

# Boardmaker Transition Guide

## From Boardmaker Software Family v.6 to Boardmaker Studio

Many long-time Boardmaker Software Family v.6 (BSF v.6) users are excited about the new capabilities and the easy-to-use and powerful new templates and gadgets that Boardmaker Studio has to offer. If you're just getting started with Boardmaker Studio, learning how to use the onscreen templates ("Studio Starter Templates") is your fastest road to success.



### REFERENCE

For help with the templates, see the *Templates Overview* video and the *Studio Starter Templates* tutorial. Go to the Connect screen, and select **Help > Online Tutorials & Videos**. The video and tutorial are also available online at <http://www.mayer-johnson.com/support/learn/videoLibrary>.

This guide is designed for those who would like to learn how the skills they have mastered in BSF v.6 are used in Boardmaker Studio. This guide assumes you are familiar with Boardmaker, Boardmaker Plus!, or Boardmaker with Speaking Dynamically Pro, and you are looking to expand upon your knowledge and do more with Boardmaker Studio.



### NOTE

If you find you need more in-depth instruction after reading this guide, refer to **Getting Additional Help** on page 41 for a list of additional Boardmaker Studio resources.

This guide covers the following Boardmaker tasks:

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- **Adding a Symbol or Image to the Symbol Library** on page 30
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- **Using Movable Buttons** on page 35
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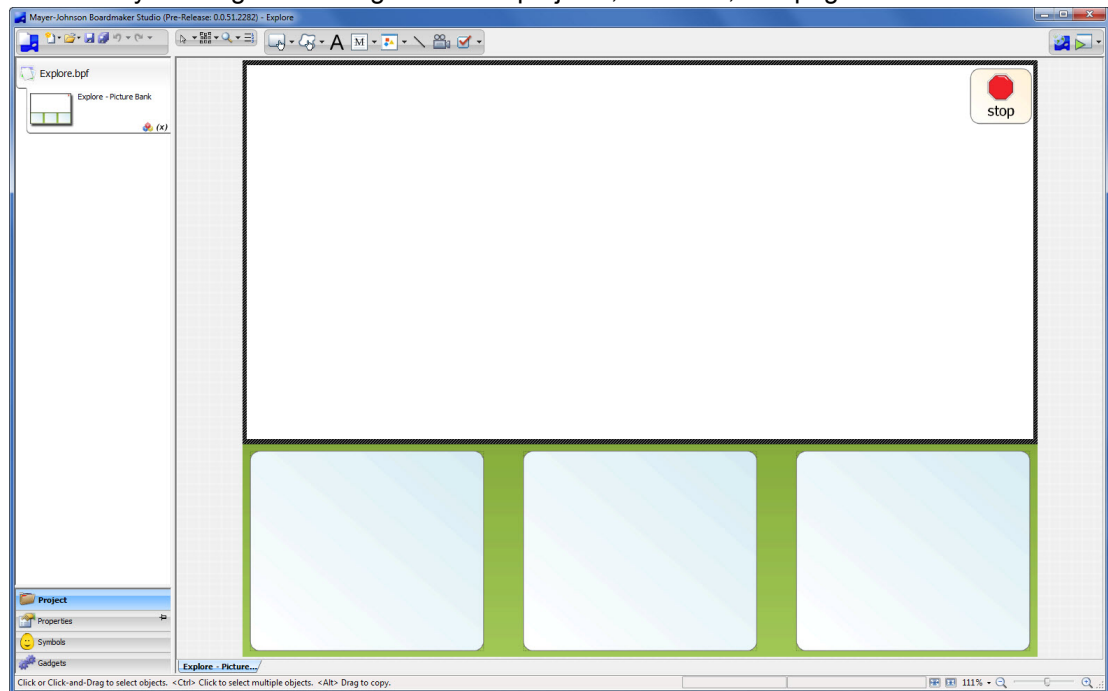
## “Use” and “Design” Modes

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In Boardmaker Plus, you used **Ctrl+U** and **Ctrl+D** to access Use and Design modes. In Boardmaker Studio, the Designer interface is where you design your activities, and Play mode enables you to play them. You can also preview your activities.

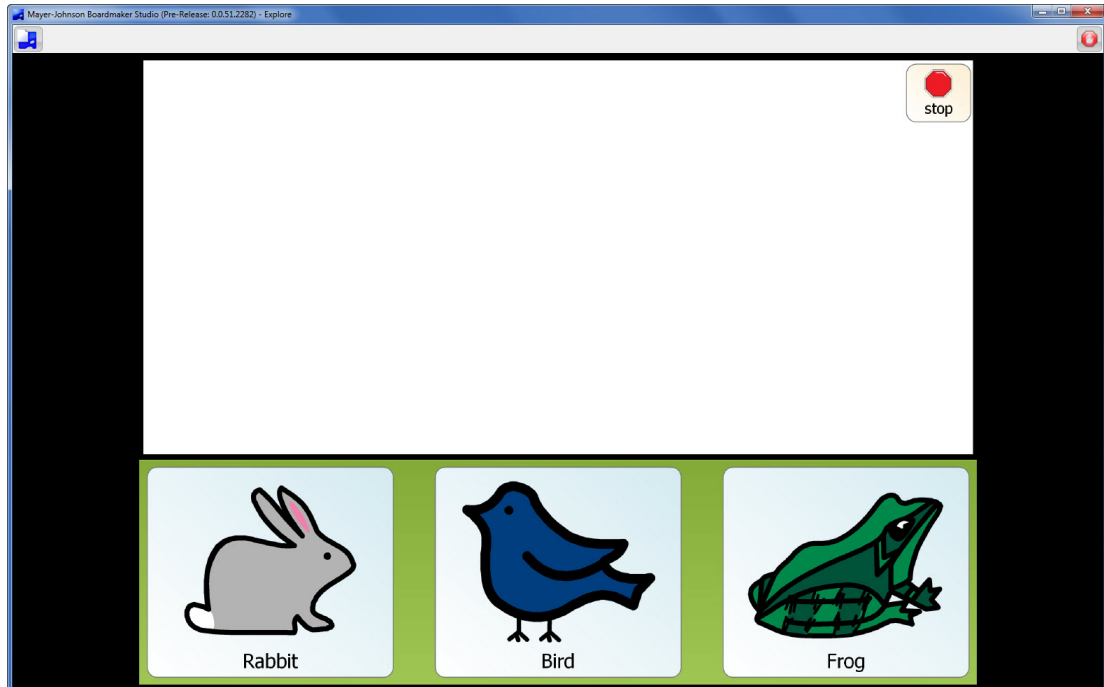
### Design Mode

Design mode is the default mode in the Designer. It enables you to create your learning activities by building and adding content to projects, activities, and pages.




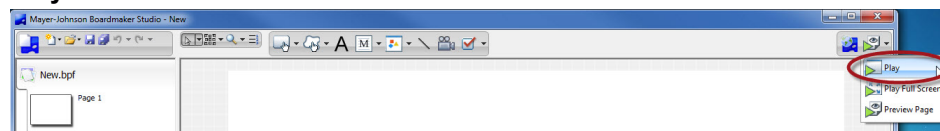
## Play Mode

Play mode enables your students to play an activity in a program window that can be resized, maximized, and minimized. When you select Play mode, the project will play from the first page (not necessarily the page that is open). You can play a project from the Connect screen or from the Designer.

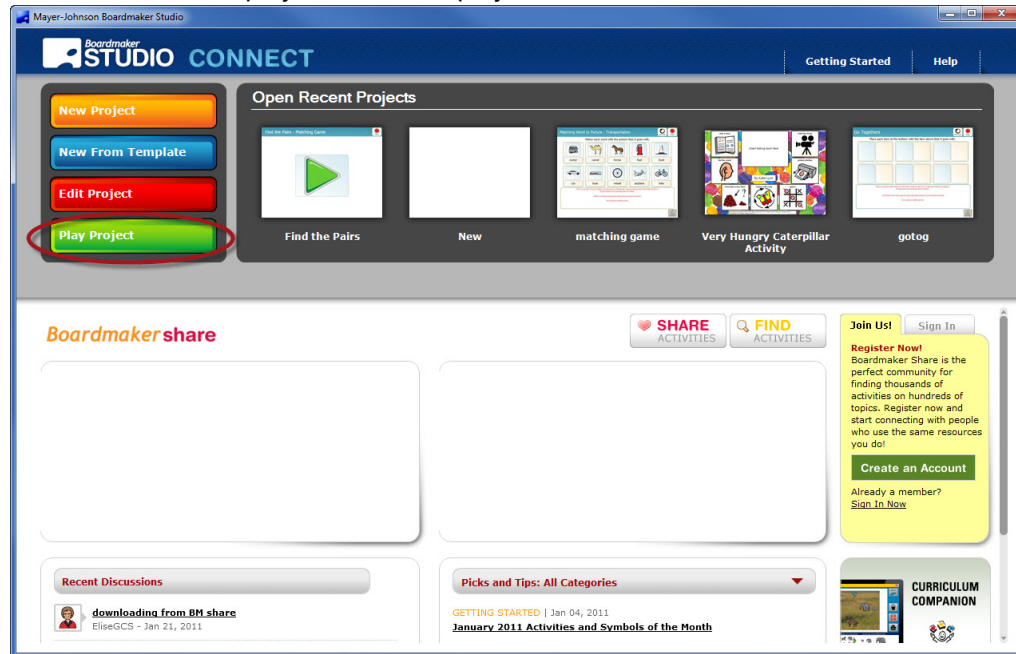


To play an activity:

- **From Design mode:** Select the arrow next to the Mode button (  ), and then select **Play**.




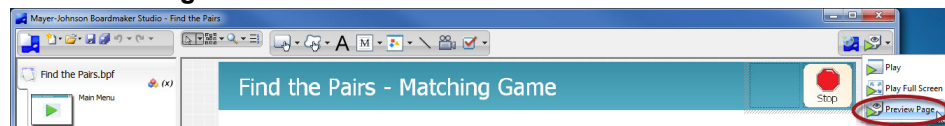
- **From Connect:** Select the **Play Project** button. The *Open* dialog will open displaying your Boardmaker Studio projects. Select a project, and then select **OK**.



## Preview Page Mode

Preview Page mode enables you to test your activities. When you select Preview Page mode, the current page will be played in Play mode.

To preview a page, in Design mode, select the arrow next to the Mode button (  ), and then select **Preview Page**.





## Using a Template

BSF v.6 included a handful of simple templates as an activity starting point - with additional templates available from purchased add-ons and other outside sources. Boardmaker Studio comes with over 150 onscreen templates, 75 print templates, and over 50 sample activities from the templates. Accessing both onscreen and print templates to start your activities is as simple as creating a new project in Boardmaker Studio. Introducing a new level of power, Studio Starter onscreen templates are fully functional and just require that you add symbols to teach whatever topic you want.

















### GO TOGETHERS TEMPLATE (EXAMPLE WITH CONTENT ADDED)

Go Together

  
Start over

  
Stop


Place each item at the bottom with the item above that it goes with.

 <small>stomach</small>	 <small>food</small>	 <small>hands</small>	 <small>write</small>	 <small>nose</small>	 <small>smell</small>	 <small>lungs</small>	 <small>breathe</small>
 <small>heart</small>	 <small>blood</small>	 <small>eyes</small>	 <small>see</small>	 <small>feet</small>	 <small>stand</small>	 <small>mouth</small>	 <small>talk</small>

Place a symbol and/or label on each pair of buttons above to create pairs that "go together".  
Empty pairs will automatically be hidden.

One button from each pair will automatically be placed here at start of activity.

Do not place anything here

  
 Check answers

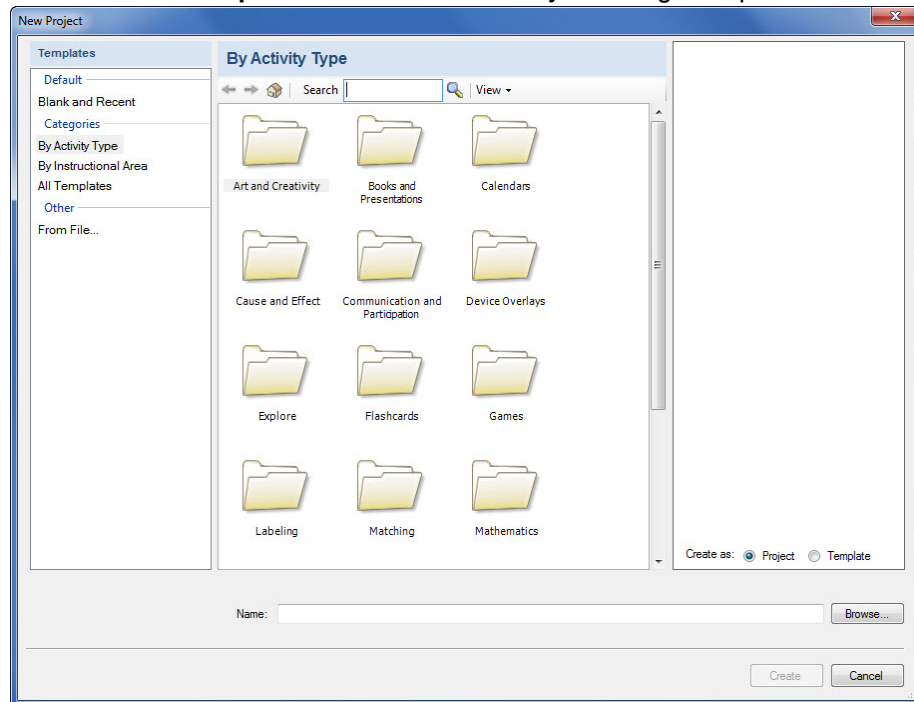
Templates are organized by activity type and instructional area so that you can quickly find the template that best fits your scenario, whether you have a specific activity in mind, or if you want to browse based on the type of instruction you need to provide.

