

BrailleNote Touch 18 & BrailleNote Touch 32 User Guide

Rev 20-2017/08/21

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Note: The information contained in this User Guide is valid for the following products: BrailleNote Touch 18 and BrailleNote Touch 32. To lighten the text, either product will be referred to as BrailleNote Touch throughout this User Guide.

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1 Product Overview and Physical Description

1.1 Product Overview

Thank you for purchasing the BrailleNote Touch, the next generation of HumanWare’s BrailleNote family of products.

The BrailleNote Touch is not “just a Braille note taker”: It is the first intuitive, simple to use Braille tablet. While operating as the keyboard, the built-in touchscreen also acts as a visual display for sighted teachers or assistants who will want to interact with the tablet. And for those who may want a more traditional typing experience, the BrailleNote Touch includes a physical Keyboard Cover attached to the carrying case that can be used as an alternative to the touchscreen.

We designed the BrailleNote Touch with one thing in mind: to realign efficiency and accessibility.

1.2 Unpacking your BrailleNote Touch

The package contains the following items:

- BrailleNote Touch Tablet
- Carrying Case
- Nylon strap with shoulder pad
- Power Adaptor
- Micro USB Cable
- Printed warranty sheet
- Printed/Braille Getting started sheet
- Cleaning cloth
- Headphones

1.3 Physical Description

1.3.1 Carrying case

When you receive it, your BrailleNote Touch will already be inside its sturdy carrying case. The top side of the carrying case is made of nylon and has a small pouch with a Velcro strip that can be used to carry your cables, USB media or SD cards. The bottom side of the carrying case is made of sturdy plastic.

On the bottom side, close to the rear edge, you will notice three hollow areas. These are holes for the BrailleNote Touch’s LED lights and camera. Still on the bottom side, closer to the front edge, are 2 latches used to release your BrailleNote Touch from its carrying case.

On the right and left sides of your BrailleNote Touch, close to the front edge, are two attachment rings that can be used to attach a shoulder strap.

The cover of the carrying case is kept closed with 3 magnets located on the front, left and right edges of your BrailleNote Touch. Lift the 3 magnets, and flip the cover of your carrying case to reveal your BrailleNote Touch's physical keyboard.

The physical keyboard is a traditional Braille keyboard, but is also a flap you can flip open to reveal the top face of your BrailleNote Touch. It is kept closed magnetically to prevent it from opening accidentally. On the left side of your physical keyboard, closer to the front edge, is a flat protruding area that makes it easier to reveal the touch screen.

Note: It is recommended that the BrailleNote Touch be put in standby mode prior to inserting it into or removing it from the carrying case. To do this, simply tap the power button when the device is turned on and the Braille cells will disappear. It is now safe to insert into or remove from the carrying case.

1.3.2 Top Face of BrailleNote Touch

The top face of the BrailleNote Touch can be divided into two sections:

In the upper section is a multi-touch touchscreen surface used for Braille typing and a 7-inch LCD visual display located in the center of the surface. You can identify the visual portion of this touch surface with four tactile lines on the edge of the touch surface. Two of these tactile lines are located at the top of the screen, near the rear edge of your tablet, and two are at the bottom of the screen, just above the Braille display. These tactile lines mark the four corners of the visual section. Even though the visual portion does not cover the entire glass surface, the entire glass space is still touch sensitive, meaning that the entire surface can be used to type Braille.

The lower section of the top face consists of a refreshable Braille display containing 32 or 18 Braille cells and their associated cursor routing buttons. Each raised round button, the cursor routing button, is connected to the cell directly below it. When you are editing text, pressing one of these cursor routing buttons will move the editing cursor to its associated Braille cell. When you are not editing text, any cursor button will function to activate a selected item.

On the left and right sides of the Braille cells are the Internal Stereo Speakers (2).

An internal microphone is located on the right of the Braille display, just below the right stereo speaker.

1.3.3 Left Edge of BrailleNote Touch

On the left side of your BrailleNote Touch, near the top corner, is a micro USB port. You may plug the micro USB cable to this port and the other end to a USB port on a computer to transfer content between the computer and the tablet. While connected to the computer, the battery will also recharge, but charging from the computer USB may be slower or the tablet may not charge at all depending on the amount of power supplied by the computer. The most effective way to charge your Touch is to use the micro USB cable connected to the included power adaptor, which is connected to the power outlet.

Below the micro USB port is the green LED indicator. Below the green LED indicator is the oval-shaped Power Button, used to power the tablet on and off.

Below the Power button are the Volume Up and Volume Down Buttons.

1.3.4 Right Edge of BrailleNote Touch

On the right side of BrailleNote Touch, near the top corner, is the microphone jack, which can be used to connect an external stereo or mono microphone, or line-in equipment.

Below the microphone jack is the headphone jack, which can be used to connect headphones or external speakers and audio line-out equipment.

Below the headphone jack is the Shutter Button, which can be used for recording, taking snapshots with the Camera and as a Play/Stop button in Victor Reader.

1.3.5 Rear Edge of BrailleNote Touch

Near the left corner of the rear edge is a USB port. Use this port to access content on USB flash drives, hard drives and other MSC devices (Camera, MP3 players, etc.). Next to the USB port is the S D HC slot. This slot allows you to utilize storage on S D cards up to 32 GB in size. To the right of the S D card slot is the HDMI port used to connect your Touch to an external monitor or TV for video output (no audio). The rightmost port is the Keyboard port and is the connection point for the Braille keyboard cover.

1.3.6 Front Edge of BrailleNote Touch

At the Front edge of the tablet are 7 buttons. The first two buttons and the last two buttons are BrailleNote's familiar thumb keys. From left to right, the thumb keys are Previous, Left, Right, and Next. In the middle are three buttons. The left button shaped like a triangle is the Back button, and is used to return to your previous screen or step. The middle button shaped like a circle is your Home button and is used to return to your Main menu. The right button shaped like a square is the Context menu button and is used to access BrailleNote Touch's Context menu. Pressing and holding this Context menu button can be used to navigate through your recently used applications.

1.3.7 Bottom Side of BrailleNote Touch

A camera and two LED lights are located on the back side of the BrailleNote. The camera is located in the center top of the BrailleNote, with the two led lights located closer to the edges on the left and right side of the camera, inside circular hollow areas.

The battery compartment is also located on the back of the BrailleNote, just below the camera and led lights. You will feel it has a rectangular shape spanning almost the entire length of the tablet, with a hollow area on the bottom side. On the left and right sides of this hollow area, somewhat closer to the edges of your BrailleNote, are two battery release latches. You can remove the battery of your BrailleNote Touch by simply sliding these two latches outwards simultaneously.

Once the battery is removed, you have access to the internal S D card – the heart of your BrailleNote Touch. Do not tamper with the internal S D card or use it in a PC or another device, as this can cause

irreparable damage to your device. You can, however, use your S D card in another BrailleNote Touch and all your data and settings will follow.

Warning: Tampering with your internal S D card or inserting it in another device is not covered under the device repair warranty and can result in the device needing to be repaired by HumanWare, or the purchase of a replacement internal storage card.

1.3.8 Bluetooth

The BrailleNote Touch features an internal Bluetooth interface.

1.3.9 Wi-Fi

The BrailleNote Touch features an internal Wi-Fi B/G/N interface.

2 Setting Up

2.1 Setting Up your System

Press and hold the Power button. You will feel a quick vibration and will see “Starting KeySoft” on the Braille display, with a progress representation. After a few minutes for first boot, you will be welcomed with a language selection screen and an interaction Wizard that will help you get started with your BrailleNote Touch. The Wizard will help you familiarize yourself with the more common features of your BrailleNote Touch. Below are a few helpful commands you should memorize that will help you use your tablet more efficiently. For a thorough list of commands, please refer to the Command Summary located at the end of this guide.

2.2 Recharging your system

To recharge your system, plug in the micro USB connector of your recharge cable into the micro USB port located in the rear of the left edge of your BrailleNote Touch. The two small hooks on the micro USB connector need to be facing down.

If this isn't already done, plug in the USB connector of your recharge cable into the power adaptor, then plug the power adaptor into a power outlet.

Alternatively, you can plug your USB connector into a computer, but note that this method of charging is slower than charging with a power adaptor.

2.2.1 Maximizing operating efficiency

In a working situation where you need your BrailleNote Touch intermittently, you can enter Standby mode when you are not using your tablet by pressing the Power button. The screen will power off.

You can exit Standby mode by pressing the Power button again.

If you will not be using your tablet for the next few days, it is recommended that you power it off by pressing and holding the Power button and selecting Power off.

2.3 Basic Commands

Enter key: DOT 8 (Activates a selected item, also used in some commands)

Backspace key: DOT 7 (Delete the letter to the left of your cursor when editing, also used in some commands)

Navigate to previous item: Previous thumb key (far left one)
or BACKSPACE

Next item: Next thumb key (far right one) or SPACE

Main Menu: Home button or SPACE with DOTS 1 2 3 4 5 6

Braille panning Left: Left thumb key (Scroll Braille text left)

Braille panning Right: Right thumb key (Scroll Braille text right)

Exit current item: Back button or SPACE with E (Exits the menu/application you are currently in)

Options: SPACE with O (Opens the KeySoft options menu)

Information: SPACE with I at main menu (Displays useful information related to your device)

Context menu: Context menu or SPACE with M (A dynamic options menu that changes based on your location)

Context Help screen: SPACE with H (Provides useful tips about navigating in your current app or location)

Repeat: SPACE with R (Makes the BrailleNote Touch repeat what was said last)

Turn speech on/off: SPACE with Previous thumb key (Toggles between speech on and off)

Turn visual display on/off: SPACE with Next thumb key (Turns the screen on or off)

Display current date: ENTER with D (Touch will display and say the current date)

Display current time: ENTER with T (Touch will display and say the current time)

Change navigation level: SPACE with T (Changes the navigation level of your current navigation)

Navigate to previous navigation element: SPACE with DOTS 1 3 (Moves your editing cursor or focus to the previous element according to the current navigation level)

Navigate to next navigation element: SPACE with DOTS 4 6 (Moves your editing cursor or focus to the next element according to the current navigation level)

Eject external storage: ENTER with E (Safely eject an S D card or USB media from your BrailleNote Touch)

Stop Speech: Backspace with Enter (Stops the BrailleNote Touch's speech while speaking.)

Note: All commands which involve ENTER or BACKSPACE must have the SPACE BAR added to them when you are using computer Braille.

Note: The Previous, Left, Right and Next thumb keys can be configured in the Keyboard Settings under Configure Thumb Keys in the Options menu.

2.4 Standby mode and powering your System On and Off

2.4.1 Powering On/Off

When you know you won't be using your BrailleNote Touch for some time, it may be better to turn it off completely to preserve your battery. To do so, simply press and hold the power button for approximately 3 seconds. Your device will ask you to confirm, and will then shut down completely.

Similarly, to start your device when it is powered off, press and hold the power button for approximately 3 seconds. You will feel a quick vibration and see "Starting KeySoft" on your Braille display. After some time, you will be directed to the unlock screen. Simply select Unlock with your thumb keys and unlock your device with ENTER or by pressing one of the cursor buttons.

Note: If typing on the touchscreen, you must do a finger recognition on your virtual keyboard before unlocking your screen with ENTER. To start finger recognition, simply put your ten fingers on the screen until you feel a short vibration. A quick way to unlock your Touch is with the SPACE with U keyboard shortcut on the lock screen.

Note: On some occasions, you may feel a long vibration instead of a short vibration when completing finger recognition on your keyboard. This means that your BrailleNote Touch was unable to recognize your fingers. When this occurs, simply lift your fingers so they are no longer touching the screen and try restarting finger recognition.

2.4.2 Standby mode

The BrailleNote Touch gives you the possibility to put your device in standby mode. Standby mode is a quick and easy way to preserve the battery when you only want to stop using your BrailleNote Touch for a short period of time. Standby mode is the most common state the BrailleNote Touch will be in on a daily basis when not being used.

To enter standby mode, simply do a short press on the Power button. You will hear "Screen Off" to confirm that the Touch has gone into standby mode, and the Braille will disappear. To "wake" your device, simply do a short press on the Power button when your device is in standby mode.

2.5 Interactive Wizard

2.5.1 KeySoft Wizard

When turning on your Touch for the first time, you will be presented with a language selection screen. Using the Next thumb key, cycle through the list of languages, select your language, and press Enter. You will then be presented with the KeySoft start-up wizard in your selected language. Press Back to return to the language selection screen if necessary. This interactive wizard will give you a physical description of your device, guide you through setting up your system and teach you the common gestures and commands to operate your Touch.

Note that you can skip certain parts of the wizard by pressing the Previous or Next thumb keys until you find the Next button on the screen. Once you have found it, click on a cursor routing button to activate it, or skip the wizard entirely by activating the Exit tutorial button.

Note: This wizard can be revisited at any time by going into the Miscellaneous Settings section of the KeySoft options menu, and then selecting Launch tutorial.

2.5.2 Android Wizard

When the KeySoft Wizard is completed, the Android wizard should automatically start. You will be prompted to enter your Google credentials and WI-FI requirements. Once the wizard is completed, you should find yourself in the KeySoft Main Menu. Please note that a Google account is required for many functionalities on your BrailleNote Touch. Creating a Google account requires the user to enter CAPTCHA characters. This section is not accessible to blind users and may require the assistance of a sighted person.

Note: BrailleNote Touch is an authorized Google device, so many of its functionalities depend on Google credentials, similar to standard tablets and smart phones.

By default, a compact TTS voice is installed on your Touch. After completing the Android Wizard, you will receive a notification asking you if you want to install a higher quality version of that voice. Select “Yes, download now” to download it now. Select your voice and press Enter. The BrailleNote Touch will ask you if you want to replace your compact voice by your selected voice, select Yes to confirm and press Enter. The download progress in percentage will be displayed. To skip this and be asked to download the higher quality voice the next time you restart your Touch, select “No, download later”.

2.6 Managing language profiles and voices

You can manage your language profiles from the Options menu. To access the Options menu, press Space with O.

2.6.1 Configuring, adding, and deleting language profiles

To configure your language profiles, select the option “Configure Language Profiles” in the Options menu and press Enter. You will be presented with a list containing your language profiles. Select the one you wish to configure and press Enter. You will be able to configure its name, TTS engine, voice, speech rate, and speech volume. You will also be able to listen to an example, configure additional TTS settings, and select your preferred Braille Grade for entry and for display. Press Enter on one of these options to see all the choices and select a value. Press Back to return to the profile configuration screen. Press Back again to go to the profiles list.

