

Loading a Vocabulary File



1. Tap **Vocab** > **Choose New Vocab**.
2. A page will display a list of the available vocabulary files. Scroll down to see them all.
3. Select the vocabulary file, then **Open**.
4. Once the file is loaded, explore the pages and button organization by choosing the buttons.
Note: If you plan to customize a vocabulary file, you must first make a copy of it. Proceed to “Copying a Vocabulary File for Modification”.

Copying a Vocabulary File for Modification

To modify a vocabulary, make a copy of it and edit the copy. This keeps the original file in place in case it is needed later.

1. Tap **Vocab** > **Choose New Vocab**.
2. Select the vocabulary file, then **Customize**.
3. Give the file a new name and description.
4. Tap **Save**.
5. The new file will open automatically.

Deleting a Customized Vocabulary File

1. Tap **Vocab** > **Choose New Vocab**.
2. Tap **Edit**. The delete icon  will appear to the left of each padlock image.
3. Tap  to the left of the vocabulary you want to delete. “Rename” and “Delete” buttons will appear.
4. Tap **Delete** to delete the file.
5. Tap **Done**.

Choosing a Voice

1. Choose **Menu** > **Settings**.
2. In the **Speech** section, tap **Voice** to view available voices (listed by language).
3. Tap the blue speaker icon to test a voice. Tap the green cart icon to purchase a voice. Tap the green download icon to install a voice.
4. A checkmark near the voice will show the current voice selection.

Turning Edit Mode On

1. Go to the page that displays the button to edit.
2. Choose **Menu** > **Edit Page**.
3. The page is now in Edit Mode.

Editing a Button

1. Once in **Edit Mode**, tap the button you want to modify.
2. In the pop-up menu, tap **Edit This Button**.
3. Tap the menu option or options you want to use (for example, Changing a Button Label or Message, Adding or Changing a Button Action)
4. Tap **Save** to save your changes.
5. Tap **Done** to exit Edit Mode.

Changing a Button Label or Message

1. While editing a button, tap in the **Button Label area** to change the label that will be displayed on the button.
2. Tap in the **Button Message area** to change the message that will be spoken.

Adding or Changing a Button Action

1. While editing a button, scroll down to the **Button Actions** section.
2. Tap **Add**.
3. Scroll through the list of actions and tap the action you want. It will be added below the existing action for the button.


Blocking and Restoring Access to the Editing Menus

There may be times when you need to block access to the Editing menus by requiring a password.

To password-protect the Editing menus:

1. In TouchChat, choose **Menu** > **Settings**.
2. Under “Editing”, turn **Use Menu Passcode** on.
3. Tap in the Passcode field, enter your password, and tap **Done**.
4. If you forget the password, use **72584556** to overwrite the existing password.

To remove password protection from the Editing menus:

1. Tap **Menu** or **Vocab** to display a password prompt.
2. Enter your password and turn **Use Menu Passcode** off.
3. Tap in the Passcode field and use  to remove the password.
4. Tap **Done** on the keyboard, and tap **Done** in Settings.

To remove editing from the Navigation Bar:


1. Leave the TouchChat app, go to **iOS Settings**.
2. Select **TouchChat (HD/HWP/DS)** on the left panel.
3. Disable **Allow Editing**.
4. Return to TouchChat. The **Vocab** and **Menu** text will disappear.

Creating a New Page

1. Tap **Menu** > **Edit Page**.
2. Tap **Menu** > **Add New Page**.
3. Choose **New Blank Page** or **New Page from Template**.
4. Name the page to represent its content.
5. Choose the number of rows and columns, the background color, and an image (optional).
6. Tap **Save**.

Next, create a button to navigate to and from this page.

