

# SentenceShaper® QUICK START GUIDE

**BEFORE YOU START**..... SentenceShaper requires a **SCREEN RESOLUTION** of at least 1024x768 pixels in order to fit on your screen. To change your screen resolution, right-click on the desktop and select **Properties**. Under Settings, set the screen area to 1024 x 768 pixels and click Apply. (The details of this procedure may vary across different operating systems.)

IF YOU ARE USING **VISTA**, OR IF YOU HAVE **DIFFERENT "USER ACCOUNTS"** ON YOUR **COMPUTER**, you may want to consult the last page of this Quick Start Guide for more information.

## STEP 1

After installing SentenceShaper, go to the Windows Start Button, which is usually on the lower left of your computer desktop and will look something like this:



When you click on this button, you'll see the Windows Start Menu. Select **Programs**, then **SentenceShaper Communication System**, then **SShaperStartup**. (Note: The SentenceShaper Manual tells you how to put a shortcut to this system in the Startup Folder which will cause this step to be performed automatically whenever the system is turned on.)

## STEP 2

Now **single-click** on the purple **Startup Button** (below), which will appear on your desktop.

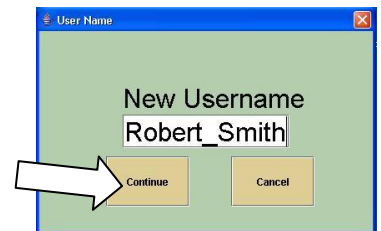


## STEP 3

If this is a new copy, you will see a message asking whether you want to activate SentenceShaper now or use it in demo mode. Please consult the "Installation and Setup" section of the Manual to find out more about this choice. Select "**Activate**" or "**Demo**," after which you will either be returned to the purple **Startup Button** (click it once again) or to one of the screens shown in the next two steps.

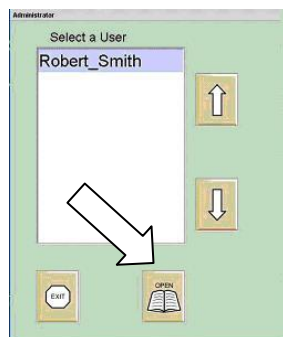
## STEP 4

If this is the first time you have started up the program, you will see the screen on the right; type the user's name into the white box, then click **Continue** (arrow).



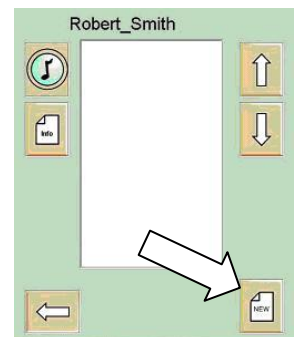
## STEP 5

Now click **Open** (arrow) on the **Select a User** screen shown on the right.



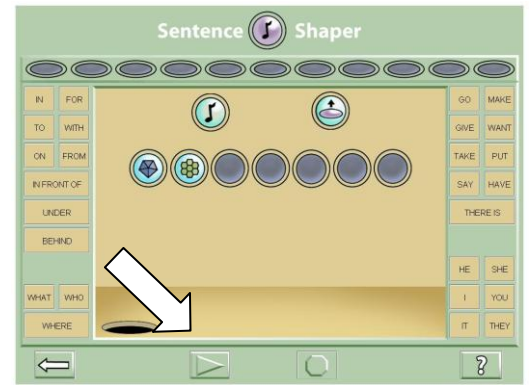
## STEP 6

Now you will see the "**Select a Session**" screen (there will be a list of session numbers here after you have used the system, allowing you to re-enter previous productions), click on **New** (where the arrow is pointing).



## STEP 7

Plug in your **microphone** to your computer, if you haven't already done this. On the main SentenceShaper screen, click the **On** Button (arrow). When it turns a brighter green, say "this is", then click the **Off** Button, which will be pale red. Both buttons will now turn pale green again. These two buttons control a sound recorder, allowing you to record your speech.



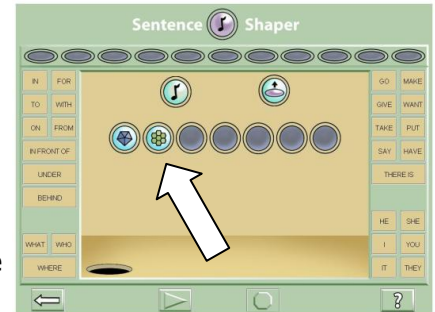
## STEP 8

Now a shape (like this one below) will appear in the middle of the screen, the **Work Area**. Click this shape, and it will replay your utterance ("this is").



