

Training Guide

Communicating Like a *Pro* with GatewayPro©

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|--------------|-------|-------|-------|----------|------------|--------|--------|-------|---|-------|------------|----------|
| Chat Mode | | | | | | | | | | | Editing | Delete |
| Numbers | | | | | | | | | | | Morphology | Computer |
| Messages | And | I | It | The | You | ! ? " | | | | | ECU | |
| ? Words | q | w | e | r | t | y | u | i | o | p | | any- |
| People | a | s | d | f | g | h | j | k | l | ← | | every- |
| Pronouns | shift | z | x | c | v | b | n | m | . | space | | no- |
| Little Words | | | | | | | | | | | | some- |
| I | I am | could | Verbs | Describe | Time Words | Things | Places | a | | | | |
| you | is | would | want | eat | not | Foods | more | an | | | | |
| he | are | do | go | drink | about | at | but | and | | | | |
| she | was | does | have | know + | for | here | if | the | | | | |
| it | were | did | help | see+ | just | of | on | to | | | | |
| we | will | don't | get | say + | out | so | that | in | | | | |
| they | can | put | like+ | make+ | this | up | with | Clear | | | | |

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Communicating Like a Pro with Gateway Pro®

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Computer Access

Read Me First – For Scanners Only

Pick your MAIN Page

Three MAIN pages have been included with the Scanning Page set. Each of these page sets has the alphabet in a different configuration. The setups include:

- 1) alphabetical order (SProMAIN_ABC),
- 2) QWERTY format (SProMAIN_QWERTY), and
- 3) letter frequency format (SProMAIN_Frequency).

The alphabetical order configuration has been selected as the default. IF you would like to use a different configuration, Go to *Set Menu*, Select *Setup*, then *Page Navigator*. From the pages listed on the right side of the screen, select the MAIN page of your choice.

Recommended Setups

If you are accessing your Series 4 Device using scanning as your means of access, the following set ups are recommended.

1. From the Set up Menu Select Interface Features. Under Highlight, select Outline, then select Outline Color and choose bright green (5th button in from the left), the hit OK. Set the outline width to 4. Select OK to exit
2. Go to "Show Message Window Setting. Be sure the following are checked: Capitalize Start of Sentence, Add spaces between Words, Automatically Expand Abbreviations, and Speak When Inserting Words. Select OK to exit.
3. Go to Selection Method. After selecting "Scanning", Select Selection Method Settings. First, Select Group Scanning and then go to Scan Pattern. Set the Device to Row Column Scan. Select OK to exit.
4. Be sure to adjust the Scan Timing to facilitate a high degree of accuracy.
5. Go to Setup, select System Settings and select Full Screen Mode. This will provide with the symbols on the entire page and eliminate the scanning of the setup and help features.

Function Keys

On the MAIN page of each scanning page set, you will find a red button <= in the upper half of page, when this button is accessed, it serves as a backspace key and will delete a single character. When it is selected on the lower half of the page, it serves as the delete word function.

Learning to Use Character Prediction

A new feature of the DynaVox Series4 is character prediction. This feature has been incorporated into Scanning Gateway Pro. It is a powerful feature and when used in combination with both word prediction and the words on the Gateway MAIN page, it enhances efficiency and minimizes key selections.

Type the following words using the character prediction. A blank character prediction key serves as a "space" key.

1. sat
2. how
3. and
4. all
5. this

As you type using the character prediction, begin to watch the purple colored word prediction boxes. Type the following sentences using a combination the alphabet along with character prediction and word prediction.

6. It is he.
7. Is it food?
8. Have a towel.
9. Go to bed.
10. Her name slips my mind.
11. What book is that?
12. The boat is going fast.
13. It is cold outside.
14. Their music is awful.
15. Tomorrow we can sleep late.

About the MAIN Page

Vocabulary Organization

Like all of the Gateway page sets, Gateway Pro uses the Fitzgerald Key format as the format for organizing vocabulary. Words categorized as *People* are yellow, *Verbs*, are green, *Little Words* are pink, *Descriptive Words* are blue and *Places* are purple. Unlike the other Gateway page sets where folders are used to symbolize the link to other pages, within Pro, a solid colored button is used. A solid colored button indicates a link to another page or to a popup. Some buttons have a word followed by a plus (+) sign. These buttons link to semantic power strips, which will be described later in this training guide.

In the Scanning version of Pro, alternative word forms can be accessed through the Morphology key. Within the direct selection version, they can be

accessed either through the Morphology key or by directly accessed the desired word ending located in the bottom row of the page.

