





User's Guide



Acknowledgements

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Electronic Interference Information

This device complies with Part 15 of the FCC Rules. Operation is subject to two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Warning! Changes or modifications to this product which are not authorized by Prentke Romich Company could exceed FCC limits and negate your authority to use this product.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. You can determine whether this product is causing interference in your radio or television by turning this product off. If the interference stops, it was probably caused by this product or one of its accessories. You can attempt to correct the interference by using one or more of the following measures:

- Turn the television or radio antenna until the interference stops.
- Move this product to one side or the other of the television or radio.
- Move this product farther away from the television or radio.
- Plug this product into an outlet that is on a different circuit from the television or radio; that is, this product should be controlled by different circuit breakers/fuses from the television or radio.
- If necessary, contact a Prentke Romich Company service technician for assistance.

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations. Cet appareil numérique de la classe B respect toutes les exigences du Règlement sur le matériel brouiller du Canada.

Marnings Marnings

This device is not intended to be an emergency call device or sole communication aid.

When operating this device in a medical environment, do not use with any product that is not medically approved. Follow all rules for appropriate cell phone and wireless device use.

Any mounts used should be fitted by a qualified person. Failure to install the mounting system according to the manufacturer's instructions may result in an injury to the user. Caution: Be certain that the user's view is not obstructed by the mounting.

Analysis of positioning by a qualified person is required to prevent repetitive stress injuries.

Device Disposal

Dispose of this device in accordance with local, state, and/or federal electronic recycling laws.

Implantable Medical Devices

A minimum separation of six (6) inches should be maintained between a handheld wireless mobile device and an implantable medical device, such as a pacemaker or implantable cardioverter defibrillator, to avoid potential interference with the device.

Persons who have such devices:

- Should ALWAYS keep the mobile device more than six (6) inches from their implantable medical device when the mobile device is turned ON;
- Should not carry the mobile device in a breast pocket;
- Should turn the mobile device OFF immediately if there is any reason to suspect that interference is taking place
- Should read and follow the directions from the manufacturer of your implantable medical device. If you have any questions about using your wireless mobile device with an implantable medical device, consult your health care provider.

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Mounting the NuPoint Module

Important!

The NuPoint module must be securely attached to the device with all screws to operate properly.

If you purchased NuPoint with your Accent[™] device, the NuPoint module is already mounted on the device. If you purchased NuPoint later, follow these instructions to attach the module to the device. You can attach the module to a device with or without a frame.

Note: Your device may look slightly different from the device shown in these photos.

1. Remove the device handle or port cover by removing the two screws. You will use the screws you remove from the handle or port cover to fasten the NuPoint module to the device.



Remove the handle



or remove the port cover

Important! If the device has a frame attached, remove the two top screws that hold the frame in place. Otherwise, the NuPoint module will not mount properly. Store these screws in a safe location or discard them.

⚠ Loose screws can be a choking hazard.

2. Align the connector and screw holes on the NuPoint module with the NuPoint USB connector and screw holes on the top edge of the back of the device.



- 3. Slide the module into place, making the sure the connectors are engaged completely.
- 4. Tighten the two screws you removed in step 1 to secure the module to the device.
- 5. The NuPoint module is ready to set up for use.

To Clean the Module: Wipe the module with a damp, lint-free cloth. Do **not** use cleaning solvents or immerse the module in water or any other liquid.

Accessing Headpointing Settings

After you have mounted your NuPoint module, you are ready to modify settings to suit the individual who will be using it. You will modify the settings using the NuVoice™ software that is installed on your device.

