

### Instructions for creating the paper based support book.

1. **Print** out the book. Normal A4 paper will be fine but if you want added durability you could use card.
2. **Cut** out the all of the sections carefully. The dotted lines are a guide on where to cut—this will ensure that the tabs line up correctly when you put the book together. If the dots go to the edge of a page (as in the ABC pages), cut along the line to the edge of the paper and do not trim the top edge. **Check the tabs all line up correctly** and trim any edges which overhang.
3. **Laminate** all the sections. Once laminated trim the tabs down again, checking they line up correctly and re-trimming if needed.
4. **Build** the book. The keyboard pages are the **bottom layers** with the main vocabulary page sitting on top of that. You then layer the subsequent tabs on top. The attached list of tabs is also a suggested order in which to layer them—with tab 1 (People) being the top layer in the finished book. If you wish you can add the 'About this book' page as the base layer—this is optional however.
5. If you are using a ring-binder to hold the book together, **punch** holes in each page and tab— to line up the layers correctly make sure to align the silver line on each page and tab with the centre point of the hole punch.
6. Instead of a ring-binder you may choose to bind the pages together. It's up to you. Just make sure you have the tabs all in the correct order before you bind it! You can see more ideas on the next page for how to construct your book and customise it.

### FAQ's

*What if I want to change a word?* - Simply print and cut out the symbol you do want, stick it on the relevant page BEFORE laminating it and tada! - your symbol has been replaced. You can use our PASS software to create symbols or print a screen shot from your device.

*What if I don't need some of the tabs?* - That's fine! Just don't include them or add other symbols to them instead.

*Why are some tabs blank?* These blank tabs are for you to add additional categories you feel you may need.

*What is the 'special words' tab for?* This is a temporary tab which will be populated with topic words relative to range of common seasonal events, holidays and celebrations.

## Customising blank cells

You now have 2 options to choose from:

### Option 1:

Simply print and cut out the symbol you do want, stick it on the relevant page BEFORE laminating it and tada! - your symbol has been re-placed. You can use our PASS software to create symbols.

### Option 2:

Save images to your computer or create symbols in your PASS software then save them to your computer using the snip tool. Open the PDF. Add button images by clicking the image fields on the desired cell. Print, cut, and laminate the flip book.

## Customising how your book looks

The great thing about this template is that it allows you to put the book together in anyway you want. You can find a solution which meets your needs and budget.

Some ideas of how to build your book include:

### *Keep it simple*

Simple ways to hold the book together can be by simply holding the pages and tabs together using either keyring holders or treasury tags—not only is this a simple, low cost option but it means the book remains lightweight and slimline—perfect for popping in a bag with a high tech device if the book is going to be a back up etc.

### *Protect it with a folder*

As the book is designed to be just smaller than A4 this means it fits perfectly into an A4 ringbinder! Any ring binder will suffice. You can get a single coloured folder and personalise it with stickers or choose a cool patterned one and make the book unique!

### *Angling the book*

You may wish to raise the book so you can have it at an angle to easily see it. Simple solutions include using a plastic recipe book holder (this will work better if the book is not in a folder) or you can purchase special 'easel' binders online which can be opened up and held together to stand up.

## List of Tabs

1. People tab
2. Greetings/Social tab
3. Comments tab
4. Questions tab
5. Drink tab
6. Drink (Phrases) tab
7. Food (main) tab
8. Food (meals) tab
9. Food (fruits) tab
10. Food (vegetables) tab
11. Food (phrases) tab
12. Animals tab
13. Animals (birds) tab
14. Animals (farm) tab
15. Animals (insects) tab
16. More tab
17. Feelings tab
18. Places (main) tab
19. Places (restaurants) tab
20. Places (rooms) tab
21. Places (shops) tab
22. Places (phrases) tab
23. Alexa tab
24. Art tab
25. Body (main) tab
26. Body (more) tab
27. Body (pain) tab
28. Body (pain phrases) tab
29. Clothes tab
30. Clothes (phrases) tab
31. Read tab
32. Read (phrases) tab
33. More tab
34. Colours tab
35. Days tab
36. Days (months) tab
37. Days (holidays) tab
38. Money tab
39. Money (euro) tab
40. Money (phrases) tab
41. Music tab
42. Names tab
43. Toys tab
44. Toys (phrases) tab
45. TV tab
46. TV (phrases) tab
47. More tab
48. School tab

