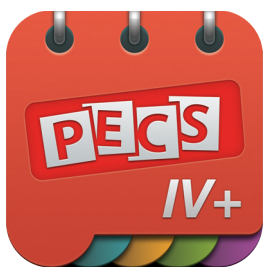


PECS[®] IV+

Getting Started



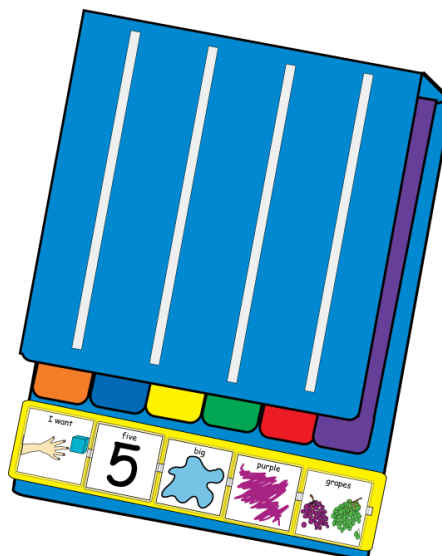
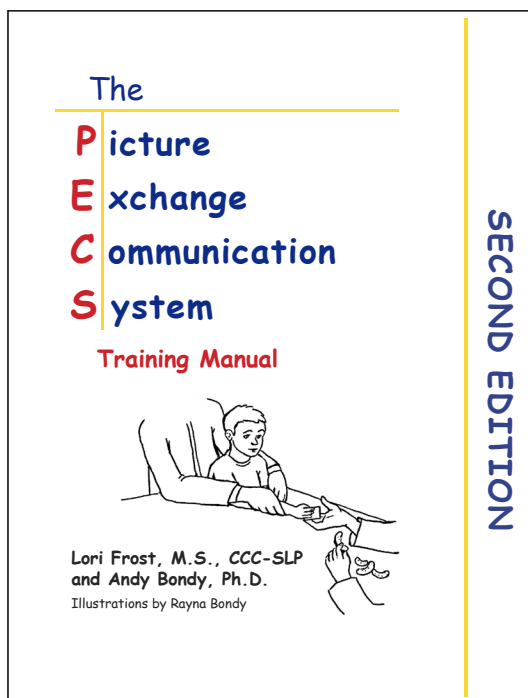
Designed for a *stress-free*
transition from traditional PECS[®]
to a tablet-based communication

PECS® IV+

PECS IV+ is the solution for transitioning from PECS to high-tech AAC. For learners who have mastered Phases I through IV of the Picture Exchange Communication System® using traditional PECS books, PECS IV+ is the high-tech next step! From Pyramid Educational Consultants, the developers of the evidence-based and world-renowned PECS®, PECS IV+ allows users to construct a multi-picture Sentence Strip™ via a dedicated Sentence Starter™ page and up to 30 digital PECS book pages for the in-app voice to speak.

Some words of caution

Pyramid Educational Consultants does **not** recommend starting functional communication intervention with an app or a speech generating device because these high-tech options do NOT require the social interaction that is crucial to communication and is the cornerstone of the Picture Exchange Communication System. When starting functional communication training, start with a traditional low-tech PECS Communication Book using the evidence-based protocol from [The Picture Exchange Communication System Training Manual, 2nd Edition](#) by Frost and Bondy.

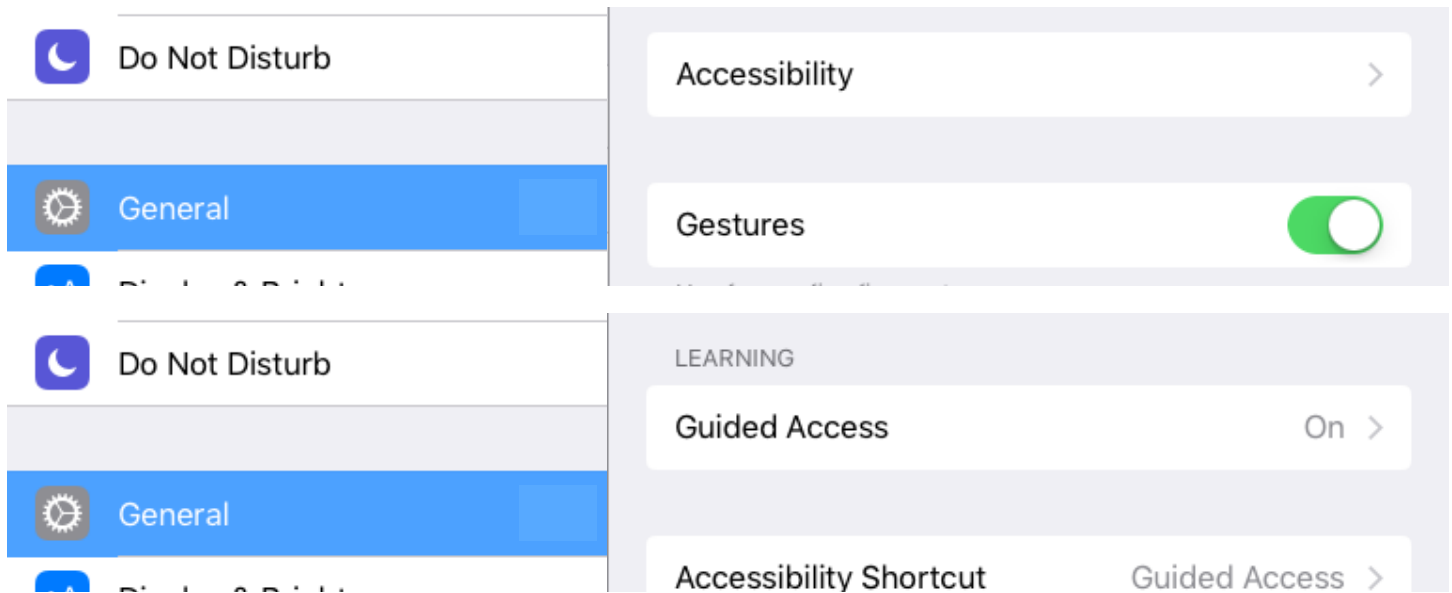


Using an App for Communication

Guided Access

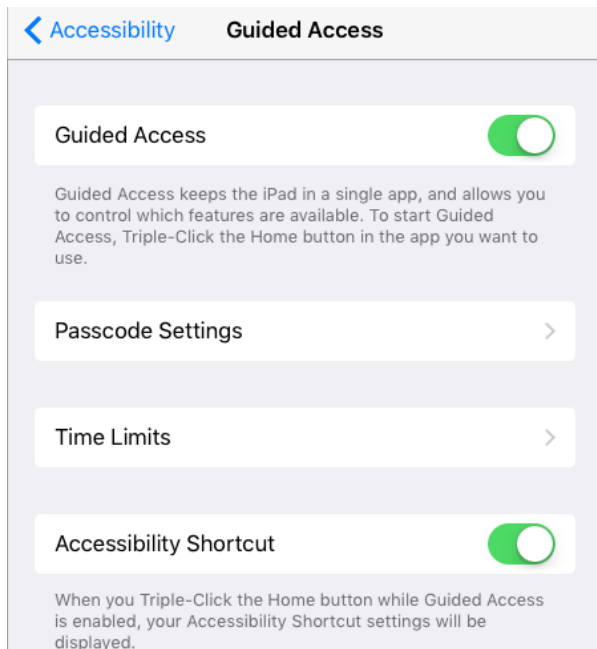
PECS IV+ is available for iPad® and iPad mini™. When using an iPad with PECS IV+ for communication, we recommend putting your iPad in Guided Access. This restricts use of the iPad to a designated app (PECS IV+) and disables hardware buttons. Exiting Guided Access to access other apps can only be accomplished using a 4-digit code.

To enable Guided Access on the home screen of your iPad, select the *Settings* app, then tap *General > Accessibility > Guided Access*.



The image shows three sequential screenshots of the iPad Settings app. The first screenshot shows the 'Settings' app with 'Do Not Disturb' and 'General' visible. The second screenshot shows 'General' selected, with 'Do Not Disturb' and 'Accessibility' visible. The third screenshot shows 'Accessibility' selected, with 'Guided Access' turned on and 'Accessibility Shortcut' visible.

