

# Clicker4

**Clicker 4** is a multimedia software program that has two components:

- 1) **Clicker Writer** - a talking word processing program
- 2) **Clicker Grids** - composed of rectangular shapes, or cells, that contain letters, words, phrases, and/or pictures that can be combined to assist with word processing

Each component can be used together or separately. There are numerous example files with ready-made grids for use with many curricular areas. In addition, you can quickly create your own grids with the help of templates. Available files include sound and video clips, as well as graphics. You can record your own speech too. In addition, many more free picture files can be found and downloaded from the following website:

<http://www.clickergrids.com>

## Getting Started with Clicker 4

When you launch the program you will see the following screen.



It's a good idea to log in and create a folder for each user so that saved files can be easily accessed.

After logging in, the main menu will appear.

The tutorial is an excellent way to get to know the program.

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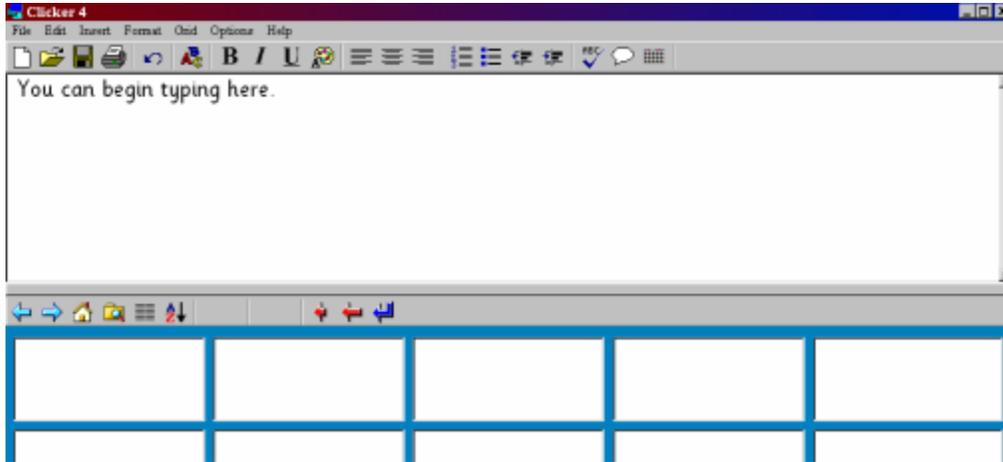


**Clicker4**  
Home Grid

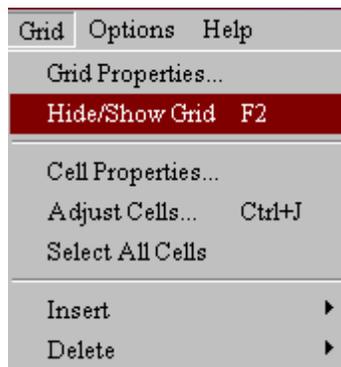
- Start Writing
- Make a Clicker Grid
- See the Examples
- Clicker Grids for Learning
- Start the Tutorial

## Clicker Writer

Selecting the first menu item,  Start Writing is the quick way to begin word processing.  
Just start typing at the cursor.

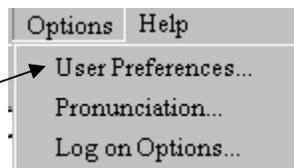


As soon as a sentence is completed with a period or question mark, the program will read it back using built-in speech software.

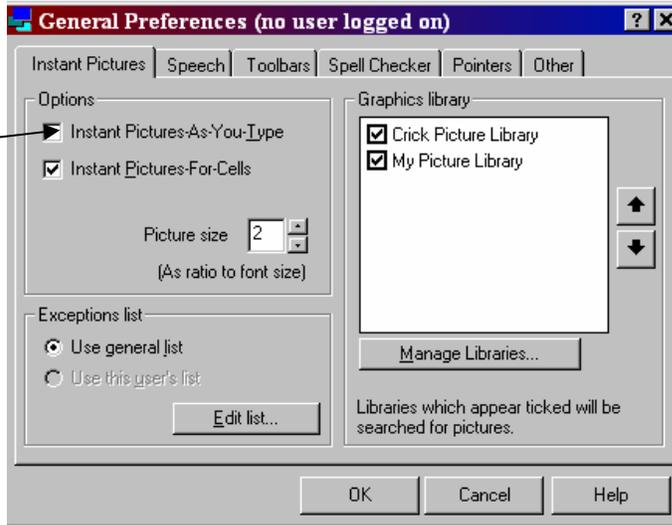


To hide the grids at the bottom so that only the text box is visible, Go to **Grid** on the menu bar and pull down to **Hide Grid**.

