

Scene & Heard



User Guide

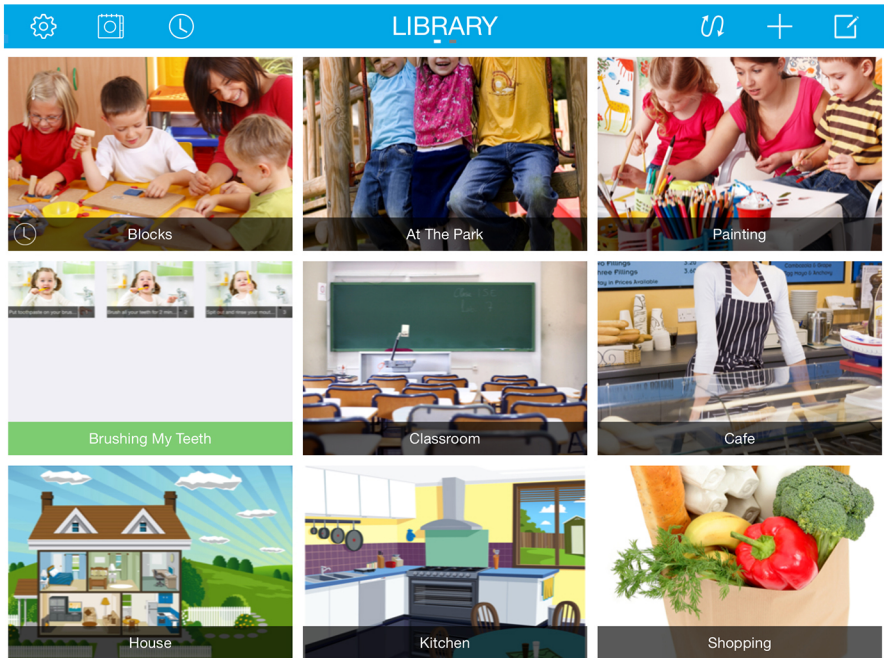
Version 3.0



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Opening Scene & Heard for the first time will bring up your scene library.





The icons across the top of the page are (from left to right) Settings, Communication Book, Scene Scheduling, Rearrange Scene Library, Edit Scene.

The screenshot shows the TherapyBox homepage interface. At the top is a blue navigation bar with the word "LIBRARY" in the center. To the left of "LIBRARY" are three icons: a gear (Settings), a book (Communication Book), and a clock (Scheduler). To the right of "LIBRARY" are four icons: a double-headed arrow (Rearrange Scene Library), a plus sign (Add Scene/Task), and a square with a pencil (Edit Scene/Task). Red arrows point from text labels to these icons: "Communication book" points to the book icon, "Scheduler" points to the clock icon, "Rearrange" points to the double-headed arrow icon, "Add Scene/ Task" points to the plus sign icon, and "Edit Scene/Task" points to the square with pencil icon.

Below the navigation bar is a grid of scene thumbnails. Each thumbnail has a title at the bottom: "Blocks" (children playing with blocks), "At The Park" (children sitting on a bench), "Painting" (children painting), "Brushing My Teeth" (children brushing teeth), "Classroom" (empty classroom), "Cafe" (person at a cafe counter), "House" (house illustration), "Kitchen" (kitchen illustration), and "Shopping" (shopping bag with vegetables).



Tap on a scene to open it.





Hotspots cover an area of the picture. Tapping on it will cause media to play. Media includes audio recordings, text spoken out using the iOS voice recording, or a symbol. You can also link to new scene using a hotspot.

Hotspots





Symbols appear along the bottom. You can build media into symbols too.

