DialoQ® Talk

User Guide

Program version: 1.5.

CodeQ

General

DialoQ Talk is a symbol-based communication software for Android and Windows devices.

This user guide introduces the basic functions of the DialoQ Talk software. The user guide is aimed for the DialoQ Talk users, user families and therapists. The instructions show how to adjust settings, how to load, save and edit the communication boards.

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Main screen

From the main screen of DialoQ Talk, you can adjust the software settings, manage the communication boards, and go to the edit mode and edit the current board set.

The software version is shown in the lower right corner of the main screen.

If there is a software update available for the software or other things that require the user's attention, it will be indicated in the main screen of the program. For example, a downloadable software update appears as follows:

Settings

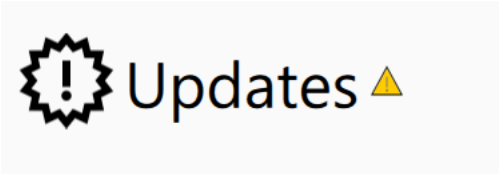
DialoQ Talk's settings can be opened from the program's main screen at right bottom. The content of the settings menu depends on the operating system, for example, not all the settings of the Android version can be found in the Windows version.

Build-in user guide

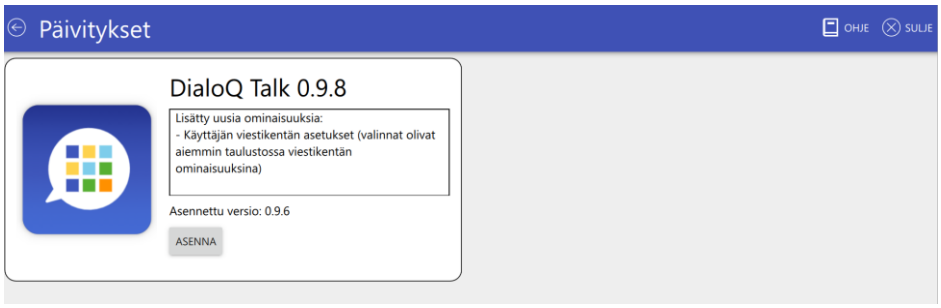
DialoQ Talk includes build-in user guide, it can be opened on programs toolbar. The build-in user guide is not available for all languages.

Software updates

Software updates can be downloaded from DialoQ Talk settings. Available update can be seen under settings:



Example of an available update (example in Finnish):



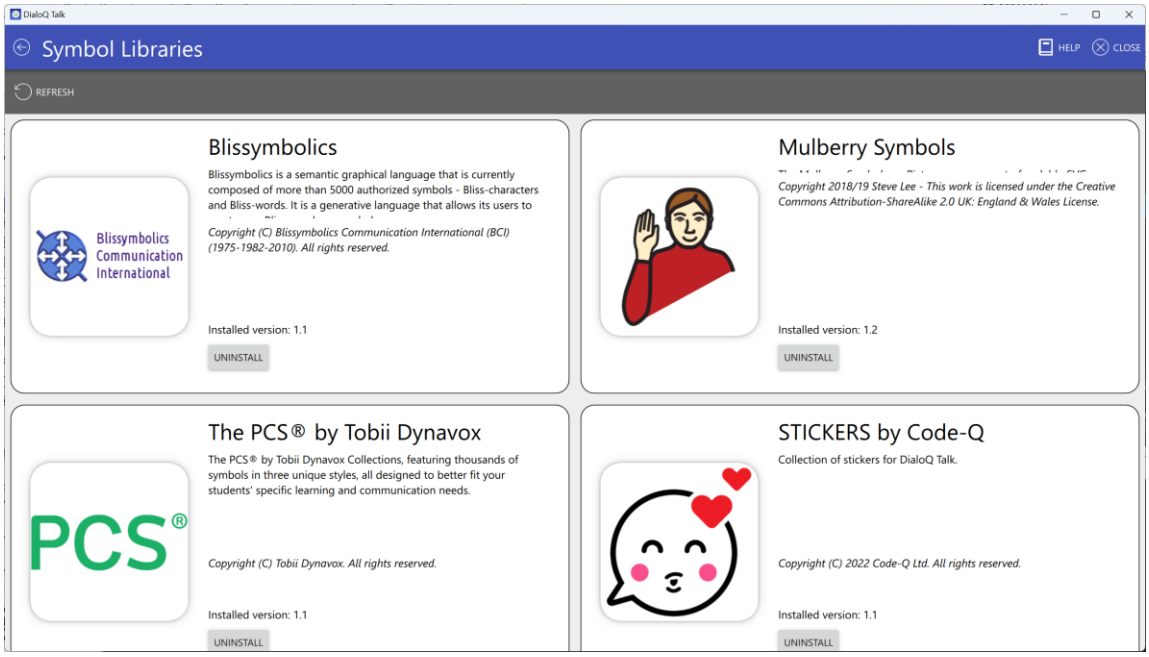
The changes and possible new features of an update are described in the update-screen. The updating of the software is not obligatory but recommended.

Updating the software won't change the user content or workspace, it also doesn't update the symbol libraries.

Symbol libraries

DialoQ Talk includes a set of symbol libraries, which content depends on existing license properties. Users can update their licenses to include more commercial symbol libraries (ask your reseller more about this).

Example of available symbol libraries:



Symbol libraries are installed separately from DialoQ Talk software installation / update; this keeps actual software updates small.

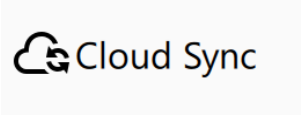
Cloud Sync

User can use Google Drive cloud service by logging into Google Drive using this setting. Under communication board management user can see the status of active board synchronization (so for example if update is available from person that shared the board).

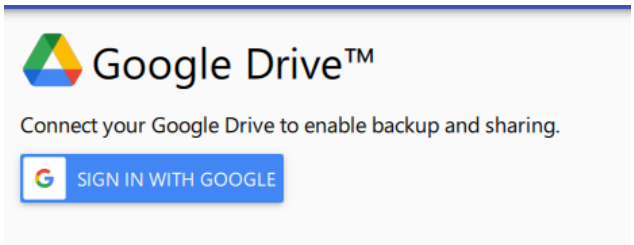
Notice that if you share a commercial board, both users need to have valid license for board.

Following these steps user can activate the Cloud storage:

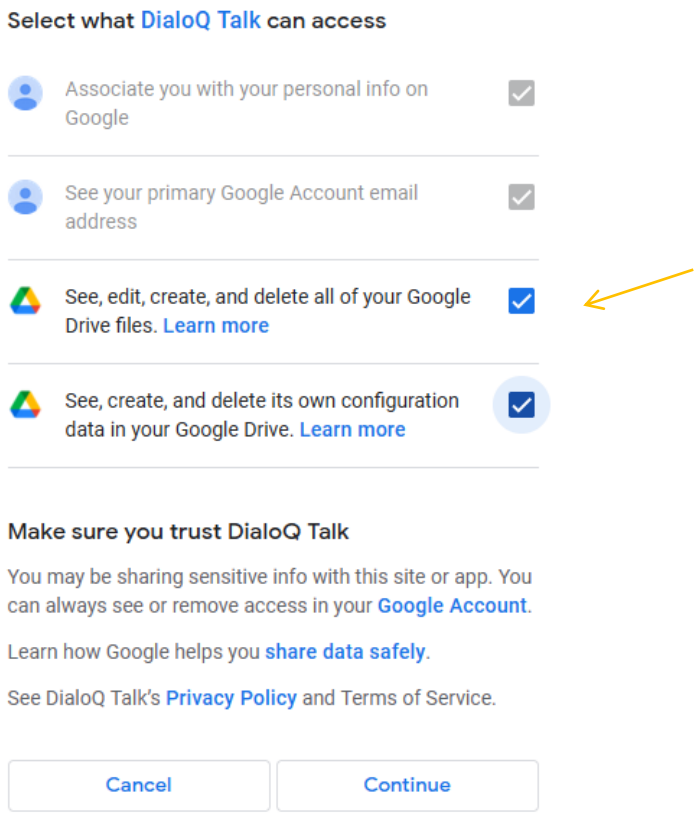
- first selecting 'Cloud Sync' from settings:



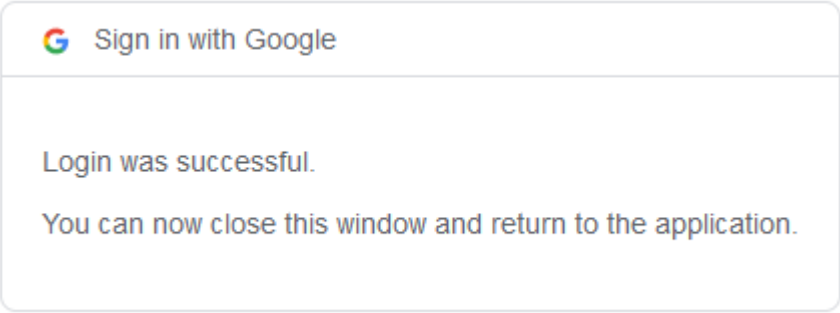
Activate DialoQ Talk for your Google Account by pressing 'Sign in with Google':



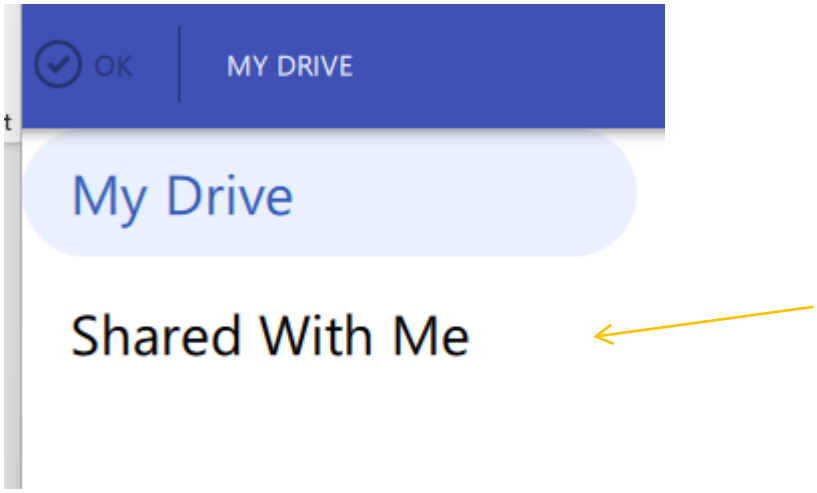
This opens the browser window, log in with your preferred account and activate necessary permission:



Select 'Continue' and close the browser window:



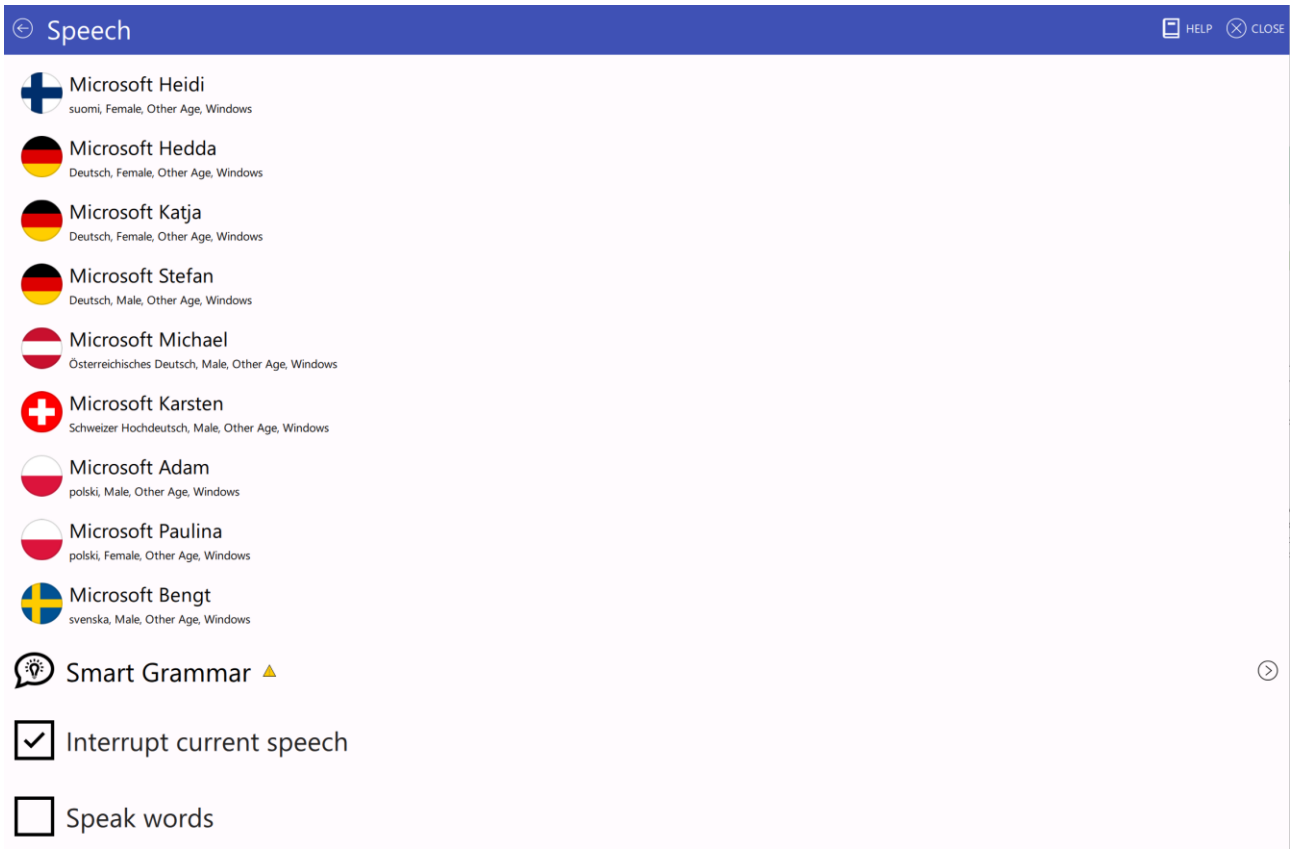
Now you can store and open the boards to and from your Google Drive. You can also open the boards shared for you by selecting 'Open from Cloud' and 'Shared with me':



Speech

From speech settings, user can select used voice and preferred language. If auto-inflector or Smart Grammar is supported for your selected language, there's an option to enable / disable this feature.

