



We bring speech to life™



User Guide

For zuvo-D Speech-Generating Devices



Find more resources online:
www.talktometechnologies.com/support/

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Hardware and features

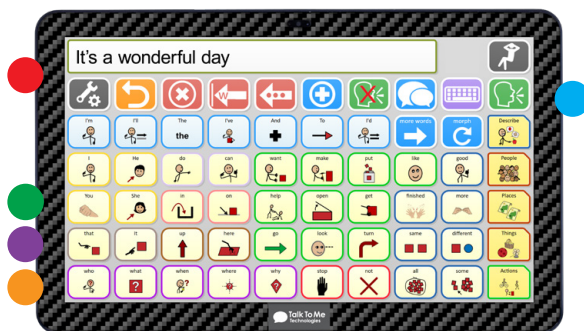
- **Power**
Press this button to turn on and off the device. Tap button once to place in sleep mode and conserve battery life when the zuvo is not in use.
- **Volume**
Press toggle to increase and decrease volume.
- **Charging the zuvo and Bluetooth speaker**
Charge the device at night or when not in use. Bluetooth speaker should also be charged nightly with the separate cord provided. Only use TTMT-approved chargers.
- **USB Port**
Connect access options, back-up vocabulary sets and transfer photos and other files.
- **Headphone/Microphone**
Audio input/output for sound feedback, voice and message banking and more.



zuvo™ 10-D





zuvo™ 12HD-D

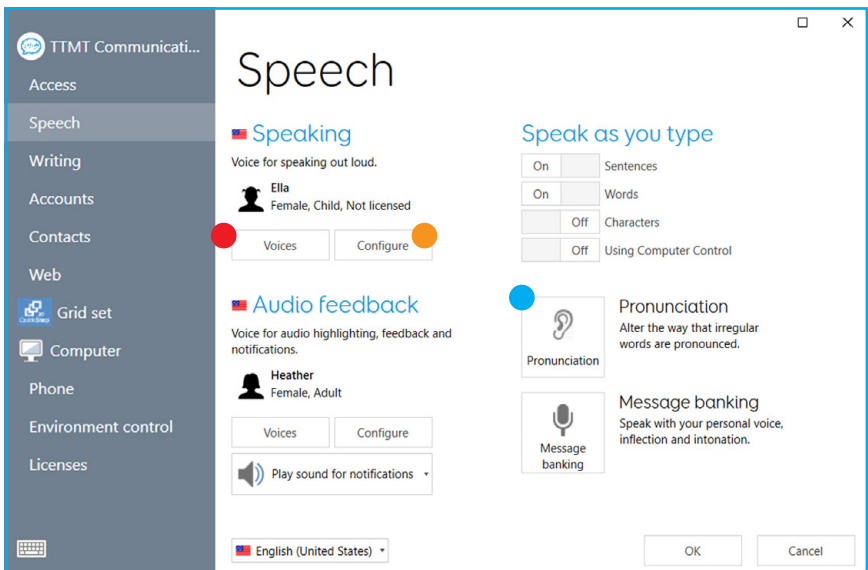


zuvo™ 18HD-D

Speech settings

Speech settings allow you to change the pronunciation of a word, select a voice for speech output, and adjust the voice pitch and rate. To go to speech settings, go to  (Menu) >  Settings > Speech > Pronunciation.

- Change the pronunciation of a word
 1. Select **Pronunciation** from the speech settings menu.
 2. In the Word box: type the word with the correct spelling (e.g. fajita).
 3. In the Pronunciation box: type the word as you want it pronounced (e.g. faheeta).
 4. Select **Test** to hear the word pronounced.
 5. When finished, select **Add Pronunciation** > **OK**.
- Select a voice
 1. Select **Voices** from the speech settings menu.
 2. Select a voice from list > **Listen** to play voice sample > **OK** to save selection.
- Adjust voice speed and pitch
 1. Select **Configure** from the speech settings menu.
 2. Adjust speed, pitch, and voice rates > select **Speak** to play voice sample > **OK**.



Take photos with your device

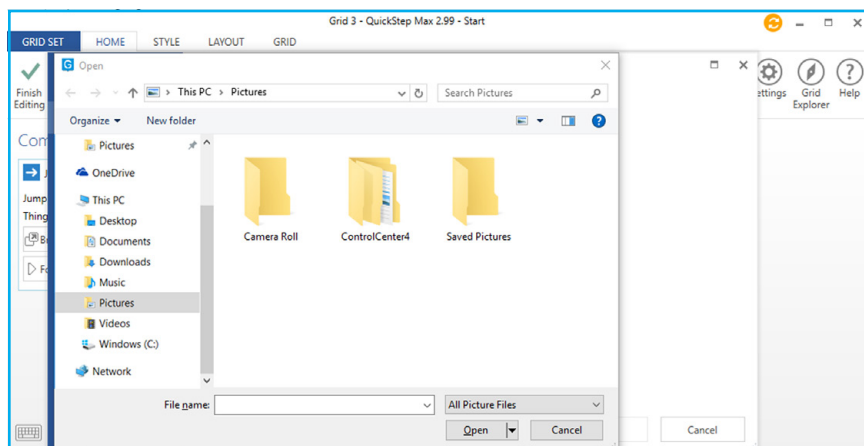
1. Exit Grid 3 to display device desktop.
 2. Select the **Camera** icon from the desktop screen.
- Tip: If the image appears black, touch the icon in the upper left-hand corner to flip the camera to front-facing.*
3. Press the white button icon to take a picture. Take as many pictures as you'd like.
 4. Press the **X** in the upper right-hand corner to exit the camera.
 5. Open the communication software > navigate to the page to add your pictures.

