for typing.

When you press a symbol, you will hear the associated audio feedback for that symbol.



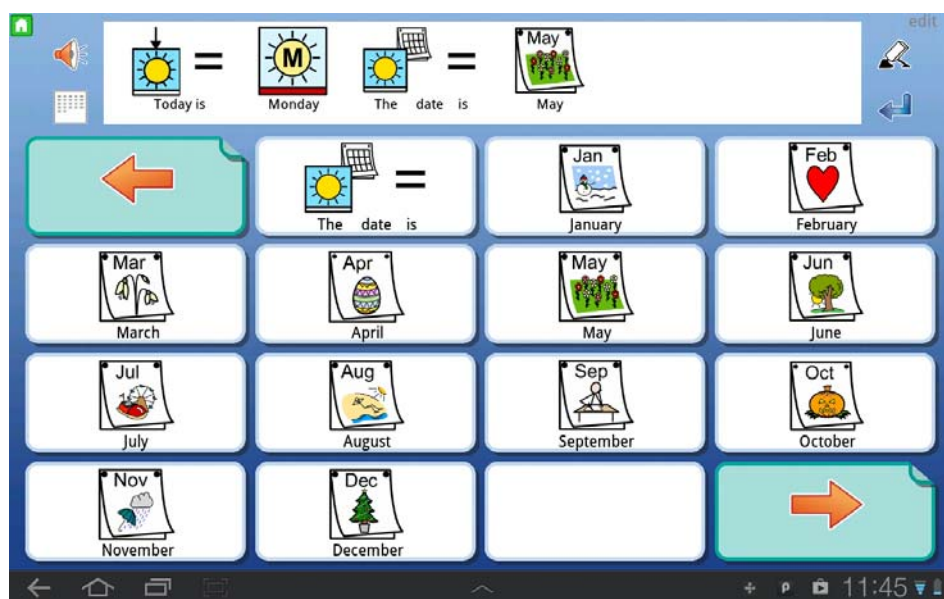
*Please note, you can turn the Document Bar off and on at any time, see section **6.13 Hiding / showing the Document Bar** on page 27.*

3.7 Activities with the Document Bar

Some Activities will feature a space for writing a document.



In the example Activity 'Date Today', you will see a row above the Cells. When you press a cell (providing it is one with a communicative purpose, unlike an arrow cell linking to another Grid) the contents of that cell will be written to the Document Bar and you will hear the associated recorded speech.



Please note, you can turn the Document Bar off and on at any time, see section **6.13 Hiding / showing the Document Bar** on page 27.

NOTE! If you want to keep a record of your documents, you will have to save a copy from the Whole Document screen.

When you return to the Home Screen after writing a document, none of the entered content will be stored with the Activity.

3.8 Listen Again



When you have sent the contents of a cell to the Document Bar, you can listen to each individual component by pressing it. The symbol and word will be marked grey when they have been selected for audio feedback.

3.9 Linked Cells in Grids

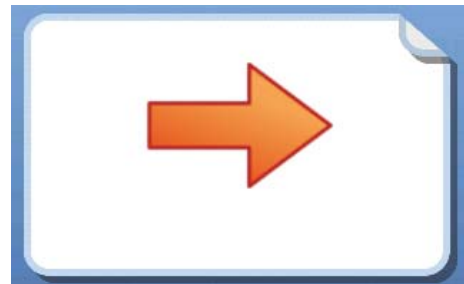
Some Grids will feature Cells that are linked to other Grids, like in the "Date Today" example. These links can enable you to choose from a wider selection or can help you to progress in forming a document.



You can tell when a Cell has been linked by the visible 'fold' effect in the top right corner of the cell.

Link cell with arrow

These links may be in the form of a cell containing an "Arrow" (to indicate going back to the previous Grid or proceeding with the Activity)



Link cell with content

They may be in the form of a Cell containing a specific topic for expansion.



Link cell with colour

When you are creating a Grid, you may want to make your linked cells a unique colour for emphasis.



When you press a linked Cell, a new Grid will open.

3.10 Document Bar Icons

To the left and right of the Document Bar, you will see some icons that can be used to:



Erase the previous individual symbol and associated text.



Insert a **Return** to make a new line in the document.



Listen to the content of the current document line.



Hide the Grid and display the whole document.

3.11 View the Whole Document

Please note that in Widgit Go, the Document Bar is intended to be used to write short and simple documents. It is not intended to act as a word processor.

To view the whole Document, select the hide Grid button in the Document Bar.

*Please note, some Activities are intended to exclusively provide audio feedback, so they do not have the Document Bar available. You can turn the Document Bar off and on at any time. See section **6.13 Hiding / showing the Document Bar** on page 27.*

NOTE! If you want to keep a record of your documents, you will have to save a copy from the Whole Document screen.

When you return to the Home Screen after writing a document, none of the entered content will be stored with the Activity.

When you are viewing the whole document you will find a variety of icons to the left and right of the document:



Listen reads the contents of the current row. When a word is being read, the word will be highlighted in grey. Press the speaker icon again to hear the next line.



Return to Grid will take you back to the Activity view.



Erase will remove the previous individual symbol and associated text from the end of the document.



Save As Image will save the document as series of .PNG image files.

Each page in your document will be saved as a separate image. The file names will be the Activity name plus the Date. The images will be saved into your Pictures folder, in a subfolder called 'Widgit'.

In the Settings menu that can be accessed from the Home Screen, you can choose whether this icon will be displayed or not.



Save PDF will save the document as a PDF file.

The file name will be the Activity name and the date it was made. The PDF will be saved into your DCIM folder, in a subfolder called 'Widgit'. If you have a compatible PDF reader, you will automatically be taken to the PDF file when you press save PDF.

Please note than you can download Adobe PDF Reader free from the Play Store.

In the Settings menu that can be accessed from the Home Screen, you can choose whether this icon will be displayed or not.



Email will allow you to choose from the currently configured email accounts on your device and send an email with your document attached as PDF file.

In the Settings menu that can be accessed from the Home Screen, you can choose whether this icon will be displayed or not.

3.12 Documents spanning several pages

The Whole Document screen can display up to five lines of text and symbols at a time. If users write more than that, new pages will be generated automatically and an icon with an arrow will appear at the bottom right of each page where applicable.



To view the next page of the document, you can either tap the icon with arrow or "swipe" across the screen to scroll through. You can also access the previous pages by using the arrow icon in the bottom left of each applicable page or by "swiping" across the screen.

4. Editing the Home Screen

Using Edit Mode at the Home Screen allows you to:

- Change the order of the Activities on the Shelf
- Edit the details for existing Activities
- Create, delete, import and export Activities
- Change the settings for Widgit Go
- Access information and help for Widgit Go

When you create a new Activity, it will be added to the first place at the top left on the Shelf.



4.1 Edit Mode

At the top right of the Home Screen, you will see the word "edit" in an inconspicuous grey colour. Press "edit" to enter edit mode.

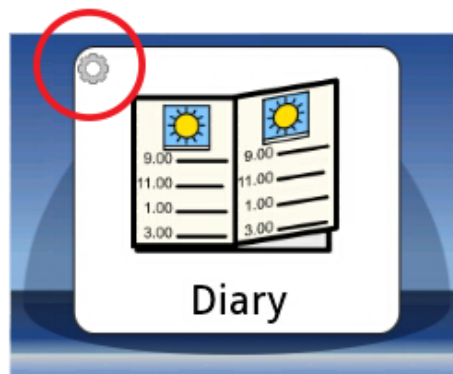
Please note, you can choose to disable edit mode. This can be useful for preventing users from accidentally entering it. When edit mode has been disabled the only edit features you will have access to are Settings, About and Help from the Home Screen.

After pressing "edit" the Home Screen looks like this:



4.2 Edit Mode Icons

When you are in edit mode, you can see the small edit icon for each Grid icon on the Shelf.



4.3 Rearranging Icons on the Shelf

In edit mode, you can change the position of the Grid icons on the Shelf. If you want to move an Activity icon, hold your finger on the icon that you want to move for a few seconds. Eventually the icon will attach itself to your finger and you can drag the icon to a new location.



If you want to move an Activity icon the next page, you can drag and drop the icon to the arrow in the bottom right corner.

5. Making a new Activity



You can create a new Activity from the Home Screen using edit mode. To start making a new Activity, press edit and then select 'New' (if you do not see the New option when you enter edit mode, you may have edit mode disabled).

5.1 Creating the Activity Icon

Using the following screen, you can determine how the new Activity icon will look (and sound) on the Home Screen.

Search Symbols

This field will provide the words and symbols for your Activity icon. Use this space to enter the word that you want a symbol for. You can either enter a space after you have entered the word/s, or press Search Graphic to see the symbol when you have entered a word/s.