Another option is to include pictures as you write. To enable this, go to **Options** and pull down to **User Preferences**.

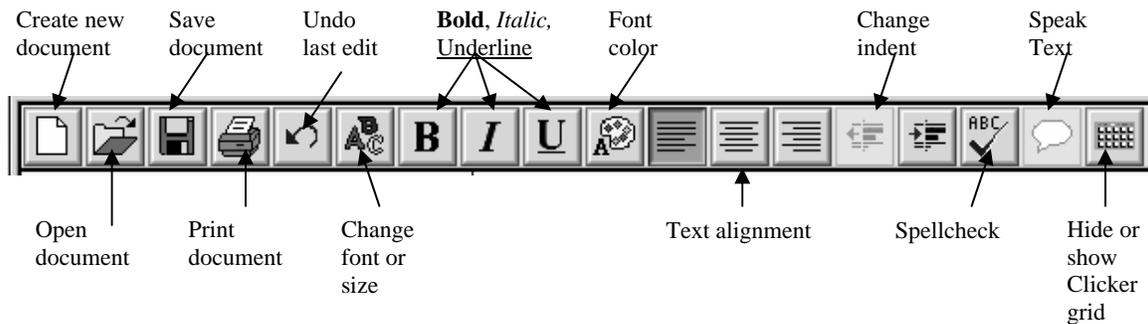


On the Options menu check **Instant Pictures-As-You-Type.**



### The Clicker Writer Toolbar

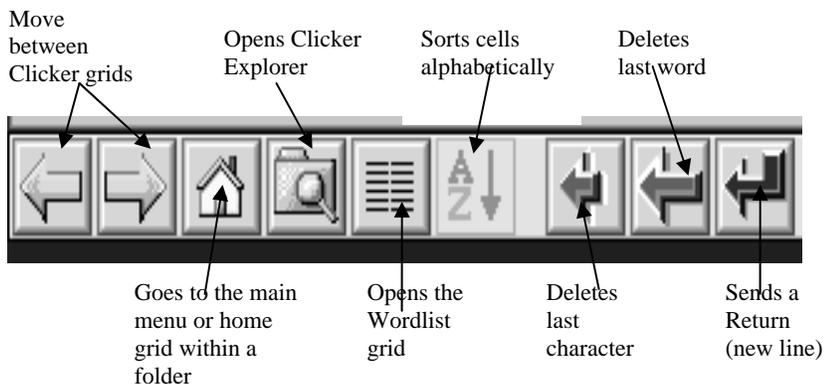
This has many common word processing menu icons.



## Clicker Grids

### The Grid Toolbar

The Grid Toolbar is used to move around grids, either pre-made or blank.



## Using Sample Grids

Accessing the sample grids can be done directly from the main menu, by clicking the

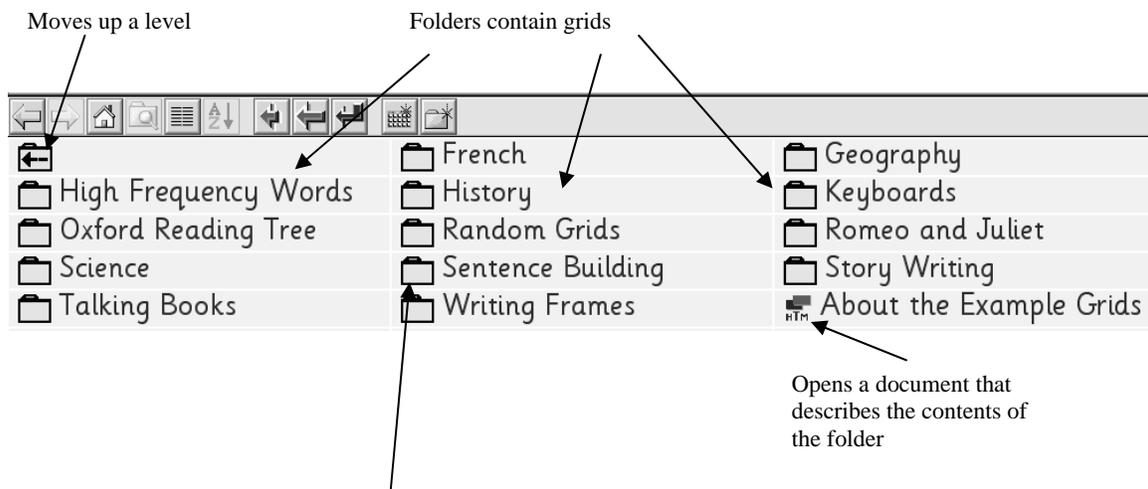
 See the Examples button.