6. Enter **Edit Mode:**  (**Menu**) >  **Edit grid** > select button to edit/add photo.

7. Select **Find Picture** on the top toolbar.

*Tip: **Find Picture** will not display for Word List buttons, but you can still add a photo. See Add words to a word list for instructions on how to add photos to these buttons.*

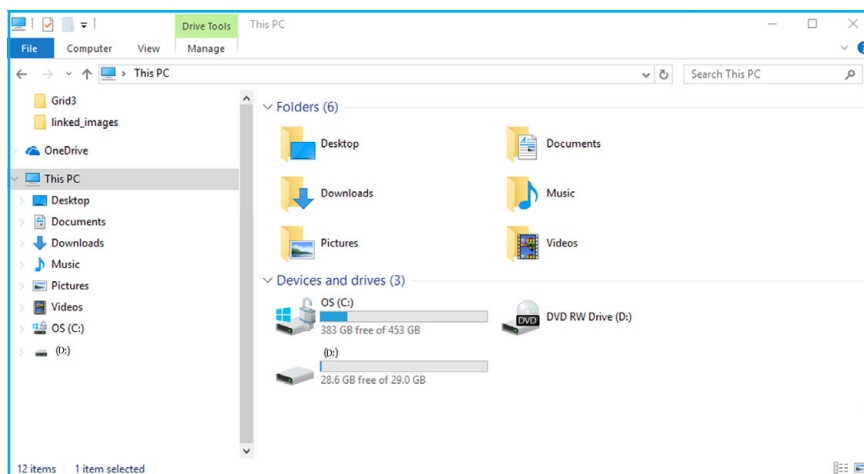
8. Select **Picture File** > **Browse** > **This PC** > **Camera Roll** > select photo to add.





9. When complete, select **Finish Editing** > **Yes**.

Import pictures from your computer



1. Save pictures from your computer onto a USB flash drive.
2. Insert the flash drive into the USB port on the right side of the zuvo.
3. Exit Grid 3 to display device desktop.
4. On the desktop screen, select the folder icon from the bottom left toolbar.
5. Select the USB flash drive from the column on the left. It will be the **D: drive**.

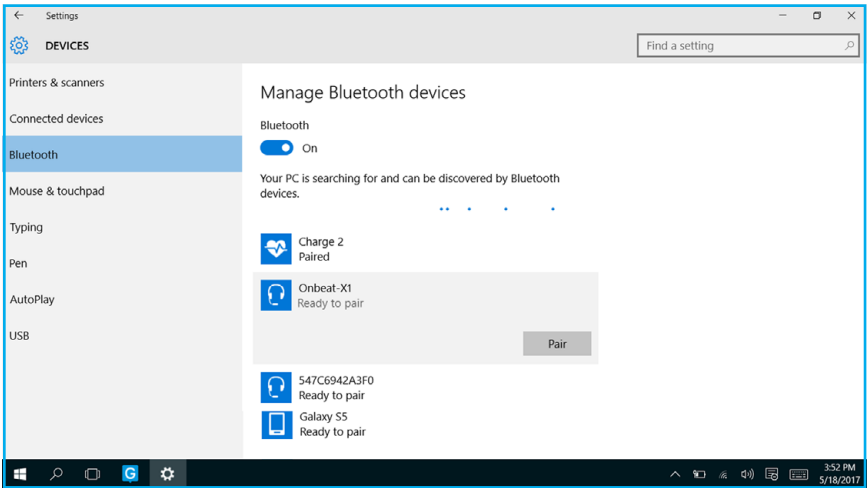


6. Press and hold the picture file > drag it into the **Pictures** folder on the left side.
7. Open the communication software > navigate to the page/ buttons to add your pictures.
8. Enter Edit Mode:  (**Menu**) >  **Edit grid** > select button to edit/add photo.
9. Select **Find Picture** on the top toolbar.
Tip: Find Picture will not display for Word List buttons, but you can still add a photo. See Add words to a word list for instructions on how to add photos to these buttons.
10. Select **Picture File** > **Browse** > **Pictures** > select photo to add.
11. When complete, select **Finish Editing** > **Yes**.

Pair a Bluetooth speaker

Your Bluetooth speaker is already paired with the device, but on occasion, you may need to re-pair it.

1. Close all programs to display the device desktop.
2. From the desktop screen, select the  on the bottom-left toolbar > select the Bluetooth icon  > Show Bluetooth devices.
3. Check that Bluetooth is **On**.
4. Check the speaker on the back of your device is charged and turned on.
5. Touch **Onbeat-X1** > **Pair**.



