

IntelliTalk II

Text-To-Speech Features:

Assistive Technology Training Online
University at Buffalo - The State University of New York
USDE# H324M980014
<http://at-training.com>

Activity

Using the tutorial you will explore IntelliTalk II and learn about the unique read and delete features Using the *Basic Typist Toolbar*. You will learn how to customize features such as speech and text to create an accessible, multisensory writing environment and explore the typing templates included in IntelliTalk II.

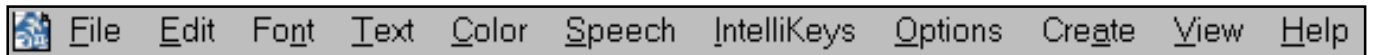
*Note: If you are using a Macintosh, substitute the ⌘/Command key for the Ctrl/Control key in the keyboard

Instructions

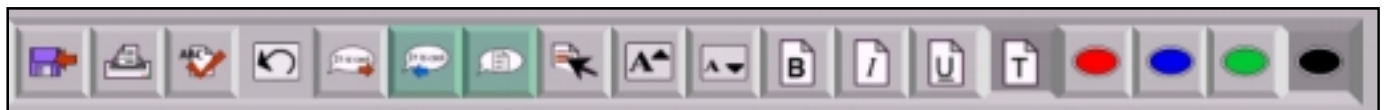
IntelliTalk II offers a talking toolbar. Simply point to a button and it tells you what it does. It is divided into 5 categories of actions: navigating the text for reading; text-to-speech functions; spell checking; changing font size; and font and background color.

1. Exploring the Toolbar Menus

- Open the application IntelliTalk II. IntelliTalk II opens with the **Basic Typist Toolbar** Template. There are three main areas to be aware of in an IntelliTalk II document:
- **Menu Bar:** Many of the IntelliTalk II features can be accessed through the various pull-down menus.



- **Palette(s):** Many of the templates that come with IntelliTalk II contain one or more palettes. Palettes resemble the toolbars in other programs. Selecting an item in a palette gives users another way to access the program features.



Save, Print, Spell
Check, Undo

Read & Advance,
Repeat, Read All,

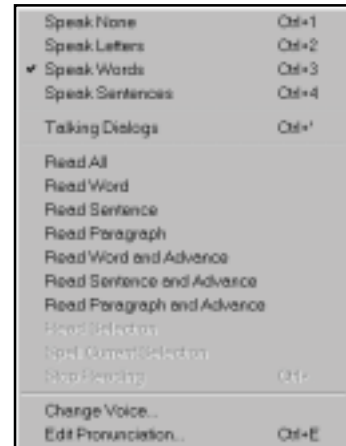
Change Font Size,
Bold. Italic. Underline.

Font colors

- **Document:** The document is the area where the user enters his or her work.

2. Type and Listen

- Go to the **Speech menu** and select **Speak Letters**, **Speak Words** and **Speak Sentences**. A check appears when the listed item is turned on.
- Type the sentence: *I like to write*. Notice that IntelliTalk II speaks each letter and each word. It speaks back the sentence when you type the period.
- Go to the **Speech menu**. Turn off the **Speak Letters** item. Type another sentence of your choice. Notice that the program only speaks after you type each word. **Speak Letters**, **Speak Words** and **Speak Sentences** can be combined in different ways to customize IntelliTalk II for your students.
- To read a word, place your cursor next to or on a word. Go to the **Speech menu** and select **Read Word**. IntelliTalk II will read the word the cursor is on, or the word the cursor is closest to.
- You can also use keyboard and number pad equivalents to hear words read. Pressing **[5]** on your number pad will read the word closest to the cursor; pressing **[5]** again will allow you to hear how the word is spelled. Pressing **[6]** on your number pad will advance the cursor one word and then read it to you.
- **[Control + Shift, then W]** will read the word closest to the cursor and advance.
- To read a sentence, go to the **Speech Menu** and select **Read Sentence**. Notice that the entire sentence is read to you.
- You can also select this feature by typing **[Control + R, then S]**, or by pressing **[8]** on your number pad.
- Click on any word; click the **Read and Advance** button. IntelliTalk II reads the sentence back and advances to the end of the sentence.