Creating a Button to Link to Your New Page

1. Tap **Menu** > **Load Another Page**.
2. Choose the page you want to link and tap **Done**.
3. Tap the button you want to link to your new page.
4. Tap **Edit This Button**.
5. Give the button a label and, if needed, an icon and make any style changes you want.
6. Scroll down to the Button Actions area and tap **Add**.
7. Tap **Navigate** and tap your new page.
8. Tap an animation or **No Animation**.
9. If you don’t want this button to speak, remove the Speech Message action: tap the **Edit** button, , **Delete**, and **Done**.
10. Tap **Save**.

Copying and Pasting a Button

Sometimes it's faster to copy an existing button than to create a new one.

1. Tap **Menu > Edit Page**.
2. Tap the button you want to copy.
3. Tap **Copy Button**.
4. Tap **Done**.
5. Go to the page where you want to add the copied button.
6. Once there, tap **Menu > Edit Page**.
7. Tap the location you want to copy the button to.
8. Tap **Paste Button**. The button you copied will appear in that location.
9. Tap **Done**.

Hiding a Button

1. Tap **Menu > Edit Page**.
2. Tap the button you want to hide and tap **Edit This Button**.
3. Turn **Visible** off.
4. Tap **Save and Done**.

Hiding Multiple Buttons at Once

1. Tap **Menu > Edit Page**.
2. Tap **Menu > Hide Mode**.
3. Tap the buttons you want to hide or show.
4. Tap **Menu > Normal Mode**.

Creating and Saving a Profile

1. Configure the settings you want associated with the profile. This includes the vocabulary file, settings, etc.
2. Go to **Menu > Settings > Save Profile**.
3. Tap in the **Profile Name** area to name the profile.
4. Choose **Save**.

Loading a Profile using the Settings Menu

1. Go to **Menu > Settings > Load Profile**.
2. Tap the preferred profile.

Loading a Profile by Tapping a Button

1. Choose **Menu > Edit Page**.
2. Tap a button and select **Edit This Button**.
3. Add a label, message, and image as needed
4. Scroll down to the **Button Actions** section.
5. Tap **Add**.
6. Scroll through the list of actions and tap **Select Profile**.
7. Tap **Save and Done**.

Add or Change a Pronunciation

1. Tap **Menu > Edit Pronunciations**.
2. Tap **+**
3. Under **Word**, type the correct spelling.
4. Under **Pronounce As**, type the word phonetically (as it should be pronounced).
5. Tap **Save > Done**.

Changing Text Size or Number of Lines in the SDB

1. Tap **Menu > Settings**.
2. Scroll to the **Speech Display Bar** section.
3. Do either of the following:
 - Under **Font Size**, choose a larger font.
 - Under **Number of Lines**, select the number of lines of text you want to appear in the **Speech Display Bar**.

Backing up a Customized Vocabulary File using AirDrop®, Dropbox®, Google Drive™, Email, or Files

1. In TouchChat, tap **Vocab > Choose New Vocab**.
2. Tap **Menu > Import/Export Vocab > Export and Share**.
3. Select the vocabulary file you want to export.
4. Tap **Done** and select the method to share the file.
 - **AirDrop:** Bluetooth® and Wi-Fi® must be active. You will see the nearby devices that have AirDrop on and can accept your file. Choose the device you want.
 - **Dropbox:** Requires a Dropbox account. Wi-Fi must be active or you must have the Dropbox app on your device.
 - **Google Drive:** Requires Google Drive set up on the device and access to Wi-Fi.
 - **Email:** Requires an email account set up on the device and access to Wi-Fi.
 - **Files:** Select a file location and tap **Save**.

For more information on Backing up and Transferring vocabulary files, please visit touchchatapp.com.

Updating TouchChat

1. With Wi-Fi turned on, tap the App Store icon.
2. Tap on the profile head in the top right corner.
3. TouchChat will be listed under Updates if there is an update available.
4. Tap **Update** to the right of TouchChat.
5. Enter the Apple® ID that you used to purchase TouchChat previously. The update will start downloading.

Visit the TouchChat Knowledge Base at
<http://www.touchchatapp.com>

Contact support at
support@touchchatapp.com