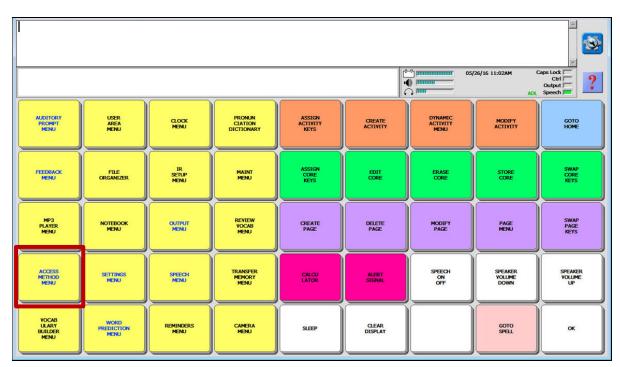
Important! The NuPoint module must be mounted on your device to display all NuPoint settings.

Note: For detailed information on using the NuVoice application, refer to the *NuVoice Software Manual*. The manual is available as online help within the application and as a downloadable PDF file from https://www.prentrom.com/downloads/vocabulary-and-software-manuals.

To access the headpointing settings in NuVoice:

- 1. Select the **Tools** key to the right of the text display area. The Tools menu will slide out from the left side of the screen.
- 2. Select the **Toolbox** key from the Tools menu. The Toolbox will open.

Hint: You can also select the **Tools** key twice to open the Toolbox.



Note: Some of the Toolbox keys shown above are not available on dedicated devices.

- 3. From the Toolbox select Access Method Menu. The Access Method Menu will open.
- 4. Select Choose Different Access Method, then NuPoint/Joystick, and then NuPoint.

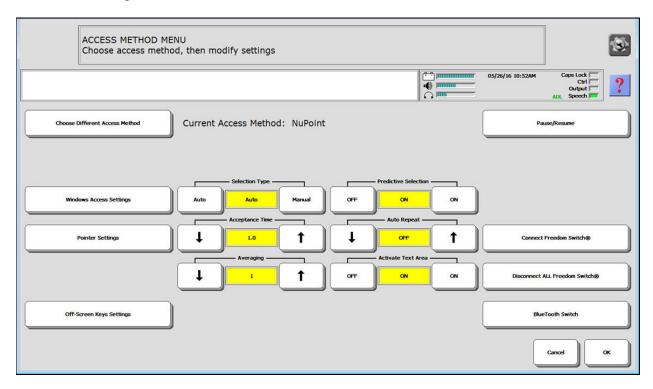
"Current Access Method: NuPoint" will be displayed to the right of the Choose Different Access Method key.

You can now begin customizing NuPoint settings. The following pages provide descriptions of the settings available and how to change them.

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Configuring Basic NuPoint Settings

Basic NuPoint settings are available from the Access Method Menu.



Note: Menu options are slightly different on dedicated devices.

Setting the Selection Type

The selection type options are Auto and Manual. When **Auto** is selected, your device will make your selection for you automatically once your Acceptance Time has accumulated. When **Manual** is selected, you must make the selection with a switch.

Setting the Acceptance Time

This is the amount of time it takes for your device to accept a location you have selected and to select the key. The device beeps when your key is accepted. For example, if you set acceptance time for .50 seconds, you must hold your position for ½ second before the key will be selected and the device beeps.

Setting Averaging

Averaging helps you reduce accidental key activations caused by involuntary head movements or jitter. In effect, it creates a box that surrounds the average horizontal and vertical values of where an individual is pointing. The lower the value, the smaller the box, requiring less movement to change the cursor position. The higher the value, the larger the box, requiring greater movement to change the cursor position.

Adjusting the Cursor Speed

Use Horizontal Adjust and Vertical Adjust to adjust the sensitivity of the cursor along the selected axis. 1 is visually the "slowest" setting and 10 is visually the fastest setting and approximates the "raw" cursor value. This is accomplished by scaling each axis by a predetermined value and drawing the cursor on the screen.

Horizontal Adjust and Vertical Adjust can also be combined with the Averaging setting. A low Averaging value (e.g., 1) combined with a low Horizontal or Vertical Adjustment (e.g., 1) results in little change in the cursor movement. A high Averaging value (e.g., 5) combined with a high Horizontal or Vertical Adjustment (e.g., 10) results in a significant dampening effect on head movement.