- Click on any word in the sentence and click the **Repeat** button. IntelliTalk II reads the sentence back to you and returns the cursor to where you placed it.
- You can also use keyboard and number pad equivalents to turn speech functions on and off. Hold down the Control key and press [1] on your number pad at the same time. **[Control + 1]** turns off the speech function.
- To read a paragraph, select Read Paragraph from the pull down **Speech Menu** or type **[Control + R, then P]**. IntelliTalk II will read the paragraph closest to the cursor.
- To read the whole document, select **Read All** from the pull down **Speech Menu**, or type **[Control + R, then A]**.
- You can use keyboard equivalents to select speech options. For example:



- **Speak None** [Control + 1]
- **Speak Letters** [Control + 2]
- **Speak Words** [Control + 3]
- **Speak Sentences** [Control + 4]

Speech	IntelliKeys	Options	Create
✓ Speak None			Ctrl+1
Speak Letters			Ctrl+2
Speak Words			Ctrl+3
Speak Sentences			Ctrl+4

- Note: The cursor must be on the sentence, in order for the sentence to be spoken.
- To hear a word spelled back to you, select a word by clicking on it twice and select **Spell Current Selection**.

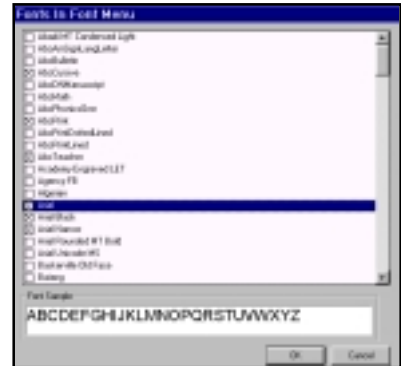
3. Exploring the Font Menu

IntelliTalk II installs a selection of student-friendly fonts.

The **Font Menu** lists up to 20 fonts. If the font you want does not appear in this menu but is available on your computer, you can do one of two things:

Font	Text	Color	Sp
Andale Mono			
Arial			
Brush Script			
Capitals			
Comic Sans MS			
Courier			
Courier New			
Freestyle Script			
✓ Geneva			
Helvetica			
New York			
Optima			
Palatino			
Palatino-Roman			
Park Avenue			
Times			
Times New Roman			
Times-Roman			
Trebuchet MS			
Verdana			

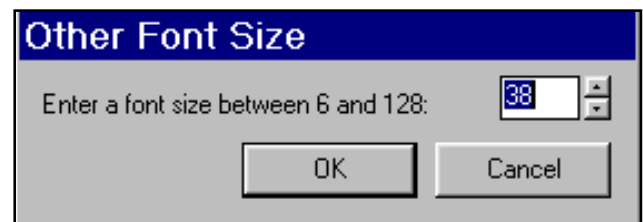
- Select **Other Font** from the **Font menu**. From the **Choose Font** dialog box, select a font and click **OK**. The selected font will be used *in the current document* until you select a different font or until you close the document.
- From the **Options menu**, select **Fonts in Font Menu**. The **Fonts in Font Menu** dialog box will appear. Checking or unchecking boxes in the **Font Menu** dialog box will cause fonts to be displayed or removed from the pull down menu.



4. Using the Text Menu

Use the **Text menu** to change the appearance of text in your document.

- Select any combination of bold, italics, or underline to achieve the desired effect. Your choices will be applied to text that you have highlighted or to the next character typed if no text is highlighted.
- To change the text alignment, place the insertion point anywhere within a paragraph and select **Left Justify**, **Center**, or **Right Justify**. The chosen alignment will be applied to the whole paragraph.
- Choose a font size for the text by selecting a size between 9 and 72 points. Your choice will be applied to text that you have highlighted or to the next character typed if no text is highlighted. To increase the size by 2 points, use the keyboard command **Control +]**. To decrease the size by 2 points, select **Control + [**. To enter a specific font size, select **Other Size** and enter a number between 6 and 128 in the **Other Font Size** window, or use the arrow keys. Click **OK**.