To create a new language profile, select the option “Add additional language profile” and press Enter. You can create up to 10 language profiles. A dialog box will prompt you to enter a name, press Enter or the Ok button to proceed. Configure your new profile as you would for an existing profile.

At the end of the profile configuration list, you will find the option “Delete profile”. Select this option to delete a language profile. You can also delete a language profile from the context menu by pressing Space with M, or by using the shortcut Backspace with Dots 2-3-5-6. Press Ok to confirm deletion. Note that you must have at least one language profile available; deleting the last language profile will not be possible. Note that deleting the active language profile is not possible; activate another language profile first, and try again.

2.6.2 Selecting a language profile

To select a language profile, select the option “Select Language Profile” in the Options menu and press Enter, and select one of your language profiles. To toggle between your language profiles, press Enter with L.

2.6.3 Adding or replacing Acapela voices

You can add or replace Acapela voices by selecting Manage voices when configuring a language profile in the voice selection or by opening the KeyUpdater app in the All applications menu. In the KeyUpdater menu, select Manage voices and press Enter. You will be prompted to select a voice to replace, or add up to 3 additional Acapela voices. Select the voice you want to replace and press Enter.

A list of all available voice languages, sorted alphabetically, will be presented to you. Select a language and press Enter. Select the voice you want to add and press Enter. You will be prompted to replace the existing voice by the new voice. Press Yes to confirm, or No to cancel. If you select Yes, the voice will be installed on your Touch.

Note: If you want to replace the default installed voice, you will be restricted to voices in your system language. If you selected English US in the language selection list when setting up your Touch for the first time, the list of voices will be restricted to English.

To add an additional voice, select Add another voice in the Manage voices menu and press Enter. The BrailleNote Touch supports a maximum of 4 voices. A list of all available voice languages will be

presented to you; select your desired language and press Enter. Select the voice you want to add and press Enter to install it.

3 Navigating on your BrailleNote Touch

When using the touchscreen, the BrailleNote Touch features two navigation modes: Explore by Touch, and TouchBraille. You can toggle between these two modes by simply pressing the Previous thumb key and the Next thumb key together. When using the physical keyboard, navigation and commands are the same as with TouchBraille.

Explore by touch mode allows you to use your BrailleNote touch similar to the way you would use a traditional tablet.

TouchBraille mode gives you much more control and efficiency over your BrailleNote Touch. In TouchBraille mode, navigation and actions are done through a series of keyboard shortcuts and first letter navigation, explained in the following sections.

In both modes, you can navigate through lists with the Previous, Left, Right, and Next thumb keys. Whenever you reach the end or beginning of a list with the thumb keys, you will be notified with an audio sound and will feel either “Top” or “Bottom” on your Braille display. Pressing the thumb key again will bring you back to the beginning or the end of the list, depending on which side you have reached.

3.1 TouchBraille Virtual Keyboard

One of the BrailleNote Touch’s most exciting capabilities is the fact you can start typing directly on the touchscreen, just like you would with a traditional Braille keyboard. This is called TouchBraille. With TouchBraille, you can do anything you would with a traditional physical Braille keyboard. All references to keyboard actions or commands throughout this guide will therefore apply both to the TouchBraille and physical keyboards.

To use the TouchBraille keyboard, rest your wrists on the front edge of your Touch, just below the Braille display, until you find a position comfortable for typing, while keeping your fingers slightly above the screen. Then, place all ten fingers on your screen until you feel a short vibration. This vibration indicates that your BrailleNote Touch has recognized your fingers’ position. After feeling the finger recognition vibration, lift your fingers slightly off the screen and at this point, you can type on your screen the same way you would type with a traditional physical Braille keyboard, with the added advantage that TouchBraille is almost completely silent, and you do not need to raise your fingers much off the screen as there is barely any force required to type with TouchBraille.

Note: You will need to restart finger recognition on your BrailleNote Touch if you change your typing position. Finger recognition takes barely a second so it is better to restart finger recognition often to ensure you feel confident in your typing.

3.2 TouchBraille Mode Description

The keyboard mode, also called TouchBraille mode, is the most efficient way to use your BrailleNote Touch. Every action on your BrailleNote can be done in keyboard mode, whether you are using the virtual keyboard or the physical keyboard.

If you are unsure whether you are in TouchBraille mode or Explore by Touch mode, press the Previous and Next thumb keys simultaneously to toggle modes.

3.2.1 Keyboard shortcuts

Many actions on your BrailleNote Touch can be completed using commands, also known as shortcuts. These shortcuts can be executed by pressing a combination of keys on your physical or virtual keyboard, as long as you are in TouchBraille mode. Often, these shortcuts combine the first letter of the command (or specific dots if this letter is already taken) together with BACKSPACE, ENTER, and/or the SPACE BAR.

For example, the shortcut to open the context menu is SPACE with M, the letter M being the first letter of “Menu”. Knowing this, to open the context menu, you first need to complete finger recognition on your touch screen by placing all ten fingers on your screen until you feel a short vibration. You then need to type the letter M together with the SPACE BAR. The command will only be executed when you remove your fingers from the screen, so don’t worry if you’re not able to place all the correct fingers on the screen at once.

Note: Commands which involve ENTER or BACKSPACE that would normally type a character must have the SPACE BAR added to them when you are using computer Braille. For example, if you wanted to use the shortcut BACKSPACE with C, you would need to add the SPACEBAR to the command, since BACKSPACE with C is the combination used to type a capital C in computer Braille. The command BACKSPACE with C would in reality be BACKSPACE with SPACEBAR and C. On the other hand, if you wanted to type the shortcut ENTER with N, you would not need to add the SPACEBAR, since ENTER with N is not a combination used to type a character in computer Braille.

You can toggle between literary and computer Braille by pressing BACKSPACE with SPACE and G together.

The following is a list of the most commonly used navigation shortcuts when using your BrailleNote Touch:

Navigate to next item: SPACE or SPACE with DOT 4

Navigate to previous item: BACKSPACE or SPACE with DOT 1

Go to Main Menu: SPACE with DOTS 1 2 3 4 5 6

Exit your current window: SPACE with E

Enter or Activate selected item: DOT 8

Open the recent apps list: SPACE with DOTS 2 3 5

3.2.2 First letter navigation

When Using TouchBraille, you can at any time jump to an item by typing the first letter of that item. Doing so will automatically move your focus to the first item starting with that letter. Typing the same letter twice will bring you to the second item starting with that letter, and so on.

Note that KeySoft apps found on your main menu are optimized for first letter navigation. This means that regardless of whether an item is on the visual screen or not, it can be found with first letter navigation. However, when using first letter navigation in a downloaded or 3rd party app, you will be limited to the items found on the visual screen. In a 3rd party app you can scroll the visual screen down or up by pressing Enter with DOTS 3 4 5, or Enter with DOTS 1 2 6.

3.3 Explore by Touch Mode Description

Explore by touch is a mode offered in your BrailleNote Touch that, with the help of audio cues, allows you to navigate through the interface using your fingers, just like you would with a traditional tablet or smartphone. Explore by touch mode can be accessed by simultaneously pressing the Previous and Next thumb keys. You can return to TouchBraille mode by pressing the Previous and Next thumb keys again.

3.3.1 Gesture description

Explore by touch conveniently uses gestures that smartphone and tablet users will be familiar with.

Select item: Touch item with one finger

Activate selected item: Double tap screen with one finger

Long press an item: Double tap and hold your finger on the screen

Navigate to next item: Swipe right with one finger on the screen

Navigate to previous item: Swipe left with one finger on the screen

Scroll list: Slide up or down with two fingers on your screen

3.3.2 Navigating through a list of items

To use explore by touch, simply touch anywhere on the screen with one finger. Doing so will select the item located underneath it. This item will be read out loud by your BrailleNote Touch and written on the Braille display. Slide your finger on the screen to go from one item to another until you have selected the item you are looking for. Alternatively you can swipe your finger quickly right or left to jump to the next or previous item.

In certain cases, when there are too many items to fit on the screen, you may need to scroll the item list up and down. To do so, simply swipe two fingers upwards or downwards on your screen.

3.3.3 Activating a selected item

To activate a selected item, simply double tap on your screen.

Alternatively, you can press on any of the cursor routing buttons.

When the item selected is an edit box, activating it will enter Edit mode and temporarily activate the TouchBraille keyboard until the edit box is unselected. You will then be using explore by touch again.

3.4 Edit Mode

If you want to type information into an edit box or form, you will first need to activate edit mode. Similar to Forms mode used by many screen readers, simply press ENTER or double tap on an edit box. You will hear a rising tone to signify that edit mode is active, you will also see the Braille cursor appear between the edit box brackets on your Braille display. Note that if you are exploring the screen and double tap on an edit box, TouchBraille will automatically be activated and you can immediately begin typing. Type your information into the edit box and, when finished, you can easily leave edit mode by pressing the exit command or button (SPACE with E, or the Back button). Even easier, you can simply navigate to the next or previous item using your Next or Previous thumb keys. Edit mode will be disabled automatically and you can use first letter navigation again.

Note that if you had previously been using explore mode to double tap on an edit box, Touch Braille will be deactivated when you leave edit mode so you can continue exploring the screen with your finger.

If you have multiple edit boxes to fill, often time's apps will allow you to press enter to jump directly to the next edit box in the form, keeping you efficiently editing. You can quickly check what the enter key will do in an edit box by using your contextual help command.

3.5 Visual display

Your BrailleNote Touch features a screen that displays everything you are doing on your Touch. This screen is particularly useful for sighted teachers or colleagues.

For privacy reasons however, you may wish to turn off the visual display to keep your tablet away from prying eyes. The visual display is also what uses most of the battery resources, so it can be a good idea to keep it off if no sighted person will be using your BrailleNote Touch.

To turn off the visual display, hold down the Next thumb key and press SPACE. You should receive audio confirmation that the visual display is now off. Your Touch will function normally, but nothing will be displayed.

To turn the visual display back on, hold down once again the Next thumb key and press SPACE.

3.6 Text-to-speech

As you learn to use your BrailleNote Touch, you will notice that most of what you do is followed with the audio feedback of a Text-to-Speech engine (TTS) called BrailleNote Touch Acapela.

It will also inform you whenever a prompt appears on your Touch.

As you get used to using your Touch, you may want to stop the TTS while it is speaking. To do so, simply press the ENTER and BACKSPACE keys simultaneously when the TTS is speaking. Note that this is temporary and only applies to a single occurrence of speech.

You may also want the TTS to repeat what it just said. You can do so by pressing SPACE with R.

You can increase or decrease the volume of your TTS with the two volume buttons located on the left edge of your BrailleNote Touch.

Note that Braille Note Touch has two different volume levels, the music volume which includes the TTS, navigation sounds and music playback, and Notification volume, which is the volume of the sounds set to occur when notifications play. You can raise or lower the music volume individually by pressing ENTER with DOT 4 or 1, and to raise or lower the notification volume individually, you can press ENTER with DOT 5 or 2.

You can also turn off the TTS entirely by holding the Previous thumb key and pressing SPACE.

To turn the TTS back on, hold down once again the Previous thumb key and press SPACE.

Note: You will only receive audio confirmation when turning the TTS on.

3.7 Navigation Level

The navigation level describes the way your cursor moves when you type the “Navigate to previous navigation element” (SPACE with DOTS 1 3) or “Navigate to next navigation element” (SPACE with DOTS 4 6) commands. Navigating through a large portion of text can sometimes be tedious, so being able to change the level of speed and precision on the fly can make navigation a lot simpler.

For example, if your navigation level is set to “word”, you will scroll one word at a time each time you type SPACE with DOTS 4 6. Following the same logic, if the navigation level is set to paragraph, typing SPACE with DOTS 4 6 will have your cursor move to the next paragraph, and so on.

You can change your navigation level almost everywhere in your BrailleNote Touch’s interface by pressing SPACE with T. Note that the navigation level options vary based on what you are doing at that time. For example, if you are editing text you may have more navigation levels than if you were browsing the web, etc.

When editing text, the following navigation levels are available: Default, Characters, Words, Lines, Paragraphs, Pages.

3.8 Format indicators

Text often contains special visual formatting that cannot be rendered on a Braille display.

To accommodate this formatting, BrailleNote Touch includes format indicators which identifies when there are changes in text formatting.

The following are general formatting indicators that appear in all KeySoft applications:

Edit box: DOTS 1 2 3 4 7 8, Space, DOTS 1 4 5 6 7 8 ⠠⠠

Radio button unchecked: DOTS 2 4 5 6, Space, DOTS 1 2 3 5 ⠠⠠

Radio button checked: DOTS 2 4 5 6, DOTS 1 2 3 4 5 6, DOTS 1 2 3 5 ·:~:~:~

Check box unchecked: DOTS 1 2 3, Space, DOTS 1 2 3 Label : : ~

Check box (checked): DOTS 1 2 3, DOTS 1 2 3 4 5 6, DOTS 1 2 3 Label : : ~

Button: \$bt

Notification: (n) ::~:~:~

Link: DOTS 2 4 6, Link name, DOTS 1 3 5 ·:~:~

The following indicators appear in KeyWord only:

New Line: \$p

New Page: \$f

Tab: \$t

Table Start: \$tb

Table End: \$t

Table Row Start: \$trs

Table Row End: \$tre

Table Cell Start: \$tds

Table Cell End: \$tde

Center Aligned: \$c

Right Aligned: \$r

Justified: \$j

Heading Style: \$h

Heading Level 1: \$h1

Heading Level 2: \$h2

Heading Level 3: \$h3

Heading Level 4: \$h4

Heading Level 5: \$h5

Heading Level 6: \$h6

Font Start: \$fs

Font End: \$fe

List Item: \$li

Link start: \$ dots 2 4 6

Link end: \$ dots 1 3 5

3.9 Connecting to Wi-Fi

The quickest way to connect to a Wi-Fi network is by accessing the Quick Settings by typing ENTER with Q, then navigating to and activating the Wi-Fi item. This will take you to the Wi-Fi configuration screen where you can select and connect to one of the Wi-Fi networks detected by your BrailleNote Touch.

In the Wi-Fi configuration menu, start by making sure that the Wi-Fi switch, the second item, is set to on. Otherwise, no network will be detected by your BrailleNote Touch. Navigate right using the thumb keys until you find the network you want to connect to, then activate the network using any cursor routing button or by pressing ENTER.

You will be directed to the network connection screen that gives you information about the network to which you are about to connect. Enter the network password in the password edit box. Navigate to and activate the Connect button.

Give your BrailleNote Touch some time to connect to the network.

3.9.1 Connectivity information

To view your connectivity information such as Wi-Fi and Bluetooth status or your signal strength, type ENTER with DOTS 3 4.

