

## Vocabulary Builder Quick Reference Guide



#3 Key - Vocabulary Masking On The Fly (VMOTF)

**Unity** is a way of arranging language on a Liberator AAC device. Unity is organised to enable typical language development with core vocabulary and to develop motor patterns to promote automaticity.

**Vocabulary Builder** is a tool built into the device that allows you to mask and unmask words. It is designed for you to teach a small number of words to begin with and gradually unmask words when they are required for teaching, without you having to know their location within Unity. Once words are unmasked they remain in the same location keeping the learned motor patterns consistent.

### LOADING PRE-MADE SEQUENCE SETS

Sequence sets have already been created and stored on the **Vocabulary Builder page**. Examples of pre-made sets include **LAMP**, starter **Core Sets**, and **Reading Sets**. These sets act as a good resource for teaching **UNITY** as vocabulary is introduced gradually.

1. On your Unity **HOME** screen, select the **PAGES** key.
2. Select the **User Key #2**.
3. Select **HIDE/SHOW KEYS**.
4. Select the **VOCAB BUILDER** key to **Un-Hide**.
5. Select the **TEXT AREA** to exit
6. Select the **VOCAB BUILDER** key.
7. Select **LAMP**, **CORE**, or **READING** sets.
8. Select **LOAD SET**.
9. Select one of the sets available.

### TURN VOCABULARY BUILDER ON/OFF

When Vocabulary Builder is **ON**, a green **VB** appears in the status display-helpful for bringing back **all** vocabulary quickly.

1. Select **USER KEY #2**.
2. Select **TURN VOCAB BUILDER ON/OFF**.



### MERGING PRE-MADE SEQUENCE SETS

If a set has already been loaded, additional sets may be added. To merge a pre-made set with an existing set:

1. Select the **PAGES** key.
2. Select the **VOCAB BUILDER** key.
3. Select **LAMP**, **CORE**, or **READING** sets.
4. Select **MERGE SET**.

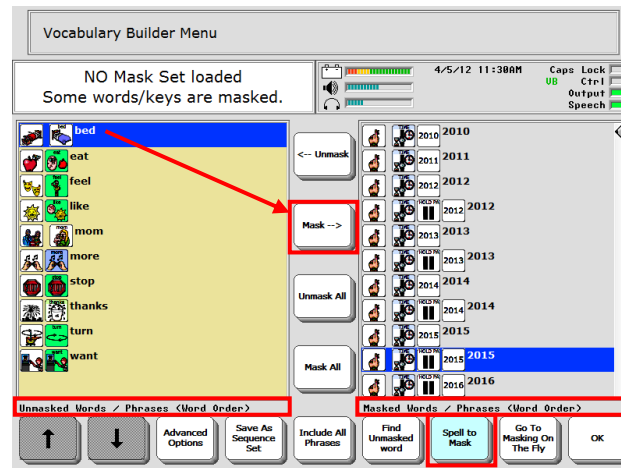
### VOCABULARY MASKING

Vocabulary Masking allows you to quickly make a sequence set for a specific activity. Two easy ways are available to do this: **Spelling** or **On The Fly**.

### SPELLING METHOD USING THE VOCABULARY BUILDER MENU

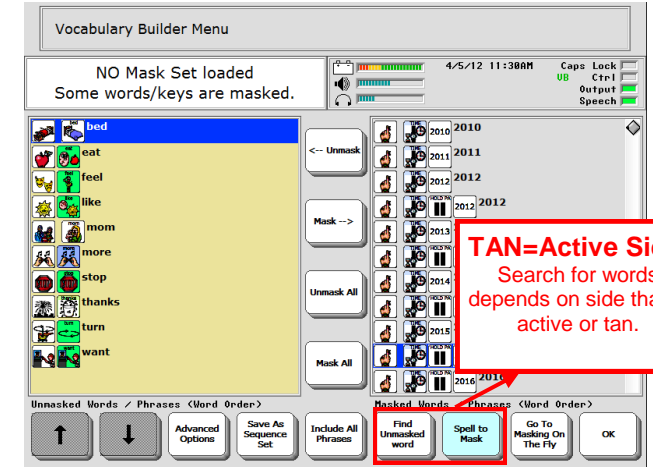
This method allows you to spell the word(s) you wish to **MASK** or **UNMASK** within the **UNITY** Program- ideal if you are unsure where certain words are located within your **UNITY** Program.