1. Toggle **Guided Access** on
2. Select a **Passcode**
3. Add **time limit** warning sounds or speech if you will be setting time limits.
4. Toggle **Accessibility Shortcut** to **On** so you can triple-click the Home button to enter Guided Access from within any app. This step is not mandatory.



The image shows the 'Guided Access' settings screen. The 'Guided Access' toggle is turned on. Below it, there is a description: 'Guided Access keeps the iPad in a single app, and allows you to control which features are available. To start Guided Access, Triple-Click the Home button in the app you want to use.' There are three options with chevron arrows: 'Passcode Settings', 'Time Limits', and 'Accessibility Shortcut'. The 'Accessibility Shortcut' toggle is also turned on. At the bottom, there is a note: 'When you Triple-Click the Home button while Guided Access is enabled, your Accessibility Shortcut settings will be displayed.'

To use Guided Access

1. Launch PECS IV+
2. Triple-click on the iPad Home button.
3. Circle areas of the screen to limit access to those functions (if any).
4. Tap on **Option** in the bottom left to choose whether or not to grant access to Sleep/Wake, Volume, touch screen and motion. Tap **Done**.

Once Guided Access is enabled, pushing the home button to leave the app will open a banner indicating that the app is in Guided Access. Leaving Guided Access requires triple tapping the home button and entering the 4-digit passcode.



Screen Rotation Lock

The PECS IV+ app is best used in landscape mode on your device. iPad® however, will automatically default to the portrait orientation unless the rotation lock is set to prevent the device from entering the default orientation. When using PECS IV+ on your device, we recommend that you enable the rotation lock so that your screen stays in landscape mode for best use of the app. This will lock the screen so that the view does not change when the device is rotated.

To enable the [Screen Rotation Lock](#) on the home screen of your iPad, pull down the [Control Center](#) from the top right corner of your screen, then tap the [Rotation Lock Icon](#).



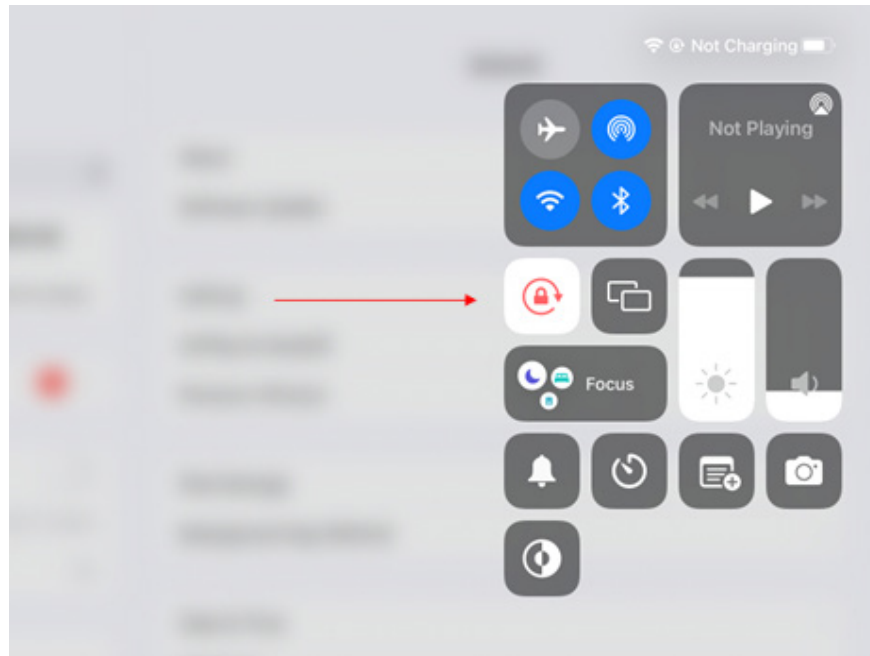
Portrait Mode



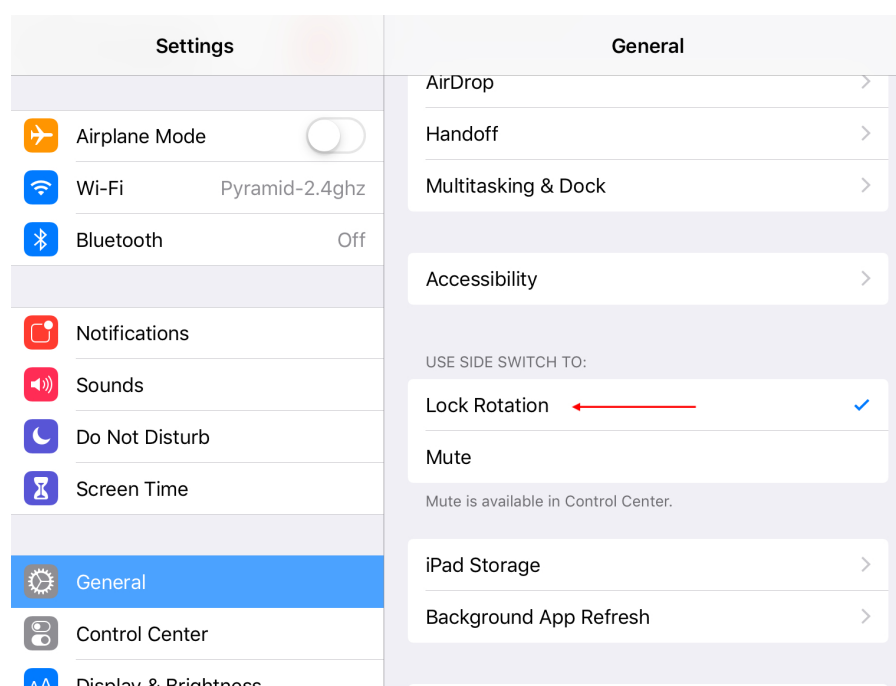
Landscape Mode

To use Screen Rotation Lock

1. Pull down the **Control Center** from the top right on your devices screen.
2. Make sure your iPad is in the orientation you'd like it to be locked in.
3. Underneath the system functions (Airplane Mode, Wi-Fi, Bluetooth, etc.), tap on the **Rotation Lock** icon (padlock with a circular arrow around it).



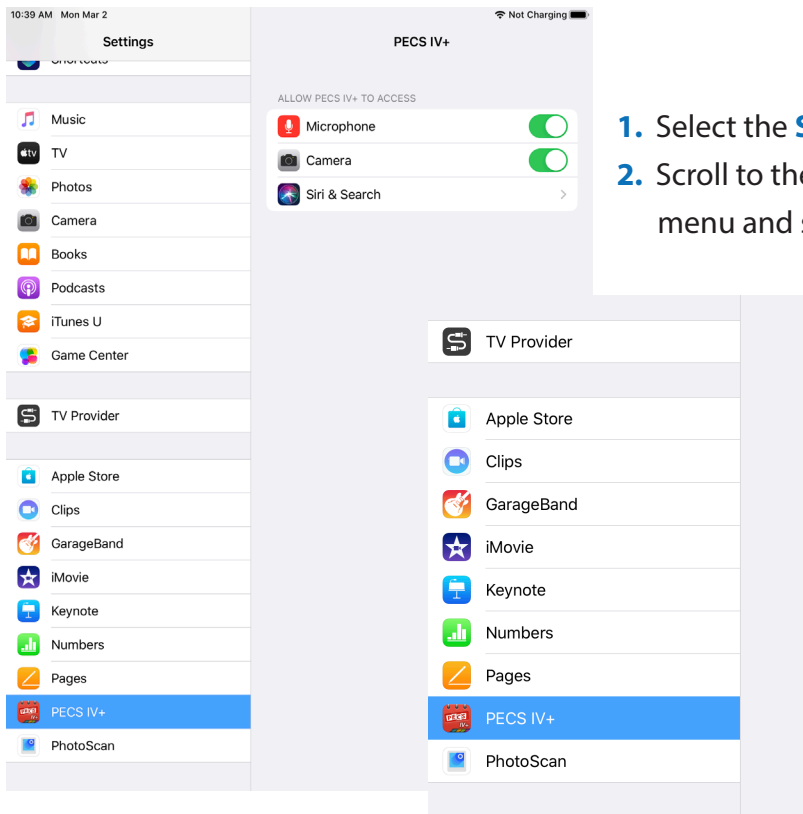
On older iPads (before iPad Air), there is a switch on the right side of the iPad that can be used to rotate the screen. You'll just need to go into Settings > General and switch the setting from mute to rotation lock.