## STEP 9

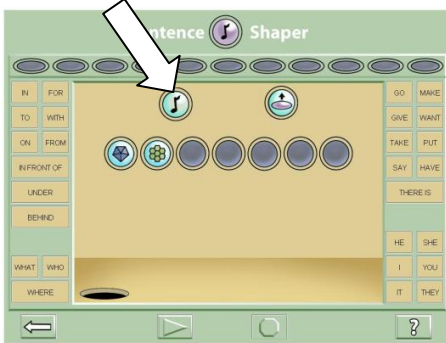
Repeat the process, this time recording "a test sentence." A second shape will appear, playing back this second utterance when clicked. (The most recently created shape will have a purple halo.)



Drag both shapes up to the **Sentence Assembly Area** (arrow; the line of seven slots in the middle of the screen) and order them, putting them into the first two places with the first one on the left.

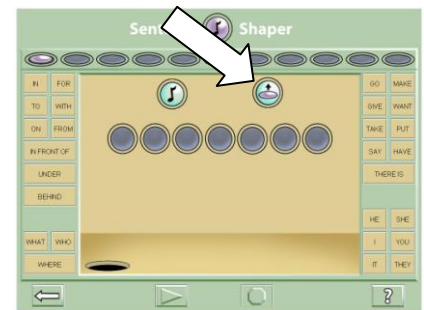
## STEP 10

Click the **Play Sentence** Button (arrow). Listen as the system plays the two shapes in order ("this is", "a test sentence"). Each shape will shrink a little as it is played. Rearrange the shapes in the **Sentence Assembly Area** and then replay the sequence ("a test sentence", "this is"). Correct the order.



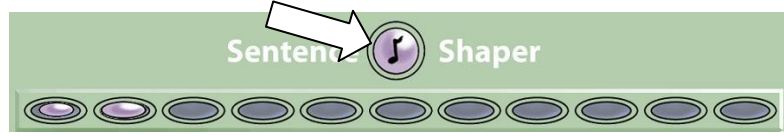
## STEP 11

Now click the **Create Narrative Bean** Button (right), which will cause both shapes to be combined into a single purple bean in the **Narrative Assembly Area**, the line of eleven slots at the top of the screen.



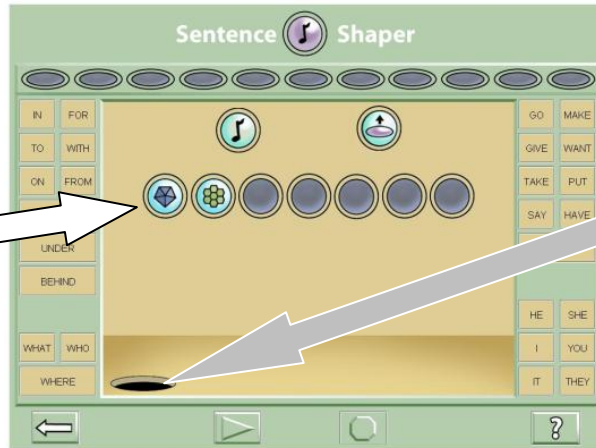
## STEP 12

Record more material—any simple sentence you like—in order to add a second sentence. After each recording, you will see a shape in the middle of the screen, in the Work Area. Then you drag it, as you did before, into the row of seven circles which make up the Sentence Assembly Area. From there you can add it to the narrative area, as described above. Then click the **Play Narrative Button** (arrow) above the **Narrative Assembly Area**. This will play both sentences in order. Each purple bean will shrink as it is played. You can reorder the beans in this area as needed.



## STEP 13

To revise a purple bean, drag it back to the **Sentence Assembly Area** (white arrow) where it will decompose into its original shapes.



## STEP 14

Record a new shape and delete it by dragging it to the **Trash** hole (gray arrow). If you want to restore this item to its original location, click on this. (Only the last item deleted can be restored in this way.)

## STEP 15

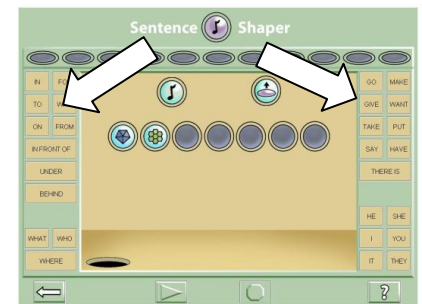
To cancel a recording in progress, click the bright green **On Button** (arrow) **again** (do **not** click the red Off Button). The buttons will turn off without saving your utterance as a shape. This is useful in case of false starts.