Sample templates are also available as fully populated samples. You can use them to see how a template works and how you can use it instructionally.

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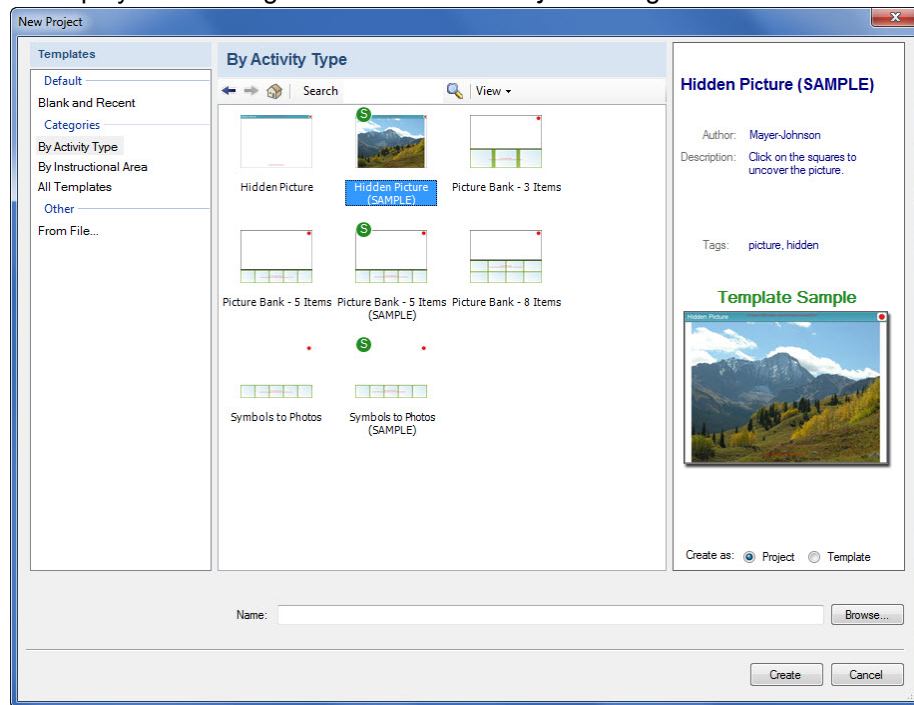
To create a new project from a template:

1. Select **File Menu > New > Project from Template** - or from the Connect screen, select the **New from Template** button. The *New Project* dialog will open.

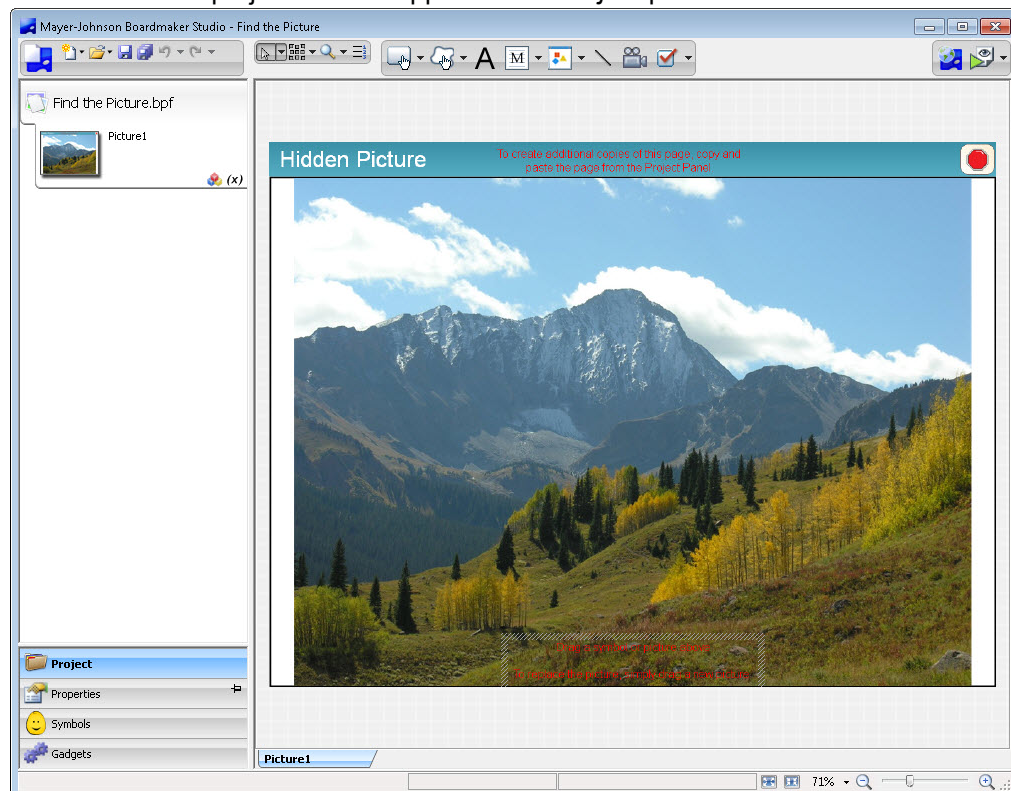


2. In the *Templates* panel, select one of the following:
  - **By Activity Type** - This option groups the templates by activity type.
  - **By Instructional Area** - This option groups the templates by instructional area, which is helpful if you're looking for ideas but don't have a specific activity in mind.
  - **All Templates** - This option displays all available templates in alphabetical order.
  - **From File** - This option enables you to choose a template saved on your computer.

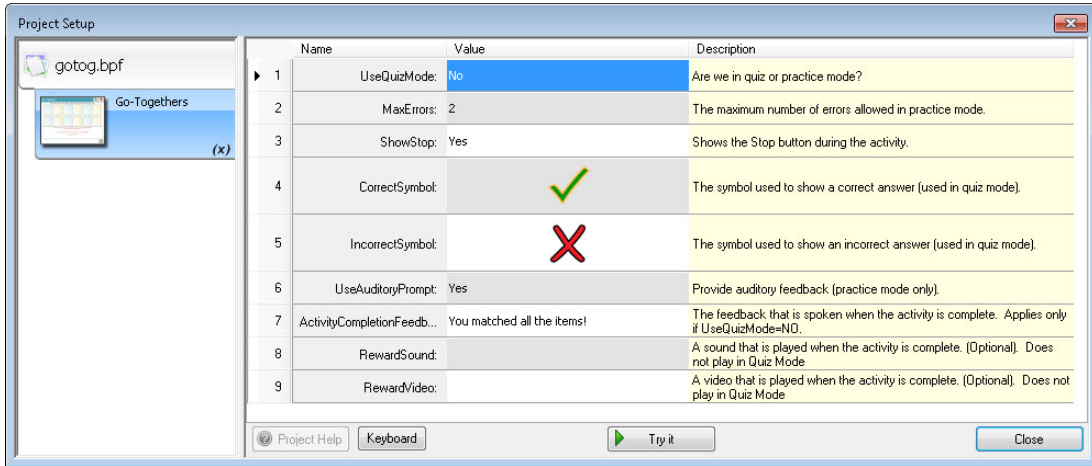
3. In the list of templates, select a template. A thumbnail and information for the template will be displayed on the right side of the *New Project* dialog.



4. In the *Name* field, enter a name for the project.
5. Select the **Create** button to create the project. The pages that are included in the template are added to the project and will appear in the *Project* panel.



Many interactive templates also have project settings that you can use to choose options and even add content.



#### REFERENCE

For more information about using templates and changing project settings, see the *Projects - Project Setup Menu* video and the *Studio Starter Templates Overview* tutorial. Go to the Connect screen, and select **Help > Online Tutorials & Videos**. The video and tutorial are also available online at <http://www.mayer-johnson.com/support/learn/videoLibrary>.

## Using a Gadget

Gadgets are an exciting new enhancement introduced in Boardmaker Studio. A gadget is a pre-programmed object or collection of objects that you can drag onto your workspace to quickly create or enhance your interactive activities. Using gadgets, you can make your activities more interactive and fun without having to program each object from scratch.

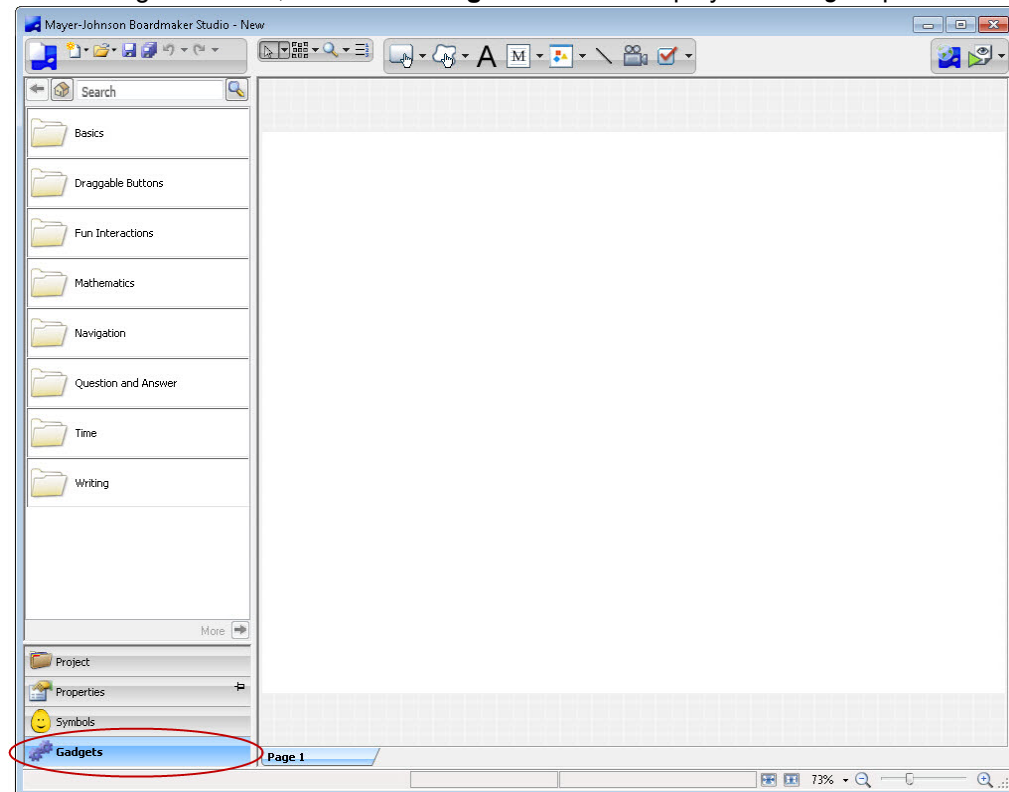


#### REFERENCE

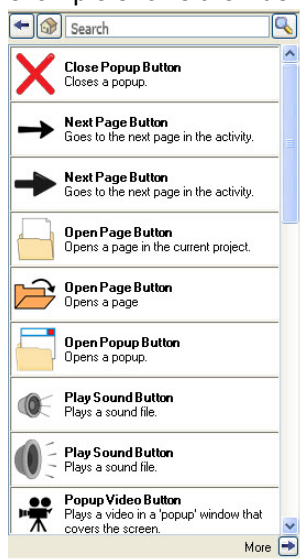
For more information about using gadgets, see the *Gadgets Overview* video and tutorial. Go to the Connect screen, and select **Help > Online Tutorials & Videos**. The video and tutorial are also available online at <http://www.mayer-johnson.com/support/learn/videoLibrary>.



