Liberator
A Prentke Romich Company

Accent with easyChat v7.00
Quick Reference Guide
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Power/sleep

Tools key
(on the display)

Tools key (on front of device)
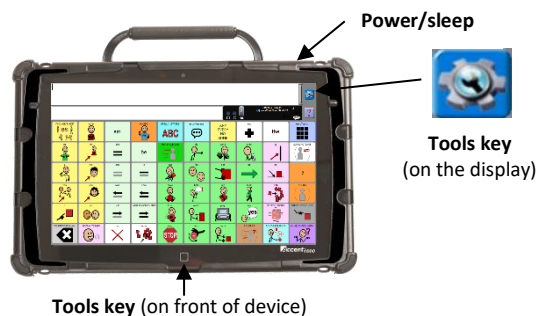
TOOLS KEY
The Tools key reveals a set of User Keys, such as the Toolbox, Setup/Edit key, and Shutdown.

POWER/SLEEP BUTTON
1. To power on the device, press and hold the power/sleep button (on top of device).
2. The device should be put to sleep daily. To wake/sleep the device, press the power/sleep button.*
3. The device should be restarted weekly. To restart, select **Tools**, **Toolbox**, **Maintenance Menu**, **Power Management**, **Restart**, and then **Yes**.
4. If you don't plan to use the device, want to store/transport it in a bag or receive an error message, it is recommended to shut down the device completely. To do this, select **Tools**, **Shutdown**, and then **Yes**.

*Note: The device may wake up from sleep if using NuEye or if Windows updates are set to install automatically. To preserve the charge overnight, either connect the charger or shut down the device completely.

LOADING AN ENTIRE EASYCHAT CONFIGURATION ON YOUR ACCENT
Please contact your Liberator consultant or Head Office if you require support to load the easyChat files. Please follow these steps if
   a) your device does not open to easyChat
   b) you want to change all user areas to easyChat Core, Phrases, Spell, Words, Phrases or Explore

1. Select the **Tools** key, and then **Toolbox.**
2. Select **MAINT MENU**, and then **Change Product Configuration.**
3. Select the version of easyChat you would like to load. Your chosen version of easyChat will load into all 6 User Areas, with different location sizes.
4. You will see the prompt "Are you sure you want to erase everything?". If you have no personalised files on the Accent that you wish to keep, select **Yes**. If you wish to keep your personalised files, select **No**, then follow the steps for 'Vocabulary Backup'.
5. File loading will begin. If required, select **OK** as many times as required to return to the home screen.

SWITCHING BETWEEN EASYCHAT USER AREAS IN AN ENTIRE EASYCHAT CONFIGURATION
1. Select **Tools**, and then **easyChat (Core, Phrases etc)**. This button will have a different name depending on the layout you have loaded.
2. Select the area you wish to load.

*Note: If you replace a single user area within an easyChat configuration, this screen will not update to reflect these changes.

LOADING A SINGLE EASYCHAT VOCABULARY ON YOUR ACCENT
1. Select **Tools**, and then **Toolbox.**
2. Select **User Area Menu**, and then **Replace User Area.**
3. Select the user area to load into (something that you have not personalised, as this will be replaced).

4. Navigate through the folders presented to find the easyChat configuration you want, then choose the file you wish to load.
6. You will see the prompt "If you continue, all stored vocabulary in user area X will be erased. Do you want to do this?". If you have made no personalised changes in the selected area you wish to keep, select **Yes**. If you wish to keep your personalised files, select **No**, then follow the steps for 'Vocabulary Backup'.
7. Type the word 'replace' when prompted, then select **OK**.
5. Memory transfer will begin. Select **OK** when complete, then **OK**, **OK** to return to the home screen.

SWITCHING BETWEEN USER AREAS AFTER LOADING A SINGLE FILE
1. Select **Tools**, and then **Toolbox.**
2. Select **User Area Menu**, and then **Switch User Area.**
3. Select **OK, OK** to return to the home screen.

CHANGING THE VOICE
1. Select **Tools** > **easySetup > Voices > Choose Voice**.
2. Select the desired voice. Wait for it to load. To listen to the voice, select **Test Speech**.
3. Select **Go Back, Home**.