User is also able to select whether ongoing (current) speech is terminated by the new speech and if each content is spoken aloud (each button pressed) or just the ready messages from message field. This setting won't affect long ready-made sentences.



Language

This setting includes user interface language selection.

Prediction

Prediction settings include setting for predictive text engine in use (DialoQ Talk internal is available always) and downloadable dictionaries.

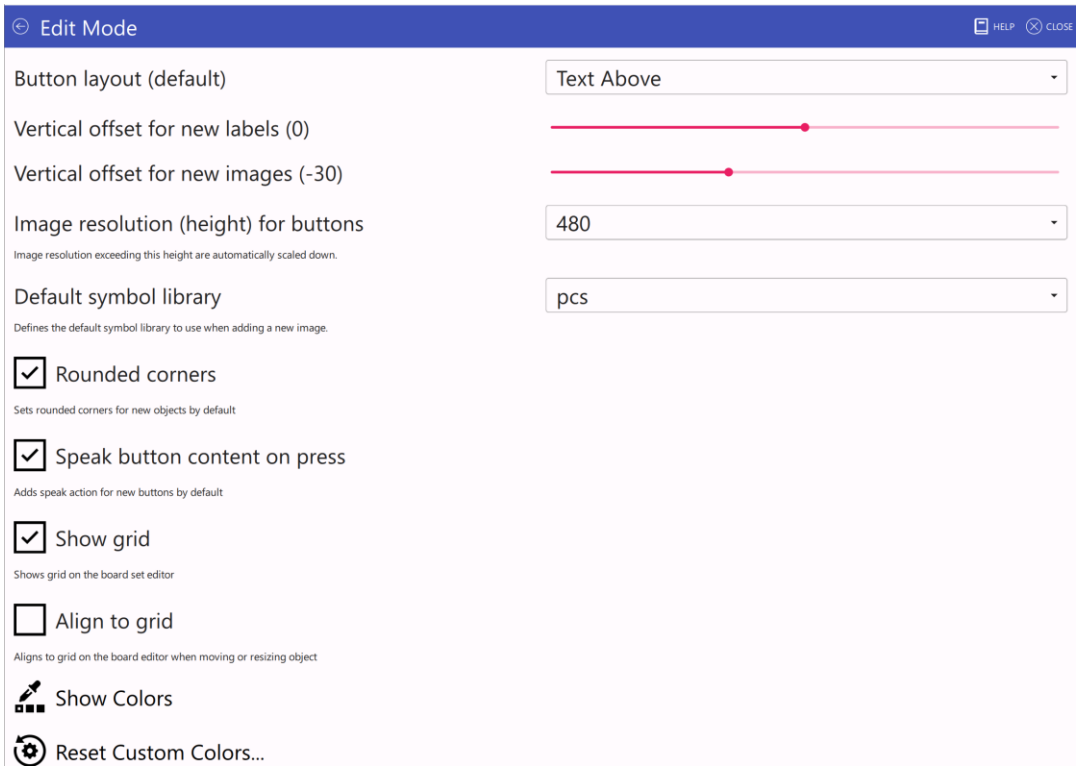
For DialoQ Talk – engine you can select from ready text-based dictionary or completely empty one. Both will learn from user input, but ready dictionary will include common words for selected language.

The empty one can be used for example with symbol-communication only to predict most common symbol – combinations that user has used.

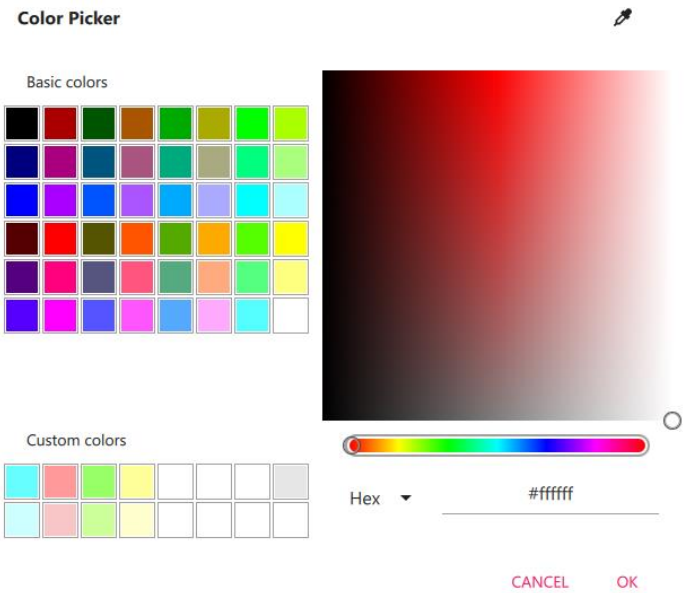
Edit Mode - settings

Modifying the Edit Mode – settings users can change the DialoQ Talk behavior at edit mode. For example, changing the Button layout – setting modifies how the new button is created as default (text and symbol positioning).

For example, if 'Speak button content' is activated then each new button created will automatically have speak – function added.



Show colors will open the color-picker:



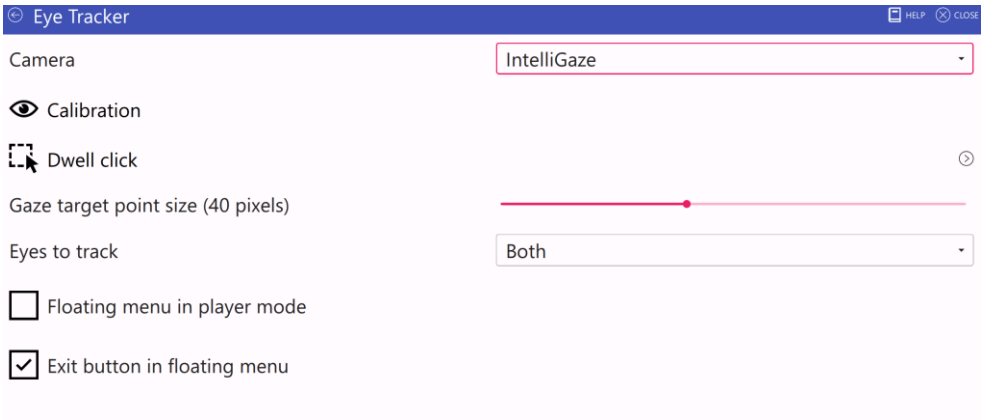
You can tune and set up custom colors which can be then used easily for button or board backgrounds. The most common colors used by Finnish speech therapists are already selected as custom colors (can be changed if needed).

Player / User mode - settings

Player-mode settings:

1. Eye Tracker

   Settings for Eye-tracking devices. As an example for IntelliGaze:

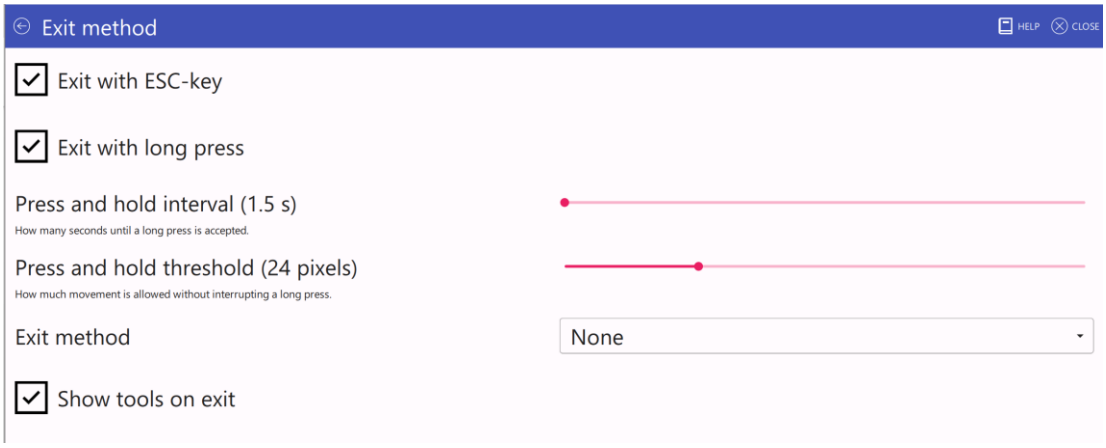


   Under Dwell click you can tune the dwell clicking settings that are used inside DialoQ Talk. If floating menu is activated, it'll be shown on player-mode. User can access the same menu also via button-action: 'Eye tracker menu'.

2. Selection with mouse

Settings for selection with mouse pointer and automatic dwell clicking. These settings are for alternative usage - method like head-mouse, mouse assistant or dwell clicking with the touch screen.

3. Exit method



Settings how to exit the player-mode.

- Exit with ESC-key and / or
- Exit with the long press

The press and hold interval is the time-period needed to register the long press. The threshold is amount in pixels that finger / selection can be moved during the long press - to make it easier to exit – shorten the long press interval and higher the threshold.

Exit method, which exit method is used after the ESC key and/or long press is recognized:

- None
- Slide, slide lock to exit to main screen
- Combination lock, (pin-code)
- Numeric pin-code lock

With combination and numeric pin-code lock you can set you own pin-code:

Pin-code 7706 is a master-code, so it works always (for the cases own code is forgotten)

4. Message field, settings for default behavior of message field like build-in controls and other behavior.

   The build-in controls include delete and previous spoken message functions.

5. User content, settings related to own media-content (for example if pictures taken with DialoQ Talk boards are stored to device gallery etc.).

6. Activate on startup, select this if you want DialoQ Talk to start-up automatically to the active board. Otherwise, the main screen is shown after the device start up.
7. Run in a window (only Windows-version), the player mode is started in a window instead of a full screen.
8. Press cooldown, delay/time to register a new button press.

System - settings

System settings related to DialoQ Talk. Content for system settings depend on device and operating system. For example, for the Android-device there are more Talk-related system settings than for the Windows-device. Using the Android system settings – the user can, for example, exit the kiosk-mode.

Backup

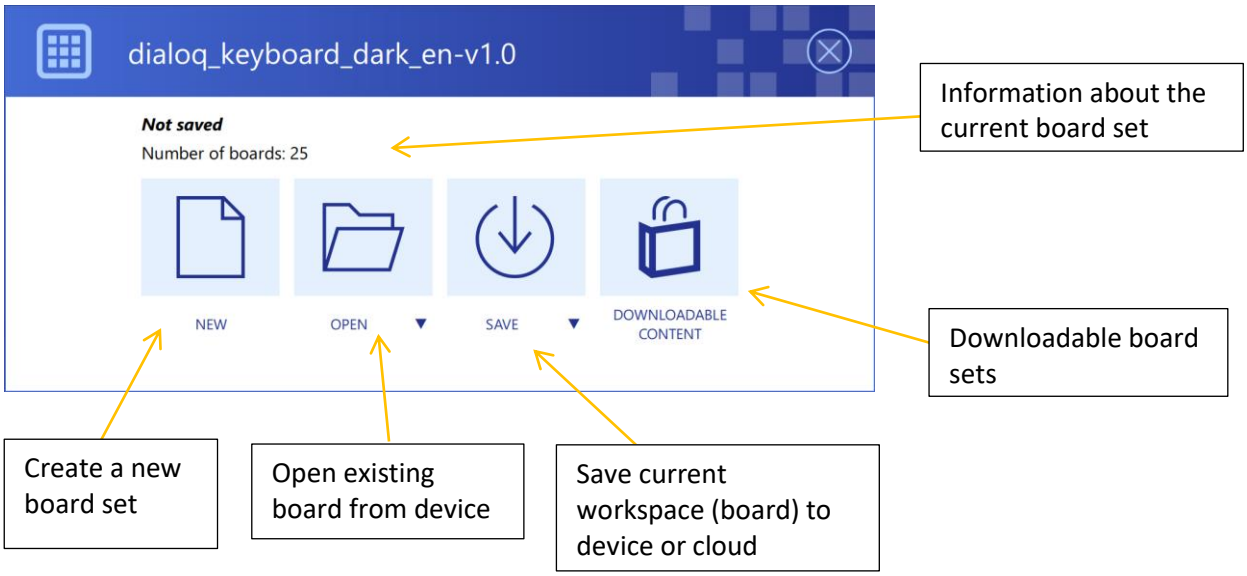
Option to create backup, for example backing up the user dictionaries for predictive input. User is able to restore the backup using the same menu.

Bug Report

In case software or device is not working as expected, user is able to enable debug-logging and send the error report to Code-Q.

Communication board management

Open the communication board management from DialoQ Talk main screen (middle).



The information about the board set also describes for example synchronization status if board is opened or saved to the cloud service.