3.10 External Storage

The BrailleNote Touch allows for the use of external storage devices, such as an S D card or USB stick.

IMPORTANT: You must safely unmount, or eject, your S D card or USB stick before physically removing it from your BrailleNote Touch. To safely eject your S D card or USB stick, type ENTER with E, select and activate the type of storage device you wish to remove (S D card or USB stick), then wait for the confirmation message. It is now safe to remove your external storage device.

Note: If you unmount an external storage device, but decide to not physically remove it, it will no longer be detected by your BrailleNote Touch. To make your BrailleNote Touch detect an unmounted external storage device, press ENTER with E, then select the unmounted storage device. Alternatively, you can simply remove it and then re-insert it into your BrailleNote Touch.

4 Main Menu

4.1 KeySoft Main Menu Description

KeySoft is the heart of your BrailleNote Touch, supporting all applications that are built in your tablet. KeySoft's main menu gives you access to the most often used applications, such as the word processor, e-mail client, Internet browser, etc.

The Main menu contains the following items:

Word Processor: KeyWord

Email: KeyMail

Internet: KeyWeb

Contacts: KeyList

Planner: KeyPlan

File Manager: KeyFiles

Calculator: KeyCalc

VictorReader

Play Store

KNFB Reader

Braille Terminal

All applications

4.2 Launching the Main Menu

The KeySoft Main menu is your Touch's default screen. From the main menu, you can access all KeySoft applications. When you start your BrailleNote Touch or close an application, you automatically return to this menu.

You can at any time return to the main menu by simply pressing the Home button on your Touch (the button shaped like a circle located on the front edge of your Touch, in the middle). Alternatively, you can use the Go to Main Menu command on the keyboard by pressing SPACE with DOTS 1 2 3 4 5 6. Upon reaching the Main Menu, Touch will read "Main Menu" – this will also be written on the Braille display.

4.3 Navigating in the Main Menu

When using TouchBraille, you can scroll through any menu using the Previous and Next thumb keys located on the front edge of your BrailleNote Touch. Alternatively, you can press SPACE to navigate to the next item and BACKSPACE to navigate to the previous item.

To navigate in the main menu using Explore by Touch, simply move your finger over each choice. Each item will be read out loud and displayed on the Braille display as you hover over them.

Note: Visually there is a red border over the selected item showing the current focus.

4.4 Opening Menu Items

To launch a selected item, press on any cursor routing button, or press ENTER if you are in TouchBraille mode. Double tap the screen if you are in Explore by Touch mode.

4.5 Access to Running Applications

At some point, you may wish to return to an application you recently used and did not close. These applications are still running so you can quickly return to them without having to reopen them through the main menu.

To access a running application, simply press and hold the Contextual menu button, the square button in the middle of your Touch's front edge, or type SPACE with DOTS 2 3 5. Navigate to the app you wish to open with your thumb keys, then press ENTER or a cursor routing button.

While in the recent apps list you can close a specific app completely by navigating to it and pressing the keyboard shortcut of BACKSPACE with C. To close all apps in the recent apps screen, simply navigate to the "Clear All" button and activate it with a router key or by pressing enter. Note that this will completely close any open apps and return you to the main menu.

You can view additional information about an application in your recent apps list by navigating to it and pressing BACKSPACE with L on your Braille keyboard or by performing a long press (double tap and hold with one finger when using explore by touch), then navigating to and selecting App info. You will be directed to the "App info" screen where you will find a significant amount of information about the selected application, such as the version number, memory usage, permissions, etc., as well as some additional options for your application. For apps you have downloaded, this screen is the easiest way to uninstall them from your BrailleNote.

4.6 Accessing All Applications

The "All Applications" item takes you to a new menu called "Main Menu All Apps". This menu lists every application that has been installed on your BrailleNote Touch, including those you have downloaded from the Google PlayStore.

To access all applications, type the letter A or navigate to the "All applications" item by pressing SPACE or the "Next" thumb key, then activate the item with a press of a cursor routing button or ENTER.

To leave All Applications and return to the Main Menu, press the Back button or SPACE with E.

5 Other Menus and Help

5.1 Contextual Menu

The Contextual Menu lists all available actions for the KeySoft application you are currently working in as well as their associated commands. It can be very useful when you forget how to do a specific command.

To access the Contextual Menu from most KeySoft apps, press SPACE with M, or press the Contextual menu button (the square button on the front edge of your Touch).

From the context menu, press the Next or Previous command or thumb keys to scroll through the available options.

To exit the context menu, simply press the Back button or SPACE with E. Note that not every screen or app has a context menu available.

Note: Accessing the Context menu from the KeySoft Main Menu will give you an easier access to the app info of the selected application. This is useful when you want to know the version number of a specific application.

5.2 Contextual Help

Contextual Help is a feature designed to help you find useful information about how to use your BrailleNote Touch according to the current context. Contextual Help will provide you with a description of the context, list the commands you can do on a particular item, and explain how to execute them. If you ever find yourself stuck and aren't quite sure what to do, access contextual help and you may just find the answer you're looking for.

To access contextual help, press SPACE with H on your Braille keyboard. "Contextual help" will be read by your Touch and written on the Braille display.

From the contextual help menu, press the Next or Previous command or thumb keys to scroll through the help topics.

To exit the contextual help menu, simply press the Back button or SPACE with E.

5.3 Notification Shade

The BrailleNote Touch features a notification Shade that provides you with general information such as date and time, Wi-Fi signal and battery level. It also logs events that occur on your BrailleNote Touch, such as when you complete a download or when a system update is available. You can access the notification Shade by typing ENTER with N. You can navigate through the notification pane and activate items just like you would with any menu.

5.4 Launching the User Guide

If you would like to read the user guide for your BrailleNote Touch on the device, this can be accessed in the options menu under User Guide. Type SPACE with O to access the Options menu then you can quickly type a U to jump to the User Guide option and press enter. Alternatively you can manually navigate to and activate the User Guide item.

5.5 Screen Describer

Screen Describer is a useful feature that lists all element shown on the visual display at any given moment. Additionally, you can select the element of your choice from the screen by selecting it in the Screen Describer list.

To open the Screen Describer, press BACKSPACE with H.

Navigate through the Screen Describer list by using the thumb keys and activate the element of your choice to select it.

All other functions on your Touch are disabled when you are in the Screen Describer window. Exit key describer by pressing the Back button or SPACE with E.

5.6 Troubleshooting

5.6.1 BrailleNote Touch does not power on

Press and hold the Power button. If your BrailleNote still does not turn on, your battery may need recharging.

Connect the provided USB cable with the power supply into a power outlet or just the USB cable into a running computer. If the battery was completely discharged, it may take a few minutes before the device shows any signs of activity.

Refer to Chapter 17 for additional details.

5.6.2 There is no visual display

If your tablet is working but there is no image on the screen, the visual display may have been turned off. You can easily turn it back on by pressing SPACE with the Next thumb key. If the visual display was turned off, you should hear and read a message saying: visual display on.

5.6.3 There is no text-to-speech

If you can hear all sounds from your BrailleNote except for the text-to-speech voice, speech may have been turned off. You can easily turn it back on by typing SPACE with the Previous thumb key. If you hear nothing at all, ensure your music volume level is up higher than 0. Turn up the volume by using the volume keys on the side of your BrailleNote, or press ENTER with DOT 4 repeatedly.

5.6.4 Other problems

If you find yourself with a problem you can't seem to resolve, try restarting your BrailleNote Touch normally.

If you are unable to power off normally, or if your BrailleNote Touch is frozen, press and hold the power button for 10 seconds to perform a hard shutdown. Once your BrailleNote Touch is shut down, power it on again to see if the problem is resolved.

If the problem is not resolved, please contact technical support at the following numbers or email addresses:

Global: support@humanware.com

North America: 1 800 722-3393

us.support@humanware.com

Europe: (0044) 1933 415 800

eu.support@humanware.com

Australia / Asia: (02) 9686 2600

au.sales@humanware.com

6 Editing a document with KeyWord

6.1 Launching KeyWord

To launch KeyWord, access the main menu, Press W or Navigate to Word Processor: KeyWord, then press ENTER or one of the cursor routing buttons.

6.2 Creating a document

From the KeyWord menu, navigate to and activate the Create menu item. You should see your cursor in a blank document.

6.3 Opening documents

KeyWord can open the following file types: DOC, DOCX, and RTF.

From the KeyWord menu, select Open. The file manager will appear allowing you to navigate to your desired folder and file. To activate the desired file or folder simply press a cursor router button or ENTER. To go back a folder level, simply press the Back button on the front edge of your Touch or SPACE with E. After you select a file to open, you will receive a message indicating the name of the document you are opening, and the first line of text will be displayed on the Braille display.

If you are unsure which document you are reading, press SPACE with I to display document information.

6.4 Editing a document

6.4.1 Writing text

After creating or opening a document, you will be in edit mode by default. You can simply start writing on your Braille keyboard in the Braille grade of your choice, computer Braille or literary Braille.

Type BACKSPACE with G to change between Braille grades.

6.4.2 Navigating in your document

KeyWord features many commands that will help you efficiently navigate through your documents.

Move to top of document: SPACE with DOTS 1 2 3

Move to bottom of document: SPACE with DOTS 4 5 6

Move to previous character: SPACE with DOT 3

Move to next character: SPACE with DOT 6

Move to previous word: SPACE with DOT 2

Move to next word: SPACE with DOT 5

Move to previous line: SPACE with DOT 1 or Previous thumb key

Move to next line: SPACE with DOT 4 or Next thumb key

Move to previous paragraph: SPACE with DOTS 2 3

Move to next paragraph: SPACE with DOTS 5 6

Beginning of line (Home): ENTER with DOTS 1 3

End of line (End): ENTER with DOTS 4 6

Braille panning left: Left thumb key

Braille panning right: Right thumb key

Change navigation level: SPACE with T

Navigate to next navigation element: SPACE with DOTS 4 6

Navigate to previous navigation element: SPACE with DOTS 1 3

6.4.3 Editing a text selection

When editing text, you can identify the location of your editing cursor by locating the DOTS 7 and 8 that are risen on your Braille display. Any letter you type will appear to the left of your editing cursor, and typing backspace will delete the letter located to the left of your editing cursor. When using Computer Braille, the cursor is represented by DOT 8.

To select text, place your cursor where you wish to begin your selection, then press ENTER with S. This will activate selection mode. In selection mode, the Braille display's editing cursor will "flash" repeatedly.

Move your cursor to the location you wish to end your selection, then press ENTER with S once again to finish your selection. Your next action will affect the text you have selected. Your selected text will be “underlined” on your Braille display with DOTS 7 and 8.

You can select all the text by pressing ENTER with DOTS 1 2 3 4 5 6.

There are many ways you can change text you have selected. For a thorough list of commands that can affect your text, such as alignment and font, press SPACE with M or press the square Contextual menu button down for the KeyWord Context menu or refer to the command summary located at the Appendix A of this guide.

6.4.4 Deleting text

To delete the letter left of your cursor, type BACKSPACE.

BACKSPACE will also delete any text that is highlighted.

To delete the current character, type BACKSPACE with DOTS 3 6.

To delete the word just before your editing cursor, type BACKSPACE with DOT 2.

To delete the word on which your editing cursor is located, type BACKSPACE with DOTS 2 5.

To delete everything from your editing cursor to the end of the line, type BACKSPACE with C.

To delete everything from your editing cursor to the end of the document, type BACKSPACE with DOTS 4 5 6.

6.5 Reading a document continuously using speech

When you are in a document, you can ask KeyWord to read everything that follows your editing cursor with the Read all command: SPACE with G, for “Go”.

You can stop your BrailleNote Touch from reading by pressing BACKSPACE with ENTER.

6.5.1 Reading mode

Keyword features a “Reading mode” useful when you just want to read text and avoid modifying it by accident. When reading a document in Reading mode, editing of the text is locked, but commands can still be performed.

To toggle between Reading mode and editing mode, simply press SPACE with X in an open document, or access the Context menu with SPACE with M in an open document, select and activate File functions, then select and activate Enable reading mode.

6.6 Spell checking a document

To spell check a document, type SPACE with DOTS 1 6 while you are editing your document.

If you only wish to spell check a certain part of the document, select the part of the document you wish to spell check then type SPACE with DOTS 1 6.

A window will pop up displaying one by one each error found by KeySoft as well as its surrounding context.

You will be brought to an edit box containing the word KeyWord identified as an error. You can manually change this word in this edit box if you wish to correct it.

Following the edit box are 5 buttons with the possible actions for this error:

The Suggestions button will provide you with a list of words proposed by the KeySoft dictionary.

The Correct button will change the original word with what you have written in the edit box.

The Ignore button will ignore this error and move to the next one.

The Ignore All button will ignore every occurrence of this mistake in your document.

The Add Word to Dictionary button will add the word to your dictionary so that it will not be seen as a misspelled word in the future.

To change the spell check language, open the KeyWord settings and select "Spell check language". Press ENTER and select a language from the list to use as the current spell checking language for all documents.

6.7 Saving and closing a document

Save your document by typing SPACE with S. If this is the first time you are saving a newly created file, you will be prompted for a file name, type and location where you want to save the file. If you open an existing file, SPACE with S will simply overwrite that existing document with your changes.

If no external drives are available, you will be prompted to select in which folder you wish to save your document. If this folder contains sub-folders, these will be listed. If the folder does not contain any sub-folder, you will be asked to name the file.

At any point in the save as window, you can save your document by pressing the SAVE button.

If you are working on a document that is already named, and wish to save the changes you made in a new document with a different name, use the "save as" command by typing BACKSPACE with S.

To close a document, use the Exit command SPACE with E.

6.8 Working in multiple documents

6.8.1 Creating a new document while editing

The Touch allows you to create a new document while editing another one. Simply access the context menu by pressing Space with M, select File functions, and select the option Create new additional document. You can also use the command Backspace with N. If your current document has not previously been saved, you will be prompted to do so before creating a new document. If it has already

been saved, your current document will be saved automatically when you create a new one, and a blank document will be opened.

To open a document while editing another one, access the context menu by pressing Space with M, select File functions, and select the option Open additional document. You can also use the command Backspace with O to open an additional document. If your current document has not previously been saved, you will be prompted to do so before opening a new document. If it has already been saved, your current document will be saved automatically when you open a new one. Select the document you wish to open from the list presented to you, and the new document will open.