6. Once connected, select the **X** in the upper-right corner to exit Bluetooth settings.




Update zuvo Software

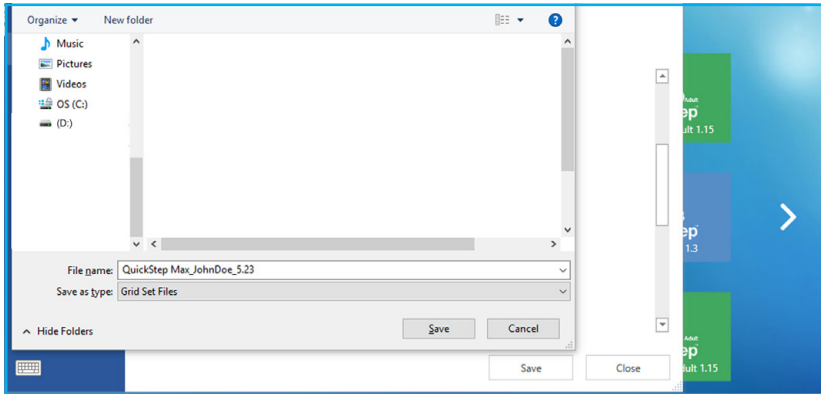
1. An update is available when you see an orange circle in the upper right-hand of the menu bar.



2. Select Install and the software update.


Back-up a grid/vocabulary set

1. Insert a USB drive into the USB hub on the device.
2.  **(Menu)** >  **Grid Explorer** >  **Menu** > **Share Grid Sets** > **Grid set file** > select file > **Save**.
3. Select your drive from the left column of the Save As pop-up. It will be the **D: drive**.



4. Select to save your file in your flash drive on the left side.
5. Rename the file > **Save**.

Tip: Every time you back up your file, add the date to the file name so you track of the last time you backed it up. (e.g. John Doe 12.25.17)

6. Safely remove flash drive: return to the **desktop** screen > select the  on the lower right **toolbar** > select the **insert USB safe removal** icon.

Tip: You can keep the file saved on the flash drive just like this, or you can insert the flash drive into your computer and save a copy of it wherever you'd like on your personal computer.

Please call Tech Support for assistance with backing up a complete user profile.

View/hide menu bar



Tap **F12** on your keyboard to view or hide the menu bar in full screen.



Tip: You may also view the menu bar by tapping on the two corners of the grid/page and holding.


Edit mode

Enter **Edit Mode** to edit and customize your vocabulary set.

1. Select  (**Menu**) >  **Edit grid**.
2. The editing toolbar appears at the top.
3. To exit edit mode or when edits are complete, select **Finish Editing**.
4. When applicable, a pop-up menu will ask if you want to save changes. Select **Yes** to save and exit, **No** to exit without saving, or **Cancel** to resume editing.

Edit mode tabs overview:

Grid Set	Home	Style	Layout	Grid
Navigate grids / vocabulary sets while in edit mode, and create new grid/vocabulary sets from existing templates.	Editing commands, including options to customize vocabulary cells.	Options to edit cell style and formatting.	Insert, delete, and arrange rows, columns, and cell spacing.	Choose the background color, add button commands, and modify scan blocks for access switches.



The screenshot shows the Grid 3 - QuickStep 20 13 - Actions interface. At the top, there are five tabs: GRID SET (blue), HOME (red), STYLE (orange), LAYOUT (purple), and GRID (green). Below the tabs is a toolbar with icons for Finish Editing, Undo, Copy, Paste, Delete, Change Label, and a 'I want' button. The main area is divided into a 'Commands' panel on the left and a grid of icons on the right. The 'Commands' panel includes a 'Write text' checkbox, a text input field, and an 'Add Command' button. The grid of icons includes a home icon, a chat writing area, a 'I want' button, a 'go' button, a 'eat' button, a 'help' button, a 'stop' button, a 'watch' button, a 'play' button, a 'drink' button, a 'listen' button, and a 'talk' button.

Change button label, image or message

Enter Edit Mode:

Select  **(Menu)** >  **Edit grid** > select button to edit.

● Change Button Text

Select **Change Label** > in the button text space, type new label.

- Change Button Message

In the **Write Text** box, type the message to be spoken aloud when the button is pressed.

● Change Button Image

Select **Find Picture** > select one of the following:

Symbols

Type label name or word to search symbols > select symbol to use > **OK**.

Picture File

Select folder containing image > select photo to use.

Camera



Select rear or front camera > press **Capture** to take a photo.

- Finish Editing

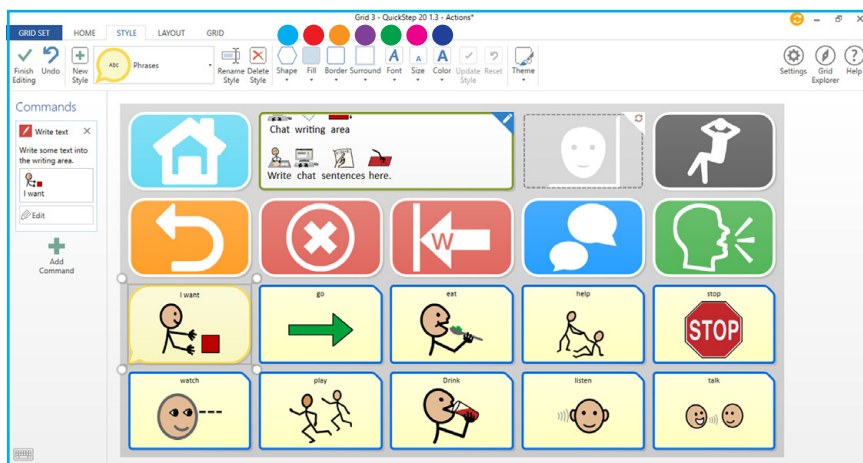
When finished, select **Finish Editing** to save changes and exit edit mode.