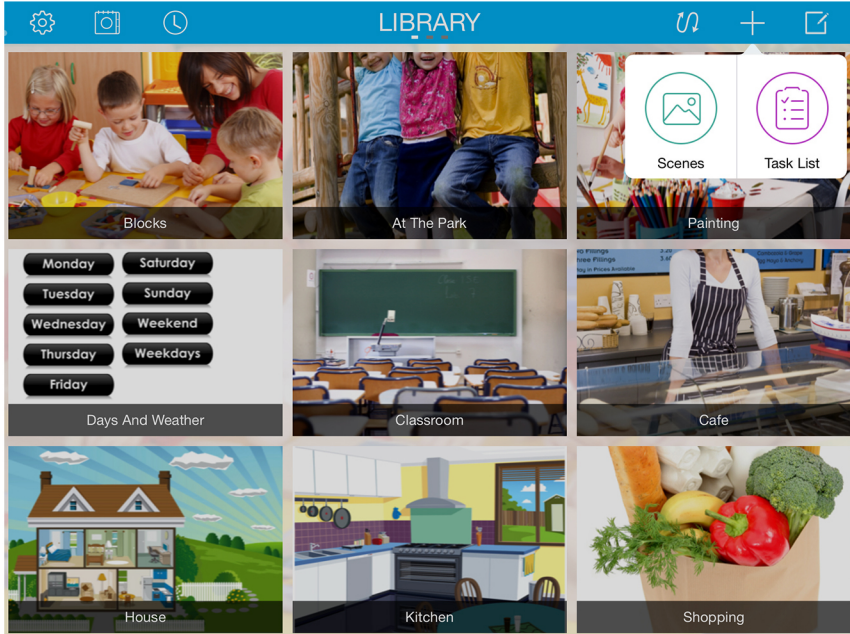


Symbol

Add a Scene



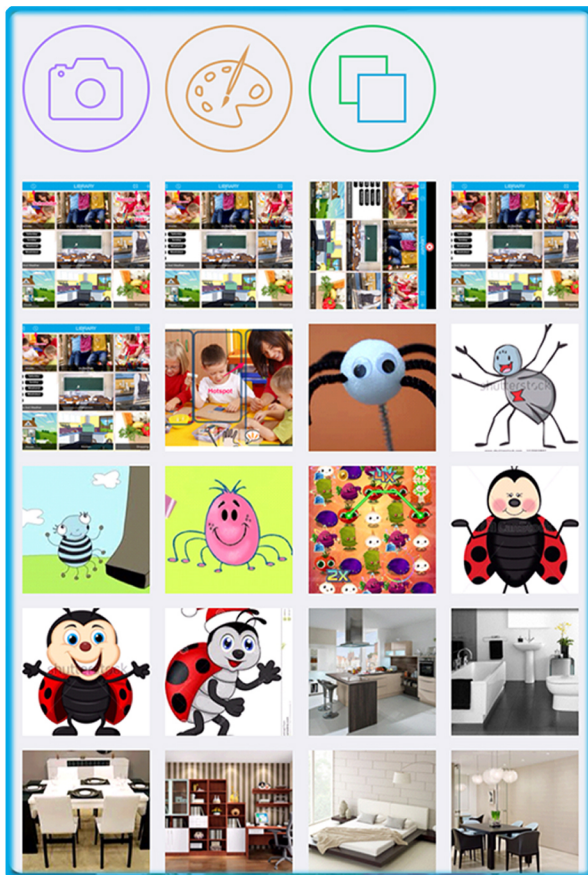
To add a new scene tap the add button. Choose the button for scenes.





Scenes

Choose to Capture from Camera, Draw a New Scene, or Duplicate an existing scene. You are also shown images from your iPad Gallery which you can use.

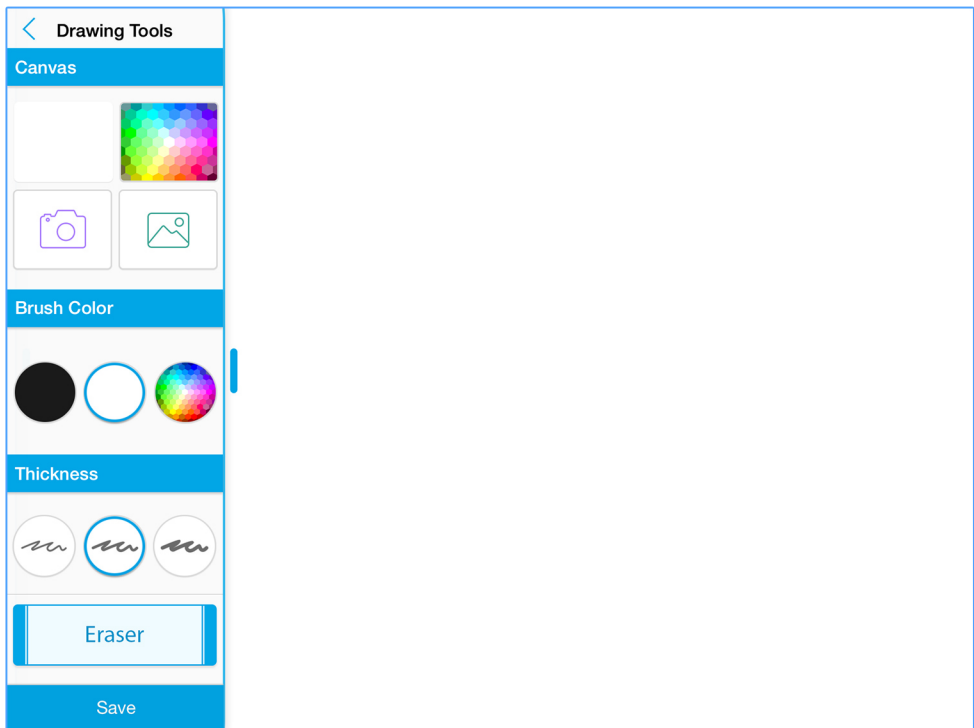




Tap on the icon to Draw New Scene and you can make your own scene using our fun new paint feature.

On the left choose between a black or white canvas, or take a picture to draw over. If you tap on the camera icon you can take a photo on the spot, or tap on the gallery icon to choose a photo from your iPad gallery. The colour palette button gives you a choice of colours in which to draw.

Eraser lets you white-out mistakes.



Add a Scene



When you're happy with your picture press save.

Duplicating a scene will reproduce one of the scenes in your library but let you give it a different name.

This way you can make small changes to a scene whilst keeping the original.