6.8.2 Switching between documents

To switch between two or more previously opened documents, access the context menu by pressing Space with M, select File functions, and select the option Switch documents. You can also use the command Space with Dots 1-2-5-6 to switch documents. If your current document has not previously been saved, you will be prompted to do so before switching documents. If it has already been saved, your current document will be saved automatically when you switch to another one. Select the document you wish to switch to from the list presented to you, and the new document will open. A message will inform you of the name of the document you have switched to. When switching from a document to another, the cursor will be at the last location in your document.

For improved performance, turning on read-only mode on documents which you are not editing, will avoid needing to save the document every time it is switched from. There is no limit to the number of documents that can be open at a time, keeping in mind that the larger the documents and more documents that are open will reduce performance.

6.9 Generating Visual Preview

You may hear at times that the visual output of the KeyWord screen has black boxes or shapes on it that do not always make sense to a sighted viewer. This is because KeyWord is a Word Processor designed specifically for the Braille user. These black boxes and shapes are renderings of Braille format markers which cannot be translated into a visual representation.

There may be times when you need to show a sighted teacher or colleague a document you have worked on with the final formatting.

When this situation occurs, you can use the "Generate Preview option, which generates a temporary PDF version of your document and displays it on the screen. When a document is in preview mode, you can switch to Explore by Touch mode to allow the user to pan and magnify the document.

To generate the preview of a document, simply type ENTER with V in an opened document, or type SPACE with M, then select and activate File functions, Print to PDF.

To close the preview, press SPACE with E.

6.10 Converting a Word document to another format

Word documents can be saved to a .brf or .brl Braille file formats. From a Word document, use the Save As option by pressing BACKSPACE with S and select .brf or .brl format to convert your Word document into that format.

6.11 Embossing a document

KeyWord enables you to emboss documents with a compatible embosser such as Romeo 60, Juliet 120, and Basic-D 5, who offer direct Wi-Fi embossing. To emboss a document, you first need to configure the IP address of your embosser from the Settings menu of KeyWord.

Once the IP address is configured, select Emboss from the KeyWord menu and press ENTER. Select a word document to emboss and press ENTER.

Please note that embossing formatting and page size must be controlled on the embosser's menu and is not controllable at this point from KeyWord. Blank lines are currently not rendered by the embosser. To get the maximum functionality from your embosser, make sure the BrailleNote Touch software is up-to-date.

7 Sending an Email with KeyMail

To launch KeyMail, access the main menu, Press E or Navigate to Email: KeyMail, then press ENTER or one of the cursor routing buttons.

7.1 Setting up an email account

Upon opening KeyMail, you will be prompted to create a new email account. If you already have an email account, enter your account information in the text fields to get started. Otherwise, you will need to create an email account with a service before proceeding.

When adding an email account to your BrailleNote Touch, all email messages, appointments and contacts associated with that email will be synchronized with your Touch and available in KeyList and KeyPlan. A Google account is required for calendar synchronization.

7.2 Writing and sending emails

To compose a new email, select and activate the new message item in the KeyMail menu. You are now in the new message window, which consists of three text fields: To, Subject, and Compose mail. Your focus will be on the To text field by default, and you will already be editing in that field. You will know that you are in edit mode as you will see a cursor between the edit field brackets. In the To field, enter the email address of your email's recipients. Alternatively, you can scroll to the left and select the Select

recipient button. Upon pressing this button, you will have the option to add an email address from your contact list. You will notice that the display and speech says that computer Braille is required when editing in the “To” field. In certain types of text fields, you must use computer Braille to enter content. Remember that computer Braille uses all 8 dots, so when using computer Braille, if you want to perform traditional commands that use backspace or enter, such as backspace with C to clear a line of text, you must add the SPACE BAR to these commands to perform them. Commands which involve ENTER or BACKSPACE that would normally write a character must have the SPACE BAR added to them when you are using computer Braille.

Below the To field is the subject field where you can specify a subject for your email.

Next is the Compose mail field, where you will be writing the body of your message. Write your message.

Once you are done, press BACKSPACE with S to send your email. Alternatively, you can access the context menu for other shortcuts and functions by pressing SPACE with M.

7.2.1 Attaching a file

To attach a file when writing a message, open the context menu by typing SPACE with M. Select and activate Attach file. You will be re-directed to your file manager with a list of your BrailleNote Touch’s internal storage content. Select and activate the file you wish to attach to your email.

7.3 Reading and searching for emails

To read your emails, select Read from the KeyMail menu and press ENTER. All emails in your inbox will be listed. As you scroll through your emails, BrailleNote Touch will read the name of the sender, will tell you if the email has an attachment, and read the email’s subject and the time it was sent. To read an email, simply select it and press ENTER.

Note: When you scroll down to the bottom of your email list, you will find the “Load more” button. Press this button to load the emails that have not been loaded yet.

You can search for a specific email using the Search command by pressing SPACE with F. Type your search keyword then press ENTER.

After opening an email, BrailleNote Touch’s focus will be on the email’s body. To view the email’s header information, such as the subject, sender, send date, recipients, and attachments, scroll back once using the Previous or Back thumb keys to reach the Subject field, then scroll down the other header information using the Next or Right thumb keys.

7.3.1 Viewing attached files

If your email includes an attachment, there will be an “Open attachment view” item available in the email header, just after the “To” field. To view the attachments, select and activate the “Open attachment view” item. Alternatively, activate the Toggle view attachments item from the Context menu by pressing SPACE with M.

You will be directed to the attachments window where all the email's attachments are listed. To open or save an attachment, navigate to it, then activate it by pressing ENTER or one of the cursor routing keys.

BrailleNote Touch will ask you if you want to open or download the file. Select open to simply open the file without saving it in your internal storage. After activating the open action, BrailleNote Touch will attempt to find a KeySoft or Android application capable of opening the selected file type and ask you if you wish to open it with the application. Select and activate the application of your choice, then select and activate "Always" to always use this application to open this file type, or "Just once" to only use this application this one time. The file will open in your selected application.

If you want to save the attachment without opening it right now, select "Save" instead of "Open" after activating your attachment. The attachment will be saved in the Download folder of your internal storage.

7.4 Marking, highlighting, deleting, and other email options

Accessing the context menu of your KeyMail inbox will give you access to a wide variety of functions, such as marking your emails as read, marking them as unread, moving them, deleting them, and more.

Access the context menu using SPACE with M or by pressing the Contextual menu button.

Some keyboard shortcuts are available for the more frequently used commands:

Delete email: BACKSPACE with DOTS 2 3 5 6 (Deletes the selected email)

New message: SPACE with N (Start writing a new email)

Change email folder: ENTER with B (Lists the content of other mailbox folders (Starred, Unread, Inbox, Drafts, Sent, Trash, Junk))

Search: SPACE with F (Search for an email in your current mailbox)

Refresh: ENTER with R (Refresh the content of your mailbox to see if you have received new emails)

Mark email: BACKSPACE with L (Mark the selected email to perform commands to more than one email)

Mark/Unmark all emails: ENTER with DOTS 1 2 3 4 5 6 (Mark/Unmark all emails in a single email folder)

7.5 Deleting an email account

To delete an email account, select Settings in the KeyMail menu and press ENTER. Then, select the account you wish to delete and press ENTER. Navigate to Delete Account and press ENTER. A dialog box will prompt you to confirm deletion. Click on Yes to confirm, or No to cancel.

8 Browsing the web with KeyWeb

To launch KeyWeb, access the main menu, Press I or Navigate to Internet: KeyWeb, then press ENTER or one of the cursor routing buttons. KeyWeb, Braille Note Touch's web browser, is based on Fennec, the mobile version of Firefox. Consequently, this user guide only covers the basic functions of KeyWeb; for additional details on Firefox, KeyWeb or for troubleshooting, please visit: <https://wiki.mozilla.org/Firefox>.

8.1 General web page navigation

Like anywhere on your Touch, you can navigate in your web browser by either using your thumb keys and the Braille keyboard, or explore by touch mode.

The first element on your web browser's screen are the tabs that are currently opened. Each tab is followed with a close tab button that will close the tab it is related to upon activation.

The tabs are followed by a "New Tab" button, which you can activate to create a new tab.

Next is the Address bar, which shows the address of your current tab. If you know a URL address, you can type it in this address bar to reach the website for that address.

Alternatively, you can type in search topics into the address bar and Google will list results found for that topic.

Right of the address bar is the back button, which will bring you to the previous page.

Next is the site security button, which is used to display security information about the address you are currently on.

It is followed by the reload button. Pressing this button will force the page to reload, which is useful when pages have not properly loaded.

The next button will inform you on the number of tabs that are currently opened in your browser. When pressing this button, you will be directed to a screen that allows you to manage your opened tabs.

The next section is the main web page window that will display the content of your current web site.

8.1.1 Navigation Level in KeyWeb

Navigating by element is an alternate way of navigating through your web page, allowing you to select the specific HTML elements you are looking for instead of going through the entire page to find them. When the focus is on the Web page, you can search by the following HTML elements: headings, form elements, landmarks, list items, tabs, and links. When focus is located outside the webpage, standard navigation levels will apply.

Press SPACE with DOTS 1 3 to move to the previous navigation element and SPACE with DOTS 4 6 to move to the next navigation element.

To change navigation level, press SPACE with T.

For more information on navigation levels, please refer to [Chapter 3.7: Navigation Level](#).

8.2 Accessing a new website

To access a new Website, press ENTER with O, or select your address bar using the thumb keys. Alternatively, you could simply touch the address bar at the top of the screen if Explore by Touch is enabled. Your Touch will say “Search or enter address” once you have the address bar selected.

This field is another computer Braille field requiring you to use computer Braille to input the address. Remember that computer Braille uses all 8 dots, so when using computer Braille, if you want to perform traditional commands that use the ENTER or BACKSPACE keys, you must add the SPACE BAR to these commands to perform them. Commands which involve ENTER or BACKSPACE that would normally write a character must have the SPACE BAR added to them when you are using computer Braille. Anytime you are typing content in KeyWeb, you must use Computer Braille.

Once the address bar is focused, simply type in the address you wish to visit. If you do not have an address and simply wish to search a specific topic, simply write a word in the address bar then press enter. You will be directed to the results of that word in your default search engine.

Press SPACE with E or the Back button to return to your previous page.

You can return to your homepage at any time by typing ENTER with H.

8.3 Bookmarks menu

You can add a bookmark to pages you will be visiting often. To quickly add a bookmark for your current page, type ENTER with M.

Typing this shortcut again will delete the bookmark.

To enter the bookmark menu, type ENTER with DOTS 2 3 5.

Alternatively, you can open the context menu or use the Next command until you reach the Bookmarks menu, then press enter. The bookmark menu lists all your current bookmarks. To activate a bookmark, use the Next command until you reach the Website you wish to visit then activate it by pressing enter or a cursor routing button.

8.4 Viewing or erasing browsing history

You can access your browsing history by typing ENTER with DOTS 2 3 6 or simply scrolling to the History link in your Browser’s home page. To erase your history, scroll down to Clear browsing history then press ENTER or any cursor routing button.

8.5 Downloading files

If you press enter on a link from a web page which activates a download, you will see a notification that the download has started. All downloads are saved in the BrailleNote Touch’s internal storage under the

Downloads folder. In KeyWeb you can access the list of downloads by typing SPACE with D or accessing the downloads from the KeyWeb context menu. Remember that the KeyWeb context menu contains all functions and their associated shortcuts in KeyWeb.

9 Reading a book with VictorReader

To launch VictorReader, access the main menu, Press V or Navigate to VictorReader, then press ENTER or one of the cursor routing buttons.

VictorReader is an elaborate digital talking book player used in several other acclaimed HumanWare products, such as the Stream and Stratus. With VictorReader, you can read audio books in many popular formats, audio books, text files, and music, all from your external S D card, USB stick or internal memory in the VictorReader folder.

Victor Reader recognizes various book types which are saved in separate folder structures called Bookshelves.

The following are the book formats currently supported by VictorReader:

Daisy Talking Books

DAISY 2.x, NISO Z39.86 (DAISY 3)

Audio Books

MP3, WAV, OGG, MP4

Text books

TXT, HTML, XML

IMPORTANT: You must safely unmount, or eject, your S D card or USB stick before physically removing it from your BrailleNote Touch. To safely eject your S D card or USB stick, type ENTER with E, select and activate the type of storage device you wish to remove (S D card or USB stick), then wait for the confirmation message. It is now safe to remove your external storage device.

Note that if you own another Victor Reader product, you can simply put its S D card into the BrailleNote Touch and the Touch will immediately find the books in its Victor Reader app.

9.1 Bookshelves

BrailleNote Touch recognizes various media types that are saved in separate folder structures called Bookshelves.

To access the Bookshelf menu, type SPACE with B.

The following Bookshelves are available in the BrailleNote Touch: Talking books, Other Books, Music, Saved Podcasts, and Text Files.

For VictorReader to recognize books or media, they need to be saved in a folder with an appropriate name.

For example, for VictorReader to recognize talking books, your talking books need to be saved in a folder named “\$VRDTB” at the root of your external S D card. All talking books located inside this folder will be available in the Talking Book Bookshelf in VictorReader.

To be detected by VictorReader, other books or media types need to be inside the following folders:

Talking books (DAISY, NISO): \$VRDTB

Other books (MP3, WAV, OGG, MP4): \$VROtherBooks

Music: \$VRMusic

Saved Podcasts: \$VRPodcasts

Text Files (TXT, HTML, XML): \$VRText

9.2 Playing a book

From the bookshelf menu, select and activate your book or media category. You will be directed to a window showing all the books or media of the category you selected. Select and activate the book or media you want to read.

Your book will open with playback stopped. To start reading your book or media, press SPACE with G. To stop reading, press SPACE with G again or BACKSPACE with ENTER. Alternatively, you can press the Shutter button (rectangular button with a tactile marker on the right edge of your Touch) to start or stop playback.

You can decrease reading speed of audio books by pressing ENTER with DOT 3 and increase reading speed by pressing ENTER with DOT 6.

When available, you can toggle between text-to-speech and recorded playback modes by pressing ENTER with V in your book.

9.3 Navigating inside a book

Most navigation commands can be accessed through the Go To Option Menu accessible by pressing ENTER with G.

From the Go To Option Menu, you can directly reach a specific point in your book by entering a heading, page, or time number.

Alternatively, you can navigate by chapter, section, page, time jump, paragraph, or any other existing indexed element defined by the producer of the book.

These differ from book to book but typically level 1 means chapter, level 2 means section, and level 3 means sub-section and so on. The page element may not be present on all books. The phrase level is usually the smallest navigation element but this is defined by the book producer. BrailleNote Touch limits phrase jumps to a maximum length of 1 minute.

First, choose a navigation level (chapter, page, etc.) by pressing SPACE with T. Then use SPACE with DOTS 1 3 or SPACE with DOTS 4 6 to move backwards or forward between elements at the selected level.