Change button appearance

You can change a button's shape, size, and fill and border color, as well as the button text font, size, and color. To edit a button's appearance: Enter Edit Mode: Select  (**Menu**) >  **Edit grid** > **Style** > select button to update > choose from the appearance options.



- **Button Shape**
Choose the shape of the button.
- **Button Fill**
Choose the color to fill the button.
- **Button Border**
Choose the color for the border around the button.
- **Button Surround**
Choose the color for the background surrounding the button.
- **Font Type**
Choose the font for the text in the button.
- **Font Size**
Choose the size for the text in the button.
- **Font Color**
Choose the color for the text in the button.



*Tip: For more color options, select **Adjust Color**. To use a color from elsewhere on your screen, select **Find** > click on the desired color using the eyedropper tool.*

Change button styles

Styles are a quick and powerful way of managing the appearance of a range of cells across a grid set. For example, making all verbs in cells the same color.

To edit button styles: Enter Edit Mode: Select  (**Menu**) >  **Edit grid** > Select the **Style** tab.

● Change the style of a button to an existing style

Select an existing button > select the **Style selection box** > choose new button style from the list. This will change the selected button to the selected style.

● Edit an existing style

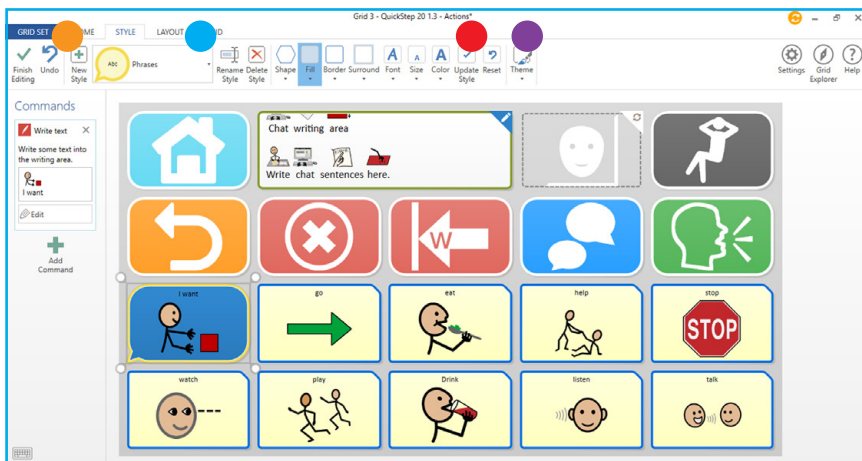
Select a button with the style to edit > make desired changes to button style > select **Update Style**. This will instantly update all buttons with the same style within the grid/vocabulary set.

● Create a new style


Select a cell and make desired changes to its appearance > click **New Style** > give new style a name > click **OK** to add your new style to the **Styles** menu.

● Style themes

Themes are an easy way to change the look and feel of the grid/vocabulary set. Select **Themes** > choose a new theme from the list.



Move, swap and re-size buttons

You can move, swap, and resize buttons in a grid/page. Enter Edit Mode: Select  (**Menu**) >  **Edit grid** > **Layout** > select button to change.

Move a button

Drag and drop button to any location on your grid/page to move.



Resize a button

Select button > drag handles on button corners to resize. Other buttons on your grid/page will automatically adjust to make room for the new button size.

Swap the position of two buttons

Simply drag and drop one button over the other.

Copy and paste a button



1. Enter Edit Mode: Select  (**Menu**) >  **Edit grid** >
2. Touch button > select **Copy** from the editing toolbar.
2. Navigate to the page you want to paste the button > touch the location to paste the button > select **Paste** in the editing toolbar.

Copy a button to a different grid/page

Right-click on button > select **Copy** from flyout menu > navigate to the desired grid/page > **right-click** on new button location > select **Paste** from flyout menu. (Note: If you are not using a mouse with a right-click option, use the Editing Toolbar).



Edit rows and columns in a grid/page

The buttons on the Layout tab allow you to adjust the number and size of rows and columns in a grid/page. To edit rows and columns, enter Edit Mode: Select  (**Menu**) >  **Edit grid** > **Layout**.

● Insert a row or column

Select a button next to where you want to insert the row or column > select one of the four options to insert above, below, left or right of the current button.

● Delete a row or column

Select a button in the row or column you wish to delete > select either **Delete Row** or **Delete Column**. Click **Undo** if you delete a row or column by accident.