Workspace

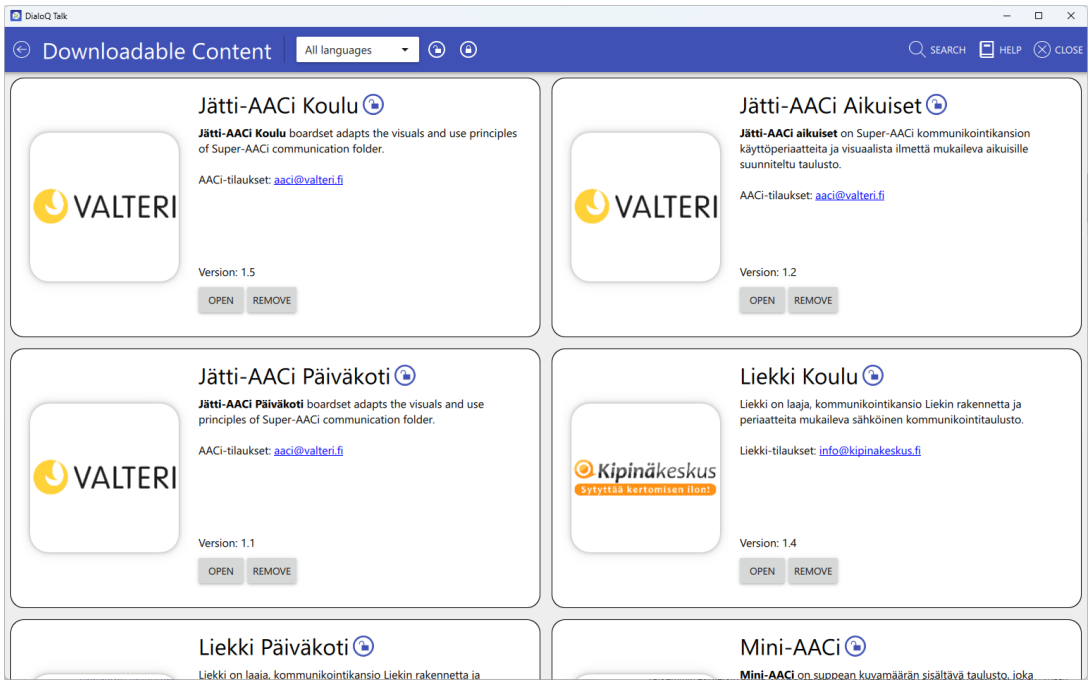
DialoQ Talk opens the communication board in so called workspace. All changes that are made in edit mode are made to the workspace. So opened file is automatically as a 'back-up', as changes are stored to a file only when board is saved using the 'Save'-function.

Workspace is stored and opened automatically when DialoQ Talk closes / opens. Currently there can be only one workspace open at time, so when changing a board – user needs to save the changes to a new file or to existing file.

It's recommended that board is stored once user modifications are done, just to avoid situation when workspace is destroyed unintentionally (for example with 'New board' or using 'Open board' functions).

Downloadable content

DialoQ Talk includes professionally made communication boards. These boards are available under downloadable content (example in Finnish):



Most of the boards are commercial ones and require license key from the board developer. You can filter the boards based on supported language using the dropdown menu from the toolbar.

Saving the active board

Workspace is stored to a file using the save-function. If you're using version that includes cloud-sync support (Google Drive) then you can also save and backup the boards to the cloud service.

Notice that if you start communication board from scratch (new board) then it's not license protected, if you want your work to be protected and shared via DialoQ Talk please be in contact: dialoq@code-q.fi

If you do changes to existing license protected communication board, the changes will also require license key.

User Content

DialoQ Talk includes really easy way for user to add own content. The camera, microphone and drawing can be opened directly during player-mode. The storing of user data is done directly to the button content (and thus is stored to the workspace and to a DialoQ Talk file when saved).

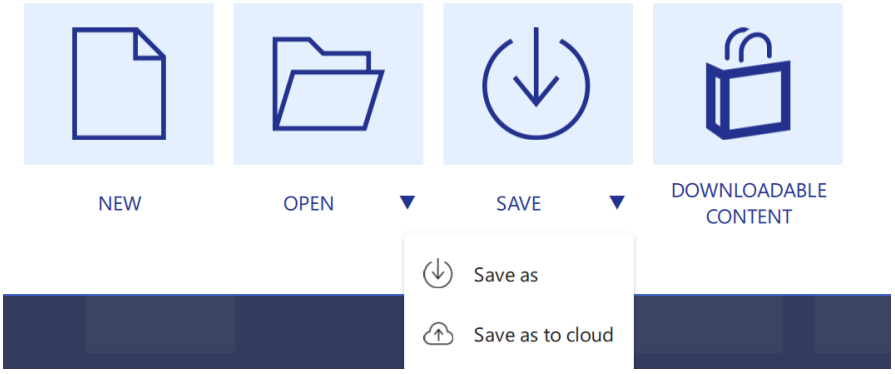
User can also add their own short messages, by first writing the message ready to message bar and then select button containing the 'message'-feature.

Board backup

DialoQ Talk workspace is a working space, where all the changes are stored. It automatically works as ’current state’ and the original file remains as backup. Please note that if user opens a new board – all the changes to the workspace are lost unless they are stored to a file (local or cloud). DialoQ Talk will notify the user in such cases to store the changes.

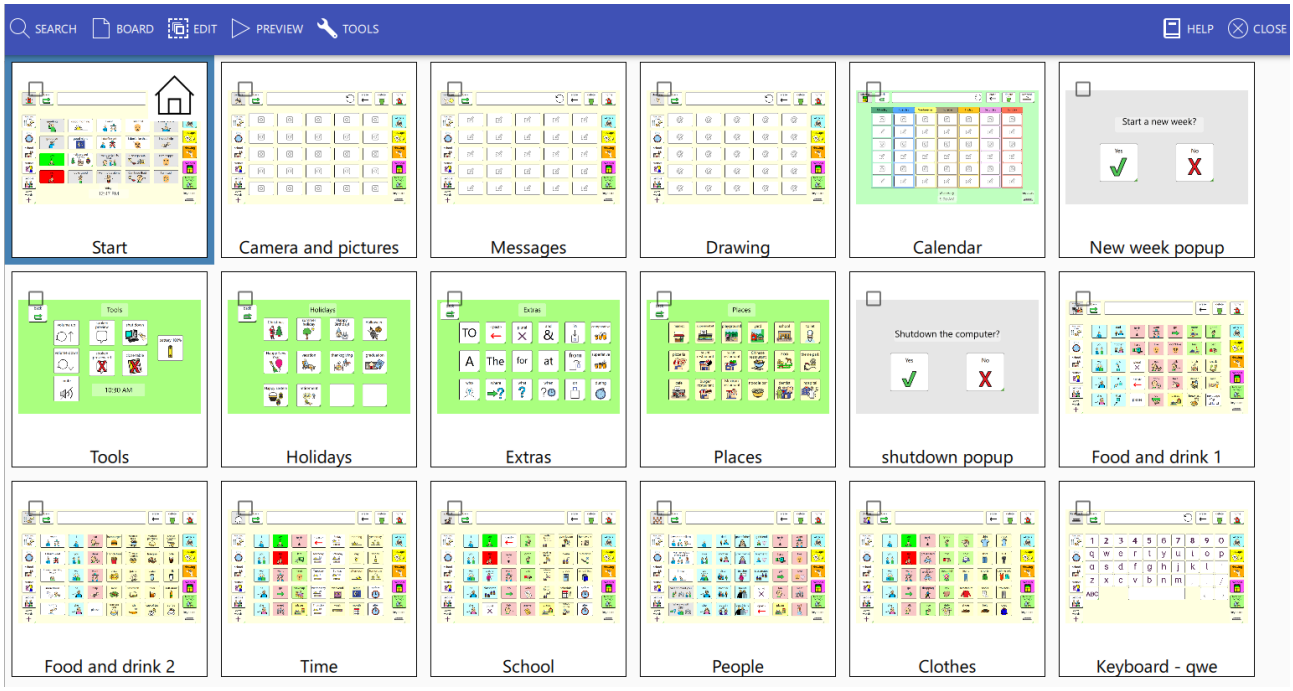
How to back up your changes:

1) Do the changes to a workspace
2) Open the communication board management
3) Select ‘Save’ – and select a file or cloud storage:



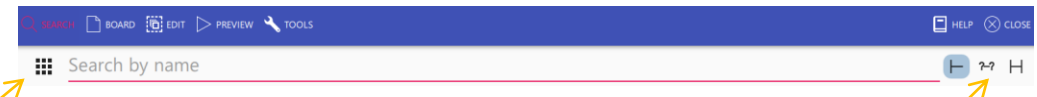
Edit mode

Using the Edit mode, user can modify existing communication pages and add new pages either by using a template or copying existing page as a template:



Searching the content

Using the search tool from Edit Mode – toolbar user can search and filter the right boards by a board name or by whole board set content:



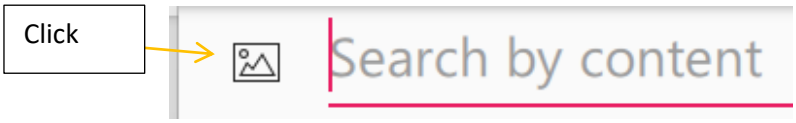
Search target (boards/content)

Search-method (start/wildcard/exact)

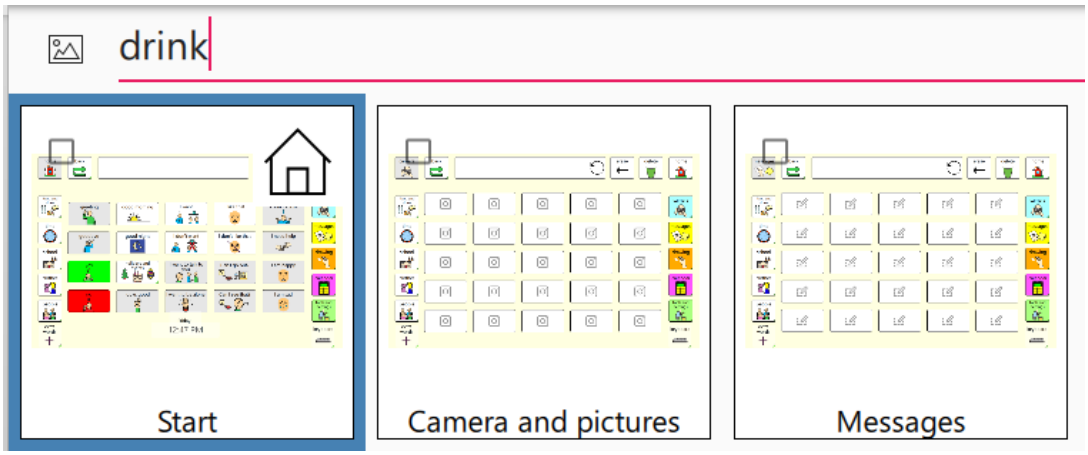
Press 'Search target' (the icon) to switch the search target between board names to whole board set content.

For example, if user wants to search all boards that includes 'drink' – button:

1) Switch search target to content:



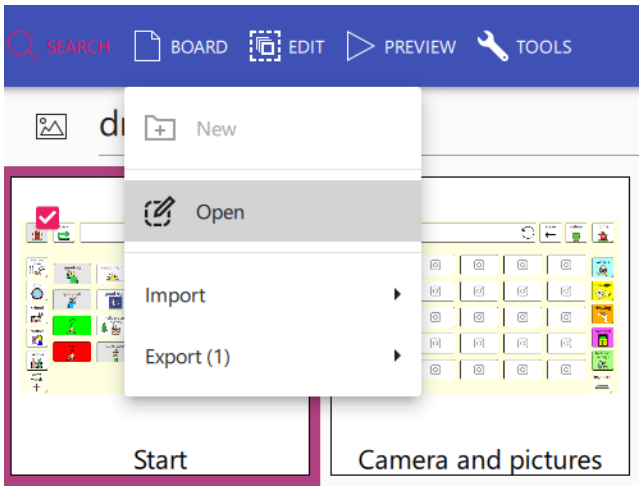
2) Write ‘drink’ to search field and if necessary, change the search-method (right side of search field):



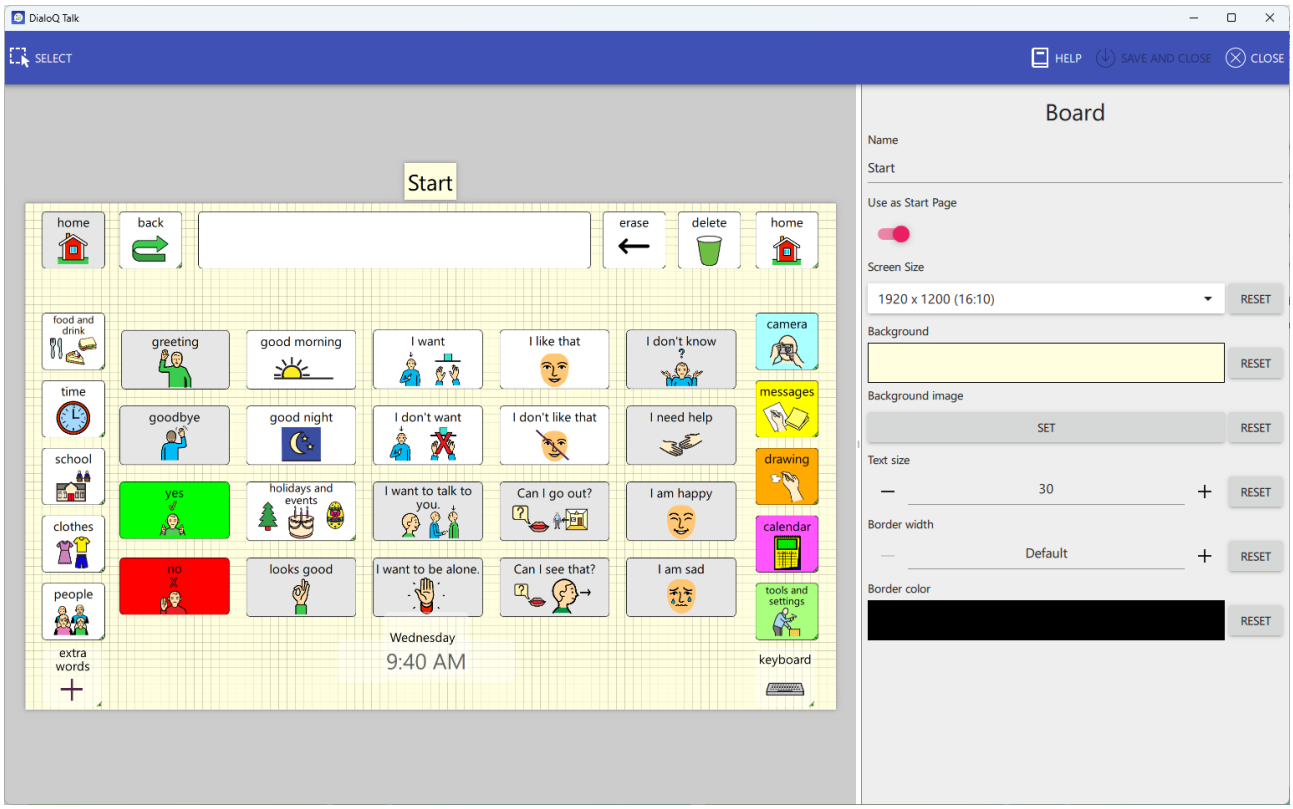
All the boards containing the ‘drink’ – button are shown under the board view.