If there are several symbols associated with any of your entered words, you will be able to see them in the Symbol Chooser. You can press any of the other symbols in the Symbol Chooser to change the symbol.



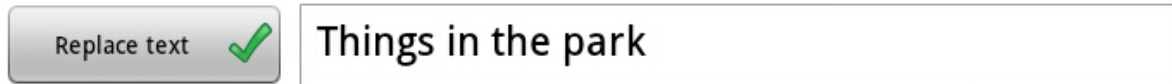
You can also replace a symbol with a picture of your choice from your device using the **Replace with image** button in the Symbol Chooser.

If you would rather take a photo for your Activity icon, press the **Take Photo** button.



Replace Text

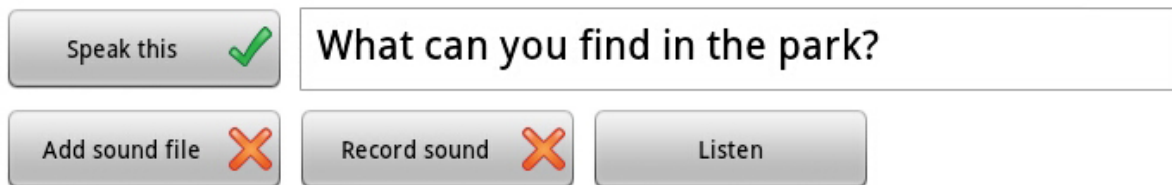
This field allows you replace the text on the icon, but keep the symbols you have searched for. Press the 'Replace text' button to confirm your change. You will see the text update in the button preview.



Speak This

This field allows you to give audio feedback when the Activity icon is chosen for use. Press the button to activate this feature. Use the box to enter the text you want the synthesizer to say.

Please note, this feature can only be used if your device has a Text-to-speech voice installed.



Add Sound File

Use this button to navigate the compatible audio files available on your device. When you have selected one, it will play when the Activity icon is selected.

Record Sound

Use this button to directly record what you want to hear when user selects the Activity icon. Pressing this button will open up a simple voice recorder, that will save directly into your Activity.

Listen

This button allows you to listen to how your choice of voice / audio will sound.

Delete Activity

Use this button to permanently delete the current Activity.

Export

You can export your Activities to a Drop Box account so that they are backed up to the internet. You can also use Dropbox to share files with other people. See Section **9. Export and Import Activities to Dropbox** for more Information.

Clear Cell Content



Press the Trash icon to clear the Icon content.

Press **OK** when you are done. You will now be taken to the dialog box where you can configure the layout of the first Grid in your new Activity.

5.2 Creating the Grid Layout

When you have finished creating your Activity icon, you will be able to set up the appearance of your first Grid. As you make changes, you will see them reflected in the Grid preview.

Activity with Document Bar

Use this button to choose whether the Activity will feature the Document Bar.

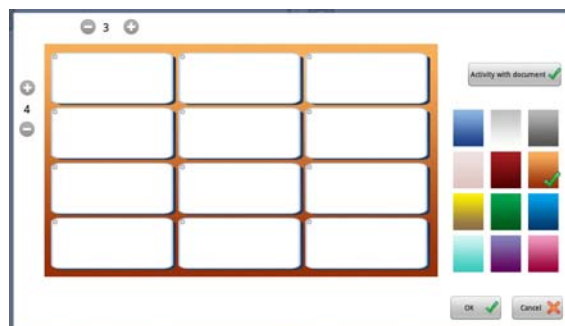
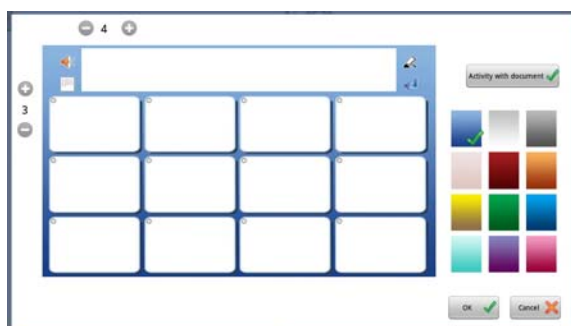
Numbers of Cells

The number of rows and columns can be determined using the appropriate + and - buttons.



Colour

The colour of the background can be selected from the colour grid on the right side of the screen.



Press **OK** when you are done.

6. Creating a Grid

To create the Activity, make sure you are NOT in edit mode and select the Activity that you want to configure. When the Activity is open, press the Edit button in the top right corner.

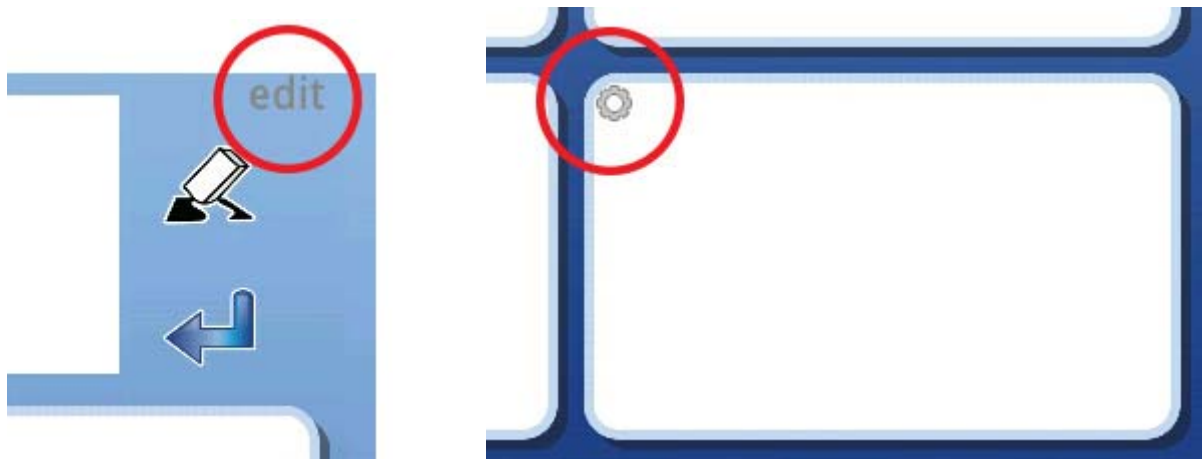


Please note, if you can't see the Edit button, you will need to go to the Home Screen and edit the settings so that editing is enabled.

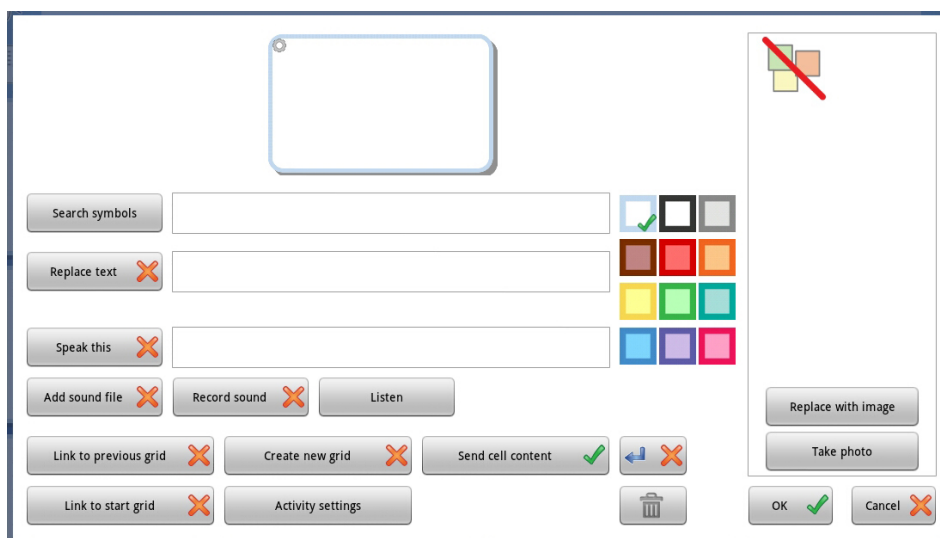
6.1 Editing Cells

Open the Activity and go to the grid you wish to edit. Then press the 'Edit' link in the top right of the screen.

