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Chat Texting User's Guide version  $1.0 \cdot 08/03/2017$ 

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## **Getting Started**

You can use your NOVA chat™ device or Chat Fusion™ device to send and receive text messages. Compose messages the same way you enter any other text.

*Important!* To use texting on your device, you must also have an Android™ phone with a texting plan available.

You will need to set up the ChatSMS™ app on that phone and establish a Bluetooth® connection between the phone and the device. See Setting up ChatSMS on Your Phone and then Connecting Your NOVA chat or Chat Fusion Device to Your Phone.

Text messages on your mobile access device may incur a charge from your mobile access service provider. Wireless carrier fees may apply.

*Note:* Images in this section are examples only. Texting pages vary by vocabulary. You can also modify texting pages the same way you modify vocabulary pages—change colors, button text, button images, etc.

## **Setting up ChatSMS on Your Phone**

1. On your phone, open Google Play™ store, scroll to the ChatSMS app, and install or update it. The procedure varies by model of phone.

*Note:* If Google Play store is not available on your phone, open the browser (the Google Chrome<sup>™</sup> browser, for example) and navigate to and open Google Play store.

2. Two messages will be displayed:

ChatSMS is not your SMS app

No Bluetooth Connection!

- 3. Tap **ChatSMS** is **not your SMS** app. "Change message app" will be displayed with "OK" and "Cancel" links. Tap **OK**.
- 4. Tap **No Bluetooth Connection!** "Bluetooth permission request" will be displayed with "Yes" and "No" links.
- 5. Tap **Yes**. You will be given a limited amount of time to make a connection with your device.
- 6. Proceed to Connecting Your NOVA chat or Chat Fusion Device to Your Phone.

# Connecting Your NOVA chat or Chat Fusion Device to Your Phone

- 1. On your device, choose Menu > Settings > System > Bluetooth settings.
- 2. Make sure that **Use with Phone** is turned on.

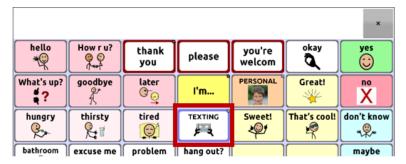
*Note:* When you select **Use with Phone**, the following message will appear:

Text messages on your mobile access device may incur a charge from your mobile access service provider. Wireless carrier fees may apply.

Tap **OK** to proceed.

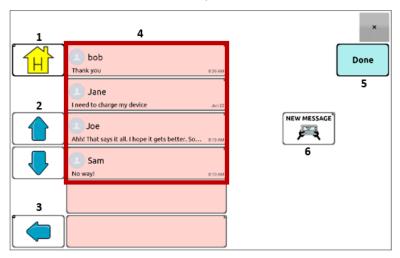
- 3. Choose **Connect to Phone**. The device will scan for available phones and list them on the screen.
- 4. Select your phone. "Connecting to device" will be displayed. When the device connects to the phone, "-Connected" will be displayed after the phone name at the top of the screen and a "Connected" message will appear briefly at the bottom of the display.

5. Use the device's Back button ( $\stackrel{\frown}{}$ ,  $\stackrel{\frown}{}$ , or  $\stackrel{\blacktriangleleft}{}$ ) to go to the vocabulary's home page and then navigate to the page that includes the Texting button. For example:



*Note:* The appearance and location of the Texting button depend on the vocabulary file you are using and where you choose to locate the button. See Using Texting in a Default Vocabulary File or Adding Texting to a Customized Vocabulary File.

6. The conversations stored on the phone will be listed on the texting conversations page.



Button	Description
1	Home button: Go to your home page.
2	Scrolling arrows: Scroll through your conversations.
3	Previous arrow: Go to the previous page.
4	Conversations list: Each conversation shows the first few words of the most recent message. To view the entire conversation, select the conversation to open the texting messages page.
5	Done: Functions only when Send or Create Contact is displayed in the SDB. Done provides an alternative button that may be easier for the user to access than the Send or Create Contact buttons.
6	New Message: Open your list of contacts, select a contact, and compose and send a message.