While playing a book, you can use Previous and Next thumb keys to navigate by element at the selected level.

SPACE with T will only list the levels available for the current book. The phrase level is always provided for DAISY books but its extent depends on the book producer.

9.3.1 Undo navigation

Pressing BACKSPACE with Z within 10 seconds of any single move backwards or forwards or single go to page move will undo the operation and return you to your previous position.

9.3.2 Rewind and Fast Forward in audio books

While playing a book, the Left and Right Thumb keys allow you to go backward or forward quickly. When stopped, you can pan left and right.

Press and hold the Left (Rewind) or Right (Fast Forward) key until you reach the desired position, the movement of the Rewind or Fast Forward keys will accelerate the longer you hold the key down. For each three seconds you hold the keys you will move forward or backward 1 minute, 2 minutes, 5 minutes, 10 minutes, 15 minutes and so on. The largest jump is 5 minutes. Between each three second jump, Touch will announce the time jump and play a normal speed clip.

If you simply press and release Right or Left instead of holding it down, playback will jump forward or backward by 5 seconds.

9.4 Bookmarks

Bookmarks allow you to return to a place quickly and easily. You can place a virtually unlimited number of bookmarks in the same book. The Bookmark key lets you insert and return to bookmarks, hear them listed or remove them.

Note: When navigating through bookmarks, wait for VictorReader to start reading before skipping to the next bookmark to avoid overloading your BrailleNote Touch.

9.4.1 Insert Bookmark

To insert a bookmark, open the Bookmark menu by pressing ENTER with M. Scroll down to and activate Insert bookmark.

Enter the number you wish to assign to the Bookmark. You may skip this step and a number will be assigned automatically.

9.4.2 Highlight Bookmark

Highlight Bookmarks are used to define the Start and the End positions of a passage for later playback. Setting highlight bookmarks is a great way to study important passages in text books.

9.4.2.1 Start Highlight Bookmark

Open the Bookmark menu by pressing ENTER with M. Scroll down to and activate Start highlight bookmark.

Enter a bookmark number and then press the Ok button.

NOTE: You can omit entering the bookmark number, in which case BrailleNote Touch will assign the first available bookmark number.

9.4.2.2 End Highlight Bookmark

After setting the starting position, navigate to the point where you wish to mark the end of the highlight. Open the Bookmark menu by pressing ENTER with M. Scroll down to and activate End highlight bookmark. The current position is set as the ending position. If the end position is placed before the start position, they will be switched. The message "Highlight bookmark "X" inserted" is then played.

NOTE: When a highlight bookmark starting position is set but not the ending position, its highlight bookmark number becomes unavailable. BrailleNote Touch will announce "Bookmark "X" already exists" if the user enters a regular bookmark with this number.

NOTE: If you remove your S D card (and your book is on the S D card) or power off the BrailleNote Touch before closing the highlight, highlight will be auto-completed. If this occurs, the current location will be used as the end highlight position.

9.4.2.3 Highlight Bookmark List

When a highlight bookmark is reached with the bookmark list, playback will stop at the highlight bookmark ending position. A highlight that was started but hasn't been closed yet will not be listed.

9.4.2.4 Remove Highlight Bookmark

When deleting a highlight bookmark, the "Highlight bookmark "X" removed" message will be announced. It is possible to delete a highlight bookmark that was started but not closed. This action reverts the highlight bookmark state to Start.

9.4.3 Bookmark List

Open the Bookmark menu by pressing ENTER with M. Scroll down to and activate Bookmark list. Press the thumb keys to go from one bookmark to the next. Each time you press the key, you will hear the number of the next bookmark and playback will begin. Press Ok to confirm the current position and continue play.

Press the BACK key to exit the Bookmark list.

NOTE: The bookmark list always contains one bookmark for the beginning and end of book. Bookmarks are sorted by their position in the book not by the bookmark number.

9.4.4 Remove Bookmark

Open the Bookmark menu by pressing ENTER with M. Scroll down to and activate Remove bookmark. Enter the number of the Bookmark you wish to remove. Press Ok.

To remove all the Bookmarks in a book, type 9 five times (enter number 99999). Then press Ok.

9.5 Sleep mode

VictorReader features a Sleep mode used to set a sleep timer that stops your audio book once it expires.

To activate Sleep mode, press SPACE with S. A window will appear prompting you to enter an amount of minutes before VictorReader stops reading. Enter a number, then select and activate the ok button. You will hear an audio message confirming your sleep mode timer. You will also notice that the time remaining in minutes is written on the Braille display.

10 Managing contacts with KeyList

To launch KeyList, access the main menu, Press C or Navigate to Contacts: KeyList, then press ENTER or one of the cursor routing buttons.

10.1 Creating, searching, editing and deleting contacts

KeyList is an application that allows you to conveniently manage your contacts on your BrailleNote Touch.

To add a new contact, press SPACE with N. You will be directed to the New contact window where you can enter the details of your new contact. When you have entered all the information, activate the Save contact button or press SPACE with S.

To find a specific contact from the list of contacts, type SPACE with F. You will be redirected to the Search contact window where you can input your search parameters.

To edit the information of one of your contacts, type BACKSPACE with E. You will be redirected to the edit window.

To delete a contact, type BACKSPACE with Dots 2 3 5 6. Confirm to delete your contact.

Access the KeyList context menu for other functionalities by pressing SPACE with M, such as Email contact and View contact. In the context menu, you can also refresh your contact list by pressing ENTER with R.

10.2 Viewing contact information

To view contact information, select the contact whose information you wish to display, then press ENTER or any cursor routing button.

11 Using the calendar: KeyPlan

To launch KeyPlan, access the main menu, Press P or Navigate to Planner: KeyPlan, then press ENTER or one of the cursor routing buttons.

11.1 Creating appointments

KeyPlan is a fast and easy way to create, edit, and manage your appointments.

To create a new appointment, type SPACE with N. You will be directed to the New Appointment window where you can enter the details of your new appointment.

11.2 Viewing, editing and deleting appointments

The default viewing screen when you enter KeyPlan is the agenda view. This is an easy way for you to identify your upcoming appointments. You can also access the context menu to switch to a single day view if you prefer.

Navigate to the appointment for which you wish to view the details then press ENTER. All of the event details will be listed. Scroll to each item with the next or previous thumb keys to view its details.

To edit details of your selected appointment, scroll down to the edit button, then press ENTER. You will be redirected to the edit screen where you can select and edit all of your appointment details.

Alternatively, you can edit a selected appointment by pressing BACKSPACE with E before viewing the appointment details.

To delete an appointment, press BACKSPACE with dots 2 3 5 6 or scroll down to the delete button, right after the edit button, then press ENTER.

From the context menu, you can refresh your appointment list by pressing ENTER with R.

11.3 Navigating the agenda

Like all other KeySoft applications, you can navigate through the agenda using the thumb keys and by sliding your finger when using Explore by Touch.

11.4 Navigating Day View

Alternative to agenda view, you can change to “Day View” to see a single day’s appointments. To change to Day View, access the context menu by typing space with M, and choose the Day View option. Note that in Day View, your traditional navigation keys of SPACE or BACKSPACE to navigate forward or back by item change to allow you to quickly jump to different dates in the calendar. In agenda and all other screens these commands function normally. The following commands can be used to quickly jump to a specific date in Day View:

SPACE with DOTS 3 or 6: Navigate to the previous or next day

SPACE with DOTS 2 or 5: Navigate to the previous or next week

SPACE with DOTS 1 or 4: Navigate to the previous or next month

SPACE with DOTS 2 3 or 5 6: Navigate to the previous or next year

12 Managing files with KeyFiles

To launch KeyFiles, access the main menu, Press F or Navigate to File Manager: KeyFiles, then press ENTER or one of the cursor routing buttons.

12.1 Navigating in the file browser

Navigate through your files using the thumb keys, by touching the screen using Explore by Touch, with first letter navigation with the Braille Keyboard or by pressing SPACE or BACKSPACE.

To open a file or go inside a folder, navigate to it then press enter or press one of the cursor routing buttons. If you wish to go back to the previous folder, press the back button on the front edge of your BrailleNote Touch or navigate to the first item of your list, which should be called Go to parent folder. Press enter or any cursor routing button when this is selected to go back to the parent folder. Alternatively you can press SPACE with E to go up as well.

You can do this until you reach the list of drives on your BrailleNote.

12.2 Differences among drives, folders, and files

At the root of your BrailleNote Touch are the different storage devices of your Touch. These are internal storage (the device’s internal memory), S D card, and USB drive. Select and activate one of these drives to view its content.

S D card and USB drive will be listed at the root of your file browser regardless of whether you have USB media or S D cards inserted in your BrailleNote Touch.

12.3 Creating folders

To create a folder, press SPACE with N. Input the name of the new folder and press OK or ENTER to confirm.

12.4 File and folder manipulation commands

KeyFiles offers a wide array of commands that can all be accessed in the context menu by pressing SPACE with M or the context menu button.

These commands include:

Mark/Unmark: BACKSPACE with L

Mark/Unmark all: ENTER with DOTS 1 2 3 4 5 6

Info: SPACE with I

Rename: BACKSPACE with R

Delete: BACKSPACE with DOTS 2 3 5 6

Copy: BACKSPACE with Y

Cut: BACKSPACE with X

Search: SPACE with F

Sort: SPACE with V

Where am I: SPACE with DOTS 1 5 6

Select drive: SPACE with D

12.4.1 Marking files

It is possible to “mark” files and folders for when you want to perform an action to more than one file or folder.

To mark a file or folder, simply select it and press BACKSPACE with L. You will notice that “Marked” is written at the right of the file or folder name. You can also mark all files in your current folder by pressing ENTER with DOTS 1 2 3 4 5 6.

Once your files are marked, type the command for the action you wish to perform. For example: delete, copy, or cut.

All your marked files or folders should have been affected by your action.

To unmark a file or folder, select it and press BACKSPACE with L.

12.5 Sharing Files

To quickly upload files to various services or apps, such as Dropbox, Google drive, or any other app which allows it, select the file(s) you wish to share, and press SPACE with M to access the contextual

menu. Select Share and press ENTER. You will be directed to a list of apps and services you can share your file(s) with. Select the app you wish to use and press ENTER. Your file(s) will be shared with your selected application.

13 Using the calculator: KeyCalc

To launch KeyCalc, from the main menu, Press C repeatedly or Navigate to Calculator: KeyCalc, then press ENTER or one of the cursor routing buttons.

13.1 Inputting calculations

Using the calculator is as simple as writing the operation on your touch keyboard then pressing enter to get the result. For example, if you wish to know the product of 9 times 9, you simply write 9 times 9 followed by enter. The calculator requires you to input your calculations in computer Braille to ensure all symbols can be written.

Your Touch will display and read the result of your operation. This number can now be used for another operation as it is already written in the calculation text field.

The following math symbols and operations are supported by KeyCalc:

Plus, minus, multiply, divided, (,), decimal point, percent, square root, factorial, power, pi, logarithm, sine, cosine, tangent, natural logarithm base, factorial.

13.2 General US Braille commands

The following commands are available in the KeyCalc context menu for reference.

Plus: DOTS 3 4 6

Minus: DOTS 3 6

Multiplication: DOTS 1 6

Divided by: DOTS 3 4

Equals: ENTER

Clear: SPACE with DOTS 3 5 6

Decimal point: DOTS 4 6

Percent: DOTS 1 4 6

Square root: SPACE with DOTS 3 4 5

Factorial: SPACE with DOTS 2 3 4 6

Power: SPACE with DOTS 4 5

Pi: SPACE with Y

13.3 General UK Braille commands

Plus: DOTS 2 3 5

Minus: DOTS 3 6

Multiplication: DOTS 3 5

Divided by: DOTS 1 2 3 6 8

Equals: ENTER

Clear: SPACE with DOTS 3 5 6

Decimal point: DOTS 2 5 6

Percent: DOTS 4 6

Square root: Dots 1 2 3 5 6 8

Factorial: SPACE with DOTS 2 3 4 6

Power: SPACE with DOTS 4 5

Pi: SPACE with Y

14 Creating math objects with KeyMath

To launch KeyMath, from the main menu, press A or select All Applications and press ENTER or one of the cursor routing buttons. Then, press K repeatedly or navigate to KeyMath and press ENTER.

14.1 Creating a math object

From the KeyMath menu, you can create visually appealing mathematical objects such as shapes, trigonometric symbols, and many others, by selecting Create and pressing ENTER or one of the cursor routing buttons. By default, math objects are saved as .brl.

The BrailleNote Touch allows you to choose your preferred Braille code. From the KeyMath menu, select Settings and press ENTER. Then, press ENTER on Preferred Braille Code and select it from the list. You can choose between Nemeth, UEB, and RAW. Raw means that no translation occurs and your math is just left as Braille dots in the image object.

While typing in KeyMath, no speech or visual math is immediately available. When you have completed an expression, press ENTER to move to a new line and the content will be visually rendered on the screen for a sighted teacher or classmate. If you want to hear the expression you wrote, press SPACE with DOTS 1-4 to read the current line.

14.2 Opening a KeyMath document

To open an existing KeyMath document, select Open from the KeyMath menu, select a .brl math file that is available on your BrailleNote Touch, and press ENTER or one of the cursor routing buttons.

14.3 Inserting a math object in a KeyWord document

The BrailleNote Touch allows you to insert math objects while editing a KeyWord document. To do so, first position the editing cursor at the place you wish the math object to be inserted. Press BACKSPACE with M to open a KeyMath editing box, where you can enter a math expression using your preferred Braille code. Press BACKSPACE with E to export your math expression to clipboard. You will be back in your KeyWord document, where you can paste your math expression at the cursor position. It is possible to save your document as pdf or word and send it to your teacher if necessary.

Note that when viewing a pasted math expression in KeyWord, you will be viewing a pasted image. Available to the KeyWord user are the Braille dots of the math expressions that were pasted. No speech of the Braille dots is available in KeyWord as these are images of Braille dots available to the Braille display. You will know that you are reading the pasted math expression because you will see an image start symbol (\$IMS) and an image end symbol (\$IME) surrounding the Braille math expression. To make these visually available on the screen, one must perform a visual preview by pressing ENTER with V, or print the file to PDF.

If you realize that you made a mistake in the math expression you pasted in KeyWord, you can easily edit this expression by placing your cursor on the Braille math expression. You will know it is placed correctly because the cursor will be under the \$IMS symbol.

Then, press BACKSPACE with M to switch into KeyMath and you will see that your math expression has already been put into KeyMath's edit box.