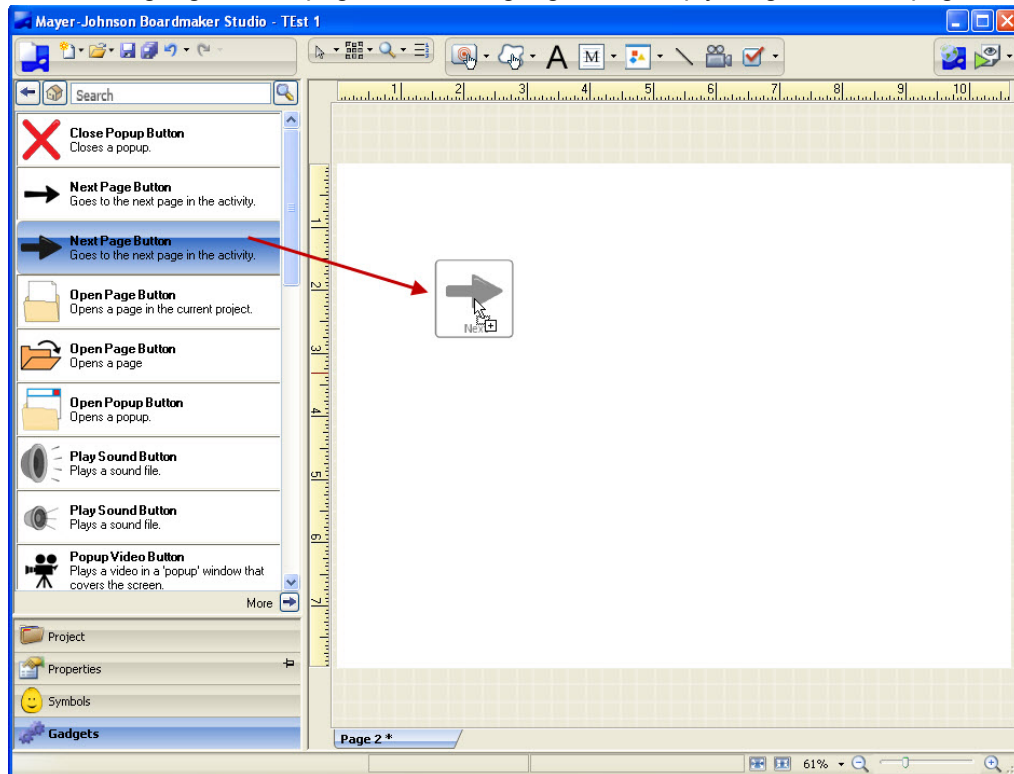
1. In the Navigation Pane, select the **Gadgets** button to display the *Gadgets* panel.



2. Double-click a category. The gadgets available in that category will be displayed. This example shows the *Basics* category.



3. To add the gadget to the page, select the gadget and simply drag it onto the page.



4. If necessary, resize or move the gadget.
  - To resize the gadget, select it, then move the pointer over any edge or corner until the double arrow appears. Click and drag the edge or corner until the gadget is the size and shape you want.

**NOTE**

Be careful when resizing gadgets. Some gadgets will not work properly when resized.

- To move the gadget, select it, then drag it to any position in the workspace.

**NOTE**

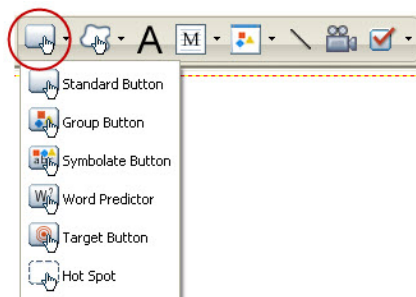
Some gadgets include actions that you can modify. To modify the actions, double-click the gadget and follow the instructions in the *Action Editor*.

## Button Basics

Drawing and manipulating buttons is the most fundamental task in BSF v.6. It is just as simple in Boardmaker Studio.

To draw a button in BSF v.6, you chose the Button Tool (or the Freeform or Symbolate Button tool), clicked in the workspace, and then dragged out the button. In Boardmaker Studio, you draw buttons in exactly the same way; however, the Button tool contains many options, and you have the choice of drawing a button or simply dragging it onto the page.

### BOARDMAKER STUDIO BUTTON TOOL



#### **SHORTCUT**

Making a simple layout with lots of buttons, such as a schedule or sequence? Boardmaker Studio includes lots of print and onscreen templates for many different instructional areas and activity types.

## Dragging a Button onto the Page

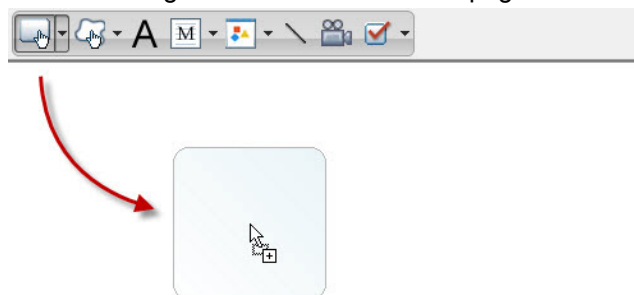
You can use the Button tool on the toolbar to drag a button directly onto a page:

1. Select the Button tool.
2. Select the type of button you want to draw.

#### **NOTE**

The Standard Button is the same as you would get from the Button Tool in BSF v.6.

3. Click and drag the Button tool onto the page.

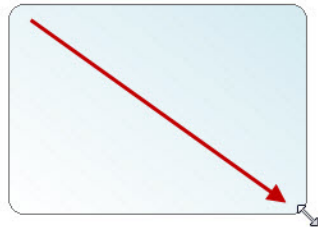


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## Drawing a Button

Drawing a button is done in exactly the same way as in BSF v.6. To draw a button on the page:

1. Select the Button tool.
2. Select the type of button you want to draw.
3. On the page, click and drag the mouse until the button is the desired size.



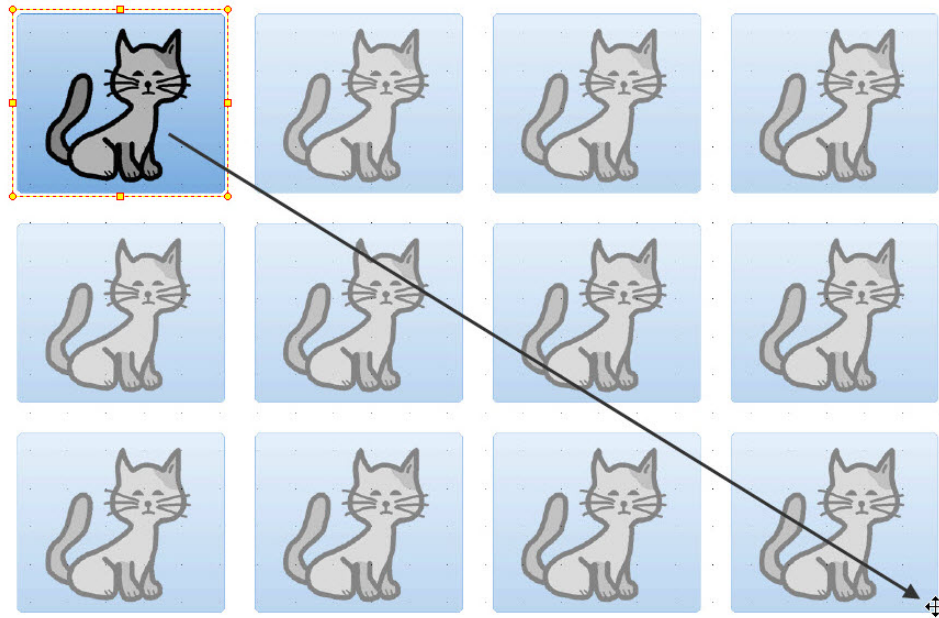
## Creating a Grid of Buttons

As in BSF v.6, in Boardmaker Studio you can quickly create duplicate buttons using the Spray tool. Boardmaker Studio, however, includes two spray tools - so you have the option of arranging the duplicate buttons in rows and columns or in a circle.

1. After dragging or drawing a button on the page, select the Spray tool in the toolbar, and then select **Spray Tool** (for duplicates arranged in rows and columns) or **Circular Spray Tool** (for duplicates arranged in a circle).



2. Click a button on the page, and then drag the mouse horizontally or vertically to create a group of duplicate buttons.

**NOTE**

You can change the spacing between the buttons using the *Settings* dialog. Select **File Menu > Setup and Options > Interface > General** to set the spray spacing.

## Resizing and Moving Buttons

Manipulating buttons in Boardmaker Studio works the same way as in BSF v.6:

- To resize the button, select it, then move the pointer over any edge or corner until the double arrow appears. Click and drag the edge or corner until the button is the size and shape you want.
- To move the button, select it, then drag it to any position on the page.

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## Placing a Symbol on a Button

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In BSF v.6, you used the *Symbol Finder* to search for and select symbols. In Boardmaker Studio, you can search for symbols from the button itself (using the Edit in Place feature), or you can browse for symbols.

### Searching for Symbols from a Button

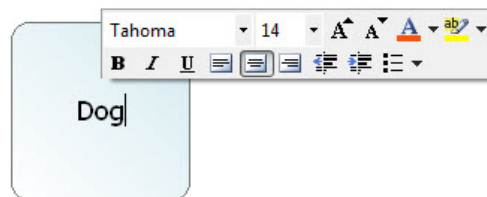
You can use the Edit in Place feature in Boardmaker Studio to quickly find and place a symbol that matches the button's label.



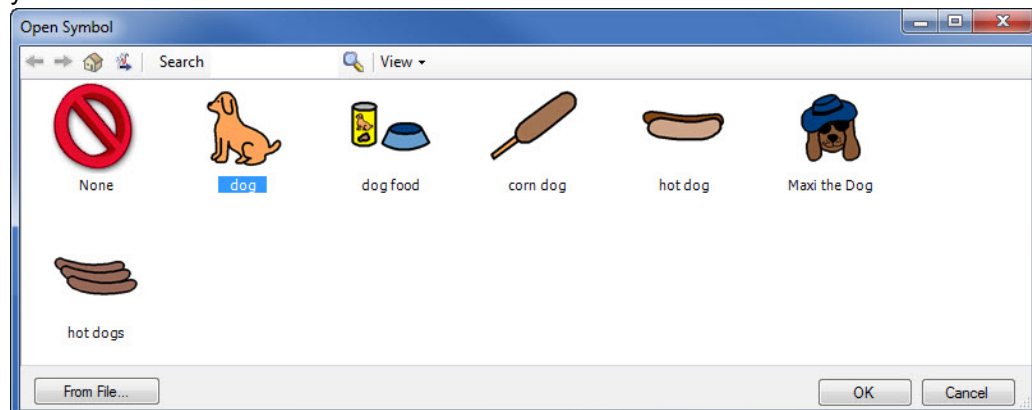
#### NOTE

For more information about editing in place, see the *Edit in Place* video and tutorial. Go to the Connect screen, and select **Help > Online Tutorials & Videos**. The video and tutorial are also available online at <http://www.mayer-johnson.com/support/learn/videoLibrary>.

1. Select a button.
2. Type a label for the button. A cursor will be displayed on the button, and the label will appear as you type.



3. Press **Enter**. The *Open Symbol* dialog will open displaying symbols that match the label you entered.



4. Select a symbol and then select **OK** or press **Enter**. The symbol is placed on the button.



## Browsing for Symbols

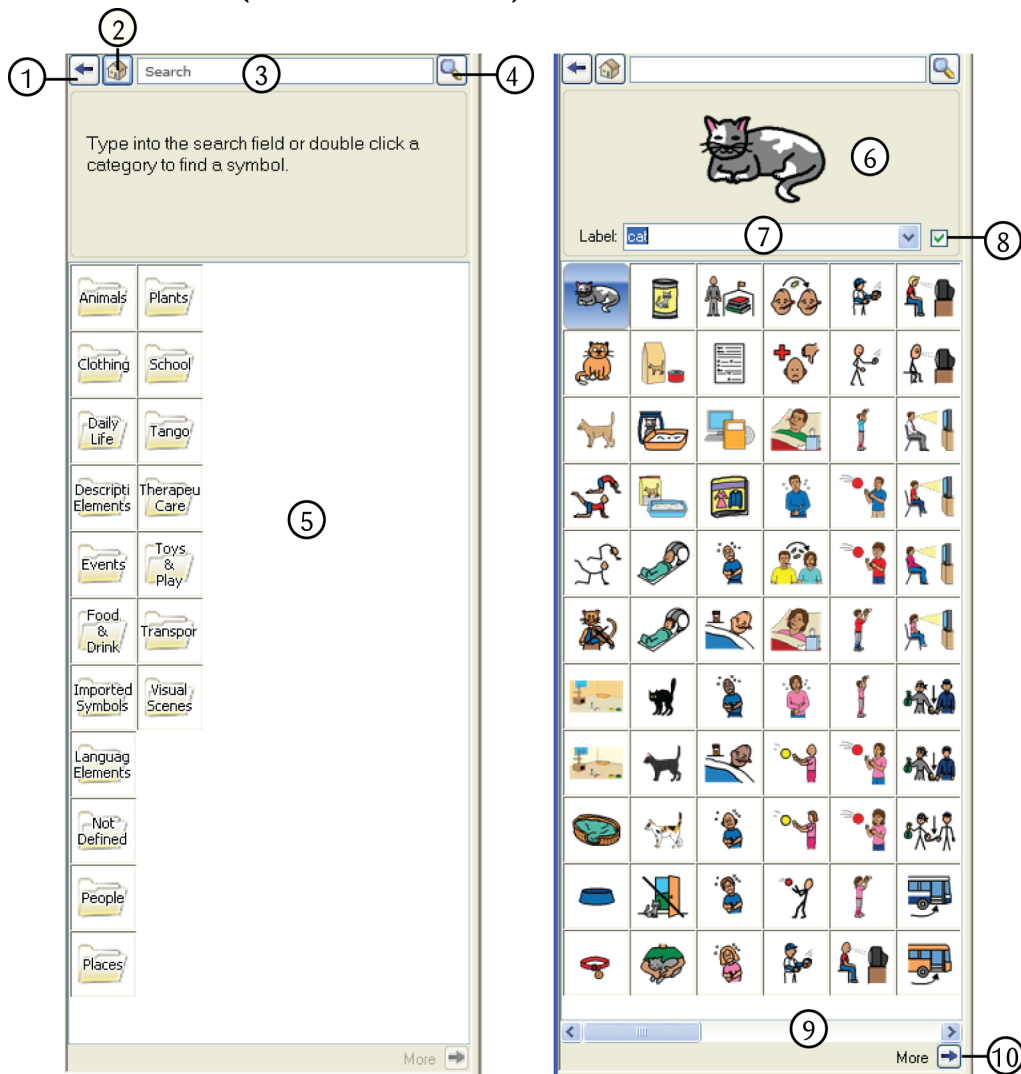
In BSF v.6, you used the *Symbol Finder* to browse for symbols. In Boardmaker Studio, you use the *Symbols* panel.