Turning Predictive Selection On or Off

When Predictive Selection is turned on, selections that do not produce messages are turned off; nothing will happen. Only selections that contain or are part of actual stored messages will work.

Adjusting Auto Repeat

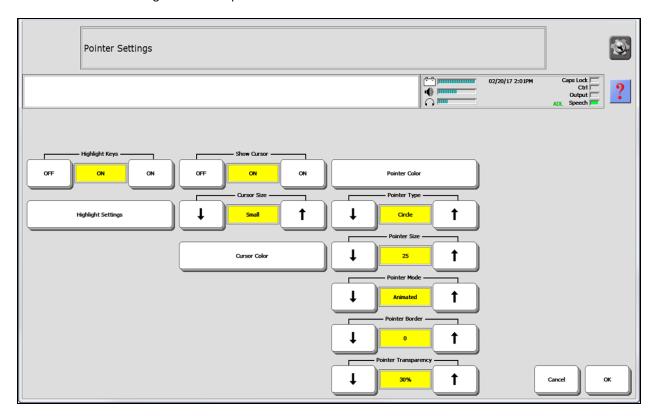
Auto Repeat lets you choose how fast a key will repeat itself when selected continuously. If you do not want keys to repeat, you can turn Auto Repeat off.

Turning Activate Text Area On or Off

When turned on, Activate Text Area allows you to point at the text display area to activate it. If Speech is turned on, your device will speak any text that is in the text display area.

Configuring the Cursor and Highlight Settings

The cursor moves with the user's head movement. The highlight follows the cursor and highlights a key when it is selected. To modify the appearance of the cursor and highlighting, select **Pointer Settings** from the Access Method Menu. The Pointer Settings Menu will open.



Configuring the Cursor

Use the cursor settings to show or hide the cursor, change the cursor size and color, and set the cursor speed. The cursor is visible at all times unless the user shifts its position off the screen.

Showing or Hiding the Cursor

The cursor on your device is a hand. Show Cursor should be set to ON. If you turn Show Cursor off, you will no longer see the hand.

Changing the Cursor Size

Small is the default. You can change the size to Medium or Large.

Changing the Cursor Color

Use the Cursor Color key to change the color of the hand. When you select the key, the Cursor Color Menu is displayed. From this menu you can create custom colors by varying such factors as hue, saturation, and luminosity. For details on changing a color, see "Appendix A: Changing an Item's Color" on page 19.

Configuring Key Highlighting

Use the highlight settings to set how keys appear when they are selected.

Turning Highlight Keys On or Off

Highlight Keys tells your device to place a red border around the key that you point to. This may help to make the selected key easier to see. When you turn Highlight Keys on, the Highlight Settings key becomes active, allowing you to define how keys are highlighted.

Configuring Highlight Settings

Highlight Settings provides visual feedback when a key is activated. Feedback is displayed by highlighting the key with a colored outline or colored fill. When you select the Highlight Settings key, the Highlight Settings Menu opens. The Highlight Settings Menu displays the options Highlight Style, Outline Width, Outline Color, and Fill Color. It also provides a preview of how a key will look with a particular style of highlight applied to it.

Highlight Style: Highlight Style allows you to select the style of visual feedback applied to a key. Use the arrow keys to choose one of the available selections:

- **Outline:** The key is outlined in the selected Outline Color and width of the selected Outline Width. Fill Color is not available when this option is selected.
- **Invert:** The key's colors are inverted. For example, white appears as black. Outline Color and Fill Color are not available when this option is selected.
- Outline and Invert: The key is outlined in the selected Outline Color and width of the selected Outline Width and is also inverted. Fill Color is not available when this option is selected.
- **Fill:** The key is filled with the selected Fill Color. Outline Color is not available when this option is selected.
- Outline and Fill: The key is outlined in the selected Outline Color and width of the selected Outline With and is also filled with the selected Fill Color.

