

Setups

- Slide **Setup / Record / Play** switch to **Setup** position.
- Remove the keyguard and overlay to reveal the setup information printed on the keyboard.
- SETUPS are listed in the left column, and the SETTING of each SETUP is given in the right column.
- Press and release any key in the left column to select a setup – you will hear a *single beep*, and the LED alongside that key will light.
- The unit will show the current setting of that setup in the right column, with that LED lit, and valid alternative settings have flashing LEDs.
- Press a valid key in the right column to change the setting - you will hear a *single beep*, and the LED alongside that key will be lit, and the LED alongside the previous setting will now flash.
- Press and release another key in the left column to select another setup and repeat the process.

| setup | key layout | key delay | auditory scan | auditory volume | scan selection | scan speed | select pages* | configure pages* | setting |
|-------|------------|-----------|---------------|-----------------|----------------|------------|---------------|------------------|---|
| | key layout | key delay | auditory scan | auditory volume | scan selection | scan speed | select pages | configure pages | 2 locations off off |
| | | | | | | | | | 1/3 sec |
| | | | | | | | | | 4 locations short beep very low |
| | | | | | | | | | 1/2 sec |
| | | | | | | | | | 8 locations landscape medium speak low |
| | | | | | | | | | 3/4 sec |
| | | | | | | | | | 8 locations portrait long speak & beep medium |
| | | | | | | | | | 1 sec |
| | | | | | | | | | 16 locations very long high |
| | | | | | | | | | 1-switch Automatic scanning 1 1/2 secs |
| | | | | | | | | | 1-switch Inverse scanning 2 1/4 secs |
| | | | | | | | | | 2-switch Inverse scanning 3 secs |
| | | | | | | | | | 2-switch Step Scanning 5 secs |
| | | | | | | | | | auditory prompts OFF |
| | | | | | | | | | auditory prompts ON |

* these two setups are not available on adVOCate

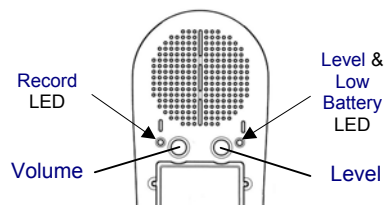
Note: changing the Key Layout erases all recordings

Volume

Pressing and releasing the **Volume** key increases the volume level by one step: the unit gives auditory feedback of each of the 4 volume settings.

Levels

Pressing and releasing the **Level** key steps to the next level down: the unit gives auditory and visual feedback of each level.

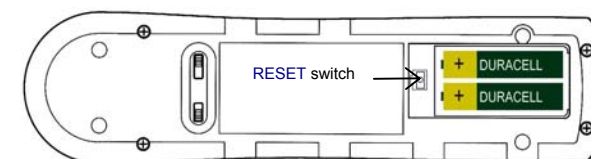


adVOCate Quick Reference Guide

See Handbook for full instructions

Fitting Batteries

- Remove the battery cover and fit two AA batteries orientated as shown:

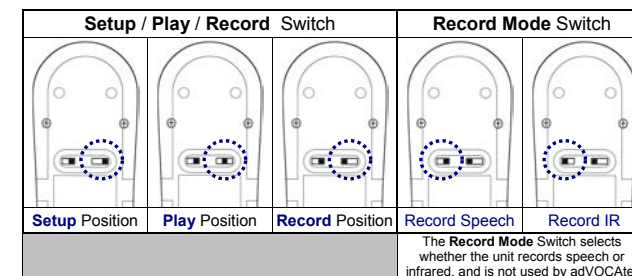


- Use either removable **disposable** batteries, preferably Manganese Alkaline, (e.g. *Duracell*) or **rechargeable** batteries, eg: Nickel Metal Hydride or Nickel Cadmium (NiCad)

If the unit does not work after fitting new batteries:

- Press the **RESET** switch briefly (see diagram above).
- The unit will scan rapidly round the 16 locations, sounding descending/ascending tones as it scans. When the scanning stops, the unit is reset and ready to operate.
- Replace the battery cover.

Selecting Setup, Record & Play modes



Recording Speech

- Set **Play / Record / Setup** switch to **Record**
- adVOCate gives two confirmatory *beeps* on entry to **Record** mode, and the 'Record' LED is lit.
- Ensure that the **Record Mode** switch is in **Record Speech** position:
- Use the **Level** key to change level if required, the unit gives auditory and visual feedback of each level.

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LIT200Q

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In **Record** mode you can **record**, **delete** and **play** each message.

- A short press of a key of less than one second (before the *double beep*) **plays the message**.
 - Pressing and holding a key until after the *double beep* has sounded and releasing before the *single beep* sounds **deletes the message**.
 - Pressing and holding a key for more than two seconds (ie after the *single beep* after the *double beep*) **starts recording**
- Note: after entering **Record** mode, adVOCate will automatically replay the first 5 recordings. This includes Level Messages, Speech Messages, and Auditory Prompts.

a) Recording locations for single key selection

- Use the **Level** key to select one of the levels 1 to 4.