Editing the boards

To edit a board, select board from the board view and click it or use toolbar and ’Board – Open’:

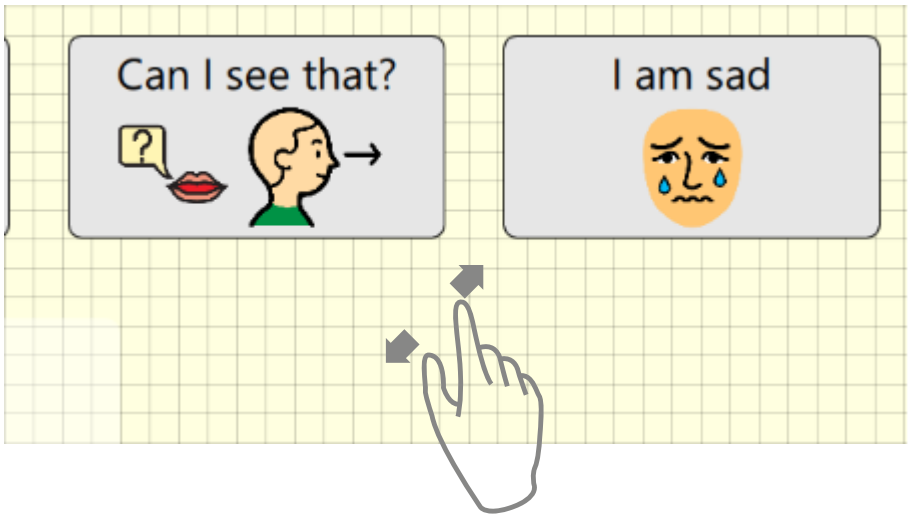


Selected board opens into an edit mode:

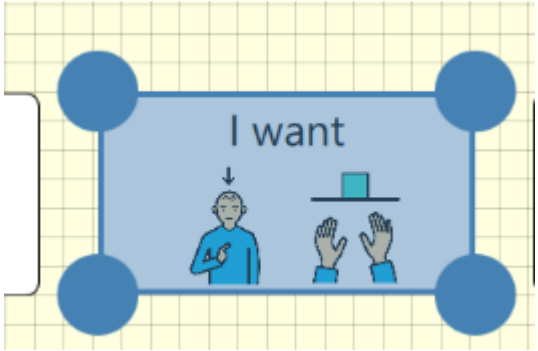


The property view is shown on the right side, it shows the properties of a selected object (in above case the actual board properties). If you click on a message field or a button, the property view shows the properties of those objects.

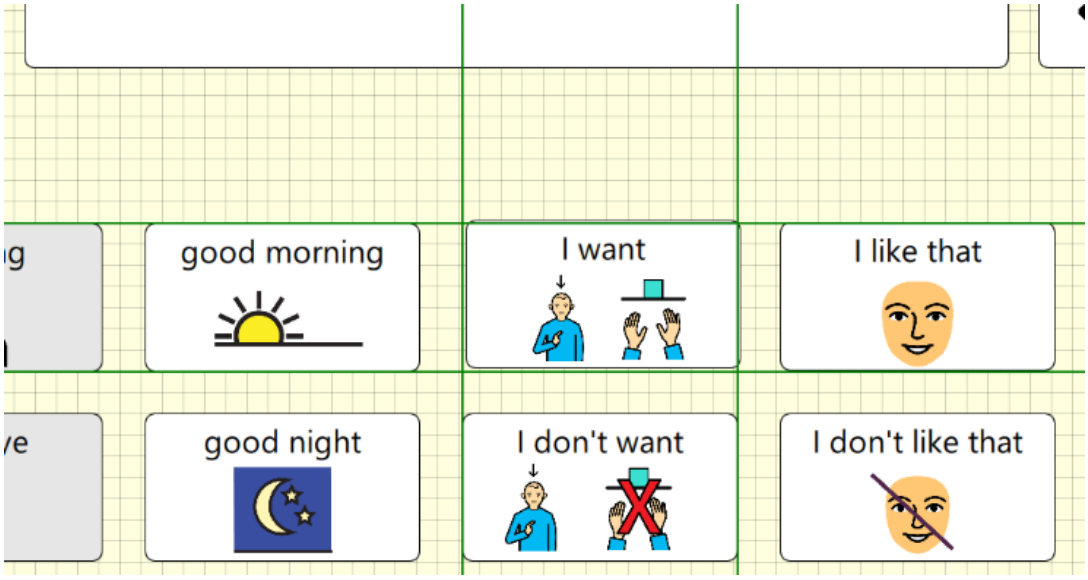
The work view shows the actual board, you can zoom in and out by using the zoom gesture or, in desktop use, use the mouse scroll wheel for zooming.



Selected object is highlighted, and it can be moved (selecting from middle) or resized by using the corner selection points:



When moving the object under ‘freely positioned’ template the guidelines are shown. Those help user to align the objects in the same line horizontally or vertically.

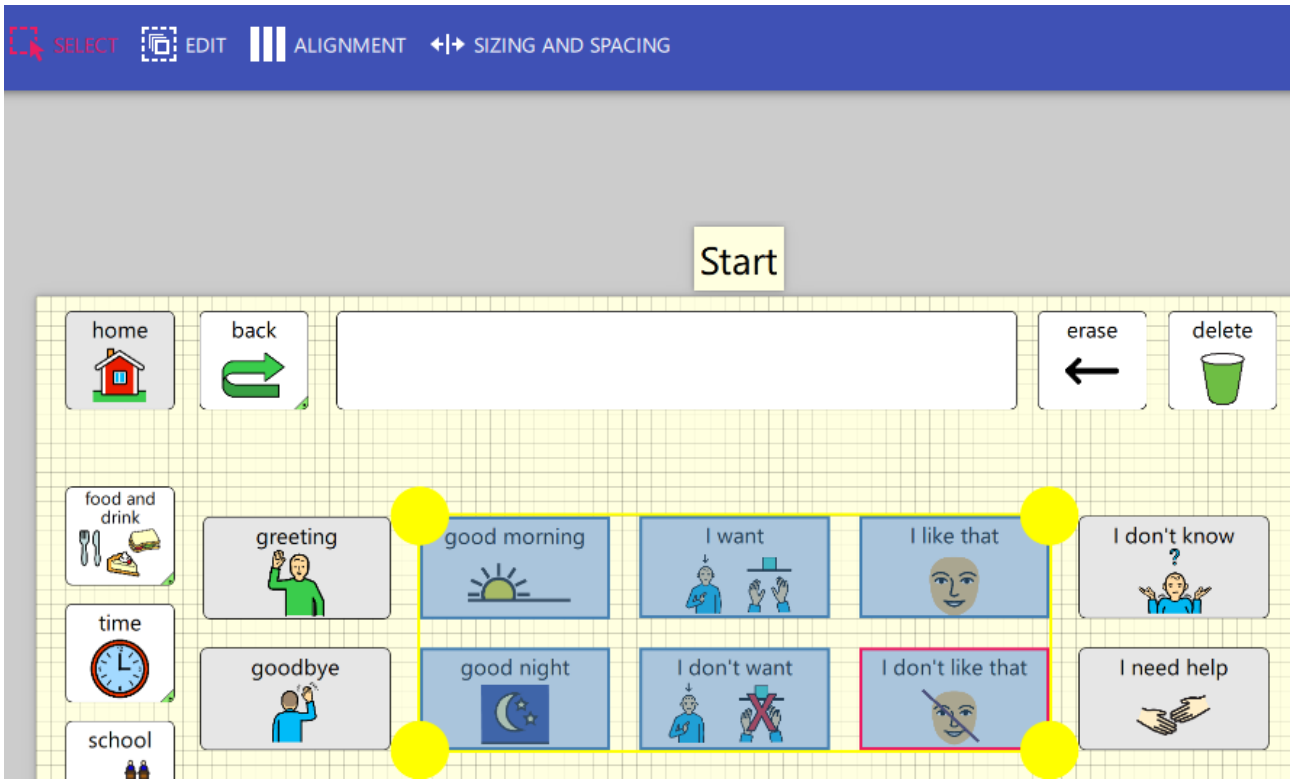


You can also use keyboard to move selected object by pressing arrow keys (pixel by pixel) or CTRL + arrow keys (background grid).

The keyboard can be used also to resize the object. When object is selected press SHIFT-key and use arrow keys to resize the object. Using the CTRL+SHIFT+arrow keys will resize the object by size of the background grid.

Selecting multiple objects

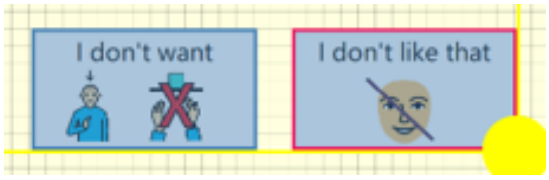
Select multiple objects from a board either by using the select tool (toolbar) or clicking object while pressing the CTRL from keyboard.



Unselect the select tool to move or resize the selected objects.

Selected objects can be also aligned and resized to match each other by using the toolbar and 'alignment' and 'sizing and spacing' – tools.

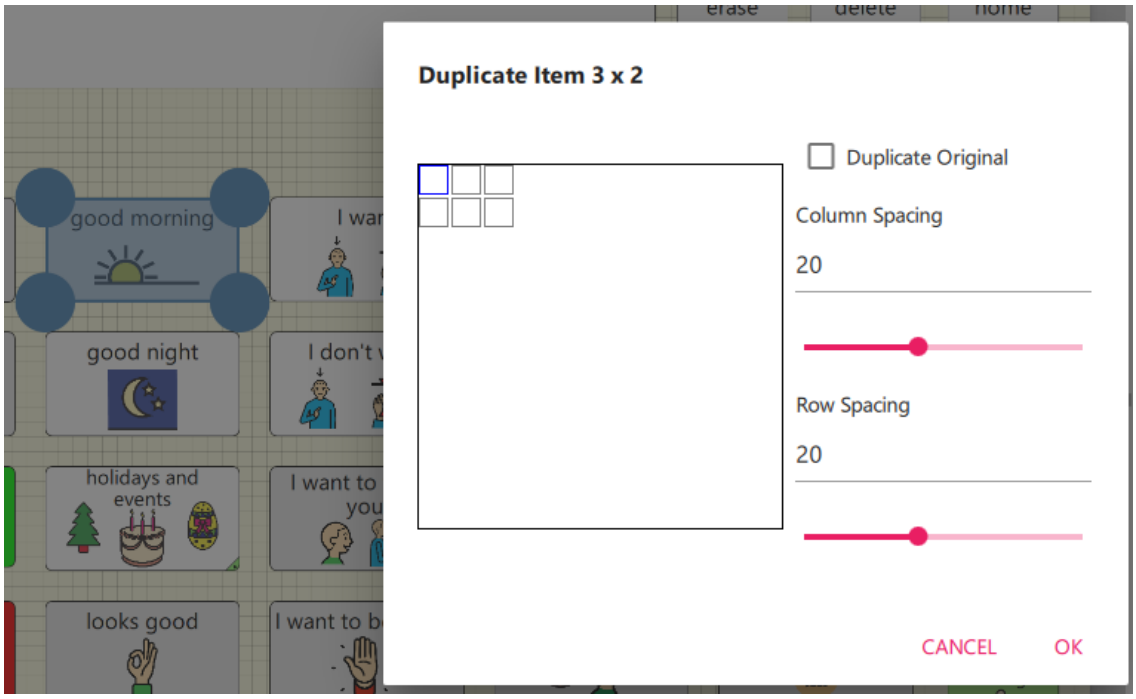
The master – object under selected objects is shown with red border. The master – object is the object that defines the alignment and sizing targets:



Copying and duplicating objects

You can copy and paste selected object by pressing CTRL+C and CTRL+V keys or by using the toolbar copy- and paste functions.