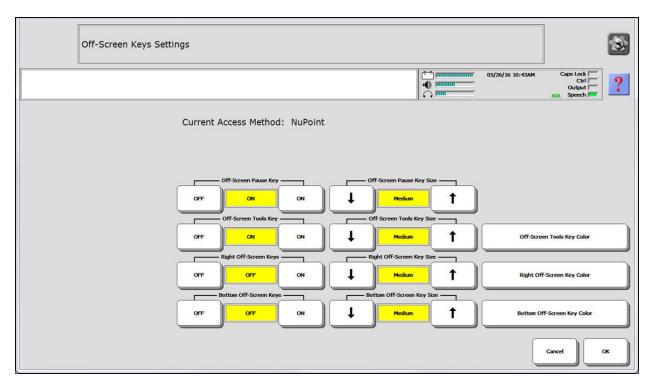
Outline Width: Outline Width allows you to select the thickness of the outline when you select one of the outline options. Use the arrow keys to choose one of the available selections: Very Thin, Thin, Medium, Thick, or Very Thick.

Outline Color: Outline Color allows you to select the color of the outline when you select one of the outline options. Selecting the Outline Color key opens the Highlight Outline Color Menu. From this menu you can create custom colors by varying such factors as hue, saturation, and luminosity. For details on changing a color, see "Appendix A: Changing an Item's Color" on page 19.

Fill Color: Fill Color allows you to select the color of the key fill when you select one of the fill options. Selecting the Fill Color key opens the Highlight Fill Color Menu. From this menu you can create custom colors by varying such factors as hue, saturation, and luminosity. For details on changing a color, see "Appendix A: Changing an Item's Color" on page 19.

Configuring the Off-Screen Keys

Off-Screen Keys Settings allows you to turn the off-screen keys on or off, set key sizes, and set key colors. To access the Off-Screen Keys Settings Menu, select **Off-Screen Keys Settings** from the Access Method Menu.



Turning Off-Screen Pause Key On or Off

When Off-Screen Pause Key is turned on, you can pause or resume tracking by gazing just above the top edge (middle) of the screen. "Paused" or "Active" will be displayed on the screen.

Changing the Off-Screen Pause Key's Size

Off-Screen Pause Key Size sets the size of the off-screen Pause key. Use the arrow keys to select Thick, Medium, or Thin. You can also select Off.

Turning Off-Screen Tools Key On or Off

When Off-Screen Tools Key is turned on, you can select the Tools key by focusing just beyond the left edge of the screen.

Changing the Off-Screen Tools Key's Size

Off-Screen Tools Key Size sets the size of the off-screen Tools key. Use the arrow keys to select Thick, Medium, or Thin. You can also select Off.

Changing the Off-Screen Tools Key's Color

Off-Screen Tools Key Color allows you to create a custom color for the off-screen Tools key. When you select the key, the Off-Screen Key Color Menu is displayed. From this menu you can create custom colors by varying such factors as hue, saturation, and luminosity. For details on changing a color, see "Appendix A: Changing an Item's Color" on page 19.

Turning Right Off-Screen Keys On or Off

When Right Off-Screen Keys is turned on, you can access the off-screen keys by focusing just beyond the right edge of the screen.

Changing the Right Off-Screen Key's Size

Right Off-Screen Key Size sets the size of the right off-screen key. Use the arrow keys to select Thick, Medium, or Thin. You can also select Off.

Changing the Right Off-Screen Key's Color

Right Off-Screen Key Color allows you to create a custom color for the right off-screen key. When you select the key, the Off-Screen Key Color Menu is displayed. From this menu you can create custom colors by varying such factors as hue, saturation, and luminosity. For details on changing a color, see "Appendix A: Changing an Item's Color" on page 19.

Turning Bottom Off-Screen Keys On or Off

When Bottom Off-Screen Keys is turned on, you can access the off-screen keys by focusing just beyond the bottom edge of the screen.

Changing the Bottom Off-Screen Key's Size

Bottom Off-Screen Key Size sets the size of the bottom off-screen key. Use the arrow keys to select Thick, Medium, or Thin. You can also select Off.

