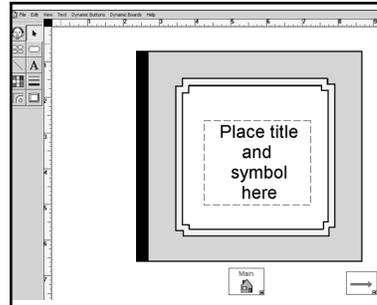


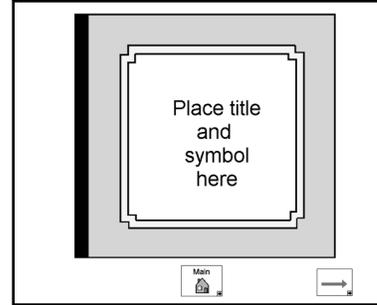
Design Mode vs. Use Mode

1

In **Design Mode** you can see the **tool bars** to the left and above the book. This is where you **design** the activity with words and symbols



To get into Design Mode
press CTRL-D



To get into Use Mode
press CTRL-U

In **Use Mode** the **activity** takes up the screen. This is where you can **test** the activity and where the **user** will access the activity.

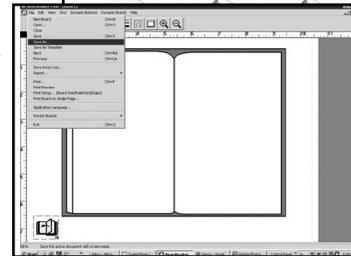
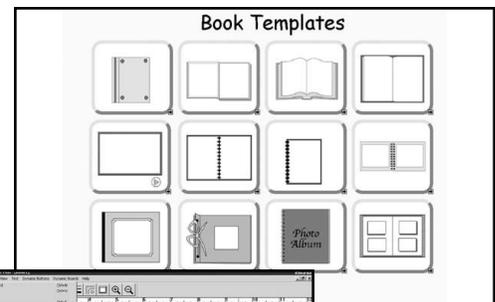
Create the look of your activity

a. Using your Boardmaker skills, create the look of your activity by drawing buttons, placing symbols and using color.

b. You also can choose to use a template from the sample boards.

Under Templates, select a book template, for example.

1. Go to **File - Save As**
2. Navigate to the **My Boards** Folder.
3. Title it "**Page 1.**"
4. Repeat steps 1&2 for the number of pages.



2

Make a button speak

a. Double click on any button

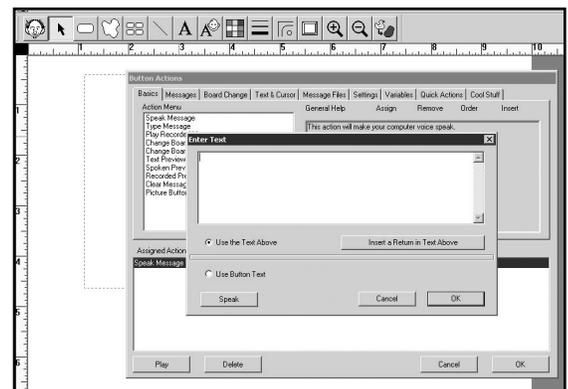
b. Select "**Speak Message**" from the Basics Action Menu.

c. You can either select "**Use the Text Above**" or "**Use Button Text**".

Use Text Above: Type the message you want spoken

Use Button Text: Will speak the text label on the button

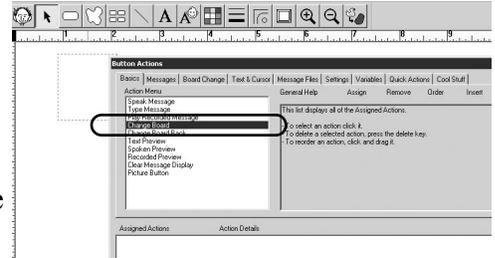
3



Linking boards

Each board can be linked to another board. This is great for the pages of a book, moving through a series of questions within an activity, and navigating to various activities.