Simply edit the expression to your liking and re-export it back to your clipboard with BACKSPACE with E.

Back in KeyWord, delete the old, incorrect math expression by backspacing over it, and paste the new, correct expression that you had just exported.

14.4 Inserting a math symbol in a KeyMath expression

To insert a symbol in a document, use the command BACKSPACE with DOTS 3-5 or select Insert symbol from the context menu to open a list of symbols according to the Braille code in use. Using first letter

navigation, type the first letter of the category of symbols you wish to type. For example, if you wish to type the symbol for “approximately equal”, type the letter A, and press ENTER.

14.5 Generating, reading, and modifying graphic objects in KeyMath

Warning: Currently, KeyMath’s Graph Viewer is a beta feature. Like for any beta software, HumanWare offers no technical support or service.

Teachers can generate graphics to give their blind students an idea of what they look like. To do so, they must first find an image of the graphic on Google Images, save it, and open it with Windows Paint. Then, they must save the image as monochrome bitmap (.BMP) using the Save As function of Windows Paint. They can then transfer this file on the BrailleNote Touch to be read.

To read a graphic object, open KeyMath, and open the .bmp file. The Braille code will be automatically set to RAW, and you will be able to “see” Braille characters that don’t really make sense; their arrangement define a shape and gradually form a larger graphic image, such as a circle, a diagonal, etc. To comprehend the whole shape, scroll up and down.

To modify a graphic object, by for example marking a given spot on a graphic, position your edit cursor at the right place on the graphic from the KeyMath editing box. Type a Braille character to replace the existing Braille cell with a new one. You can then export your modified math object to clipboard by pressing BACKSPACE with E, and insert it in a document to send to your teacher.

15 Reading and editing Braille documents with KeyBRF

15.1 Opening .brf and .brl files

BrailleNote Touch includes KeyBRF, a software designed to open .brf or .brl files. These common Braille file types are directly written in Braille. There are two ways to open a Braille file with KeyBRF. One way is to open KeyFiles, find your .brf or .brl file, and activate the file – the file should automatically open with KeyBRF. Alternatively, select and activate All Applications from the main menu, then select and activate KeyBRF. From the KeyBRF menu window, activate the Open option and find the file you wish to open.

KeyBRF will display the content of the .brf or .brl file in the same grade it was written in, which means that if the file was written in grade 2 Braille, it will also be displayed in grade 2 Braille regardless of your chosen Braille type. In KeyBRF, the Braille text will not be converted to visual text, and sighted users will only be able to see Braille dots on the screen. Speech feedback is limited in KeyBRF as you are working

with direct Braille dots exclusively. It is also possible to toggle between Reading mode and editing mode by pressing SPACE with X as in KeyWord.

Note that when opening a .brf or .brl file in KeyBRF, it is always in read only mode first. If you want to edit an existing Braille file in KeyBRF, you need to activate edit mode via the context menu or using the command SPACE with X.

15.2 Creating a .brf or .brl file

To create a .brf or .brl file, from the KeyBRF menu, select the option Create and press ENTER. When creating a document, edit mode is turned on. As in KeyWord, you can use the same Save and Save As options by pressing BACKSPACE with S, and your document will be saved as a .brf or .brl file.

15.3 Finding Braille Text

It's possible to search for text in a .brf or .brl file using the Find shortcut. Type SPACE with F, then enter your search parameters in the search field. Select and activate the Next button to find the text of your search parameter located after your cursor, or select the previous button to find your search parameter text located before your cursor. Alternatively, you can access the Find function through the Context menu by pressing SPACE with M.

16 Using your Touch as a Braille display with Braille Terminal

With Braille Terminal, the BrailleNote Touch can be used to control, as a keyboard, and act as a Braille display for mobile devices and computers running screen readers such as JAWS. The BrailleNote Touch is compatible with all major screen readers and devices.

In short, when Braille Terminal is active, the BrailleNote Touch will show the contents of the screen reader on its display and allow you to control the mobile device or computer with its physical or TouchBraille keyboard and thumb keys by forwarding all commands and key presses to the screen reader of the connected devices.

Note that when using your Touch in the Braille Terminal app, standard KeySoft commands such as help, main menu and context menu are not active using their keyboard shortcuts. If you need to go back to the main menu from Braille Terminal, simply press the home button on the front face of your BrailleNote Touch. While the Braille Terminal app is still open in background, your pairing or connection to your secondary computer or mobile device will remain live. This allows you to switch to another app on your Touch and switch back to the Braille Terminal app when needed, without needing to repair the connection with the secondary device. If you close Braille Terminal completely from the recent apps list, then your connection to the secondary device will be severed.

16.1 Launching Braille Terminal

To launch Braille Terminal, access the main menu, Press B or navigate to Braille Terminal, then press ENTER or one of the cursor routing buttons.

16.2 Pairing your BrailleNote Touch with a host device

You can pair your BrailleNote Touch with a host device in two different ways: wirelessly via Bluetooth or via USB. As soon as you launch Braille Terminal, you will be asked to select how you want to connect to your device. Select and press ENTER on the option of your choice.

16.2.1 Connecting via Bluetooth

To connect via Bluetooth, select Bluetooth and press ENTER. If Bluetooth was OFF in the Android settings, it will be turned ON automatically. You can now pair your BrailleNote Touch with the device you want to use with your Touch. Turn your screen reader on and connect to the BrailleNote using the Brailiant / BrailleNote Touch Bluetooth name. Once the pairing is complete, you will be ready to use your BrailleNote Touch display.

Note that often external devices will require you to either, or sometimes on both devices, confirm you want to make a pairing. Simply confirm this on either the Touch and/or external device.

16.2.2 Connecting via USB

To connect via USB, connect your BrailleNote Touch to the host device using the USB cable. On your host device, turn on the screen reader of your choice. You are now ready to use your BrailleNote Touch as a Braille display.

Please visit www.humanware.com support section for more information and to view a tutorial on connecting with various screen readers and devices and using the screen readers.

16.3 Leaving and Closing Braille Terminal

To leave Braille Terminal at any time, press the Home button on the front edge of the Touch. This will leave the connection open and allow you to go back to the Braille Terminal without having to reconnect. To go back to Braille Terminal, select it in the Recent apps screen or in the main menu and press ENTER. To deactivate the connection, simply press Back. To close the Braille Terminal app, access the Recent Apps screen, navigate to Braille Terminal, and close it by pressing BACKSPACE with C.

17 Reading printed documents with KNFB Reader

The KNFB Reader app enables you to read a wide variety of printed documents within seconds after taking a picture. This is a great way to read printed memos, books, magazines, most restaurant menus, and virtually any other kind of document typically printed from a personal computer.

Note that character recognition accuracy depends on many things, such as lighting, text quality, text script, etc. Best results will occur with good lighting and standard black and white print outs.

WARNING: The KNFB Reader app is an app which has been optimized for use on your BrailleNote Touch, however it is also an app which is offered at a cost on the Google Play Store. Any updates to the BrailleNote Touch version of KNFB reader will be distributed from HumanWare in partnership with KNFB technologies. These updates may arrive at varying times to the Google Play Store version of the app. In addition, the full KNFB user guide found in the KNFB app is generalized for use on any device. It is for example not advised to place your BrailleNote Touch upon a stand, which was not customized for such use. This option is available for some smartphones which stands have been manufactured for this scanning purpose.

17.1 Launching KNFB Reader

To launch KNFB Reader, from the main menu, press K or navigate to KNFB Reader and press ENTER or one of the cursor routing buttons.

17.2 Taking a picture, reading, and saving documents

When KNFB Reader is launched, you will be in the Image Capture screen. With the screen facing up, place your BrailleNote Touch down with the camera in the center of the document with your Touch in the same orientation as the document. Then, lift your Touch straight up to an appropriate distance; about 3 to 5 inches away from the document.

To take a picture, with your focus on the “Take Picture” button, simply press a cursor routing button. Alternatively you can press the Touch’s Action button, located on the right side of the device. You will hear a camera shutter sound. For best results, avoid moving the BrailleNote Touch while the picture is taken.

When the text is recognized, it should appear in Braille on the display. Navigate with your left and right thumb keys or press SPACE with DOT 1 or dot 4 to move line by line through the recognized content. You can save the document by navigating to and activating the Save Document button, or use first letter navigation by pressing S.

To access the full KNFB Reader user guide, select File Explorer and press ENTER or a cursor routing button. Select Full user guide and press ENTER or a cursor routing button to read it. To exit the user guide, simply press Back.

18 Settings

18.1 Settings overview

Two types of settings can be changed on your BrailleNote Touch: KeySoft settings, and Android settings.

Android settings apply to your BrailleNote Touch in general, such as Wi-Fi connection, sound, storage, battery and software version.

You can access Android settings by going in the All Applications menu from the main menu, and then selecting and activating the Settings item. You will then be redirected to the Android settings menu where you can modify your BrailleNote Touch's settings.

KeySoft settings, or more familiarly called the Options menu, allow you to personalize to your preference the way KeySoft applications behave. You can also access the Android system settings at the bottom of the options menu.

18.2 KeySoft Options Menu

You can access the KeySoft options menu from anywhere by pressing SPACE with O.

The following options can be changed in the KeySoft options menu:

Configure Language Profiles (submenu): Customize your language profiles or add additional profiles.

Select which profile you would like to modify or add an additional profile.

Text To Speech Engine: Choose your preferred TTS engine.

Voice: Select an existing voice or use the Manage voices option to replace or add additional voices. You can have up to 4 different Acapela voices installed.

Speech rate: Choose the speed at which the TTS engine speaks.

Listen to an example: Test your TTS settings with an example.

Speech Volume: Choose the volume of the TTS voice in relation to media volume.

Preferred Braille Grade for entry: Choose from either literary Braille or computer Braille as your preferred entry method.

Preferred Braille Grade for display: Choose from either literary Braille or computer Braille as your preferred display method.

Computer Braille Table: Select the computer Braille table of your choice.

Literary Braille Table: Select the literary Braille table of your choice.

Select Language Profile: Choose from one of 10 language profiles on your BrailleNote Touch. You can also use ENTER with L to switch profiles.

Keyboard settings (submenu):

Keyboard echo: Choose whether the TTS should repeat your typed words, characters, or both.

Keyboard vibrations: When checked, your BrailleNote Touch will vibrate after each keystroke.

Keyboard clicks: When checked, your BrailleNote Touch will make an audible click after each keystroke.

Configure Thumb Keys: Map the Previous Item, Next Item, Pan Left, and Pan Right commands to the thumb key of your choice.

Miscellaneous settings (submenu):

Vibration feedback: When checked, your BrailleNote Touch will produce a short vibration when navigating to a new item.

Use Navigation sounds: When checked, your BrailleNote Touch will produce various sounds when navigating.

Sound Volume: Choose the volume of your BrailleNote Touch's sounds in relation to media volume.

Launch Tutorial: Restart the tutorial showing you the basics on how to use your BrailleNote Touch.

Manage gestures (submenu): Customize gestures on your BrailleNote Touch by associating them to specific commands.

Format markers settings (submenu): Choose the way the various format markers are displayed on your Braille display.

Visual display: Uncheck to turn off visual display.

Visual Braille output: When checked, Braille display is visually shown in the top of the visual display.

Eject storage: Alternative to the eject storage shortcut, ENTER with E.

Braille message display time (in seconds): Change the Braille message display time by entering a number between 1 and 30 seconds.

User Guide: Opens the BrailleNote Touch user guide.

Android System Settings: Access the Android Settings.

18.3 Quick settings

The Quick Settings menu is a quick way to access the most commonly used Android settings, such as your profile, your wireless network, airplane mode, and more, without having to leave KeySoft. You can also access the regular Android settings menu through Quick settings.

To access your BrailleNote Touch's Quick Settings, press ENTER with Q.

To return to KeySoft, press the Back button or SPACE with E.

18.4 Viewing BrailleNote Touch Software Version

The fastest way to see the version number of your BrailleNote Touch is to type SPACE with I from the main menu. This will open the Tablet Status window which gives you useful information about your tablet – status, Model Number, Android version, and so on.

An alternate way to view your version number is to access the Main menu by pressing the Home button. Scroll down to the All Applications item located at the bottom of the main menu and activate the item.

Scroll down to the Settings item using the thumb key or by typing the letter S and activate the item.

With the thumb keys, scroll down to the About tablet item located at bottom of the settings list and activate the item.

You will be directed to the About tablet screen which lists the version number of your tablet as well as other software information.

18.5 Encrypting your Touch

It is possible for you to encrypt your Touch. Before doing so, you will need to set up a lock screen password. From the KeySoft Options menu, press SPACE with O. Press A to go to Android System Settings. Then, press S until you find the security options and activate it with ENTER or a cursor router key. Press S again until you find the option "Screen security" and navigate down one time with SPACE or the Next thumb key. Activate the next item to choose the screen lock security method. Then, navigate to "Password" and activate it. Enter your password using the Braille table for password entry (please refer to Appendix B for the complete list), then press ENTER. Confirm your password, then press ENTER again.

You are now ready to encrypt your device. You may do so from the Android Security Options. Press E to select the "Encrypt tablet" item and activate it. This process will take up to one hour. Once this process is complete, you will need to enter your encryption password every time you restart your device or unlock your BrailleNote Touch.

19 Using third party apps

With BrailleNote Touch, you can use third party applications from the Google PlayStore, just like you would with any other Android tablet. Note that BrailleNote touch uses the same Google accessibility requirements as any other tablet, meaning that a developer of a 3rd party app needs to keep accessibility in mind when developing their app. If an app is not developed with accessibility in mind, KeySoft will not be able to access it. Many apps on the Google PlayStore have been developed with accessibility in mind, but HumanWare cannot guarantee the accessibility of downloaded third party apps, and assumes no responsibility for any damage done by applications from the Google PlayStore. You can visit the HumanWare web site for a link to recommended BrailleNote Touch 3rd party apps recommended by BrailleNote Touch users.

You must have a Google account to use the PlayStore and most other Google features.

19.1 Google PlayStore overview

To launch the Google PlayStore, access the main menu by pressing the Home button. Press P repeatedly until you find the PlayStore. Press enter or a router key to activate it.

19.2 Obtaining third party apps

To download an app, navigate to the search bar by pressing the Right thumb key once or by typing S. Type in a topic or the name of the app you wish to download, then press ENTER. You will be directed to a page listing all apps that match your search text.

Alternatively, you can navigate through the Google PlayStore through different categories using the thumb keys or Explore by Touch without having to write in search text. Simply browse through the different categories and the PlayStore will offer you apps related to your selections.