Changing the Bottom Off-Screen Key's Color

Bottom Off-Screen Key Color allows you to create a custom color for the bottom off-screen key. When you select the key, the Off-Screen Key Color Menu is displayed. From this menu you can create custom colors by varying such factors as hue, saturation, and luminosity. For details on changing a color, see "Appendix A: Changing an Item's Color" on page 19.

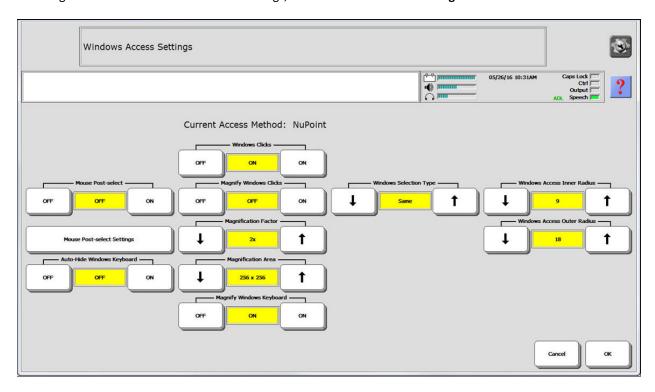


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Configuring Windows Access

Note: This functionality is available on integrated devices only.

To configure Microsoft® Windows® access settings, select Windows Access Settings from the Access Method Menu.



Turning Windows Clicks On or Off

Use the arrow keys to turn Windows Clicks on or off.

Magnifying Selected Areas

When **Magnify Windows Clicks** is turned on, you can select an area in your Windows application and it will appear in a magnified box. This makes it easier for you to select the options you want in your application.

Adjusting the Magnification Factor

Magnification Factor allows you to set how you want an area to be magnified—2 times larger (2x), 3 times larger (3x), 4 times larger (4x), or 5 times larger (5x).

Adjusting the Magnification Area

Magnification Area allows you to select the size of the area you are magnifying by number of pixels. Selections range from 64×64 to 256×256 . We recommend that you select different numbers for Magnification Factor and Magnification Area and try them out in an application on your device. You'll then have a good idea of what works for you.

Using Magnification

When using magnification, click on the option or menu you want or select it with your access method. Then click it again to open or select it.

Magnifying the Windows Keyboard

When Magnify Windows Keyboard is turned on, the on-screen Windows keyboard is magnified to make it easier to select keys. Magnify Windows Keyboard is only available when Auto-Hide Windows Keyboard is turned off.

Hiding the Windows Keyboard Automatically

Auto-Hide Windows Keyboard hides the on-screen Windows keyboard automatically when you aren't using it. When Auto-Hide Windows Keyboard is turned off, Magnify Windows keyboard is available.

Setting the Windows Selection Type

Choose the Windows Selection Type option that works best when you are working in Windows applications. The available options are Same, Auto, Blink, and Switch.

Same The type you selected for the NuVoice application is used when you are working in Windows applications. If you find that you need to use a different type, select either Auto or Switch.

Auto Windows Dwell Time is available.

Switch Acceptance Time is available.

Setting Windows Dwell Time

When the selected dwell time has accumulated, the key you are looking at is selected automatically. The default dwell time is 1.0 second. If you need the time to be faster or slower, use the arrow keys to adjust the time.

Setting Windows Acceptance Time

Acceptance Time is the amount of time it takes to accept a location you have selected. Use the arrow keys to set the acceptance time for Windows only. For example, if you set acceptance time for .50 seconds, you must hold for 0.5 second before the item is selected when working in a Windows application.

Setting Windows Access Inner Radius and Outer Radius (Windows only)

Windows Access Inner Radius and Windows Access Outer Radius affect how broadly time is accumulated and thus how quickly or readily selections are made when using internal computer access within the Windows operating system, apps, or programs. For users who have a difficult time stabilizing the cursor over a specific target, adjustments to the Inner and Outer Radius can give the user the ability to make selections reliably.

Note: These settings have no effect on selections made within NuVoice.