1. Select **USER KEY #2**.
2. Select **TURN VOCAB BUILDER ON**.
3. Go to the **Toolbox**.
4. Select **VOCABULARY BUILDER MENU**.
5. Select **MASK ALL**.
6. Select **SPELL TO UNMASK**.
7. Type word(s) to unmask using commas to separate words and/or phrases.
8. Select **OK** when finished.
9. Select any icon sequence(s) to remove and select **MASK**. **\*\*Note:** every icon sequence for each word spelled will be displayed. Remove sequences you do not wish to teach.
10. Select **OK** to exit back to **CORE**.



### ACTIVE SIDE WHEN SPELLING

When spelling/adding additional words to an existing set, you may notice the tan background changes sides. Be sure the list you are searching always has the **TAN** background. Touch the side to make it active.



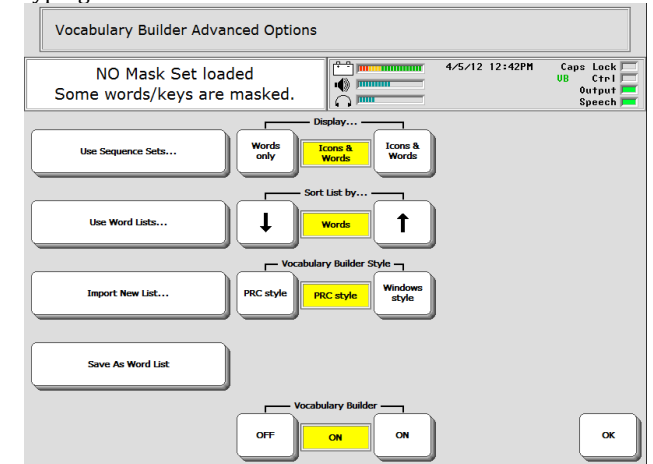
**Note:** The **Include All Phrases** key will automatically capture any phrases that can be made from words selected, for instance where the set contains some pronouns and some preverbs (I, you, want, like).

### ADVANCED OPTIONS - ADDITIONAL SETTINGS WHEN USING THE SPELLING METHOD

**First Icons:** Sorts by first icon; helpful for finding all words in a particular category (i.e. zoo animals).

**Last Icons:** Sorts by last icon; helpful for finding multiple adverbs and adjectives.

**Words:** Sorts list by alphabetical order; helpful for finding all the options for that word. When combined with **FIND MASKED WORD**, words like caterpillar can be found by typing the word 'cat.'



## 'ON THE FLY' METHOD

If you are familiar with UNITY and know the icon sequence under which the words are stored, then use this method to **MASK** or **UNMASK** words.

1. Select **USER KEY #2**.
2. Select **TURN VOCAB BUILDER ON**.
3. Select **VMOTF USER KEY #3**.
4. Select **MASK ALL** (only use for the initial MASKING).
5. Complete the sequence(s) needed for the word(s) you wish to **UNMASK**. Example:



6. Select the **TEXT AREA** to exit.
7. To UNMASK a word(s) at a later time, select **VMOTF USER KEY #3**.
8. Complete the sequence(s) needed for the word(s) you wish to **UNMASK**.

## 'ON THE FLY' METHOD USING NAVIGATE

Using the **Navigate** Function allows you to unmask words in activity subcategories (i.e. foods) or to make the function on a key active (i.e. Go Back, More).

1. Complete sequence(s) needed for the word(s) you wish to **UNMASK** as shown in previous example.
2. Follow the example below to **NAVIGATE** into subcategories to select a word such as banana:
  - Select the apple from the **Core Area**, then select the subcategory **FRUIT**.
  - Select **NAVIGATE** and touch the **FRUIT** category again.
  - Select banana.
3. If finished, select **TEXT AREA** to exit, or to continue masking, touch any blank **Core** button.