● Resize a row or column

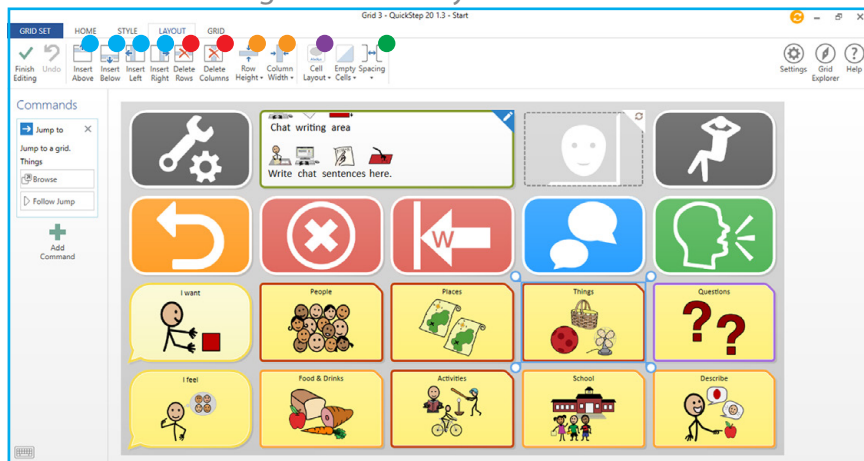
Select a button in the row or column you wish to resize > select either **Row Height** or **Column Width** > choose the desired size from menu. Press and hold Ctrl or Shift and select multiple cells to adjust multiple rows or columns simultaneously.

● Button layout

Select **Cell Layout** to choose whether the label appears above or below the button symbol. This change will affect all buttons in the grid/vocabulary set.


● Button spacing

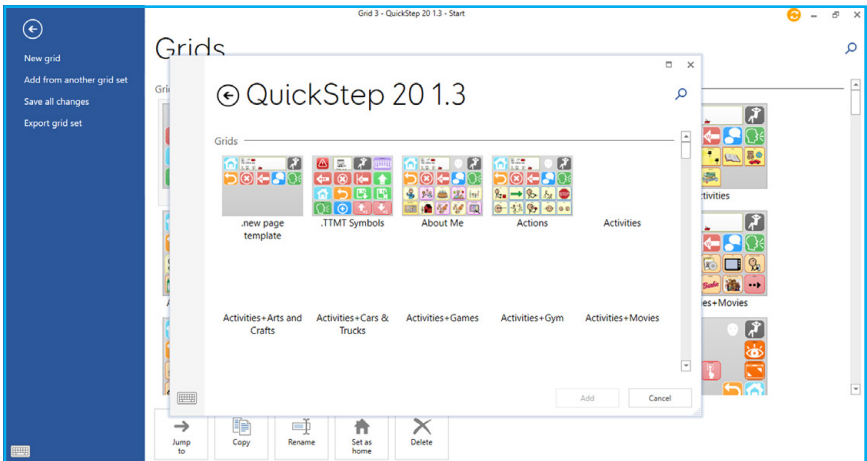
Select **Spacing** to adjust the gap between buttons > choose the desired size from the menu. This change will update all buttons in the grid/vocabulary set.



Create a new page from an existing template



If you want to create a new page that includes new vocabulary, simply copy an existing template so that you don't have to start from scratch. After you create your page, you can link (jump) the page to a button (see instructions for *Link (jump) to a new page*).

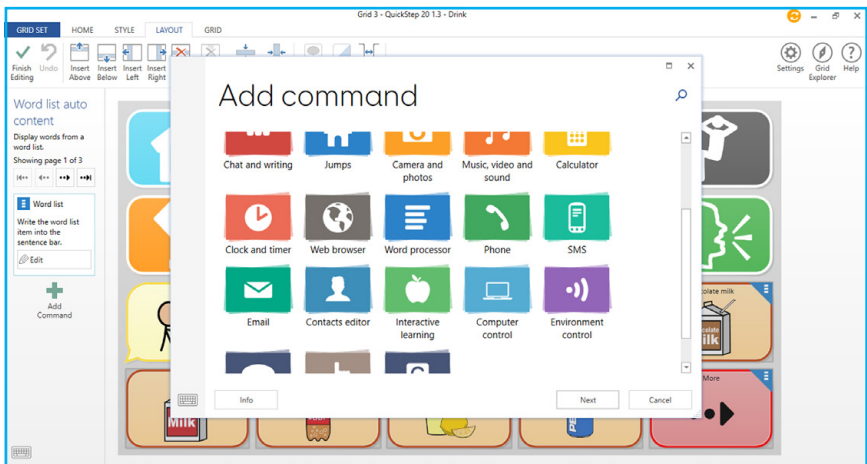
1. Enter Edit Mode: Select  (Menu) >  **Edit grid** >
2. Click to select .new page template > **Copy** > **Rename** > **OK**.



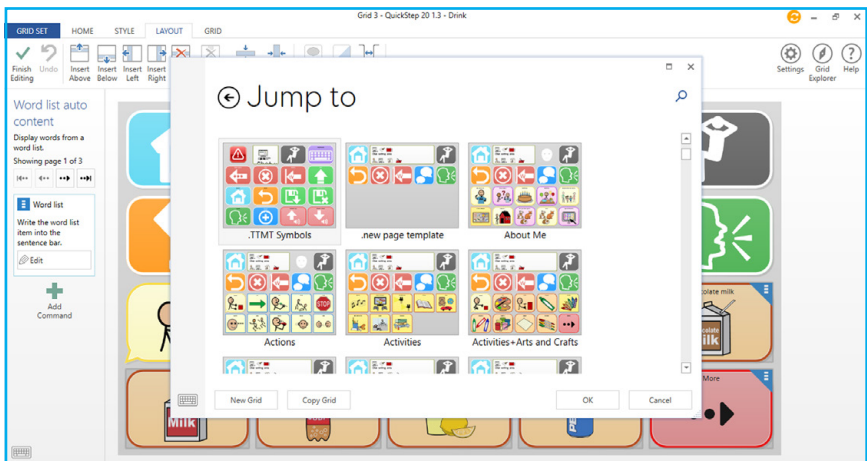
Link (jump) to a new page

Linking allows existing buttons to open up to a new page with more vocabulary. (For example, a *Snacks* button can be linked to a new page that lists different snack options.)