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me 	I want... 	I don't want... 	Do you want 	Great to see you 	This is great! 	Hello 	thing 
I 	I need... 	I don't need 	My name is 	DRINKS 	FOOD 	ANIMALS 	FEELINGS 
YOU 	I like... 	I don't like... 	PLACES 	ALEXA 	ARTS 	BODY 	CLOTHES 
HE 	I have... 	I have not 	READ 	COLOUR 	DAYS 	MONEY - £ 	MUSIC 
SHE 	I can 	I can't 	NAMES 	TOYS 	TV 	SCHOOL 	WEATHER 
mistake 	I am 	I'm not 	Say... 	toilet... 	help... 	charge... 	more 

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mistake 	is 	good 	bad 	happy 	sad 	and & 
me 	to 	do 	don't 	drink 	eat 	the 
my 	get 	go 	have 	help 	like 	love 
I 	play 	put 	read 	stop 	turn 	with 
you 	wait 	watch 	more 	that 	in 	on 
it 	mine 	some 	not 	this 	out 	off 
						what 
						where 





# Liberator easyChat Phrases PCS

Version 1.00 (tab 1)

me 	him 	mum 	sister 	daughter 	grandma 	girl 	adult 
it 	her 	dad 	brother 	son 	grandad 	boy 	child 
PEOPLE 							



# Liberator easyChat Phrases PCS

Version 1.00 (tab 2)







yes 	hi 	goodbye 	hiya 	see ya 	please 	thank you 	thanks 
no 	awesome 	brilliant 	cheers! 	grand 	I love you. 	okay 	sorry 
GREETINGS/SOCIAL 							





## Liberator easyChat Phrases PCS

Version 1.00 (tab 3)

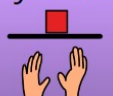















This is great! 	I like this. 	That is so good 					
This is terrible! 	I don't like this. 	That is so bad. 					

COMMENTS



## Liberator easyChat Phrases PCS

Version 1.00 (tab 4)

Do you want 	Do you need 	Do you like 	Can you have 	Can you 	who 	what 	why 
Don't you want 	Don't you need 	Don't you like 	Can't you have 	Can't you 	when 	how 	where 


















QUESTIONS

?



Liberator easyChat Phrases PCS




Version 1.00 (tab 5)

It is 	beer 	choc milk 	coffee 	coke 	gin 	juice 	milk 
drink 	milkshake 	orange juice 	orange squash 	pineapple juice 	tea 	water 	wine 
DRINKS 							



Liberator easyChat Phrases PCS


Version 1.00 (tab 6)

I want 	My favourite is 	This is so fizzy! 	I am thirsty. 	cheers! 			



Liberator easyChat Phrases PCS

















Version 1.00 (tab 7)

It is 	apple 	banana 	biscuit 	burger 	cake 	chips 	chocolate 
eat 	crisps 	jacket potato 	macaroni cheese 	McDonalds 	pizza 	sausage 	yoghurt 
						FOOD 	



Liberator easyChat Phrases PCS















Version 1.00 (tab 8)

It is 	meal 	dinner 	breakfast 	lunch 	cheese 	chips 	hamburger 
nuggets 	macaroni 	salad 	sausage 	sandwich 	soup 	spaghetti 	hot dog 



Liberator easyChat Phrases PCS












Version 1.00 (tab 9)

It is 	fruit 	apple 	banana 	blueberry 	cherry 	grapes 	lemon 
eat 	orange 	peach 	pear 	strawberry 	raspberry 		



Liberator easyChat Phrases PCS


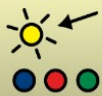


Version 1.00 (tab 10)

It is 	vegetable 	broccoli 	cabbage 	carrot 	cucumber 	green beans 	peas 
eat 	potato 	sweetcorn 					



Liberator easyChat Phrases PCS











Version 1.00 (tab 11)

I want... 	My favourite is 	This tastes great! 	I am hungry. 				



Liberator easyChat Phrases PCS

Version 1.00 (tab 12)

It is 	animal 	cat 	dog 	fish 	hamster 	rabbit 	snake 
My favourite is 	I'm scared of 						

ANIMALS







Liberator easyChat Phrases PCS

Version 1.00 (tab 13)

It is 	bird 	duck 	eagle 	robin 	swallow 	swan 	



Liberator easyChat Phrases PCS

Version 1.00 (tab 14)









It is 	farm 	cow 	chicken 	goat 	horse 	pig 	sheep 





Liberator easyChat Phrases PCS


Version 1.00 (tab 15)

It is 	insect 	ant 	bee 	beetle 	fly 	spider 	wasp 



Liberator easyChat Phrases PCS












Version 1.00 (tab 16)

							MORE 



Liberator easyChat Phrases PCS


















Version 1.00 (tab 17)

It is 	angry 	bad 	bored 	excited 	good 	great 	
feel 	happy 	lonely 					
FEELINGS 							



Liberator easyChat Phrases PCS







Version 1.00 (tab 18)