Add a Scene



Once you have your picture you'll be taken through to the scene editor.
Give your scene a name.
You've already got one hotspot. Tap and hold on the corners to reshape it, tap and hold in the middle to drag it around the screen.



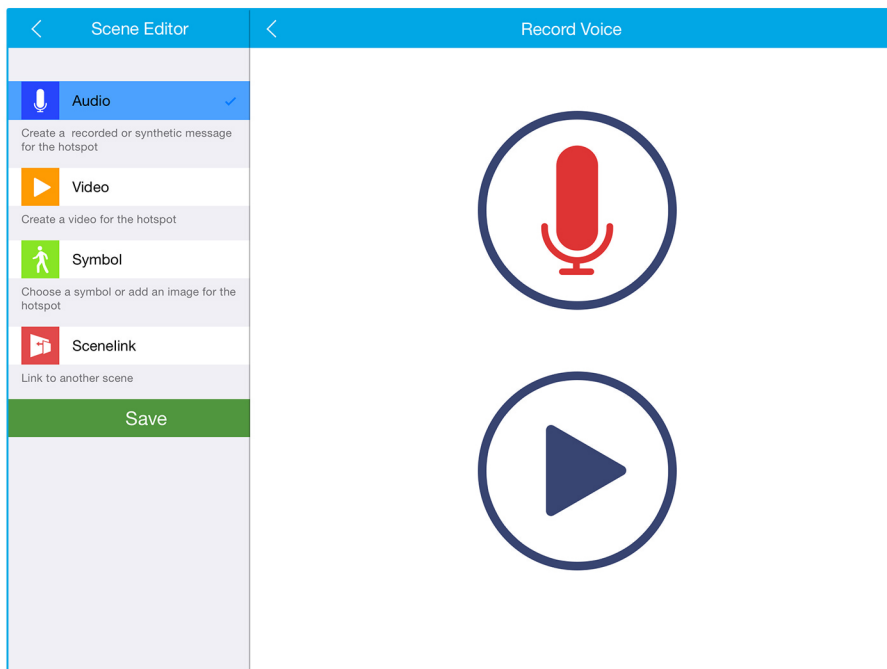
Tap in the middle again and press the edit button.



Audio: Tap iOS voice, then enter text to be spoken. Preview it using the play button. This text doesn't ever appear written down, so if pronunciation is strange, spell the word out phonetically.

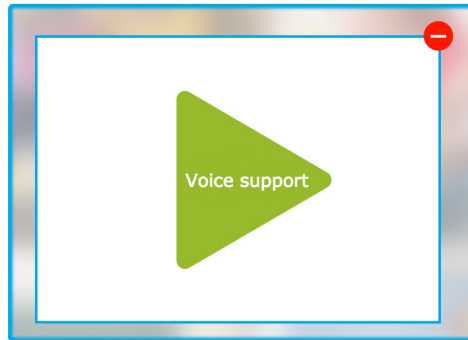
Audio: Tap on Record, then tap on the microphone icon. You may be asked for permission to use the microphone. Speak your message, then press the stop button to stop recording.

Audio: Record: A play button will let you preview. If you are not happy with the recording, simply tap the microphone again to re-record.





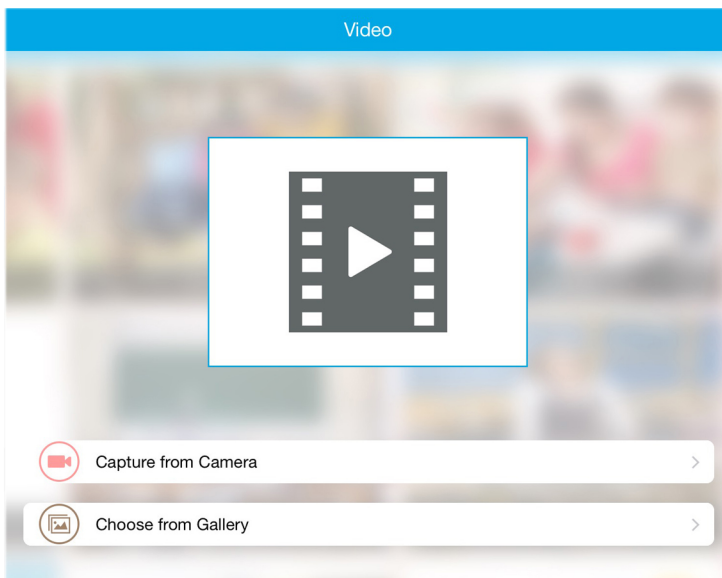
Audio: Remove an unwanted recording by tapping the remove button.



Video: Capture from Camera and press the record button. If you're happy with the recording press Use Video. If you don't like it, press Retake.

Video: If you already have a video on your iPad, tap Choose from Gallery.

Video: Remove an unwanted video by tapping the remove button.