Select the app you wish to download, then press enter. You will be directed to a page describing your selected app. Select the install button by pressing the Right thumb key repeatedly until you reach it, or to immediately jump to the install button you can press I. Press ENTER or a router key to activate it. You may need to accept any permissions request on a next screen to grant apps specific permissions.

19.3 Warning on third party accessibility

Many apps on the Google PlayStore have been developed with accessibility in mind, but HumanWare cannot guarantee the accessibility of downloaded third party apps, and assumes no responsibility for any damage done by applications, or their inaccessibility from the Google PlayStore. You can visit the HumanWare web site for a link to recommended BrailleNote Touch 3rd party apps, recommended by BrailleNote Touch users.

20 Updating your BrailleNote Touch

Note: To initiate an update, your Touch should at least have 20% of battery charge if it is plugged to a power source and 50 % battery charge if it is unplugged.

20.1 Updating your Touch from a Wi-Fi network

HumanWare is constantly improving its products and software to provide you with the best user experience possible. For this reason, BrailleNote features an auto-updater that automatically notifies you each time a new software version or application updates become available online.

When you receive a notification informing you of a new system or application update, you can either press a cursor router when the notification comes in, or if you missed the notification, press ENTER with N to access the notification shade. Navigate to and activate the update notification and click on Begin update to begin the update process.

When application updates become available, the KeySoft app updates menu will be displayed. Select “Update all apps” and activate it. The updates will be downloaded and installed on your Touch. The Touch will then tell you how many applications were installed. Note that if accessibility components need to be updated, Acapela and/or KeySoft may be temporarily suspended during the update process. From the KeySoft app updates menu, you can also press ENTER on the app updates to read the release notes for that app.

After selecting “Update all apps”, you will also be able to access the release notes for HumanWare apps by selecting the option “Latest release notes” in the KeyUpdater menu, and selecting the app in the list.

If you wish to update your apps manually, you can uncheck the option “auto-update apps” in the KeyUpdater Settings.

Alternatively, you can launch the KeyUpdater application through the “All Applications” item in the Main Menu. Activate the first item which says that an update is available on line, to begin the update process.

Your update should start downloading and you will be notified of the download progress. When the download is complete, your BrailleNote Touch should automatically restart and install the update. Note that this can take several minutes. After the installation is complete your Touch will restart a second time and you will see the “Starting KeySoft” message on your display with the rotating progress indicator. The update is now being applied and this can take another several minutes to complete. When finished you will be on your lock screen if you have one set, or the main menu.

20.2 Updating your Touch from a USB stick or an S D card

If you do not have access to a Wi-Fi network with your BrailleNote Touch, it is still possible to update your tablet from a USB stick or an S D card.

From a computer with Internet access, visit <http://support.humanware.com/support/> and download the latest version of the BrailleNote Touch software to a USB stick or S D card. Safely remove your USB stick or S D card from your computer, then insert it into your BrailleNote Touch.

You should see a notification that will inform you of a new update. You can either press a cursor router key when the notification comes in, or if you missed the notification, press ENTER with N to access the notification shade. Navigate to and activate the update notification to begin the update process.

Alternatively, you can launch the KeyUpdater application through the “All Applications” item in the Main Menu. Activate the first item to begin the update process.

Your update should start copying and you will be notified of the progress. When it is done copying the update, your BrailleNote Touch should automatically restart and begin installation. Note that this can take several minutes.

IMPORTANT: You must safely unmount, or eject, your S D card or USB stick before physically removing it from your BrailleNote Touch. To safely eject your S D card or USB stick, type ENTER with E, select and activate the type of storage device you wish to remove (S D card or USB stick), then wait for the confirmation message. It is now safe to remove your external storage device.

20.3 Updating your Touch from a computer

From a computer with Internet access, visit <http://support.humanware.com/support/> and download the latest version of the BrailleNote Touch software. Remove the USB connector from the power adaptor, and plug the USB connector into one of your computer’s USB port. Make sure the other end of the cable, a micro USB connector, is plugged into your BrailleNote Touch. It should be connected to the micro USB port located on the left edge of your Touch, near the rear end, with the two small hooks on the connector facing down.

Use your computer’s file browser to transfer the update you downloaded into the root of your BrailleNote Touch.

From your BrailleNote Touch, launch the KeyUpdater application you can access through the “All Applications” item in the Main Menu. Activate the first item to begin the update process.

Your update should start copying and you will be notified of the progress. When it is done copying the update, your BrailleNote Touch should automatically restart and begin installation. Note that this can take several minutes.

20.4 Updating an encrypted system

If an update is available but your system is encrypted, you can update your Touch using an S D card.

After inserting an S D card containing at least 1.4 GB of free space, access the notification shade by pressing ENTER with N. Select “Click here to begin downloading the update file to your external S D card. The update will be applied and the file removed upon the completion of the update process”. The update will then be downloaded on the S D card, and once ready, your Touch will restart and install the update.

Appendix A – Command Summary

The Command summary chapter provides a list of commands used in all applications.

General

Home button (Main Menu): SPACE with DOTS 1 2 3 4 5 6

Back button: SPACE with E

Enter: DOT 8

TTS Volume up: ENTER with DOT 4

TTS Volume down: ENTER with DOT 1

Notification volume up: ENTER with DOT 5

Notification volume down: ENTER with DOT 2

Increase speech rate: ENTER with DOT 6

Decrease speech rate: ENTER with DOT 3

Open KeySoft Options: SPACE with O

Open screen describer: BACKSPACE with H

Stop speech: BACKSPACE with ENTER

Repeat: SPACE with R

Activate notification shade: ENTER with N

Jump to any item in a list or on a home screen: Type the first letter of the desired item or app

Running apps: SPACE with dots 2-3-5 or press and hold the Contextual menu button

Clear app from app switcher: BACKSPACE with C

Contextual help: SPACE with H

Contextual menu: SPACE with M or Contextual menu button

Quick settings: ENTER with Q

System information: SPACE with I

Toggle TouchBraille On/off: Previous + Next thumb keys

Toggle language profile: ENTER with L

Radio status (Wi-Fi and Bluetooth): ENTER with DOTS 3 4

Turn screen reader and accessibility on / off: Triple press the Home button

Unlock screen: SPACE with U

Toggle speech on/off: SPACE with Previous thumb key

Toggle visual display on/off: SPACE with Next thumb key

Eject media: ENTER with E

Toggle Braille grade: BACKSPACE with G

Navigation

Activate the selected item: ENTER or cursor routing button above the word on the display

Move to the previous item: BACKSPACE, Previous or SPACE with DOT 1

Move to the next item: SPACE, Next, or SPACE with DOT 4

Braille panning left and right: Left or Right thumb key

Move to first element on visual screen: ENTER with DOTS 1 3

Move to last element on visual screen: ENTER with DOTS 4 6

Scroll up in a list: ENTER with DOTS 1 2 6

Scroll down in a list: ENTER with DOTS 3 4 5

Toggle navigation levels: SPACE with T repeatedly

Move back using selected navigation element: SPACE with DOTS 1 3

Move forward using selected navigation element: SPACE with DOTS 4 6

Long press: BACKSPACE with L

Time: ENTER with T

Date: ENTER with D

Battery power: ENTER with P

Reading

Previous character: SPACE with DOT 3

Current character: SPACE with DOTS 3 6

Next character: SPACE with DOT 6

Previous word: SPACE with DOT 2

Current word: SPACE with DOTS 2 5

Next word: SPACE with DOT 5

Previous line: SPACE with DOT 1

Current line: SPACE with DOTS 1 4

Next line: SPACE with DOT 4

Previous paragraph: SPACE with DOTS 2 3

Current paragraph: SPACE with DOTS 2 3 5 6

Next paragraph: SPACE with DOTS 5 6

Jump to the beginning of a line or sentence (Home): ENTER with DOTS 1 3

Jump to the end of a line or sentence (End): ENTER with DOTS 4 6

Jump to the top of an area: SPACE with DOTS 1 2 3

Jump to the bottom of an area: SPACE with DOTS 4 5 6

Read all: SPACE with G

Stop reading: BACKSPACE with ENTER

Editing text

Activate edit mode: ENTER or cursor routing button

Leave edit mode: SPACE with E or Back

Move to next edit box while editing: ENTER or routing key

Move to next edit box without editing: SPACE, Next, or SPACE with DOT 4

Move to previous edit box without editing: SPACE, Previous, or SPACE with DOT 1

Move insertion point to start of text field document: SPACE with DOTS 1 2 3 (jumps to the top of the edit text field)

Move insertion point to end of text field document: SPACE with DOTS 4 5 6 (jumps to the end of the edit text field)

Delete previous character: BACKSPACE (DOT 7)

Delete previous word: BACKSPACE with DOT 2

Delete current word: BACKSPACE with DOTS 2 5

Delete from cursor to the end of the line: BACKSPACE with C

Delete from cursor to the end of the document: BACKSPACE with DOTS 4 5 6

Start and stop selection: ENTER with S

Select all: ENTER with DOTS 1 2 3 4 5 6

Cut: BACKSPACE with X

Copy: BACKSPACE with Y

Paste: BACKSPACE with V

KeyWord

Save: SPACE with S

Save as: BACKSPACE with S

Create new additional document: BACKSPACE with N

Open additional document: BACKSPACE with O

Switch documents: SPACE with DOTS 1 2 5 6

File info: SPACE with I

Preview: ENTER with V

Spell check: SPACE with DOTS 1 6

Find: SPACE with F

Find previous: SPACE with P

Find next: SPACE with N

Toggle reading mode: SPACE with X

Tab: BACKSPACE with T

Align left: BACKSPACE with L

Align center: ENTER with C

Align right: ENTER with R

Align justify: ENTER with J

Bold: ENTER with B

Italic: ENTER with I

Underline: ENTER with U

Formatting details: SPACE with DOTS 3 5

Insert Math, BACKSPACE with M

Unicode Map: BACKSPACE with DOTS 3 5

KeyFiles

Mark/Unmark: BACKSPACE with L

Mark/Unmark all: ENTER with DOTS 1 2 3 4 5 6

Info: SPACE with I

Rename: BACKSPACE with R

Delete: BACKSPACE with DOTS 2 3 5 6

Copy: BACKSPACE with Y

Cut: BACKSPACE with X

Paste: BACKSPACE with V

New folder: SPACE with N

Search: SPACE with F

Sort: SPACE with V

Where am I: SPACE with Dots 1 5 6

Select drive: SPACE with D

KeyMail

Reply: BACKSPACE with R

Reply all: BACKSPACE with A

Forward: BACKSPACE with F

New message: SPACE with N

Mark a message in the message list: BACKSPACE With L

Mark/Unmark all emails: ENTER with DOTS 1 2 3 4 5 6

Send email: BACKSPACE with S

Refresh to check for new mail: ENTER with R

Delete email: BACKSPACE with DOTS 2 3 5 6

Save message as draft: SPACE with S

Search: SPACE with F

Change email folder: ENTER with B

VictorReader

Bookshelf menu: SPACE with B

Go to Option menu: ENTER with G

Bookmark menu: ENTER with M

Navigation Level menu: SPACE with T

Move to previous element: SPACE with DOTS 1 3

Move to next element: SPACE with DOTS 4 6

Move to previous element while playing: Previous

Move to next element while playing: Next

Confirm: Enter

Start or Stop playback: SPACE with G

Stop playback: ENTER with BACKSPACE

Decrease speed: ENTER with DOT 3

Increase speed: ENTER with DOT 6

Toggle between playback modes: ENTER with V

Undo last navigation: BACKSPACE with Z

Go to beginning of book: SPACE with DOTS 1 2 3

Go to end of book: SPACE with DOTS 4 5 6

Sleep: SPACE with S

Rewind: Left press and hold while playing

Fast Forward: Right press and hold while playing

KeyWeb

Open Web Page: ENTER with O

Back: SPACE with E

Forward: ENTER with F

Home: ENTER with H

Reload: ENTER with R

Bookmark Current Page: ENTER with M

Bookmarks: ENTER with lower F

History: ENTER with lower H

Reader Mode: BACKSPACE with R

Downloads: SPACE with D

New Tab: BACKSPACE with N

Tab List: BACKSPACE with T

Find: SPACE with F

Find next: SPACE with N

Find Previous: SPACE with P

Cycle Html Navigation Levels: SPACE with T

Next Html Element: SPACE with DOTS 4 6

Previous Html Element: SPACE with DOTS 1 3

Top of page: SPACE with DOTS 1 2 3

Bottom of page: SPACE with DOTS 4 5 6

Next block of text: ENTER with DOTS 5 6

Previous block of text: ENTER with DOTS 2 3

KeyWeb menu: SPACE with W

KeyList

New contact: SPACE with N

Find contact: SPACE with F

Edit contact: BACKSPACE with E

Delete contact: BACKSPACE with DOTS 2 3 5 6

Save contact: SPACE with S

Refresh contacts: ENTER with R

KeyPlan

New appointment: SPACE with N

Edit appointment: BACKSPACE with E

Delete appointment: BACKSPACE with DOTS 2 3 5 6

Go to date: ENTER with G

Today: SPACE with T

Where am I: SPACE with DOTS 1 5 6

Next day: SPACE with DOT 6

Previous day: SPACE with DOT 3

Next week: SPACE with DOT 5

Previous week: SPACE with DOT 2

Next month: SPACE with DOT 4

Previous month: SPACE with DOT 1

Next year: SPACE with DOTS 5 6

Previous year: SPACE with DOTS 2 3

Refresh appointments: ENTER with R

KeyCalc US

Plus: DOTS 3 4 6

Minus: DOTS 3-6

Multiplication: DOTS 1-6

Divided by: DOTS 3-4

Equals: ENTER

Clear: SPACE with DOTS 3-5-6

Decimal point: DOTS 4-6

Percent: DOTS 1-4-6

Square root: SPACE with DOTS 3-4-5

Factorial: SPACE with DOTS 2-3-4-6

Power: SPACE with DOTS 4-5

Pi: SPACE with Y

KeyCalc UK

Plus: DOTS 2 3 5

Minus: DOTS 3 6

Multiplication: DOTS 3 5

Divided by: DOTS 1 2 3 6 8

Equals: ENTER

Clear: SPACE with DOTS 3 5 6

Decimal point: DOTS 2 5 6

Percent: DOTS 4 6

Square root: Dots 1 2 3 5 6 8

Factorial: SPACE with DOTS 2 3 4 6

Power: SPACE with DOTS 4 5

Pi: SPACE with Y

KeyMath

Find: SPACE with F

Find next: SPACE with N

Find Previous: SPACE with P

Preview: ENTER with V

Export: BACKSPACE with E

Save a copy: SPACE with S

Insert symbol: BACKSPACE with DOTS 3 5

Insert template: ENTER with DOTS 3 5

Graphs: SPACE with G

Insert Math from KeyWord: BACKSPACE with M

Appendix B – Braille Tables

United States 8 dot Computer Braille

exclamation mark: '!' 2,3,4,6

quote: "" 5

pound: '#' 3,4,5,6

dollar sign: '\$' 1,2,4,6

percent: '%' 1,4,6

ampersand: '&' 1,2,3,4,6

apostrophe: "'" 3

left paren: '(' 1,2,3,5,6

right paren: ')' 2,3,4,5,6

asterisk: '*' 1,6

plus sign: '+' 3,4,6

comma: ',' 6

dash: '-' 3,6
period: '.' 4,6
forward slash: '/' 3,4
colon: ':' 1,5,6
semi colon: ';' 5,6
less than: '<' 1,2,6
equals: '=' 1,2,3,4,5,6
greater than: '>' 3,4,5
question mark: '?' 1,4,5,6
at symbol: '@' 4,7
left square bracket: '[' 2,4,6,7
back slash: '\' 1,2,5,6,7
right square bracket: ']' 1,2,4,5,6,7
carat sign: '^' 4,5,7
underscore: '_' 4,5,6
grave accent: '`' 4
left curly bracket: '{' 2,4,6
vertical bar: '|' 1,2,5,6
right curly bracket: '}' 1,2,4,5,6
tilde: '~' 4,5
'0': 3,5,6
'1': 2
'2': 2,3
'3': 2,5
'4': 2,5,6