Enabling your Device's Camera and Microphone Permissions

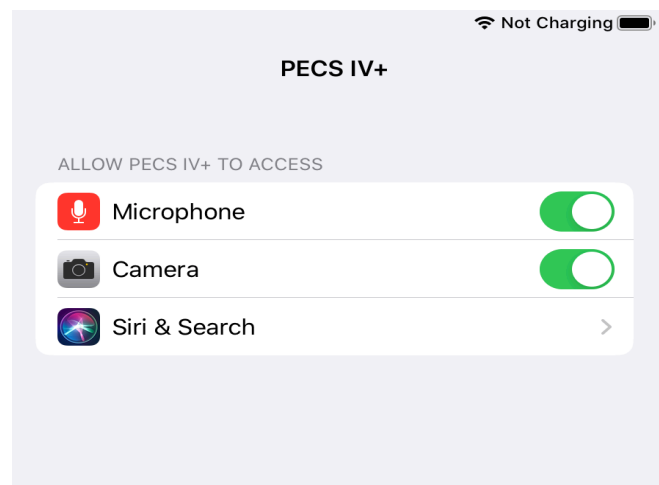
Because the PECS IV+ app requires the use of your device's Camera and Microphone to properly function, you will want to make sure that your PECS IV+ app has permission to use your device's camera and microphone before you begin using the app. You can enable permission for the camera and microphone through your device settings.

To enable camera and microphone permissions on the home screen of your iPad, select the [Settings](#) app, then tap [PECS IV+](#).



1. Select the [Settings](#) app.
2. Scroll to the list of apps at the bottom of the left-hand menu and select the [PECS IV+](#) app icon.

3. You will see "[ALLOW PECS IV+ TO ACCESS](#)", listed below that you will see the Camera and Microphone. Toggle both switches to Green to allow access.

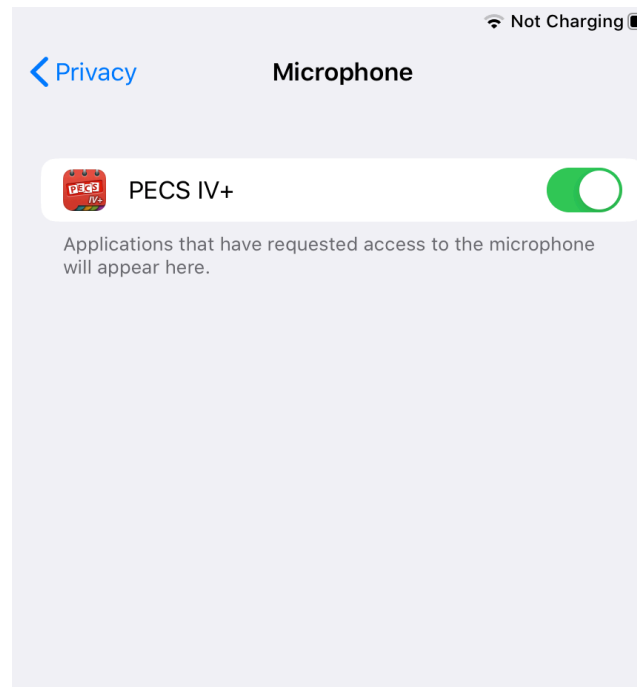
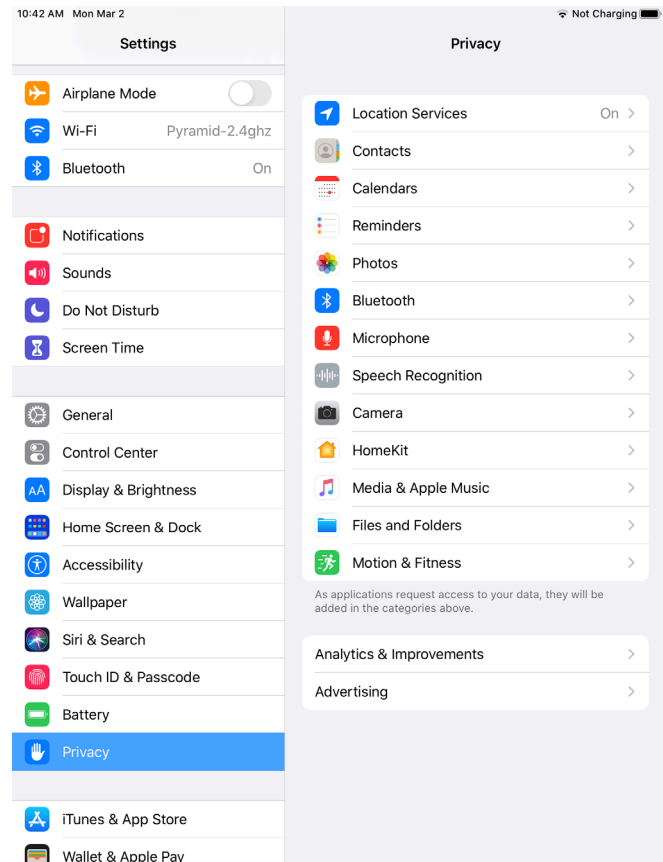
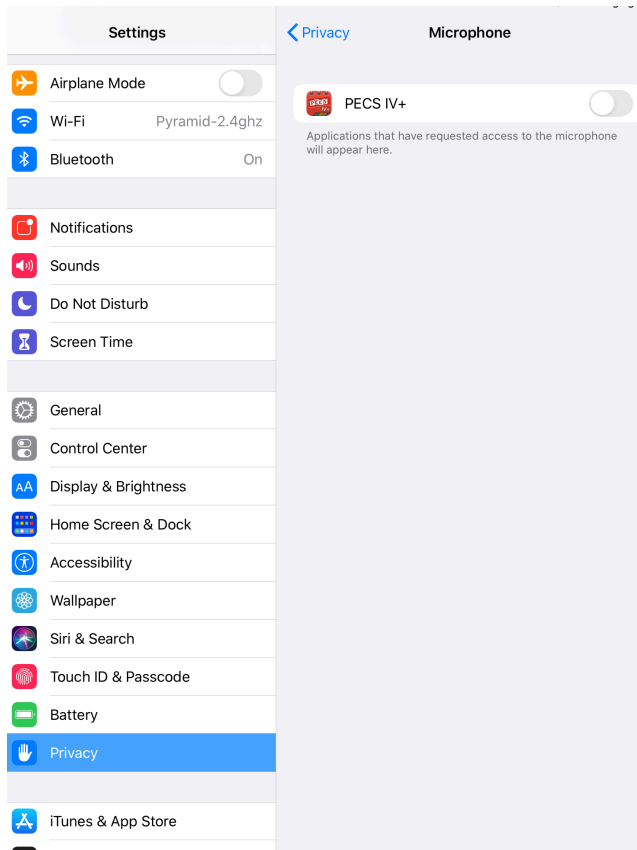


Checking Your Device's Privacy Settings

Another way to check to see if your PECS IV+ app has permission to use your device's Camera and Microphone is by checking your devices **Privacy** settings.