### SYMBOLS BUTTON IN NAVIGATION PANE



When you select the **Symbols** button in the Navigation pane, the *Symbols* panel will open.

### SYMBOLS PANEL (TOP AND SECOND LEVELS)



1	<b>Back arrow button</b>	Move backward through the browsing history in your symbol search.
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2	<b>Home button</b>	Displays the top level of symbol category folders.
3	<b><i>Search</i> text box</b>	Enter your search criteria in this field.
4	<b>Symbol search button</b>	Search for items that match the search criteria you have entered in the <i>Search</i> text box.
5	<b>Display pane</b>	Displays icons for the available folders for each symbol category. Double-click on a folder or subfolder to display the symbols it contains. Drag-and-drop any symbol from the display pane into the workspace.
6	<b>Preview area</b>	Dynamically displays the selected symbol. Drag-and-drop the symbol from the preview area into the workspace.
7	<b><i>Label</i> text box</b>	Displays the label for the currently selected symbol. You can edit the symbol label or enter a new label in the text field.
8	<b>Include label check box</b>	Select this check box if you want the symbol's label to be included when you place the symbol.
9	<b>Scroll bar</b>	Drag this bar to the right to display more symbol choices.
10	<b>More button</b>	Expands the viewport into the workspace so that all the available symbols can be displayed.



#### REFERENCE

For more information about searching for symbols, see the *Searching for Symbols* tutorial. Go to the Connect screen, and select **Help > Online Tutorials & Videos**. The tutorial is also available online at <http://www.mayer-johnson.com/support/learn/videoLibrary>.

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## Placing Multiple Symbols on a Button

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You could place more than one symbol on a button in BSF v.6. In Boardmaker Studio, you can only place one symbol on a standard button. In Boardmaker Studio, you use a group button to place multiple symbols.

### GROUP BUTTON WITH TWO SYMBOLS AND LABEL

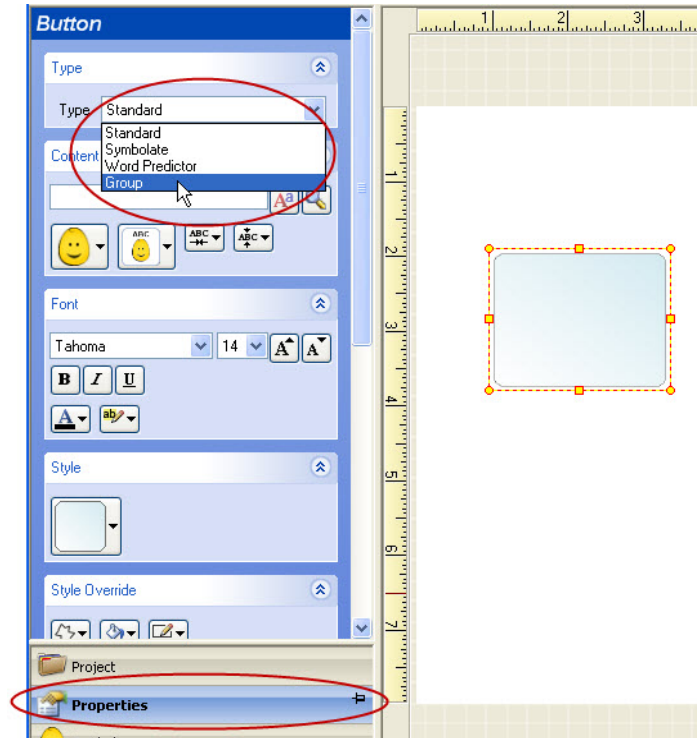


You can either use the *Button* Properties panel to change a “standard” button into a group button, or you can draw a new group button.

### Change a Standard Button into a Group Button

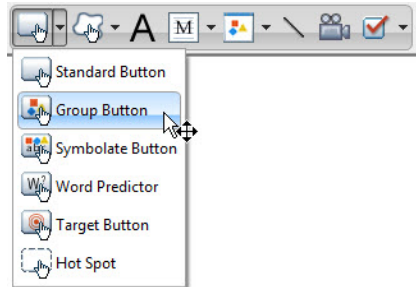
1. Select the standard button you want to change into a group button.
2. In the Navigation pane, select the **Properties** button. The *Button* Properties panel will open.

3. Select **Group** from the *Type* drop-down list. The standard button will change to a group button.



## Draw a Group Button

1. On the toolbar, select the Button tool, and then select **Group Button**.



2. Drag or draw the group button on the page.

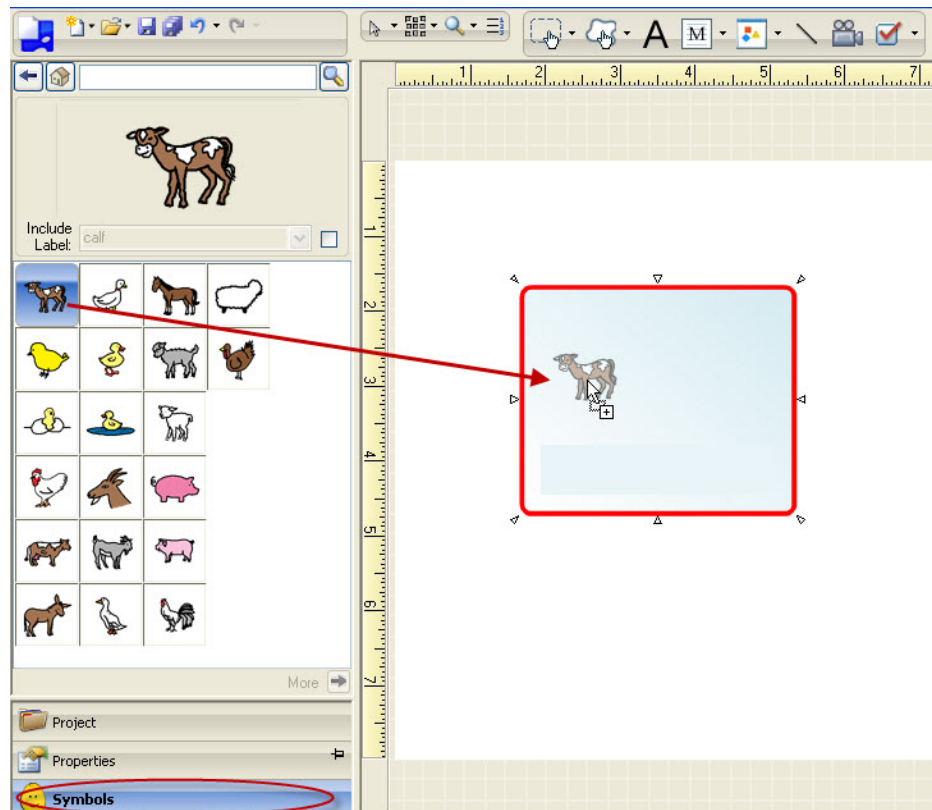
## Place Multiple Symbols on a Group Button

1. Select the group button.
2. In the Navigation pane, select the **Symbols** button. The *Symbols* panel will open.
3. Browse or search for a symbol, and then drag it onto the group button. The symbol will be placed on the button according to the layout properties you have defined for the group button. In this example, the button layout is freeform.



#### NOTE

You can choose a layout for the group button from the *Layout* drop-down list in the Properties panel. (The default layout is freeform.)



4. Continue placing symbols onto the group button. The symbols will be arranged according to the group button's layout properties.



#### REFERENCE

For more information about group buttons, see the *Group Buttons* tutorial. Go to the Connect screen, and select **Help > Online Tutorials & Videos**. The tutorial is also available online at <http://www.mayer-johnson.com/support/learn/videoLibrary>.

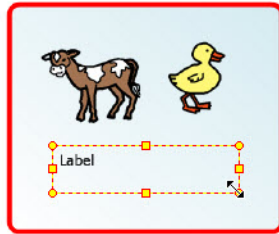
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## Add a Label to the Group Button (Optional)

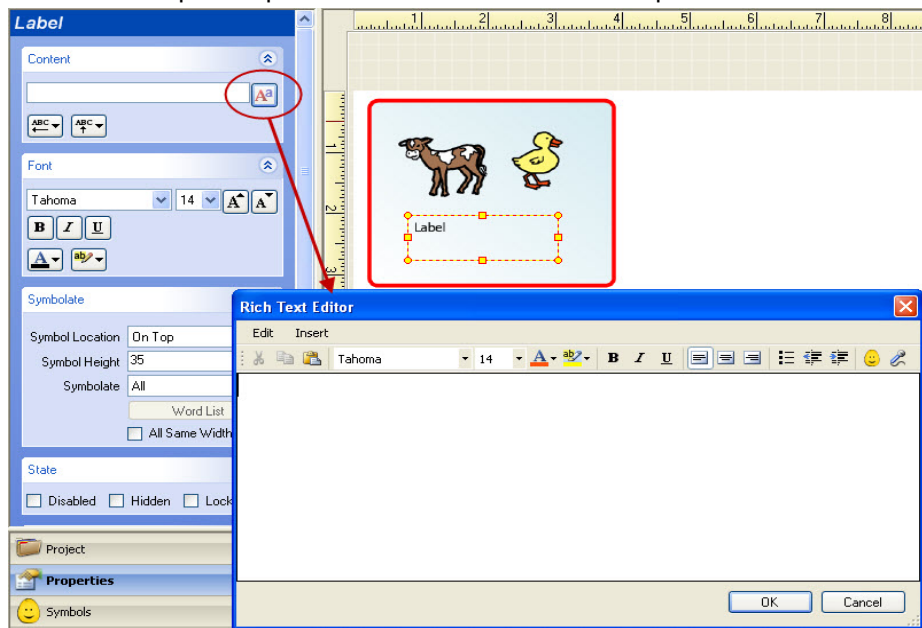
1. On the toolbar, select the Label tool.



2. Move the pointer into the group button to the place where you want to place the label.
3. Drag diagonally to draw a bounding box for the label text.



4. With the bounding box still selected, select the Rich Text Editor button under *Content* in the *Button Properties* panel. The *Rich Text Editor* will open.



5. In the *Rich Text Editor*, type in a label for the group button, and use the controls in the *Rich Text Editor* to format the font, size, color, etc.