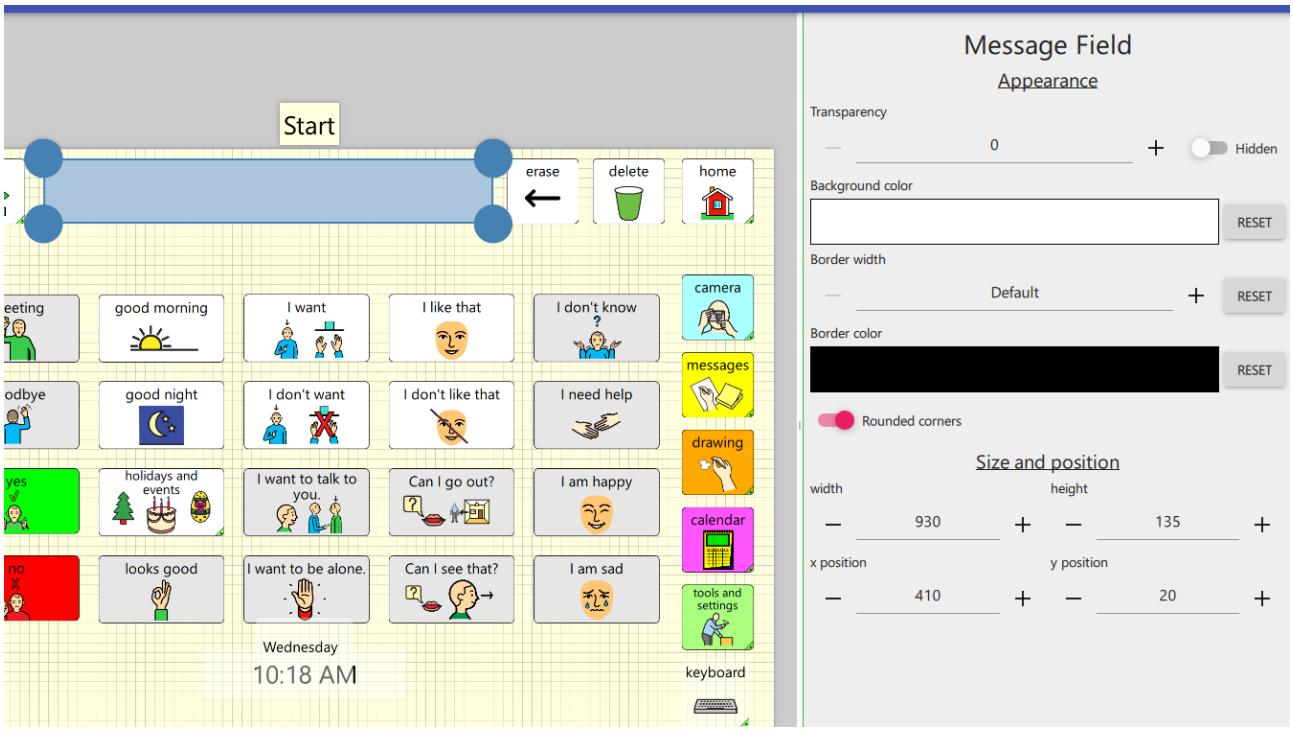
If you want to duplicate the selected item (for example create two rows with three buttons), select the item and use toolbar 'Duplicate item' – feature:



Draw two rows and three buttons wide area and press ok. You can also change the spacing of rows and columns for the duplicated items.

Message field

You can tune the appearance of the message field in Edit mode:

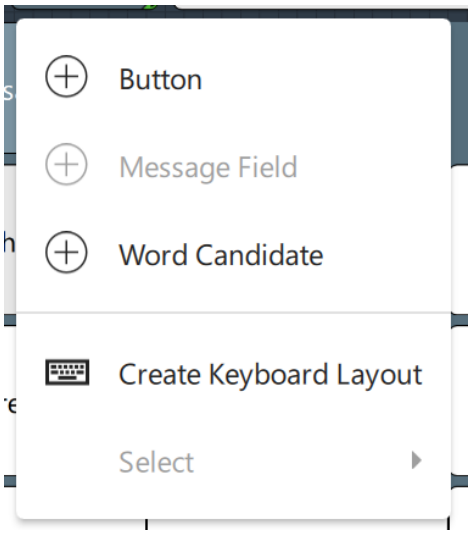


Each board can have one message field, the message field content is Player-mode wide – so the content is carried from board to board unless cleared by using the clear function.

The message field behavior can be changed from DialoQ Talk settings. So, for example what message bar does when user clicks it or does it include build-in controls.

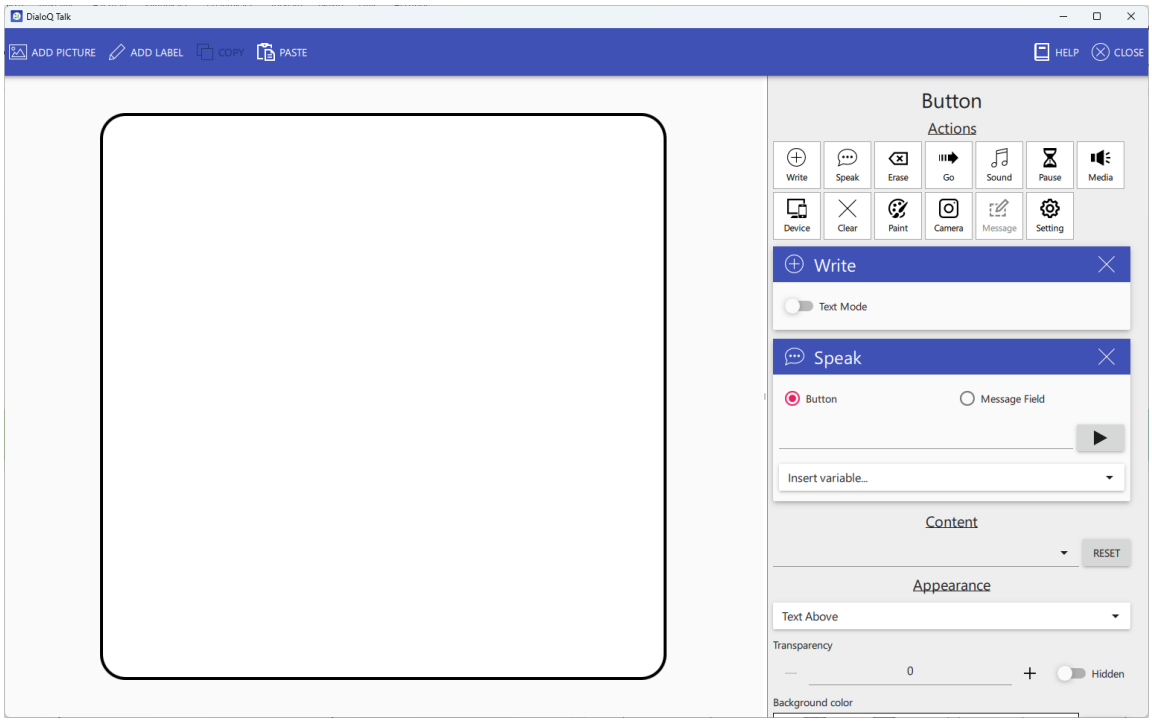
Adding a new object

To add a new button or message field, click the wanted place on the board. Select the object type (or paste if you have something on clipboard):



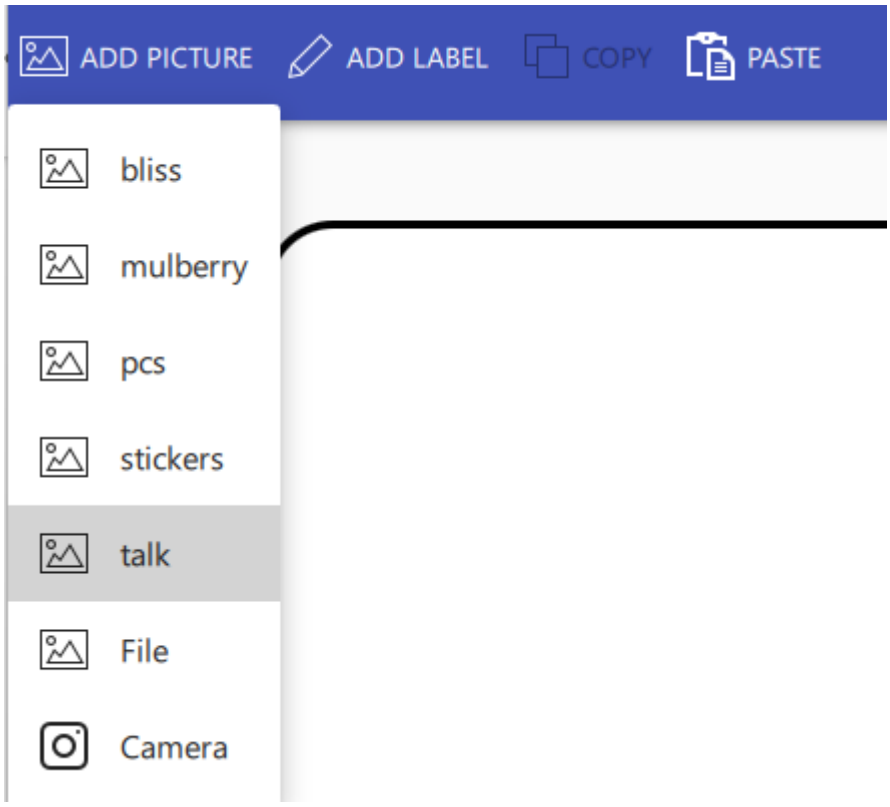
To add a button, choose 'Button' and button edit mode is opened.

Button edit mode

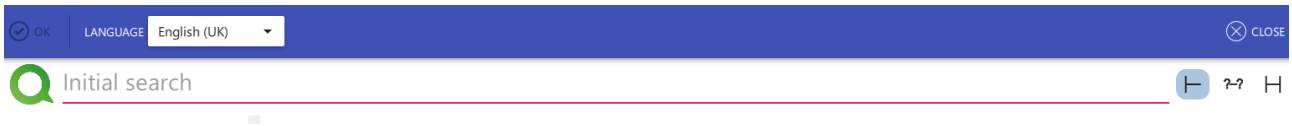


To add a picture or a symbol to a button select toolbar and 'Add picture'. You can select between available symbol library, picture file or camera.

To add a symbol from DialoQ Talk – symbol library:



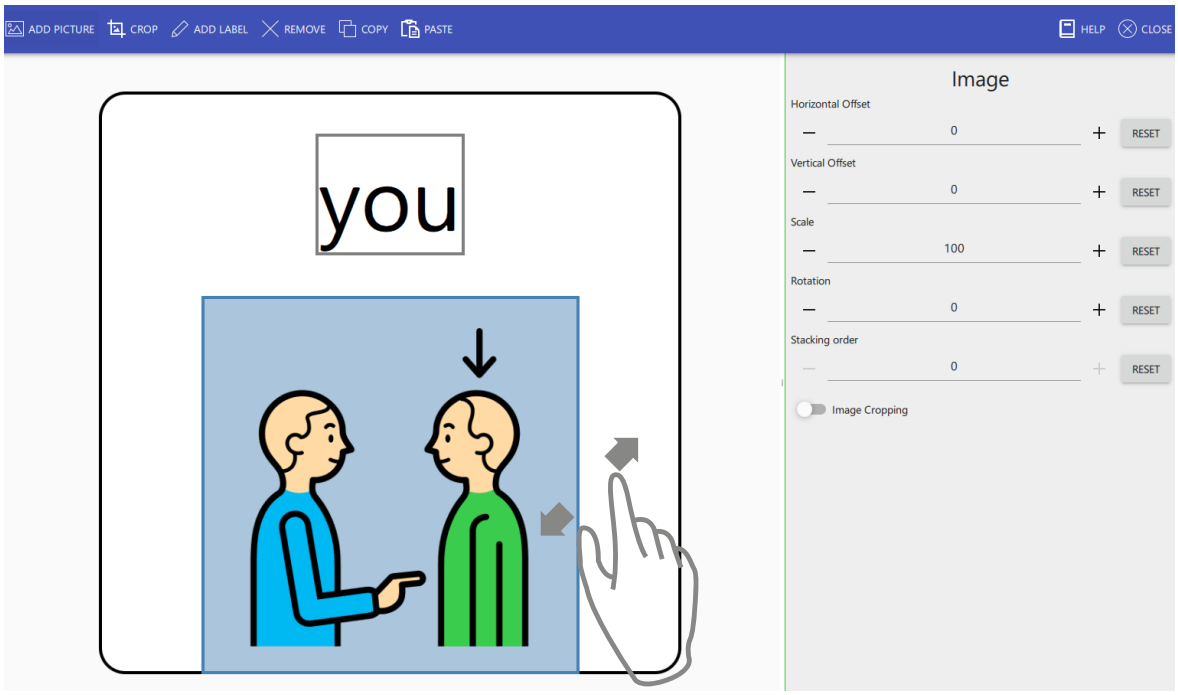
The symbol library is opened, you can either directly browse through the symbols or use the search field:



The search method is chosen from right side of the search field. For example, to find all symbols containing 'you' select first 'exact match':

Then write 'you' to the search field, the result is displayed as:

Select wanted symbol with double click or press OK (toolbar).



To move a symbol, select it and move it either with mouse or touch screen.

To resize the symbol, use the zoom gesture (two fingers) or use the mouse scroll wheel.

To rotate the symbol, use the rotate gesture or mouse scroll wheel with CTRL – pressed on the keyboard.

