

Widgit Go Manual

Version 5.0 For iPad and iPhone



Widgit

Published by

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1. Introduction to Widgit Go

Widgit Go is an app for the iPad that you can use for communication and language development. Widgit Go can also be used to write simple documents with symbols and text. These can be accessed on an iPhone / iPod touch or compatible smart phone.

Widgit Go utilises the same full Widgit Symbol Set that is used in other Widgit applications: **In Print 3**, **Widgit Online** and **SymWriter**.

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

Widgit Go uses about 120 Mb of media storage.

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

InPrint 3 is a desktop publishing program for creating symbol-supported resources for printing.

Widgit Online is an online platform where you can create, share, and translate symbol materials in your web browser.

Communicate: SymWriter 2 is a symbol-supported word processor that any writer, regardless of literacy levels, can use to author documents.

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



1.1 Main Features of Widgit Go

Widgit Go's primary 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 20,000 symbols.
- You can add symbol sentences to Cells as well as individual symbols.
- You can use your own pictures or take photos directly to use as symbols.
- You can determine the number of Cells in a Grid (max: 10 columns x 7 rows)
- You can choose to use Widgit Go for creating documents, or as a tool for audio feedback.
- You can save grids of vocabulary to use in other Activities.
- You can link to other activities from within an Activity.
- You can supplement Activities with Topics to gain access to larger vocabularies.
- For audio feedback, you can choose to use automated speech, compatible sound files or you can record your own voice.
- 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 activities and sound files to Dropbox.
- You can import and export Widgit Go files directly from the app with Widgit Online, Dropbox, OneDrive, and Google Drive.

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 a text-to-speech voice or pre-recorded using a microphone.

2.1 Using Text-to-speech

Widgit Go for iPad comes with a default speech voice. It will find system voices for all available languages on your device. See more about voices in section 13.

You can also buy other voices from Acapela for a low cost from within the app. You can choose from both male and female voices.

Read the section “Purchase voice” in section 13.2 for information on how to purchase a Text-to-speech voice.

If you do not want to use a speech synthesizer, you can choose to record and input your own speech. See more about this in section 8.8.

3. Topics

The purpose of Topics is to support users who need access to a larger vocabulary. Topics are a support that some users will benefit from, but not all users will need them.

Topics are grids of vocabulary for different themes. Different Topics can be linked to from any Activity.

Read more about Topics in section 11 of this manual.

4. Starting Widgit Go



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

4.1 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.



4.2 Multiple Shelves

If you have more than twelve 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.



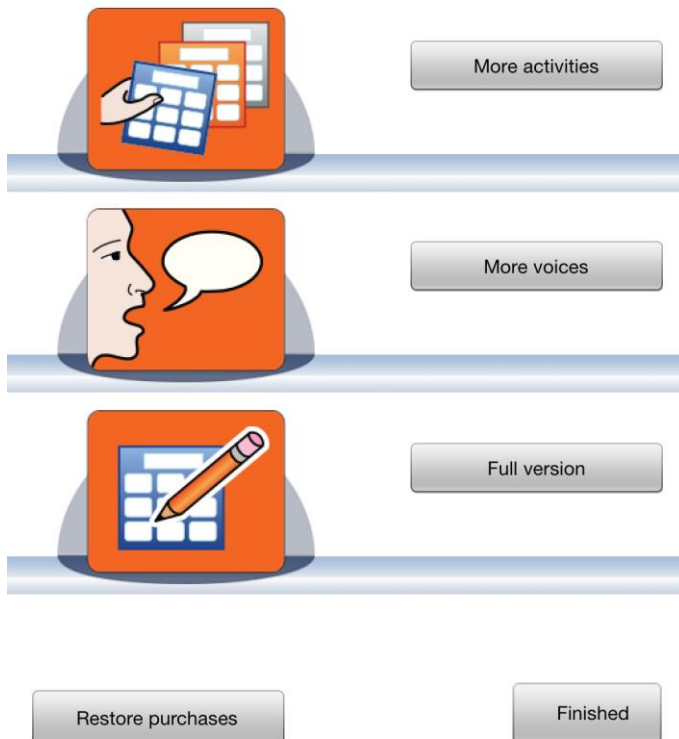
4.3 Browse Extras

To get free and low-cost activities and new voices for text to speech, press the orange icon called 'Browse Extras'.

If you cannot see this icon, you can change the visibility in Settings which can be accessed by entering edit mode on the home screen.















If you are running Widgit Go Basic, you can also purchase the full editor that comes with the 20,000 Widgit Symbols and access to Dropbox.












Press 'More activities' to view the list of available activities for download.

[Cancel](#)

	All About Me An activity for writing about yourself 69p
	Alphabet A fun activity for learning the alphabet, each letter with three symbols £1.49
	Characteristics of Materials Two activities about the materials around us and their uses £1.49
	Fractions This activity to support the teaching and learning of fractions FREE
	Getting Up Sequence An activity for sequencing the morning routine FREE
	I Spy Two activities for playing I Spy indoors and outdoors £1.99
	Making Sentences 1 12 activities for building simple sentences £1.49
	Rhymes Two entertaining activities for exploring rhyming words £1.99
	Rocks Learn and describe rock types and a rock identifying activity £1.49
	Simon Says An activity for playing the game 'Simon says' FREE
	Sorting Animals This activity is for exploring knowledge about animals 69p
	What is it? An extensive set of early years activities for everyday knowledge £2.49

Press 'More voices' to view the list of available voices for download.

[Cancel](#)

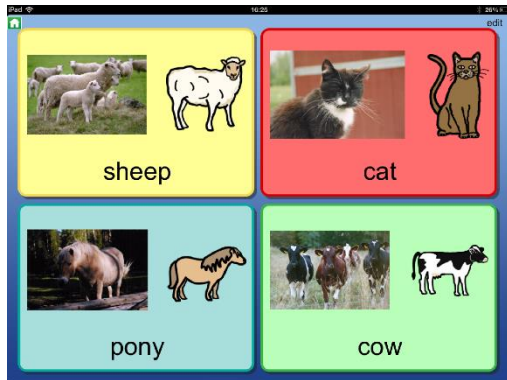
	Peter (British) English male voice 22K from Acapela
	Graham (British) English male voice 22K from Acapela
	Lucy (British) English female voice 22K from Acapela
	Rachel (British) English female voice 22K from Acapela
	Nizareng (British) English male voice 22K from Acapela
	Deepa (Indian English) Indian English female voice 22K from Acapela
	Heather (US) US American English female voice 22K from Acapela
	Kenny (US child) US American English boy's voice 22K from Acapela
	Nelly (US child) US American English girl's voice 22K from Acapela

See more about voices in section 13.

4.4 Included Examples

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.



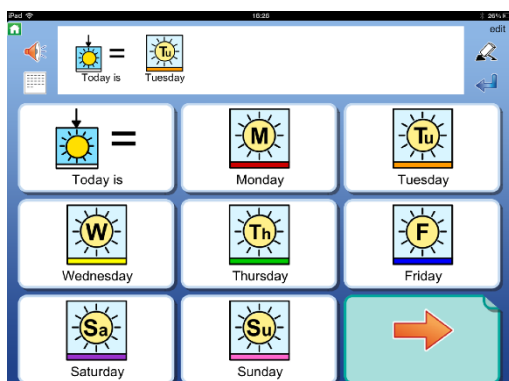
Communication A and Communication B

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



Date Today

Write about the date and weather.



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

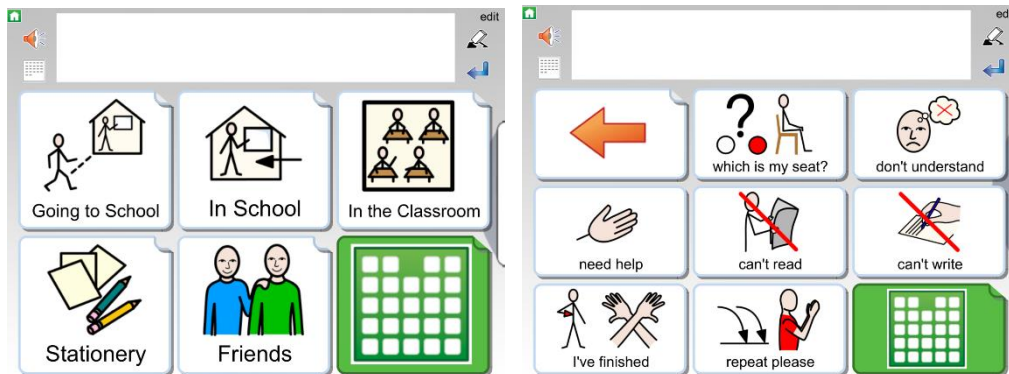
This Activity features Grids for structuring an email. The document can then be emailed as a PDF upon completion with the email document feature. This feature attached the document as a PDF to an email in your standard email client.

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.



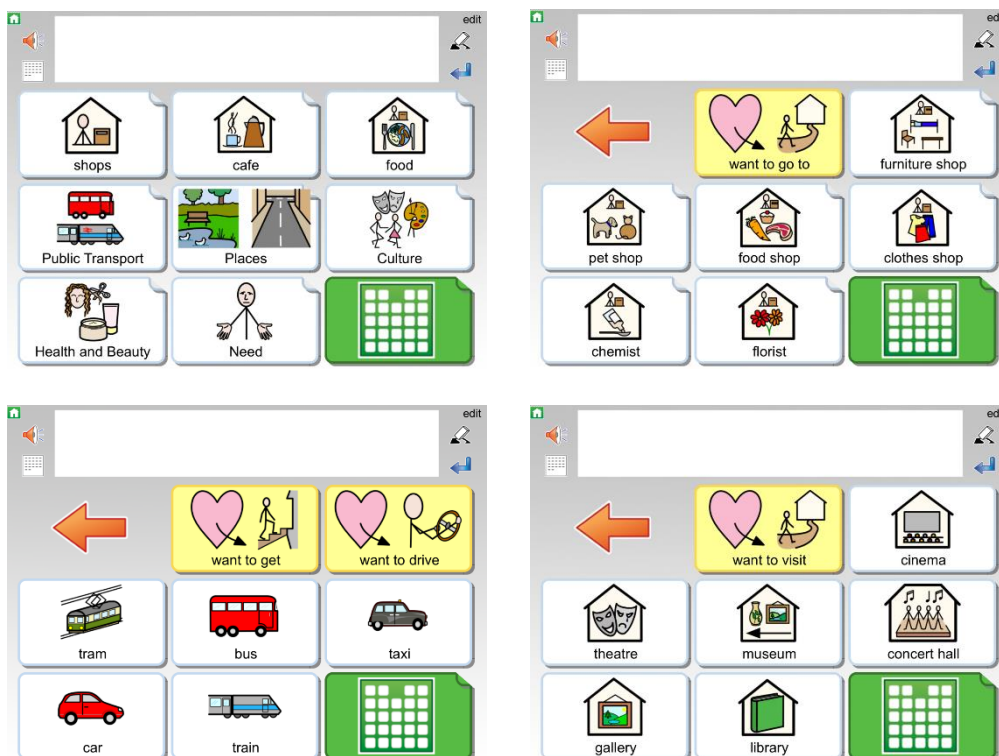
First Day at School

This Activity features grids for a first day at a new school to help a pupil with their most likely questions/requests they may have. This Activity links to additional Topic vocabulary.



In Town

This Activity is for visiting a town or city and the facilities available there such as shops, places to visit, entertainment and public transport. This Activity links to additional Topic vocabulary.



Magnets

This Activity is for an experiment into magnetic materials. It provides a writing space for documenting the planning and results of the experiment as well as instructions for preparing and conducting it.

The activity interface is divided into four main sections:

- Top Left:** A grid of material cards including Iron (Fe), Copper (Cu), Plastic, Glass, Paper, and Aluminium. Below these are two cards for testing: "is magnetic." and "is not magnetic." with a red 'X' over the second one.
- Top Right:** A vertical stack of cards for planning: "My Magnet Investigation:", "Prediction:", "Equipment:", "Fair testing:", and "Instructions:". Each card has a corresponding icon and a right-pointing arrow.
- Bottom Left:** A grid of action cards: "Sort the materials.", "Repeat the experiment.", "Touch the magnet on the materials.", "Identify if the magnet is attracted.", and "Write down your observations." with a right-pointing arrow.
- Bottom Right:** Two large writing areas: "Investigation plan:" with a numbered list (1, 2, 3) and "Experiment results:" with a bar chart icon and a checkmark.

Nativity Writing

An Activity for retelling the Nativity Story.

The activity interface consists of a grid of words and phrases for retelling the Nativity story:

- Top Row:** "An angel", "came", "Mary".
- Second Row:** "Mary", "and", "Joseph", "they".
- Third Row:** "went to", "Bethlehem", "wanted", "a room", "there was".
- Fourth Row:** "no room", "at the inn", "stayed", "in a stable".

Noisy Cutlery

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



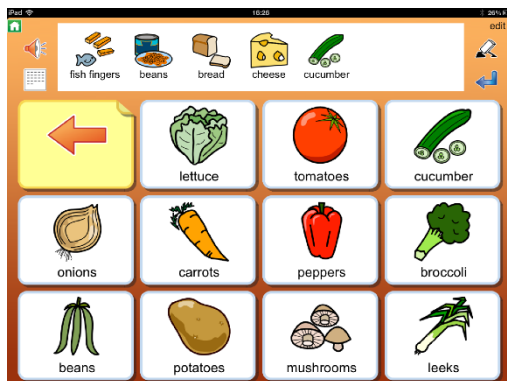
Self-Assessment

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.



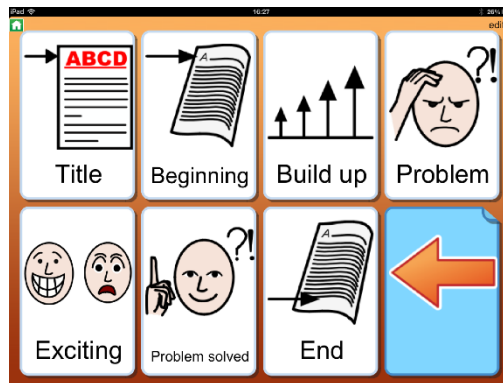
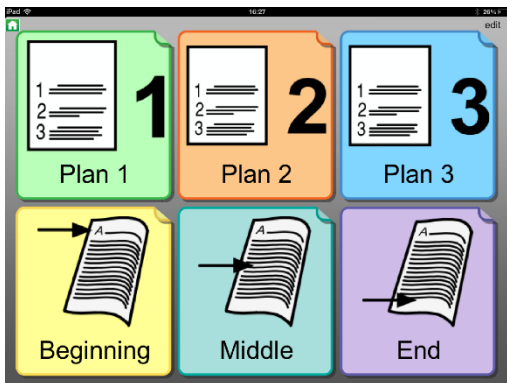
Shopping List

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



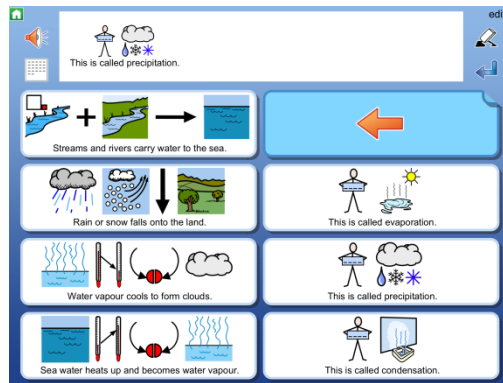
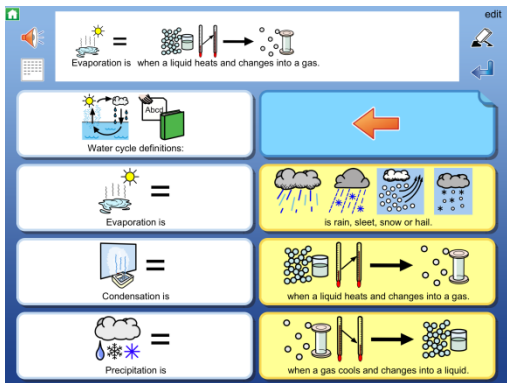
Story Planner

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.