- a. Double click on the button you want to initiate the link.
- b. Select **“Change Board”** from the Basics Action Menu.
- c. Select the board you want this button to link to. Note that you can only link to boards that are in the same folder as the board you are currently on. This means you should save all boards you’d like to link together in the same folder.



Test it:

To test if this works go to CTRL-U to enter Use Mode or in the Design Mode (of v6) right click on the button you are linking from and select **“Open Board: _____”**.

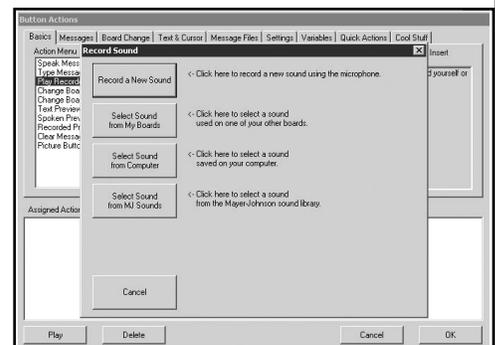
Note:

To navigate backwards, you can double click on a button and select **“Change Board Back”** from the Basics Action Menu.

4

Play recorded message

- a. Double Click on a Button.
- b. Select **“Play Recorded Message”** from the Basics Action Menu.
- c. You have several options:
 - Record a New Sound:** Record directly onto your computer
 - Select Sound from My Boards:** Finds a sound folder saved in My Boards
 - Select Sound from Computer:** Finds a sound that you’ve saved anywhere on your computer (must be a .wav file)
 - Select Sound from MJ Sounds:** Lets you search through a collection of sounds pre-saved in the program (v6).

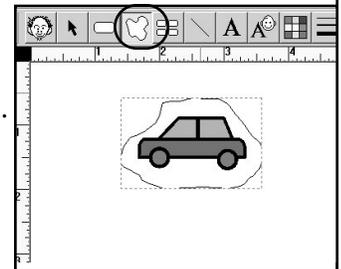


5

Invisible buttons

An Invisible Button only appears when an item is selected in the Use Mode.

- a. Place a symbol directly on the background (not in a button).
- b. Use the **Freeform Button Tool** (v6) to draw a button around the symbol.
- c. The freeform button will be transparent.
- d. You can also draw a regular button around the symbol, right click on the button and select **“Properties”** - **“Make Invisible”**.



6

* Invisible Buttons are a great way to bring story books and photo albums to life!*

Movable buttons are buttons that can be dragged around in Use mode and dropped on different regions of the screen, each region having its own set of distinct responses to a particular movable button being dropped in it. The regions that accept dropped movable buttons are themselves buttons, called Destination buttons. Movable buttons work best with direct selection, but are also accessible with scanning and joystick selection methods.

Creating Movable Buttons

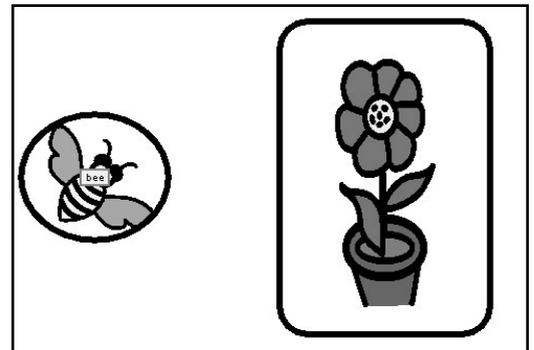
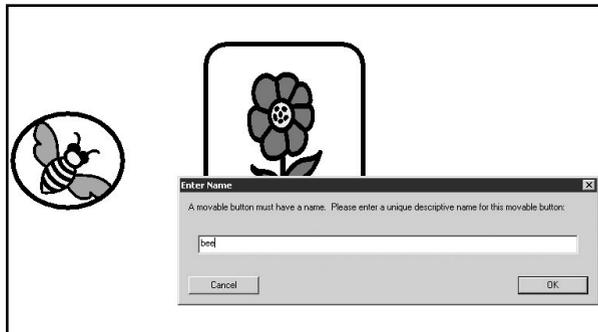
- a. Select the **Movable Button Tool**. The Movable Button Tool can be hidden or shown. If you do not see the Movable Button Tool go to **Dynamic Boards-Show-Movable Button Tool**.