To check your devices privacy settings:

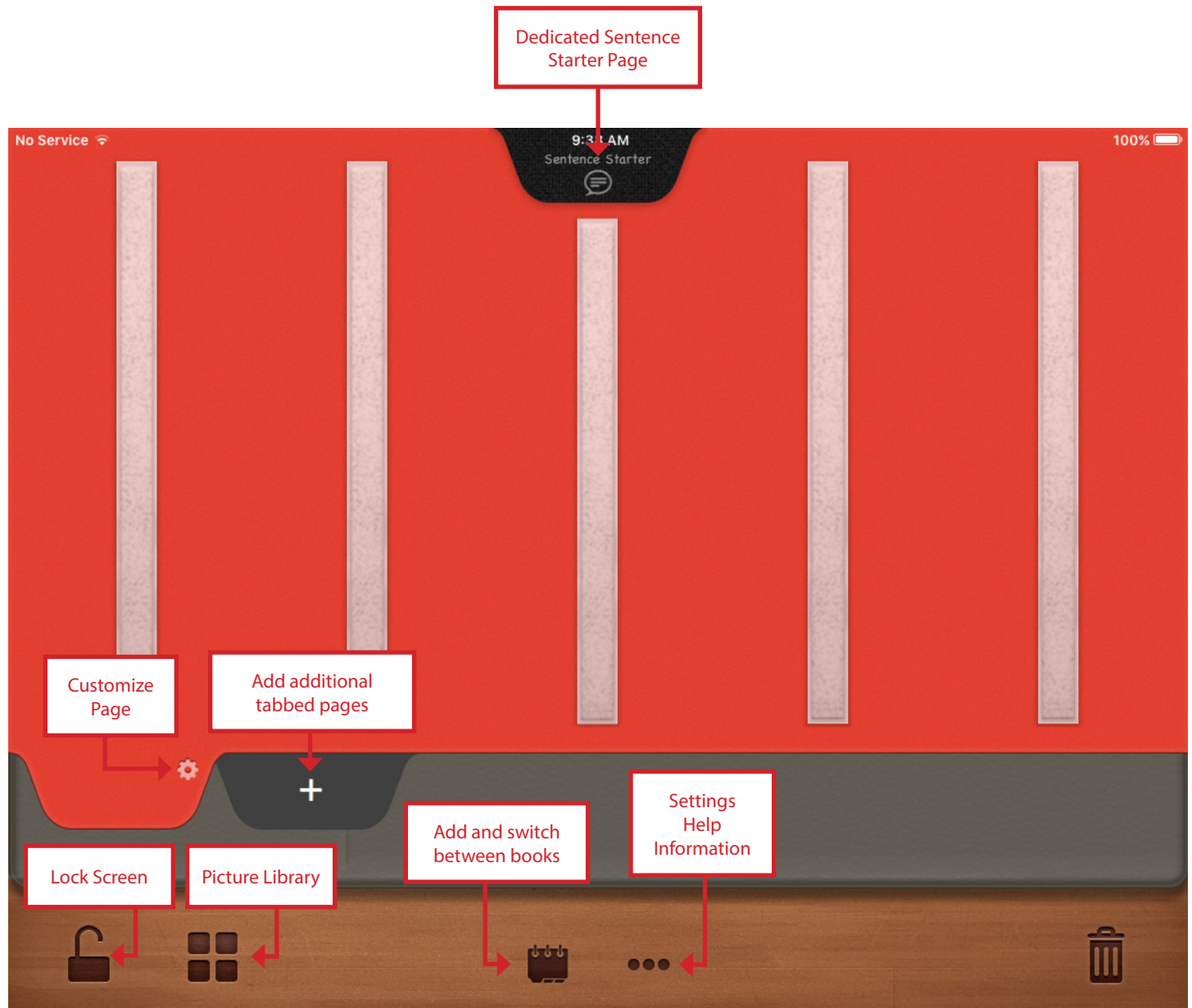
1. Select the **Settings** app.
2. Scroll down to **Privacy** and select it.
3. Select **Camera** or **Microphone** from the Privacy list.
4. You will then see a list of apps on your device that require permissions to use the selected function. Next to **PECS IV+** app toggle the switch to Green.



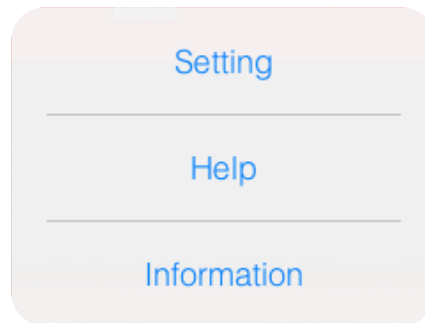
The Opening Screen

When you open the app for the first time, the PECS book will be blank. This is so that you can build a book identical to your student's traditional PECS book. Tap on the **Book** icon to create your student's book.

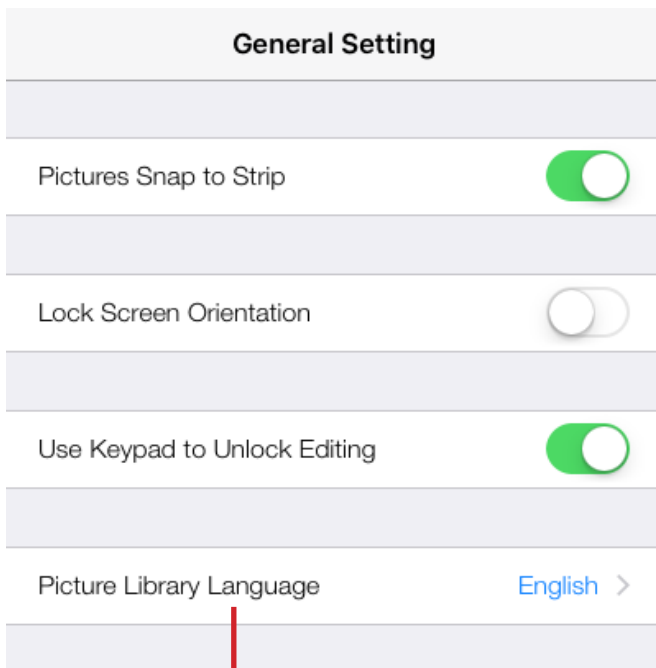
Use the back-up feature of your iPad to back-up settings and vocabulary selected in this app.



Settings • Help • Information



Settings



Automatically align the pictures with VELCRO® strips

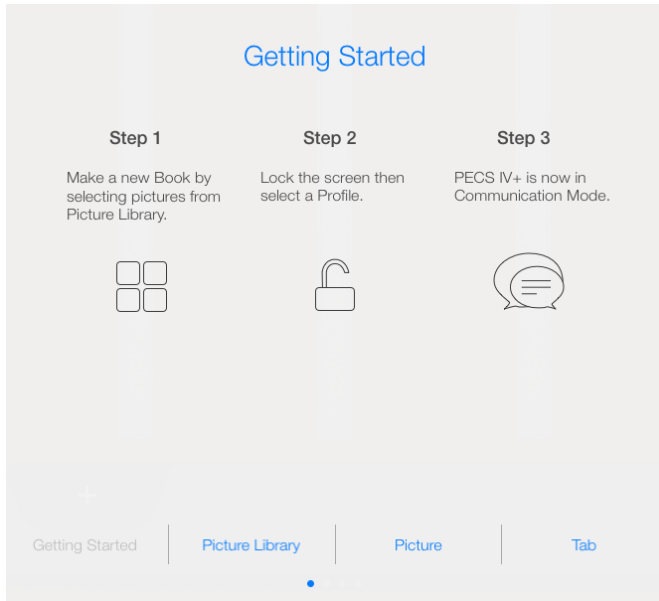
Lock Screen orientation to Landscape mode

Make Keypad UNLOCK function available

Choose a language for pictures and speech

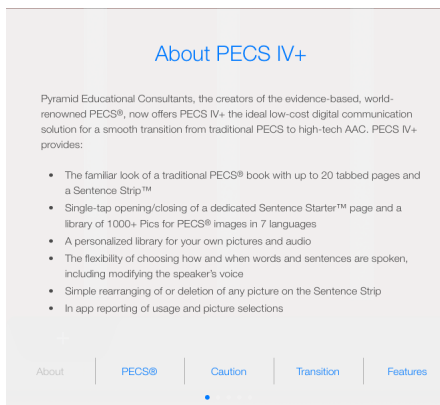


Help

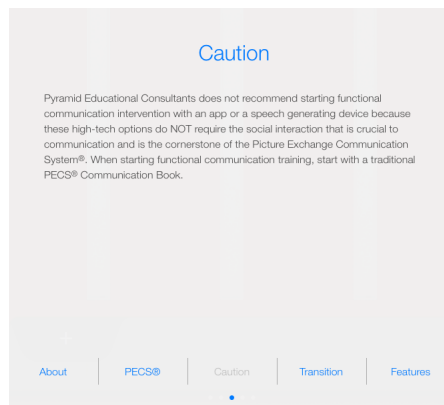


Toggle between different pages for helpful hints for using the app.