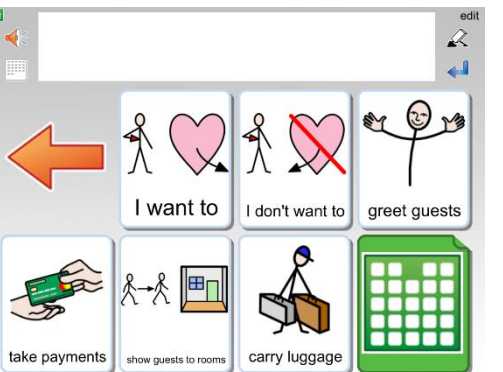
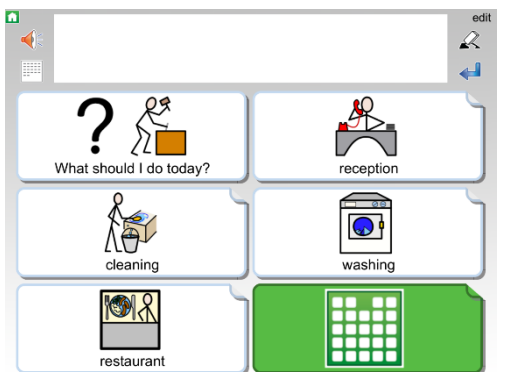
Water Cycle

A writing Activity for testing comprehension of the water cycle: evaporation, condensation, and precipitation.



Working in a Hotel

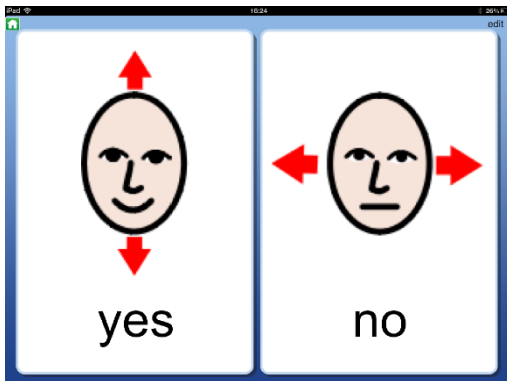
An Activity for working in a hotel with various work tasks to choose from. This Activity links to additional Topic vocabulary.





Yes/ No

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



4.5 Starting an Activity

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

4.6 Returning to the Home Screen

When you are using a Grid, you can return to the Home Screen by pressing the small green **Home 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?".

You can choose to turn off this warning in the settings, see section 11 for details.

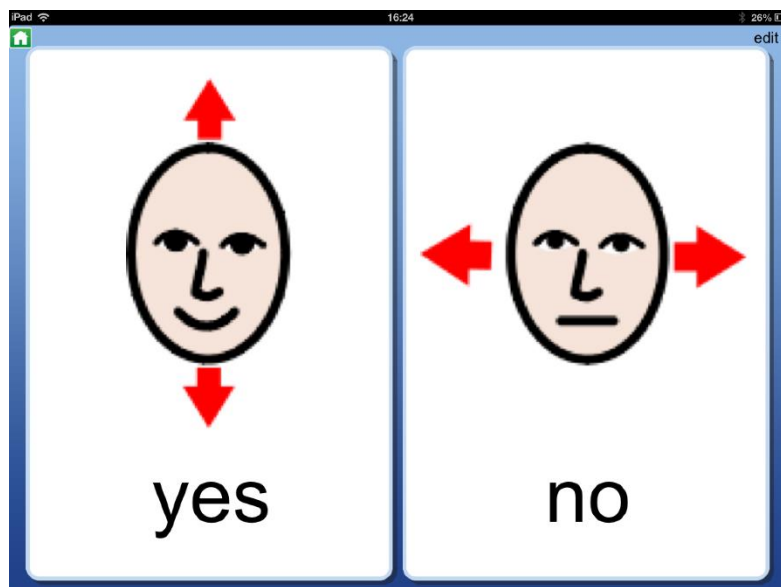
You can also choose to return to the Home Screen as a function of a Cell (section 8.3).

4.7 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 8.15 Hiding / showing the Document Bar.

4.8 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 send Cell the contents of that Cell will be written to the Document Bar and you will hear the associated recorded speech.

Not all Cells send content. If a Cell contains a link for navigation, then it often does not send its content. Linked Cells are indicated by the folded corner.



Please note, you can turn the Document Bar off and on at any time, see section 8.15 Hiding / showing the Document Bar.

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.

4.9 Listen Again



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

Note: You can turn off the **Highlight when speaking** feature in **Settings** which can be selected from the Home Screen while in Edit mode.

4.10 Linked Cells in Grids

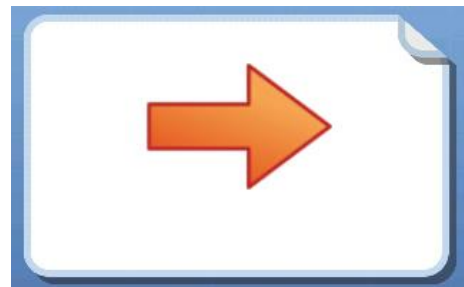
Some Grids will feature Cells that are linked to other Grids, like in the "Date Today" example. These links can enable you to choose from a wider selection or can help you to progress in forming a document.



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.

4.11 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. This function can also be entered in a Cell.

To empty the entire document, choose the **Hide Grid** icon and then press the erase icon until you are asked to **Clear document** and select 'yes'.



Insert a **Return** to make a new line in the document. This function can also be entered in a Cell.



Listen to the content of the current document line. This function can also be entered in a Cell.



Hide Grid and display the whole document.

4.12 Changing the order of symbols

When you have written content in the Document bar you can change the order of the symbols. To do this **Long Press** on a symbol, then drag it to the correct position in the sentence.

4.12 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 **8.15 Hiding / showing the Document Bar**.

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. Press the speaker icon again to hear the next line.

Note: The way that text is read can be changed by the state of the **highlight icon** (see below). When the highlight function has not been activated, text will be read fluently. When the highlight function has been activated, the text will be read more slowly and will be highlighted.



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



Save Document can be used to save your current document.



Open Document can be used to open a previously saved document into the whole document view.



Highlight When Speaking can be used to toggle whether or not text is highlighted as it is read when using the **Listen** button. When the highlight function has not been activated, text will be read fluently. When the highlight function has been activated, the text will be read more slowly as it is highlighted.



Note: When you see this second icon, the highlighting function is active.



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.



Save PDF will save the document as a PDF file.



Print will open the print menu allowing you to select a printer and print the current document. See section 4.3 on printing documents for more information.



Email will attach a PDF file of your document to an email.

Note: If you are running Widgit Go on an iPhone, you will also be able to send text and multimedia messages via **SMS** and **MMS**.



Send as SMS allows you to send the text in your document to a phone.



Send as MMS allows you to send both the text and symbols in your document to a phone.

Note: You can choose whether **Email**, **Send as SMS** and **Send as MMS** are visible in **Settings** which can be selected from the Home Screen while in Edit mode.

4.13 Saving and Loading Documents

If you are writing a document and want to save your progress, choose the **Save document** icon from the **Whole document view**.



This feature is ideal if you have not finished your document but want to continue at a later time.



To open a document, return to the **Whole document view** for the activity you were using and press the **Open document** icon.



You can review all of your saved documents from the Home screen while in edit mode. Press the **Open Documents** icon to display the list of documents that you have saved. Select a document to then view or delete it.

Tip: When you save a document, it is saved with the same name as the activity; so, if you forget which activity you used for a document, you can use the name as a reference.

4.14 Saving a Document as a PDF file or Image

When you have finished a document, you can choose to save the document as a PDF file or an image.

To save your document as an image, select the **Save As Image** icon from the **Whole document view**.



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 Photos folder.



To save your document as a PDF file, select the **Save As PDF** icon from the **Whole document view**.

When you choose to save as PDF, you get to choose which of the apps you have on your iPad that you want to use to open and view your document.

Please note that you can download Adobe PDF Reader free from the App Store.

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

4.15 Sending a Document in an Email, SMS, or MMS

You can attach documents to an email from within the app at the **Whole document view** by pressing the **Email** icon.



This function attaches a PDF file of your document to an email in your standard email client for the iPad.



If you are running Widgit Go on an iPhone, you will also be able to send text and multimedia messages via **SMS** and **MMS**.

4.16 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.

5. Printing

Widgit Go allows you to print Grids, Activities (Grid sets) and documents created within the App. You can print directly to an air printer or to your Mac if you have printing software installed.

5.1 Printing Grids

When in an activity if you edit a cell, you will see the **print grid button**.



This will print the current Grid excluding the document bar. Pressing the button will open the print menu where you can select a printer to use and how many copies you want to print.

5.2 Printing Activities

When you are editing an activity from the shelf you will see the **print activity button**.



This will print all of the Grids, including linked Grids, in the Activity. Pressing this button will pop up a dialog asking if you want to print x number of Grids.



This will print the Grids without the document bar.

5.3 Printing Documents



When viewing a document from within an activity you can print the document by clicking the print button.

This will print the document as it is shown in the App.

6. Editing the Home Screen

Using Edit Mode at the Home Screen allows you to:

- Change the order of the Activities on the Shelf
- Hide Activities by putting them into the Archive
- Edit the details for existing Activities
- Review your Saved Grids and Cells
- Create, delete, import, and export Activities
- Change the settings for Widgit Go
- Access information and help for Widgit Go
- Purchase Extras, including more Activities, voices, and symbol add-ons
- Switch to Topics Edit mode, see Section 11

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



6.1 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.

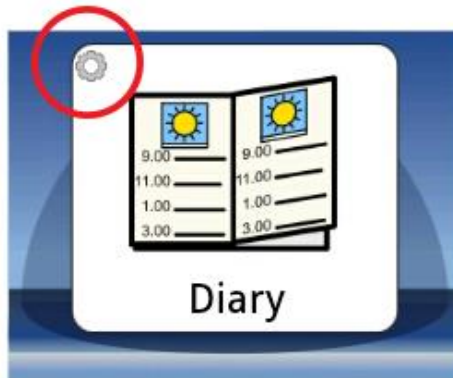
Please note, you can choose to disable Edit mode. This can be useful for preventing users from accidentally entering it. When Edit mode has been disabled the only edit features you will have access to are: Settings and Help from the Home Screen.

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



6.2 Edit Mode Icons

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



6.3 Rearranging Icons on the Shelf

In Edit mode, you can change the position of the Activity 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.

6.4 Viewing Saved Grids, Cells and Documents

If you have saved a Grid, Cell or Document for use in other activities, you can review them from the **Home Screen** while in **Edit mode**. You will see icons for **Saved Grids**, **Saved Cells** and **Saved Documents** in the top left corner.

Note: In order to prevent users from accidentally changing your settings, you can choose to disallow editing. See more in section 12.



Touch the **Saved Grids** icon to display the list of the Grids you have saved. Touch a Grid to view a screenshot where you can also choose to delete it.



Touch the **Saved Cells** icon to display the list of the Cells that you have saved. Touch a Cell to view a screenshot where you can also choose to delete it.








Touch the **Saved Documents** icon to display the list of documents that you have saved. Touch a document to view a screenshot where you can also choose to delete it.

Saved documents can be created and opened when viewing the whole document in an activity. See more about viewing the whole document in section 4.13.

You can use your Saved Grids and Cells when you are editing an Activity. You can also make a new Activity and choose to import a Saved Grid as an immediate template. See more in section 7.2.

[Cancel](#)

Saved grids



Anubis was the God of mummies. - He led the...
Egyptian Gods

James - likes - reading -
Self assessment

- tea bags - coffee -
Shopping list

- The date is - January -
Date today

I want - I don't want - people -
Communication A

6.5 Archiving Activities

If you want to hide an Activity on your shelf you can archive Activities. This will remove them from the shelf and put them into the archive. You can remove Activities from the archive and put them back on the shelf at any time.

Archived Grid Sets



Date today

5 Grids - 0.309 MB



Self assessment

5 Grids - 0.437 MB



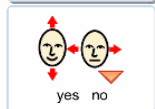
shopping list

9 Grids - 0.682 MB



Story Planner

7 Grids - 0.315 MB



yes no

1 Grids - 0.085 MB

Adding Activities to the Archive

To add an Activity to the archive you need to press down on an Activity and drag it to the **Archive** button. This is in the button in the bottom middle of the home screen. This will remove it from the shelf and place it in the archive.

Viewing archived activities

To view activities that are archived click on the **Archive** button on the home screen. This will bring up a list of all Activities that are in the archive.

Putting Activities back onto the shelf from the Archive

To put an activity back from the archive, click on the **Archive** button on the home screen. This will bring up a list of all of the activities that are currently archived. If no activities are there it will be an empty list.

Click on the Activity that you want to put back onto the shelf. A message will pop up asking if you want to move the archived grid set to be visible on the shelf. Click **YES**. The Activity will be placed at the first position (top left) of the home screen.

Archiving is great if you want to clear space on your shelf.

7. 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).

7.1 Creating the Activity Icon

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

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.

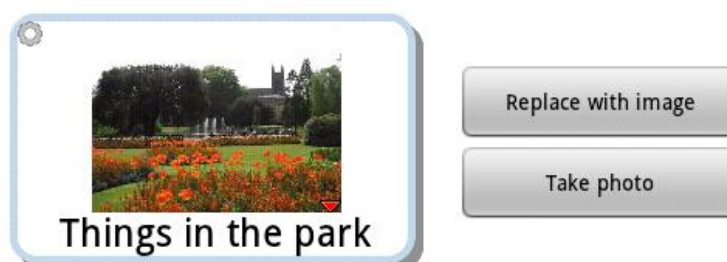
If there are several symbols associated with any of your entered words, you will be able to see them in the Symbol Chooser. You can press any of the other symbols in the Symbol Chooser to change the symbol.

If you have used the past tense or plural forms, you will have the option to turn them off or on for each symbol with the qualifier icon. See section 8.4 for more information on qualifiers.



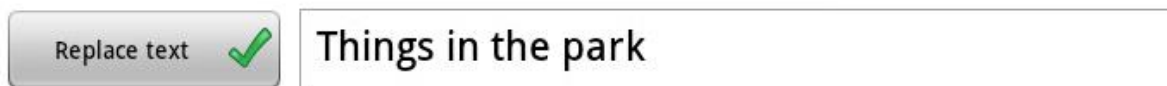
You can also replace a symbol with a picture of your choice from your device using the **Replace with image** button in the Symbol Chooser.

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



Replace Text

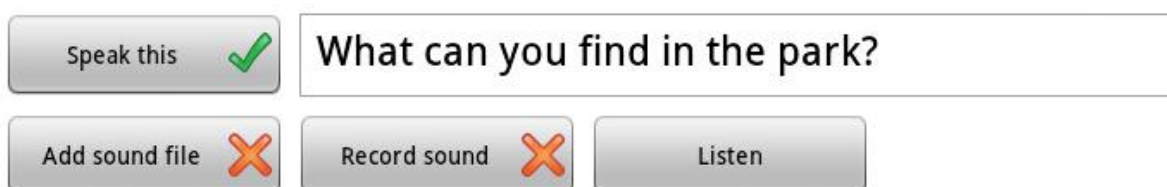
This field allows you replace the text on the icon but keep the symbols for which you have searched. Press the **Replace text** button to confirm your change. You will see the text update in the button preview.