- b. Click on the button that you want to make movable.

- c. You will be prompted to enter a unique name. Once you enter this name, it will appear in a green box centered on the movable button.

1



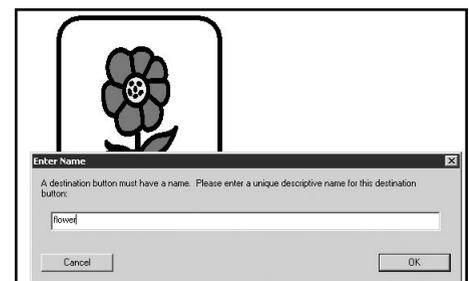
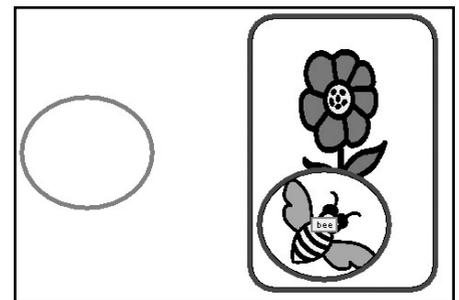
Creating Destination Buttons

- a. Click and drag the movable button over to the button that you want to make the destination. As you do this, you'll notice that a "ghost" outline of the movable button is left in its original position.

- b. Drop the movable button on the destination button.

- c. You will be prompted to enter a unique name. This name will later appear in a red box centered on the destination button.

2

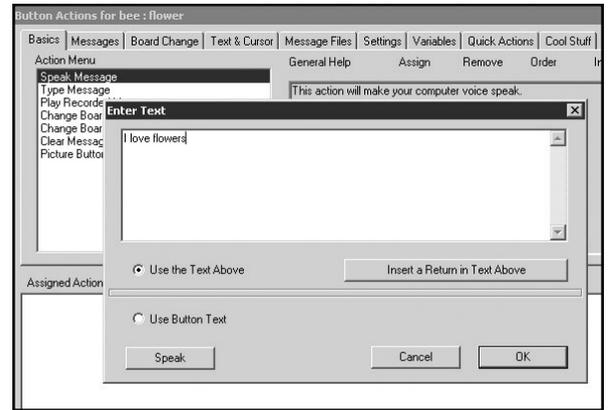


3

Assigning Actions

- You will see a standard Button Action window.
- Define the action list for this Movable-Destination button association. Select **OK**.
- Go into the **Use mode** (CTRL-U) to try it out!

* Note- There is no limit to how many movable buttons can be associated with a particular destination button, nor how many destination buttons can be defined for a particular movable button. The only limitation is that you can't make a destination button movable, or vice versa.

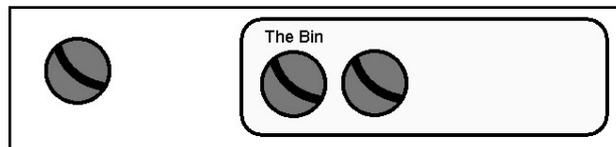


4

Movable and Destination Button Properties

- For a Movable button, a new **Movable Button Properties** item will appear in that button's right click menu. A similar **Destination Button Properties** menu item will appear for Destination buttons.
- After selecting this item, you'll see a window that allows you to change the properties of the movable or destination button.
- The **Snap Back:Snap this movable button back to the last position when dropped on an invalid destination** option allows you to specify that a movable button will bounce back to its last position when it is dropped on an invalid destination.
- The **Move Clones: Instead of moving the movable button itself, create anew "cloned" copy whenever this button is grabbed** option allows you to specify that every time a movable button is dropped on a destination button, a clone copy of that button is actually being used. This allows you to drag a movable button (cloned) multiple times in a given activity.

