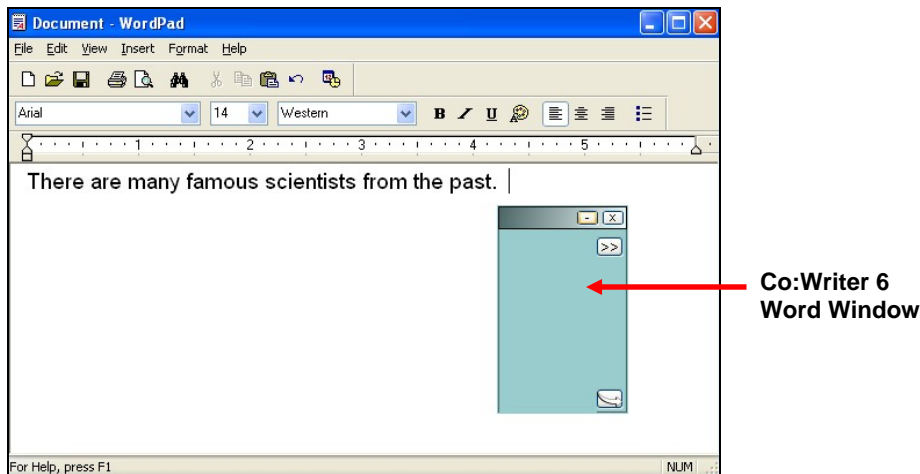


Co:Writer® 6 Self-Study

- **What is Co:Writer 6?**
Co:Writer 6 is an independent intelligent word prediction program that works with any program that accepts text.
- **What will I get from this Self-Study?**
The Self-Study will walk you through the basics of using Co:Writer 6 so that you can get started quickly. When you complete this Self-Study, you will have used Co:Writer 6 from beginning to end. (See the Help program within Co:Writer 6 for help on using *all* of the features.)
- **How do I use this Self-Study?**
Print this Self-Study and follow the steps on your computer.



Think IT! Try IT! Choose IT!

You will write the sentence in the illustration by selecting from the word predictions in the Co:Writer 6 Word Window:



⇒ Think IT

Think about what you want to express

1. Launch any word processor.
2. Launch Co:Writer.
 - Windows: On the Desktop, click 
 - Macintosh: On the Dock, click 
3. You decide to write about scientists, so you think of the sentence to write.

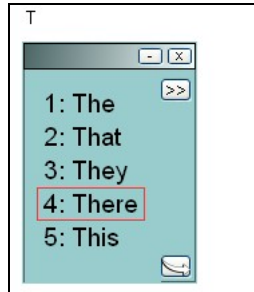
Co:Writer® 6 Self-Study

⇒ Try IT

Try typing the first letters of the word

1. Point to and click in your text program.

2.



The first word in your sentence is **There**, so type **t**. Does it appear in the Word Window?

If not, type **h**, to make "**th**". The word **There** should appear in the Word Window. There's no need for you to capitalize it -- Co:Writer does this for the first word in every sentence!

⇒ Choose IT

Point and click to choose the words you want

1. Click **There** in the Word Window. Watch the word move to your text program followed by a space.

Note: Another option to select the predicted word is to press the number in front of the word on your keyboard. This is a good method for writers who are better with the keyboard than the mouse.

2. Start typing the next word **are**. A new list of word predictions appears. Sometimes the word will already appear without having to type anything because Co:Writer predicted your next word!
3. Click **are** in the Word Window or press the number in front of the word on your keyboard. Follow these steps to enter the word **many**.

FlexSpell

Sometimes, writers are not sure how to spell words in their minds. Typically, they don't try at all. They can use whatever spelling skills they have because Co:Writer's FlexSpell feature tries to match their inventive spellings to offer the word they want.

1. You'll **type the next word incorrectly** to see how Co:Writer's FlexSpell feature works. Type **famus**.

Look at the word predictions in the Word Window -- Co:Writer 6 predicted that you might be looking for "famous".


2. Select **famous** in the Word Window and type the rest of the sentence: **scientists from the past**. As you type each word, find it in the list of guesses and place it in your sentence.
3. Finish your sentence by typing your ending punctuation. Here, type a period. Co:Writer 6 reads the sentence, highlighting each word as it is read aloud. It also inserts a space after the punctuation to get ready for the next sentence.

Co:Writer® 6 Self-Study




Review your work with Speech

You can use either of the following methods to hear a word, phrase or sentence read aloud at any time:

Highlight the text you want to hear

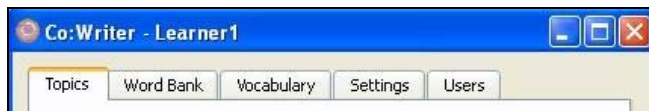
- In the Word Window, click  and select the first option, **Speak**.

Place the cursor anywhere in the sentence or word you want to hear

- In the Word Window, click , select **Speech** (about half way down the menu), and select either **Speak Word** or **Speak Sentence**.
1. Experiment using Speech with the sentence, "**There are many famous scientists from the past.**"
 2. Use  to hear the entire sentence. Then, use  to hear only part of the sentence.

To customize Co:Writer for your own use, explore the settings in the Preference Window.

1. In the Word Window, click . The Preference Window opens and displays five tabs:



2. Get an introduction to more features by clicking each tab and reading the descriptions below.
 - **Topics** – This is where you select, create, and manage Topic Dictionaries (special words in a specific category).
 - **Word Bank** – This is where you can choose to display on screen a topic-specific word bank to further support writers.
 - **Settings** – This is where you set speech, text display, and prediction options. This is also where you find a Setup Wizard to help you set up new users or modify existing users.
 - **Vocabulary** – This is where you choose your Main Dictionary or add words to your Personal Dictionary. This is also where you create and edit various other vocabulary lists.
 - **Users** – This is where you can save preferences for specific users.
3. When you are ready to start using these features, you can learn more about them by opening the Help within Co:Writer 6.

Congratulations! You have just used Co:Writer 6 with your word processor to successfully write and explore other features!