AT Tech Tip: Basic Typing in Symbolate

InterACT Team
The Interdisciplinary Augmentative Communication & Technology Team

Software/Version: Boardmaker 6.1

The Symbolate feature of Boardmaker 6.1 is similar to Writing with Symbols, where a picture will appear above or below your word. Having the text above the symbols better promotes literacy skills.

- Select the Symbolate Tool in the top toolbar.

- Left-click your mouse on the your blank document where you would like to place the text and (while still holding your mouse button down), drag your mouse to create the outline of the size of the text box you require. (In order to re-size or re-position your Symbolate box, you will need to select the pointer tool. Then to add text, you need to go back to the Symbolate Tool) Note: *when re-sizing the Symbolate box, you can only go one way—across (not down). This is ok. The box will expand later as you type into the box. You can also move the text box around on the page using the pointer tool and clicking, holding and dragging.*

- Right click in the symbolate box to edit the text position (top or bottom), justification, font size, style, color and symbol size. These features can be edited before or after typing into the box.
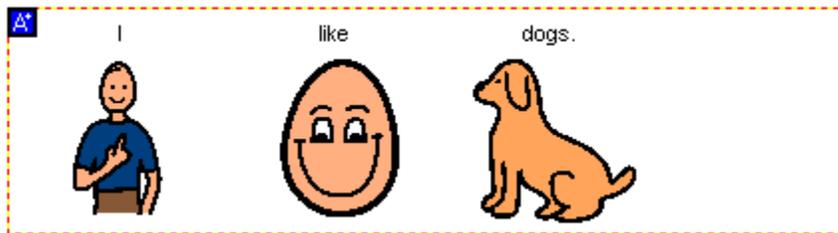

- Click on the 'Edit' button in the tool bar and select "Symbolate Properties." Choose the spacing desired between lines. You can also set the parameters for an entire document at once before beginning, by going to edit on the toolbar and selecting 'Symbolate Properties'. You can set the position of text, line spacing and symbol size here. These will hold even if you create a new text box.

- Begin to type. *Words and pictures will appear.*

- *Often there will need to be some editing in order to make the material appropriate for a particular student. Changes include adjusting the size of the font and symbols, removal of some symbols and line spacing. How to make these adjustments are covered in other Tech Tip sheets.*