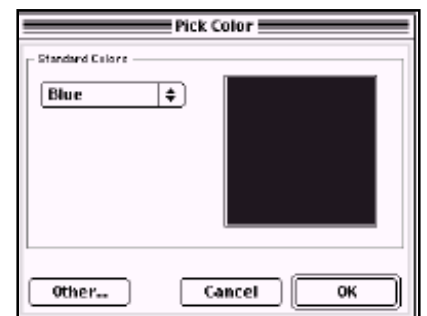


- Change the size of the font; practice making words grow (increase the font) and shrink (decrease the font). Notice how IntelliTalk II only changes the font size of the selected text.
- To change the whole document, select all of the text [Control + A] and change the font size or set it before you begin.
- Try It!
 - Type the sentence *Today I learned to water ski*. Change the font to **Century**, make the sentence bold and justified right.
 - Double click the word *learned* and make the font **Chicago**. Try the keyboard command **Control +]** to make it larger.

5. Exploring the Color Menu

You can control the colors of the text and background in an IntelliTalk II document by making selections from the **Color menu**.

- Change **Text Color** by selecting a color from the **Color menu**. The new color will apply to the highlighted text or to the next character typed if no text is selected.
- IntelliTalk II changes only the color of the highlighted text on the page, or the next text you type if nothing has been selected. This feature can be useful to cue targeted words, create titles, etc.
- Change **Background Color** by selecting Background Color from the **Color menu**. The **Pick Color** dialog box will appear. Select a color from the **Standard Colors** drop-down list box and click **OK**, or click **Other** to open a dialog box in which you can choose a customized color.



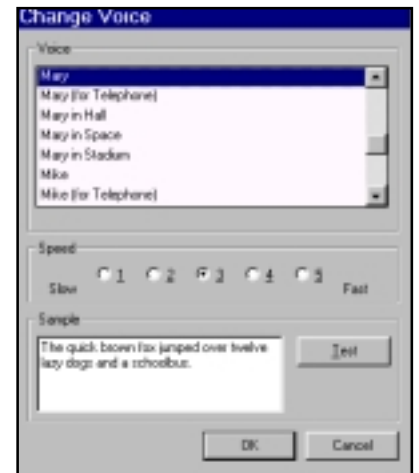
Many students perceive text easier when color is used.

Experiment with making high and low contrasting screens and text. These features can be useful to provide high contrast for students with visual impairments or learning disabilities.

- Try It!
 - Double click the word *learned* in your last sentence. Change the **color** to purple.
 - Type two **Enter**s and change the **background** color to red. Change the **font** to yellow. Type the sentence *I like a red background.*
 - Double click the word **red** to select it. Make it red. What happens?

6. Exploring the Voice Menus

- Go to the **Speech** menu and select **Change Voice**. Select a voice and rate of speech. When you click the **Test** button, you will immediately hear the results of the changes you make. Try several voices and rates of speed. Select **OK** when the voice sounds right.
- With the cursor on the first sentence, Go to the **Speech** menu and select **Read All**.
- Notice that each word is highlighted as it is spoken by the new voice.



7. Using Edit Pronunciation

IntelliTalk II has a pronunciation dictionary that contains many common words, abbreviations and proper names elementary school children use. However, the built in speech may not always pronounce words exactly as you want. Add your own to the list whenever you encounter a mispronounced word.