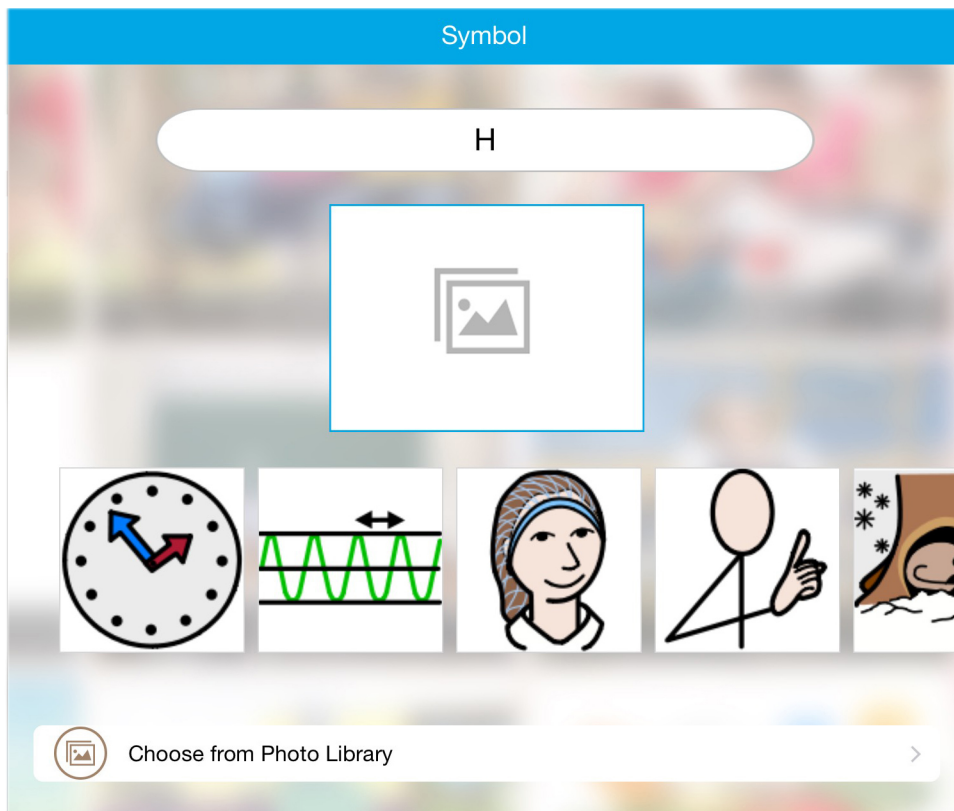


Symbol: Type a keyword into the symbol search at the top to find an image from our symbol library, when you find one you want, tap on it and it will appear just below the search bar.

Symbol: Tap the microphone to have a sound play as the symbol appears.

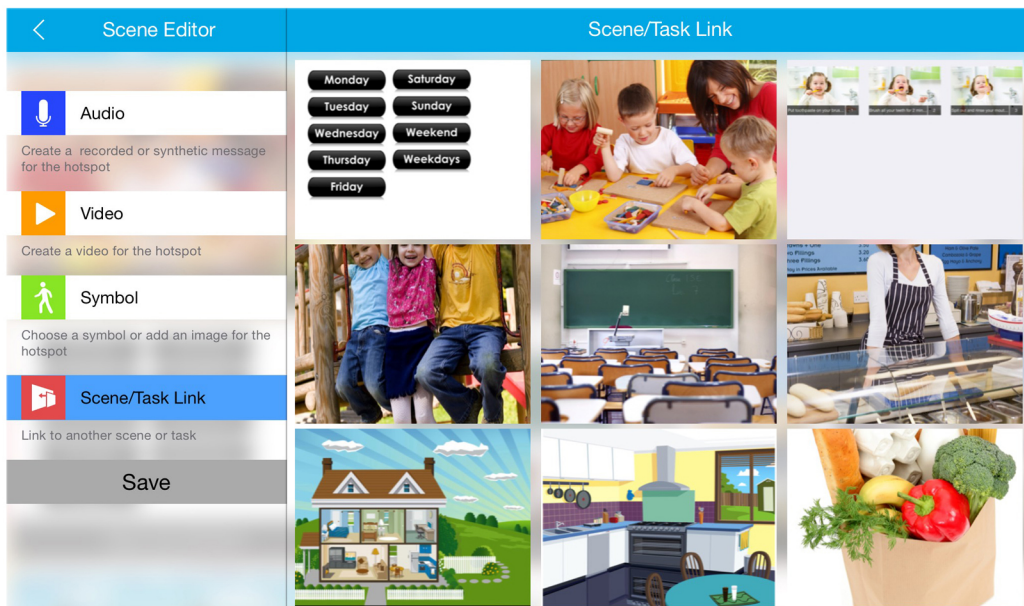
Symbol: Tap Choose from photo library if you already have an image on your iPad that you want to use as a symbol.

Symbol: Tap the remove symbol icon to get rid of a symbol you don't want to use.





Scenelink: Tap on the scene to which you wish to link.



Save: Tap on the save button to save changes. If you don't want to save changes, tap the back button in the top left.



Add hotspot.

Add scene symbol (this will appear along the bottom of the screen).

