Terms you need to know:

Activity Row
A set of buttons located at the top of the screen. This row offers most of the device user’s frequently used noun items (fringe vocabulary items).

Core Vocabulary
The bottom remaining rows offer words frequently used to communicate in our language: verbs, pronouns, adjectives, negatives, question words, etc. These keys may also act as category keys that will link to the nouns in the activity row.

Pages
Pages serve as a warehouse of additional vocabulary items that are less frequently used. You will find the PAGES link at the top right corner of the activity row.

Tools (to modify device)
These keys give you access to the User Keys, such as:

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3. Select MODIFY USER KEYS.
4. Select the key you want to modify.
5. Select ENTER ASSIGNMENT, CLEAR DISPLAY, and then INSERT TOOL. (Select CLEAR KEY CONTENTS if you want a blank User Key)
6. Select the tool you want to use, select OK.
7. You can also CHANGE ICON and CHANGE LABEL.
8. Select Ok, Ok, GO TO HOME (blue key).

HIDING/SHOWING KEYS
Please note: Use hide/show to limit vocabulary in Unity 1-hit or pages and use Vocabulary Builder to limit vocabulary in Unity sequenced.
1. Select TOOLS, then select SETUP KEY.
2. Select HIDE/SHOW KEYS at the top right corner of your screen.
3. Select keys to hide or select HIDE ALL.
4. If you selected HIDE ALL, select individual keys to “show” by touching them. They brighten.
5. Select the TEXT AREA to exit.
6. To show all keys, select SHOW ALL after step 2.

EDIT CORE
1. Select TOOLS, and then SETUP KEY.
2. Touch the core key you want to edit.
3. If you are modifying a speaking key, touch SPELL MESSAGE, OR DEFINE KEY FUNCTION to type text that will appear and be spoken in the display, be sure to put a space after the last character. Select OK.
4. Now, CHANGE ICON (MODIFY LAST PICTURE) and CHANGE LABEL
5. When finished, select OK.

PROGRAMMING A KEY
1. Be sure you are looking at the key you want to edit. Select TOOLS, then SETUP KEY.
2. Touch the key you want to edit.
3. Select CHANGE ICON. Choose a category, import icon from USB flash drive or select SPELL ICON TO FIND. Touch the desired icon.
4. Look to see if the ‘text to speak’ is correct. If not, select SPELL MESSAGE, OR DEFINE KEY FUNCTION to type text that will appear in the display, be sure to put a space after the last character. Select OK.
5. Check to see if the label is correct. If not select CHANGE LABEL, select OK.
6. When finished, select OK or CHANGE NEXT KEY TO DEFINE.

CREATING A NEW ACTIVITY
1. Select TOOLS, then TOOLBOX.
2. Select CREATE ACTIVITY.
3. Spell name of new activity. Select OK.
4. Select an icon for the activity.
5. Touch a blank key in the activity. A red box will appear around the key.
6. Select CHANGE ICON to search for an icon.
7. Select SPELL MESSAGE, OR DEFINE KEY FUNCTION to type text that will appear and be spoken in the display, be sure to put a space after the last character. Select OK
8. CHANGE LABEL if needed. Select OK.
9. When finished, select OK (or touch the next key you want to program). GO TO HOME (blue key).

HIDING ACTIVITIES
1. Select TOOLS, then SETUP KEY.
2. Select the activity you wish to “hide”.
3. Choose HIDE on the right side of this screen.
4. If you don’t see the activity you need, scroll through by selecting MORE ITEMS. You may also choose to ‘hide all’ activities.
5. When finished, select OK.

CREATING and LINKING PAGES
1. Navigate to the key that you want to link to the destination page.
2. Select TOOLS, then SETUP KEY.
3. Select the key you want to link to your destination page.
4. Select CHANGE ICON to search for an icon.
5. Select SPELL MESSAGE, OR DEFINE KEY FUNCTION. Select CLEAR DISPLAY.
6. Select PAGE LINK.
7. Decide if you want your page to automatically close after a button is pushed (‘close’) or remain open (‘open’).
8. A. Find and select the page you wish to link if it is already created.