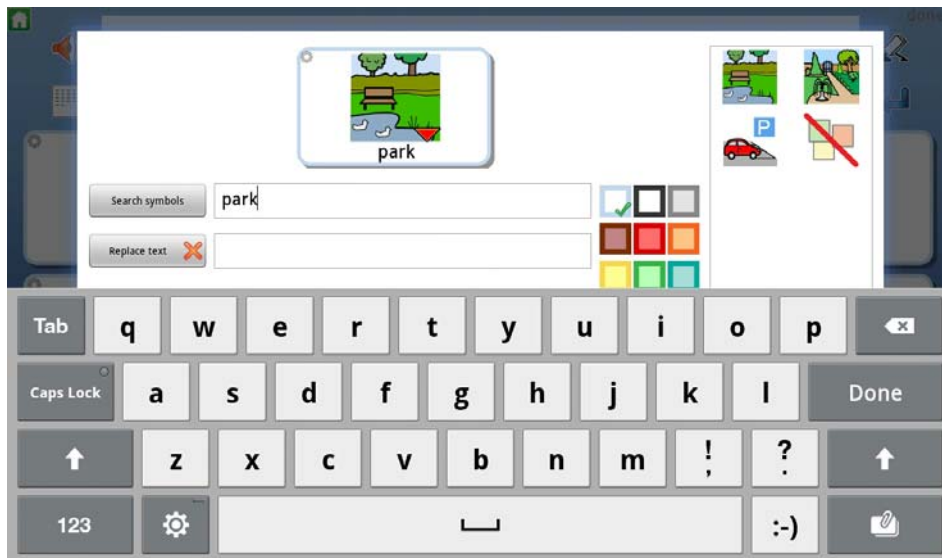
You will see that all the cells now have the edit icon in the top corner.



You can press a Cell to enter the dialog where you can edit the Cell content.



6.2 Search Symbols

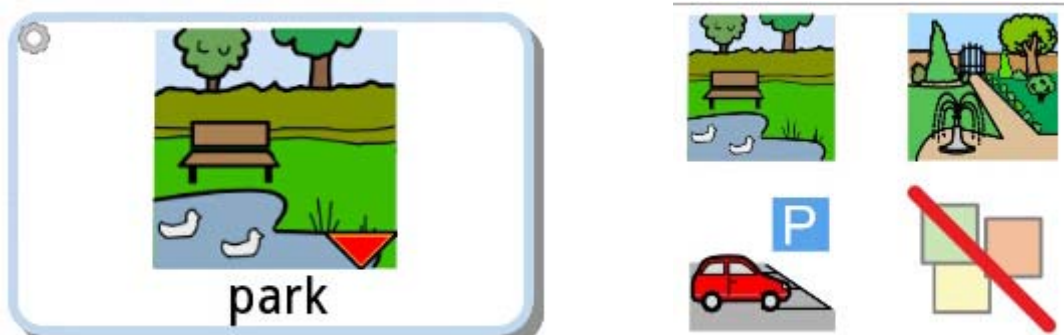


This field will provide the words (you can choose to replace these if you want) and symbols for your Cell.

You can use this space to enter the word that you want a symbol for. You can either enter a space after you have entered the word, or press **Search Graphic** to see the symbol in the Cell preview.

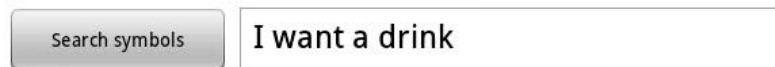


If there are several symbols associated with any of your entered words, you will see a red arrow icon attached to the relevant symbol in the Cell preview. You can see the alternative symbols by pressing the symbol and then looking at the Symbol Chooser. You can press any of the other symbols in the Symbol Chooser to change the symbol or you can turn the symbol off altogether.



6.3 Symbols Sentences

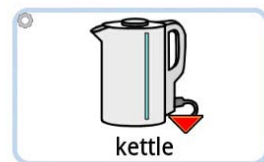
You are not limited to one symbol in a cell. If you type more words into the 'Search symbol' box then you can build up a sequence of symbols. The symbols will shrink to fit the available space. You can select the symbol choice from the Symbol Chooser for each symbol in the sentence.



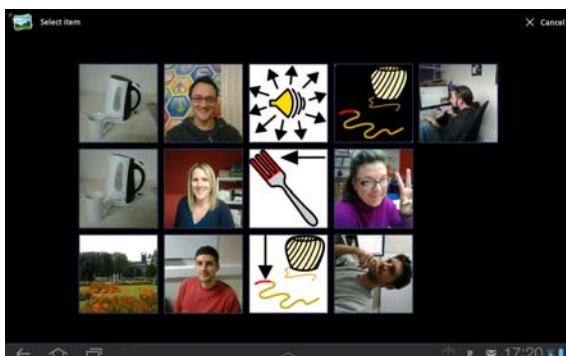
*TIP: If you know what symbols you want to use, it can be easier to enter the specific words in the Search Symbols field and then use the **Replace Text** field to enter the Cell text.*

6.4 Replace with an image

You can replace a symbol with a picture of your choice from your device using the **Replace with image** button in the Symbol Chooser.

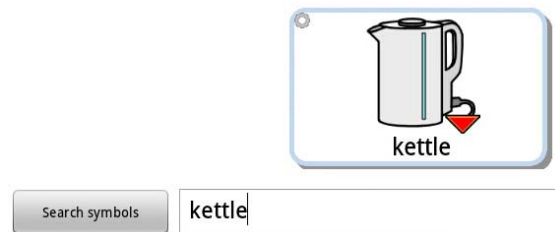


When you press this button it will open up your tablets Gallery. From here you can select the image you wish to use to replace the symbol.

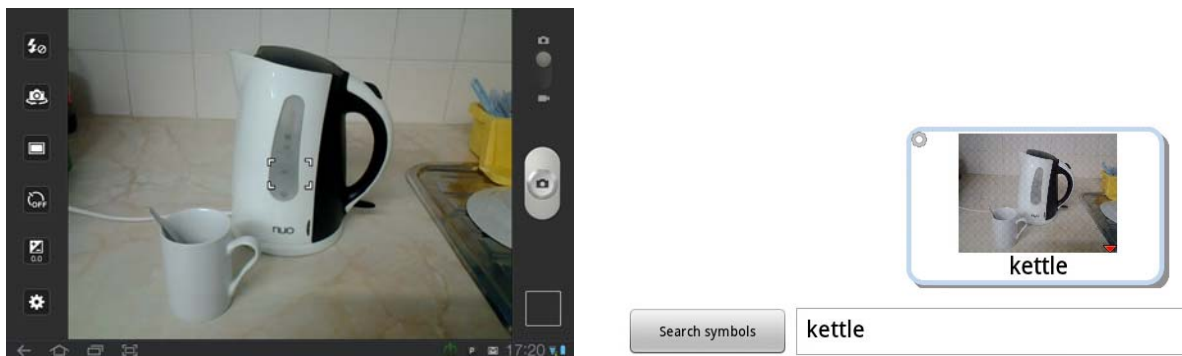


6.5 Take Photo

You can take photos from your tablet and save them directly into your Activity. This is a very quick and simple method for personalising Activities and updating content whilst on the go. For example, if you are using the email Activity, you can add new content by simply taking a picture and then dropping it into the Activity. Photos of people and places can be better than using the more generic symbols, which can therefore help to reinforce the meaning.



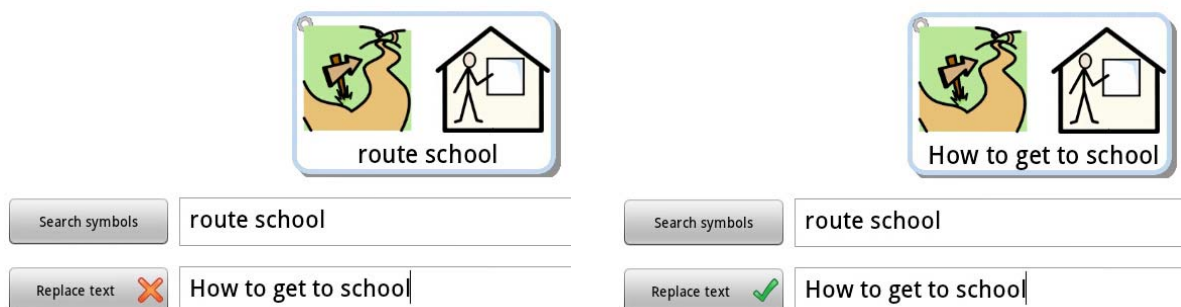
To replace a symbol, press the Take Photo button. This will open your camera. You can take a photo and then press save to automatically use your photo instead of the symbol.



6.6 Replace Text

This field allows you to replace the text in the cell, but keep the symbols you have searched for.

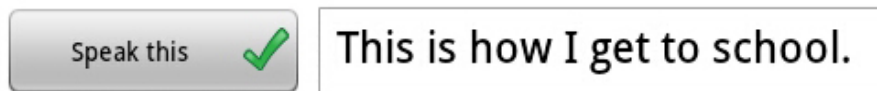
Press the 'Replace text' button to confirm your change. You will see the text update in the button preview.