## **Using Texting in a Default Vocabulary File**

The default WordPower and MultiChat vocabulary files all now include texting pages. If you want to use a default vocabulary, texting pages are already set up. Simply create a copy of the vocabulary file and customize the texting pages and other vocabulary pages as you want.

To go to texting in the default WordPower vocabularies, choose **Social** and select the **Texting** button on the Social page.

To go to texting in MultiChat 15, choose **Things**, choose **More Things**, and select **Texting** on the More Things page.

## Copying the Done Button to a Different Page

Done provides an alternative button that may be easier for the user to access than the Send or Create Contact buttons. You may want to copy the button to your keyboard or another convenient page so you don't need to return to the Social or More Things page.

- 1. Choose Menu > Edit Mode.
- 2. Press and hold on the Done button.
- 3. Choose Copy Button.
- 4. Press and hold on the location for the new button.
- 5. Choose Paste Button.

## Adding a Button with the "Done" Action to a Page

As an alternative to copying the Done button, you can create or modify a button on a page and assign the Done action.

- 1. Choose Menu > Edit Mode.
- 2. Press and hold the button you want to modify. A list of button options opens.
- 3. Choose Edit Button. The Button Properties window opens to the General tab.
- 4. Add a label and image.
- 5. Choose the **Actions** tab.
- 6. Tap or click the "Add an action" list arrow **▼** to open a list of actions.
- 7. Choose the **Done** action.
- 8. Choose Save.

## **Adding Texting to a Customized Vocabulary File**

As you prepare to add texting pages to a customized vocabulary file, first consider the following:

- The vocabulary file's layout (number of buttons)
- The vocabulary file's symbol set (SymbolStix or PCS symbols)
- The page you want to use as the texting keyboard page—the Home page for choosing buttons or the spelling keyboard page (ABC).

#### To add texting:

1. Import the texting pages from the default vocabulary file that most closely matches the layout (number of buttons) of your customized vocabulary file.

Important! Select a default file that also uses the same symbol set (SymbolStix or PCS symbols).

For this example, assume your customized vocabulary file includes 60 buttons and the SymbolStix symbol set.

Choose Menu > Edit Mode > Pages > Menu > Import.

- 2. Choose a default vocabulary file from which to import the texting pages. For this example, WordPower60 SS would be a close match.
- 3. When you select a vocabulary file, a list of pages is displayed.
- 4. Select each of the following (a checkmark will appear in the box after each page you select).
  - Texting Contacts
  - Texting Conversations
  - Texting Message Details
  - Texting Messages
- 5. Choose **Import**. The selected pages will be imported into your customized vocabulary.
- 6. Create a button in your customized vocabulary file that will take you to the texting pages.

Suggestion: Use an empty button, possibly one on the Social page.

- 7. Edit the button: add a label, message, and/or image.
- 8. Select the **Actions** tab.
- 9. Remove Speech Message.
- 10. Select Texting Navigate to Conversations.
- 11. Choose **Save**.
- 12. While still in Edit Mode, choose **Menu** > **Pages** and set each of the imported texting pages as a special page. Press and hold on a page name and select **Set as Special Page**. Then select the applicable special page designation:

```
page name "Texting Contacts" > Set as Special Page > Text Contacts
page name "Texting Conversations" > Set as Special Page > Text Conversations
page name "Texting Message Details" > Set as Special Page > Text Message Details
page name "Texting Messages" > Set as Special Page > Text Messages
```

13. Tap **Back** to save your changes and exit.

Note: Your Home page will be your texting keyboard. If you want to use a different page for your texting keyboard page—a spelling keyboard page, for example—see Using a Different Texting Keyboard Page.

14. Choose **Menu** > **Edit Mode** to exit Edit Mode. Then navigate to the page that includes your Texting button. When you select the button, you'll see that the texting pages are linked and working together.

