



## Making Concept Keyboard overlays for Writing with Symbols 2000

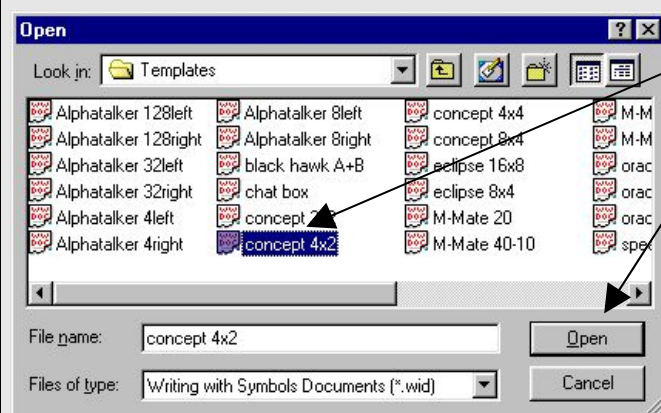
There are two ways to create paper overlays, you can use WWS2000 or you can use the Concept Plus Editor.

- If you want to create black & white overlays with symbols it is easiest to use WWS2000, print them out in A4 then enlarge them on your photocopier. You will also need to create an overlay file in Concept Plus Editor but this is very straightforward.
- If you want to create A3 overlays with coloured pictures then use Concept Plus Editor for the whole process. See separate instructions.

There are Concept Keyboard overlay templates in WWS2000, they are in a Templates folder in the Worksheets folder.

### How to make a symbol overlay:

1. Start up WWS2000
2. Click **Grids for Printing** on the Front Screen
3. Click **Templates**



Click on a concept file.  
Click **Open** to display it.

4. Now type in the cells to display the messages and symbols you want to put on your overlay.
5. Use the **File** menu to **Save** and **Print** your grid.
6. Now use **Concept Plus Editor** to create the overlay file.

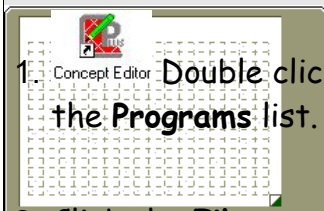
**Tip:** You can group cells together to make bigger cells. Hold down the **Ctrl** key on the keyboard and keep it held down, click in all the cells you want to group then press **G** on the keyboard. To ungroup the cells repeat the above but press **U** instead of **G**.



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When you have made your paper overlay you will need to create an overlay file in order to use it.

### To create an overlay file



1. Double click on the **Concept Plus Editor** icon or choose it from the **Programs** list. A Concept Keyboard will be displayed on screen.

2. Click the **File** menu and choose **New**.
3. Choose a layout from the list.
4. Now use the mouse to double click in a cell on the displayed Concept Keyboard. The **Block Contents** dialog box will open.
5. Type your text into the text box then click **OK**.
6. Repeat for subsequent cells.
7. When you have finished choose **Save As...** from the **File** menu to save your overlay.
8. Your overlay file is now ready to use with Concept Plus Driver.

### How to use the overlay


1. Plug your Concept Keyboard into the computer.



2. Double click on the **Concept Plus Driver** icon or choose it from the **Programs** list.

3. A Concept Plus Driver icon will appear at the bottom of the screen. Concept Plus will always load the last overlay you used.

4. To choose a different overlay

5. Click on the Concept Plus icon at the bottom of the screen . 

6. Click on the **File** menu and select **Open**.

7. Choose your overlay from the list and click on **Open**.

8. Run the program you want to use the overlay with, e.g. WWS2000.

9. Press the Concept Keyboard to write.

10. When you have finished use the Concept Plus menu to **exit**.