6.7 Speak This

This field allows you to give audio feedback when the Cell is selected. Press the button to activate this feature. Use the box to enter the text you want the cell to say when selected.

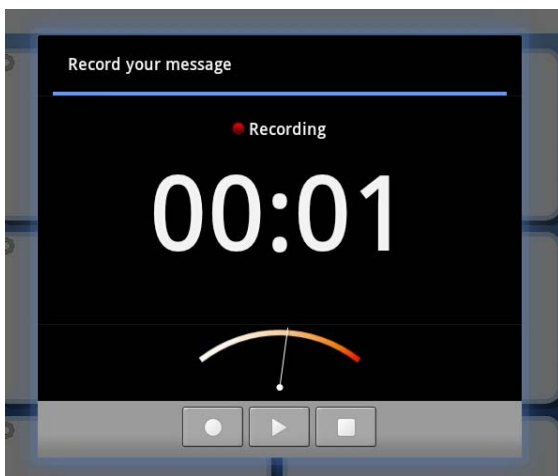
Please note, this feature can only be used if your device has a Text-to-speech Voice installed.



6.8 Add Sound File

Use this button to navigate the compatible audio files available on your device. When you have selected one, it will play the audio file when the Cell is selected.

6.9 Record Sound



Use this button to directly record what you want to hear when user selects the Cell.

When you press this button a sound recorder will open. Use this to record the speech or sounds that you want.

When you are satisfied with the recording, press 'Use This' recording. You will then return to Widgit Go and your recording will be stored in the cell.

6.10 Listen

This button allows you to listen to how your choice of voice / audio will sound.

Please note, a cell can have speech OR an audio file, but not both together.

6.11 Links

Link to Start Grid

Activate this button to link the Cell to the first Grid.

Link to Previous Grid

Activate this button to link the Cell to the previous Grid.

Create New Grid

Press this button to create a new Grid that will be linked from the current Cell.

For more information see **7.Linked Cells** on page 31.

6.12 Grid Background Colour



To change the background colour of the Grid you are working on press the Activity Settings Button. From here you can select the colour you require.

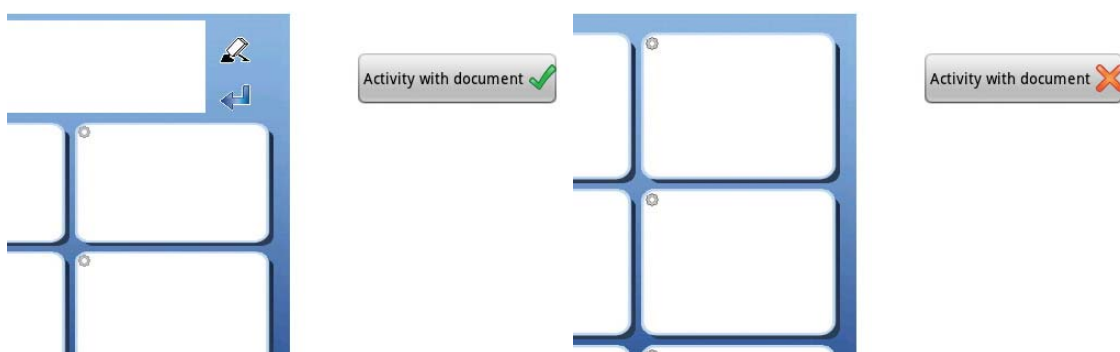
Please note that you can also do this from the Shelf screen by entering edit mode, selecting an activity and pressing Activity Settings.

6.13 Hiding / showing the Document Bar

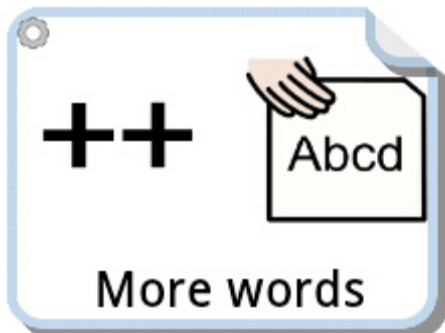
To either hide or display the document bar in the current Activity, press the Activity Settings Button. From here you can select or deselect 'Activity with Document'.

Please note that you can also do this from the Shelf screen by entering edit mode, selecting an activity and pressing Activity Settings.

Please note that this setting will apply to the entire Activity and cannot be configured specifically for different Grids within the Activity.



6.14 Send Cell Content



Activate this button to send the Cell content to the Document Bar. If the cell is a link, you may wish to not send the linked cell contents to the document. If you are editing a linked cell, this option will be turned off by default.

6.15 Send a Return

Press the Return icon to send the Cell content to the next line on the Document Bar.

You can also add a return to a linked cell that doesn't send any content. This can be useful if the Activity is used to build up one sentence per grid and then moving to the next grid to start a new sentence.

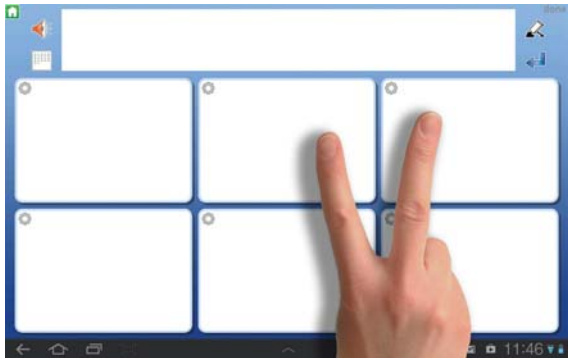
6.16 Clear Cell Content



Press the Trash icon to clear the Cell content and the colour information. This will not affect the link aspect of a Cell.

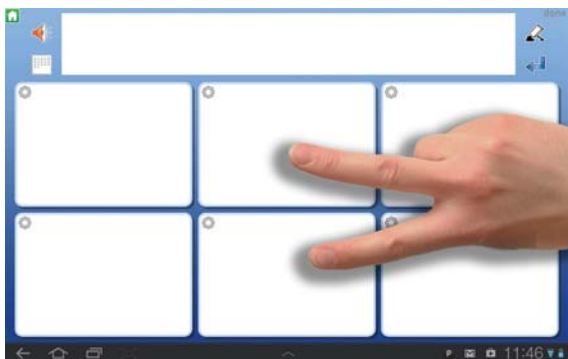
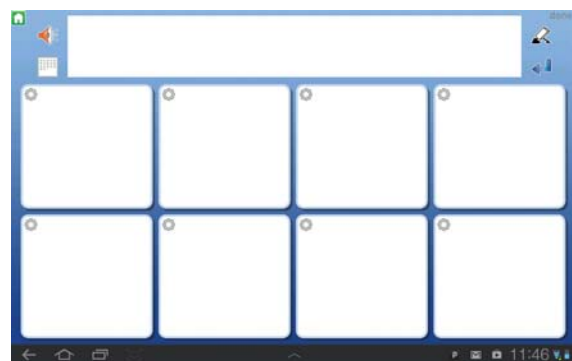
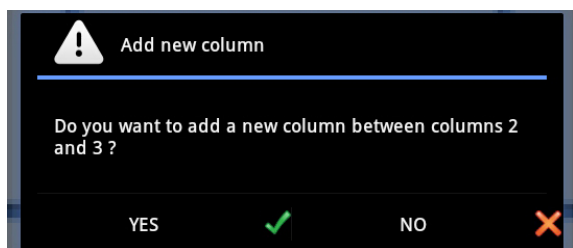
6.17 Adding Rows and Columns

You can add new rows and columns to a Grid at any time when you are in edit mode.



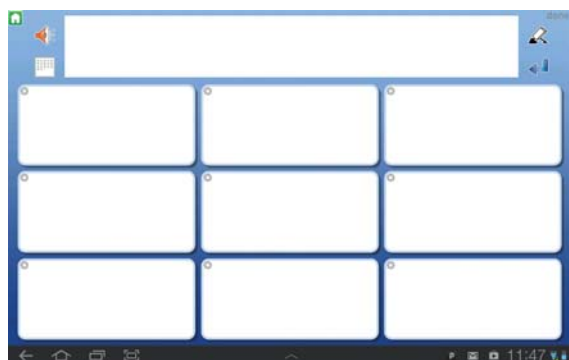
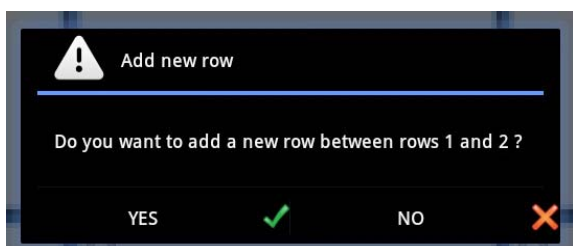
Columns

To add a column, press two fingers on either side of a column divide where you would like to insert a row. You will then be asked if you wish to add a column. Select Yes. The new column will be inserted in the space between your fingers.