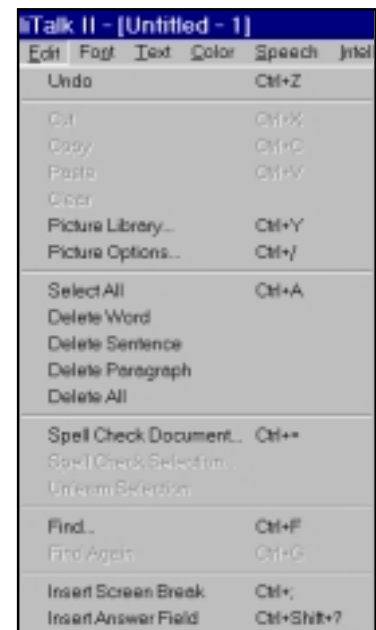
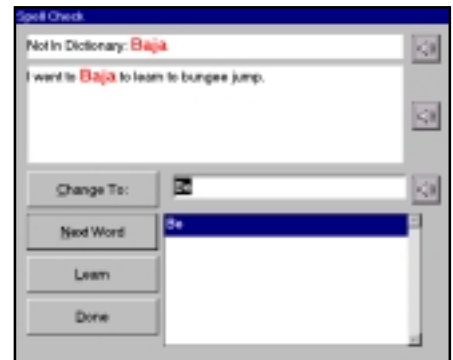
- **To add a word**, go to the **Speech menu** and select **Edit Pronunciation**. Notice that a box comes up for you to enter the correct spelling of the word and the phonetic spelling.
- Type a name or foreign word that is not pronounced correctly. i.e. 'Baja' in the **Spelled As** field.
- Type a phonetic spelling into the **Pronounced As** field.
- Continue modifying the word until it sounds right.
- Click **ADD** to save your entry. IntelliTalk II will remember your new pronunciation when that word is typed.
- Change the Pronunciation of a Word Already in the Pronunciation Dictionary by selecting Edit Pronunciation from the Speech Menu.
- Type the word you want to change into the **Spelled As** text box. If the word is already in the dictionary, the current pronunciation will appear in the **Pronounced As** text box. Edit the pronunciation until the word is pronounced as you want it to be.
- Click **Replace**.
- To Delete a Word from the Pronunciation Dictionary, select Edit Pronunciation from the Speech Menu.
- In the **Spelled As** text box, type the word whose pronunciation you want to delete. The phonetically spelled text will appear in the **Pronounced As** text box.
- Click Delete.

8. Check Spelling



IntelliTalk II contains a spelling check feature in which words can be read aloud and spoken letter by letter. You can check the spelling of an entire document or of selected text. You can add your own words to the spelling dictionary; you can also delete words you have added.

- Checking the Spelling of an Entire Document: Select Spell Check Document from the Edit Menu.
- If no spelling errors are found, a message reading “**No Misspelled Words Found**” will appear. Click **OK**.
- If one or more spelling errors are found, the **Check Spelling** dialog box will appear.
- The first misspelled word will appear and will be spoken letter by letter. Click the **speaker icon** next to **Not in Dictionary** to repeat this.
- If the misspelled word is part of a sentence, the word and a portion of the sentence in which it appears will be displayed *in context*. To have this text read, click the **speaker icon** next to the sentence. IntelliTalk II suggests a list of new words in the text box next to **Change To**.
- Select a word in the word list. To hear this word spoken and spelled letter by letter, click the **speaker icon**. To select this word, click **Change To**. To select another word in the list, click the word or use the up and down arrow keys.



- When you find an acceptable word, make sure it is highlighted. Click **Change To** to accept the work. The spelling checker will then continue checking. If this is the proper spelling of the word, add it to the dictionary. This will often be necessary with people's names.
- **To add the word to the dictionary**, type the word into the text box next to **Change To** and click **Learn**. You will be asked if you wish to add this word to the dictionary. Click **Add**. The next misspelled word (if any) will appear.
- **Check the Spelling of Selected Text** by highlighting the text and then selecting **Spell Check Document** from the **Edit menu**.
- **To Remove a Word That Has Been Added to the Dictionary**, select the word, or, if the word does not appear in the current document, just type it and then select it. Select **Unlearn Selection** from the **Edit Menu**. The selected word will be removed from the dictionary.

9. Add A Picture to Your Document

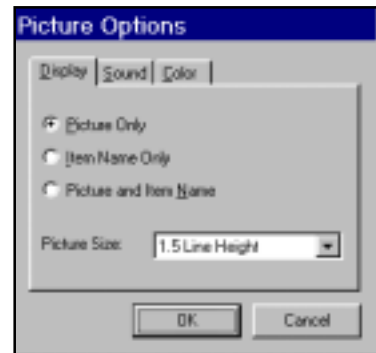
IntelliTalk II allows you to paste pictures from the Picture Library or your own files into your writing documents. These pictures can be used to cue beginning readers. In addition to the picture, the picture's name can also appear in the document.