Speak This

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

See section 13.1 for information on adding speech voices.



Recorded Sound

Use this button to add an audio file that you have saved in your Dropbox account. The sound file will play when the Activity icon is selected. See section 8.10 for more information adding sounds.

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, which will save directly into your Activity.

Listen

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

Voice for speech

You can set a specific voice for an activity by pressing this button.



This feature can be used to personalise activities with your users in mind. For example, you may want to make an activity with a female voice for a female user.

See more about voices in section 13.

Select Symbol Set

You can choose which Symbol set you wish to use. The default symbol set in your language is used with all new activities. You can enable other symbols or languages that you have purchased through Extras.

Topics

The Topics button lets you choose whether to add Topics to your new Activity. Read about Topics in section 11.

Clear Cell Content



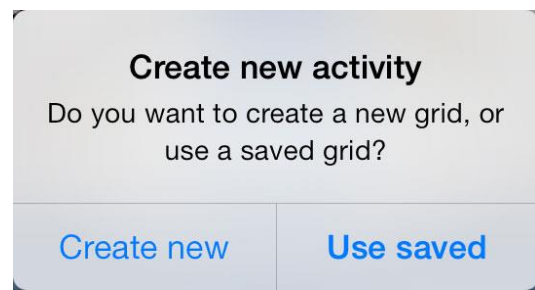
Press the **Trash** icon to clear the Icon content.

Press **OK** when you are done.

7.2 Use Saved Grid

When you have finished creating an Activity icon, you will see a dialog box where you can choose to create a new Grid or use a saved one.

If you have Saved Grids, you will have the option to use a Saved Grid as the first in your new Activity.



7.3 Creating the new Grid Layout

When you have finished creating your Activity icon, you will be able to set up the appearance of your first Grid or use a previously Saved Grid if there is one.

If you **Create new**, you will see your changes reflected in the Grid preview as you make them.

If you **Use Saved**, you will be asked to choose from your Saved Grids and your Activity will be added to the Shelf.

Activity with Document Bar

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

Numbers of Cells

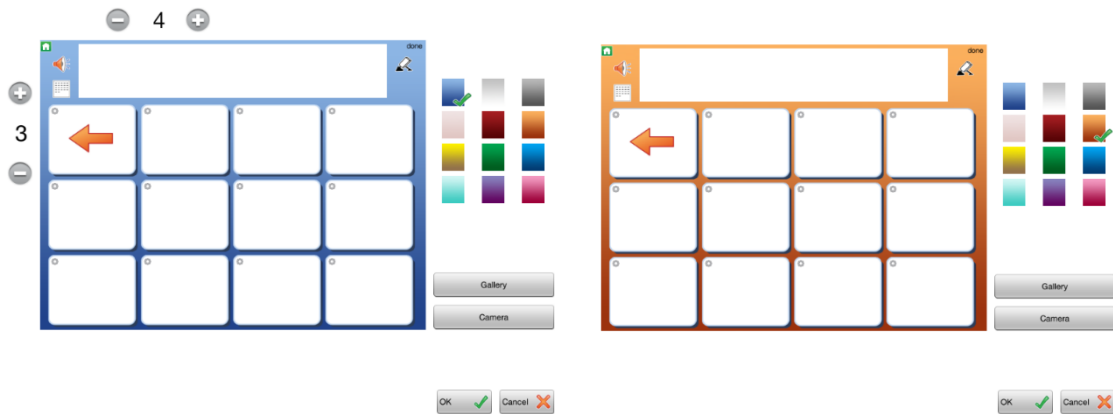


The number of rows and columns can be determined using the appropriate + and - buttons.

7.4 Changing the Grid background

You can change the Grid background to a colour or a picture. When you create a **new Grid**, you will be asked to set the background. You can also change the background of a Grid by editing a Cell and selecting **Grid settings**.

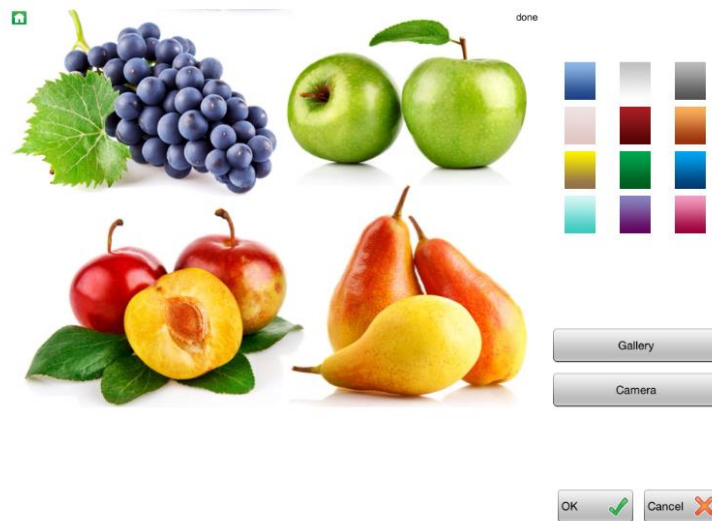
To change the colour, select a colour from the picker on the right-hand side of the screen. The example display on the left will change to show you what the grid will look like.



To change the background of a grid to an image, either choose the **Gallery** to select an image on the iPad or **Camera** to take a picture and use it.

When you select an image, it will ask if you want to set all of the cells to be invisible. If you select Yes, it will set all of the grid cells to be invisible. If you select No, it will keep the current style of the grid cells.

You may want to set the grid cells invisible if you want to use the background as somewhere to press.



8. 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.

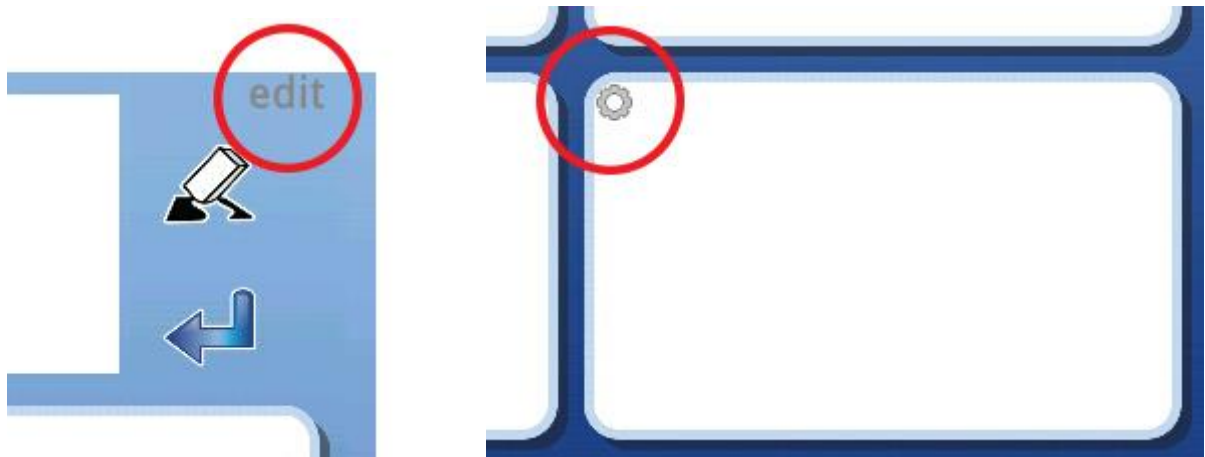


Please note: if you cannot see the Edit button, you will need to go to the Home Screen and edit the settings so that editing is enabled.

8.1 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.



8.2 Search Symbols

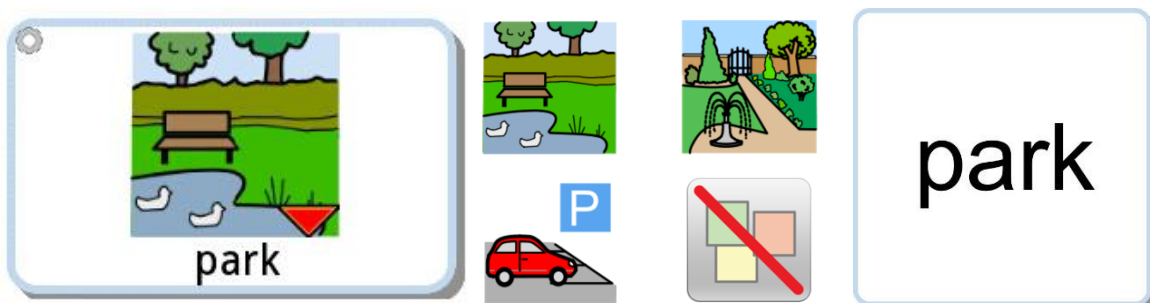


This field will provide the words (you can choose to replace these if you want) and symbols for your Cell.

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.



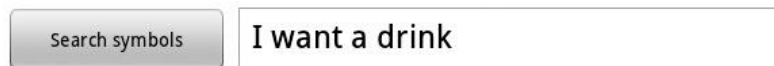
If there are several symbols associated with any of your entered words, you will see a red arrow icon attached to the relevant symbol in the Cell preview. You can see the alternative symbols by pressing the symbol and then looking at the Symbol Chooser. You can press any of the other symbols in the Symbol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



If you choose to turn off all symbols in a Cell, the word in the Cell is enlarged and centred in the Cell. This can be useful for proper names or known word pictures.

8.3 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.

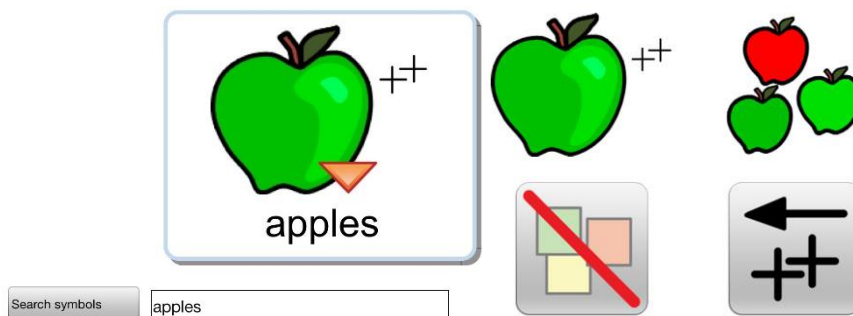


*TIP: If you know what symbols you want to use, it can be easier to enter the specific words in the Search Symbols field and then use the **Replace Text** field to enter the Cell text.*

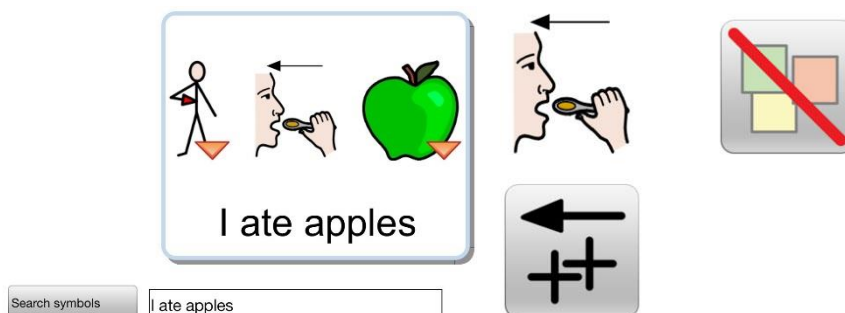
8.4 Qualifiers

If you have entered the past tense or a plural form of a word, you can choose whether or not to display the qualifier. To toggle the qualifier, press the symbol featuring the qualifier and then press the qualifier icon.

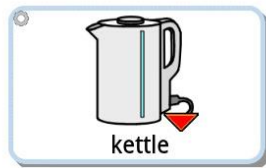
This example shows a plural qualifier:



The next example shows a past tense qualifier for 'ate' where the plural qualifier for 'apples' has been turned off.



8.5 Replace with an image



Search symbols kettle

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 Photos folder. From here you can select the image you wish to use to replace the symbol.

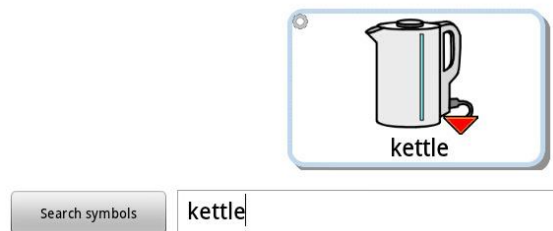


Search symbols kettle

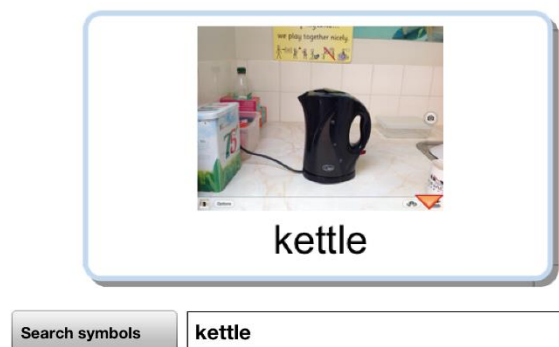
8.6 Take Photo

You can take photos from your iPad 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 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 the iPad's camera. You can take a photo and then press **Use** to automatically use your photo instead of the symbol.



8.7 Replace Text

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

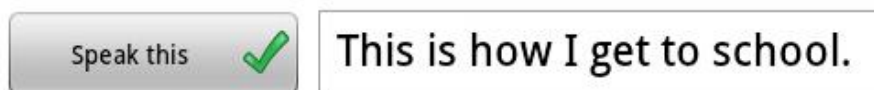
Press the **Replace text** button to confirm your change. You will see the text update in the button preview.



8.8 Speak This

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

See section 13 for information on voices.

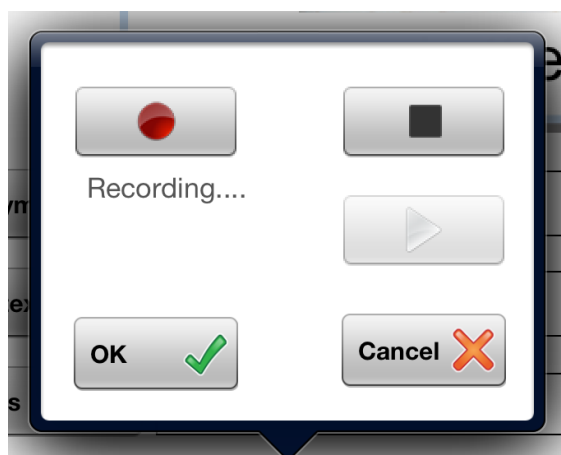


8.9 Add Sound File

Use this button to select a sound or a music file (wav, mp3) from your Dropbox account. The audio files will be stored in: **Dropbox / Apps / Widgit Go.**

When you have selected one, it will play the audio file when the Cell is selected.

8.10 Record Sound



Press the red circle to start recording and the black square to stop recording.

Press the green triangle to listen to your recording.

When you are satisfied with the recording, press OK to confirm that you want to use the recording. Your recording is automatically stored in the Cell.

8.11 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.

8.12 Links

Link to Previous

Use this button to link the Cell to the previous Grid, first Grid or Home Screen.




Link to Grid




Use this button to either create a new Grid that will be linked from the current Cell, or link to an existing Saved Grid.




Link to other Activity

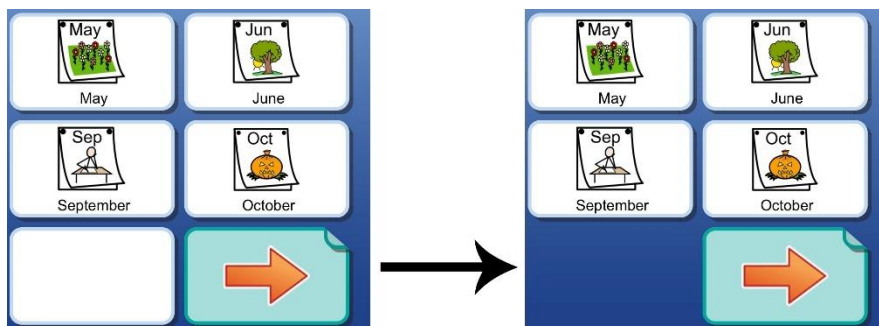
Use this button to link to another Activity. You can choose then to link directly to a different Activity or make a copy of that Activity.