The Messages key will link you to a set of tabs where phrases and messages are stored. You continue to have access to the alphabet and key functions when the Message Tabs are open.

Practice Sentences – Use the words on the Gateway MAIN page. Do not use spelling.

1. I can do it.
2. We will go with you.
3. They don't have it, but I do.
4. Can you help with this?
5. He and she put it somewhere.
6. He drank and she ate. (Need to use the word ending "-ed")
7. They don't want to do it anyway.
8. For you, it is just about help.
9. Can you eat with it?
10. Go up to that.
11. Can I have a drink?
12. Could you get it?
13. Would you help?
14. I will go to it for you.
15. So you got here with that?

Messages

Gateway Pro contains a small core of phrases and sentences starters. These can be accessed by selecting the purple button, labeled "Messages". There are six Tabs within the Message set, each targeting a different topic – *About Me, Social Phrases, Medical/Care, Household and Sports*. If any or all of these fail to meet your needs they can be changed by using the Page Editing functions.

The *About Me* tab will already contain some of your personal information if you completed the Wizard when you first received your Series 4 device. Additional information can be added by using the Page Editing function. You can change the organization of the tabs by highlighting the panes you want to swap and then selecting -> Page Editing -> Tab Controls -> Swap Panes.

The *Phrases* tab, contains a number of sentence starters that you may use to help you direct your care. After accessing one of these buttons, the tab set will close enabling you to complete your message using the words or letter

keys of the MAIN page to complete your message. Below are some sample sentences that begin with a sentence starter contained on the Phrase tab.

Practice Exercises

1. *Could you please get (Pronoun) -> me a drink.*
2. *I need some (Things) -> prayers.*
3. *I have a question about (people) -> grand mom.*
4. *Please check my (Things) -> (Body) -> foot.*
5. *Are there any (Foods) -> bananas.*
6. *I don't want to go to the (Places) -> movies.*
7. *Do you like (Places) -> school?*
8. *I want to help you with the (Things) -> video.*
9. *When you have time go to the (Places) -> mall for (Pronoun) -> me.*
10. *Could someone please get help.*

Person, Place or Thing

There are two (2) solid colored buttons where vocabulary related to *People* can be found – *People* and *Pronouns*. Both of these buttons are colored yellow. The *People* button includes popups for *Occupations*, *Family member's names*, and *friends*. The solid button 'S' is the possessive word morphology button and can be used with the *People*, as needed.

Places can be found by accessing the purple key labeled *Places*. Twenty frequently used places are included on this popup. These places can, and should, be changed to match the interests of the user. In addition to these words, there are separate category buttons for *Buildings*, *At Home* (places within your house), *Food* (places to eat or kinds of restaurants), *States*, *Outdoor Places*, places *In Town*, *World Places*, and *Recreation* places.

The orange colored *Things* button directs the user to 16 commonly used objects and 12 categories of objects. These include: *Animals*, *Body Parts*, *Clothing*, *Household Objects*, *Hygiene*, *Medical*, *Money*, *Nature*, *Sports*, *Supplies*, *Tools* and *Vehicles*.

Practice Exercises

Find the word that completes the sentence.

| Sentence | People | Pronoun | Place | Thing | Subcategory |
|--------------------------------------|--------|---------|-------|-------|-------------|
| 1. Your father's brother is your ... | x | | | | |
| 2. To have surgery you go to the | | | x | | |
| 3. You read a | | | | x | |
| 4. I want to do it by | | x | | | |
| 5. She gave it to | | x | | | |

| | | | | | |
|---|---|---|---|---|------------------|
| 6. I put my shoe on my | | | | x | Clothing |
| 7. This is often called The 7 th continent | | | x | | World/ Beyond |
| 8. The person who delivers mail is | x | | | | Occupation |
| 9. You may go to the hospital in a | | | | x | Vehicles |
| 10. Since I don't see well, I wear | | | | x | Medical |
| 11. You put money in the | | | x | | |
| 12. A place of worship is a | | | x | | Buildings |
| 13. You shave with a | | | | x | Hygiene |
| 13. Your mother's mother is your | x | | | | |
| 14. The state you live in is | | | x | | States |
| 15. You get your e-mail using a | | | | x | Supplies |
| 16. Two dimes + a nickel = a | | | | x | Money |
| 17. A person who puts out fires is | x | | | | Occupation |
| 18. You buy donuts at | | | X | | Food Places |
| 19. Flowers grow in my | | | x | | At Home |
| 20. He is a good friend of | | x | | | |
| 21. When we are sick we go to a | x | | | | |
| 22. The weatherman is predicting | | | | x | Nature |
| 23. In summer I love to go to the | | | X | | Outdoor |
| 24. To see a baseball game you to the | | | x | | Recreations |
| 25. You eat with a | | | | x | Household |
| 26. Put the TV dinner in the | | | | x | Household |
| 27. On Saturday evening I'm going to the | | | x | | |
| 28. A judge works in a | | | x | | In Town |
| 29. My dad works in an | | | x | | |
| 30. Fido is my | | | | x | Animals |