The inner radius determines how close pixels must be to the currently-gazed pixel to get full credit for the amount of time the user fixates on the target; the outer radius determines how close pixels must be to the currently-gazed pixel to get at least half credit for the amount of time the user fixates on the target, assuming they are outside the inner radius. As you increase radius size, more movement is allowed when the user attempts to fixate on a target, making it easier to make selections within Windows. As you decrease radius size, the user must fixate on the target more precisely to make a selection.

Available inner radius and outer radius settings range from 2 to 32. As you adjust the radius settings, the Windows Access Inner Radius setting will change automatically as necessary to always be equal to or less than the Windows Access Outer Radius setting.

For most users, the default radius settings should work. For users who have a lot of uncontrolled head movement, the recommended settings shown below may work better. As with any settings, you may need to experiment to find the settings that work best for an individual.

Setting	Default	Recommended
Windows Access Inner Radius	9	18
Windows Access Outer Radius	18	32

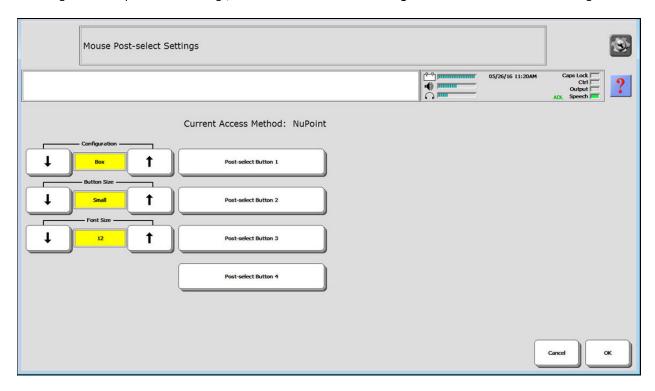


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Configuring Mouse Post-Select Settings

Note: This functionality is available on integrated devices only.

To configure mouse post-select settings, select **Mouse Post-select Settings** from the Windows Access Settings menu.



When **Mouse Post-select Settings** is turned on, the Mouse-Post Select menu will open when you select a key in a Windows application. From the menu you can select the action you want to perform.

Arranging the Mouse Post-Select Menu Buttons

Configuration allows you to arrange the four Mouse Post-Select Menu buttons. **Box** arranges the buttons in a 2x2 box with two buttons in the top row and two buttons in the bottom row. **Vertical** arranges the four buttons vertically. **Horizontal** arranges the four buttons horizontally.

Changing Button Size

Use Button Size to set the size of the four menu buttons: Tiny, Small, Medium, Large, or Huge.

Changing Font Size

Each button has some text on it telling you what the button will do. The default font size is 12. Use Font Size to adjust the text size incrementally from 8 to 32.

Setting up a Mouse Button

To set up your mouse button, select Post-select Button 1, Post-select Button 2, Post-select Button 3, or Post-select Button 4.

Using Target Dots

A package of pressure-sensitive, reflective target dots was included with your NuPoint.

Simply peel a dot from the sheet and press a dot onto the user's forehead or eyeglass frame.

NuPoint calculates how light reflects off the dot to detect the user's head movement. The on-screen cursor moves in the same direction as the user's head movements.



Recommended Positioning and Settings

Note: The system will perform accurately in nearly all lighting conditions, including daylight.

Positioning the User

The closer the user is to the system, the faster the cursor will move on the screen. The optimal distance is 18 to 24 inches. It is recommended that the user sit parallel to the screen, or as nearly parallel as possible.

Hint: As much as possible, avoid positioning the user in front of reflective objects or in areas in which there may be movement behind the user. These could be "distractions" to the system.

Working with Basic Settings

The following settings are recommendations only. You may need to experiment to find the settings that work best for an individual.