Move Clones



- The **Center Movables: Force movable buttons to appear in the exact center of the destination button** option allows you to specify that the movable button will be automatically centered on the destination button.

Multimedia Drag and Drop

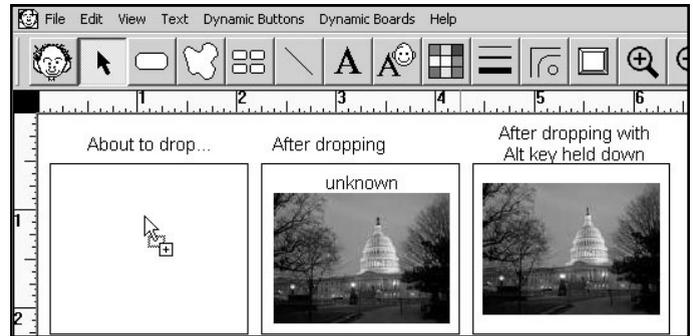
You can drag pictures from any application that supports this standard Windows feature. A few examples include the My Computer browser, Windows Explorer, Internet Explorer, Firefox, Word and Outlook emails.

Drag and Drop from the Internet

- a. Search for an image on the Internet.
- b. Click and hold the mouse button on the image you want to use.
- c. Drag the picture over the desired button.
- d. Release the mouse button.

* Note-the position of the button label and the font used will be determined by the Symbol Finder Settings. Because the image did not have a name “unknown” will be used. If there is a file name, that will be used as the label. If you would prefer to have no label, hold down the **Alt** key when you drop the picture (or select “no labels” in the Symbol Finder settings).

1

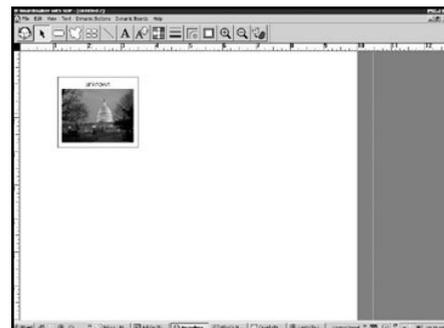


A Great Tip

If you are dragging your picture from a full-screen application (you can't see Boardmaker on your screen):

- a. Drag the image to the Boardmaker icon in the Taskbar (at the bottom of your screen).
- c. Linger over it for a second.
- d. Boardmaker will pop to the foreground, allowing you to drop the image into a button.

2



3

Dragging Images onto the Background

- a. When you drop an image onto the background, by default, it will be scaled to fit the entire board.
- b. If you drop the image while holding down the **Control** key, on your keyboard, it will be scaled to fit a 2” by 2” square and will include a label.
- c. By holding down the **Alt** key, you can omit the label.
- d. By holding down the **Shift** key, the image will appear at its “native resolution.”

4

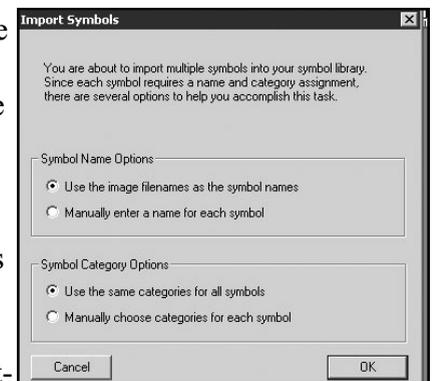
Dragging Images into the Symbol Finder

Drag and drop can also be used to add a new symbol(s) to your personal symbol library.

- a. Drop the picture into the Symbol Finder rather than onto the board (note: the Symbol Finder must be open already if you are importing from elsewhere on your computer).
- b. You will be prompted to enter the names and categories for the new symbol. If the dropped image has a name, that name will automatically get assigned to the symbol.

You can also drag and drop multiple pictures at once into the Symbol Finder. This is a convenient way to add an entire folder’s worth of images to your library at once.