8.13 Cell Background Colour

   To change the background colour of the Cell you are working on, simply press the colour that you desire.

   You may want to render a Cell as transparent in order to hide a Cell. This option is displayed with a dotted border underneath the colours.

   Transparent Cells can be useful for designing tailored Grid layouts.



The bottom left selection switches between background colours and border colours with a white background.



8.14 Hide Cells

In edit mode you can choose to hide certain cells in the Activity. These hidden cells can later become visible again. Press the green check mark to hide the cell, and the cell with all its contents will be hidden from the user. Show the cell again by pressing the red cross.



8.15 Grid Background Colour



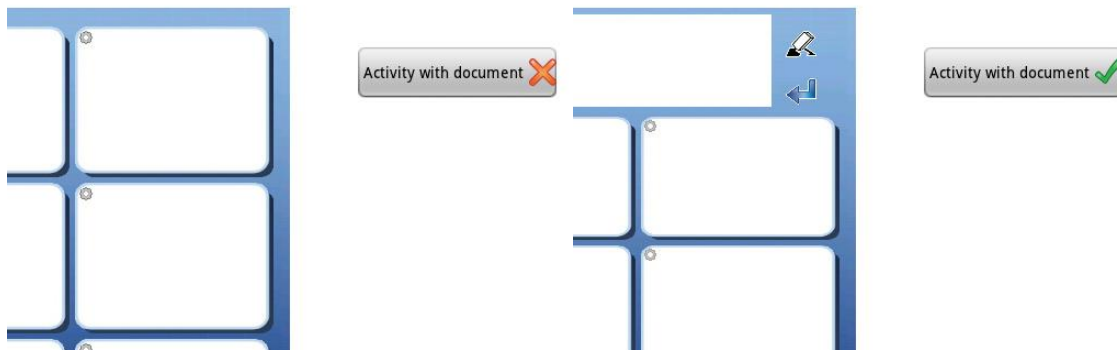
To change the background colour of the Grid you are working on press the **Grid Settings** Button. You can select this button when editing any Cell in the Grid. From here you can select the colour you require.

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

8.16 Hiding / showing the Document Bar

Setting the document bar to be displayed or hidden will apply to the entire Activity and cannot be configured specifically for different Grids within the Activity.

To change the status of this, go to the shelf and enter **Edit** mode. Select the activity, then press the **Activity Settings** button. From here you can select or deselect 'Activity with Document'.



8.17 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.

8.18 Erase and Speak Cells

You can add Erase and Speak functions to Cells. To add a function, press the one you want, and you will see a green tick next to it. Doing this will automatically deactivate the Send Cell Content function.

These Cell functions may help users who find the Document Bar icons too small.

Tip: You should choose a colour or image for the Cell that reflects its function.



8.19 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 does not 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.



8.20 Clear Cell Content



Press the **Trash** icon to clear the Cell content and the colour information. This will not affect any links within the Cell.

8.21 Save Cell

It is likely that in the process of creating Cells, you will create some that you will want to use again in other activities.

Saved Cells can contain images, audio files, functions, colours etc, however any links in the Cell have to be removed.



To save a Cell, press the **Save Cell** icon and follow the instructions.

8.22 Open Cell



If you want to load a Cell that you have previously saved, click the **Open Cell** icon.

This displays a list of all the Cells you have saved. Select the Cell you want to use.

You can also choose to delete Cells from your saved list.



8.23 Save Grid

If you have created a Grid that you think you will want to use again, you can choose to save it for reuse by pressing this button:

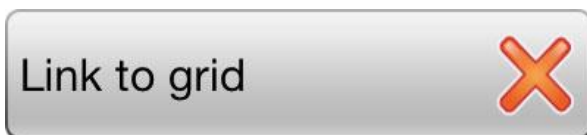


Note: Links will not be saved with the Grid.

This Grid will now be added to your list of Saved Grids that can be accessed from the Home Screen when in Edit mode.

8.24 Link to Saved Grid

You can link from the current cell that you are editing to a Saved Grid by pressing the **Link to Grid** button.



You will then have the option to **Use saved** where you can choose from your Saved Grids.

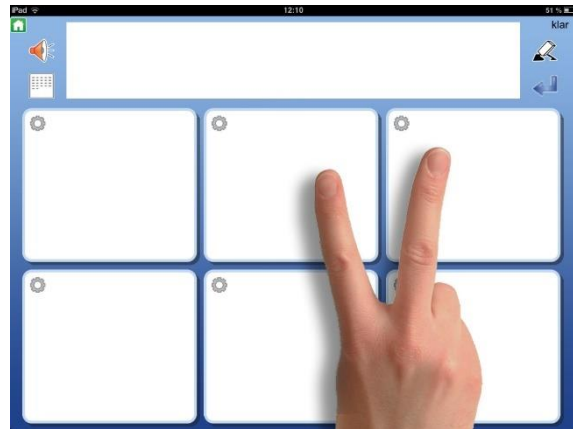
Note: If you have saved a Grid for use in other activities, you can review them from the Home Screen while in Edit mode. See section 5.4 for more information.

8.25 Adding Rows and Columns

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

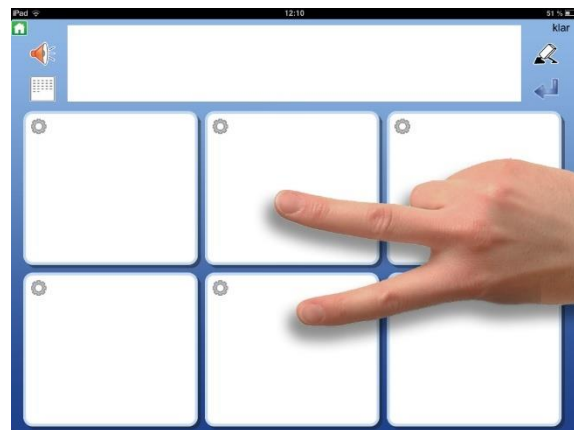
Columns

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.



Tip: If you have only one row or one column, you can press two fingers into a Cell to add a row or column.

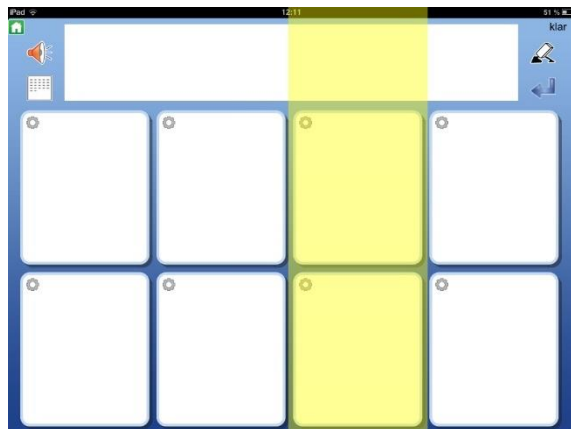
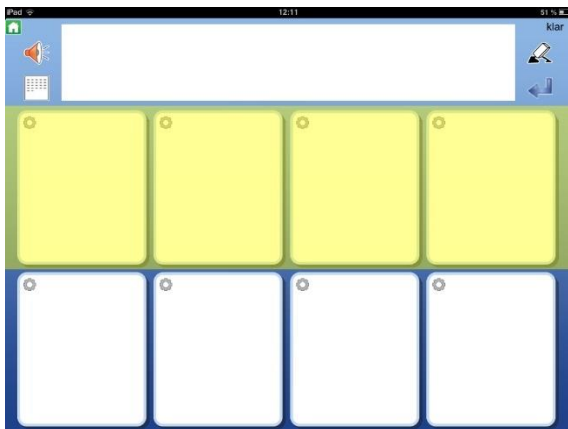
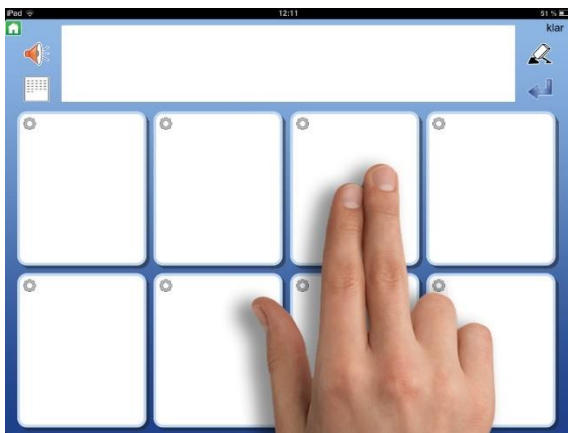
8.26 Deleting Rows and Columns

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**.



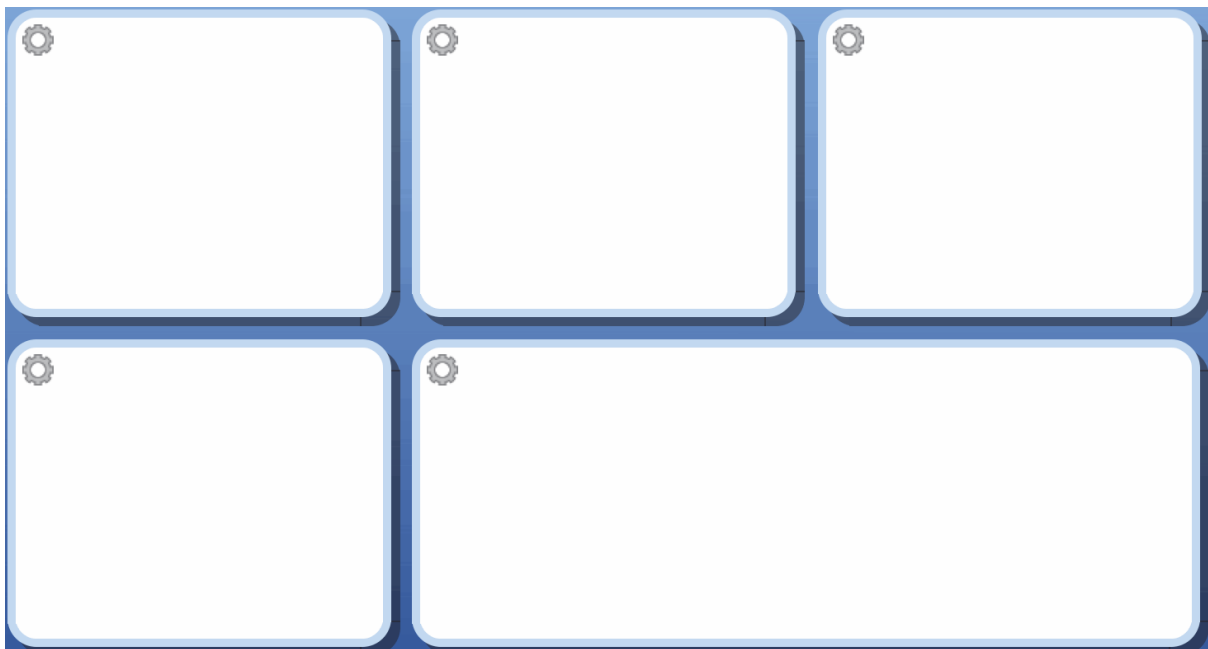
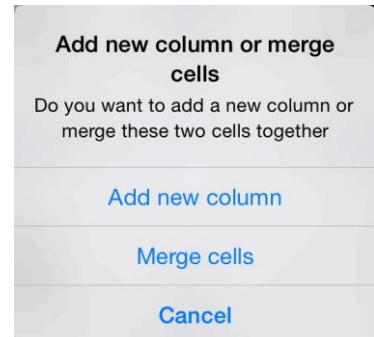
8.27 Merging and Unmerging Cells

Merging Cells

To merge two Cells, press two fingers down on either side of the Cells that you want to merge. A menu will pop up asking if you want to merge Cells or add a new row/column.

You can merge two Cells together if they are of equal size and next to each other. You cannot merge two Cells that are of unequal size.

When you have selected '**Merge cells**' it will then confirm your choice by asking you if you want to merge these two cells together.

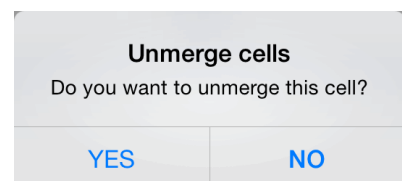


The style of the Cell will always be selected from the top or left most Cell when merged.

Unmerging Cells

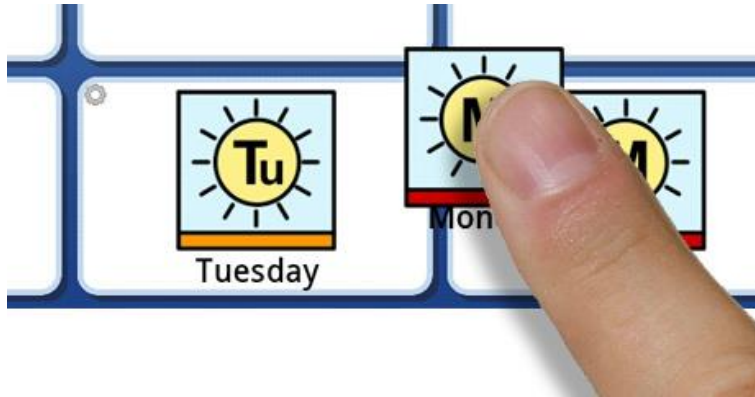
To unmerge Cells, press two fingers down inside the Cell that you want to unmerge. A question will pop up asking if you want to unmerge this Cell.

All content in the merged Cells will be placed into the top left Cell. The style of the merged Cell will only be placed in the top left most unmerged Cell. The rest will go back to their default.



8.28 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.

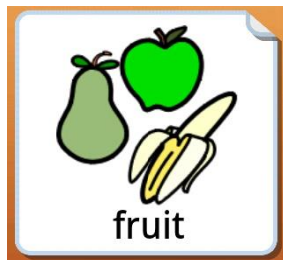


9. Linked Cells

Cells can link to other Grids, enabling navigation around the Activity. Cells can:

- Link to the first Grid
- Link to the previous Grid
- Link to a new Grid
- Link to the home screen
- Link to a Saved Grid
- Link to another Activity

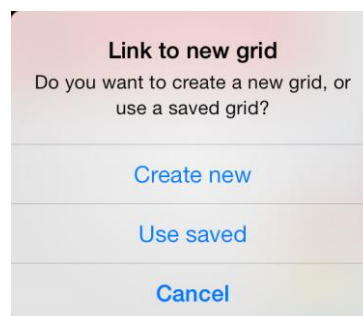
Cells can be linked to new Grids to provide space for a wider selection of vocabulary. For example, a Cell could contain the name of a topic and link to a Grid that contains words that relate to that topic, while providing a Cell to return to the previous Grid.



9.1 Creating a New Grid from a Cell

When you are editing the content of a Cell, you have the option to link to a new Grid with the **Link to Grid** button. This button allows you to either create a new Grid or link to a Saved Grid.