1. Navigate to the page with the button to link your new page > Enter Edit Mode: Select  (**Menu**) >  **Edit grid** >
2. Select a button to link to your new page or create a new cell > **Add Command**.





3. **Jumps** > **Next** > **Jump to** > **Next** > Select the new grid/vocabulary set you created > **OK**.



Word lists

Your grid/vocabulary set may utilize an associated word list. For example, when the button *Feelings* is selected, a grid/page that contains additional feelings such as happy, tired, and excited is revealed. Grids/pages that utilize word lists will always contain a *More* arrow that links to words in the list that are not visible on the primary grid/page. (If your grid/page does not utilize a word list, create a page for word lists by following the instructions for *Create a new page from an existing template*.)

Edit a word list

1.  (**Menu**) >  **Word List** > **Add** > type your new word into the text box.
2. Choose a picture or add a photo > **OK**.

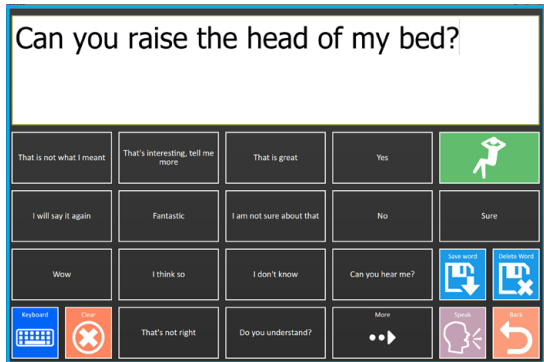


*Tip: Add multiple words at one time by pressing **Enter** on the keyboard after each word. Upload a large list of words at once by copying and pasting from an email or word processor (if available on your device). If your grid/page does not utilize a word list, the "Add" button will not be visible.*

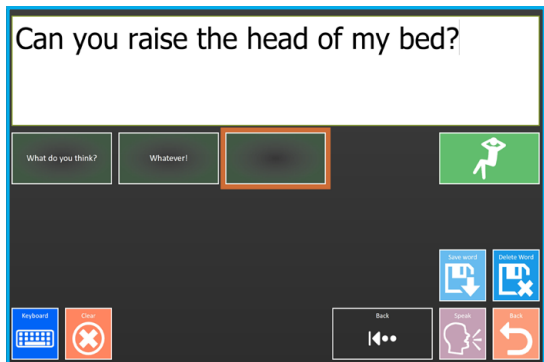
Working with saved phrases

Typing and saving phrases to cells are a quick and easy way to prepare in advance for anticipated conversations such as a doctors visit or shopping trip.

Type a word or phrase in the window and tap **Save Word**.

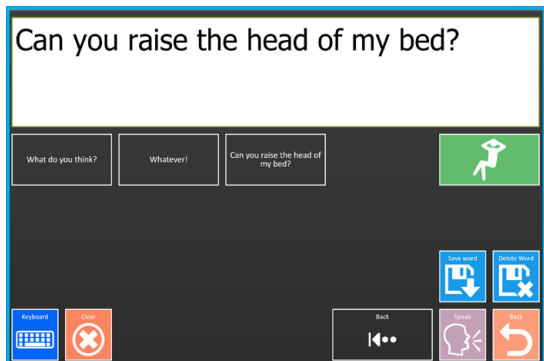


Tap an empty cell in your grid.