## **Using a Different Texting Keyboard Page**

By default, your Home page is your texting keyboard. If you want to use a different page for your texting keyboard page—a spelling keyboard page, for example—do the following:

- 1. In Edit Mode, choose **Menu** > **Pages** and then scroll to and tap **Texting Messages**.
- 2. From the popup menu, tap Open.
- 3. Press and hold the Reply button.
- 4. From the popup menu, tap Edit Button.
- 5. Tap the Actions tab and tap **Add an action**.
- 6. Scroll to and tap **Navigate**. A list of pages will appear.
- 7. Scroll to and tap the page you want to use as your texting keyboard page. A preview of the page will appear on the right side of the page.
- 8. Tap **OK**.
- 9. Select an animation or leave **No Animation** selected.
- 10. Choose Save.
- 11. Choose Save on the next page as well.
- 12. Repeat steps 1 through 11 for the **Texting Message Details** page.
- 13. Change the texting keyboard destination for the Texting Contacts page by doing the following:
  - Touch and hold one of the "Contact" buttons.
  - Repeat steps 4 through 11.
- 14. When you finish, choose **Menu** > **Edit Mode** to exit Edit Mode. The page you selected is now your texting keyboard page.

# **Deactivating or reactivating Texting**

To deactivate texting on your device, choose **Menu** > **Settings** > **System** > **Bluetooth settings**. Turn off **Use with Phone**.

To reactivate texting, choose **Menu > Settings > System > Bluetooth settings**. Turn on **Use with Phone**.

# Increasing the Size of the Speech Display Bar (SDB)

If you aren't using a keyguard, you may want to increase the size of the SDB. This will not only increase the size of the area for composing text, but also increase the size of the Send button, making it easier to access.

To increase the size of the SDB, do one of the following:

- Choose Menu > Settings > Style > Number of Lines. In the Line window, select the number of lines that will increase the SDB and the Send button to the size that works best.
- Choose Menu > Settings > Style > Font > Font Size. In the Choose a size window, choose a
  number that will increase the SDB and the Send button to the size that works best.

## **Creating a Contact on Your Phone**

To send a text to someone, you must first create a contact. You can create a contact on your phone or from a received message on your device.

The method of creating a contact on a phone varies by model. Enter the contact's name and phone number. Because you have a Bluetooth connection, the contacts you create on the phone will be displayed on the device when you choose **New Message**.

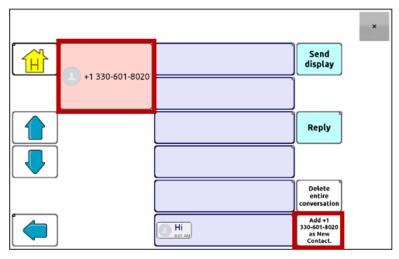
When you want to delete a contact, use your phone to delete it.

To learn how to add a contact from a message, see Adding a Contact from a Received Message.

## Adding a Contact from a Received Message

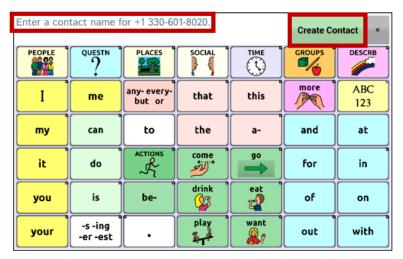
Use this procedure when you receive a message from someone you want to add as a contact.

1. From the texting conversations page, select the phone number of the person you want to add as a contact. The list of messages for that number will open with an additional "Add as New Contact" button. For example:

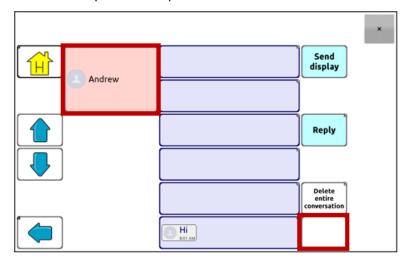


Note: The location of the Add as New Contact button varies by vocabulary file.