'5': 2,6

'6': 2,3,5

'7': 2,3,5,6

'8': 2,3,6

'9': 3,5

Uppercase letters:

'A': 1,7

'B': 1,2,7

'C': 1,4,7

'D': 1,4,5,7

'E': 1,5,7

'F': 1,2,4,7

'G': 1,2,4,5,7

'H': 1,2,5,7

'I': 2,4,7

'J': 2,4,5,7

'K': 1,3,7

'L': 1,2,3,7

'M': 1,3,4,7

'N': 1,3,4,5,7

'O': 1,3,5,7

'P': 1,2,3,4,7

'Q': 1,2,3,4,5,7

'R': 1,2,3,5,7

'S': 2,3,4,7

'T': 2,3,4,5,7

'U': 1,3,6,7

'V': 1,2,3,6,7

'W': 2,4,5,6,7

'X': 1,3,4,6,7

'Y': 1,3,4,5,6,7

'Z': 1,3,5,6,7

Lowercase letters:

'a': 1

'b': 1,2

'c': 1,4

'd': 1,4,5

'e': 1,5

'f': 1,2,4

'g': 1,2,4,5

'h': 1,2,5

'i': 2,4

'j': 2,4,5

'k': 1,3

'l': 1,2,3

'm': 1,3,4

'n': 1,3,4,5

'o': 1,3,5

'p': 1,2,3,4

'q': 1,2,3,4,5

'r': 1,2,3,5

's': 2,3,4

't': 2,3,4,5

'u': 1,3,6

'v': 1,2,3,6

'w': 2,4,5,6

'x': 1,3,4,6

'y': 1,3,4,5,6

'z': 1,3,5,6

United Kingdom 8 dot Computer Braille

exclamation mark: '!' 2,3,4,6

quote: '"' 4

pound: '#' 5,6

dollar sign: '\$' 4,5,6

percent: '%' 4,6

ampersand: '&' 1,2,3,4,6

apostrophe: "'" 3

left paren: '(' 4,5

right paren: ')' 3,4,5

asterisk: '*' 3,5

plus sign: '+' 2,3,5

comma: ',' 2

dash: '-' 3,6

period: '.' 2,5,6
forward slash: '/' 3,4
colon: ':' 2,5
semi colon: ';' 2,3
less than: '<' 2,3,6
equals: '=' 2,3,5,6
greater than: '>' 3,5,6
question mark: '?' 2,6
at symbol: '@' 2,3,4,6,7
left square bracket: '[' 1,2,3,5,6,7
back slash: '\' 5,7
right square bracket: ']' 2,3,4,5,6,7
carat sign: '^' 6,7
underscore: '_' 3,4,6
grave accent: '`' 2,3,4,6
left curly bracket: '{' 1,2,3,5,6
vertical bar: '|' 5
right curly bracket: '}' 2,3,4,5,6
tilde: '~' 6
Pounds sterling: '£' 2,3,6,7,8
degree sign: '°' 1,3,4,6,8
'0': 1,2,3,4,5,6
'1': 1,6
'2': 1,2,6
'3': 1,4,6

'4': 1,4,5,6

'5': 1,5,6

'6': 1,2,4,6

'7': 1,2,4,5,6

'8': 1,2,5,6

'9': 2,4,6

Uppercase letters:

'A': 1,7

'B': 1,2,7

'C': 1,4,7

'D': 1,4,5,7

'E': 1,5,7

'F': 1,2,4,7

'G': 1,2,4,5,7

'H': 1,2,5,7

'I': 2,4,7

'J': 2,4,5,7

'K': 1,3,7

'L': 1,2,3,7

'M': 1,3,4,7

'N': 1,3,4,5,7

'O': 1,3,5,7

'P': 1,2,3,4,7

'Q': 1,2,3,4,5,7

'R': 1,2,3,5,7

'S': 2,3,4,7

'T': 2,3,4,5,7

'U': 1,3,6,7

'V': 1,2,3,6,7

'W': 2,4,5,6,7

'X': 1,3,4,6,7

'Y': 1,3,4,5,6,7

'Z': 1,3,5,6,7

Lowercase letters:

'a': 1

'b': 1,2

'c': 1,4

'd': 1,4,5

'e': 1,5

'f': 1,2,4

'g': 1,2,4,5

'h': 1,2,5

'i': 2,4

'j': 2,4,5

'k': 1,3

'l': 1,2,3

'm': 1,3,4

'n': 1,3,4,5

'o': 1,3,5

'p': 1,2,3,4

'q': 1,2,3,4,5

'r': 1,2,3,5

's': 2,3,4

't': 2,3,4,5

'u': 1,3,6

'v': 1,2,3,6

'w': 2,4,5,6

'x': 1,3,4,6

'y': 1,3,4,5,6

'z': 1,3,5,6

Braille Table for password entry

exclamation mark: '!' 2,3,4,6

quote: '"' 5

pound: '#' 3,4,5,6

dollar sign: '\$' 1,2,4,6

percent: '%' 1,4,6

ampersand: '&' 1,2,3,4,6

apostrophe: "'" 3

left paren: '(' 1,2,3,5,6

right paren: ')' 2,3,4,5,6

asterisk: '*' 1,6

plus sign: '+' 3,4,6

comma: ',' 6

dash: '-' 3,6

period: '.' 4,6

forward slash: '/' 3,4

colon: ':' 1,5,6

semi colon: ';' 5,6

less than: '<' 1,2,6

equals: '=' 1,2,3,4,5,6

greater than: '>' 3,4,5

question mark: '?' 1,4,5,6

at symbol: '@' 4,7

left square bracket: '[' 2,4,6,7

back slash: '\' 1,2,5,6,7

right square bracket: ']' 1,2,4,5,6,7

carat sign: '^' 4,5,7

underscore: '_' 4,5,6

grave accent: '`' 4

left curly bracket: '{' 2,4,6

vertical bar: '|' 1,2,5,6

right curly bracket: '}' 1,2,4,5,6

tilde: '~' 4,5

Numbers:

'0': 3,5,6

'1': 2

'2': 2,3

'3': 2,5

'4': 2,5,6

'5': 2,6

'6' : 2,3,5

'7' : 2,3,5,6

'8' : 2,3,6

'9' : 3,5

Uppercase letters:

'A' : 1,7

'B' : 1,2,7

'C' : 1,4,7

'D' : 1,4,5,7

'E' : 1,5,7

'F' : 1,2,4,7

'G' : 1,2,4,5,7

'H' : 1,2,5,7

'I' : 2,4,7

'J' : 2,4,5,7

'K' : 1,3,7

'L' : 1,2,3,7

'M' : 1,3,4,7

'N' : 1,3,4,5,7

'O' : 1,3,5,7

'P' : 1,2,3,4,7

'Q' : 1,2,3,4,5,7

'R' : 1,2,3,5,7

'S' : 2,3,4,7

'T' : 2,3,4,5,7

'U': 1,3,6,7

'V': 1,2,3,6,7

'W': 2,4,5,6,7

'X': 1,3,4,6,7

'Y': 1,3,4,5,6,7

'Z': 1,3,5,6,7

Lowercase letters:

'a' : 1

'b': 1,2

'c': 1,4

'd': 1,4,5

'e' : 1,5

'f' : 1,2,4

'g' :1,2,4,5

'h' : 1,2,5

'i' : 2,4

'j' : 2,4,5

'k': 1,3

'l': 1,2,3

'm': 1,3,4

'n': 1,3,4,5

'o' : 1,3,5

'p': 1,2,3,4

'q':1,2,3,4,5

'r' : 1,2,3,5

's' : 2,3,4

't' : 2,3,4,5

'u' : 1,3,6

'v' : 1,2,3,6

'w' : 2,4,5,6

'x' : 1,3,4,6

'y' : 1,3,4,5,6

'z' : 1,3,5,6

Appendix C – Safety and Maintenance

General Care

Keep beverages away from your BrailleNote Touch. Periodically wipe the case down with a warm damp cloth. Don't use any cleaning compounds.

Braille Display Care

Each cell of the Braille display has eight pins. For each pin there is a special crystal that lifts the pin to make a dot, and allows the pin to drop when there is no dot. The pins have to be able to move freely. In normal use dirt unavoidably accumulates on the display and around the touch cursor buttons. To prevent the pins from jamming, the display and touch cursor should be cleaned regularly. Cleaning the Braille display is not straightforward. We recommend that you send the BrailleNote BT back to an authorized BrailleNote BT service center every twelve months to clean the Braille display.

Making sure that your hands are always clean is a good start towards minimizing problems with your Braille display. We suggest that once per week you wipe the surface of the Braille display using a soft damp cloth. The cloth should be squeezed hard to ensure that all excess moisture has been removed. Use only warm water on the cloth.

FCC / Industry Canada Two Part Statement:

This device complies with FCC Part 15 and Industry Canada license exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Industry Canada French Warning / Avertissement d'Industrie Canada

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Per Industry Canada RSS rules:

This device complies with Health Canada's Safety Code. The installer of this device should ensure that RF radiation is not emitted in excess of the Health Canada's requirement. Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

FCC Warning:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the Federal Communications Commission (FCC) Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment causes harmful interference to radio or television reception, which can be determined by turning the equipment off and on, you are encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the space between the equipment and receiver.
- Connect the equipment to an outlet on a circuit different from that to which the receiver is connected.
- Consult your dealer or an experienced radio/TV technician for help.

Battery Safety Precautions:

CAUTION:

- Risk of explosion if battery is replaced by an incorrect type.
- Dispose of used batteries according to the instructions below.
- Do not disassemble or modify the battery.
- Use only the specified HumanWare charger.
- There is a risk of overheating, fire or explosion if the battery is put in a fire, heated, subjected to impact, put in contact with water, or if its terminals are shorted.
- Do not attempt to charge or use the battery outside of the unit.

Disposal Instructions:

At the end of BrailleNote Touch operational lifetime, its internal components must be disposed in compliance with local authorities.

BrailleNote contains no hazardous materials. For disposal, return to HumanWare or follow local governing ordinances or hospital procedure.

Appendix D – Technical Specifications

Size and Weight

Height: 2.06 cm (0.8")

Width: 24.4 cm (9.5")

Depth: 16.2 cm (6.3")

Weight: 900 g (2 lbs.)

Major Capabilities

Texas Instruments OMAP4460 1.2GHz Mobile Processor, Dual-core ARM® Cortex™-A9

Internal S D card included for firmware and storage

2GB Low Power DDR2 SDRAM

22.86 cm x 7.62 cm (9" x 3.8") Multi-touch capacitive touch screen over a 1024 x 600

18 cm (7") diagonal LCD screen

HDMI output for external display (no audio)

18 or 32 Braille display cells with cursor routing buttons (1 button per cell)

8MP camera with LED based lighting

Wi-Fi 802.11 b/g/n

Bluetooth 4.0

GPS

High Speed USB 2.0 slave for PC connectivity and battery recharge.

High Speed USB 2.0 host port.

Audio Codec with volume control

Internal Omni Directional MEMS type Microphone

Internal stereo 1W Speakers (two speakers)

Audio output connector for headphones or external speaker

Audio input connector for external microphone or stereo recording (line-in).

Integrated Battery Charger

Rechargeable and user replaceable 5100mAh Li-Polymer with thermistor and internal gas gauge

Real Time Clock with battery backup

Vibration device

Sensors

3D Accelerometer

3D Gyroscope

3D Electronic compass

Power requirement: +5VDC, 1.5A

Battery: Li-Polymer 3.7V nominal, 5100mAh, in operation charge time of 12 hours

Environmental Conditions

This product meets EMC standards of all targeted countries. EMC consists of the limitation of radiated electromagnetic emissions from the unit and immunity of the product against external electromagnetic field and electrostatic discharge.

Operating temperature range: 5 to 40 degrees Celsius

Battery charging temperature range: 5 to 40 degrees Celsius

Storage temperature: -20 to 60 degrees Celsius

Operating humidity: 5% to 90% (non-condensing)

Storage humidity: 5% to 95% (non-condensing)

Appendix E – Customer Support

For customer support, please contact the HumanWare office nearest you or visit our Website at:

www.humanware.com/support

Global: support@humanware.com

North America: 1 800 722-3393

us.support@humanware.com

Europe: (0044) 1933 415 800

eu.support@humanware.com

Australia / Asia: (02) 9686 2600

au.sales@humanware.com

Appendix F – Warranty

Manufacturer Warranty

This device is a high quality product, built and packaged with care. All units and components are guaranteed against any operational defects as follows:

US and Canada: One (1) year

Continental Europe and UK: Two (2) years

Australia and New Zealand: One (1) year

Other countries: One (1) year

Warranty covers all parts (except battery) and labor. If any defect should occur, please contact your local distributor or the manufacturer technical assistance line.

Note: Warranty terms may periodically change, please consult our website for the latest information.

Conditions and Limitations:

No replacement or repair covered by the warranty will be carried out unless the unit is accompanied by a copy of the original bill of purchase. Please retain your original. If the unit has to be returned, please use the original packaging. This warranty applies to all cases where the damage is not a result of improper use, mistreatment, negligence or acts of God.