### NOTE

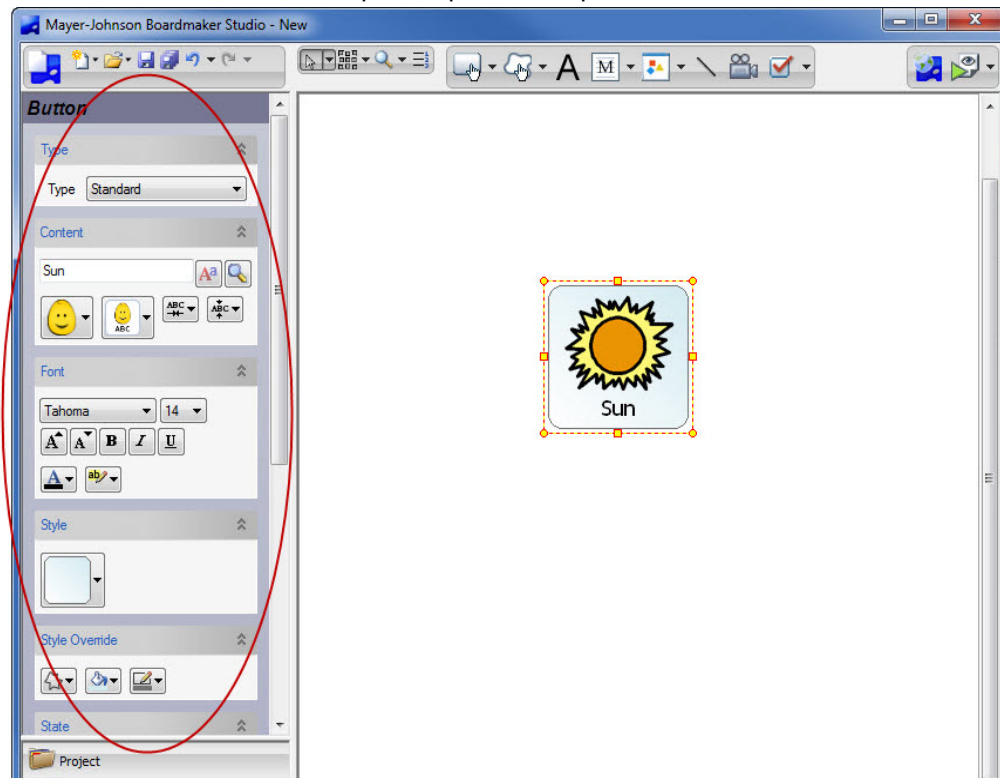
To include the label with the symbol when you move it onto the group button, select the Include Label check box on the *Symbols* panel. (In the examples in this section, the labels are not included.)

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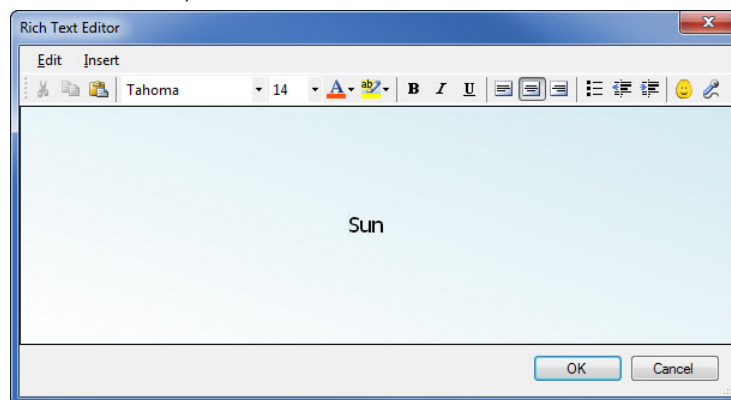
## Changing the Symbol Label

In BSF v.6, you changed the symbol's label directly on the face of the button using the Text tool. In Boardmaker Studio, you use the *Button Properties* panel to change a button's label.

1. Select a button. The *Button Properties* panel will open.



2. Under *Content*, select the Label text box. The *Rich Text Editor* will open.



3. Type a new label, and then select **OK**. The label is changed for the button.

### **NOTE**

You can also use the *Rich Text Editor* to format the label text. For example, you can change the font, size, and position of the text.

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## Placing Text on the Page

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In BSF v.6, you used the Text tool to add text to a button or the board background. In Boardmaker Studio, you use the Label Tool to enter a text label and place it on a page or on an object on a page. You can assign actions to the label, choose whether to symbolate the label text, make the label non-selectable, and much more.

1. Select the Label tool in the toolbar.



2. On the page, click and drag the mouse to draw a bounding box for the label text.



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### **SHORTCUT**

To quickly add a label to the page, select the Label tool and drag it onto the page. You can also select the Label tool and click anywhere on the page.

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3. Type text for the label, and then press **Enter**. The text is added to the label.

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### **NOTE**

The *Rich Text Toolbar* will open as you type text. You can use the *Rich Text Toolbar* to format the label text.

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4. (Optional) Use the *Label Properties* panel to format the label text, define its symbolate properties, assign actions to the label, etc.

## Changing the Appearance of a Button or Page

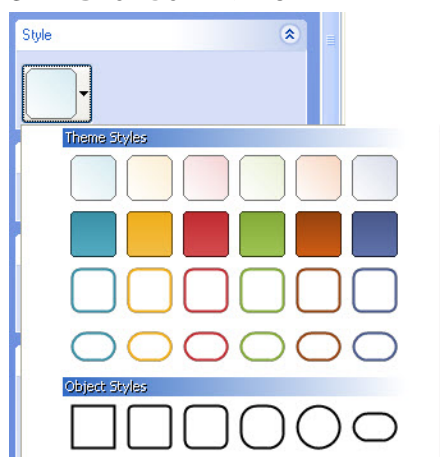
In BSF v.6, you could change the color of your buttons, change the button border, create shadows, and change the board background. In Boardmaker Studio you have more options to strategically use color and shapes for instruction or to make activities more attractive. An exciting new feature available in Boardmaker Studio is “Themes.” You can choose a page theme so that every page in a project or activity and every object on that page has a particular look and feel. Choose from Standard, Primary Color, Print, or Vivid themes.

### Changing the Appearance of a Button

Use the *Style* and *Style Override* properties groups in the *Button* Properties panel to change a button’s appearance.

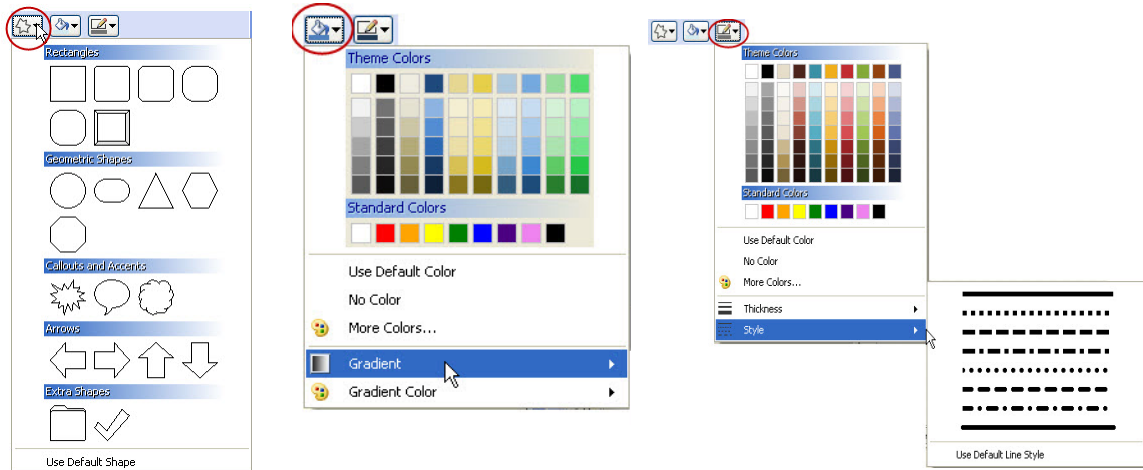
1. Select the button(s) whose appearance you want to change.
2. In the Navigation pane, select the **Properties** button. The *Button* Properties panel will open.
3. Under *Style Override*, use the drop-down menu to select a style for the button(s).

#### STYLE DROP-DOWN MENU



4. Under *Style Override*, use the Shape, Fill Color, and Border override buttons to customize the button’s style.

## SHAPE, FILL COLOR, AND BORDER OVERRIDE BUTTONS



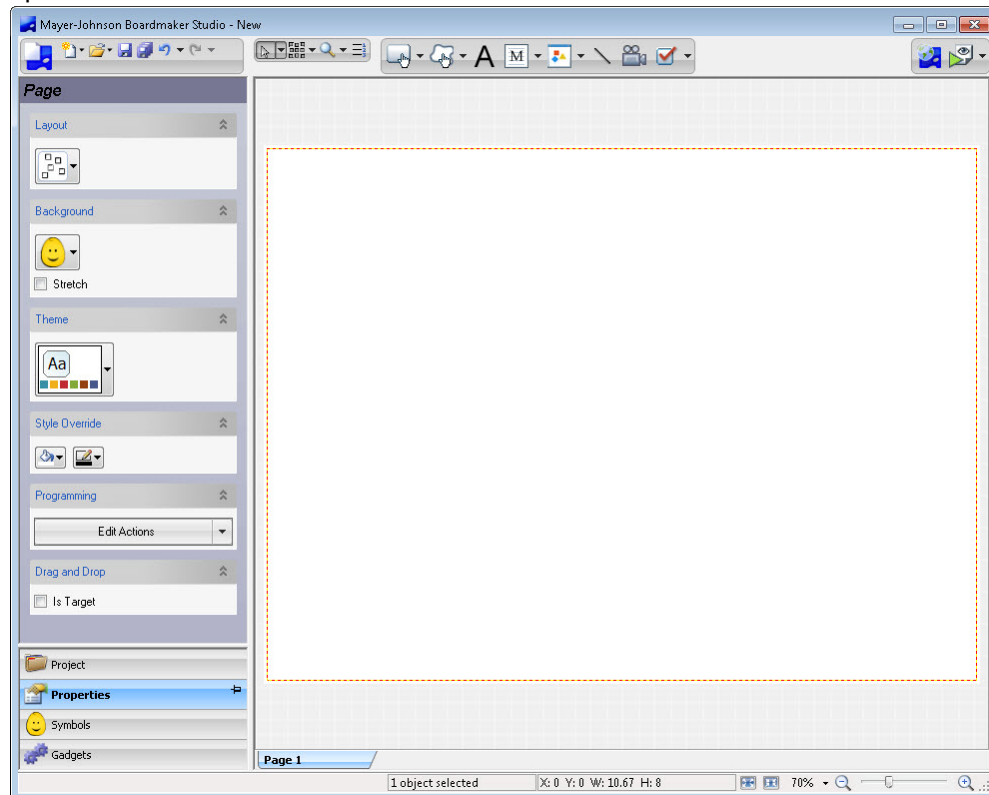
### NOTE

To make the button border “invisible,” select **No Color** from the Border override options.



## Changing the Appearance of a Page

1. Select the page.
2. In the Navigation pane, select the **Properties** button. The *Page Properties* panel will open.



Using the *Page Properties* panel, you can adjust the following:

<b>Layout</b>	Change the way objects are arranged on the page. You can set the page to automatically arrange them in auto center, auto grid, auto circular, or grid patterns. Or, you can choose a freeform layout to arrange objects manually (freeform is the default).
<b>Background</b>	Choose a symbol to display as the background for the page.
<b>Theme</b>	Set a particular look and feel for the page and the objects on the page. Choose from standard, primary color, print, and vivid themes.
<b>Style Override</b>	Choose a custom fill or border color for the page theme.
<b>Programming</b>	Assign actions to the page. For example, you can add actions to run when a page is displayed.
<b>Drag and Drop</b>	Set up the page for movable buttons. If you designate the page as a target, then in Preview and Play modes, it will accept objects dragged into it.

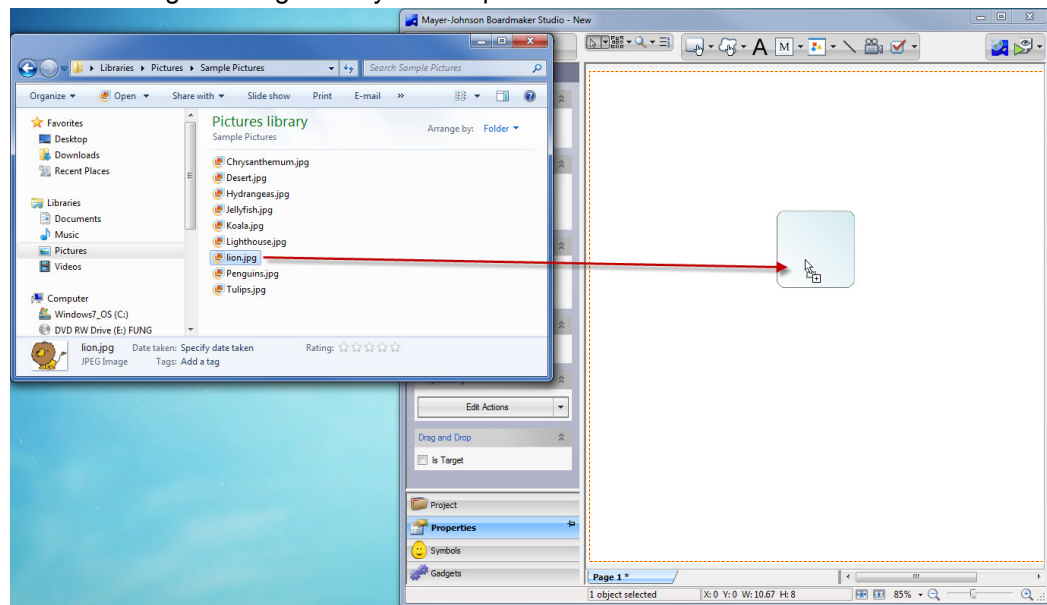
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## Placing Digital Images

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In BSF v6., you could drag and drop digital images onto the board background or onto a button. This is done in much the same way in Boardmaker Studio - you can place images from the Internet, your digital camera, or your computer. You can place images onto objects on a page, such as buttons, or on the page itself.