Setting	Default	Recommended
Selection Type	AUTO	AUTO
Acceptance Time	.2	1
Averaging	1	1
Horizontal Adjustment	5	1
Vertical Adjustment	5	3
Predictive Selection	OFF	OFF
Auto Repeat	OFF	OFF
Activate Text Area	ON	ON

Using CCHP Mode

CCHP Mode blocks the device's need to recalibrate when the user shifts his or her head position beyond the edges of the screen. This prevents accidental misalignment of the cursor due to uncontrolled or accidental movement.

- CCHP Mode must be set up for a tool key or button on a page.
- You should set both CCHP MODE ON and CCHP MODE OFF.
- CCHP MODE OFF clears the CCHP Mode function and returns the device to normal operation.

Understanding CCHP Mode

When CCHP Mode is turned off, the user recalibrates the system every time he or she moves his or her head beyond the edges of the screen. When the user moves his or her head back within the screen, NuPoint is basically adjusted to a new point and the cursor is misaligned.

CCHP MODE ON turns off the recalibration that occurs when a user moves his or her head beyond the edges of the screen. To avoid using the edges for recalibration, a calibration needs to be created relative to where the user started. The system will not recalibrate when the user moves off the screen in any of the four basic directions. CCHP Mode can be very effective for users who have spastic movements that take them off screen and become misaligned.

When CCHP Mode is turned on, the user knows when his or her head is at midline and is able to move the cursor exactly where he or she is looking. The user can use the device, look away, and come back and NuPoint should be tracking as it had from the beginning. No more bobbing around to get the cursor aligned. For users who have significant cognitive impairments, this is helpful because the headpointer only responds when they are looking at something. CCHP Mode works with any grid size (28, 36, 45, 60, 84, or 144).

Setting up CCHP Mode Buttons and the Calibration

- Using a tool key or button on a page, set up one key or button for CCHP MODE ON and another key or button for CCHP MODE OFF.
 - 1.1 From a storing menu, select the **Spell Message or Define Key Function** key.
 - 1.2 Select **Insert Tool** on your storing keyboard. The All Tools List will appear.
 - 1.3 Select the CCHP MODE ON insertable tool.
 - 1.4 Repeat steps 1.1 through 1.3 for the CCHP MODE OFF insertable tool.
- 2. Turn on CCHP Mode by choosing the CCHP MODE ON button you set up.
- 3. Have the user hold as still as possible or stabilize his or her head while looking at the screen.
- 4. Choose the CCHP MODE ON button you set up. You have calibrated the headpointer to the position the dot is in. Effectively, you have calibrated NuPoint to the user.
- 5. Have the user move his or her head around—move off the screen; move back to the calibration point. You should notice that the calibration did not change. Without CCHP Mode, the calibration would be misaligned and the headpointer would be off to one side or the other.
- 6. Turn off CCHP Mode by choosing the CCHP MODE OFF button you set up. After CCHP mode has been turned off, the system will return to normal operation.

Pausing NuPoint

You can pause NuPoint while you make adjustments to settings, or when you need to look longer at a screen or menu.

Using the Off-Screen Pause Key

The quickest way to pause NuPoint is to use the off-screen Pause key. To display this key, select **Off-Screen Keys Settings** from the Access Method Menu. Then turn Off-Screen Pause Key **ON**.

When Off-Screen Pause Key is turned on, you can pause or resume tracking by gazing just above the top edge (middle) of the screen. "Paused" will be displayed on a red off-screen key, or "Active" will be displayed on a green off-screen key.

Using the Pause/Resume Key

You can also select **Pause/Resume** from the Access Method Menu to pause NuPoint. When you finish, select **Pause/Resume** to restart NuPoint.

Using the Disable Pointer Insertable Tool

Assign the insertable tool **Disable Pointer** to a key. Select the key to set **Pause**. Select it again to set **Resume**.