- Position the cursor where you want the picture to appear. Select **Picture Library** from the **Edit menu**.
- Scroll through the available items to locate the desired picture. To narrow your search, select a category from the Category drop-down list box to display only the pictures that are part of that category. You can also quickly type the first few letters of a picture's name to select the picture.
- After selecting a picture, click **Paste**. The picture will be pasted into the document.

To change the size of the picture or to display or modify the name associated with this picture, select **Picture Options** from the **Edit menu** and click the desired tab.

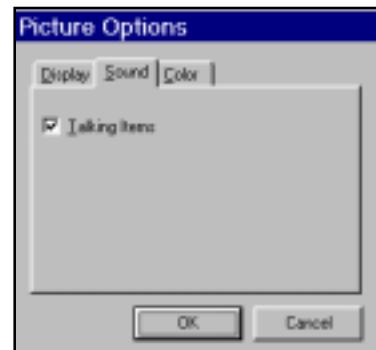
▪ **Display Options:**

- **Picture Only** – displays only the picture, not the item name.
- **Item Name Only** – displays only the item name, not the picture.
- **Picture and Item Name** – displays both the picture and the item name. The item name will appear below the picture.
- **Picture Size** – Controls the size of the picture. Choices include full size (of the original picture), line height (sizes the picture according to the height of the current line), or 1.5 to 4 times the current line height.



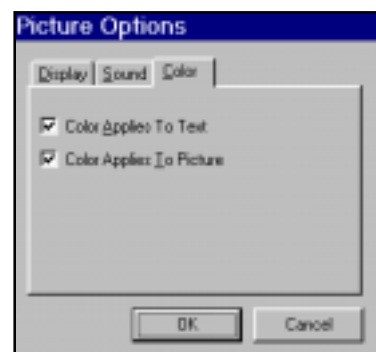
▪ **Sound Options:**

- **Talking Items** – causes the text associated with pictures to be spoken when IntelliTalk II's speech and reading features are used.

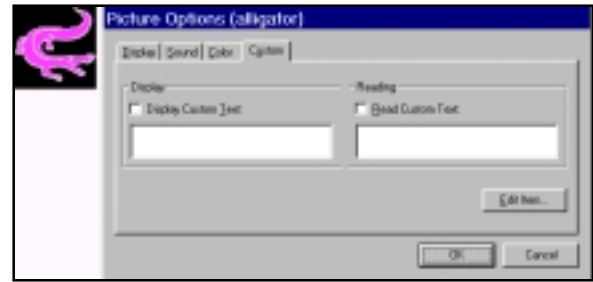


▪ **Color Options:** The options on the Color tab control what happens to the picture when you apply color to it.

- **Color Applies To Text** – applies color, selected from the Color menu, to any text that appears with the picture.
- **Color Applies To Picture** – applies color, selected from the Color menu, to the picture itself.



- **Custom Options:** The Custom tab is available only when you have a **single picture selected**. Using these options, you can customize the written and spoken text associated with the picture.



- Select the picture by clicking on it once to highlight it. Select **Picture Options** from the **Edit menu** and select **Custom**. The **Picture Options** dialog box will open.

Note: You will not have access to the **Custom options** until you first select the picture to customize.

10. Exploring Templates

When you create a new document, **File...New**, what you are actually doing is making a *copy* of a template.

IntelliTalk II comes with a variety of typing templates that include toolbars especially designed for keyboard, IntelliKeys, and switch users.

- To view these templates, select **New** from the **File Menu**. The **New Document** dialog box will appear.
- Click once on the **Advanced Keyboard Typist** and click **OK**. Open the **Basic Keyboard Typist** and compare the two.
- Open the **Single Switch** and **Two Switch Typist** templates and compare them.
- How do these templates differ?