- a. Select the pictures you want to add from the My Computer browser or Windows Explorer (to select multiple files use Shift-Click or Control-Click).
- b. Drop into the Symbol Finder.
- c. You will still need to enter the names and categories for each symbol. You do have the option to automatically use image filenames and to reuse the same category for each image.



5

Dragging Sound and Video Files into Boardmaker Plus

If you are using Boardmaker Plus or SDPro, you are not limited to dragging and dropping pictures.

- a. You can drop sound files (with a “wav” suffix) onto your buttons. A **Play Recorded Message** action will be added to the button.
- c. You can drop video files (with “avi”, “mpeg”, “mpg”, or “wmv” suffixes) onto your buttons. A **Play Movie** action will be added to the button.

Dashed Borders

You can now make dashed borders and lines.

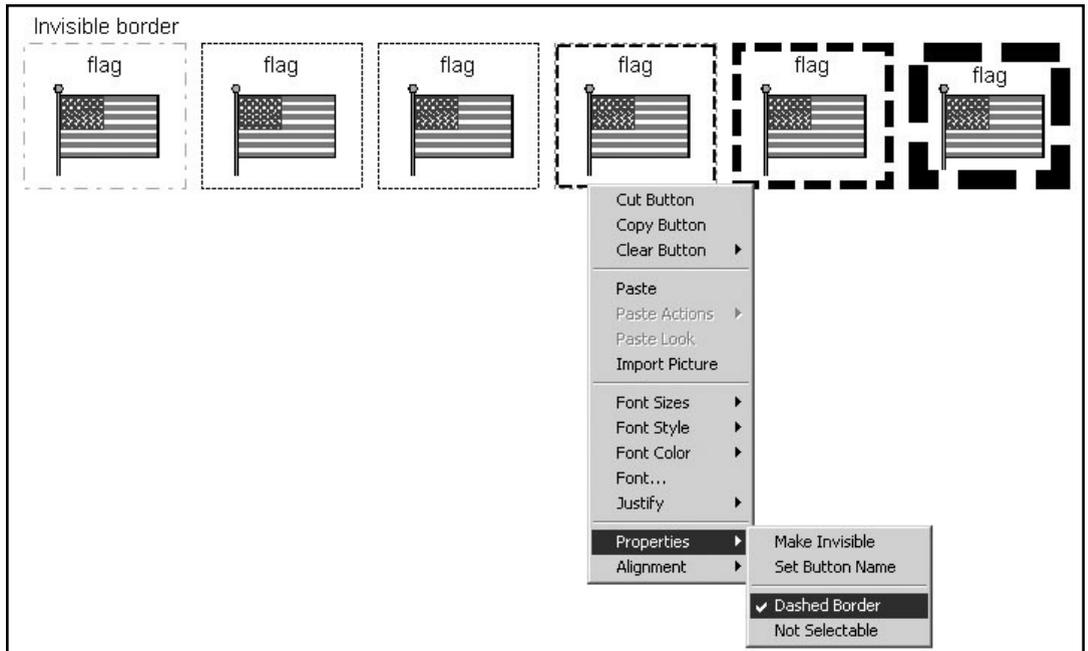
a. **Right click** on the button or line and select **Properties-Dashed Border** or **Dashed Line** from the options.

b. Changed the thickness of a dashed border or line using the standard **Thickness Tool**.

* Note- on Windows 95, 98, and ME systems, you cannot change the thickness of dashed borders or lines.