Record a Level Message (if required)

Level Messages help you and/or the user to identify each level. They may not be needed if you will be locking the level

- Use the **Level** key to select the desired level.
- Press and hold down the **Volume** key until you hear the *single beep* after the *double beep*.
- Record the Level Message (Level Messages can be up to 2 seconds long, and it will beep at the end).
- Pressing the **Volume** key again for less than 1 sec (before the *double beep*) will play the Level Message. Re-record the Level Message if necessary.

Record Speech Messages

- Use the **Level** key to select one of the levels 1 to 4.
- Press and hold anywhere in a location until you hear the *single beep* after the *double beep* and then start recording. Do not start recording your message until the *single beep* has sounded. The LED(s) next to the location flash and the 'Record' LED flashes during recording. The recording stops when the location is released (it will beep if you exceed the max. recording duration). The LED(s) next to the location is lit to show a recording is stored on that location.

Record Auditory Prompts (if required)

- After recording a message on a location, press and hold down the **Volume** key until you hear the *single beep* after the *double beep* and then record an **Auditory Prompt** for that location (maximum duration = 2 secs, and it will beep at the end).
- Alternatively to record Auditory Prompts retrospectively: briefly press a location on which a message has been recorded to play the message, then use the **Volume** key to record an **Auditory Prompt** for that location.

b) Recording locations selected by Key Linking

(only available if *Key Layout* is set to **8 locations portrait** or **16 locations**)

- Use the **Level** key to select Level 5.

Record a Level Message (if required)

This may not be needed if you will be locking the level on Level 5.

Record an Auditory Prompt for the Group (optional)

- Note: only Auditory Prompts can be recorded for Groups.
- Press and hold one of the locations in the left hand column until you hear the *single beep* after the *double beep* and then record a Auditory Prompt for that Group (maximum duration of Auditory Prompt = 2 secs, and it will beep at the end). The LED(s) next to the location flash and 'Record' LED flashes during recording, and the recording stops when the location is released. The LED(s) next to the location **remains lit** to show:
 - a) that an Auditory Prompt has been recorded for that Group, and,
 - b) which Group is currently selected.
- Alternatively to record Auditory Prompts for Groups retrospectively: press and hold the location for a Group, then record an **Auditory Prompt** for that Group.

Record a Sequence Message

- Press one of the locations in the left hand column to select a Group, then press and hold one of the locations in the right hand column linked to that Group, until you hear the *single beep* after the *double beep*.
- Record a message for that Key Sequence. The LED(s) next to the location in right hand column flash and the 'Record' LED flashes during recording, and the recording stops when the location is released. The LED(s) next to the location remains lit to show a recording has been made.
- Repeat for other locations in the right hand column linked to the same Group.

Record an Auditory Prompt for the Sequence Message (optional)

- After recording a message for that **Sequence**, press and hold down the **Volume** key to record an **Auditory Prompt** for that Sequence (maximum duration of Auditory Prompt = 2 secs).
- Alternatively to record Auditory Prompts for Sequence Messages retrospectively: briefly press a location on which a Sequence Message has been recorded to play the message, then use the **Volume** key to record an **Auditory Prompt** for that location.

To re-record single Messages

- Use the same procedure as for Recording. The existing message is erased automatically. The new message can be up to 2 minutes long.
- If an Auditory Prompt was recorded for that location and the message is re-recorded, the Auditory Prompt is erased automatically.

To erase single Messages

- While in **Record** mode, hold down the desired location until after the *double beep* has sounded and release it before the *single beep* sounds. adVOCate deletes the message (and Auditory Prompt if recorded on that location), and clears the associated LED(s).

To re-record a Level Message

- While in **Record** mode, use the **Level** key to select desired level, then press and hold down the **Volume** key until you hear the *single beep* after the *double beep* and then record the new Level Message.

To erase a Level Message

- While in **Record** mode, use the **Level** key to select desired level, then press **Volume** key until after the *double beep* and release before the *single beep* sounds.

To erase all Messages, Auditory Prompts, and Level Messages

- Changing the **Key Layout** setting, and then making a new recording at the new key layout setting automatically deletes all **Messages, Auditory Prompts, and Level Messages** on all levels.

Global Erase and Reset

- While in **Record** mode, hold down **Volume** & **Level** keys for 3 secs.
- The unit flashes all 16 LEDs for during this period, giving *beeps* synchronised with the flashing LEDs, then gives confirmatory *double beep* and clears all LEDs to show it has erased all **Messages, Auditory Prompts and Level Messages** on all levels, and has reset all setups to the default values.

To lock the current level

- Set **Play / Record / Setup** switch to **Play**.
- Select desired level, and continue to hold down **Level** key for 3 secs, adVOCate then gives warning beeps (with 'Level/Low Batt' LED flashing in synchronisation) and then gives 2 confirmatory beeps to show it is locked on that level.

To unlock the current level

- Repeat the process to unlock.