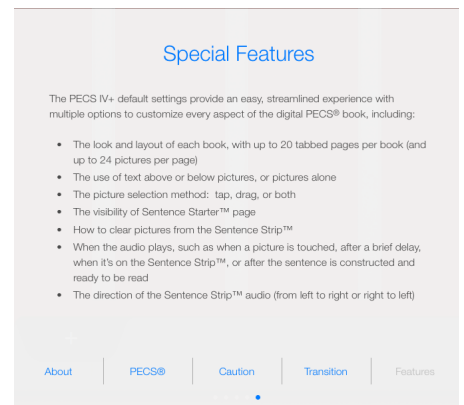
Information



Toggle between pages to read about PECS IV+ or PECS



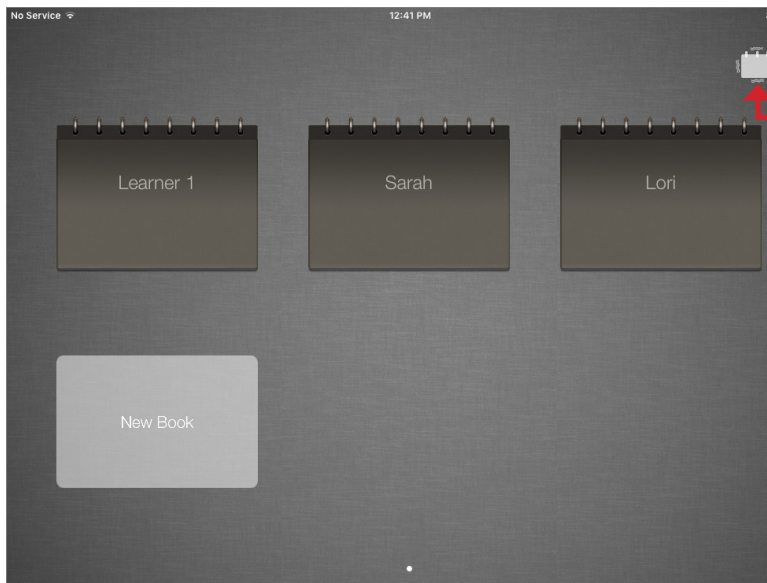
A caution on using PECS IV+ only after students have mastered Phases I-IV of traditional PECS



A description of several unique features of PECS IV+

Add and switch between books

To begin creating your student's PECS IV+ book, tap **New Book** and give the book a name.

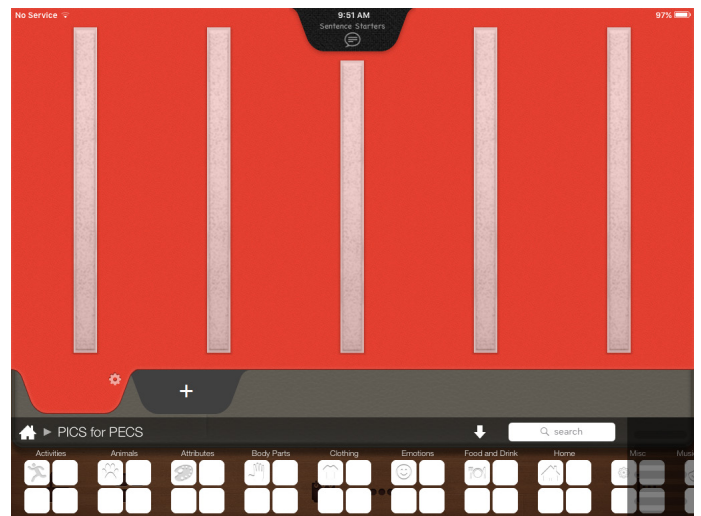
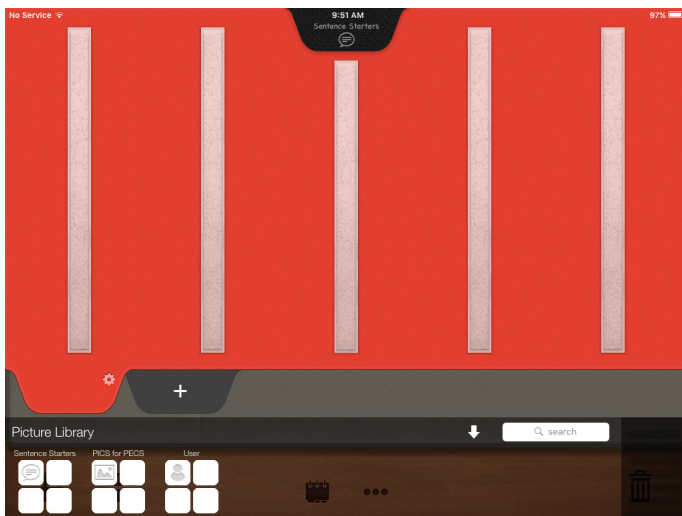


Each book holds 30 pages with up to 28 pictures per page. If your student requires additional pages, create additional books.

To delete a book, hold button and follow on-screen prompts.

Picture Library

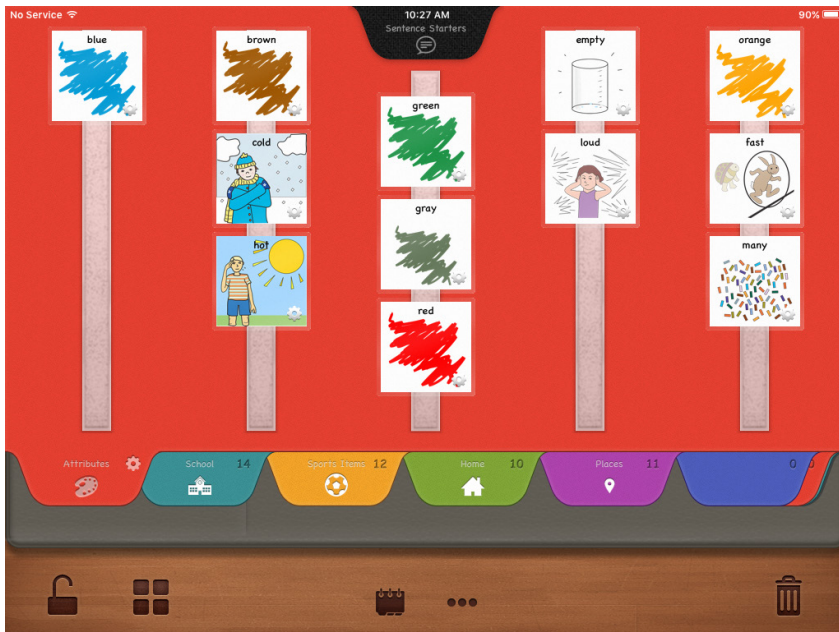
To begin adding pictures to your student's book, open the library and choose images from the Sentence Starter folder, the Pics for PECS library or add pictures from your own library to the customizable User Library.





First create your student's Sentence Starter page. Tap or drag and drop a picture onto the dedicated Sentence Starter page.