It is 	beach 	place 	bed 	church 	garden 	home 	house 
go 	to 	park 	pub 	school 	supermarket 	swimming 	shop 
	PLACES 						



# Liberator easyChat Phrases PCS















Version 1.00 (tab 19)

It is 	restaurant 	McDonalds 	KFC 				
go 	to 						



# Liberator easyChat Phrases PCS











Version 1.00 (tab 20)

It is 	room 	basement 	bathroom 	bedroom 	dining room 	ensuite 	garage 
go 	to 	kitchen 	loft 	lounge 	toilet 		



# Liberator easyChat Phrases PCS




Version 1.00 (tab 21)

It is 	shop 	Asda 	eBay 	Morrison 	Primark 	Sainsburys 	Tesco 
go 	to 						



# Liberator easyChat Phrases PCS


















Version 1.00 (tab 22)

I want to go to the 	I don't want to go to the 	I want to go out. 					



# Liberator easyChat Phrases PCS

Version 1.00 (tab 23)

please ask alexa 	What is the weather today? 	What will the weather be tomorrow? 	What time is it? 	What is the date? 	What day is it? 	What is in my calendar today? 	What is in my calendar tomorrow? 
stop 	What's the news today? 	Tell me something funny 	Turn the light on 	Turn the light off 	Turn the heating to 21c 	Turn the heating off. 	Play Happy Birthday 
		ALEXA 					



Liberator easyChat Phrases PCS




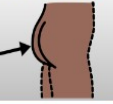











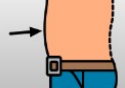

Version 1.00 (tab 24)

It is 	art 	card 	glitter 	glue 	highlighter 	paper 	pen 
use 	pencil 	ruler 	scissors 	sellotape 	staple 		
ARTS 							



Liberator easyChat Phrases PCS

Version 1.00 (tab 25)









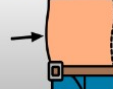
It is 	body 	arm 	bottom 	ears 	eye 	finger 	foot 
hand 	head 	knee 	leg 	mouth 	nose 	shoulder 	stomach 
BODY 							





# Liberator easyChat Phrases PCS


Version 1.00 (tab 26)

It is 	teeth 	toe 					
organ 	brain 	heart 	kidney 	liver 	stomach 		



# Liberator easyChat Phrases PCS

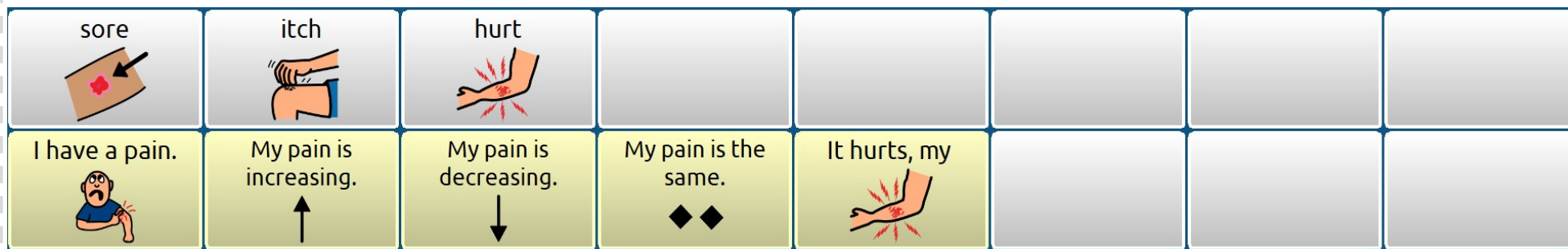
Version 1.00 (tab 27)

pain 	My pain is a... 	1	2	3	4	5	My sore is a... 
It is 	My itch is a... 	6	7	8	9	10	




















Version 1.00 (tab 28)



Version 1.00 (tab 29)






skirt 	trousers 						
My favourite is 	I need help getting dressed. 						

It is 	book 	email 	letter 	newspaper 	note 	page 	story 
read 	turn 	text message 	WhatsApp	red riding hood 			
						READ 	



**Liberator** easyChat Phrases PCS


Version 1.00 (tab 32)

My favourite is 	Turn the page 	Can you read some more please. 					