Adding a picture using internet

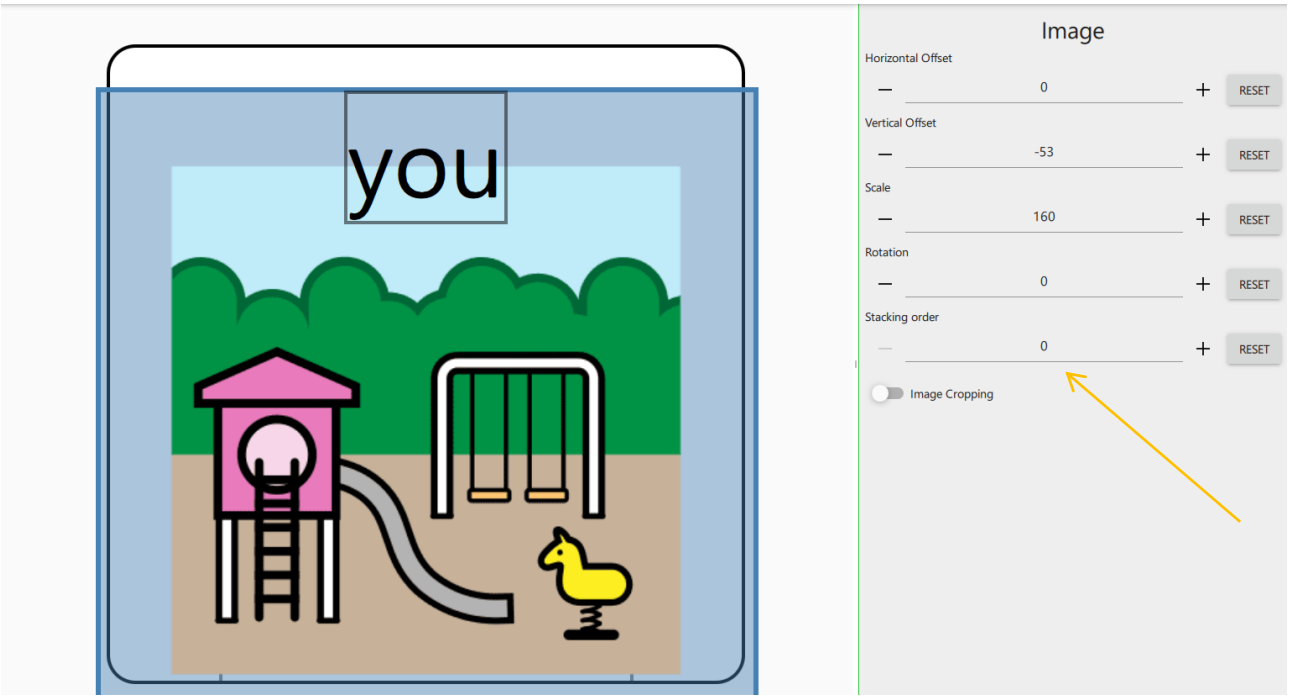
Windows operating system: Adding an image to the button using the internet is possible by first pressing 'Add label' and writing the desired word in the text field. The user then selects 'Add picture' from the toolbar and 'Internet'. The browser opens an image search for the entered text. Select the desired image, right-click and select 'Copy image'. Go back to the DialoQ Talk app and select 'Paste' from the toolbar.

Android operating system: Adding an image to the button using internet is possible by first pressing 'Add label' and writing the desired word in the text field. The user then selects 'Add picture' from the toolbar and 'Internet'. The browser opens an image search for the entered text. Select the image and download it. Go back to DialoQ Talk and select 'Add picture' from the toolbar and 'File'. Select the image you downloaded from the folder.

The position and size of the image can be modified from the menu on the right. More detailed instructions for Windows and Android users can be found in a separate manual.

Adding multiple symbols

DialoQ Talk supports multiple symbols and pictures for each button. For example, adding a background for above picture, select a new picture or a symbol (in this example symbol 'Playground'):



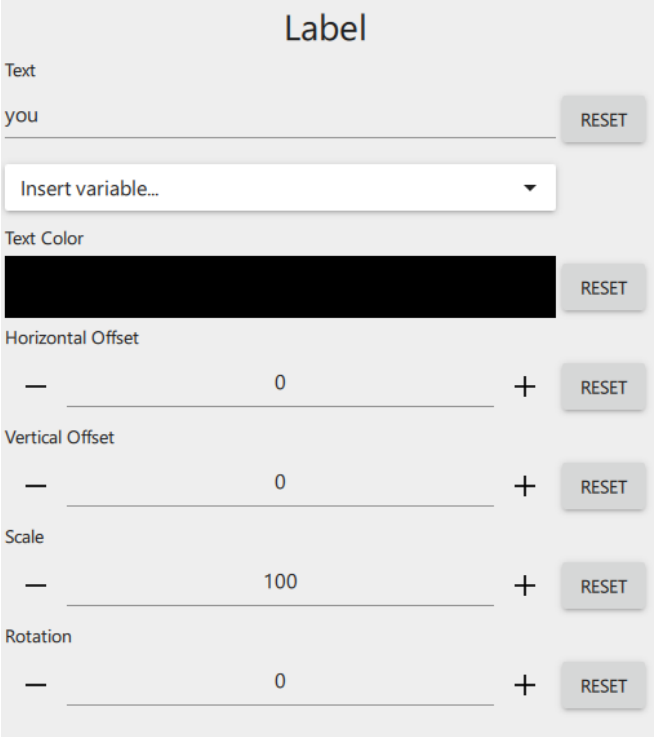
Use the 'stacking order' to change the order of selected picture. 0 is the background and higher the number, higher it's shown on a button. Note that button edit mode always displays the selected picture as

frontmost, but when saved the ‘stacking order’ is used to layout the pictures. So, when selecting 0 for playground -symbol the button is shown in use like:

User can also use clipboard to paste picture data to a button.

Add and modify the label

User can add multiple text label for each button. Selecting the text label object opens the label properties:

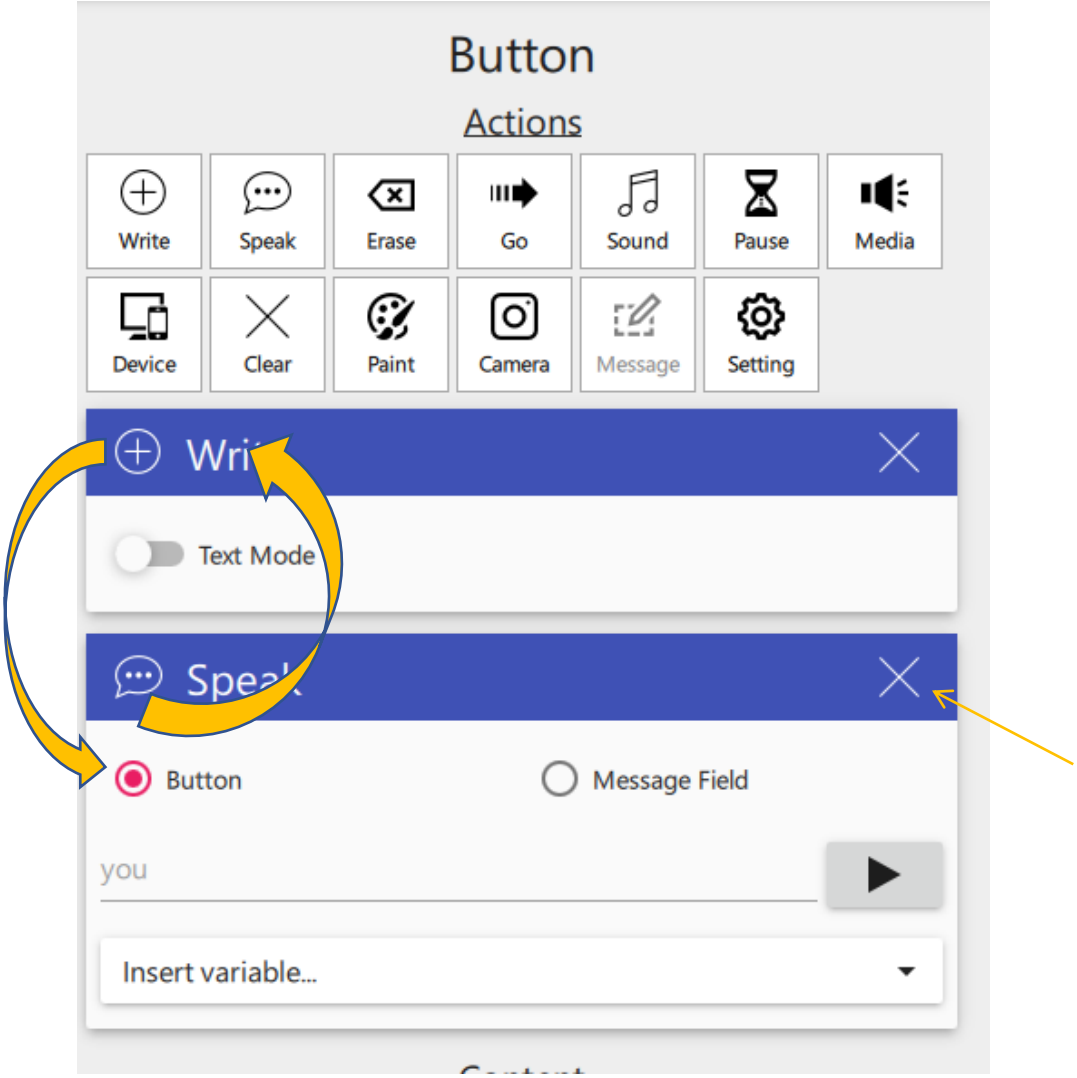


Similar way as with symbols, user can zoom and rotate the labels.

Button actions

When user creates a button, some actions are added as default (depends on general DialoQ Talk edit mode settings). User can add more actions by double-clicking the action or dragging the action to button action list.

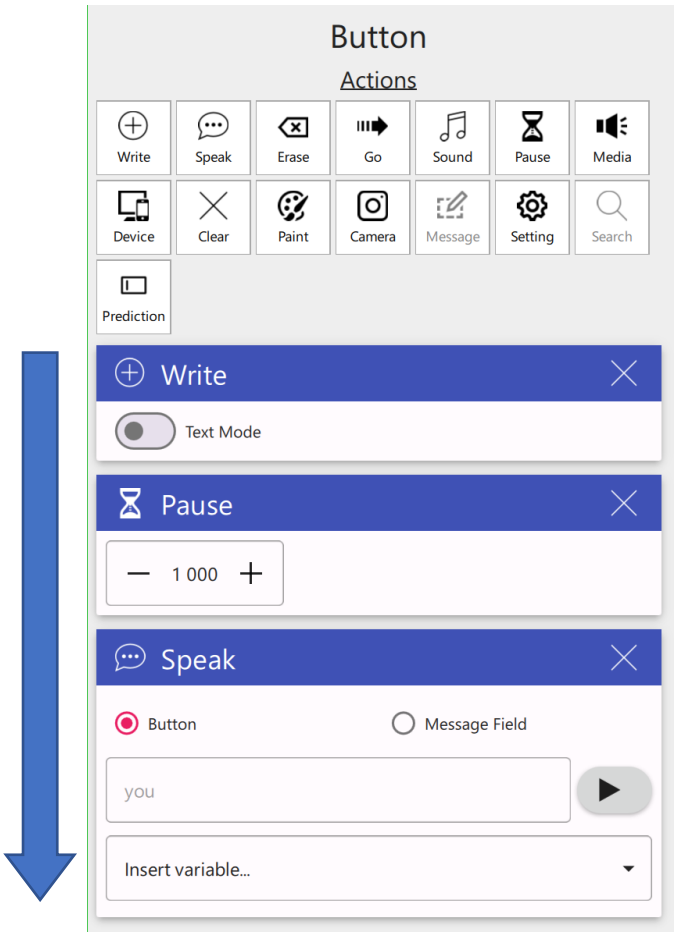
Actions can be re-ordered on action list by dragging the action from action icon:



The action can be removed by pressing the remove symbol .

The action list order is also the execution order for actions, so topmost action is executed first.

So, in this example first the button content is written to message field, then 1 second pause and after the pause the button content is spoken using the speech synthesis:



Available actions

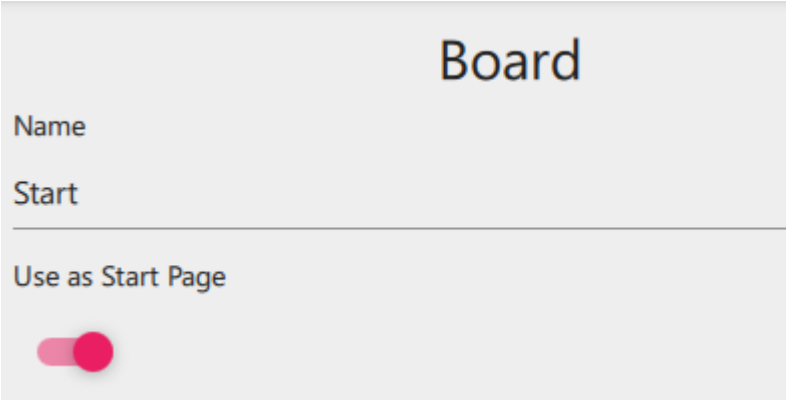
Available actions for button:

Action	Description
Write	This action writes the symbol and the button content (see button properties) to the message field. Using the option 'text mode' only the text is written, user can also define keyboard functions / special textual content when using 'text mode'.
Speak	Speak-action will speak aloud the button content or message field content (see action properties). User can also add special fields for speech (like date/time/battery level...). With play-button beside the action properties user can listen how speech-action will behave in player-mode.
Erase	Erases the whole message field content or just last inserted item, depending on the action property.
Go	Navigation-action, to navigate to a wanted board, home (start-page) or back (previous board in use history). It can be also used to open a pop-up window.
Sound	Sound – action can be used to play a sound file or recorded voice. User can record clip directly by using the sound – action properties.