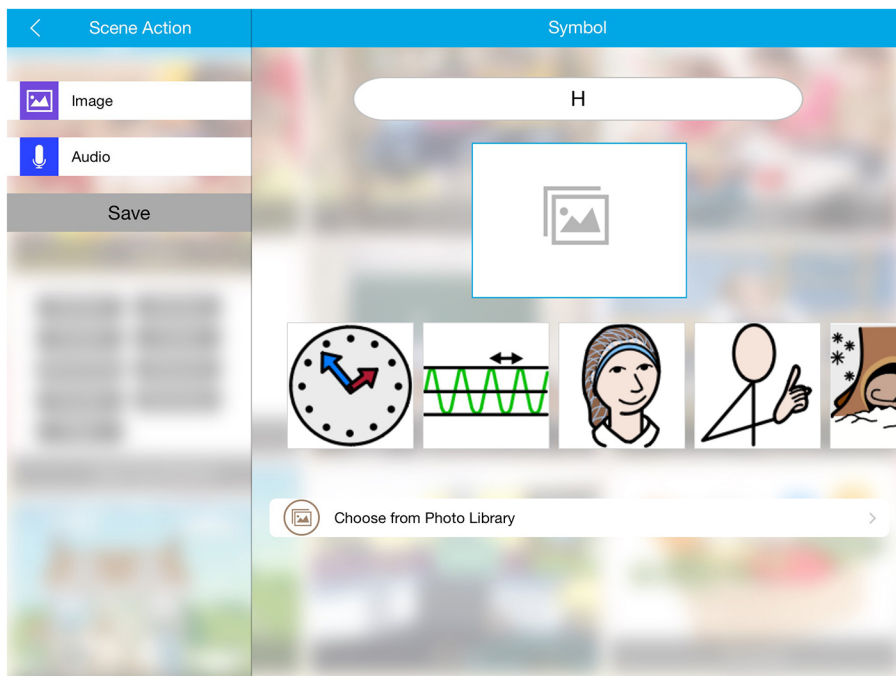
Type a keyword into the symbol search at the top to find an image from our symbol library, when you find one you want, tap on it and it will appear just below the search bar.

Tap the microphone to have a sound play as the symbol appears.

Tap Choose from photo library if you already have an image on your iPad that you want to use as a symbol.

Tap the remove symbol icon to get rid of a symbol you don't want to use.

Press Save to save your scene. It will appear in your scene library.

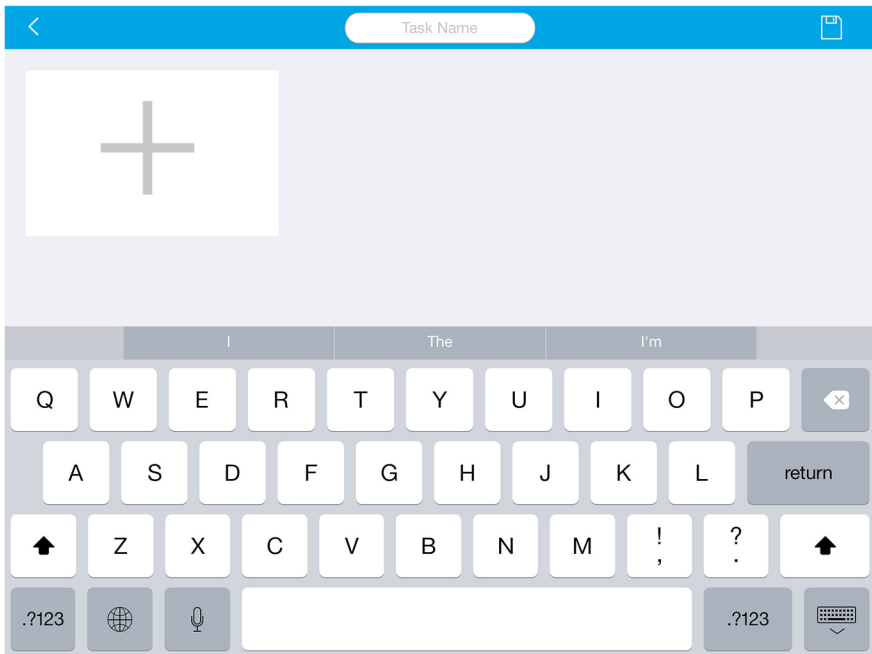




To add a new Task Prompting page, tap the add button, then “Task List”
Give the task a name, then press the add action button.



Task List



Task Prompting



Text: Enter text giving instructions for, or a title to, the first step of the overall task.