They can also be chosen by clicking on the **Clicker Explorer**



button on the grid toolbar.

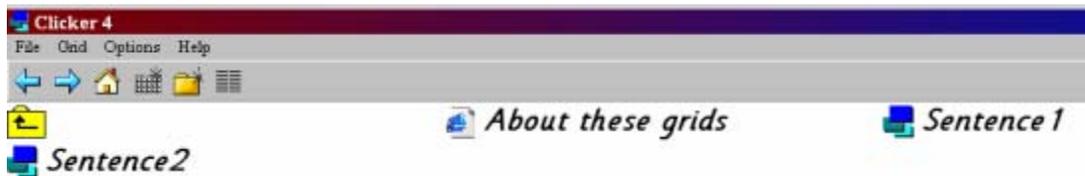
Sample grids appear at the bottom of the screen.



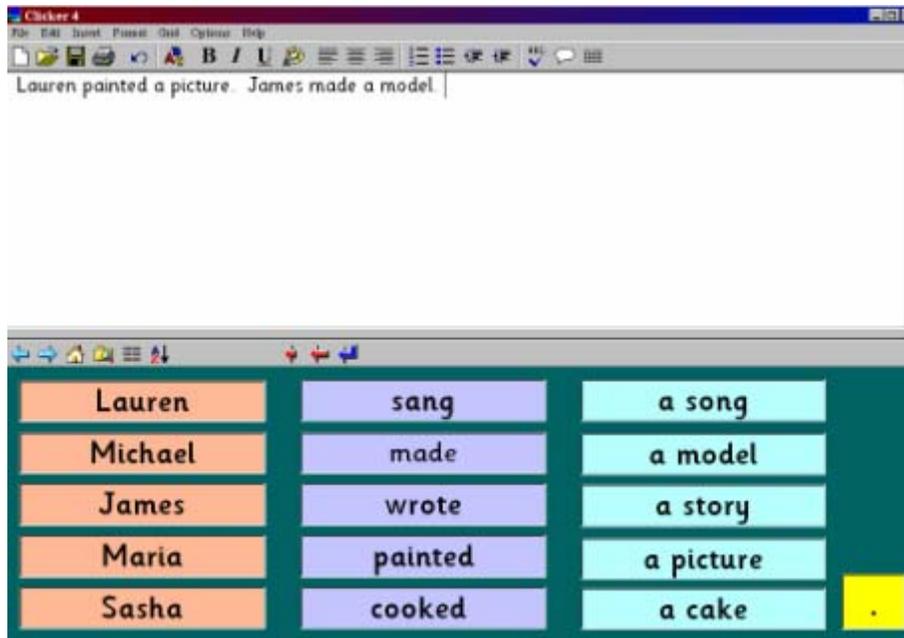
If you open the **Sentence Building** folder, the following choices appear.



Then open the **Simple Sentences** folder.



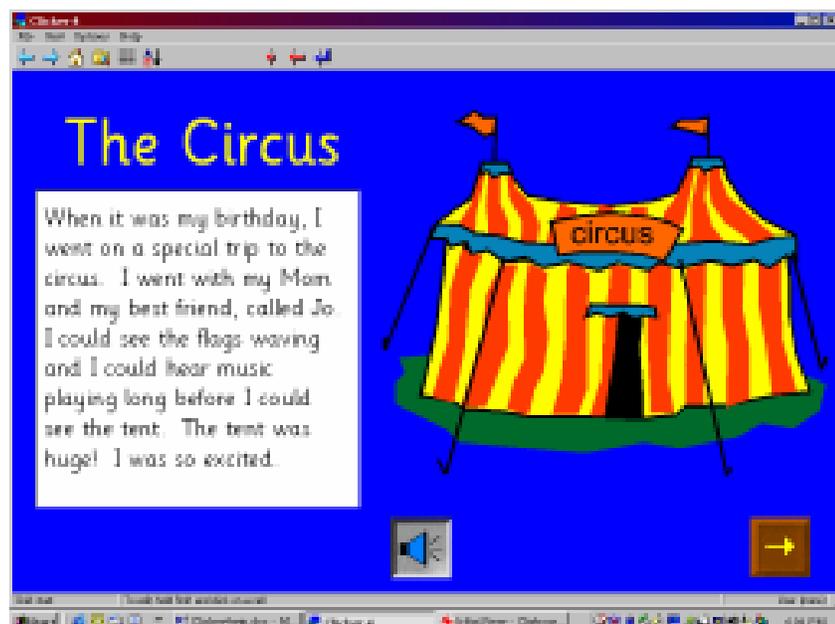
Finally, open **Sentence 1**. The sentences below were created by clicking in each cell, one at a time, to add words and punctuation to the text box. Each sentence is read aloud after completion. You can also click once on any word to hear how it sounds.