PRONUNCIATION DICTIONARY
"Teach" the device to pronounce a word correctly.
1. Select **Tools**, then **easySetup**.
2. Under Custom Settings, select **Pronunciation Dictionary**. Select **Main Voice**, and **Add Pronunciation.**
3. Enter the correct spelling of the word. Select **OK**.
4. Enter the "phonetic spelling" of the word. To test the pronunciation, select **Speak Display**.
5. Select **OK**, **OK**, **Home.**

DISABLING THE TOOLBOX

To *disable* the toolbox:
1. Select **Tools**, and then **Toolbox**.
2. Select **Maint Menu.**
3. Select **Disable Toolbox** and select **Disable** under Toolbox. You must enter a password and select **OK** to disable the toolbox. Remember your password.
4. Select **OK**, **OK**, **OK.**

To *enable* the toolbox:
1. Select **Tools.**
2. Enter your password and select **OK**.
3. Select **Toolbox,** then **Maint Menu.**
4. Select **Disable Toolbox** and select **Enable** under Toolbox.
5. Select **OK**, **OK**, **OK.**

Additional *options*
1. Select **Tools**, **Toolbox**, **Maintenance Menu**, and **Disable Toolbox**.
2. **Create Toolbox Disable Override:** Select this option and then insert a USB drive. An override file will be placed on the USB. Select **OK**. The device will "unlock" anytime this USB flash drive is inserted into the device (without the need to enter a password).
3. Enable or Disable **On-Screen Tools Key**, **Help Button**, and/or **Pulldown Menu Button**.

HIDE/SHOW KEYS
1. Select **Tools**, and then select **Edit**.
2. Select **Hide/Show Keys** at the top right corner of the screen.
3. Select the keys to hide or select **Hide All**.
4. If you selected **Hide All**, select individual keys to "show" by touching them. They brighten.
5. Select the text display area to exit.
6. To show all keys, select **Show All** after step 2.

EDITING A KEY
1. Be sure you are looking at the key you want to edit. Select **Tools**, and then **Edit**.
2. Touch the key you want to edit.
3. Select **Change Icon**. Then do one of the following:
   a. **Spell Icon to Find.** Spell what you are looking for. Select **OK**. Touch the icon you want.
   b. Plug a USB drive with photos on it into the device. Select **Import Icon**. If the content of the USB drive is showing, touch the photo you want to import. If not, select **Up Folder** to navigate to the flash drive, and then touch the photo you want. Select **OK** and **OK**. Select **Cancel** > the photo will be placed on the key and in the imports folder of the icon dictionary.
   c. Search for an icon by category.
4. Look to see if the "text to speak" is correct. If not, select **Spell Message or Define Key Function** to type text that will appear in the display and be spoken. Be sure to put a *space* after the last character. Select **OK**.
5. Check to see if the label is correct. If not, select **Change Label**, type new label and **OK**.
6. Select **OK** or **Choose Next Key to Define**.

TAKING A PHOTO
1. Select **Tools** > **easySetup** > **Camera.**
2. Use 'Choose Camera to select Front or Rear.
3. Frame the picture. Select **Take Picture**.
4. Select **Save as Icon** to use the photo for an icon on a single key. Select **Rename Icon** and then select **Clear Display**. Type a name, select **OK**, **OK**. Put the picture in a category or **Cancel** to have it go to the imports folder.
5. Select **OK** and then select **Home**.

VOCABULARY BACK UP TO USB

Method A: Quick Backup
1. Select **Tools > easySetup > Save/Restore.**
2. Make sure the pre-set folder is a USB drive. If so, select **OK**. If not, select **Choose different folder** and navigate to the USB drive. Then select OK, and name the file.
3. Select **OK** and wait for the memory transfer to complete. Select **OK** to return to home.

Method B: Advanced Backup:
1. Insert your USB drive into the USB port.
2. Select **Tools**, then **Toolbox**.
3. Select **Transfer Memory Menu**.
4. Select **Save One User Area** and then the user area you want to backup, OR select **Save Entire Device Contents**.
5. Make sure the pre-set folder is a USB drive. If so, select **OK**. If not, select **Choose different folder** and navigate to the USB drive. Then select OK, and name the file.
6. Select **OK** and wait for the memory transfer to complete. Select **OK, OK**, **OK.**

LOADING A VOCABULARY BACKUP TO YOUR ACCENT OR YOUR WINDOWS COMPUTER
1. Complete the 'vocabulary backup to USB' above.
2. Insert your USB drive to your Accent or computer.
3. On your Accent (or in NuVoice PASS on your computer), select **Tools, Toolbox, Transfer Memory Menu.** Select **Load One User Area** or **Load Entire Device Contents.** The process will replace what currently exists in the user area or device.
4. If loading one user area, choose a user area to load into.
5. Select the backup file on the USB drive, and wait for the memory transfer to complete. Select **OK**.