**Liberator** easyChat Phrases PCS










Version 1.00 (tab 33)

							MORE 



Liberator easyChat Phrases PCS

















Version 1.00 (tab 34)

It is 	colour 	black 	blue 	brown 	gold 	green 	orange 
pink 	purple 	red 	silver 	white 	yellow 		
COLOUR 							




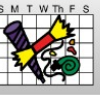


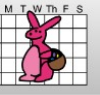
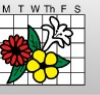


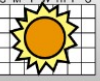
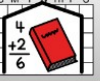





Liberator easyChat Phrases PCS














Version 1.00 (tab 35)


















It is 	day 	today 	tomorrow 	morning <b>AM</b> 	afternoon <b>PM</b> 	evening <b>PM</b> 	night 
Monday 	Tuesday 	Wednesday 	Thursday 	Friday 	Saturday 	Sunday 	
DAYS 							




It is 	month 	year 	January 	February 	March 	April 	May 
June 	July 	August 	September 	October 	November 	December 	



It is 	holiday 	anniversary 	birthday 	bonfire night 	Christmas 	Christmas Eve 	fathers day 
halloween 	mothers day 	New Year 	New Years Eve 	Valentines day 			

It is 	money 	pound 	1p 	2p 	5p 	10p 	20p 
pay 	50p 	£1 	£2 	£5 	£10 	£20 	£50 
MONEY - £ 							







money 	euro 	1c 	2c 	5c 	10c 	20c 	50c 
pay 	€1 	€2 	€5 	€10 	€20 	€50 	€100 





## Liberator easyChat Phrases PCS












Version 1.00 (tab 40)

change 	credit card 						
How much is it? 	It is too expensive. 	Can you help me count it please. 	That is a bargain. 				





## Liberator easyChat Phrases PCS

Version 1.00 (tab 41)







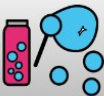




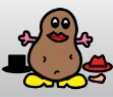




It is 	music 	drum 	song 	piano 	violin 		
sing 	My favourite is 	This song is good. 	This is a terrible song. 				
MUSIC 							



It is 	name 						

NAMES



It is 	game 	toy 	ball 	bike 	blocks 	bubbles 	car 
play 	doll 	jigsaw 	Mr. Potato Head 	play doh 	guess who? 	snakes and ladders 	Uno 

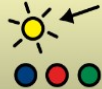




TOYS





**Liberator** easyChat Phrases PCS



Version 1.00 (tab 44)

My favourite is 	I win 	My Turn! 	Loser! 	Let's play 			



**Liberator** easyChat Phrases PCS

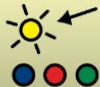



Version 1.00 (tab 45)

It is 	tv 	Amazon Prime 	BGT 	box set 	cartoon 	film 	Fireman Sam 
watch 	Netflix 	news 	Peppa Pig 	remote control 	TV 		
						TV 	



**Liberator** easyChat Phrases PCS

Version 1.00 (tab 46)

My favourite... 	I want watch 	I don't want 	Turn on 				



**Liberator** easyChat Phrases PCS









Version 1.00 (tab 47 )

							MORE →



Liberator easyChat Phrases PCS













Version 1.00 (tab 48)

It is 	school 	classroom 	teacher 	teaching assistant 			
MATHS 	ENGLISH 	HISTORY 	SCIENCE 				
SCHOOL 							



Liberator easyChat Phrases PCS

Version 1.00 (tab 49)

It is 	weather 	cloud 	hail 	rain 	snow 	storm 	sun 
Today is 	Tomorrow is 	wind 					
WEATHER 							



Liberator easyChat Phrases PCS

Version 1.00 (tab 50)


Special Words



Liberator easyChat Phrases PCS

Version 1.00 (tab )








Liberator easyChat Phrases PCS

Version 1.00 (tab )




Liberator easyChat Phrases PCS

Version 1.00 (tab )






Liberator easyChat Phrases PCS

Version 1.00 (tab )




Liberator easyChat Phrases PCS

Version 1.00 (tab )


MORE





Liberator easyChat Phrases PCS

Version 1.00 (tab )




Liberator easyChat Phrases PCS

Version 1.00 (tab )




Liberator easyChat Phrases PCS

Version 1.00 (tab )


### **Useful information about this paper based support book**

This paper based support book is a support resource which is based upon the easyChat Phrases vocabulary with PCS symbols and a 48 symbol location. Whilst this book will not contain all of the words that you'll find in the full vocabulary, it should contain the majority of important words you may need day to day.

You can use this book in many ways:

- It can be a great back up for someone who uses a high tech device which is running the same vocabulary—this is useful at times if a device breaks or isn't suitable for the situation (i.e. hydro).
- It can be a useful tool for modelling vocabulary.
- You can use it with someone who is not yet using a high-tech device but whom you feel may benefit from one in the future.
- It can be used as a vocabulary prompt for somebody who has speech but may need some visual supports and prompts.
- It can be useful when used alongside speech, to support others' understanding.

### **Top tips for success!**

- When modelling language using the book make sure to point to the key words in the communication book as you say them.
- It doesn't matter if you can't build full, grammatically correct sentences using the book—getting the main message across is the priority.