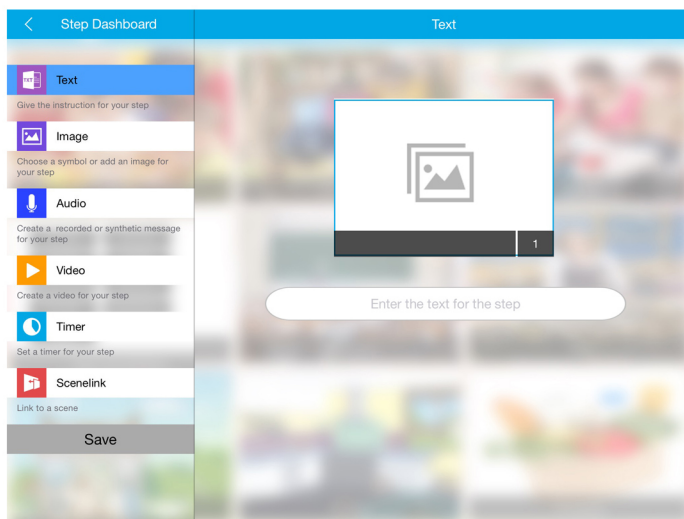
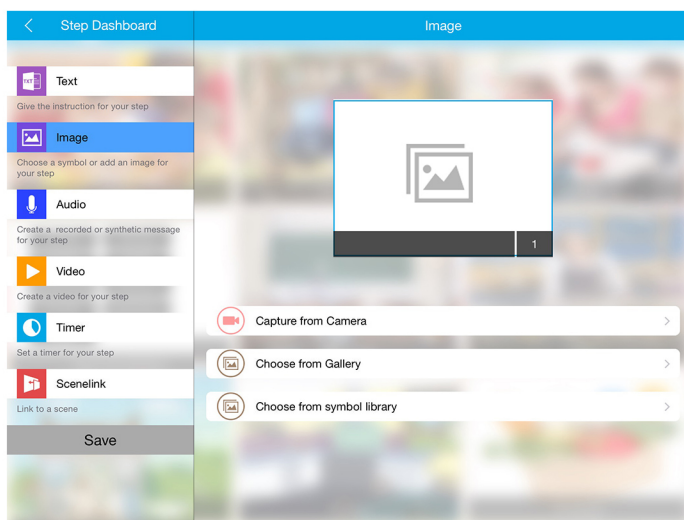


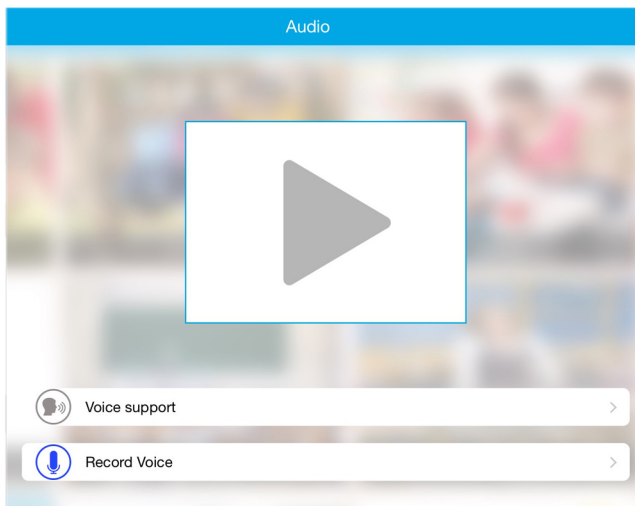
Image: Find an image to represent this step of the task. Choose capture from camera, choose an image from the camera roll, or search the library of widget symbols



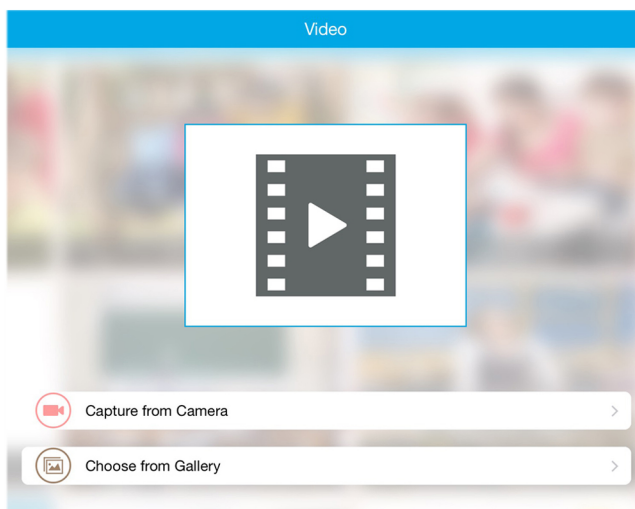


Voice: Add audio instructions using Text to speech or by recording your own voice. If you want to use text to speech tap on Voice Support, type the words you want spoken at this step of the task.

Voice: If you want to make your own recording, tap on Record Voice then tap on the microphone button to make a recording.



Video: If you want to include a video demonstrating the step, you can record one using Capture from Camera, or add a video from your iPad gallery.

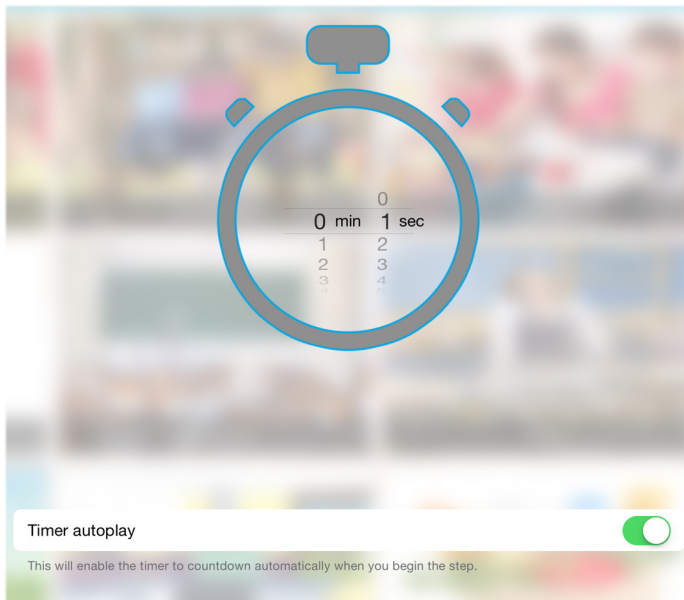




Timer: If this step needs to be carried out for a determined length of time, add a countdown timer.