2. Choose the **Add as New Contact** button. The SDB will display an "Enter contact name" prompt and a Create Contact button.



- 3. Enter the contact's name in the SDB.
- 4. Choose the **Create Contact** button. The list of messages for the contact will be displayed with the new name in place of the phone number. The Add as New Contact button will be empty.

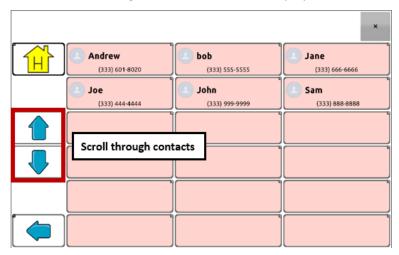


5. The new name will appear on the texting conversations page and the contacts list.

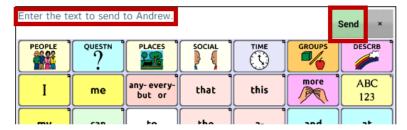
## **Composing and Sending a Message**

You can use the texting pages that are set up in the vocabulary on your device. Or, if you want to customize the texting interface, see Advanced Texting Setup on page 17.

- 1. To send a message, choose the Texting button in your vocabulary. The texting conversations page opens.
- 2. Choose New Message. Your contacts list is displayed.

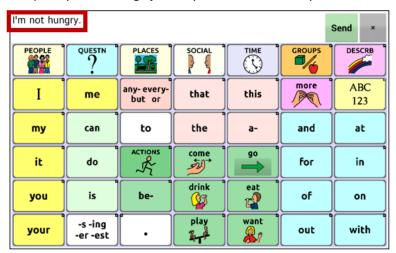


3. Select the contact you want you want to send the message to. The vocabulary home page (or the page you specified as your texting keyboard page) is displayed with an "Enter the text" prompt and a "Send" button located in the SDB.



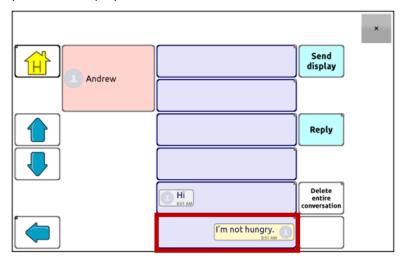
Hint: If you chose the wrong contact or don't want to send a message for any other reason, press **Back** (>, < >) several times until the "Enter the text" prompt disappears from the SDB.

4. Compose your message just as you would enter any text. The message appears in the SDB.



Hint: If you aren't using a keyguard, you may want to increase the size of the SDB. This will increase the size of the Send button, making it easier to access. To increase the size of the SDB, choose **Menu** > **Settings** > **Style** > **Number of Lines**.

5. Choose **Send**. The SDB is cleared and the list of messages for the contact is displayed. The message you sent is displayed at the bottom of the list.



*Note:* All text messages you sent to the contact and received from the contact in the current conversation are listed. Messages sent by you to the contact appear on the right; messages received from the contact appear on the left.

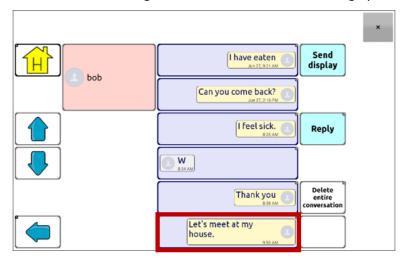
Feature	Description
Send Display	Send the current contents of the SDB as a text message and clear the SDB. The list of messages for the contact is then displayed with the new message at the bottom of the list.
Reply	Reply to the most recent message (at the bottom of the list). Click <b>Reply</b> to open the vocabulary home page (or the page you specified as your texting keyboard page) with a Send button in the SDB. Compose your message and choose <b>Send</b> .
Delete entire conversation	Delete the conversation, that is, the contact and all messages for that contact.  Important! Deleting a conversation deletes all messages to or from the contact.  You will not be able to undo the deletion.

*Note:* The message list only shows the first few words of each message. To view the entire message, select the message to open the text message details page.