1. Draw a button on the page.
2. On your computer, resize the Boardmaker Studio window so that you can see the other Windows applications on the desktop. (Be sure to keep the button you drew in step 1 in view.)
3. On your computer, navigate to the image that you want to place on the button.
4. Click and drag the image from your computer onto the button.



The image is added to the button.



### NOTE

In Boardmaker Studio, the image's file name is not added as a label. Use the label tool to add a label to the symbol.

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## Working with the Symbolate Feature

The symbolate feature is one of the most beloved features in BSF v.6. Symbolate, with some exciting new enhancements, is an even more powerful and flexible feature in Boardmaker Studio.

In Boardmaker Studio, you can select the height and width of the symbols on a symbolate button, message window, or label. You can even select which words should be symbolated, either by word type (part of speech, content words, non-common words), or by creating word lists and instructing Boardmaker Studio to symbolate (or ignore) words on the list.

One of the most exciting enhancements in Boardmaker Studio is the ability for the student to use the symbol word processing capabilities. In Play mode, as the student enters text into the message window, symbols will appear.



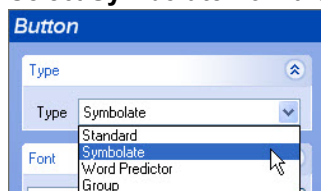
### NOTE

When copying and pasting into a symbolate button, message window, or label, you must first enter a space or character to get a cursor.

## Changing a Standard Button into a Symbolate Button

You can easily change any standard button into a symbolate button:

1. Select the standard button you want to change.
2. Select **Symbolate** from the *Type* drop-down list in the *Button* Properties panel.

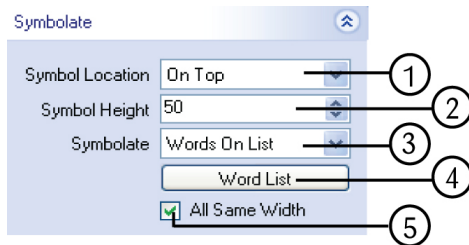


## Defining Symbolate Properties

Use the *Symbolate* Properties pane of the *Button*, *Label*, or *Message Window* Properties panel to define the symbolate properties of a symbolate button, message window, or label.

**NOTE**

To open the Properties panel, select the symbolate button, message window, or label, and then select the **Properties** button in the Navigation pane.



1	<b>Symbol Location</b>	Choose where the symbol will display in relation to the word with which it is paired.
2	<b>Symbol Height</b>	Select the size at which the symbol will display (in pixels), or enter a number from 10 to 100.
3	<b>Symbolate</b>	<p>Select the type of words you want to symbolate.</p> <ul style="list-style-type: none"><li>• <b>All</b> - Every word that has a matching symbol will be symbolated.</li><li>• <b>Nouns, Verbs, or Adjectives</b> - Symbols will appear only when a word is typed that is the part of speech you have selected.</li><li>• <b>Content Words</b> - Content words include nouns, verbs, adjectives, and some common adverbs.</li><li>• <b>Words on List</b> - Words from a word list you have selected will be symbolated.</li><li>• <b>Words Not on List</b> - Words that are <b>not</b> on the word list you have selected will be symbolated.</li><li>• <b>Non Common Words</b> - Words that are not commonly used will be symbolated.</li></ul>
4	<b>Word List button</b>	Create a word list by choosing <b>Words on List</b> or <b>Words Not on List</b> . The <i>Word List</i> button will become selectable. Add words to create a new word list (or edit an existing word list).
5	<b>All Same Width check box</b>	Each symbol will be displayed at the same width.

## Using the Symbol Candidates Dialog

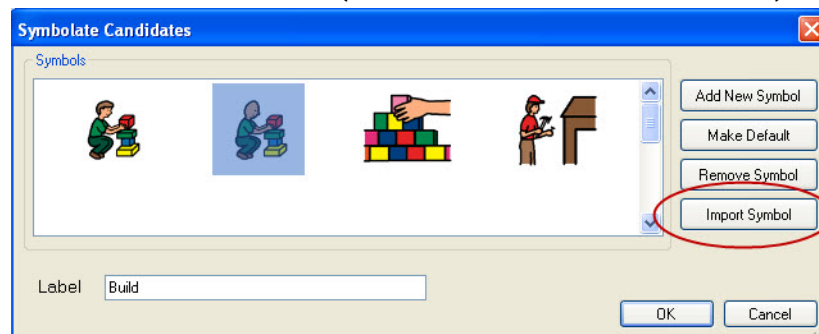
Use the *Symbol Candidates* dialog to change the symbolate symbol, change the text for a word/symbol pairing, add a new symbol to the symbol candidates, and change the default symbol for a word.

The *Symbol Candidates* dialog in Boardmaker Studio works exactly the same as it does in BSF v.6 - with one enhancement. In Boardmaker Studio, you can use the *Symbol Candidates* dialog to import a digital picture to use as a candidate symbol.

### Open the Symbol Candidates Dialog

In a symbolate button (or message window or label), right-click on the symbol that you want to change. The *Symbol Candidates* dialog will open.

#### SYMBOL CANDIDATES DIALOG (WITH IMPORT SYMBOL BUTTON CIRCLED)



### Importing a Digital Picture to Use as a Candidate Symbol

1. Right-click on the symbol that you want to replace with a digital picture. The *Symbol Candidates* dialog will open.
2. Select **Import Symbol**. A file browser will open.
3. Navigate to the folder on your computer (or USB flash drive or external hard drive) that contains the picture you want to use as a symbol.
4. Select **Open** (or double-click the picture). The picture will be added to the candidate symbols and will be available for all your symbol searches.

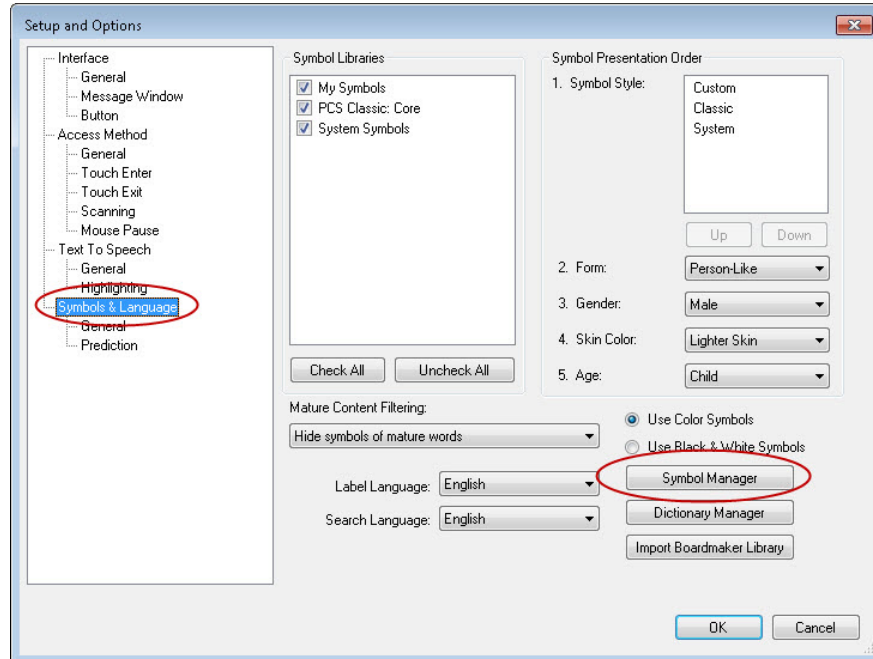
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## Adding a Symbol or Image to the Symbol Library

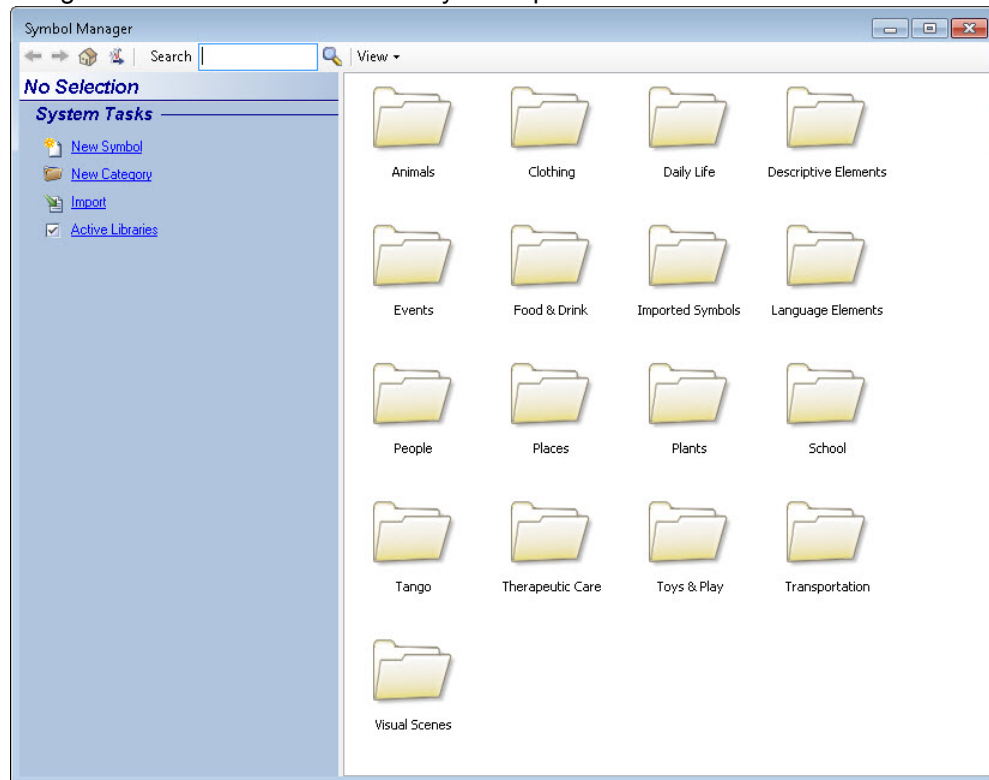
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As in BSF v.6, in Boardmaker Studio, you can add your own pictures to save as symbols in your My Symbols library. You can also tag the symbols so that you can quickly find them when searching by keyword.

1. Select **File Menu > Setup and Options**. The *Setup and Options* dialog will open.
2. Select **Symbols and Language** from the navigation pane.



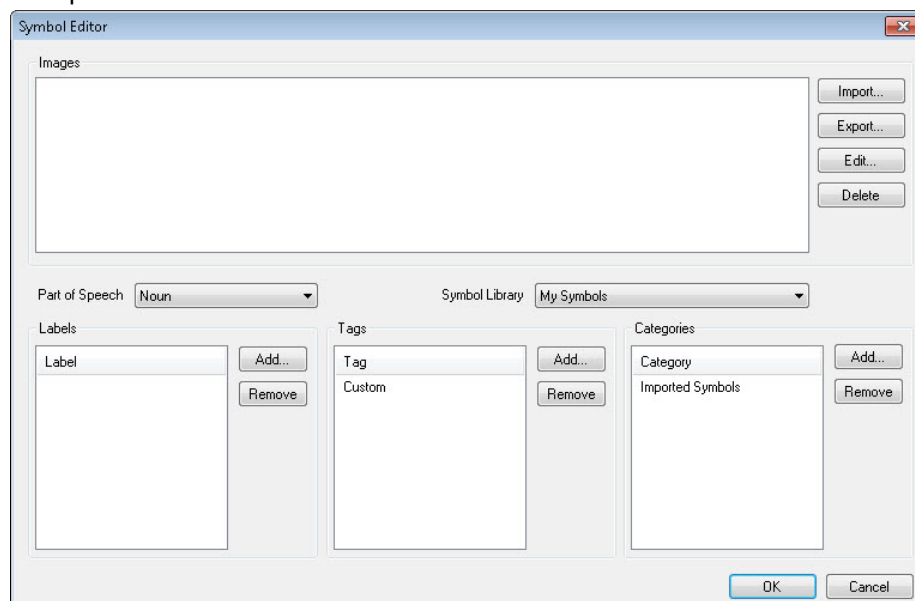
3. Select the **Symbol Manager** button. The *Symbol Manager* will open displaying all of the categories that are available in the Symbols panel.