## SAVING SEQUENCE SETS

If you want to keep Sequence Sets you have built, you need to **SAVE** them!

1. Select **VMOTF USER KEY #3**.
2. Select **GO TO MASK MENU**.
3. Select **SAVE AS SEQUENCE SET**.

4. Type the name for the Sequence Set.
5. Select **OK** twice to exit **Masking on the Fly**.

**Note:** You may save as many custom sets as you wish. This is particularly useful if you are using the device with multiple students or if you want to retrieve a set of words quickly.

## LOADING SEQUENCE SETS FROM TOOLBOX

After creating a Sequence Set, it can be retrieved from the **VOCABULARY BUILDER MENU** inside the **TOOLBOX**.

1. Select **TOOLBOX** at the top of the device.
2. Select **VOCABULARY BUILDER MENU**.
3. Select **ADVANCED OPTIONS**.
4. Select **USE SEQUENCE SETS**.
5. Select **LOAD SEQUENCE SET**.
6. Choose desired set. Select **OK** 3 times.

## STORING A SEQUENCE SET ON A KEY

An easier way to access saved **Sequence Sets** is to include them on a **Vocabulary Builder page**. Once a Sequence Set is saved, it can be added to the **CUSTOM SETS** page.

1. From **CORE**, select the **PAGES KEY** to go to the **VOCABULARY BUILDER PAGE**.
2. Select **CUSTOM SETS**.
3. Select the **LOAD CUSTOM SETS**.
4. Select the **USER KEY #2** and choose a blank key.
5. Choose **SPELL MESSAGE OR DEFINE KEY FUNCTION**.
6. Select **INSERT TOOL**.
7. Choose **LOAD SEQUENCE SET** (select **MORE ITEMS** until you see **Load Sequence Set**).
8. Select the Sequence Set you want to load.
9. Select **INSERT TOOL**.
10. Choose **GO TO HOME**.
11. Select **OK**.
12. Select **CHANGE LABEL** and type the label.
13. Select **OK** twice to exit.

**Note:** You will also want to store **Custom Saved Sequence Sets** to the **MERGE CUSTOM SETS Page**. Use directions above but choose **MERGE CUSTOM SETS** in step #3 and #7 and continue.

## EDITING AN ITEM WITHIN THE ACTIVITY ROW

This assumes you already have **Vocabulary Builder on** and wish to edit an item within an existing **Activity**.

1. Select **USER KEY #2**.
2. Select **TURN VOCAB BUILDER OFF**.
3. Go to the Activity you wish to edit.
4. Select **USER KEY #2**.
5. Select the icon you wish to edit within the Activity.
6. Select **Clear Key Contents**

7. Select **Spell Message or Define Key Function** and type your word/message, remember your space.
8. Select **OK**.
9. Select **Change Icon** and choose your desired icon.
10. Select **Change Label** and type the name for the label.
11. Select **OK**.
12. Select **Change Key Color**, if required and change the key colour.
13. Select **OK** when finished.
14. Select **USER KEY #2**.
15. Select **TURN VOCAB BUILDER ON**.
16. Navigate to your new Activity item.

## HIDING/SHOWING KEYS (Unity 1-Hit ONLY)

Hiding and showing keys is useful when using a Unity 1-Hit program. This allows you to hide all keys on the core screen and reveal a small selection of words for an activity. All core words remain static so when you reveal all words using **SHOW ALL** the words learnt remain in the same place.

### Using HIDE ALL

1. Press **SETUP/MODIFY key (#2)**.
2. Press **HIDE/SHOW KEYS** at the top right corner of your screen.
3. Select **HIDE ALL**, now press the keys to reveal (those white will remain shown).
4. Select the text area to finish.

### Using SHOW ALL

1. Press **SETUP/MODIFY key (#2)**.
2. Press **HIDE/SHOW KEYS** at the top right corner of your screen.
3. Select **SHOW ALL**, now press the keys to hide (those white will remain shown).
4. Select the text area to finish.

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(Option 2)