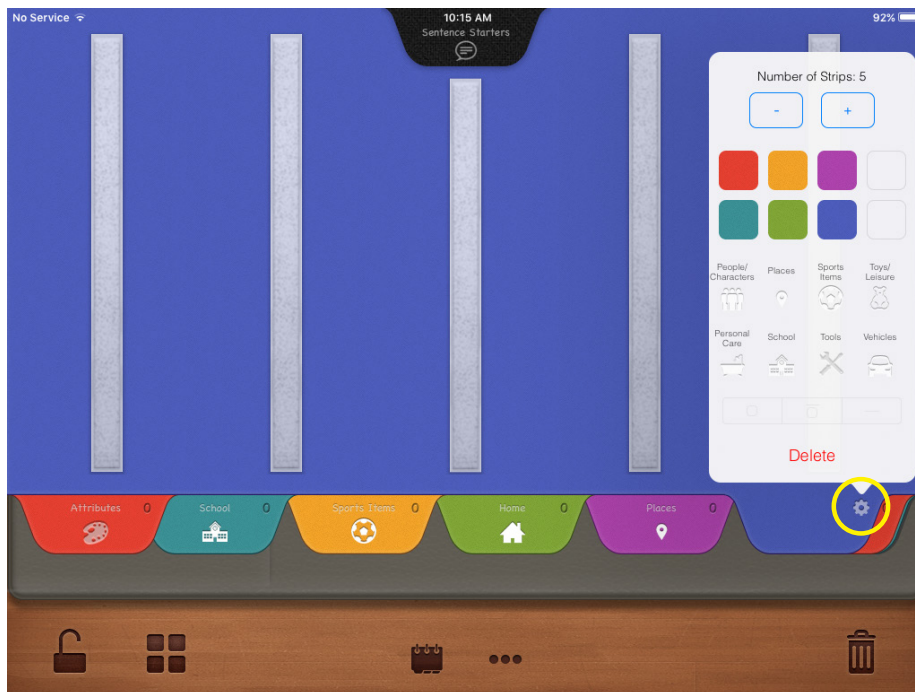
Add Additional tabbed pages



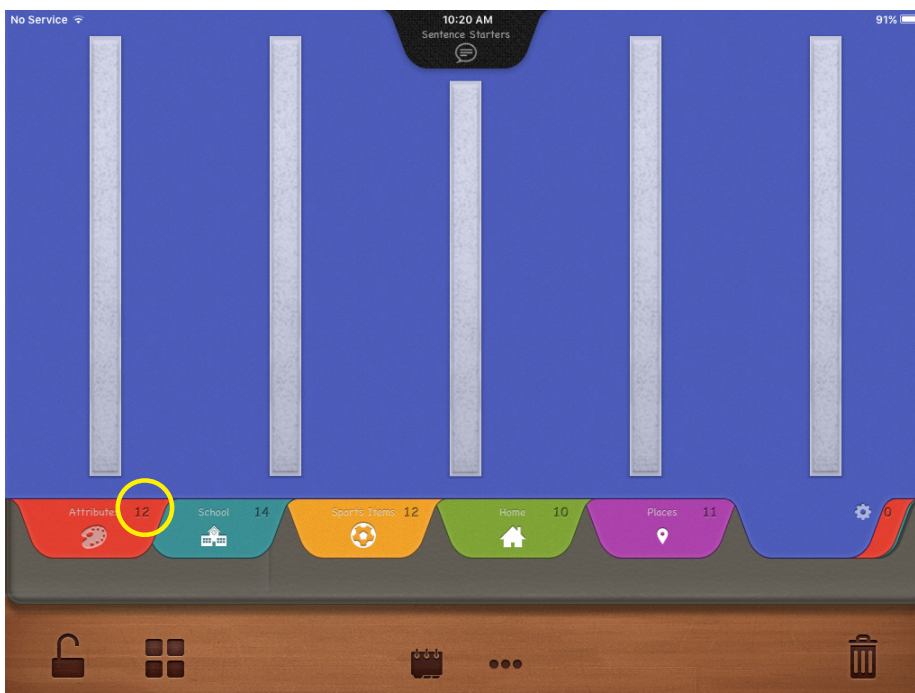
Add pages to the book and continue adding pictures by dragging pictures from the library onto the desired page.

Customize a page

To customize a page, click on the **Gear** icon on the tab. Choose the number of VELCRO® strips (up to 7 max), color of page, and/or icon for tab.



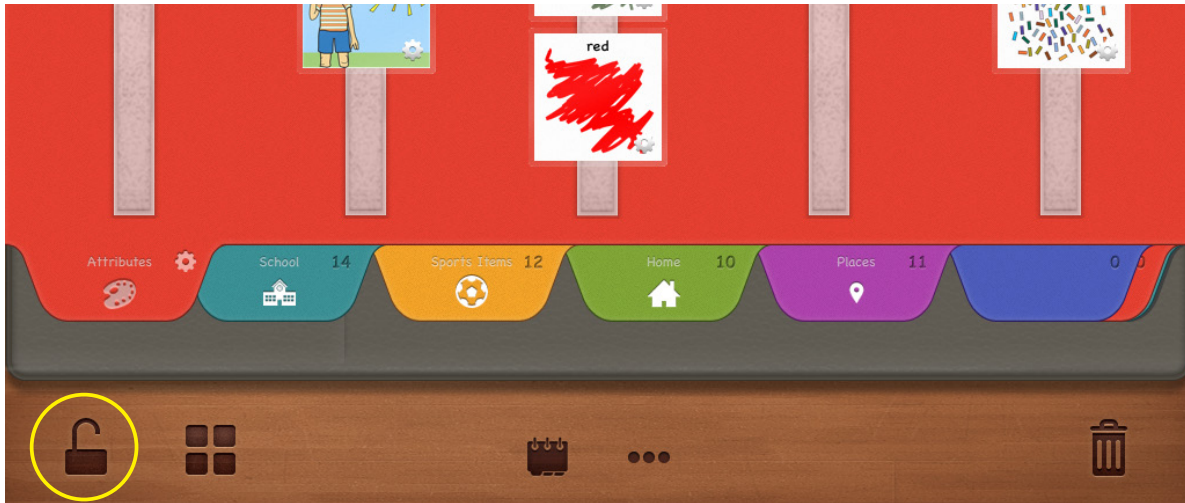
Create and customize up to 30 pages per book with up to 28 pictures per page. The number on each tab represents the number of pictures on that page. To rearrange pages, hold a tab and drag to the new location.



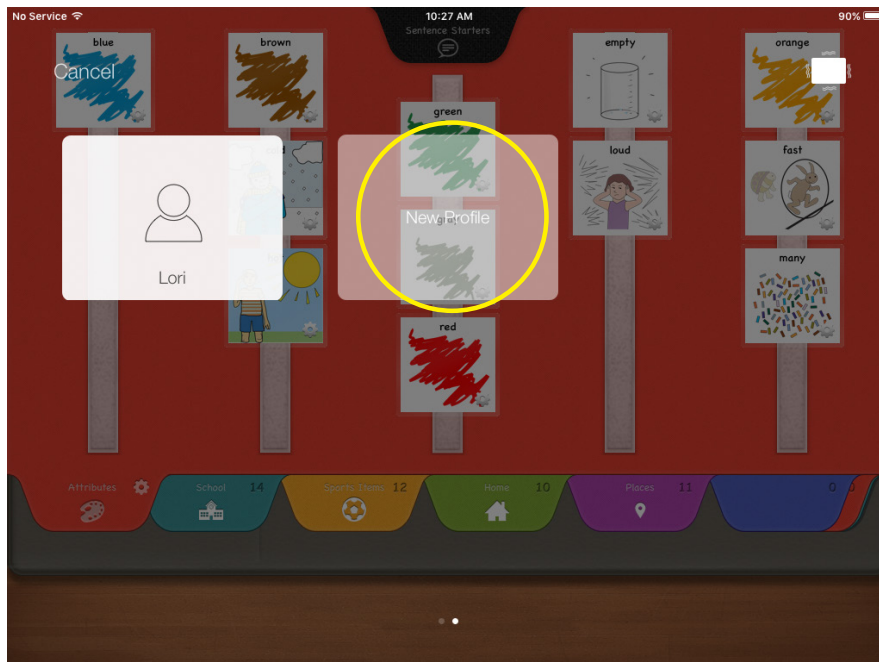
Begin Communication Mode

Once you have created your PECS book, you are ready to start teaching your student to use PECS IV+ to communicate! Please visit www.pecs.com for more information on transitioning from PECS to PECS IV+.

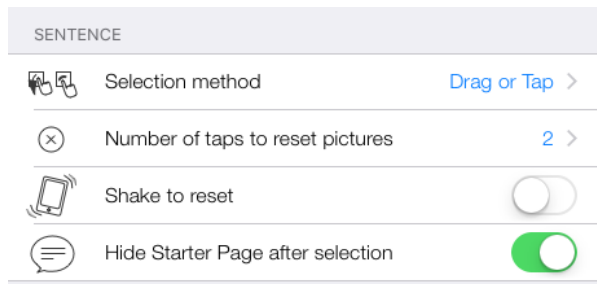
To begin Communication Mode, click on the **Lock** icon and choose a profile. This profile will determine how your student moves pictures from a PECS book page to the Sentence Strip. Additional features are available when you create a Custom Profile.



Choose an included profile or create your own profile.



Create a Custom Profile



Selection Method

- Student drags picture to Sentence Strip.
- Student taps picture to move it to Sentence Strip.
- Either option.

Number of taps to reset pictures

Choose how many taps on **Clear** button to clear the Sentence Strip.