#### NOTE

You can also use the *Symbol Manager* to add new symbol categories and import symbol libraries from your computer.

4. To add a new symbol, in the *System Tasks* panel, select **New Symbol**. The *Symbol Editor* will open.



5. Select the **Import** button. A file browser will open.
6. Navigate to the folder on your computer (or USB flash drive or external hard drive) that contains the picture you want to use as a symbol.
7. Select the **Open** button. The picture will appear in the *Images* pane of the *Symbol Editor*.
8. Use the *Symbol Editor* to:
  - Define the symbol's part of speech.
  - Assign the symbol to a library.
  - Add a label, search tag(s), and add it to a category.
9. Select **OK**. The symbol is added.

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## Opening BSF v.6 Boards in Boardmaker Studio

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Boardmaker Studio includes an import feature so that you can open your BSF v.6 boards in Boardmaker Studio.

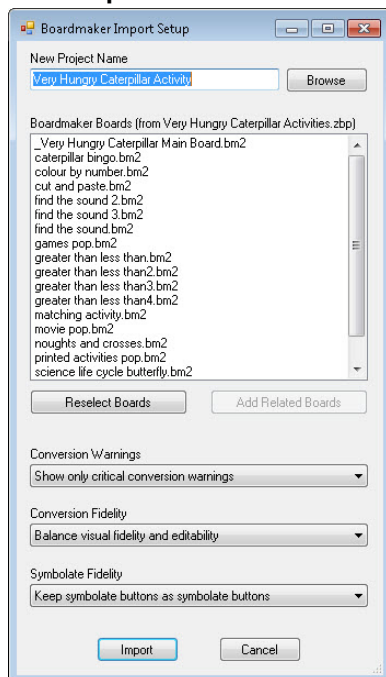
1. Select **File Menu > New > Project from Boardmaker Import**. Your *My Boards* folder will open.



### NOTE

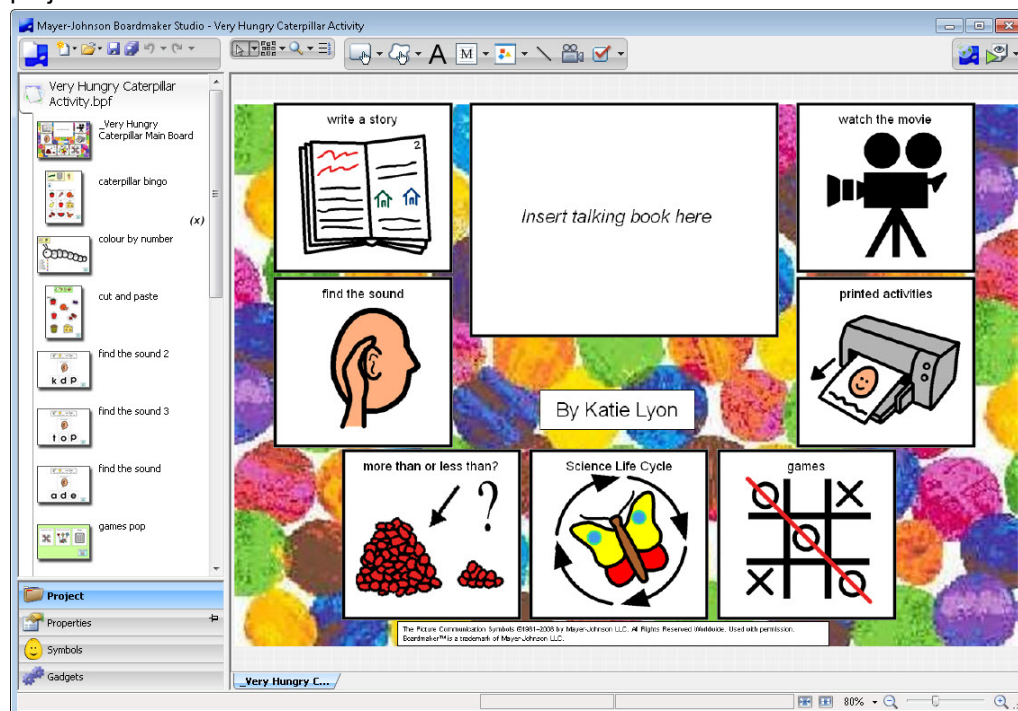
If you do not have a *My Boards* folder on your computer, a file browser will open.

2. Select a *.zip* or *.zbp* file, or hold down the **Shift** key, and select a set of *.bm2* files. Then select **Open**. The *Boardmaker Import Setup* dialog will open.





- Choose the import settings, and then select **Import**. The boards are imported as a new project in Boardmaker Studio.



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## Using Activities from BoardmakerShare

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*BoardmakerShare.com* is a tremendous resource for finding activities for both BSF v.6 and for Boardmaker Studio.

### THE BOARDMAKERSHARE SITE



When looking for activities to download, any activity with a **S** icon can be used in Boardmaker Studio.



### REFERENCE

For more information about opening the activities in Boardmaker Studio, see *Opening BSF v.6 Boards in Boardmaker Studio* on page 32.

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## Using Movable Buttons

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In BSF v.6, you used the Movable Button tool to create moveable buttons. Then you designated a destination button and programmed it with actions. Boardmaker Studio includes a large collection of templates and gadgets that provide movable button activities that don't require any programming from you!

### Using Draggable Buttons Gadgets

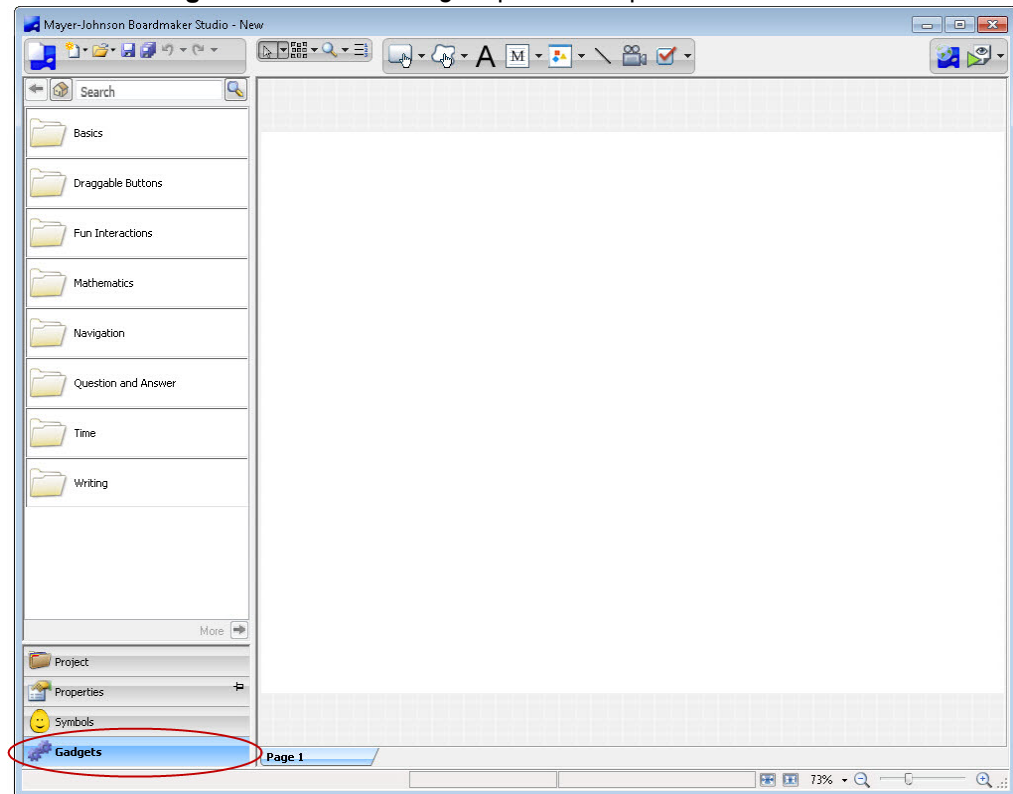
The Draggable Buttons gadgets enable you to quickly create grouping, matching, and sorting activities. The *Draggable Buttons* folder contains two subfolders - *Matching* gadgets and *Sorting* gadgets.

The *Matching* gadgets include Matching Buttons (moveable buttons) and Matching Targets (destination buttons). These buttons have been pre-programmed so that each button can only be dragged into its matching target. Change the label and symbol on each button to whatever you want.

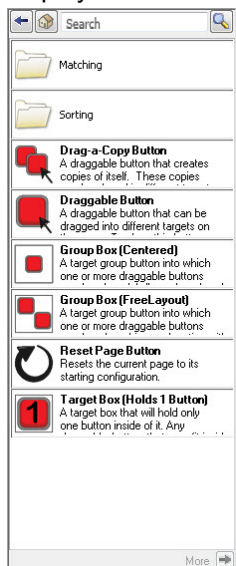
The *Sorting* gadgets include objects with pre-defined properties. There are movable objects ("sorting objects") and target objects ("sorting bins"). The objects have been pre-programmed so that when a sorting object is dragged into a sorting bin, the student will be given auditory feedback as to whether the object was placed in the correct bin - an incorrect placement will cause the object to snap back to its original position. Change the label and symbol on each object to whatever you want.

To place a draggable button on a page:

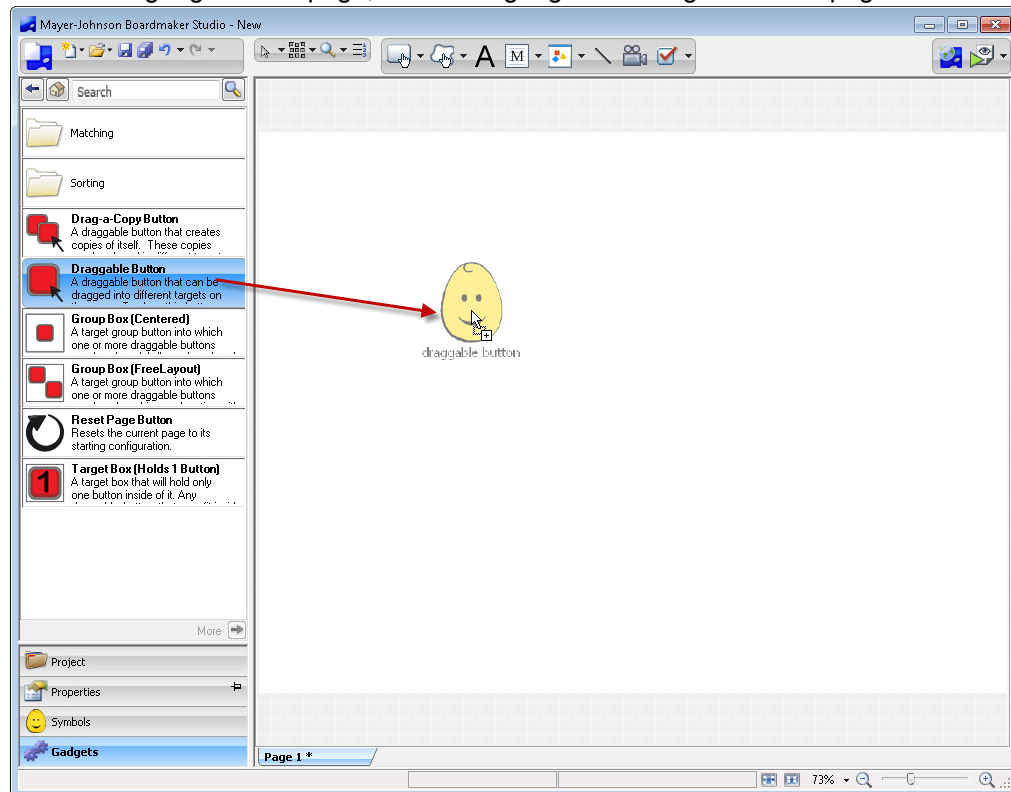
1. Select the **Gadgets** button. The *Gadgets* panel will open.