Words can be inserted by typing them as well as by clicking on cells.

The following example from the **Talking Books** folder shows the multimedia capabilities of **Clicker 4**.

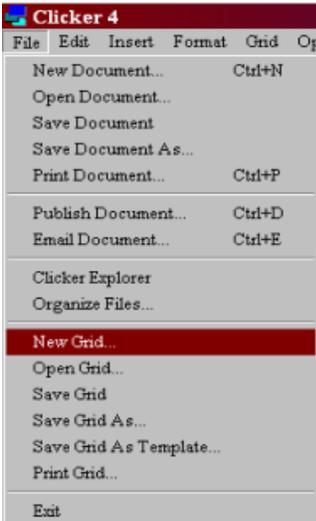
Text boxes can be inserted along with sound, pictures, and advancing buttons.



## Creating Clicker Grids

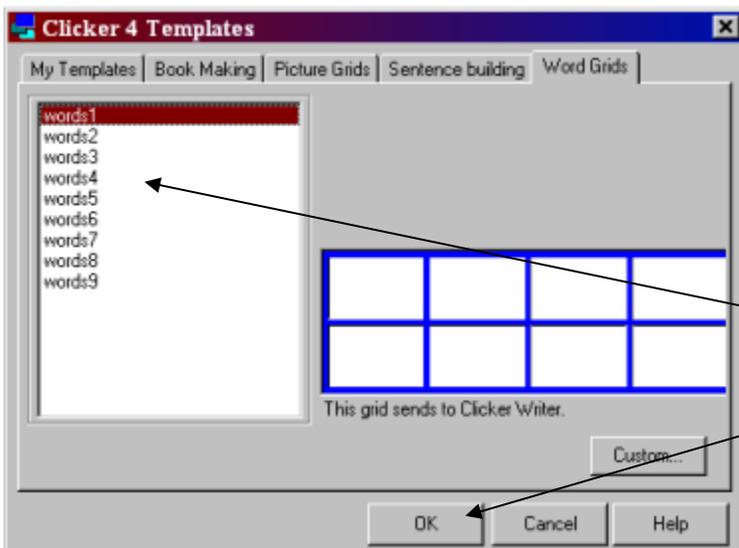
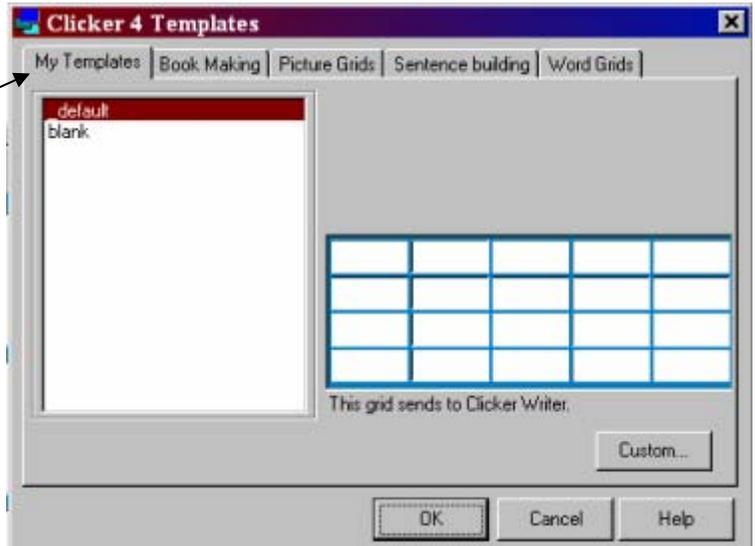
Clicker grids can be made with a few simple steps using a template or made with more complex custom grids with multimedia. To create a simple grid, follow the steps below.

Click on the  button on the main menu.



If you are already looking at a word document or grid, pull down to **New Grid** from the **File** menu at the top of the screen.

