Co:Writer for Neo

The Neo, from Renaissance Learning (previously AlphaSmart Inc.), is a portable word processor. Basic instructions for use are provided on the back of every Neo unit.

Co:Writer is a word prediction software program designed by Don Johnston Inc, as an applet to work with the Neo and AlphaWord Plus. The Co:Writer applet does not ship with the standard Neo, but is an additional feature that can be added. A Neo can be purchased with Neo pre-installed or added later. The Co:Writer applet can be purchased from Don Johnston or from AlphaSmart. Installing the Co:Writer applet is a 2-step process. The program is loaded onto a computer and then transferred to the Neo.

Install Co:Writer
1. install on the computer from the installation disk
2. transfer the program to the Neo
This only needs to be done one time

Once the applet is loaded onto the Neo the program can be accessed by pressing the **applet** key. Within the applet window use the down arrow until the cursor is in front of Co:Writer, press **enter**.

Co:Writer is now available but may either be "asleep" or on. An asterisk in the lower right corner of the screen indicates Co:Writer is available, but asleep. To wake-up Co:Writer press the **tab** key. The tab key is also used to put Co:Writer to sleep.

Use Co:Writer: Press **applet**, use the down arrow to find Co:Writer, press **enter**
Put Co:Writer to sleep or wake it back up: press **tab**

Once Co:Writer is active and you are in the Co:Writer window there will be slashes on the right side of the screen. As you type, Co:Writer will predict your next word and display 6 word choices. A word that is shown can be selected by typing the corresponding number; or by using the down arrow key to move through the list of words and pressing the space bar once the cursor is in front of the desired word. If the desired word is not available just start typing (or continue typing) the word you want. More common words, as well as recently used words, will appear sooner. When a word is selected from the list Co:Writer will automatically add a space after the word. When end punctuation is added, such as a period, question mark or exclamation point, the display will shift to AlphaWord (the regular word processing screen on the Neo). As soon as the next sentence is started Co:Writer comes back to the screen. Writing is taking place in Co:Writer, but being saved in AlphaWord. If you would like to write in AlphaWord press the **tab** key and Co:Writer will go to sleep.

Select a word from the prediction list
- Type the corresponding number
- Use the arrow keys to select the word and then press **spacebar**

TYPING NUMBERS with TRUE KEYS
In Co:Writer numbers are used to select words on the prediction list. Therefore, to type numbers the **esc** key must be pressed first. When you press **esc**, you shift into "True Keys" mode. Type the number, press **esc** again to return to Co:Writer.

OPTIONS MENU
Additional features and choices are available on the Co:Writer Options Menu. This menu is accessed by pressing the home key when you are in Co:Writer.
- ***Number of guesses*** can be set from 1 – 6 word choices
- ***Collected words*** will collect the words you type and add them to the Co:Writer dictionary, making them available in the prediction list next time you type that word
- ***Grammar*** function can be off or on (grammar rules are being used for predicting words)
- ***Topic dictionary*** selection (this is an advanced feature, review the Co:Writer for Neo Reference Guide, available at www.donjohnston.com/support (click on "product manuals")
- ***Predict ahead*** can be turned off or on. With Predict Ahead off at least one letter needs to be entered before word choices will appear, when on then a list of words appears as soon as Co:Writer is woken up.