# **Speaking a Text Message**

You can speak any text message in a conversation.

1. From the list of messages for a contact, select the message you want to speak.



2. When you select the message, the text message details page is displayed with additional buttons.

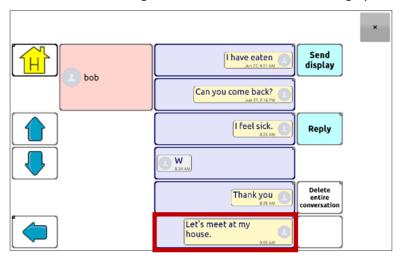


3. Choose Speak Text Message.

# **Copying a Text Message**

You can copy a text message and paste it into a text message you want to send to someone else.

1. From the list of messages for a contact, select the message you want to copy.



2. When you select the message, the text message details page is displayed with additional buttons.



- 3. Tap Copy text message.
- 4. Move to the contact you want to send the message to.
- 5. Press and hold on the SDB. A menu will open.



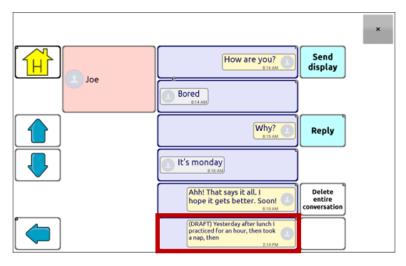
- 6. Choose **Paste**. The copied message will be copied to the SDB.
- 7. Tap **Send Display**.

# **Creating a Draft Message (to finish later)**

If you start a text message and are interrupted or don't have time to finish it, you can create a draft to save the text you entered. For example:



To save this text, press **Back** ( $\stackrel{\frown}{\longrightarrow}$ , or  $\stackrel{\frown}{\triangleleft}$ ) several times. A popup note, "Message saved as draft", will appear briefly near the bottom of the display, and your in-progress message will be preceded by "(DRAFT)".



To finish the message later, select the draft, add the remaining text, and choose Send.

# The Role of Conversations when Creating a Message

You can be in a conversation before creating a text message. For example, if you have text in the SDB that you decide you want to text to someone, you can go to Texting and *choose an existing conversation*, and then choose **Send Display**.

However, you *cannot* go to Texting, choose **New Message**, choose a contact, and then choose **Send Display**.

If you don't have a conversation with someone currently and need to use **New Message**, you can only create a message after the contact has been selected.

## **Deleting Conversations and Messages**

*Important!* Deleting a conversation permanently deletes all messages to or from the contact. If you want to retain the conversation, delete an individual message from the conversation using Delete Message.

### To delete a conversation (all messages to and from a contact):

- 1. Select the conversation.
- 2. Select **Delete Entire Conversation**.
- 3. Are you sure you wish to delete this entire conversation containing ... messages? Choose Yes.

#### To delete one or more individual messages:

- 1. Select the conversation.
- 2. Select the message you want to delete.
- 3. Select **Delete Text Message**.
- 4. Repeat steps 2 and 3 for each message you want to delete.

Note: To delete a contact, use your phone.

## **Using the Back icon with Texting**

The Back icon  $(\Box, \frown, \circ \neg)$  has two handy uses when you're working with text messages.

### If you start a text message and are interrupted or don't have time to finish it:

You can create a draft to save the text you entered. Press **Back** several times until a popup note "Message saved as draft" appears briefly near the bottom of the display. Your in-progress message will be preceded by "(DRAFT)", allowing you to finish the message later.

#### If you chose the wrong contact, or don't want to send a message for any other reason:

Press **Back** ( $\bigcirc$ ,  $\frown$ , or  $\triangleleft$ ) several times until the "Enter the text" prompt disappears from the SDB.

## **Viewing Notifications**

*Note:* To make sure you see notifications, choose **Menu > Settings > Input**. In the Speech Display Bar section, verify that **Enable Notification Bar** is selected.

Notifications appear in the notifications area of the SDB. For example:



#### Icon Indication



You have one unread text message. Tap the icon. The message will appear at the bottom of the sender's list of messages.