## STEP 16

Play a word from the **Side Buttons** (arrows). To include it in your sentence, record it in your own voice.

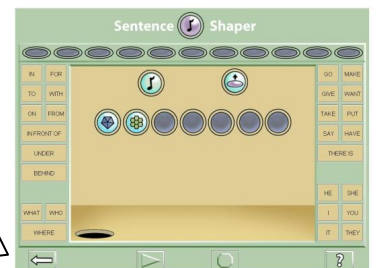
For information about how to use the WordFinder (button on the lower right), consult the Manual.



## STEP 17

To **exit** the program, click the arrow on the bottom left of the screen. Another screen appears and you click on its arrow too. On the third screen, you'll see the word "Exit". Click on it and you'll be back at the original SentenceShaper Startup Button (it's round and purple). Hit the X in the upper right to close the program.

**Congratulations** -- you've created your first SentenceShaper session! For more information about how to use the program, and how to customize the Side Buttons and other features, please consult the Manual.



## INSTALLATION TROUBLESHOOTING

The current version of SentenceShaper has a couple of known quirks with Windows Vista and with multiple user accounts. Solutions are described below. Please feel free to contact us (215-525-9905) if you run into any problems; if we don't answer immediately, be sure to leave us a voicemail and we will usually be able return the call very quickly. Subsequent SentenceShaper releases will be fully Vista-compatible, and everyone who has purchased SentenceShaper will be offered the opportunity to upgrade to newer versions of the program.

### WINDOWS VISTA

SentenceShaper has been thoroughly tested in Windows 2000 and Windows XP, so if your computer runs these operating systems you do not need to read this section. We will be issuing a major upgrade this year which will be fully compatible with Vista. In the meantime, there are a few temporary quirks described below.

- (1) If your computer did not come with Vista already installed and you have installed Vista over another operating system as a "legacy" install, then Vista may not let you go into Windows Explorer to look at SentenceShaperfiles if SentenceShaper is installed in the "Program Files" folder. Although SentenceShaper itself runs fine no matter where it is installed, you might not be able to access some of its files from within Windows Explorer if it is in the "Program Files" folder. (The Manual describes some "advanced" uses of the system that require you to access files in this way.) In this case, you may want to install SentenceShaper somewhere OUTSIDE of the "Program Files" folder. During the installation, you will be asked where you want to install SentenceShaper; you can just install it directly to the cdrive, for example.

If you have this kind of "legacy" installation of Vista, and if you are planning to use offline activation (that is, if you plan to install SentenceShaper to a computer that is not directly connected to the Internet, and carry out the activation using a different computer), then it may be necessary to install SentenceShaper outside of the "Program Files" folder, because the offline activation process will ask you to find a particular file in the SentenceShaper folder

- (2) Vista issues a lot of warnings when you install the program. However, **SentenceShaper does not pose any danger to your computer**. It is designed to run in a very self-contained fashion, and does not affect any other software that may also be installed on your computer.
- (3) When you first try to run SentenceShaperSetup.exe to install SentenceShaper on your computer, you may see a message saying, in effect, that the installation program cannot run because the Java programming language is not installed on your computer. This is not true; the program brings its own copy of Java. If you click "OK", the installation will proceed normally.

### MULTIPLE USER ACCOUNTS

If there is more than one user account on your computer, some of these users may not have what windows calls "administrator privileges", and may have trouble running SentenceShaper even if it has already been installed by a user who does have administrator privileges. This problem will be fixed in the 2008 upgrade, but in the meantime, here are two ways to let non-administrator users run the program (which one you use depends upon what version of Windows you are running):

- (1) Under the security settings of the SentenceShaper folder, wherever you have installed it, uncheck the "inherit permissions from parent" box.
- (2) Open Windows Explorer and right click on the SentenceShaper folder, then select Properties, then click on the Security tab. Now select the kind of user you want to grant access to, then click on "Edit..." next to the instruction that reads "To change permissions, click Edit"; now check "full control" over the SentenceShaper folder by checking that box.

Alternatively, you can simply grant the user administrative privileges, although this will allow him/her to install new programs and perform other actions that could affect the computer.