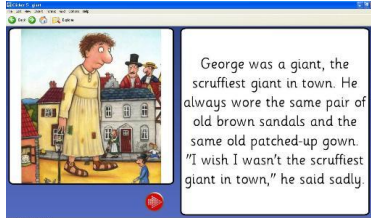


Clicker 5 training course notes.

Introduction

Clicker 5 is a program that enables children to record their work in a way that is more accessible than more conventional word processing programs. It is designed for children of all abilities, but is particularly suitable for SEN.

Usually, the screen is divided into two halves, the top half is the **document** and the bottom half is the **grid**. This is called a sending grid, as clicking on the cells within the grid sends the contents into the document. Think of the grid as your keyboard, used to send words (and pictures) into your document.



The second type of grid is a non-sending grid. This has no document, and is used for activities such as book making and labelling.

The document and the grid are saved, and can be used, independently. Many different grids can be used to add to one document. Documents are saved in html file format, which means they can be opened on any computer with a web browser. The grids can only be opened on a computer with Clicker installed.

Words can be typed into the document as normal using the keyboard if required. This is useful for pupils who just need the cells to help them or prompt them with key words or difficult words. There is also an onscreen keyboard that can be accessed by clicking on the abc button on the grid toolbar, and a popup wordbank for commonly used words. This is accessed from the button to the right of the abc button.

Editing Grids.

In normal mode, it is only possible to do basic text editing within the cells. To do this, put the cursor over the cell you wish to edit, then press **shift + left click**. The program will automatically insert a picture into the cell if it has one in the picture library.

To do more advanced editing, you will need to be in editing mode. Click 'Edit' then 'Edit Mode'. You will know when you are in editing mode, as the editing toolbar will appear. You can drag and drop it to any convenient position on the screen. To edit a cell, put the cursor over the cell you wish to edit, then **right click** and select **Properties**. On the first tab, the appearance of the cell can be changed. From here you can edit the text (including font and colour etc) and can choose or remove a picture. The other tabs are for other properties of the cell, which you will use once you want to do more advanced editing.

In editing mode, you can type a number of words into the document area then highlight and drag and drop them into cells. However, this will not automatically put the pictures in for you. Alternatively you can use the tab key to move onto the next cell.

Creating Grids.

Start on the Clicker Home page (to get back to this page at any time click on the house symbol). Click on **Create new Grid Set** and then select one of the templates. Once you have edited all the cells in one grid, you can add another grid by clicking on **Grid** and then **Add Grid**, select the template you wish to use for your new grid. You can navigate through the different grids by using the green back and forward buttons on the grid toolbar. These buttons can also be used to navigate between your grids and the home page.

Speech.

Clicker is set up by default to speak a sentence once punctuation has been added. To get it to speak the whole document, click on the speak bubble button on the document toolbar.

You can also get it to speak individual cells by right clicking on that cell.

For more information go to www.thomaswolseyoutreach.co.uk and go to the Clicker page.