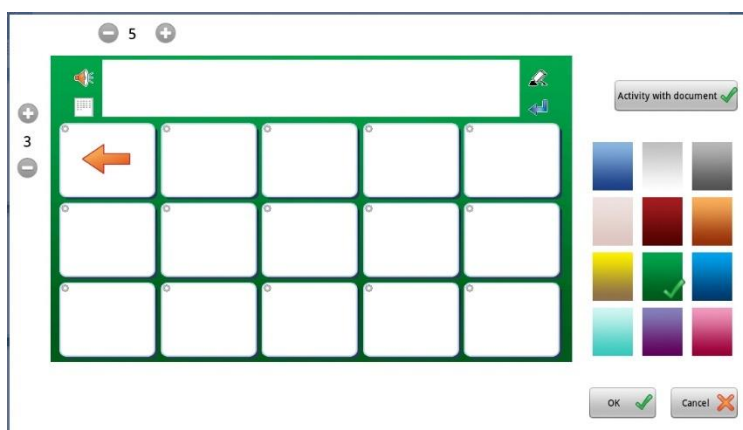
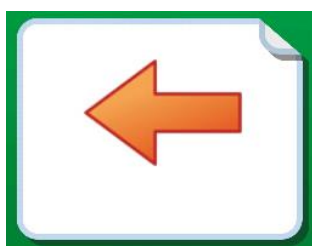
If you use a Saved Grid, you will be able to choose from your existing Saved Grids and it will be automatically inserted into your activity.



If you create a 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

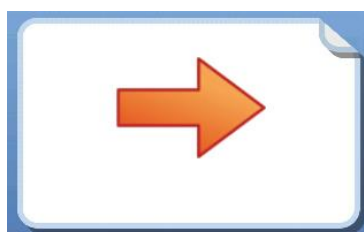
As you make changes, you will see them reflected in the Grid preview.



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.

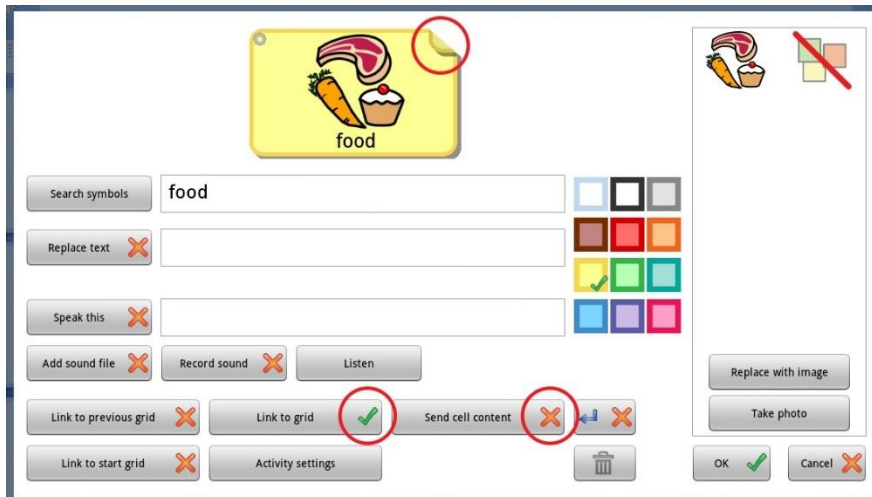
If your linked Cell contains symbol content, you will be able to see that the Cell is linked by the 'fold' effect in the top right corner of the Cell. If the Cell is empty, in addition to the folded corner an arrow will also be inserted automatically.

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.



9.2 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 either **Link to Previous**, **Link to Grid** or **Link to other Activity**.



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**.

9.3 Link to previous

You can set a Cell to link to the first or previous Grid in the Activity or to the Home Screen by pressing **the Link to previous** button.

If the Cell already contains a link, you will be prompted to first remove the existing link.

Linking to the first Grid is most useful when you have Grids in several layers.



Link to the



home screen Link to the first Grid

You can change the link icon to another symbol or picture if you want.

9.4 Link to other Activity

You can set a Cell to link to a different activity. You can choose to link to a Copy of the other activity, or if you want to Link directly to it. Keep in mind that when you copy an activity, the storage size of the Activity file increases.

When you link to another Activity, the linked cell automatically displays the icon for that Activity.

Once you select Copy Activity or Link to other Activity you will see a list of all available Activities to choose from.

Note: If you export a layout where a cell links to another layout, the layout that is linked will not be included in the export.

9.5 Remove the link to a Grid

A **green tick** in the **Link to Grid** button indicates that a Cell contains a link to a new Grid.

NOTE: This means that ALL Grids that branch from this Cell will also be deleted, so think carefully before you remove the link. The green tick will change to a red cross, indicating that there is no longer a link to another Grid.

You will receive a warning before you delete any Grids.

10. Export and Import Activities

Widgit Go can be linked to Dropbox, Widgit Online, OneDrive and Google Drive so that you can import and export your Activities and Topics. Use any of these cloud services to back up your files to the Internet and to share with others.

Note: You need to have the Dropbox App installed on your tablet or device in order to use this feature. The Dropbox App is available free from the iTunes Store. For Widgit Online you just need your username and password to access the service.

10.1 Linking Widgit Go to a cloud service

The first time you want to back up your files with Widgit Go, you need to create a link between the app and one of the cloud services.

To do this, start by exporting an Activity (See the next section).

When exporting, first you get a pop-up box to select the cloud service you wish to use. You will be prompted for your **username** and **password** credentials for that service. Once you have entered these, Widgit Go will be linked to that service.

Linking Widgit Go will automatically create a folder in the cloud service where all your Widgit Go files will be stored. For example, in Dropbox you will see a new folder called "Apps/Widgit Go".

If you receive any Widgit Go files from someone else, you need to save them into that folder to be able to Import them into Widgit Go.

10.2 Export an Activity

To export an Activity or Topic, 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.



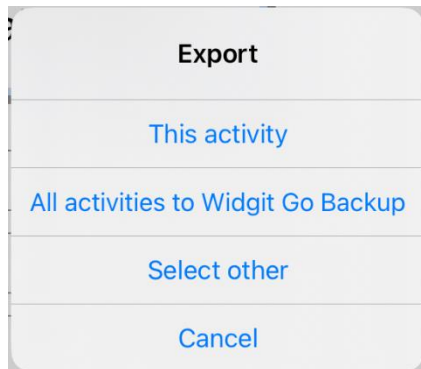
Next choose whether to export to Dropbox, Widgit Online, OneDrive or Google Drive. The first time you export you will need to enter your username and password for that service and give the app permission to link to it.

Your file will be uploaded to the selected cloud service. You see a small icon that spins in the middle of the screen and then you will get a confirmation that the file has been exported.

If you export the same format several times, the old file will not be overwritten, but the new file will be given a new file name, e.g., diary (1), diary (2), etc.

10.2.1 Backing up all Widgit Go activities

When exporting an activity, you have the option to back up all your activities.



Selecting **All activities to Widgit Go Backup** will export all activities to your selected export service into a folder named **Widgit Go Backup**.

Selecting this option when you already have files backed up will replace any existing backed up files in the folder.

Note: The backup process may take a few minutes. It will show the progress as it works through exporting your activities.

10.3 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.



Next select the cloud service you would like to Import files from. The supported services are Dropbox, Widgit Online, OneDrive and Google Drive.

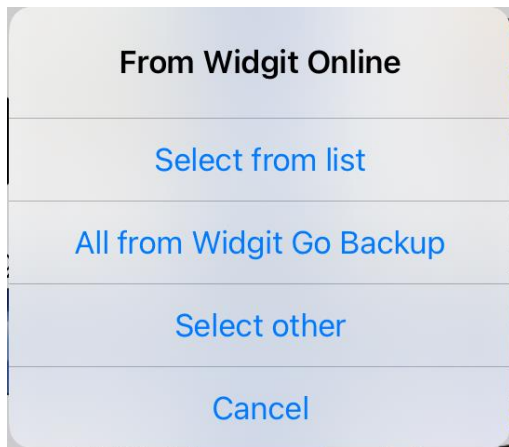
When you press the **Import** button you will see a list of all the activities you have stored on the device.

Tap the file you want to import. It will then download to your device and be added to the shelf.



10.3.1 Importing from a backup

If you have backed up your activities to a selected service, you will have the option to import all activities from that backup when you click the **Import** button.



Choosing **All from Widgit Go Backup** will replace your existing activities with the same name. It will add any activities that are in the backup but not on your shelf.

Your backed up activities will not be available to select individually when selecting **Select from list**.

11. Topics

The purpose of Topics is to support users who need access to a larger vocabulary. Topics are a support that some users will benefit from, but not all users will need them. Topics are of grids of vocabulary for different themes. Different Topics can be linked to from any Activity.

Widgit Go contains 57 completed Topics, but you can also create your own as well as editing the existing Topics.

11.1 Creating an Activity with Topics

On the Home screen, switch to **Edit** mode, press **New** to create a new Activity. Add the button content as normal, e.g., symbol, text, and speech.

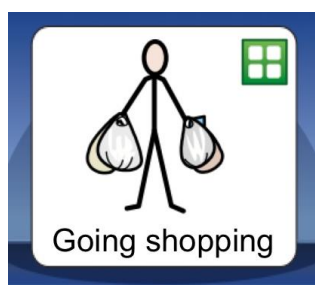
When you press the **Topics** button, you will see a list of all the Topics available to you. By default, the Topics in the “Everyday Activities” categories are enabled. To find out how to change categories, please see section 11.6.

To select a Topic from another category (Work, School, My Own), press "Switch to other topics". To return to the Topics of the selected categories, press "Switch to selected topics".

Select all the Topics that the user can benefit from using this particular Activity. When finished, press **Finished**. You can change the choice of Topics later if you like.

Press **OK** in the Activity so that you return to the home page and complete the Activity as usual. See section 7 for more information on creating Activities.

You can see that an Activity contains Topics by because there is an extra icon for Topics in the **upper right corner**.



When you start the Activity by pressing the start icon you will see that the cell at the bottom right is green and that it automatically contains the link to the Topics you have chosen to add to this Activity.



When you press the Topics cell, a view of the Topics you have enabled for the layout is displayed. Each cell in the Topic view contains a Widget Symbol that links to that particular theme.

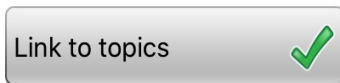
If the Topic view contains more than 24 Topics, new pages are created to which you can browse. The Topic view can display a maximum of 192 Topics for a single Activity.

11.2 Using Topics in an existing Activity

On the Home screen, switch to Edit mode and select the Activity you want to enable Topics in. Turn on the Topics you wish to see the previous section 11.1.

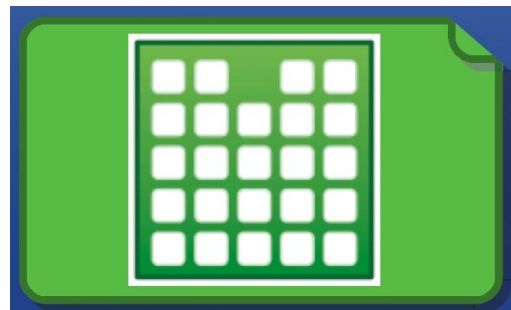
Since this Activity has not previously used Topics, in each grid where Topics should be available, you need to edit an existing cell so that it links to the Topics view.

You need a blank cell to link to the Topics. Either empty an existing cell or add a row or column to make a new blank cell.



Press “edit” and then tap the cell you want to use for the link. Press the **Link to Topics** button and the link to the Topics view is automatically created.

Then use the Activity as usual and when you want to access your Topics, tap the green cell that links to the Topics view.



Changing the Topics in an Activity

On the home screen, switch to editing mode by pressing **Edit**. Select the Activity you wish to change the Topic selection in. Press the **Topics** button.

You now get an information box. If you press **Yes**, all Topics will be disabled for the activity. Pressing "**No**" will bring up the list of Topics to choose from. You can add or remove Topics form the Activity.

Swipe instead of cell as a link to the theme view

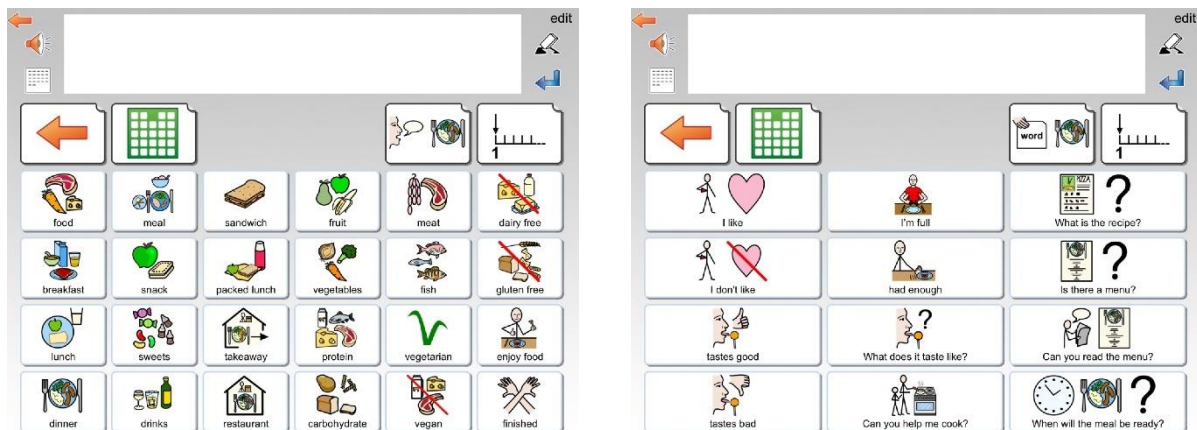
In the Topics settings, (see section 11.6), you can select another method for accessing Topics. The **Swipe** function shows a narrow tab on the right of each grid. You can drag in the Topic view on the screen. Swipe the Topics back to the right when you want to return to the Activity.

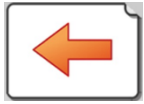


11.3 Structure of a Topic

All Topics are structured in the same way. The top row of the Topics is a menu bar with different choices and underneath is the Topic's vocabulary which can either be in the form of **words** or **phrases**.

By default, for **Words**, two grids with symbols and words are displayed, each with 24 cells. For **Phrases**, two grids with 12 larger cells. If necessary, you can change this to become larger cells that appear over four grids instead. See section 11.6 for more information.





Links back to the Activity



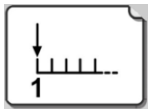
Links back to the Topics view



Switch to Phrases



Switch to Words



Next Page

Making changes to the Topics view

When you set Topics for an Activity, the Topics you have chosen will appear in alphabetical order in the Topic view. If you have favourite Topics (see section 11.6), these will appear first.

In the Topics view, you can change the location of the cells, but you cannot change their appearance.

In addition to swapping, you can hide or show cells, but if you want to change the vocabulary content of a Topic or change the background colour of cells, do so from the Topics Edit mode. See the next section.

11.4 Edit mode for Topics – Green Shelf

Just as the Activities have an **edit** mode on the home page, so do Topics. Press “edit” at the top right of the home page and go to the last shelf. There you will find the Topics icon.

NOTE: If the icon is not displayed, it is turned off in the default settings on Widgeit Go. See section 11.6 how to change the setting.



When you select the Topics icon, the entire home page switches to the Topics editing mode and the background behind the shelf turns green instead of blue.

When you later want to return to the blue home page, select the blue Activities icon.

There are a large number of completed Topics, you will find them in the Archive in the green editing mode.

11.5 Editing a Topic

In order for you to edit a Topic, it must be on the green shelf. All the Topics are initially stored in the Archive, from there you can select the Topic you want to edit.

In the Topic edit mode, tap the **Archive** icon to see all the Topics that are available and not already on the green shelf. Select the Topic you want to edit, and you will be asked if you want to move it to the shelf.

You can then edit the content of the Topic. However, you cannot change the Topic's layout in terms of number of rows and columns, link from cells, nor merge cells into larger ones. If you want larger cells, you can select it under Settings instead.