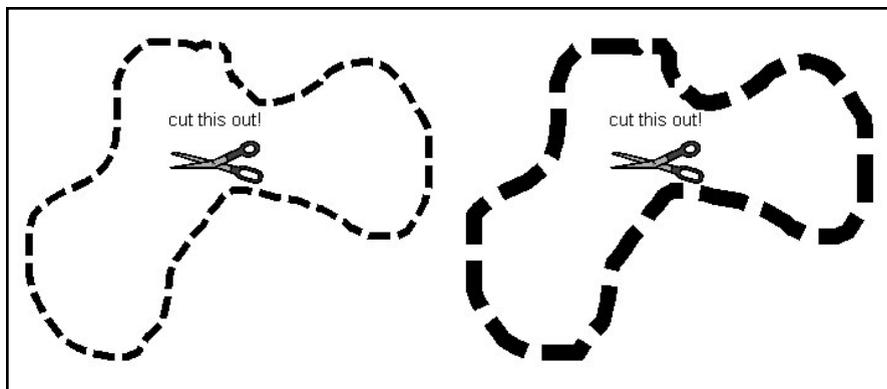


* Note- Because we formerly used dashed lines to indicate button borders that were invisible, we've changed the appearance of such borders. Invisible borders are now indicated by gray lines with a dash-dot-dash pattern.



1

c. You can also use Dashed Borders with Freeform Buttons.

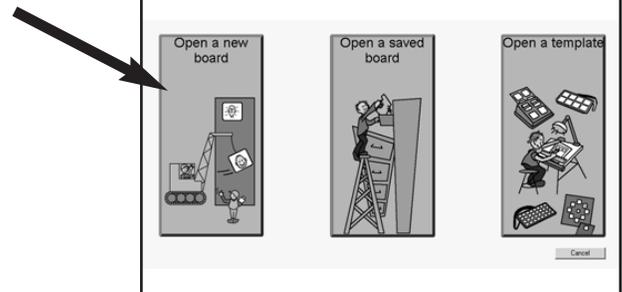


Matching Worksheet

1

Prepare to create

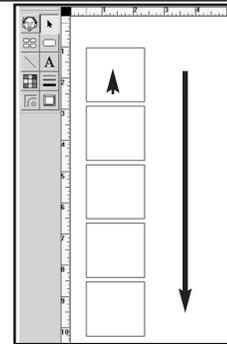
- Open Boardmaker then open a new board.
- Ensure proper print setup.
 - Select File>Print Setup
 - Select Print Setup> **Portrait** orientation
 - Click on “**Use Printer Page**”



2

Create cells

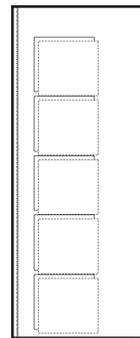
- Using **cell tool**, create 1 cell approximately 1.5-2 inches in size.
- Using the **spray tool**, spray 4 additional cells.
Note: Leave room at the top of the page for student name, title and directions.



3

Duplicate column of cells

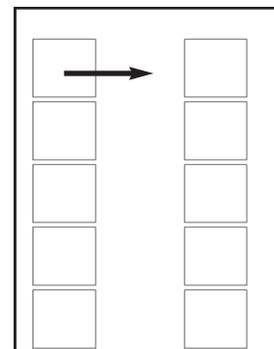
- Select Edit>Select All
- Then select Edit>Copy
- Last, select Edit>Paste



4

Move cells to the right

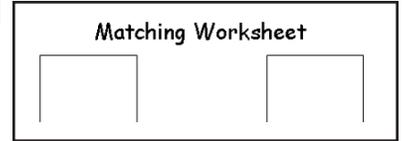
- The newly duplicated cells will have a green dotted line showing they are selected.
- Use the pointer tool and **CLICK** in the center of the top square, **HOLD** the mouse down, and **DRAG** to the right.
- Take time to center the 2 columns, again leaving room at the top of the page.



5

Title the worksheet

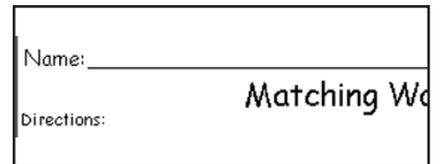
- Select the "A" tool.
- Click on the background above the grid and type title.
- Note: You can change the size of the type under the Text Menu. To center the title, use the pointer tool, click on the text and move title.



6

Name and direction line

- Select the "A" tool and type the word "Name:"
- Select the "Line" tool and draw a line after the word "Name:"
- Select the "A" tool and type the directions for the worksheet.