Shake to reset

Toggle on or off. Student can either clear Sentence Strip by tapping **Clear** button or by shaking the device.

Hide Sentence Starter Page after selection

Toggle on or off.

In the **On** position, once the student moves a picture from the Sentence Starter page to the Sentence Strip, the Sentence Starter Page automatically closes.

In the **Off** position, the student must manually close the Sentence Starter Page by tapping the tab.

Speech Synthesizer

Choose language

Play when selected

Toggle on or off.

In the **On** position, each picture is spoken as the student moves it to the Sentence Strip.

In the **Off** position, pictures are not spoken until the student selects the **Speak** button.

Tap to play on Sentence Strip

Toggle on or off.

In the **On** position, student can tap each picture on the Sentence Strip to speak that picture.

In the **Off** position, the student's picture will not be spoken as the student taps.

Position

Toggle on or off.

In the **On** position, pictures can be rearranged on tabbed pages.

In the **Off** position, pictures cannot be rearranged on tabbed pages.

Size

Toggle on or off.

In the **On** position, pictures can be resized on tabbed pages.

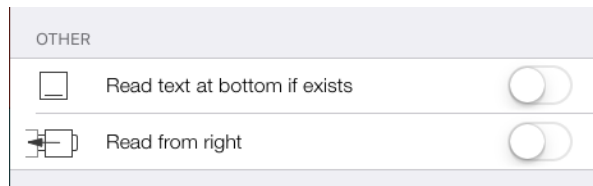
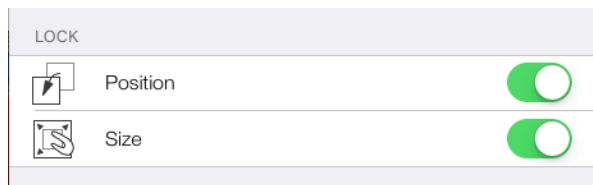
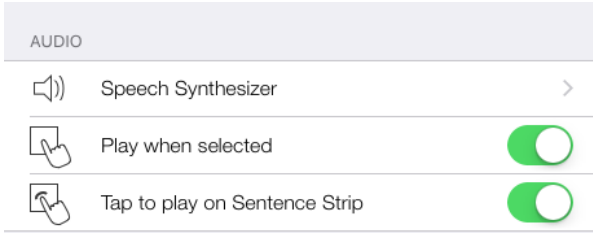
In the **Off** position, pictures cannot be resized on tabbed pages.

Read text at bottom if exists

Toggle on or off to read text added to bottom of each picture.

Read from right

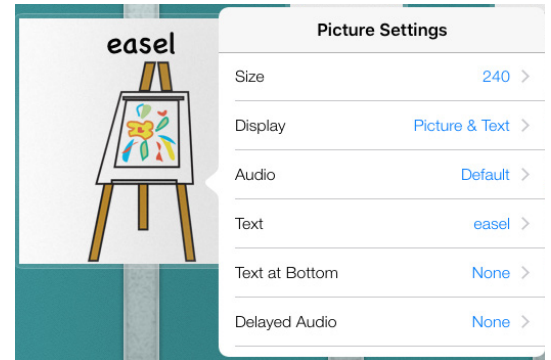
Toggle on to read Sentence Strip from right to left.



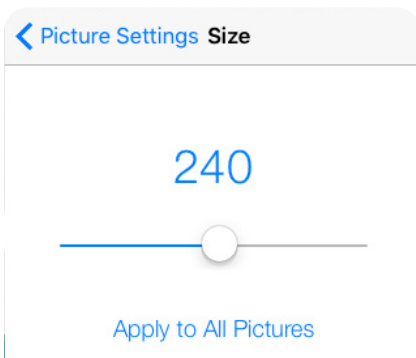
Customize Pictures



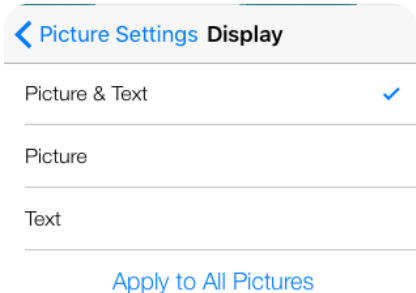
Tap the **Gear** icon in the corner of the picture to customize.



Customization Options

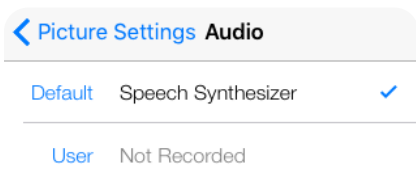


Slide to increase or decrease the **size** of a picture. Choose to apply to a single picture or all pictures in the PECS book.



Choose to **display**:

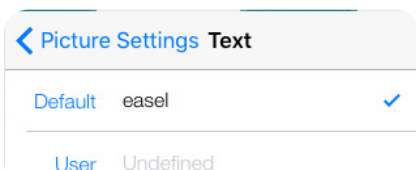
- Picture & Text
- Picture only
- Text only



Audio

Default: Speech Synthesizer will speak the text

User: Record your own text to speak



Text for top line of picture

Choose default text or create your own for the app to read.

< Picture Settings Text at Bottom

Default	None	✓
User	Undefined	
British English	easel	
Español	caballete	
Français	chevalet	
Deutsch	Staffelei	

Add a line of **text to the bottom** of the picture by creating your own label or by choosing from additional languages.

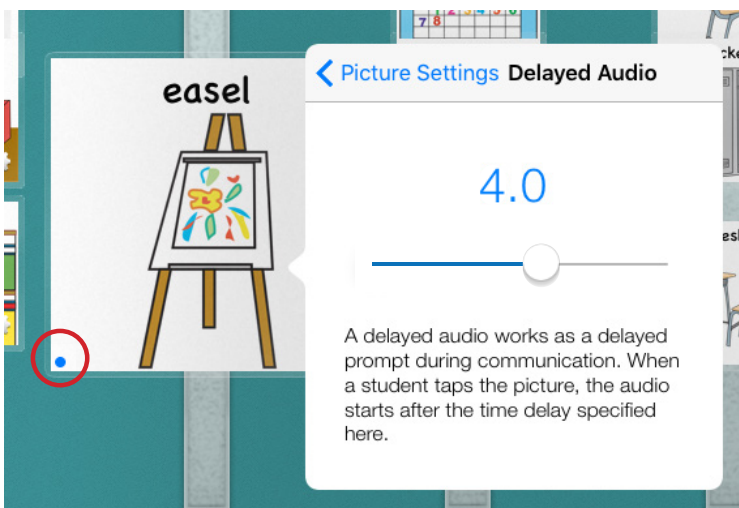
< Picture Settings Delayed Audio

0.0



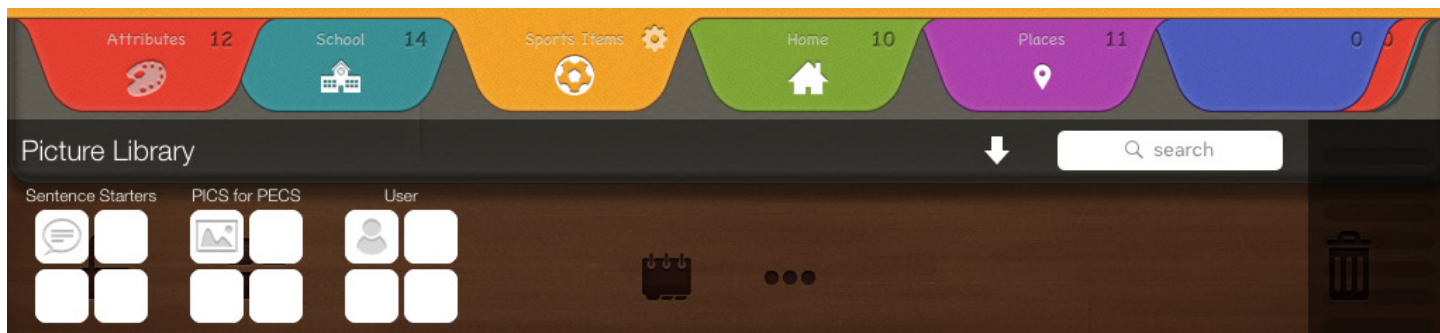
A delayed audio works as a delayed prompt during communication. When a student taps the picture, the audio starts after the time delay specified here.