Scroll to set the length in minutes and seconds. Tap timer autoplay to have the timer begin

automatically on tapping the timer button in the scene (otherwise you can tap the timer button, then press play on the timer when you wish to begin).



Scenelink: You can link to another scene which may provide more in depth detail for a particular step. Tap on the scene you wish to link to.

Once you have added all the media you wish to add into a step, tap on the save button, then re-enter into the task in edit mode. To edit or delete a step, simply tap on the step image and choose edit or delete.

To add a new step, tap again on the add step button.

Once you have added all the steps in the task, tap save in the top right corner.

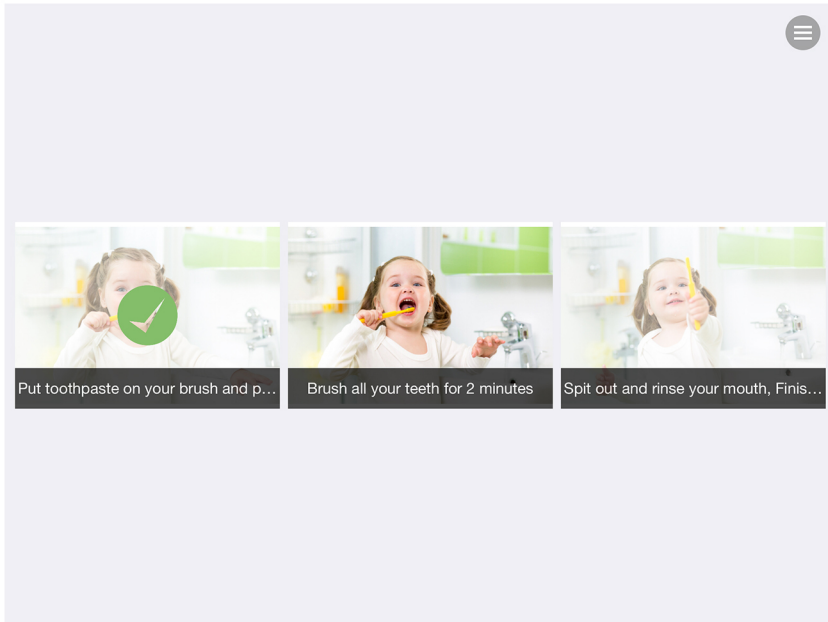
Task pages are added to the library. Simply tap on the task image to open the page.

When you want to begin a task, tap on the play button. The first step will appear.

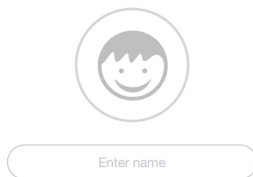
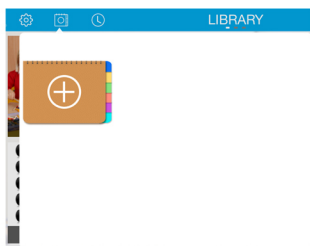
Task Prompting



Along the bottom of the pop-up are symbols showing which instruction media are contained within the step. Tap on a symbol to play the media (if you have set a timer, this will also appear here, tap to open the timer and start timing a step). Once a step is complete, tap on the tick button and then tap on the next step. Repeat, until your task is finished.



To re-enter the library, tap the list icon in the top right.
Add a communication book by tapping on the book icon, tap add.
Tap on the image icon to add an image
(from your camera roll or captured directly from the iPad camera).
Give your book a title, then press the next button.





Make a communication book by tapping on the communication book icon. Press the add book icon.

You can add a cover photo from your iPad gallery, or by taking a new photo on the spot.

Give the book a name by tapping on the text entry field.

Tap the next page arrow.

Scroll through your library, tapping on the scenes you wish to add, in the order you wish to add them. Tapping on a scene a second time will remove it from the communication book.

When you are done, press play.