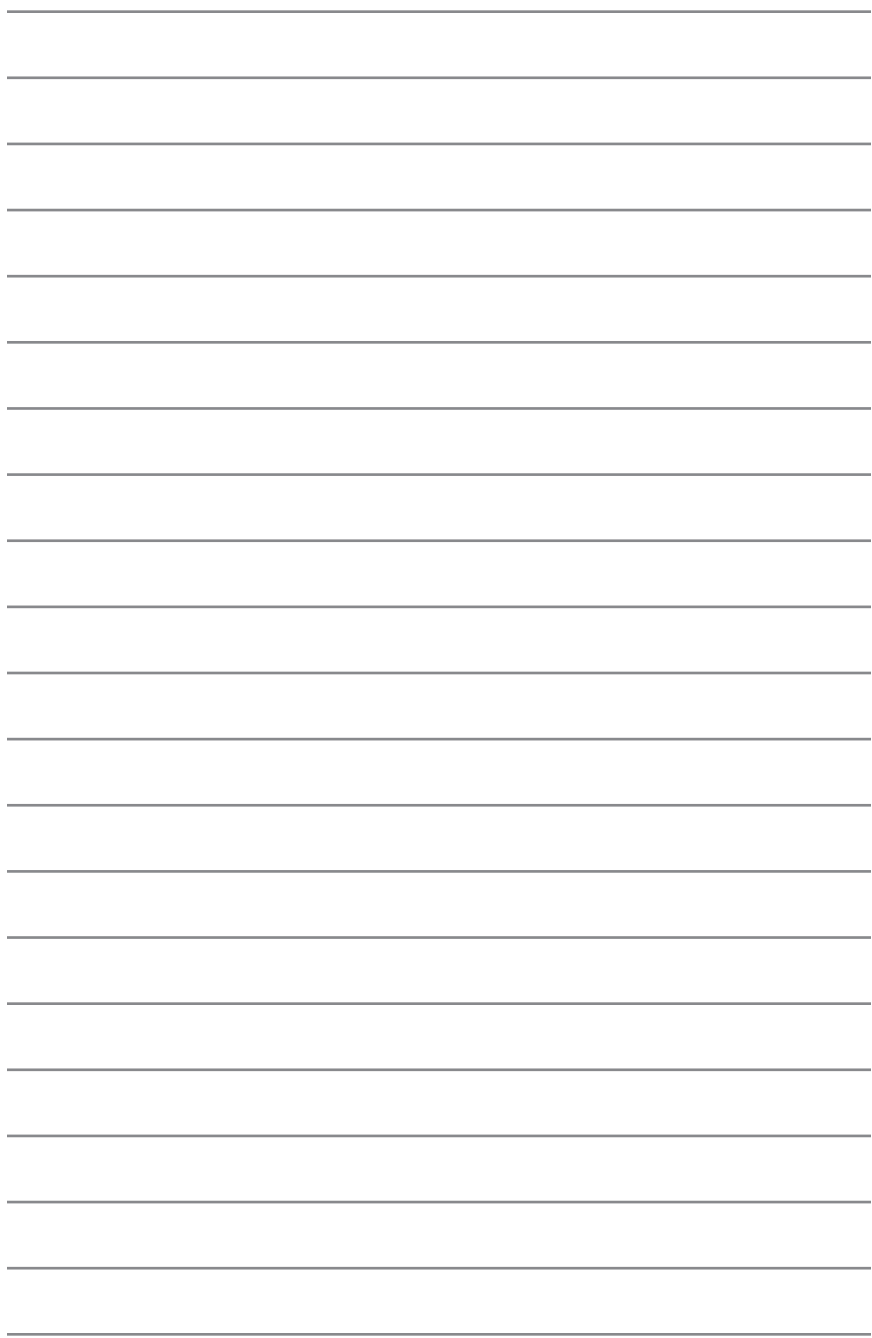


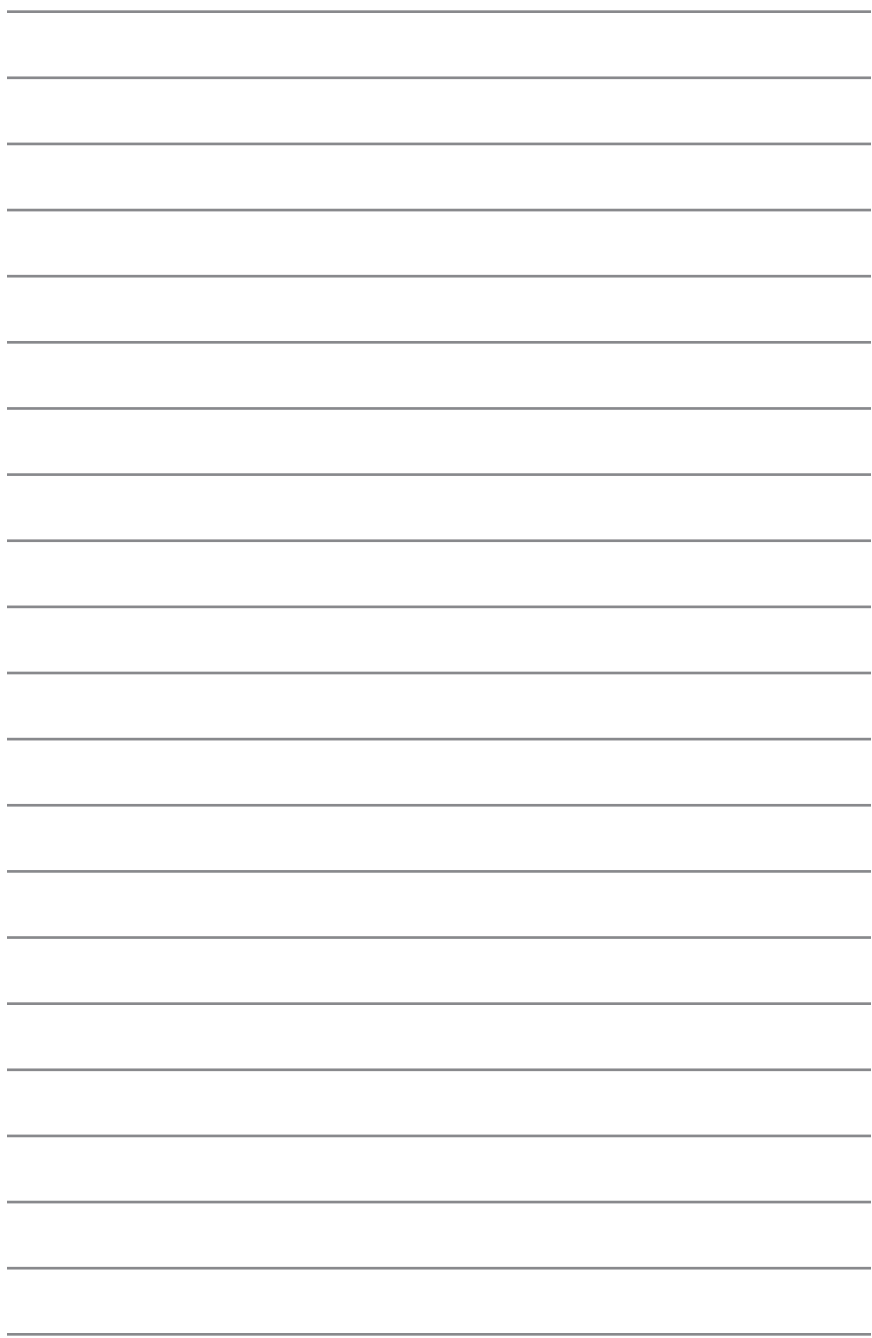
Your phrase is now saved for future use!