Rows

To add a row, press two fingers on either side of a row divide where you would like to insert a row. You will then be asked if you wish to add a row. Select Yes. The new row will be inserted between your fingers.



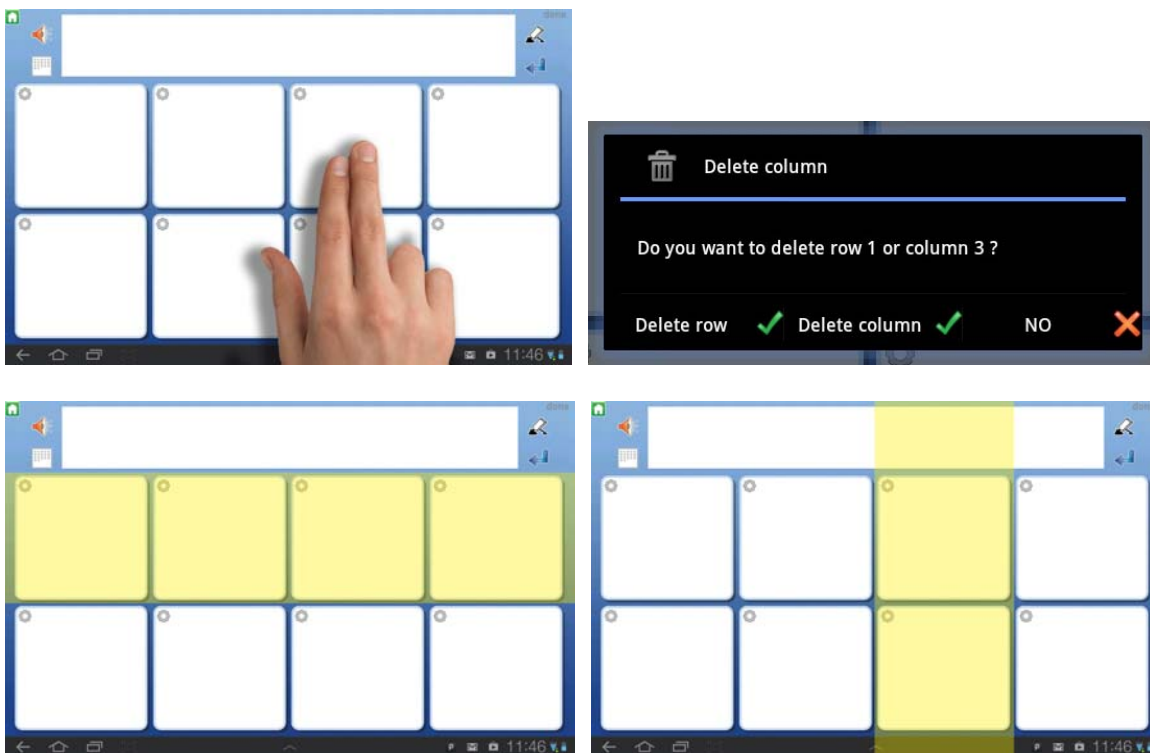
6.18 Deleting Rows and Columns

You can delete rows and columns at any time when you are in edit mode.

Please note that if you delete a row or column, you will lose any content or links within the deleted cells.

To delete a row or column, press two fingers inside a cell which is part of the row or column that you want to remove. You will then be asked if you wish to delete the row or the column.

Select either **Delete Row** or **Delete Column**.

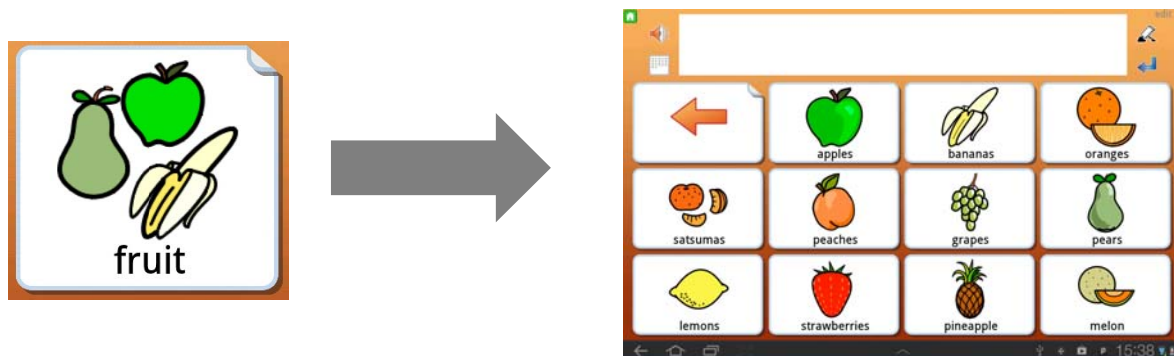


7. Linked Cells

Cells can link to other grid enabling navigation around the Activity. Cells can

- Link to the start grid
- Link to the previous grid
- Link to a new grid

Cells can be linked to new Grids to provide space for a wider selection of vocabulary. For example, a Cell could contain the name of a topic and link to a Grid that contains words that relate to that topic, while providing a Cell to return to the previous Grid.



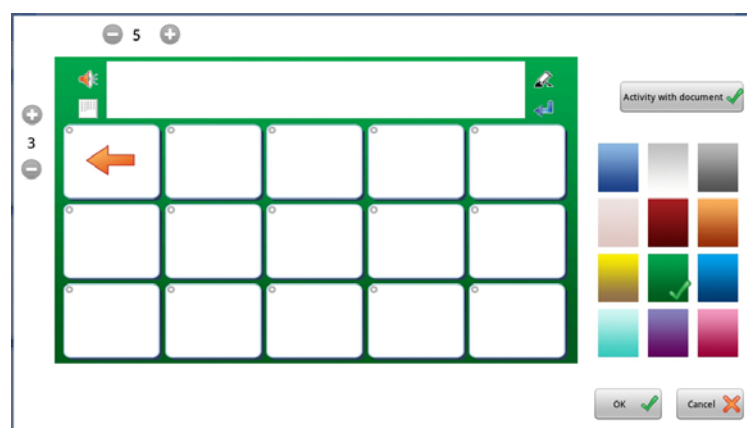
7.1 Creating a New Grid from a Cell

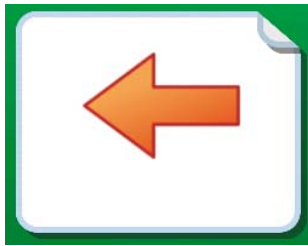
When you are editing the content of a cell, you have the option to 'Create new grid'.

When you press Create New Grid, you will be presented with a dialog box that allows you to set up the new Grid:

- Choose how many rows and columns will be available
- Set the background colour of the new Grid
- You can also change whether the Document Bar is on or off for the whole Activity.

As you make changes, you will see them reflected in the Grid preview.

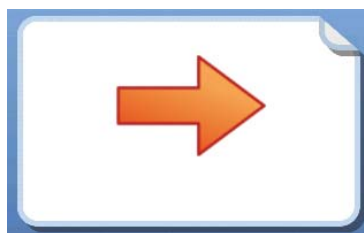
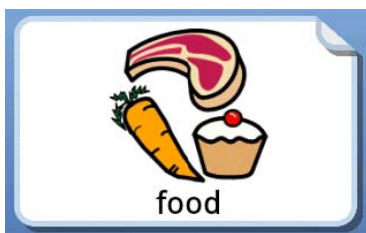




In the new Grid, the Cell in the top left corner will automatically be linked back to the previous Grid. The default appearance for this Cell is a left pointing 'Arrow', but you can change the symbol if you want. Press OK when you have finished.

If your linked Cell contains symbol content, you will be able to see that the Cell is linked by the 'fold' effect in the top right corner of the Cell. If the cell is empty, in addition to the folded corner an arrow will also be inserted automatically.

Please note, it is recommended that you change the colour of all linked Cells to a distinctive colour reserved for the linked Cells throughout your Activity.