Hold the Mayo

Food Categories

The orange colored *Food* category contains common *ingredients, condiments, fruits, snacks, drinks, breakfast items, lunch items, dinner items, vegetables, and fast foods*. The popup also contains ten (10) solid-colored buttons, one for each of the above-mentioned subcategories. The following exercises will introduce the contents of these popups.

Practice Exercises for Foods

Find the foods.

| Fruit or Vegetable? | Food | Fruit | Vegetable |
|---------------------|------|-------|-----------|
| Cantaloupe | x | x | |
| Banana | x | | |
| Cherry | x | x | |
| Cucumber | x | | x |
| Orange | x | | |
| Spinach | x | | x |
| Broccoli | x | | x |
| Peach | x | x | |
| watermelon | x | x | |
| Pineapple | x | x | |
| Potato | x | | |
| Spinach | x | | x |
| Blueberry | x | x | |
| nectarine | x | x | |

| Condiments, Ingredients, | Food | Condiments | Ingredients |
|--------------------------|------|------------|-------------|
| salt | x | | |
| flour | x | | x |
| mustard | x | x | |
| medium | x | | |
| onion | x | | x |
| Low fat | x | | |
| spices | x | | x |
| sugar | x | x | |
| margarine | x | x | |
| ketchup | x | x | |
| honey | x | | x |
| garlic | x | | x |

| Breakfast, Lunch or Dinner? | Food | Breakfast | Lunch | Dinner |
|-----------------------------|------|-----------|-------|--------|
| Cereal | x | | | |
| Pizza | x | | | |
| chicken | x | | | |
| croissant | x | x | | |
| nuggets | x | | x | |
| hoagie | x | | x | |

| | | | | |
|-------------|---|---|---|---|
| crackers | x | | x | |
| Corn flakes | x | x | | |
| soup | x | | x | |
| jam | x | x | | |
| spaghetti | x | | | x |
| tuna | x | | x | |
| Chinese | x | | | x |
| Pork chops | x | | | x |

| Snacks & Fast Food | Food | Snacks | Fast Food |
|--------------------|------|--------|-----------|
| M&M | x | x | |
| popcorn | x | x | |
| cheeseburger | x | | x |
| Big Mac | x | | x |
| cake | x | | |
| pudding | x | x | |
| cookies | x | | |
| brownie | x | x | |
| Filet-o-Fish | x | | x |
| chips | x | | |

Once Upon a Time

The Time Words popup includes not only words related to time (e.g., days, months, seasons, holidays) but it also includes numbers from 1-31, and the current year, so that the individual using this page set can give the date without having to navigate to other pages.

Practice Exercises for Time Words

Find the word that completes the sentence.

| Sentence | Time | Holiday | Numbers |
|--|------|---------|---------|
| 1. We attend religious services on | x | | |
| 2. Flowers bloom in the season of | x | | |
| 3. There are seven days in a | x | | |
| 4. Today is (give month, date, year) | x | | x |
| 5. The opposite of always is | x | | |
| 6. We eat breakfast in the | x | | |
| 7. Some children go trick or treating on | x | | x |
| 8. The day before today was | x | | |
| 9. It didn't happen today, it happened | x | | |

| | | | |
|------------------------|---|--|--|
| 10. I'll be there in a | x | | |
|------------------------|---|--|--|

Looking Good – Feeling Good

The Describe popup includes a core of frequently used adjectives. It also includes some colors and shapes. The More Colors popup gives the user access to additional colors.