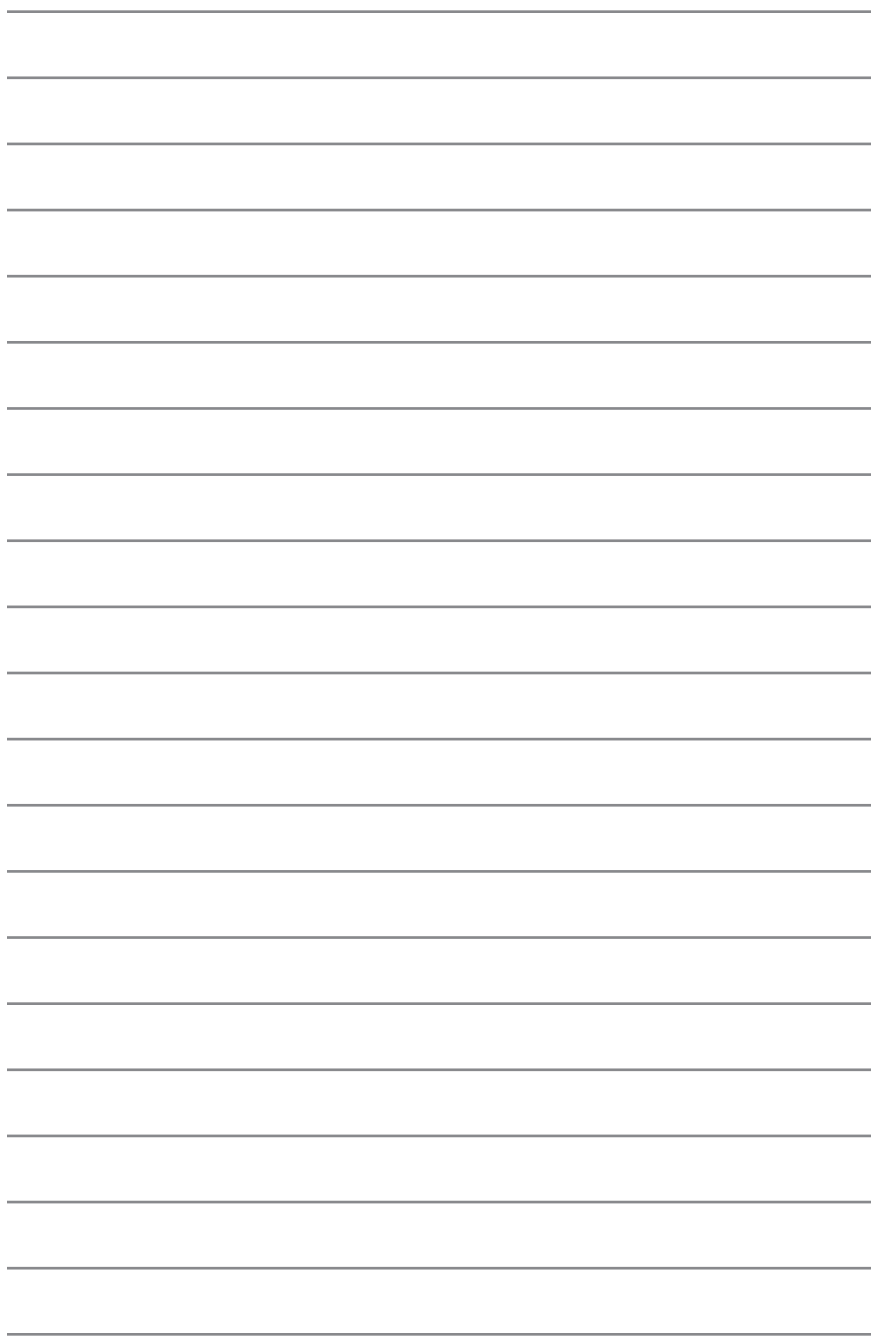
The **More** button will be automatically created to allow you to access your newly saved phrases!



User notes













We bring speech to life™

Need Help?



877.392.2299 Option 3



support@talktometechnologies.com



talktometechnologies.com/support



Join in the conversation...

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