7.2 Settings for Linked Cells

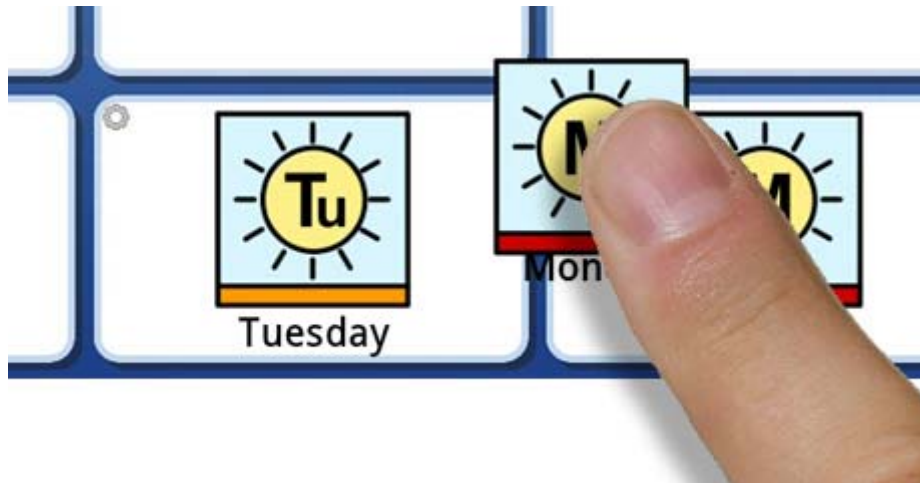
When editing the settings for a Cell, you can see that a Cell is linked in the live preview area by the 'fold' effect in the top right corner and the green tick in one of the following fields: Link to Previous Grid, Link to Start Grid or Link to Grid.



Tip for Linked Cells: If you have a linked Cell with symbol content to indicate the content of the following Grid, you may not want to send the Cell contents to the Document Bar. If you do not want to send cell contents, make sure there is a red cross icon next to Send Cell Content.

8. Moving Cells on a Grid

If you would like to swap the positions of certain Cells in an Activity, first make sure you are in edit mode and then hold your finger on the Cell that you want to move until it appears to "come loose". Drag the Cell to another Cell and drop it there. All of the Cell content will be moved, including sounds, colours and links.

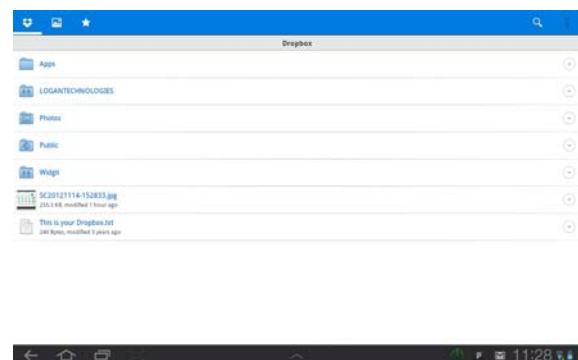
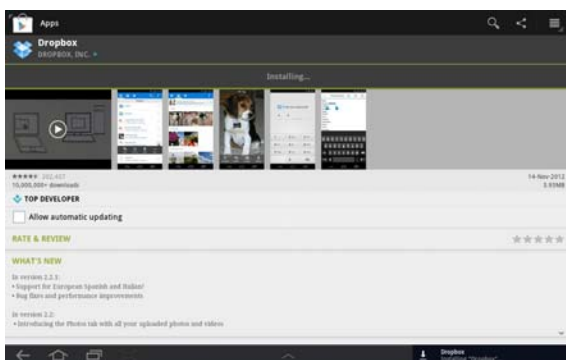


9. Export and Import Activities to Dropbox

Widgit Go comes with direct access to Dropbox so that you can import and export Activities immediately. Dropbox accounts allow you to back up files to the internet. You can also use Dropbox to share files with other people.

9.1 Setting up Dropbox

You need to have Dropbox installed on your tablet or phone in order to use this feature. The Dropbox App is available as a free download from the Play Store.



When you have installed the Dropbox app you need to make an account (if you do not already have one). Dropbox Accounts are free.

When you have set up the Dropbox app on your tablet, you need to link it to Widgit Go. To do this click the 'edit' link on the home page, then select 'Import'.



You will then be asked if you wish to connect Widgit Go with your Dropbox account. Click Accept to continue.



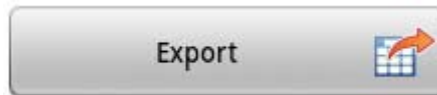
When the apps are linked you will have a new folder in your Dropbox account:

Apps / Widgit Go

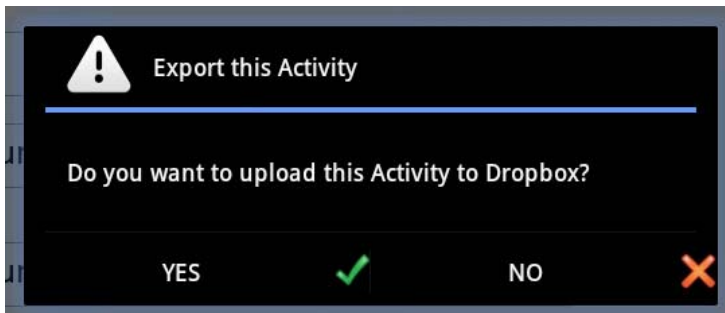
This folder is where your Activities will be stored and linked to the import and export functions in Widgit Go.

9.2 Export an Activity

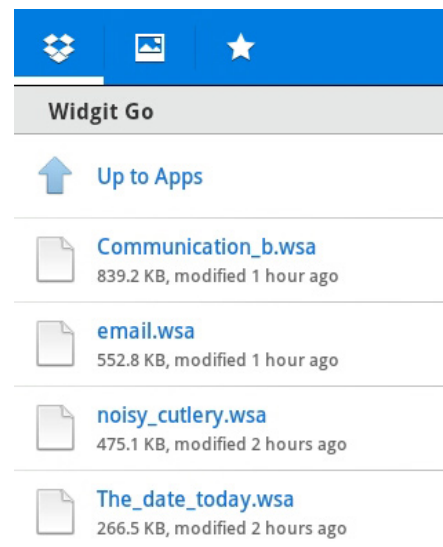
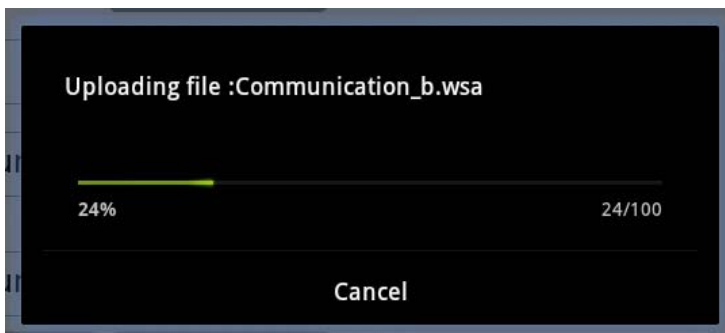
To export an Activity, first enter edit mode at the Home Screen and make sure editing is allowed from the Settings menu. Press the Activity that you want to export and press the **Export** button.



You will then be asked if you wish to upload the file to Dropbox. Click Yes.



Your file will then upload and you will be returned to Widgit Go.



If you open your Dropbox app you can now see your uploaded files.

Please note, you do not need to be running the Dropbox app to export your files.

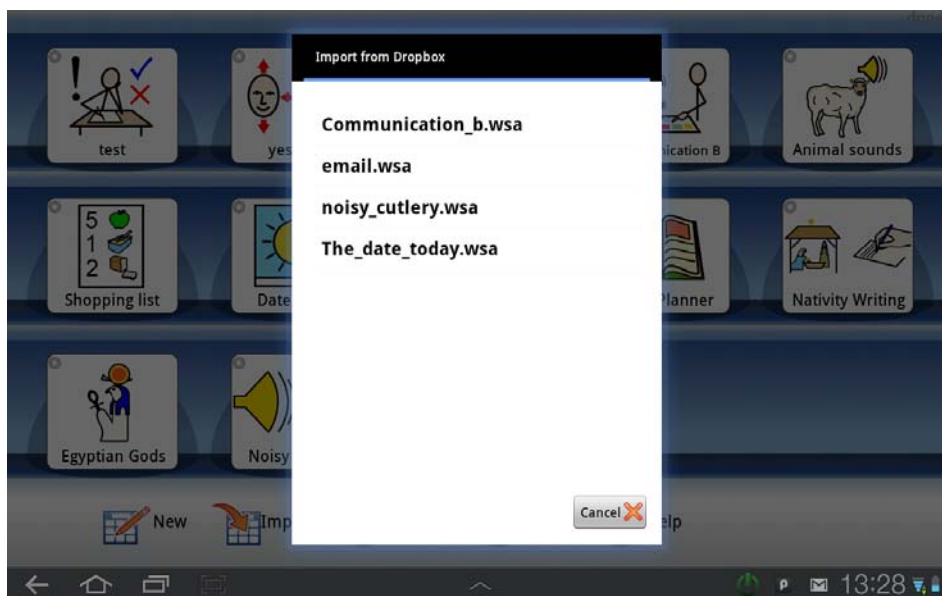
9.3 Import an Activity

To import an Activity, enter edit mode at the Home Screen and select **Import**. If you cannot see the **Import** button, make sure editing is allowed from the Settings menu.