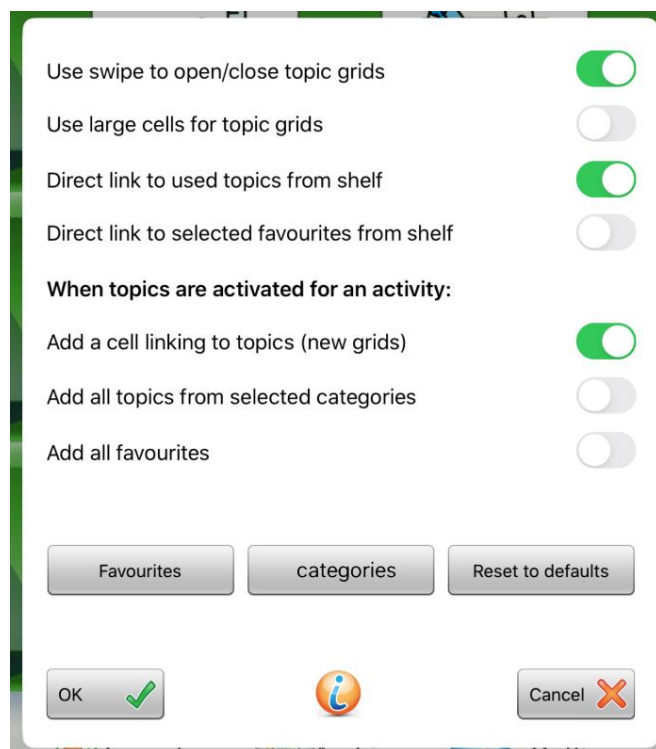
Please note that any changes to content you make in the Topic will appear every time you use this Topic for any Activity.

Copy a Topic with a new name

If you want to make a copy of a Topic, open the original in edit mode on the green shelf and change the text and symbol for the Topic Icon. Press OK. Both Topic Icons are now on the shelf and can be edited separately.

11.6 Topic Settings

Topics have their own settings menu that you can access when you are in edit mode on the green shelf.



Use swipe to open/close grids

When active, a tab will appear at the edge of the screen that you can use to drag in the Topics view. If Swipe is not active, a cell is used instead to open the Topics view.

Use larger cells for topic grids

When this is active, the structure of the Topics will be large cells displayed over 4 pages instead of 2. The vocabulary content is the same.

Direct link to used topics from shelf

When active, the categories of Topics that you have chosen will appear as a custom grid on the home page when you start Widgit Go.

Direct link to selected favourites from shelf

When this is active, the favourites that you have chosen will appear as a custom grid on the home page when you start Widgit Go. For favourites see below.

Add a cell linking to topics (new grids)

When active, the cell at the bottom right of new boards will automatically become a link to the Topics view, if Topics are set. This can be turned off if you use Swipe instead to access the Topics view.

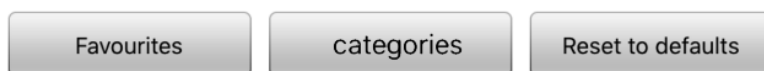
Add all topics from selected categories

When this is active, all Topics within the categories you have selected will be displayed in the Topics view. You will be able to select specific Topics to not include in the Activity.

When this option is inactive, you will instead be able to select the Topics that the user should have access to in the Activity.

Add all favourites

When active, all the favourites you selected will appear first in the Topics view.



Favourites

The **Favourites** button lets you select Topics that the user wants to access most often. Favourites will appear before the other Topics you have selected.

You can rearrange your favourites so that the most important ones come first. In the Favourites dialog, tap **Switch to - Change order of favourites**. Now you can drag the little cursor to the right of the dialog to change the order of the favourites. Your Favourites will appear when you have enabled the Add all Favourites option or the **Link to Favourites** option from the Home Page in the Topics settings.

Categories

All Topics that come with Widgit Go are categorised based on four categories: **General, Everyday Activities, School** and **Work**.

When you create your own Topics, they will be included in the **My Own Topics** category.

The **Categories** button lets you select the categories that you want. When you choose an activity to use Topics, the Topics in the selected categories will be displayed in a list to choose from.

Reset to defaults

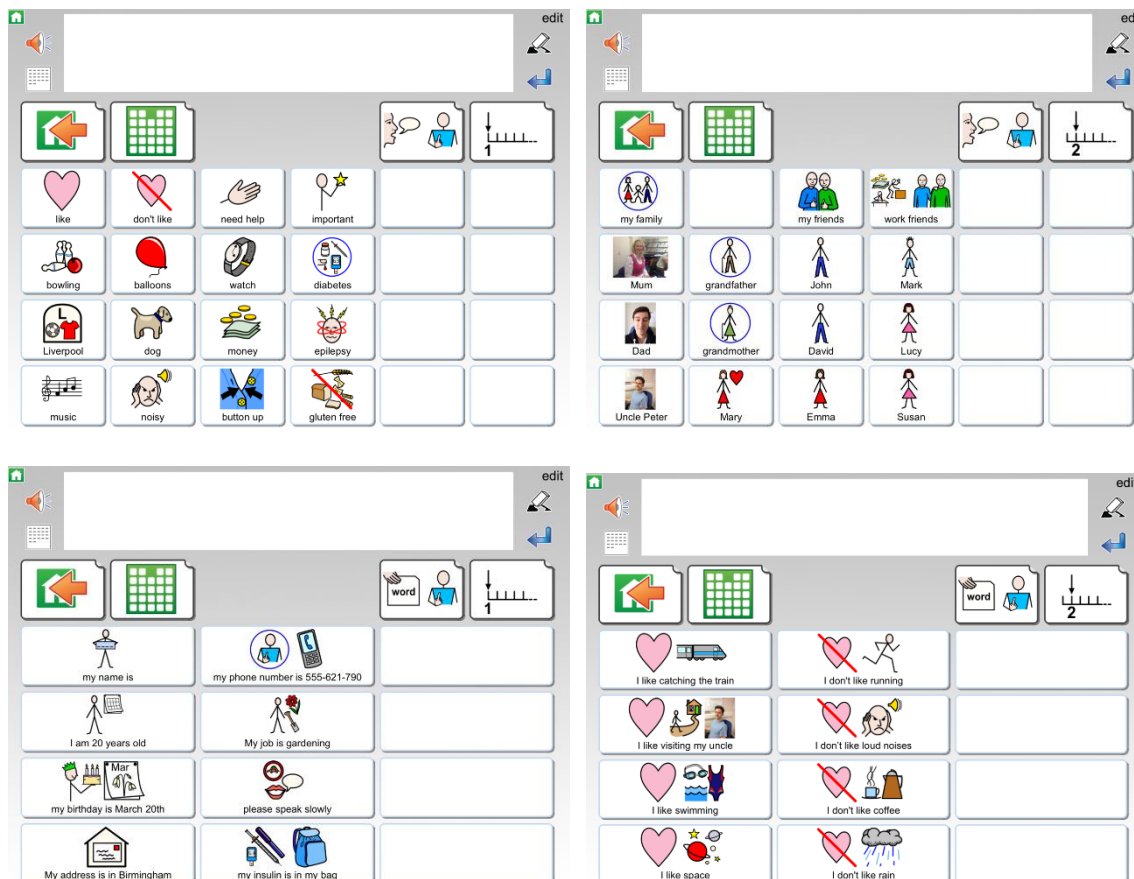
When you press the Reset to defaults button, all Topic settings will return to the default, including the **Favourites** and **Categories** selection.

11.7 Create your own Topics

Although there are ready-made Topics, you can also create your own.

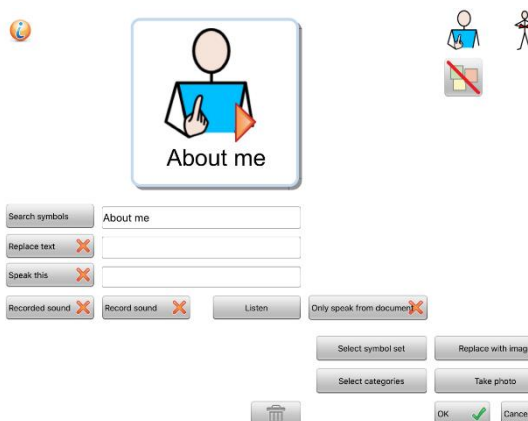
For example, if Widgit Go is used as a personal tool, it may be useful to have a Topic with personal content - the topic **About Me** has been left blank for you to add your own personalised content.

The Topic **About Me** could contain people and interests, like so:



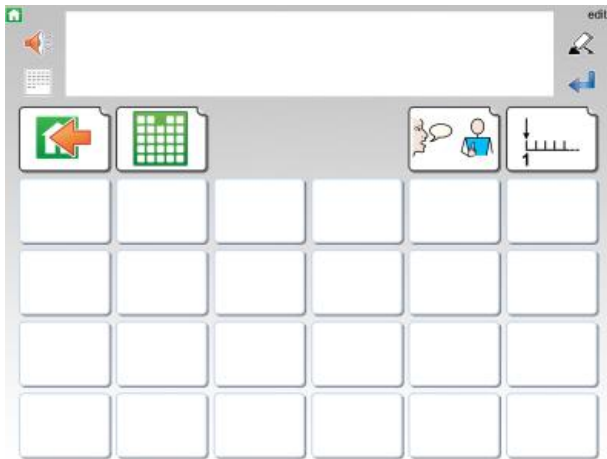
To create a new Topic, follow these steps:

In the green edit mode, press **"New"** and then choose how the Topic icon should look, just like when you create Activities for the blue shelf. See section 6.



The new Topic appears first on the green shelf. Select **"done"** in the top right corner, and then press icon to open the new Topic.

Once the topic is open press **"edit"** in the top right to start editing it. Fill in all the words and phrases you want to use. When you are finished press **"done"** to leave the edit mode.



Your new Topic will have the same structure as all completed Topics.

The layout of the Topic grid cannot be changed. You can insert the content you want into the cells but not change the shape of the grid. You can change the colour of cells, but you also cannot change the background colour in the theme board, it is always grey.

If you chose to use **Large cells** in Topic settings, your new Topic will use that layout instead.

Topics you create will automatically fall into the **My Own Topics** category

11.8 Export and Import Topics

You can export and import Topics to and from your cloud services the same way you do for Activities. When you import an Activity, it will end up on the blue shelf and when you import a Topic it will end up on the green shelf.

12. Settings

To access the Widgit Go **Settings**, enter edit mode from the Home Screen and press **Settings**.



Setting	Explanation
Show icon for keyboard	Enables the keyboard icon for the document in an activity, to allow users to edit the document content directly.
Allow Editing	Slide the slider to the left to lock editing so that the user cannot accidentally get into the editing mode. When editing is off, 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	Enables speech in Activities
Sound	Enables sound for the App
Show icon for:	Shows the icons for each setting: Image, PDF, Print, MMS, SMS, E-mail from within an activity
Confirm before returning to home screen	Adds a confirmation dialog when clicking the Home icon
Start with the latest activity	When enabled, Widgit Go will start using the last activity that was open. When disabled, Widgit Go will start on the shelf.
Highlight when speaking	Enables the speech highlighter in the activity document.
Show icons for Browse Extras, Topics/Activities	Shows the icons for Browse Extras, Topics/Activities on the shelf.
Select symbol set	Selects the symbol set to be used in Widgit Go. These are the symbols which are available to use.
Voice for speech	Selects which voice Widgit Go should use to speak
Speech slider	Sets the speed of speech

Information Icon (About)

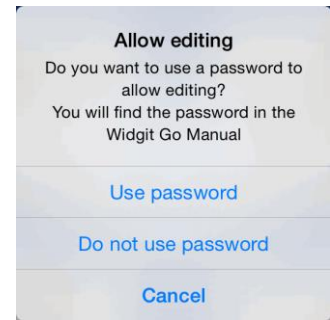
Displays a PDF with information about the Widgit Go version installed

12.1 Password for Settings

When you first click on the **settings** button you can choose to use or not use a password. The password is **1199**.

Note: The password cannot be changed.

When a password is set you will be asked if you want to continue using or disable the password when you click on the **settings** button.



13. Voices

Widgit Go for iPad comes with a 'voice' called 'Serena' and will find system voices for all available languages. You can also purchase new voices from within the app.

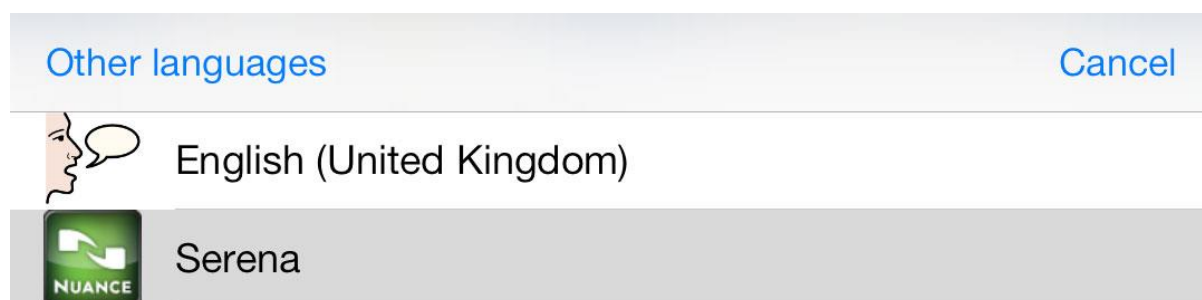
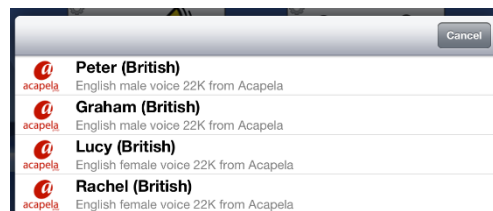
13.1 Voice Selection

To choose a voice, select Settings from the Home Screen while in Edit Mode and press **Voice for speech**.

Note: The name of the selected voice will be displayed underneath this button.

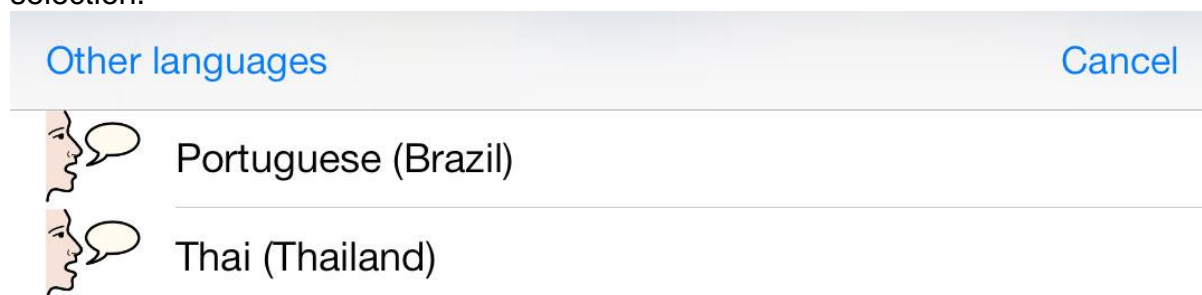
You will then see a list of all available voices.

Note: If your iPad is running iOS7, you will get a range of different language voices that can be automatically accessed through Widgit Go.



Press the voice that you want to use and then confirm your selection.

To change the language of your selected voice, press **Other languages** and make a selection.