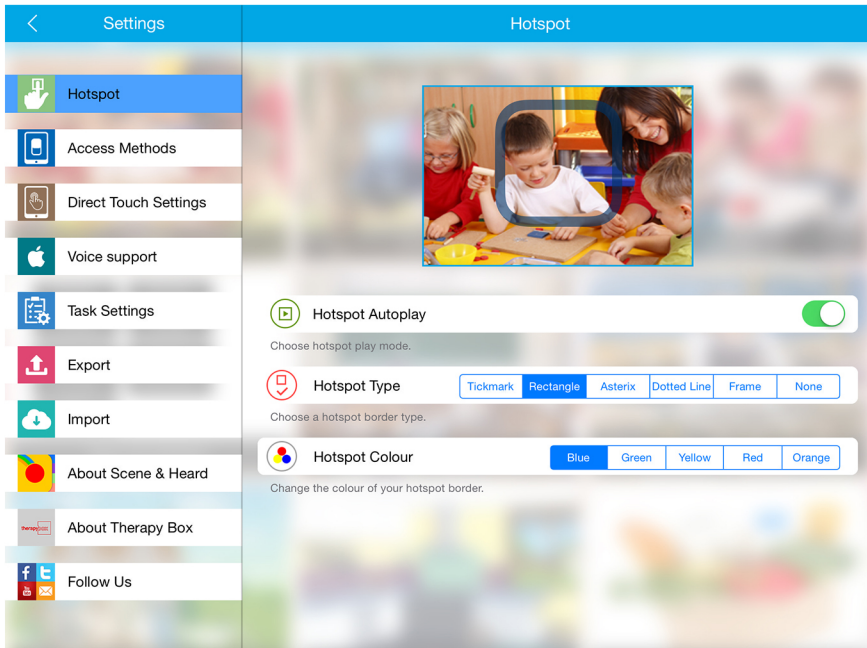
You can navigate through your communication book by tapping the tabs on the side, or by swiping up and down.

Press the scene scheduling button. A calendar comes up showing any scenes you've already scheduled.

Press the add button to schedule a new scene. Choose the day of the week you want it to appear, along with a start time and end time.

Press Select Screen and scroll through your scene library. Tap on the scene you wish to schedule.

Use the remove button to deschedule a scene. Tap it once, then tap on the remove icon next to the scene you wish to deschedule.

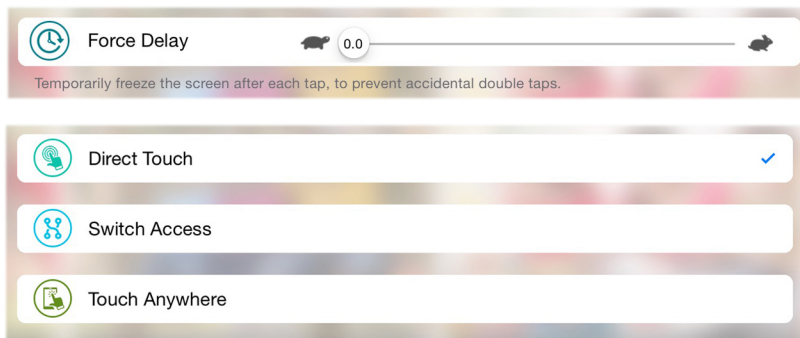




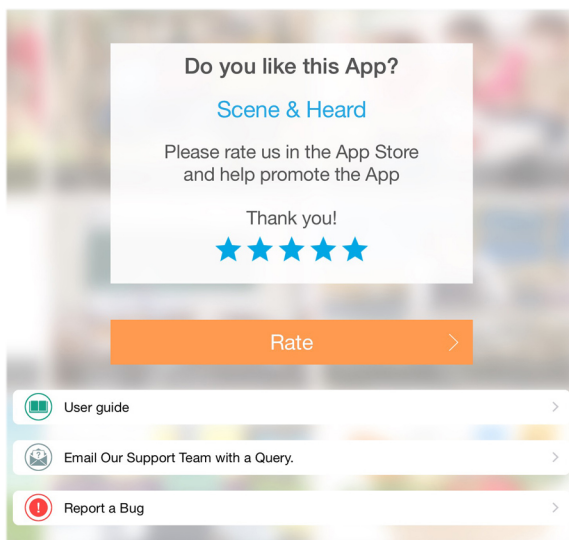
Settings → Access Methods. If you wish to change to switch access, or touch anywhere access, do it here

Settings → Direct Access Settings. Turn force delay on. This setting prevents accidental double taps by locking the screen for a bit of time after you have tapped it the first time.

Settings → iOS voice. Use the Speech Rate slider to make text to speech within the app either faster or slower.

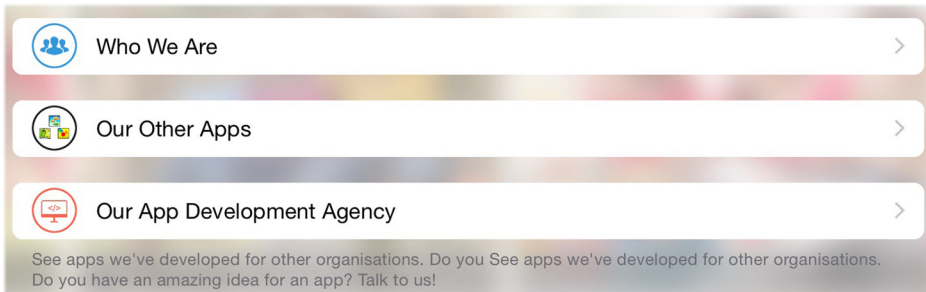


Settings → About Scene & Heard. From here you can find a download link for the user guide, find a link to rate our app, email us with a support query (support@therapy-box.co.uk), or report a bug to us so we can fix it for the next update.





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