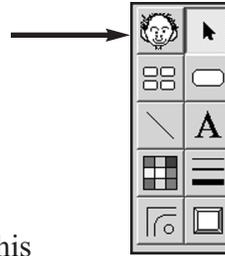


7

Add symbols

- Click on the "Silly Man" and open the Symbol Finder Window.
- Fill worksheet with symbols.

Note: Be Creative! Decide the skill you want this worksheet to reinforce!

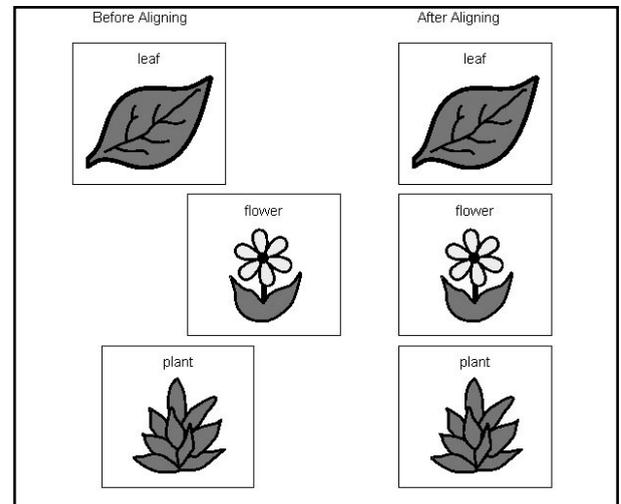


Aligning Items

The right click menu now offers a series of Alignment options that can be used to align buttons, symbols, and text items with each other.

- a. Select the buttons (or text or symbol items)
- b. **Right click** and select from the following Alignment options:

Align Left Sides of Buttons
 Align Horizontal Centers of Buttons
 Align Right Sides of Buttons
 Align Tops of Buttons
 Align Vertical Centers of Buttons
 Align Bottoms of Buttons

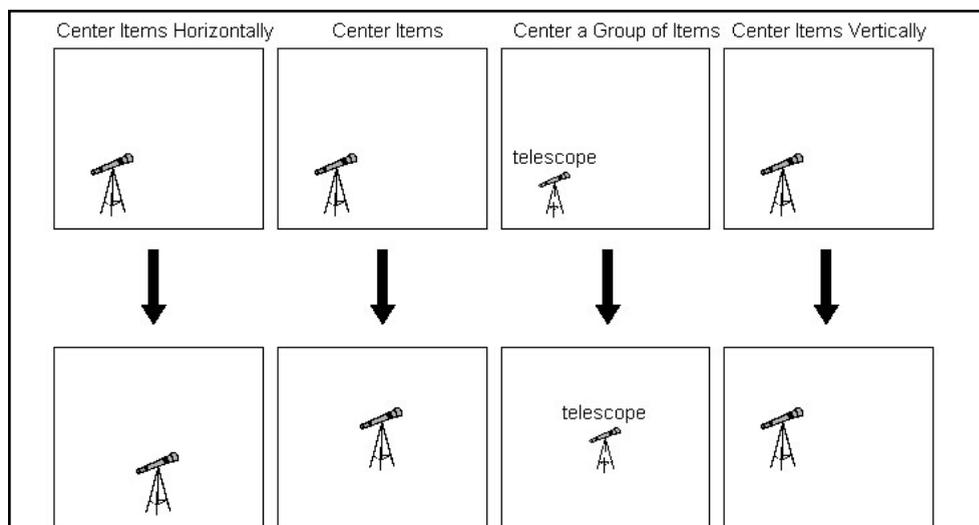


1

Centering Items

In addition to aligning items, you can also center text and symbols within buttons. You can apply these options to individual text or symbol items within buttons, to groups of text and symbol items within buttons, or to the entire contents of one or more buttons.

- a. Select the button or group of buttons.
- b. **Right click** and select from the following Alignment options:
 - Center Content Horizontally in Button
 - Center Content in Button
 - Center Content Vertically in Button



2