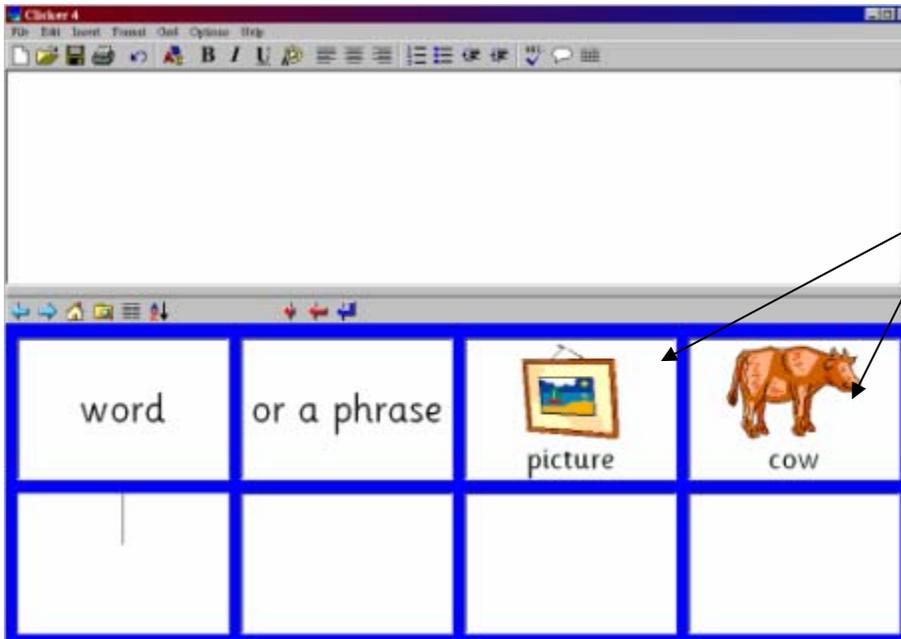
You will see tabs at the top of the window with different choices. Select the style you want.



Next you will get to select different types of templates from the menu.

Click **OK** when your choice is made.

The example below is a simple word grid, but you can enter a word, phrase, picture, or sound into the boxes of the grid. To begin, hold down the *shift* key and click in a cell. Use *tab* to move to each cell in order.

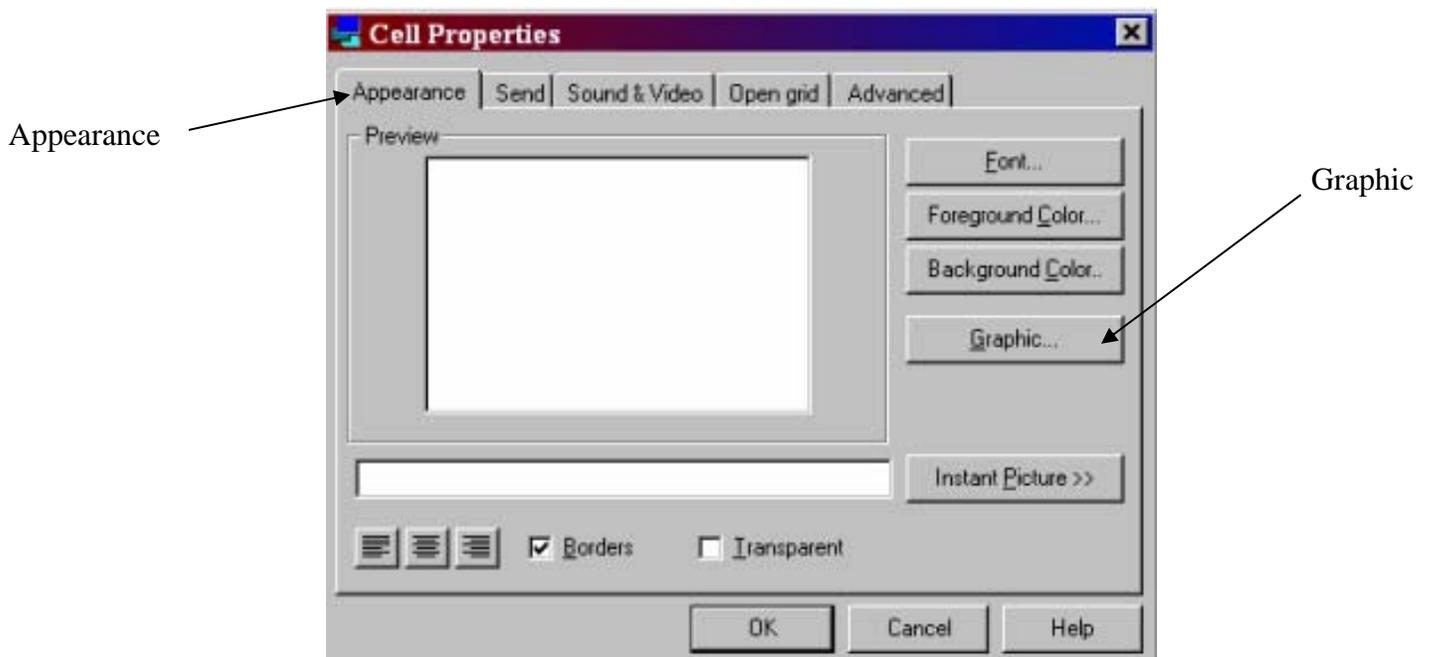


If your preferences (from the **Edit** menu) are set to include a picture when certain words are typed, a picture will appear in the cell.