Practice Exercises for Descriptive Words

Find the word that completes the sentence.

| Sentence | Descriptive Words |
|---|-------------------|
| 1. I am good but you are the | x |
| 2. This test was | x |
| 3. The color of the sun is | x |
| 4. You go to the doctor when you are | x |
| 5. This food is | x |
| 6. Did you see her ring! It's a 3 carat | x |
| 7. I got a 100% on the test. I did | x |
| 8. It was a long day. I am so | x |
| 9. What's for lunch. I am so | x |
| 10. Her waist is so | x |

More Power to You

Semantic Power Strips are unique to Gateway Series 4[®]. A Power Strip provides the user with a closed set of semantically related words. They reduce the need to scroll or search for a targeted word. A word followed by a plus sign (i.e., see+) on solid colored button signals the location of a power strip. There are 19 verb Power Strips. Five of these are located on the MAIN page, and the remainder are located on the Verb popup. Power Strips are also used for nouns. Additional Power strips can be created by a user to expand word options if considered necessary and appropriate.

Practice Exercises for Semantic Power Strips

Each sentence contains the word used to "enter" the Power Strip (i.e., Power Strip Marker) and a related word contained within the Power Strip.

| Power Strip Marker | Practice Sentence |
|--------------------|--|
| Know+ | I <i>know</i> that you don't <i>understand</i> . |
| See+ | See this! Watch so no one takes it. |
| Say+ | Did you say that you were <i>told</i> to do it? |

| | |
|--------|---|
| Make+ | I like to <i>make</i> things but I hate to <i>fix</i> them. |
| Like+ | I <i>like</i> you. I don't <i>love</i> you. |
| Buy+ | I <i>buy</i> and <i>sell</i> jewelry. |
| Cook+ | I like to <i>cook</i> pasta and <i>bake</i> cakes. |
| Drive+ | I am going to <i>drive</i> to California and <i>fly</i> home. |
| Hear+ | He can <i>hear</i> but he <i>doe</i> not <i>listen</i> ! |
| Start+ | <i>Start</i> at the <i>beginning</i> . |
| Walk+ | <i>Walk</i> . Don't <i>run</i> . |
| Wash+ | On Saturday, I will <i>wash</i> the car and <i>clean</i> the windows. |
| Write+ | When you <i>write</i> , it looks like <i>scribble</i> . |

Should I; Would I; Could I

The blue-colored "Word" contains the question words such as who, what and why. It contains the inverted form of the modals could, should and would combined with personal pronouns along with the corresponding contracted negative forms.

Practice Exercises

Use the words within Gateway Pro – Do not use spelling. The Italicized words are located on the Questions popup.

1. *Could* we drink?
2. *Shouldn't* you eat more?
3. *Would* you like to help me?
4. *How* come they got to go?
5. *Should* I tell you *where* you can go?
6. *Couldn't* I put the money in the bank?
7. *Wouldn't* it help if he had to go to the store with you?
8. *What time* is it?
9. *Whose* CD did you buy?
10. I don't understand *why* you want to cook.

Editing

Gateway Pro[®] includes an *Editing* page that includes the key needed functions to (1) save documents (2) format text, (3) correct spelling and (4) deliver speeches or spoken reports. The following exercise will help you become an effective user of the Editing page. Before you begin, clear your display.

Practice Exercise

Select the Editing button, located on the MAIN page of Gateway Pro. You will see a large message window on the top half of the screen and the button contains functions needed to perform the operations stated above.

1. Select "Load File"
2. Select User Files and then Exports on the left side of the screen.
3. Select the ".txt" document *ProEditDemo.txt* from the right side of your screen and then select "OK".
4. Read the paragraph that is displayed and follow the instructions using the keys on the page.
5. Begin by using the Spell Check. When the Check Spelling box appears, select the correct word, followed by *Replace*. Continue until it has found all of the spelling errors within the document.
6. Move the cursor before the word "Next" which appears in the 2nd line. Select "Return". Repeat this procedure to make each sentence its own paragraph.
7. Move the cursor in from of the word "Use". Now select "Start Selection", followed by "Forward 1" under the heading Sentence. Now Select "Cut". You have just successfully cut a sentence from your document and you have learned how to block text.
8. Once you have made each sentence its own paragraph, select "Begin text. The cursor will move to the beginning of the text.
9. Now select the green, " Speak Sent" key to peak each sentence. Practice using the other "Speak" keys. Use the *Volume Up* and *Volume Down* to set the volume at a level appropriate to meet the needs of your environment.

Computer Access & ECU

Using your Series 4 device, you can send text directly to a computer with out any external cables. You will need to have the *Access IT*, sold separately by DynaVox, as your wireless interface. Once you have this tool you can use the Computer Pages of Gateway Pro to control your mouse and to efficiently send text to the computer. Refer to the Series 4 Help, to set configure your device for Alternate Access.

Gateway Pages have also been configured to enable you to use your device an environmental control device. You will need to purchase X-10 modules to control household devices and configure your remote to send the appropriate commands to your TV.