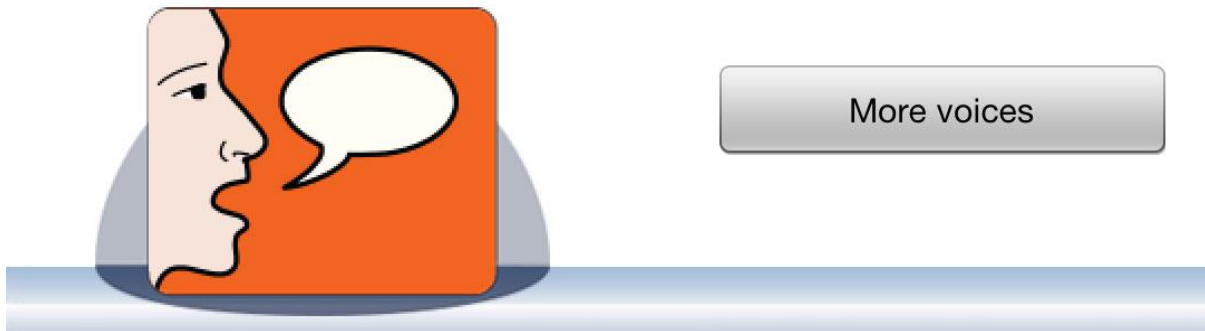
Note: You can choose specific voices for activities when creating an activity or editing an activity icon from the Home Screen. See more about Voice for speech for individual activities in section 6.1.

13.2 Purchase Voice

You can buy voices from Acapela from within the app.

- **Adult** voices are priced equivalent to **\$1**
- **Children** voices are priced equivalent to **\$14.99**

You can choose from both male and female voices.



On the Home screen, press the **Browse Extras** icon and then choose **More voices**.

This displays a list of the English voices provided by Acapela.

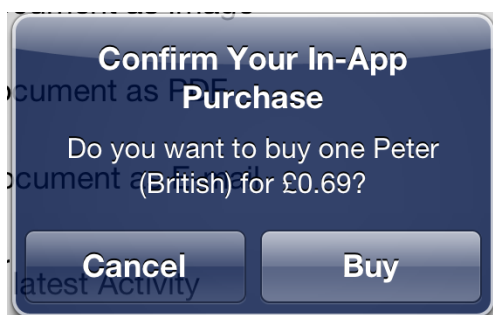
Select the voice you want to buy. Then confirm the purchase by pressing the **Buy button** and then enter your **AppleID** and **password**.

This will then download the voice for direct use in Widgit Go. Each voice uses about 35 MB of storage.

If you have previously bought speech voices with your Apple ID, you can use the **Restore purchases** option to download voices again.

If you purchased multiple voices, go to the **Settings** menu to choose which of the voices should be used by default in Widgit Go.

NOTE: If you want to listen to the voices before choosing which one to buy, you can do it on Acapela website:
<http://www.acapela-group.com/text-to-speech-interactive-demo.html>

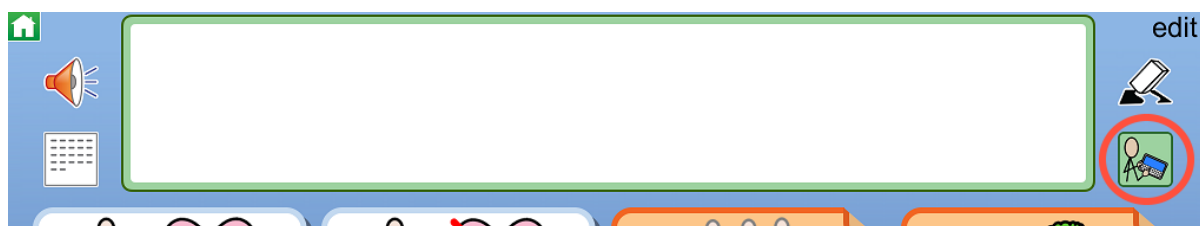


14. Using the keyboard

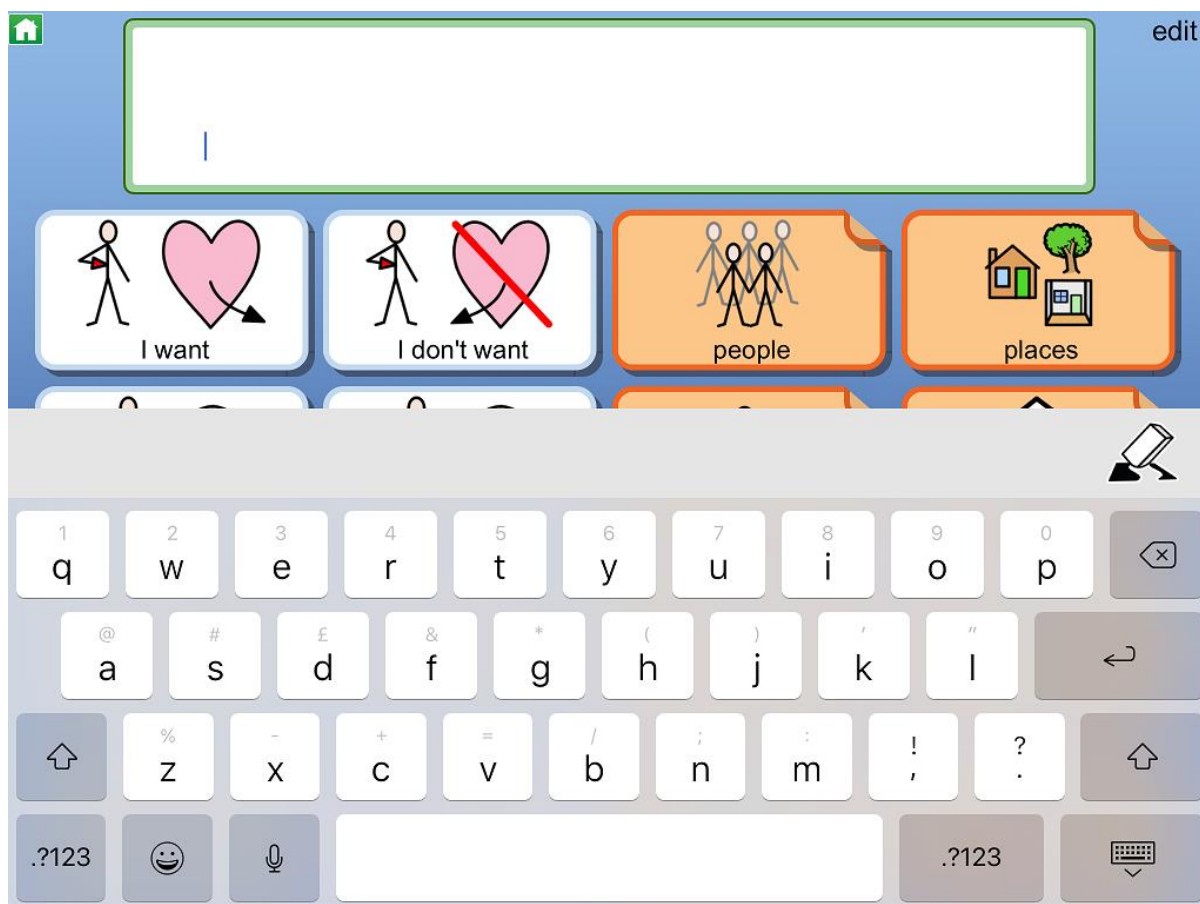
14.1 Enabling the keyboard

The keyboard can be enabled in the settings dialog with the **Show icon for keyboard** setting. See section 12 for more information.

When enabled, the keyboard can be used when viewing an activity by clicking on the keyboard icon to the right of the document. When clicked, it will show a green background and highlight the document with a green border.



When in this mode, pressing in the document area will show the on-screen keyboard.

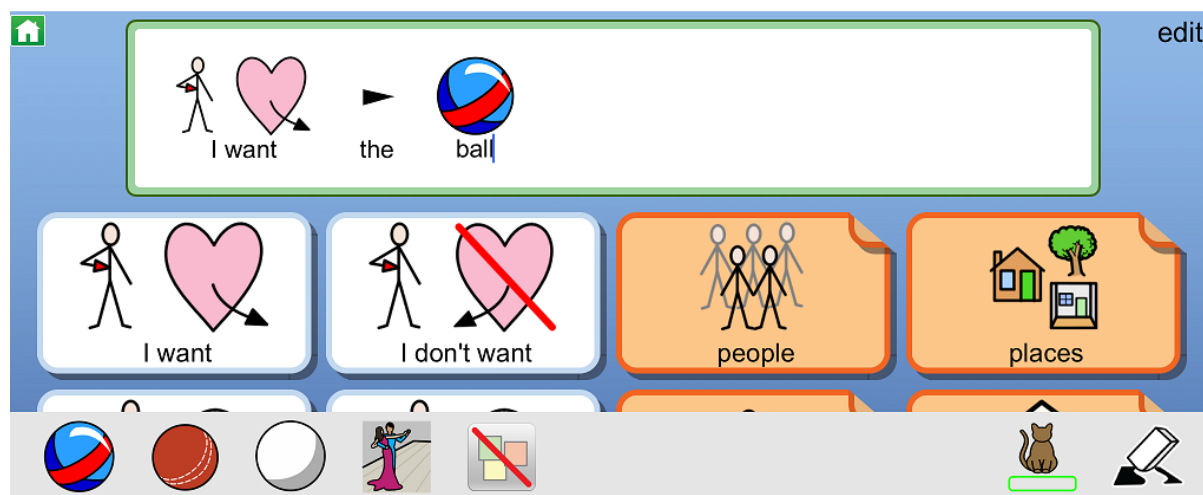


14.2 Using the keyboard

When in keyboard mode, with the on-screen keyboard showing, words can be added to the document.

14.2.1 Selecting alternative symbols

When the cursor is in a word that contains a symbol, if the word contains multiple symbol alternatives they will appear above the keyboard.

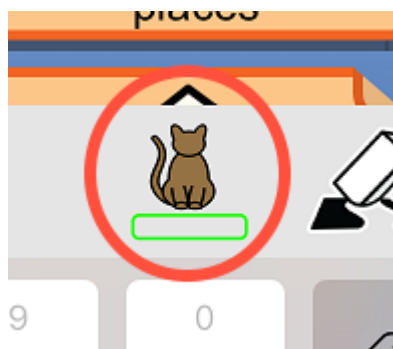


Clicking symbol in this area will change the symbol used in the document.

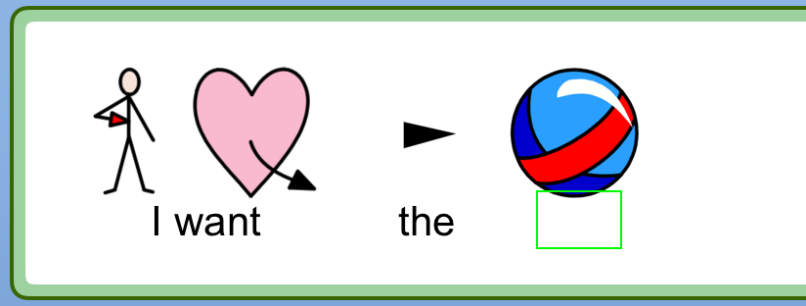
Selecting the last option in the list, the **No Symbol** icon will clear the symbol for the word.

14.2.2 Changing the word for a symbol

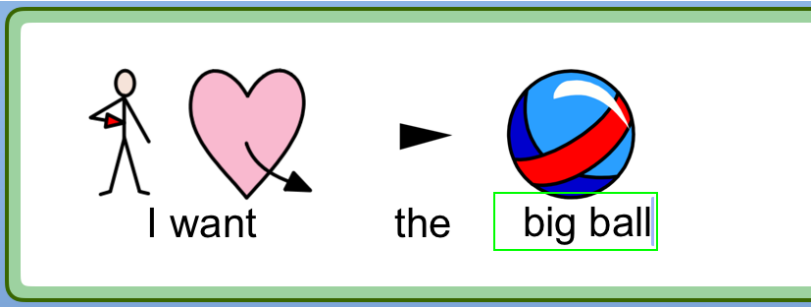
If you want to change the word for a symbol, you can do so by pressing the **Change Text for Symbol** button.



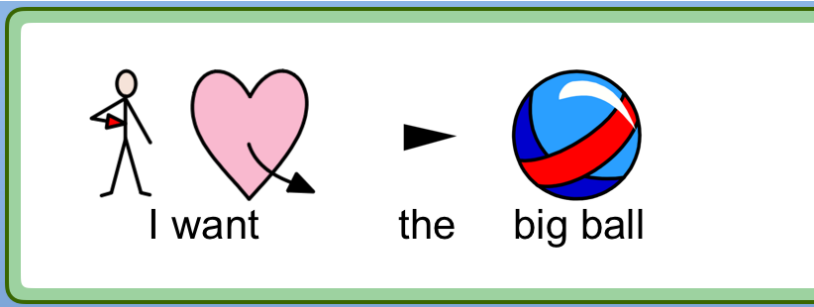
When pressed, the currently selected word in the document will change to show a green highlighted area.



Typing will place text into this green highlighted area.



Pressing the **Change Text for Symbol** button again, will confirm this change in the document.



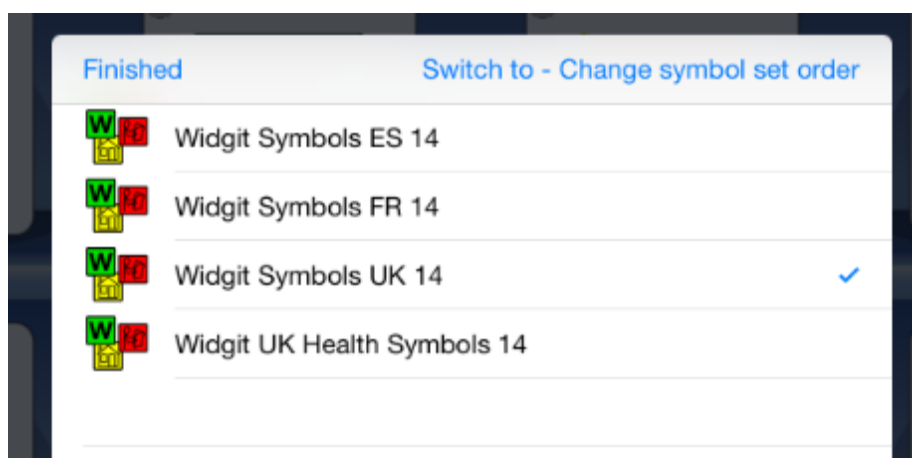
15. Symbol sets / Languages

A symbol set is a list of words that match to symbols. These can be used to change between languages or include/exclude extra symbols when searching.

15.1 Symbol set selection

You can select which **Symbol sets** are available by going to **Settings** and clicking on **Select symbol set**. This will bring up a list of available Symbol sets. If they are selected there will be a tick next to them.

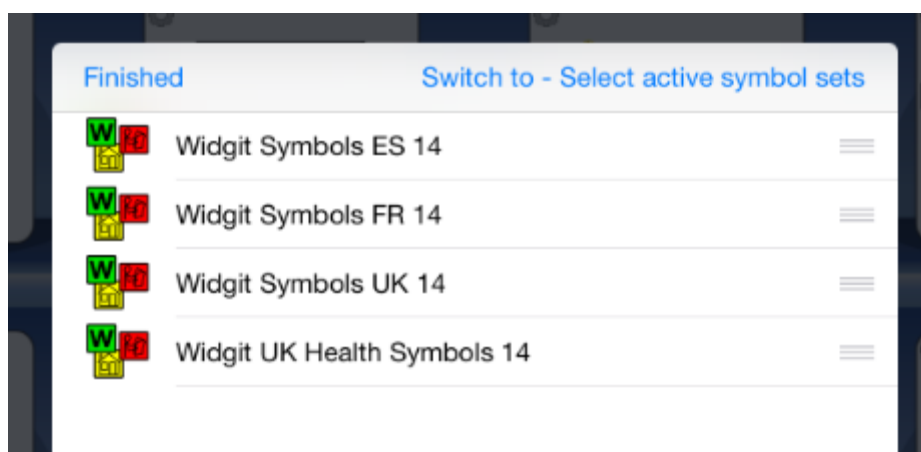
Click to enable/disable a Symbol set. This will bring up a question asking if you want to make that Symbol set active.