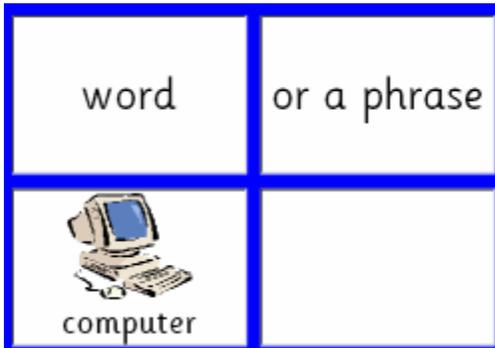
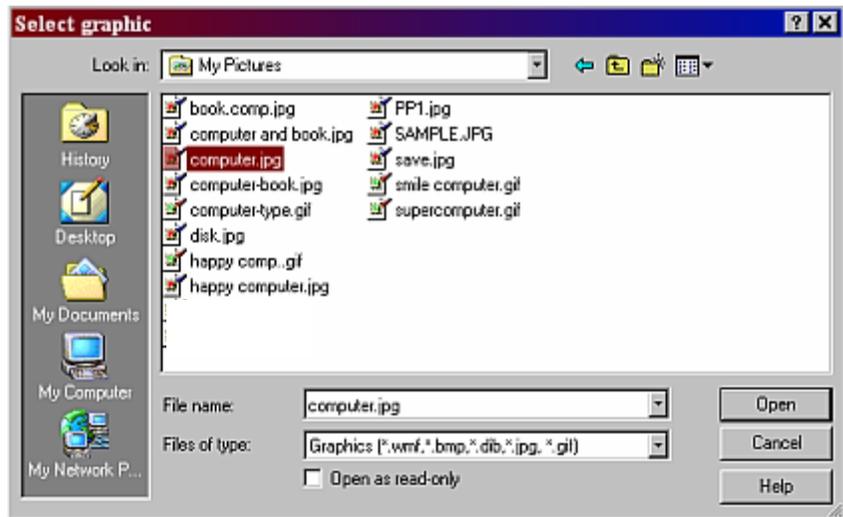
These pictures are stored in the Clicker 4 graphics files.

### Add a Picture from Another Source

Pictures from other files can also be added. Hold down the *SHIFT* key while *RIGHT* clicking in a cell. The **Cell Properties** dialog box will appear. Click on the **Appearance** tab. Then click on the **Graphic** button.



Navigate to the picture folder and select the one you want. Then click Open.



Your picture will appear in the cell with its file name.

### Changing the Appearance of Cells

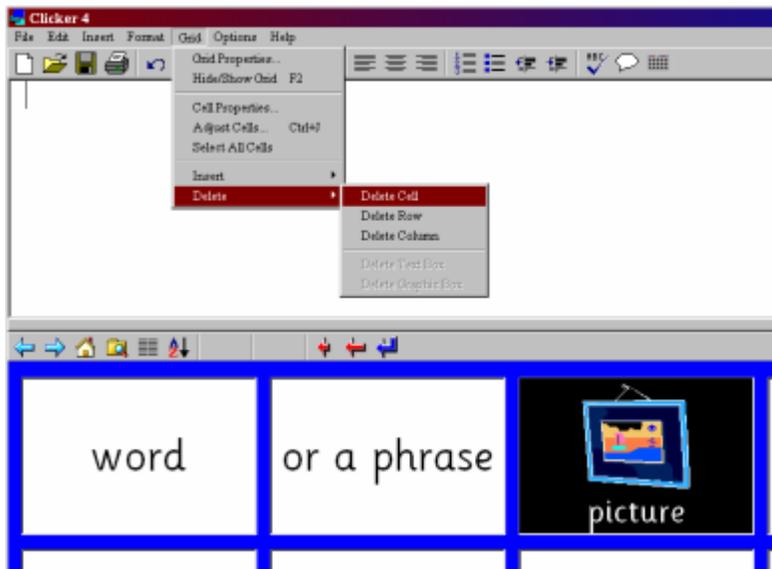
You can change the visual attributes of cells by holding down the *SHIFT* key while **RIGHT** clicking in a cell. The **Cell Properties** dialog box will appear. Click on the **Appearance** tab. Select any of the buttons to change the attribute you want.



