

Quick Reference Guide

ChatEditor™ is a free companion program for NovaChat® devices, Via® devices with TouchChat®, and the TouchChat app.

ChatEditor is compatible with Windows®-based computers.

Download ChatEditor from salttillo.com/products#chat-editor

Create a new configuration

1. Open ChatEditor.
2. Select **Create a New Configuration**.
3. Select the device:
 - NovaChat/Chat Fusion
 - TouchChat
 - Words for Life (Nova Edition)
4. Select the language(s).
5. Select the symbol set.
6. Name the configuration.

Open a new vocabulary file

1. Select **Library**.
2. Select the language (for example, English).
3. Select the symbol set category.
4. Select the vocabulary file.
5. Select **Open**.

Duplicate a vocabulary file to customize

1. Select **Library**.
2. Select the language (for example, English).
3. Select the symbol set category.
4. Select the vocabulary file.
5. Select **Duplicate**.
6. Enter a name for the file (for example, WordPower 60 Basic Heather).
7. The file is now added to the My Resources section.

Open a duplicated vocabulary file

1. Select **Library**.
2. Select **My Resources**.
3. Select the vocabulary file.
4. Select **Open** and customize the file.

Edit a button in ChatEditor

1. Open a duplicated vocabulary file.
2. Click on **Edit Mode**.
3. Right-click on the button you want to edit.
4. Click on **Edit Button**.
5. Edit on the General tab:
 - Label – edit the button label
 - Message – edit the button message
 - Image – Search for a symbol, Browse, Remove the image, or Import a photo from your computer.
6. Click **OK**.
7. Continue editing buttons.
8. To exit Edit Mode, click on **Edit Mode** again.

Edit a button style

1. Click on **Edit Mode**.
2. Click on **Edit Button**.
3. Edit the following on the **Style** tab:
 - Font – font choice, size, and style
 - Body – color of the button body
 - Text – color of the text
 - Border – color of the button border
 - Border width – thickness of the border

Edit button actions

1. Click on **Edit Mode**.
2. Click on **Edit Button**.
3. Edit the following on the **Actions** tab:
 - Click on the grey drop-down to choose your button action.
 - Add – click to add the selected button action.
 - Remove – click to remove the selected button action.
 - Up / Down – click to move the selected button action up or down in the order.

Hide or show buttons

Buttons are hidden page by page.

1. Click on **Edit Mode**.
2. Click on **Hide Mode**.
3. You have three options:
 - Choose buttons one by one to hide or show.
 - Choose **Hide All** to hide all buttons on the current page.
 - Choose **Show All** to show all the buttons that had been previously hidden.
4. To exit Hide Mode, click on **Hide Mode** again.

Print page(s)

1. Select **Settings**.
2. Select **Print Pages**.
3. The current page is already selected. Scroll through the list to select all pages that you want to print.
4. Click on **Print Selected Pages**.
5. Click on **Done** when finished printing.

Save page(s) as image(s)

1. Select **Settings**.
2. Select **Print Pages**.
3. The current page is already selected. Scroll through the list to select all the pages that you want to save as an image.
4. Click on **Save Image of Checked Pages**.
5. Choose where to save your images as a PNG file.
6. Click **Save**.
7. After the image(s) are saved, click on **Done**.

Capture button(s)

1. Select **Capture**.
2. Button(s) selected in the vocabulary file will appear in the Capture window.
 - Exit – closes the Capture window.
 - Copy to Clipboard – copies the button(s) from the capture window to the computer clipboard.
 - Clear – clears the Capture window.
 - Capture Selections – when checked, will capture the button(s) selected. When not checked, will allow you to navigate the file without capturing button(s).
3. Sequences copied to the clipboard can now be pasted into another application (for example, a Word document, Google Slides, etc.).

Create a new page

1. Open a duplicated vocabulary file.
2. Click on **Edit Mode**.
3. From the Menu bar select **Pages**.
4. Choose **New Page** or **New Page from Template**.
5. Name the page and select **Create**.
6. Click on **Close**.

Next, link the new page to a button in the vocabulary file.

Link a page to a button

1. Choose the button you want to link to your new page and right-click on it.
2. Select **Edit Button**.
3. Give the button a label, and if needed, an image and change the style.
4. Select the **Actions** tab.
5. Click on the **Actions** drop-down.
6. Scroll down and select **Navigate**.
7. Click on **Add**.
8. Scroll through the pages and select the new page you made or a page you imported.
9. Click on **Choose**.
10. Click **OK**.
11. To exit Edit Mode, click on **Edit Mode** again.

Transfer a vocabulary file from/to a NovaChat device with a USB cable

1. Connect your NovaChat device to the computer using the USB cable.
2. Open ChatEditor.
3. When ChatEditor opens you will see "Device is Connected" at the top of the window.
4. If you don't see that message, close ChatEditor and disconnect the device. Start again with step 1.
5. Select **Library**.
6. Select **Transfer** in the pop-up.
7. Select **Vocabs to/From Device**.
8. Select the file from the device in the right column.
9. Select the **To Editor** button.
10. Select **Done** after the file is transferred.
11. The file will now appear under My Resources.

Follow the same steps to transfer to a NovaChat device except you choose the file from ChatEditor and transfer to the NovaChat device.

Transfer a vocabulary file from/to a NovaChat device with a dual USB drive

1. Back up your file from your NovaChat onto the dual USB drive.
2. Plug the dual USB drive into your computer.
3. Open ChatEditor.
4. Select **Library**.
5. Select **Transfer** in the pop-up.
6. Select **Vocabs from File**.
7. Select the file from the USB drive.
8. Select **Open**.
9. Select **Close** after the file is transferred.
10. The file will now appear under My Resources.

*Follow the same steps to transfer from ChatEditor to the USB drive but select **Transfer Vocab to File**.*

Transfer a vocabulary file from/to the TouchChat app with a dual USB drive, email, Google Drive™, OneDrive®, Dropbox®, or iShare

1. Back up your file from the TouchChat app using a dual USB drive with the Via devices, through email or using Google Drive, OneDrive, or Dropbox.
2. Plug the dual USB drive into your computer or open the email or drive that contains your file and save it to your desktop.
3. Open ChatEditor.
4. Select **Library**.
5. Select **Transfer** in the pop-up.
6. Select **Vocabs from File**.
7. Select the file from the USB drive or wherever you have saved the file on your desktop.
8. Select **Open**.
9. Select **Close** after the file is transferred.
10. The file will now appear under My Resources.

*Follow the same steps to transfer from ChatEditor to the USB drive but select **Transfer Vocab to File**.*

Transfer a Vocabulary file from/to the TouchChat app with a USB cable through iTunes®

1. Export the vocabulary file using **Export to iTunes** on your iPad® with TouchChat.
2. Connect your iPad with TouchChat to the computer using the USB cable.
3. Open iTunes.
4. Click on the iPad symbol.
5. Click on **File Sharing**.
6. Select **TouchChat HD WP**.
7. Find the file you want to transfer from the list on the right.
8. Select **Save**.
9. Choose the location you want to save to on your computer.
10. Open ChatEditor.
11. Select **Library**.
12. Select **Transfer** in the pop-up.
13. Select **Vocabs from File**.
14. Select the file from the USB drive or wherever you have saved the file on your desktop.
15. Select **Open**.
16. Select **Close** after the file is transferred.
17. The file will now appear under My Resources.

*Follow the same steps to transfer to your iPad with TouchChat except you will choose **Transfer Vocab to File**, then **Add File** under iTunes File Sharing.*