You will now see a list of all the Activities you have stored in your Dropbox. Press the file that you want to import.

Select the file you wish to import and this will be downloaded and added to your shelf.



9.4 Sharing Activities with other people

You can share your files within Dropbox with other people. In the Dropbox app, select the files or folder you want and select 'share'. Then enter the email address of the person you want to send the files to. This will email them a link that they can use to download the file to their Dropbox account or straight to their tablet.

Please note, if you wish to move files within your different Dropbox folders, it is best to do this by logging into your Dropbox account in a browser, rather than through the app.

10. Settings

To access the Widgeo Go “Settings”, enter edit mode from the Home Screen and press Settings.



Allow editing

You can use this button to change the level of access users will have to edit mode. When the feature has been deactivated, the user will not see the edit button during the Activity and will not be able to make new Activities or Import from the Home Screen.

Speech

If you have a Text-to-speech voice installed on your tablet or smart phone, you can use this button to turn the Speech feature on or off.

Sound

Use this button to turn the sound on or off.

Allow save document as Image

Use this button to choose whether users will have the option to save a document as an image.

Allow save document as PDF

Use this button to choose whether users will have the option to save a document as a PDF.

Allow send document as email

Use this button to choose whether users will have the option to email documents.

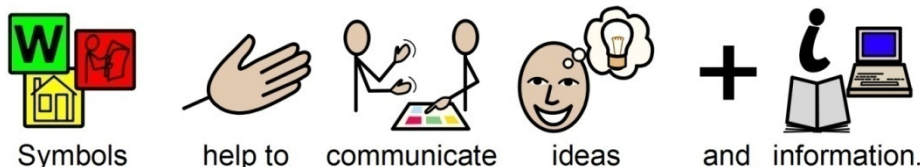
Start with latest Activity

Use this button to select whether Widgeo Go will start directly with the last Activity that was used. If this option is not selected, Widgeo Go will start at the Home Screen.

11. Widgit Symbols

Widgit Go comes with the entire Widgit Symbol Set. The Widgit Symbol Set is created to support reading and writing and in order to explain the meaning of the words. They are currently 11,000 images in set.

Widgit Symbols can also support communication, cognition and learning. The symbols have been made so simple and clean as possible with the focus of each concept. Most of the symbols can be instantly recognised by most, while other symbols need to be taught. The symbols are designed in a uniform manner which makes learning easier.



11.1 Symbol Levels

There are three levels of complexity within the set of Widgit symbols: **self-explanatory**, **learned** and **abstract**.

Self-explanatory

The first symbol level 'self-explanatory symbols' are direct images of the words they illustrate. A person familiar with the concept or object illustrated should be able to interpret and understand symbol.

Learned

The second symbol level 'learned symbols', based on the symbol shows the concept has been developed based on the schematic structure (or drawing rules) and it therefore needs to be learned.

Abstract

Symbols for abstract words have no obvious importance and must always be learned. It may be word as a, a, as, for etc.

In many cases a sentence clearer by removing the abstract symbols.

11.2 The Widgit Symbol Schema

Widgit Symbol Set has a schematic structure, which means that there are "rules" for how they are constructed. This logical structure for the symbols are assembled quickly becomes recognisable to new users, which provides a degree of independence when presented to the new symbols and concepts.

Buildings

There are two styles of building: standard and large buildings. This enables distinction between buildings such as corner shop and supermarket, clinic and hospital.



clinic



florist



shop



school



hospital



garden centre



shopping centre



university

Rooms

A room is a square. This enables distinction between a library as a separate building and the library as a room in a school, or between a restaurant and a dining room.



conference room



conference centre



library



library



dining room



restaurant



office



office



classroom



school



IT room



IT centre

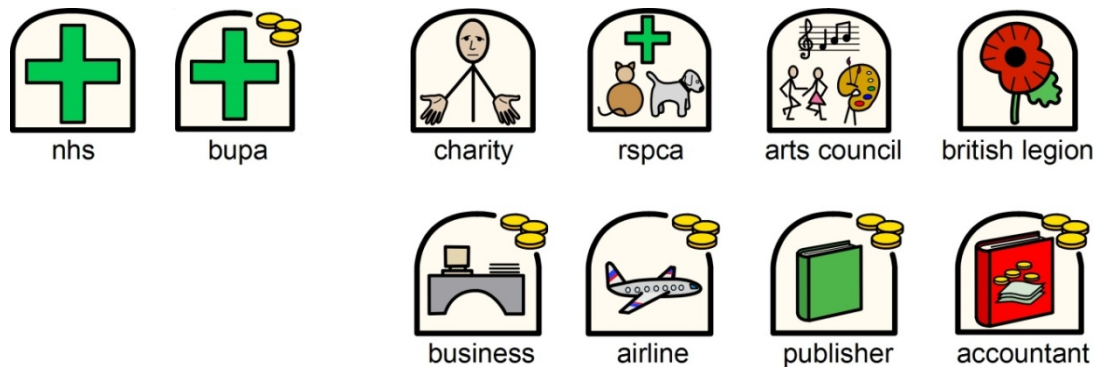
Shops

The generic shop is a building with a cash till. Types of shop are the building with the cash till plus the minimum number of items required to describe the type of shop, with a maximum of 3. This way we can show the difference between a library and a book shop.



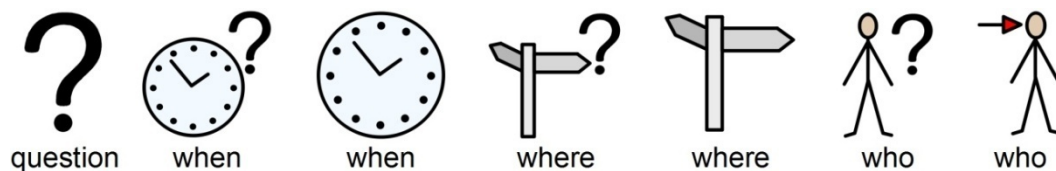
Business and organisations

An organisation or charity has a similarity to a building in that it is a contained shape, but has an arch to indicate an over-arching entity. A business is a commercial organisation and has money linked to the arch.



Question words and non-questions

It is important to distinguish between the use of a word indicating a question and its other uses.



Categories

Symbols containing three elements are usually showing examples of the larger category.



birds



vegetables



medicine



natural materials



kitchen equipment

Groups and subjects

Brackets are used to indicate 'about' in the sense of a group of people or things. For example in music class the brackets indicate that it is the study of music rather than music itself. Another example is committee which is a particular group meeting.



team



people



committee



meeting



music class



music



art



geography



history



astronomy



tourism



economics



defence

People and jobs

People and their jobs are represented by a person plus qualifying elements. The plurals of many jobs are available with more than one person rather than using the plural qualifier. (see section on 'qualifiers').



plumber



plumbers



butcher



butchers



astronomer



astronomers



gardener



pharmacist



chef



bank clerk



bank manager



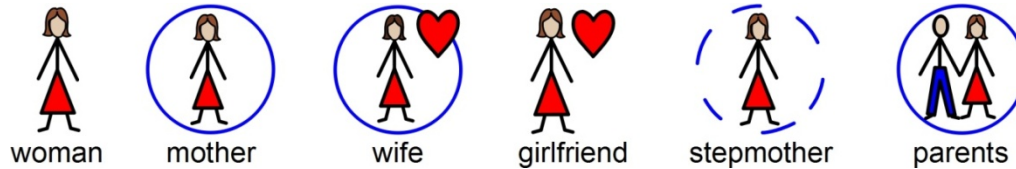
guard



detective

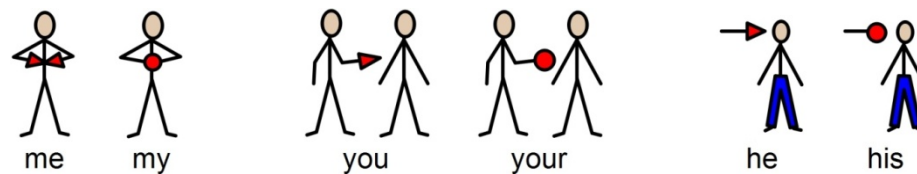
Family

The circle indicates 'belonging'. Mother is woman in a circle (my woman) and wife has a heart attached. Girlfriend has the heart but no circle. Step relations are indicated by a dashed circle.