Click on these buttons to make changes to grids.

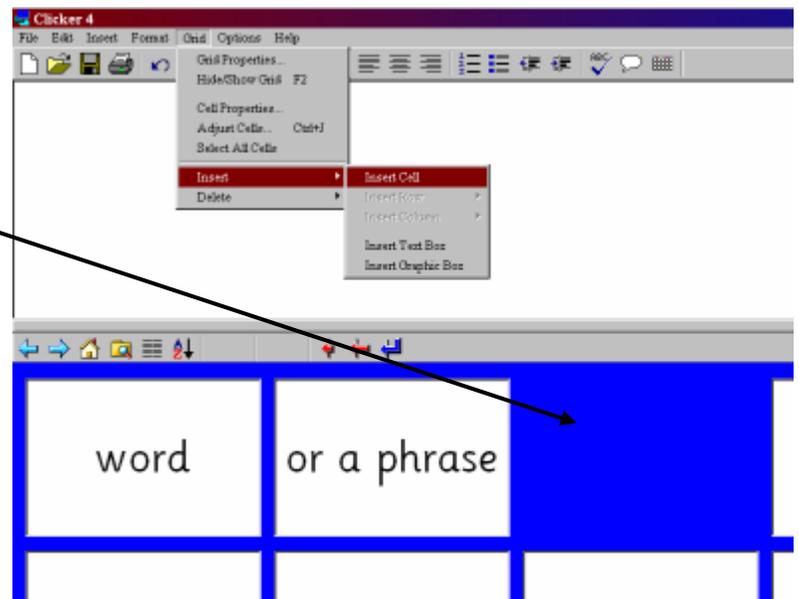
## Delete a Cell

To delete a cell, hold down the *control* key while clicking inside the cell. It will change color. Then go to **Grid** and pull-down to **Delete > Delete Cell**. The entire cell will disappear.



To add a blank cell back into the grid, go to **Grid** and pull down to **Insert > Insert Cell**. A box will appear at the bottom of the screen.

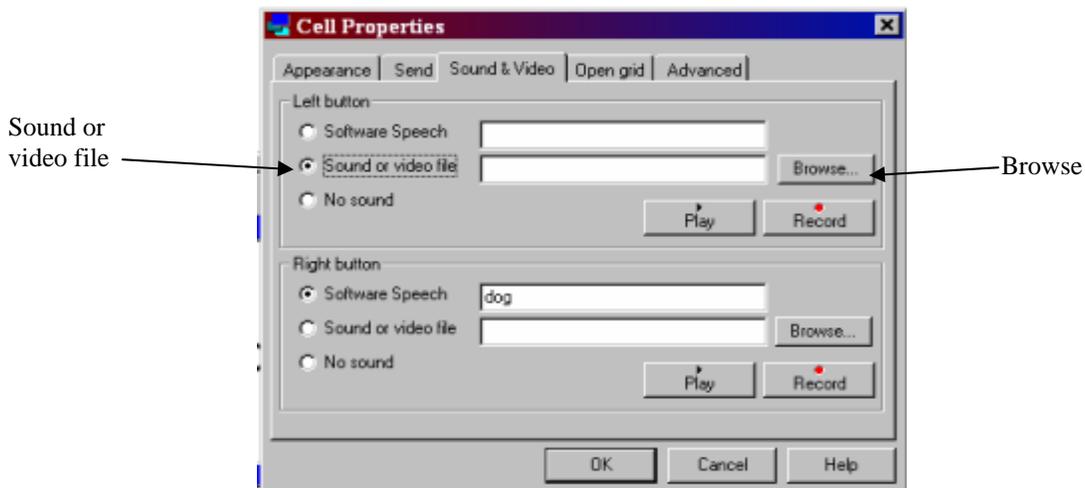
Drag it up to the space on the grid.