15.2 Symbol set order

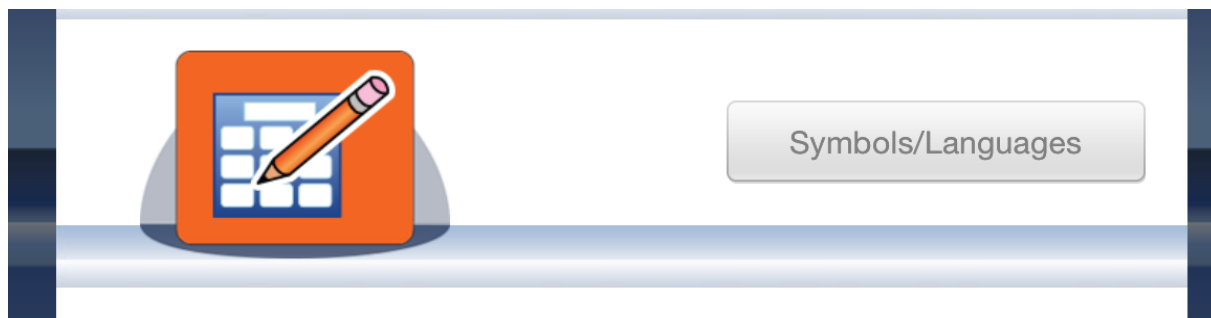
When you search for symbols the order of the results it brings back will be related to the order of the Symbol sets. You can change the order of the Symbol sets by switching to **Change symbol set order** on the **Select symbol set** dialog. You can switch between setting and ordering from the top right of the dialog.

You can change the order by **dragging** the Symbol sets up and down.



15.3 Purchase Symbol sets / Languages

You can purchase Symbol sets / Languages from within the app.



On the **Home screen** go to **Browse Extras** and select **Symbols/Languages** to see a list of available Symbol sets to purchase.

Select the Symbol set you wish to buy. Then confirm the purchase by pressing the **Buy** button and then by entering your **Apple ID** and **password**.

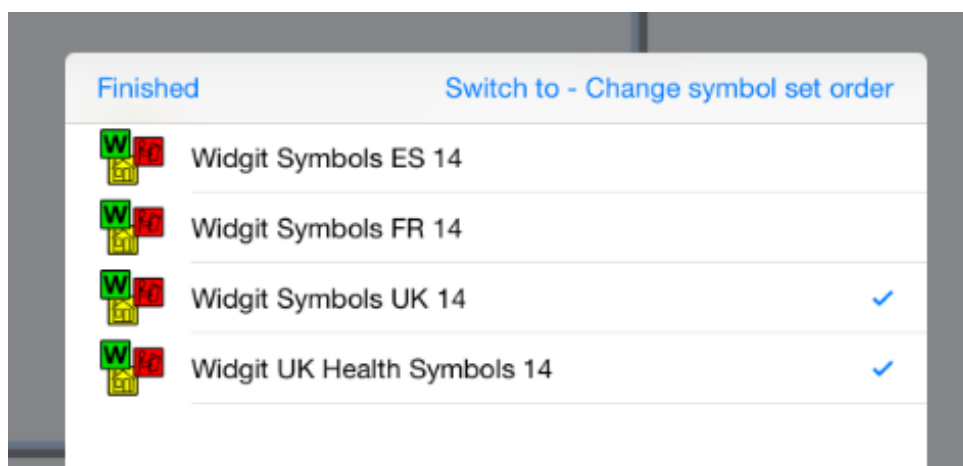
Once you have purchased the Symbol set it will start to download. When it has finished downloading it will be available to use.

If you have previously bought Symbol sets with your Apple ID, you can use the **Restore purchases** option to download them again.

15.4 Setting a Symbol set / Language for a specific Activity

By default, when you make a new Activity, it will use the currently enabled Symbol sets, in the order they are, from the **Settings** menu.

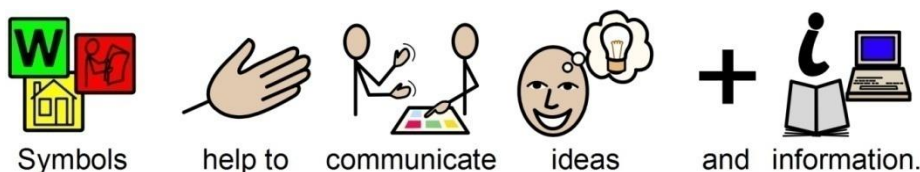
You can, however, change these for a specific Activity. When you create or edit an Activity you can select **Symbols / Languages** from the edit Activity screen. This will allow you to change the enabled Symbol Sets for **this Activity only**.



16. 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 12,000 images in set.

Widgit Symbols can also support communication, cognition, and learning. The symbols have been made as 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.



16.1 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.

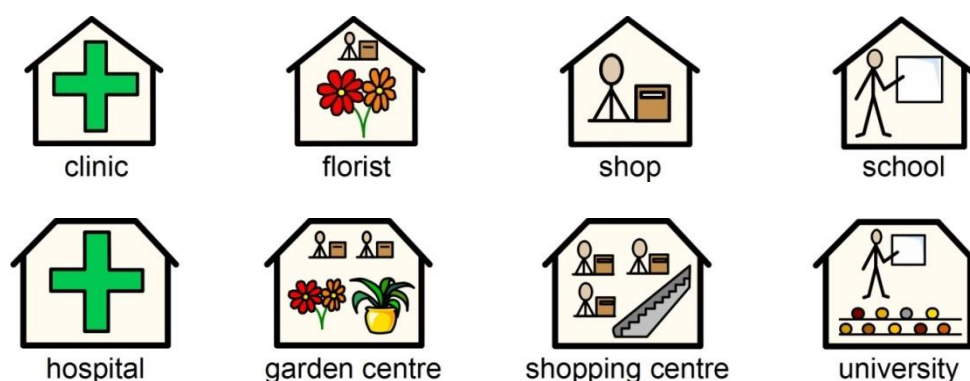
In many cases a sentence is clearer by removing the abstract symbols.

16.2 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 is assembled quickly becomes recognisable to users, which provides a degree of independence when presented to the new symbols and concepts.

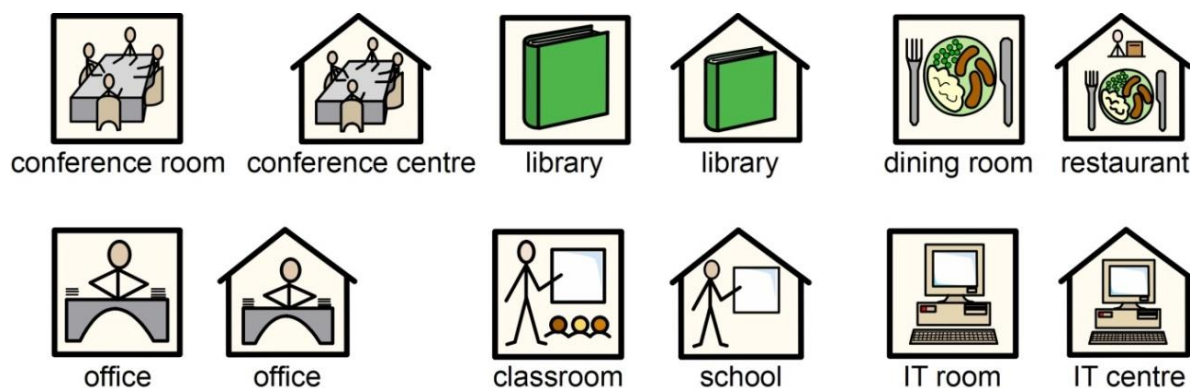
Buildings

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



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.



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 three. This way we can show the difference between a library and a book shop.



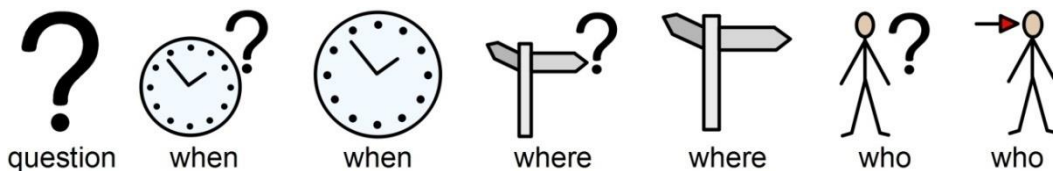
Business and organisations

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.



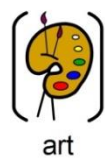
Categories

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



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.



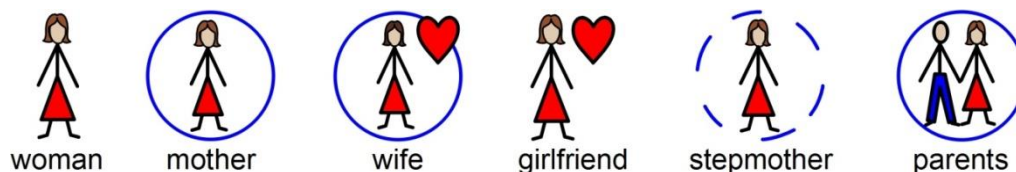
People and jobs

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



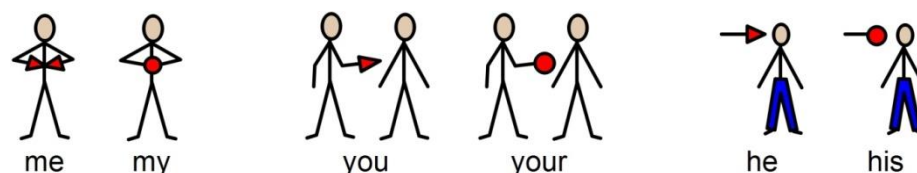
Family

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 arrowhead 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.



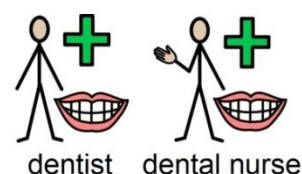
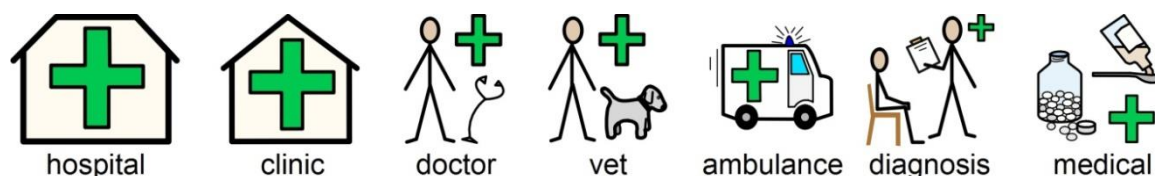
Help symbols

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



Medical symbols

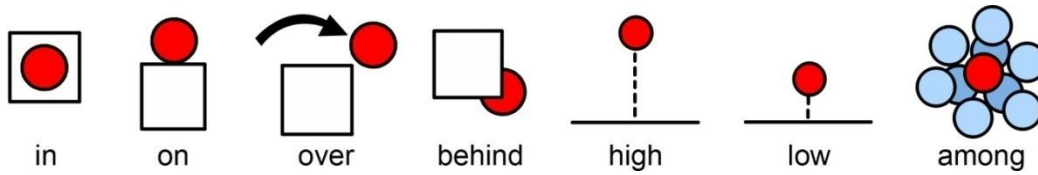
Medical symbols are represented by a green cross (previously a red cross was used).



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.

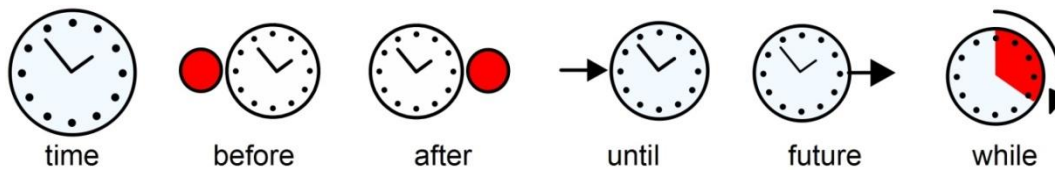


The red is also used alongside other parts of the symbol to highlight a feature or relationship such as foreground to background.

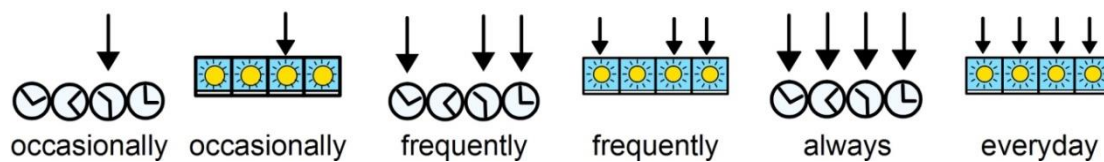


Time

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.

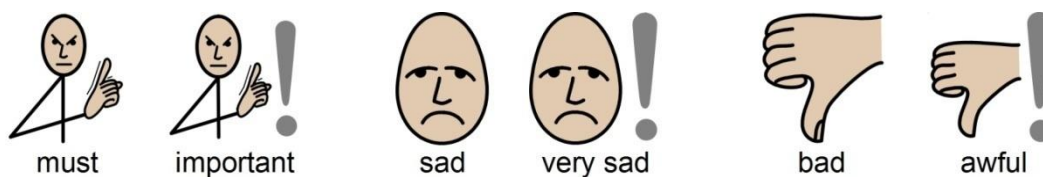


The day symbol can also be used instead of the clock for periods of time measured in days rather than hours.



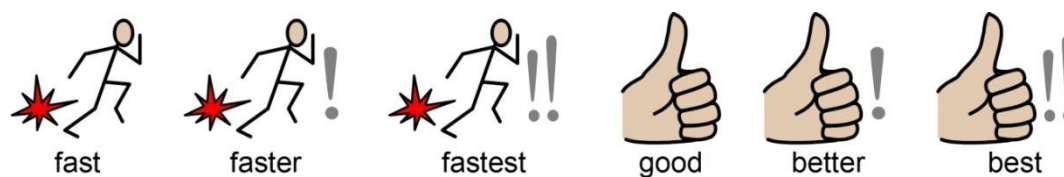
Exclamations

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



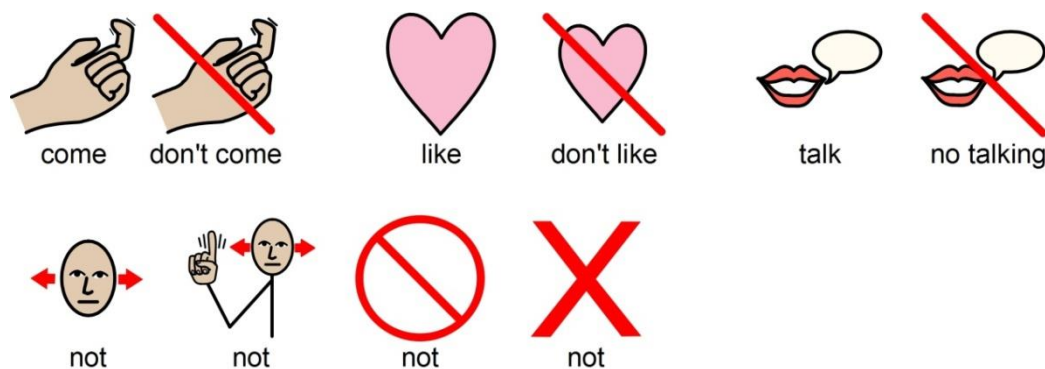
Comparatives

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.



17. Support

Contact us for support:

Widgit Software

Phone: 01926 333680

Email: support@widgit.com

Web: www.widgit.com/support

The password for settings is: 1199