Pause	Pause-action, pause is set in milliseconds: 1000ms = 1 second.
Media	Media-control actions, like sound off, volume up / down.
Device	Device – related actions like 'close the computer'.
Clear	Clears the User content on the active board. This can be used to clear all data taken/created with button actions on active board.
Paint	Draw-action opens empty canvas for user to draw own pictures. User can also add sound to a picture by using microphone feature (player mode).
Camera	Opens the camera for user to take picture on player mode. Taken picture is stored to a button and device gallery (if not disabled from Talk settings).
Message	Message – action. When used on player mode, it stores the message field content to a button. This message can be then used by user later for quicker communication as 'own messages'. Created message is stored to a button.
Setting	With setting-action it's possible to change some settings directly from player mode. For example, with this action it's possible to turn on and off 'spoken preview' for buttons or tune the message field behavior.
Search	Search-action for searching the wanted content in play-mode. The search-function also shows the path the symbol once selected.
Prediction	Prediction-actions for predictive input. For example next- and previous matches for candidates.

Selecting the start page

Start-page is the page that's opened when board opens. This board is also automatically opened if DialoQ Talk is set to open directly to player mode.

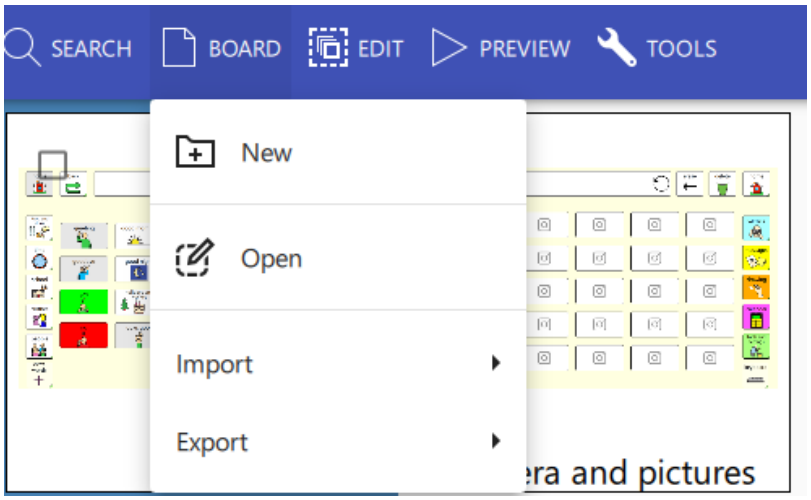


All buttons that have navigation – action with 'home' – property will automatically open start page when pressed in player mode.

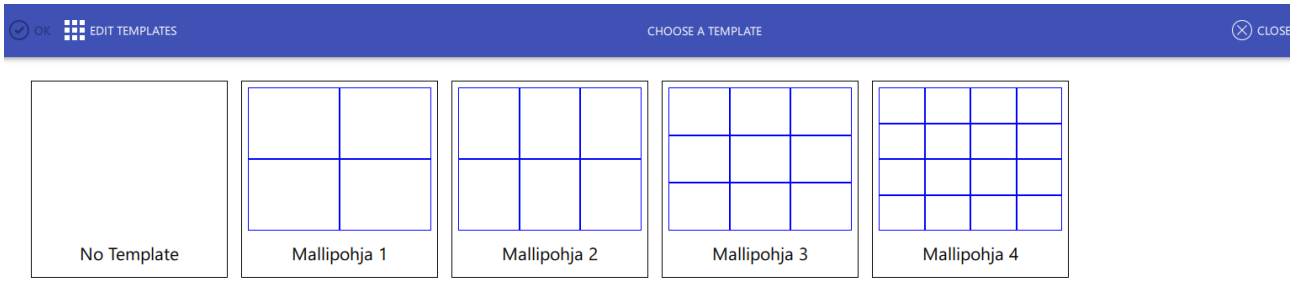
Create a new board

New board can be created either by using and copying the ready-made board as a template or using the empty templates.

To create new empty board, select toolbar function 'Board – New':



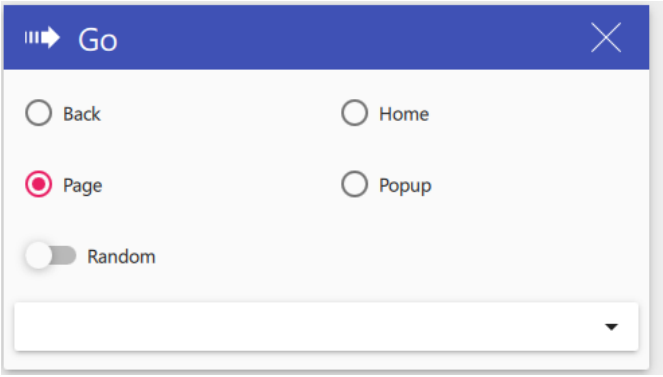
Select a template for a new board or create a new template ('New Template' – selection). If 'No Template' is selected, the board is 'freely positioned' – so buttons can be layout freely.



Board set can include multiple styles, so some boards can be freely positioned, and some done with grid-based positioning.

Board navigation

By adding navigation – action ('Go') to a button user can switch between boards.



DialoQ Talk supports 'Random' – navigation which can be used to create dynamic boards or games like 'dice'.

To create random – navigation select 'Random' and include all wanted boards that you want to use for randomizing the navigation action.

Always use Home-property for a button that goes to Homepage (start-page). This way user can switch the startup-page without need to modify each action on the buttons.

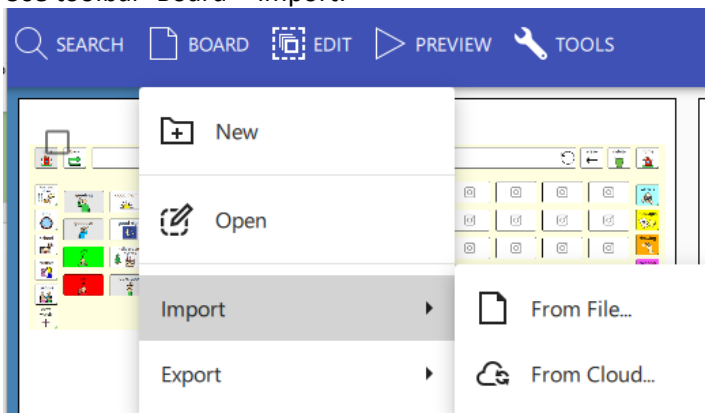
It's possible to change board names without fear to break the navigation, so boards can be freely named. The name is more for the user to understand the content of that board.

Adding boards to existing board set

It's possible to add boards to board set that's open in multiple ways. Adding can be done using clipboard or using the file.

Example how to add new boards:

1) Open the edit mode
2) Use toolbar 'Board' - Import:



3) Locate the wanted boards and import those to existing board.
4) New boards are added to end of the board view on Edit mode.

Using the Export – method, user can export wanted boards to a file.

Player mode

Player mode runs the board set that's loaded to the workspace. Player mode always start with with the start-page, and it can be set to launch automatically by the device (and software) boot-up.

Player mode is running as full screen, on Windows-devices it's possible to use player mode in window too.

User can exit the player mode by a long press anywhere on a board or by pressing ESC – key on the keyboard. It might be necessary to open combination lock or slide-lock after initial exit method (this depends on the DialoQ Talk settings).

User content - buttons

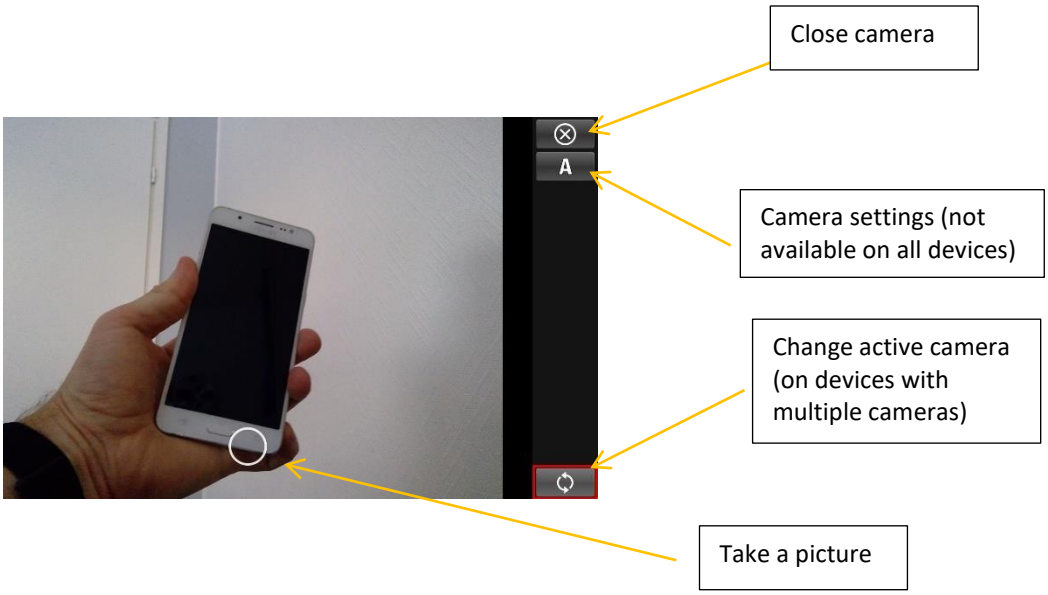
DialoQ Talk includes unique camera, messaging, and drawing – functionality. User can create own content without leaving the player mode.

Buttons including 'the User content'-actions are shown like:

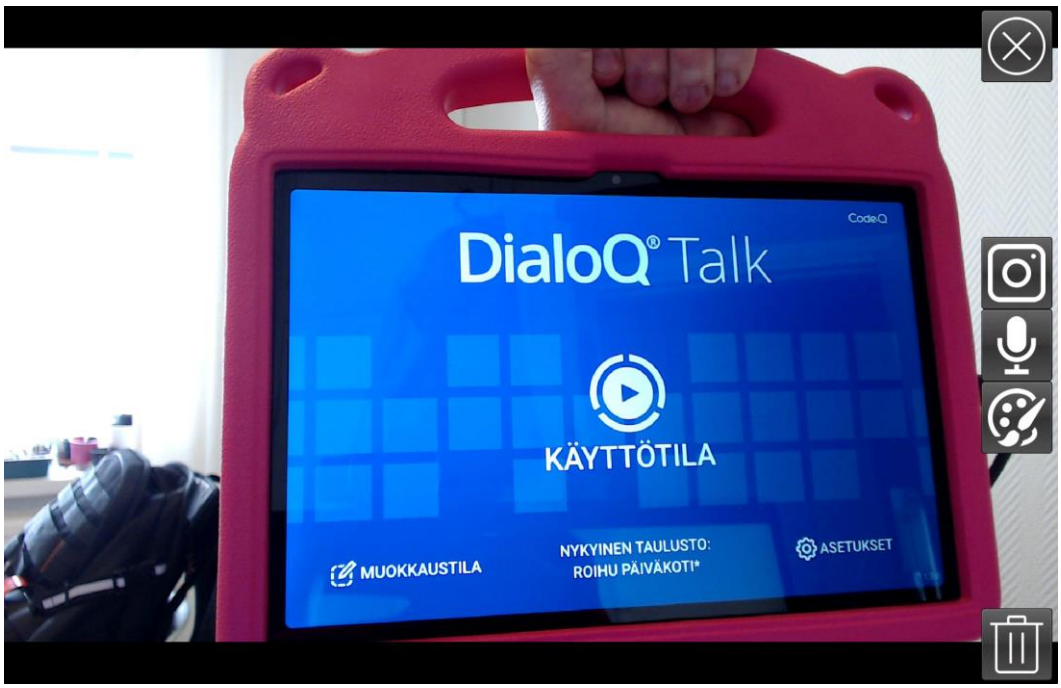
Under settings, it's possible to hide delete-buttons, to prevent user to unintentionally change the taken pictures or written messages.

Camera and microphone

Pressing the button that includes Camera-action starts up the camera automatically:

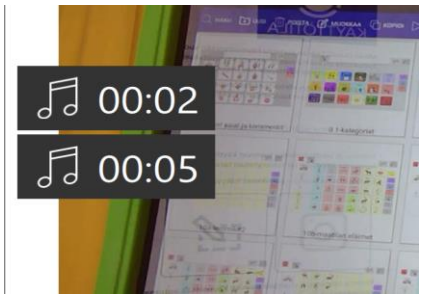


The taken picture opens to full screen:

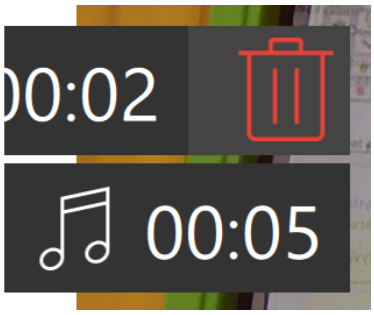


Selecting Camera - will open the camera for another picture (this will dispose the old one – the old one is still stored on device gallery (if activated on DialoQ Talk settings).

User can add speech and recordings for each picture by pressing the microphone – function. It's possible to add multiple recording for one picture:



Recording can be listened by clicking it, it's also possible to delete recording by dragging it to left until its removed:



With the draw-function it's possible to add symbols / stickers and own drawings on top of taken picture.