## Add a Sound

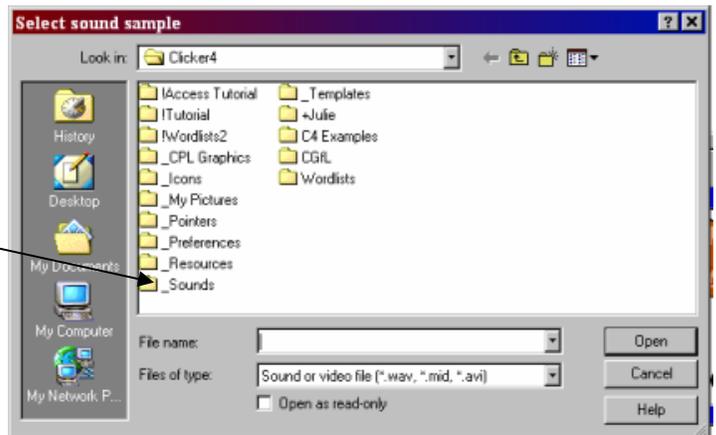
A sound can be added to a cell by holding down the *SHIFT* key while **RIGHT** clicking in the cell. The **Cell Properties** dialog box will appear.

Click on the **Sound & Video** tab and click the **Sound or Video file** radio button at the top of the box. Then click the **Browse** button.

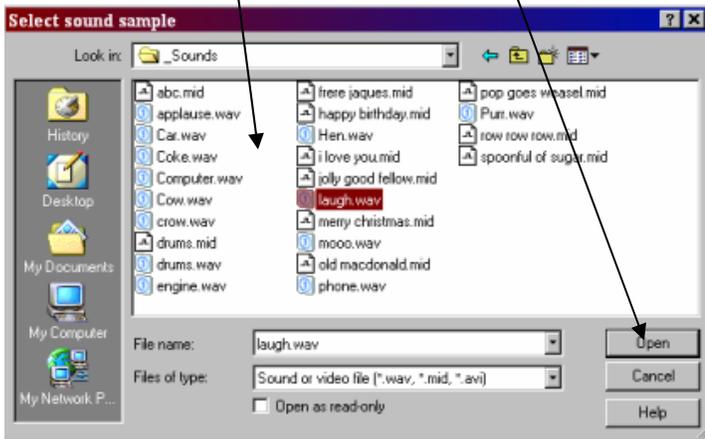


Double click on the **Sounds** folder to open it.

Search through the list of sounds to select the one you want. Then click **Open**.



When the cell is clicked, you will hear the sound, but there is no visible indication that a sound is there.

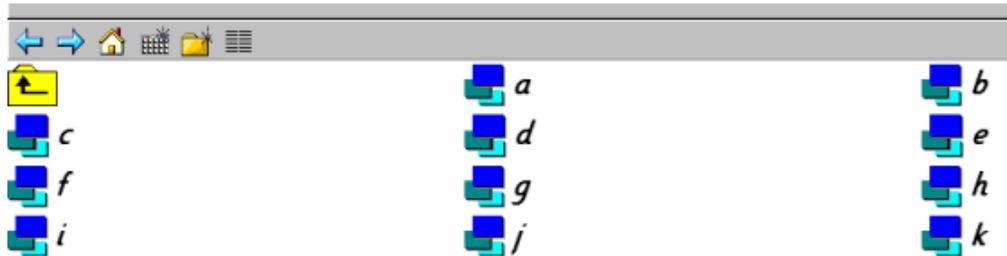


## Wordlist Grids

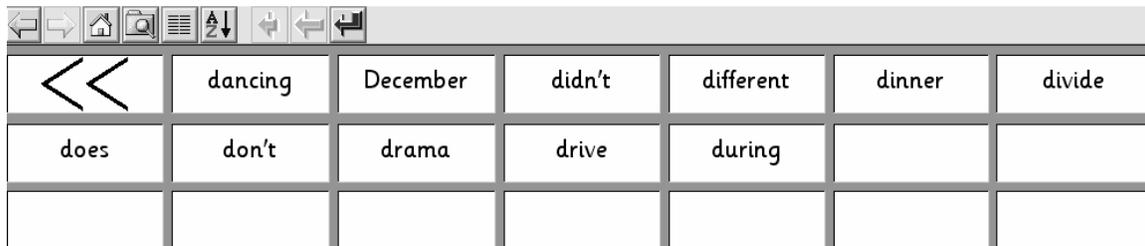
Clicker 4 includes alphabetically organized word lists that can be accessed by clicking the Wordlist icon on the grid toolbar.



You will see an alphabet list.



Click on a letter to see the word list for that letter. Additional words can be added to blank cells by holding the *shift* key and clicking in that cell.



Clicker 4 has many additional features that can be implemented to create a wide variety of multimedia projects. These include:

- Recording sound
- Adding video
- Creating talking books
- Spell checker
- Linking grids to each other
- Making scrolling text boxes