You have multiple unread text messages. Tap the icon. The messages will appear at the bottom of the sender's list of messages.



Your phone is not connected to the device. If you tap the icon, you'll see a small popup note: "The phone is not connected." When you connect the phone, the icon will disappear.



The version of ChatSMS installed on the connected phone is incompatible with the version of Chat software installed on your device and should be updated.

or

The version of Chat software installed on your device is incompatible with the version of ChatSMS installed on the connected phone and should be updated.



ChatSMS is not set as the default SMS app on the connected phone. You can still send and receive messages, but texting functionality will be limited. For example, you won't receive new message notifications, messages won't be marked as read, and you won't be able to delete messages.

## A note on scanning notifications

Turn scanning of notifications in the SDB on or off by choosing **Menu** > **Settings** > **Input** > **Scanning** > **Patterns** > **Scan Notifications**.

When Scan Notifications is turned on and a text message notification is scanned and selected, the conversations list opens.

# **Advanced Texting Setup**

If you want to modify the appearance and operation of the texting pages, you can edit buttons and select different actions just as you can on any vocabulary page.

## **Texting Actions**

Action	Description
Done	Functions only when Send or Create Contact is displayed in the SDB. Done provides an alternative button that may be easier for the user to access than the Send or Create Contact buttons.
Texting - Add Number as Contact	Adds a new contact from a received text message.
Texting - Compose Message	Creates a message to text to one of your contacts. This action is used on the Reply button. When you choose <b>Reply</b> , the action takes you to Home, with the "Enter the text to send" prompt and Send button in the SDB. If you want this action to take you to a different page—a keyboard, for example—add a "Navigate to" action.
Texting - Contact	Displays the name and phone number of the current contact. This action is used in conjunction with the Texting Compose Message action.
Texting - Conversation Participants	Displays all the participants in a conversation.
Texting - Copy Text Message	Copies the selected text message to paste into a text message you want to send to someone else.
Texting - Delete Conversation	Deletes the selected conversation.  Note: If you add this action, be sure to also add the Texting Navigate to Conversations action after it.
Texting - Delete Text Message	Deletes the selected text message.
Texting - Message Details	Displays the text, date, and time for the selected text message.  Note: This action displays the date only if the message is older than one day.
Texting - Navigate to Contacts	Navigates to your list of contacts.
Texting - Navigate to Conversations	Navigates to your list of conversations.
Texting - Navigate to Message Details	Navigates to the text message details page, which displays the text, date, and time of the selected message.  Note: This action displays the date only if the message is older than one day.

Action	Description
Texting - Page Down	Pages down through a list of messages or a list of contacts when there are too many to fit on the screen at a time.
Texting - Page Up	Pages up through a list of messages or a list of contacts when there are too many to fit on the screen at a time.
Texting - Send SDB	Sends the current contents of the Speech Display Bar as a text message and clear the SDB. The list of messages for the contact is then displayed with the new message at the bottom of the list.
Texting - Speak Text Message	Speaks the currently selected text message.

# **Troubleshooting**

## Texting conversations page doesn't show any conversations

Make sure the setting "Use with Phone" is turn on. On the device, choose **Menu > Settings > System > Bluetooth settings**. Make sure that **Use with Phone** is selected.

## Icons show up in the SDB. What do they mean?

Icon	Indication
?	Your phone is not connected to the device. If you tap the icon, you'll see a small popup note: "The phone is not connected." When you connect the phone, the icon will disappear.
<u></u>	The version of ChatSMS installed on the connected phone is incompatible with the version of Chat software installed on your device and should be updated.
	or
	The version of Chat software installed on your device is incompatible with the version of ChatSMS installed on the connected phone and should be updated.
A	ChatSMS is not set as the default SMS app on the connected phone. You can still send and receive messages, but texting functionality will be limited. For example, you won't receive new message notifications, messages won't be marked as read, and you won't be able to delete messages.