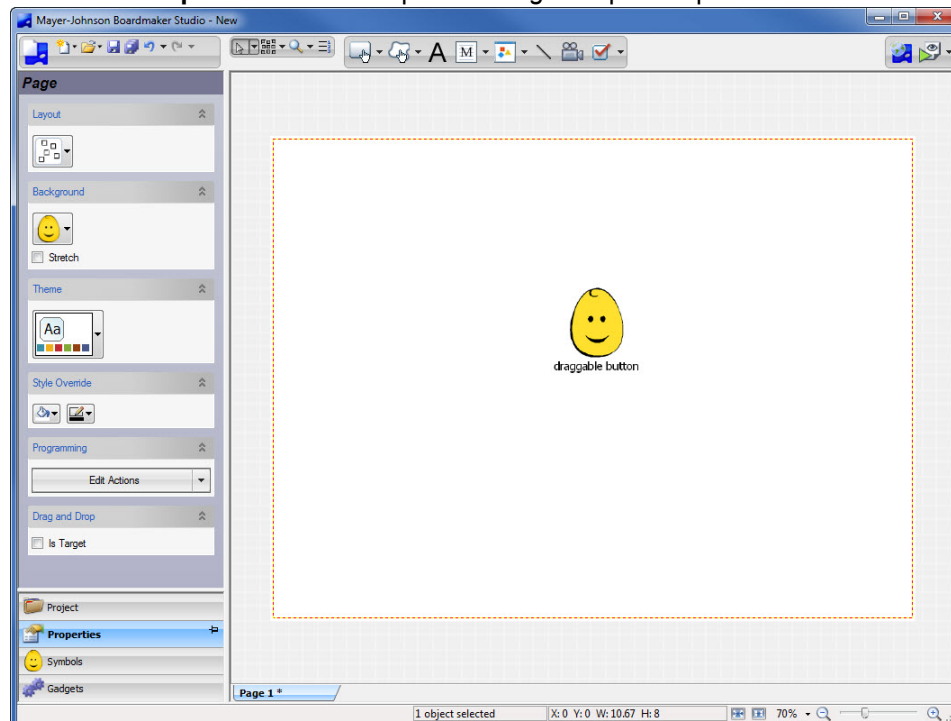
2. Double-click the **Draggable Buttons** category. The draggable buttons gadgets will be displayed.



3. To add the gadget to the page, select the gadget and drag it onto the page.



4. To set the Drag and Drop properties for the page to define how students will be able to drag the button, select the page.
5. Select the **Properties** button to open the *Page Properties* panel.

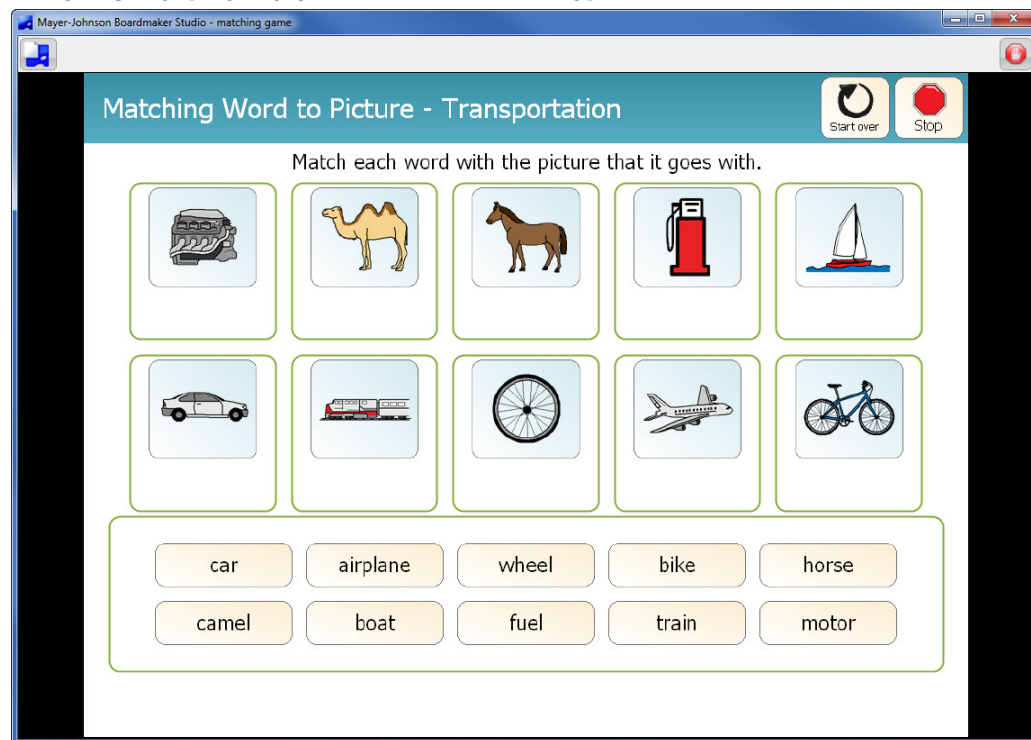


6. In the *IsTarget* check box, do one of the following:
  - To enable students to drag the draggable buttons anywhere on the page, select *IsTarget*.
  - To make the draggable buttons snap back to their original locations if not placed in their target, then leave *IsTarget* unchecked.

## Using Movable Buttons in Templates

Many of the onscreen templates included in Boardmaker Studio include movable buttons. For example, the *Matching Word to Picture - 10 Words* template includes a set of 10 pictures and 10 words that go with them. The pictures are standard buttons, and the words are draggable buttons. In Play mode, the student can drag each word to its corresponding picture. If a word is dragged to the correct picture, it is added underneath the picture. Otherwise, it snaps back to its original position.

### MATCHING WORD TO PICTURE TEMPLATE IN PLAY MODE



## Assigning Actions

With Boardmaker Studio, as with Boardmaker Plus and Boardmaker with Speaking Dynamically Pro, assigning actions is what makes onscreen activities interactive. Assigning actions to an object in Boardmaker Studio is easy - Boardmaker Studio includes a very powerful *Action Editor* and over 500 actions from which to choose.

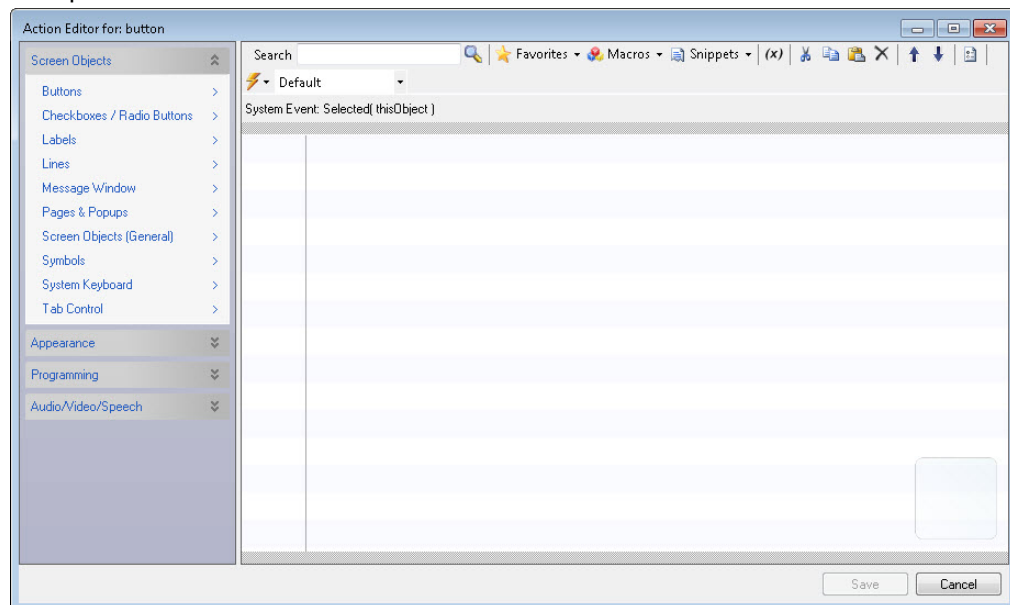
Actions are arranged in the *Action Editor* by category, so it is easy to search for and assign an action to a button or the page itself. There is even a *Favorites* category - a list of frequently used actions to which you can quickly add your own favorite actions.

### **SHORTCUT**

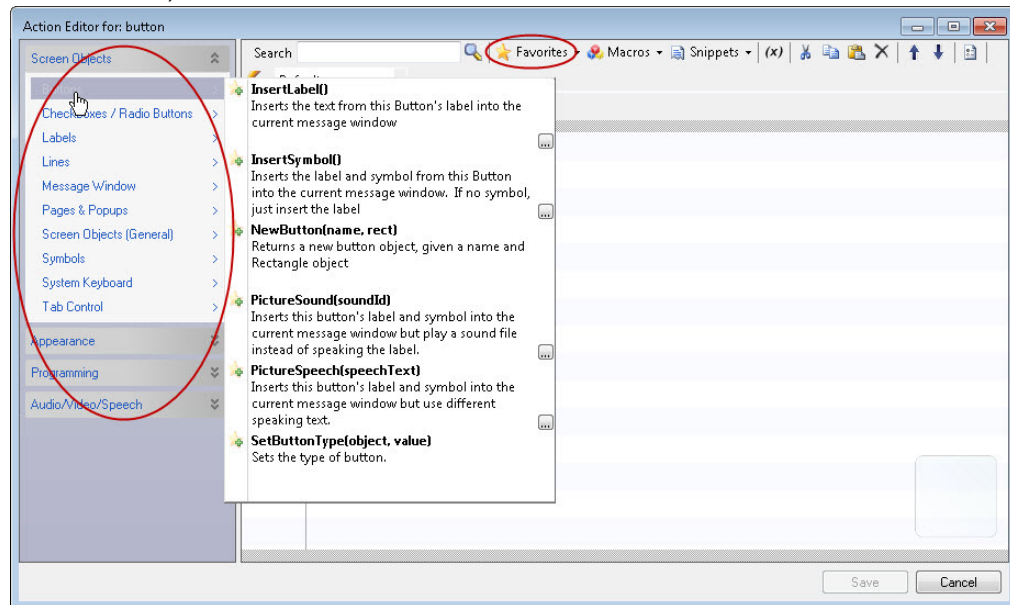
Boardmaker Studio includes a large collection of onscreen templates and gadgets with pre-programmed actions so you can make your activities more interactive without having to assign actions yourself (although you certainly can if you want to!)

## Assigning an Action

1. To assign an action to a page or to any object on a page, double-click it. The *Action Editor* will open.



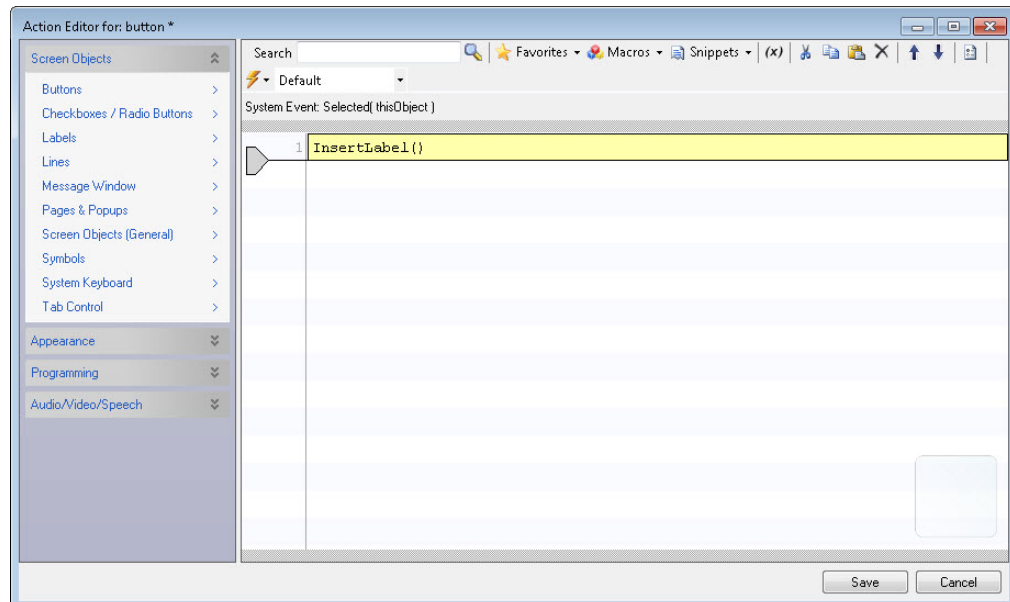
2. Select an action category. A list of actions will open. (Or select an action from the *Favorites* list.)



#### NOTE

You can also find an action by searching for it by name. Start typing a keyword in the *Search* text box, and all the actions that match the text you have entered will be displayed.

3. Select an action. The action is added.



4. Continue adding any other actions you want, and then select **Save**. The action or actions are assigned to the object.



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## Getting Additional Help

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Boardmaker Studio was designed to be easy to learn and easy to use. After you have mastered the templates and read through this guide, explore the videos and tutorials available from the Connect screen. Go to the Connect screen, and select **Help > Online Tutorials & Videos** (<http://www.mayer-johnson.com/support/learn/videoLibrary>).



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### NOTE

The Boardmaker Studio videos and tutorials are also available on the Mayer-Johnson website. (<http://www.mayer-johnson.com/support/learn/videoLibrary>.)

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In addition, the Connect screen gives you immediate access to the community of other users on *Boardmakershare.com* - ask questions and get answers - all without leaving Boardmaker Studio.

If you need detailed help with a specific topic, you can easily access the Boardmaker Studio searchable help. Go to the Connect screen, and select **Help > Boardmaker Studio Help**.



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### NOTE

The searchable help system is also available as a PDF. Go to the Connect screen, and select **Help > Boardmaker Studio User Guide**.

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