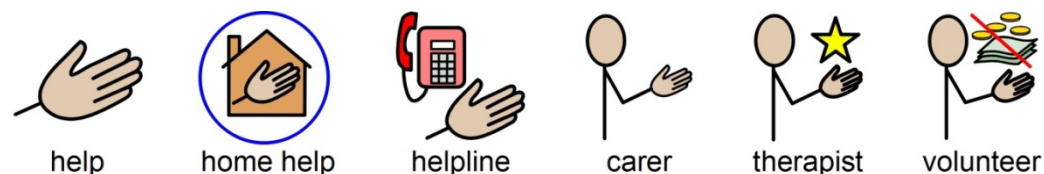
Pronouns

There are two types of pronouns illustrated: personal and possessive. With personal pronouns the hand is represented by an arrow head to point to the person. The possessive pronoun has a small filled circle to represent the clenched fist. The second person 'you' can be either singular or plural.



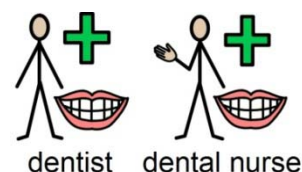
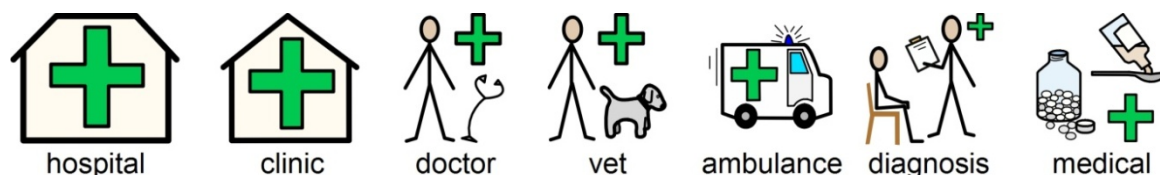
Help symbols

Help is indicated by the 'helping hand' either on its own or in conjunction with a person to signify helper/carer.



Medical symbols

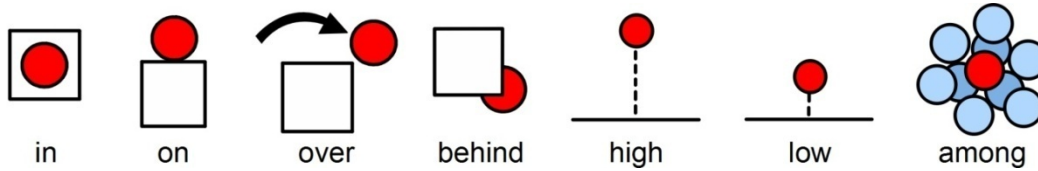
Medical symbols are represented by a green cross (previously a red cross was used).



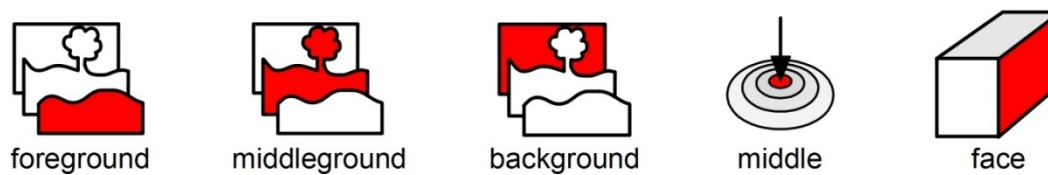
The difference between a doctor and nurse e.g. dentist and dental nurse, vet and veterinary nurse is indicated by the 'helping hand' (previously this was indicated by colour).

Prepositions

Preposition or position is indicated by a red/grey ball relative to other elements. Prepositions on their own may seem abstract but when learnt as a set the reader will be able to identify the red ball and make sense of its position.

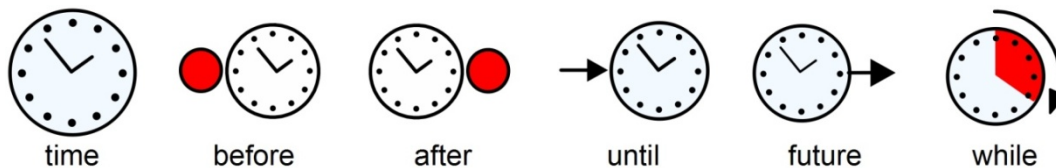


The red is also used alongside other parts of the symbol to highlight a feature or relationship such as foreground to background.

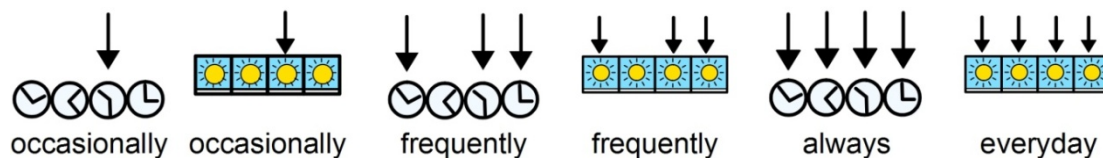


Time

Time is normally set in relation to the basic clock. The passages of time are either indicated with similar red elements to prepositions or arrows indicating the direction.

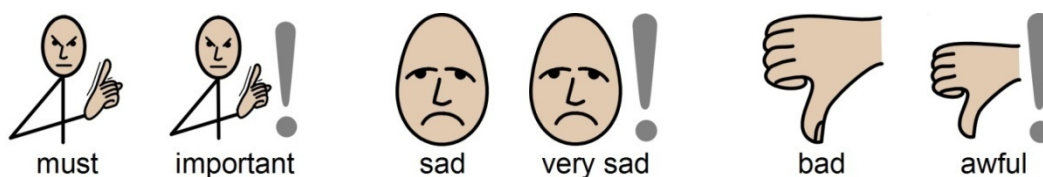


The day symbol can also be used instead of the clock for periods of time measured in days rather than hours.



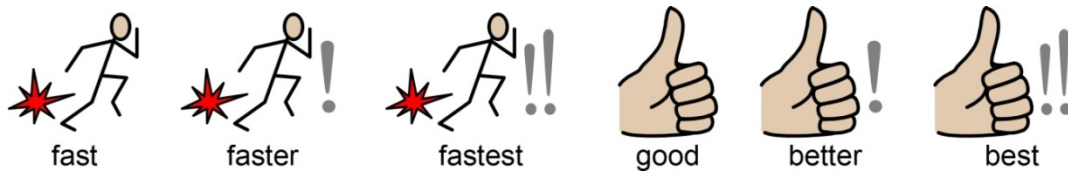
Exclamations

Black exclamation marks are used for emphasis or degree. For example must and important.



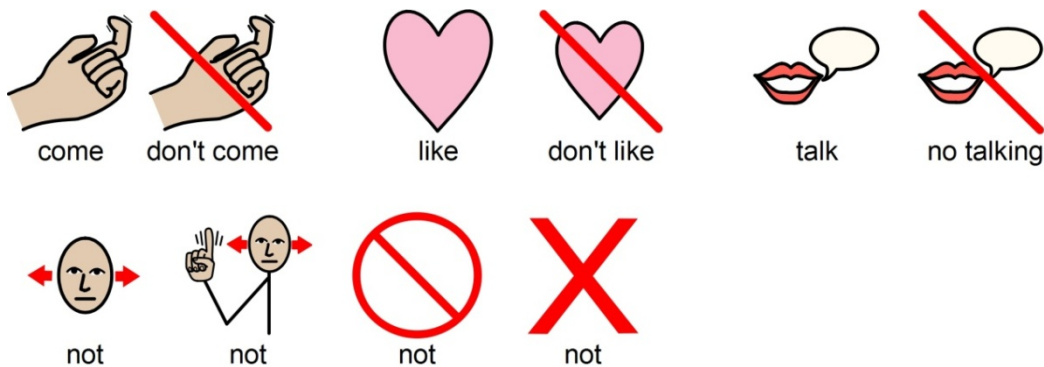
Comparatives

The exclamation mark used for emphasis is also used for comparatives and superlatives. One exclamation mark is used for the comparative and two for the superlative to show the increased emphasis.



Negatives

There are a number of common negatives which are normally indicated with a red line, in both colour and black & white symbols. Other negatives are created with the use negative symbols:



Other key elements

As well as the rules outlined here, there are other standard elements that appear within the set, for example the star indicates 'special' e.g. special day.



12. Support

Files Paths:

The files in the Widgit Go installed on the following path:

Android / data / com.widgit.widgitgo / files

From here you can access your Activities, for example if you wish to email one as an attachment to share with someone else. You can also use Dropbox to back up and share Activities.

Contact us for support:

Widgit Software

Phone: 01926 333680

Email: support@widgit.com

Web: www.widgit.com/support