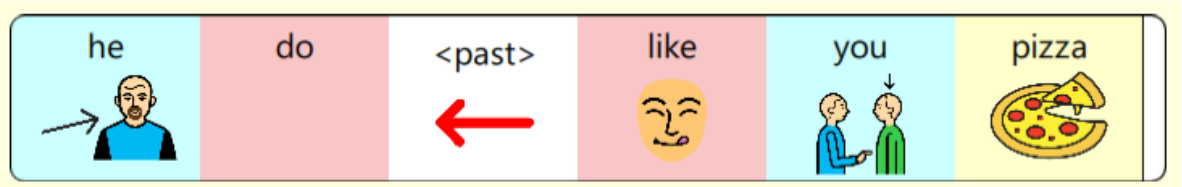
The user content is shown on Player mode as:

When the button is clicked the picture opens full screen and possible recordings are played automatically.

Message - action

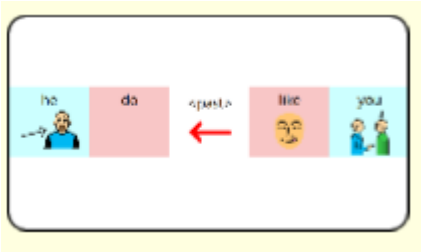
With message – action it's possible to create own ready-made messages. The feature work in following way:

- User creates a message with symbols, so message field shows like:

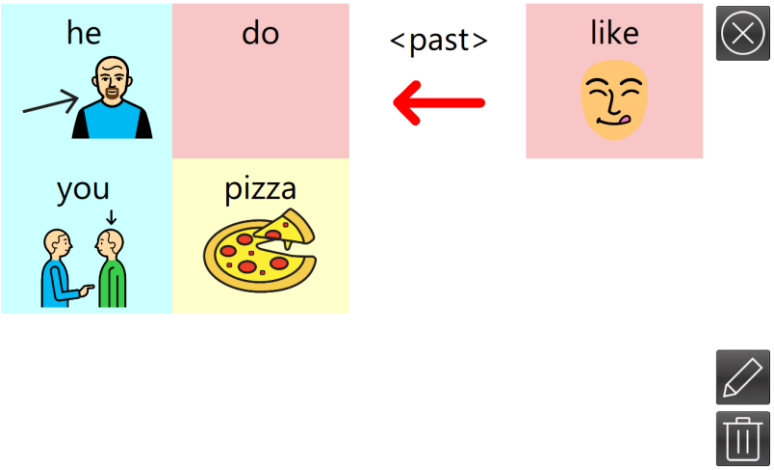


- User navigates to a board containing 'Message' – button:

- When pressed the message field content is stored to a button:



- When user wants to re-use the same message, the button containing the message is pressed:



- Pressing the pen-icon will write the message to message field and user can either speak aloud it again or continue the message with additional symbols.

Draw functions

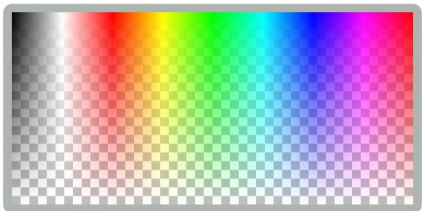
With the draw-feature it's possible to draw own drawings without leaving the player mode. Draw-feature is also available with camera-function.

Pressing a button containing the draw – function opens the empty canvas and draw tools:

Drawing tools are selected from bottom toolbar. For example, free drawing – tool: . When tool is selected, the tool properties are shown, for example for free draw you can select thickness and color:

Press the pen-icon again to go back to main toolbar.

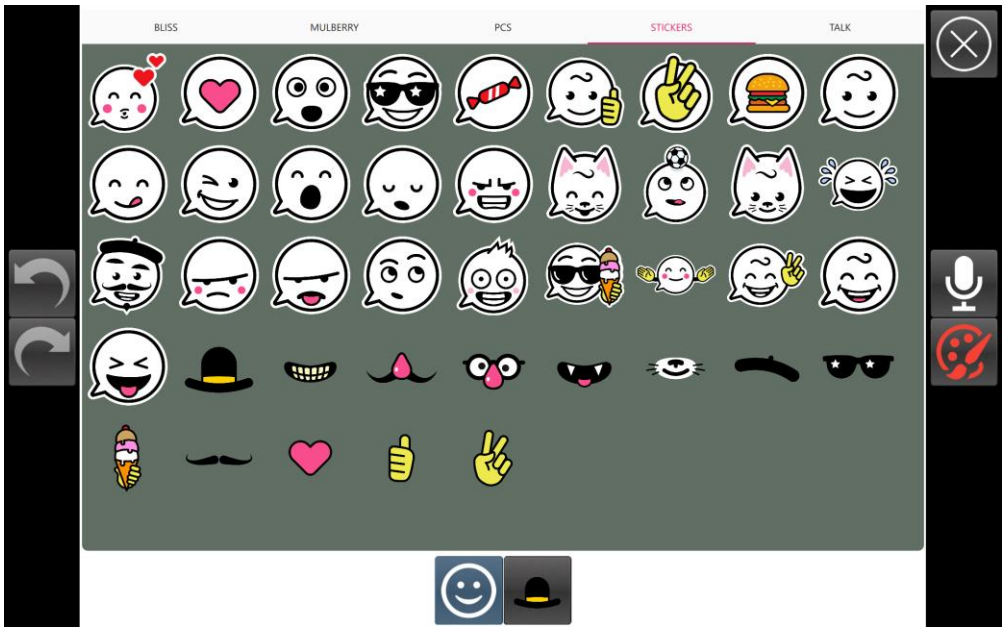
Color – selection is done with color-picker:



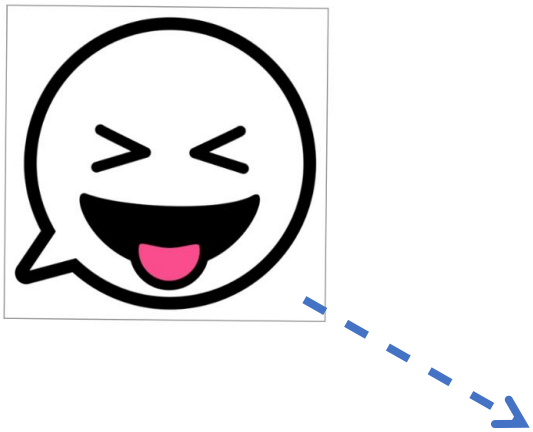
At the lower part of the color picker the color is partially transparent.

On the left side on drawing screen there are cancel and redo – buttons for user to manage the changes done for the picture.

Smiley-icon under main drawing tools ( ) opens sticker features. User is able to add symbols from DialoQ Talk to own drawing. First select the 'sticker tool', then select the wanted symbol-libray and pick up the wanted symbol:



To position the sticker to a drawing – find the **middle** of the wanted positioning place and drag the sticker to this position:

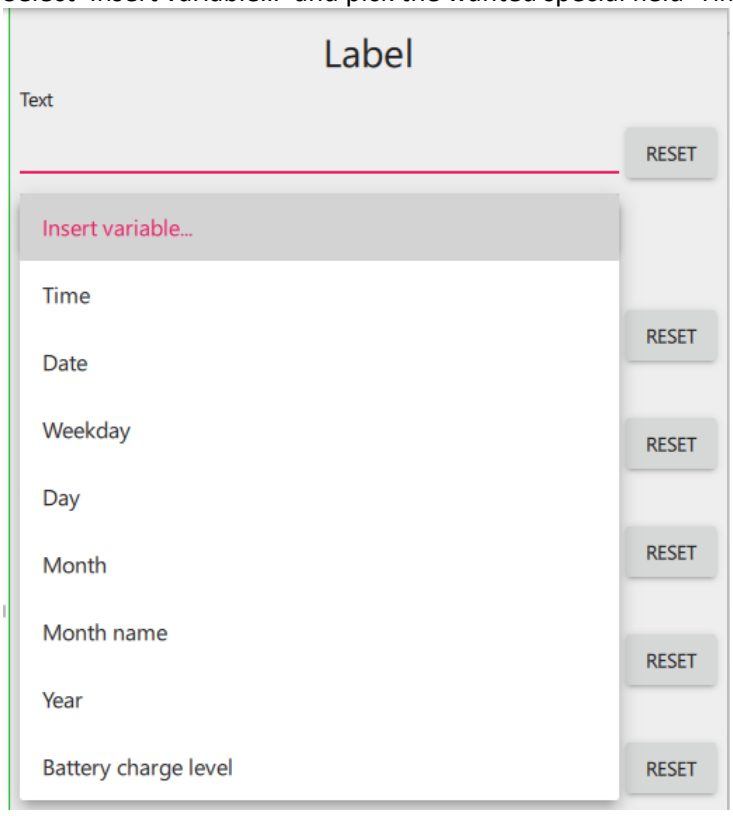


Drawing is stored automatically to a button when drawing mode is closed. It's also possible to add recordings similar way as for the camera-pictures.

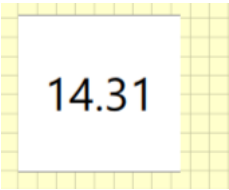
Dynamic fields on buttons

The buttons can include dynamic fields like time, battery level or date. For example adding a time to a button:

- Create new button and text label for it
- Select 'Insert variable…' and pick the wanted special field 'Time'



- It's possible to change the font size and color
- Save the changes:



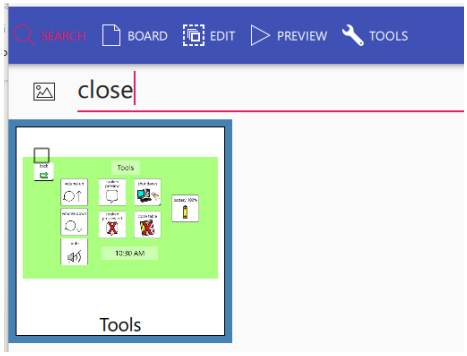
- The dynamic field can be added to speech – action too, for example, to talk aloud the current time or battery level.

Object hide - feature

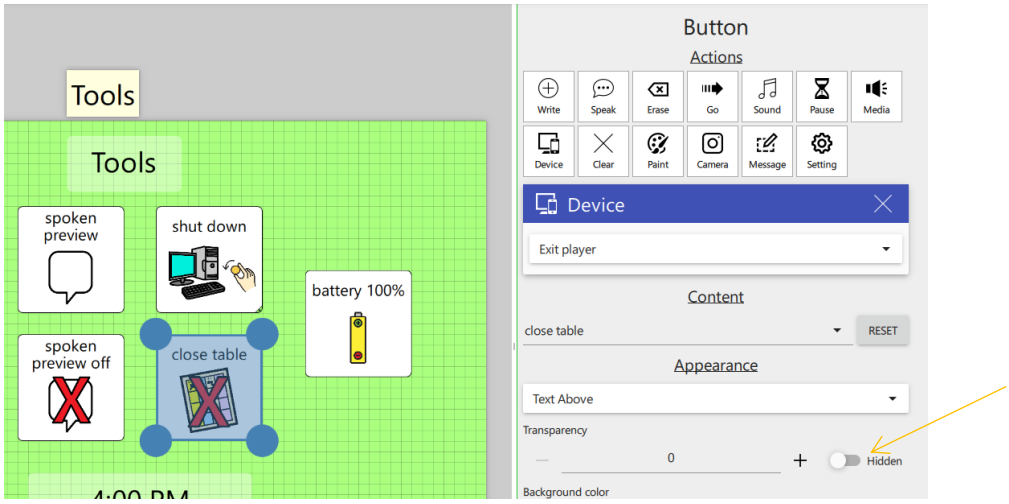
It's possible to hide objects so that those are not visible on the player mode. This might be useful in cases where user cannot handle all feature yet but might be able to do so in the future.

For example, hiding the 'Close table – button:

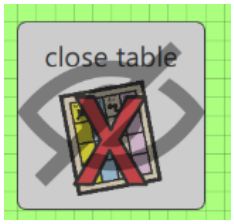
- Search the 'Close' from board set content:



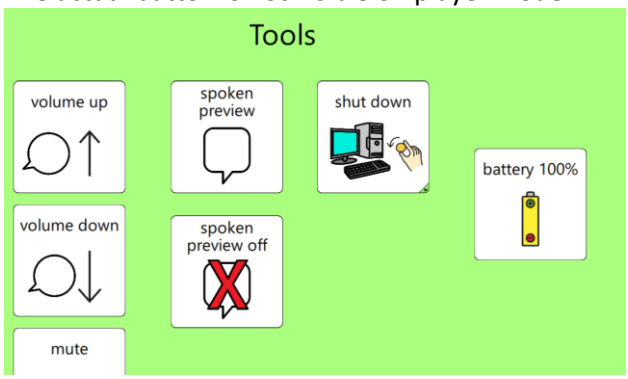
- Open the board and Close table button, select the button to see button properties



- Click the 'Hidden' property
- The hidden icon is shown on Edit mode:



- The actual button is not visible on player mode:



Keyboard shortcuts

DialoQ Talk support many keyboard shortcuts, which will help users with keyboard for quicker editing. Supported shortcuts:

Board edit:

Keyboard shortcut	Function
CTRL + W	close
CTRL + S	save and close
CTRL + Z	undo
CTRL + X	cut
CTRL + C	copy to clipboard
CTRL + V	paste from clipboard
CTRL + ALT + V	paste only actions (from copied button)
CTRL + D	multiply button
CTRL + 0 (nolla)	reset table zoom
DEL	remove selected
ALT + V	select
ALT + S	swap position

Button edit:

Keyboard shortcut	Function
CTRL + W	close
CTRL + S	save and close
CTRL + Z	undo
CTRL + C	copy to clipboard
CTRL + V	paste from clipboard

In addition, the CTRL+W (close) works on many other views, for example settings.

Contact information

For more information about DialoQ Talk and features please visit web-page: www.dialoq.fi.

If you want to know more, please ask your reseller or send e-mail to: dialoq@code-q.fi