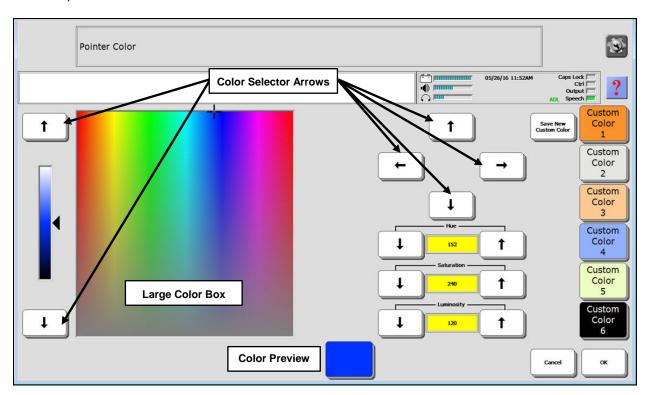
Viewing Tracking Status

The LED on the front of the NuPoint unit indicates the current tracking status. **Red** indicates that the NuPoint unit is on, but is not tracking. **Green** indicates the unit is tracking.



Appendix A: Changing an Item's Color

Use the Color Menu to create custom colors by varying such factors as hue, saturation, and luminosity. The Color Menu will be displayed when you change the pointer color, cursor color, highlight color, or off-screen key color. This example shows the Pointer Color Menu.



Using the Color Menu

The following options are available from the Color Menu.

Color Selector Arrows

Use the Up and Down arrows to the *right* of the large color box to change hue. Use the Left and Right arrows to change saturation. As you use the arrows, the pointer in the large color box moves to the color currently selected.

Use the Up and Down arrows to the *left* of the color box to adjust the lightness and darkness of the selected color. As you use the arrows, the pointer between the arrows moves up and down the lightness/darkness scale to show you the relative lightness or darkness.

Hue

Hue changes the basic, undiluted color—red, orange, yellow, green, blue, etc. As you use the Up and Down color selector arrows, the hue value changes automatically. If you know the specific hue you want, use the Hue arrows to select the value.

Saturation

Saturation adjusts the brightness of the color. As you use the Left and Right color selector arrows, the saturation value changes automatically. If you know the specific degree of saturation you want, use the Saturation arrows to select the value.

Luminosity

As you use the Lightness/Darkness arrows to make the selected color lighter or darker, the Luminosity value changes automatically. If you know the specific degree of luminosity you want, use the Luminosity arrows to select the value.

Large Color Box

As you move the color selector arrows or adjust hue, saturation, and luminosity values, the pointer in the large color box moves to the color currently selected.

Color Preview

The color preview feature varies depending on whether you are changing the color of the pointer, cursor, highlight, or off-screen key. As you move the color selector arrows or adjust hue, saturation, and luminosity values, the color preview displays the color currently selected.

Save New Custom Color

To save a color you create to apply to other items, select **Save New Custom Color** and then select **Custom Color 1**, **Custom Color 2**, **Custom Color 3**, **Custom Color 4**, **Custom Color 5**, or **Custom Color 6**. The background color of the Custom Color key you select will change to the new color.

Custom Color 1 - 6

To save a color you create to apply to other items, select **Save New Custom Color** and then select **Custom Color 1**, **Custom Color 2**, **Custom Color 3**, **Custom Color 4**, **Custom Color 5**, or **Custom Color 6**. The background color of the Custom Color key you select will change to the new color.

Note: If you select a Custom Color key that already stores a color, the new color will replace the older color.

Creating a Custom Color

Use the following basic procedure to create a custom color.

- 1. Use the Up and Down color selector arrows to the *right* of the large color box to select the hue you want.
- 2. Use the Left and Right color selector arrows to the *right* of the large color box to select the degree of saturation you want.
- Use the Up and Down arrows to the *left* of the color box to adjust the lightness and darkness (luminosity) of the selected color.
 - *Alternatively:* If you know the custom color values you want, select the values from the Hue, Saturation, and Luminosity options.
- 4. When the color you want is displayed in the preview box, select **Save New Custom Color**.
- 5. Select **Custom Color 1**, **Custom Color 2**, **Custom Color 3**, **Custom Color 4**, **Custom Color 5**, or **Custom Color 6**. The background color of the Custom Color key you select will change to the new color.
- 6. Select OK.