Choose to use the **Delayed Audio** feature by setting delay length. The Delayed Audio feature incorporates the Constant Time delay strategy used within the PECS protocol to encourage the student to speak.



When selected for a specific picture, a blue dot will appear in the lower left corner of that symbol. Select this feature for each picture the student has learned to speak.

Picture Libraries



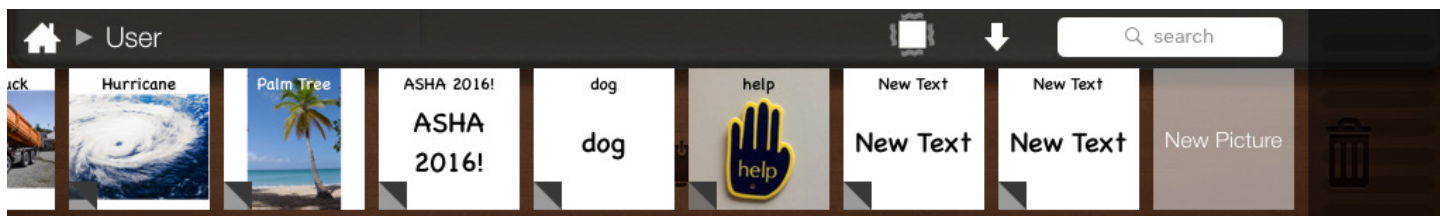
Choose from 3 libraries: [Sentence Starters](#), [Pics for PECS](#), [User](#)



Choose from any of the 31 Pics for PECS images from the [Sentence Starters Library](#) to add to the dedicated Sentence Starter Page.

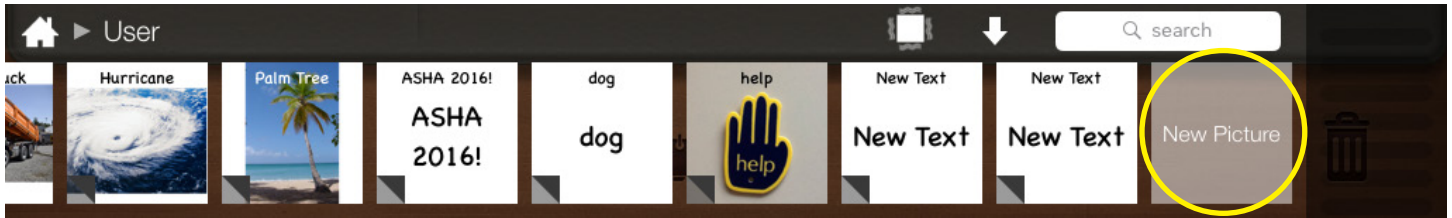


Open a folder within the [Pics for PECS Library](#) and choose pictures to replicate those in your student's [PECS Book](#).

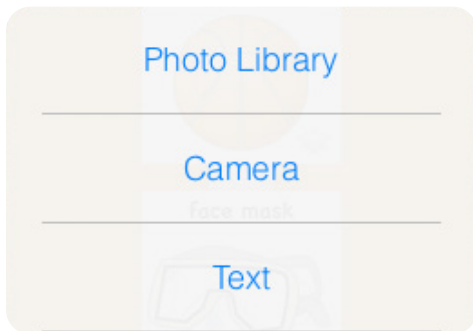


Add and customize pictures to your [User Library](#).

The User Library



To add pictures to your User Library, tap **New Picture**.



Choose any option.

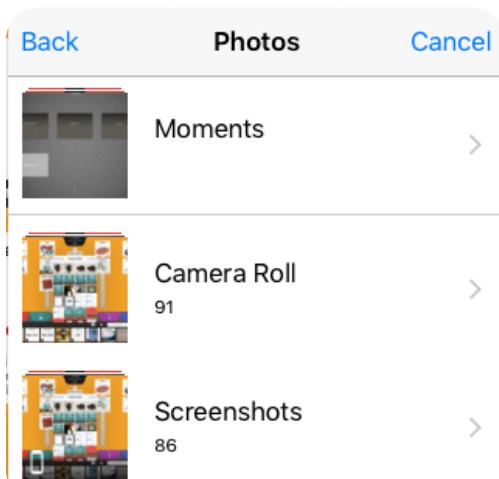
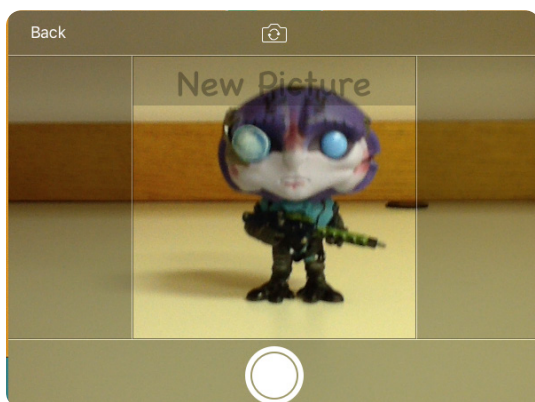


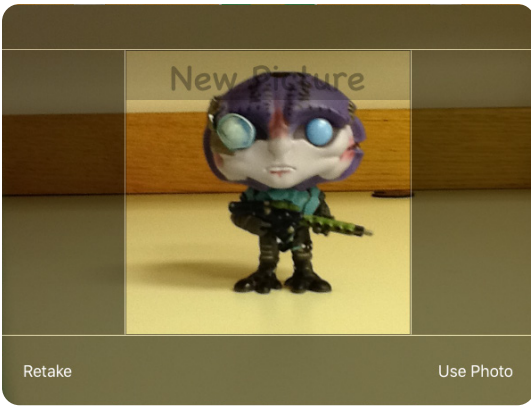
Photo Library option

Choose **Photo Library** to open the photo library within your device.

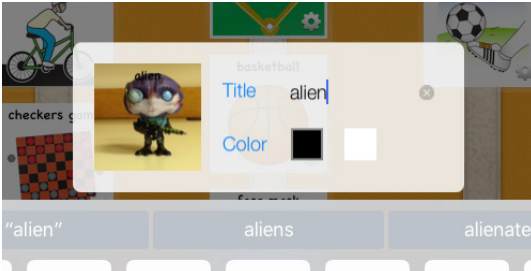


Camera option

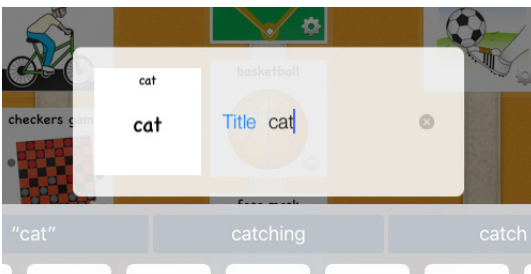
To take a new picture, choose **Camera**. If prompted to allow PECS IV+ to access your iPad's camera, select **OK**. Take a picture of the new item and choose **Retake** or **Use Photo**.



Use 2 fingers to scale or rotate the picture. Drag the picture into the square frame and select **DONE**.

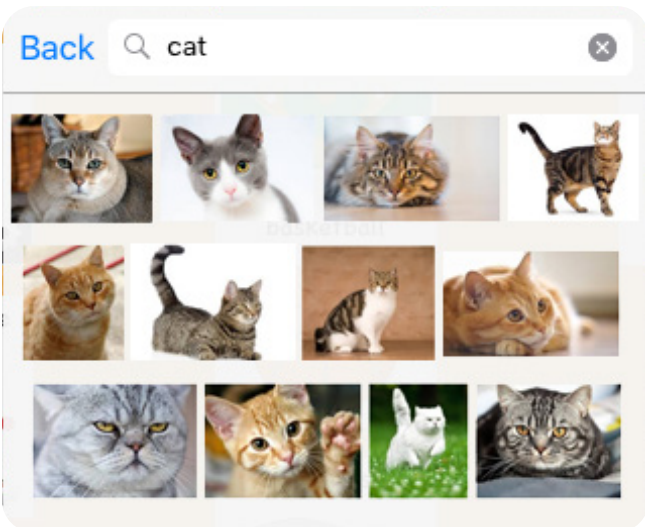


Give your picture a title and choose the color for the text. This will be the word spoken by the synthesized speech.



Text Option

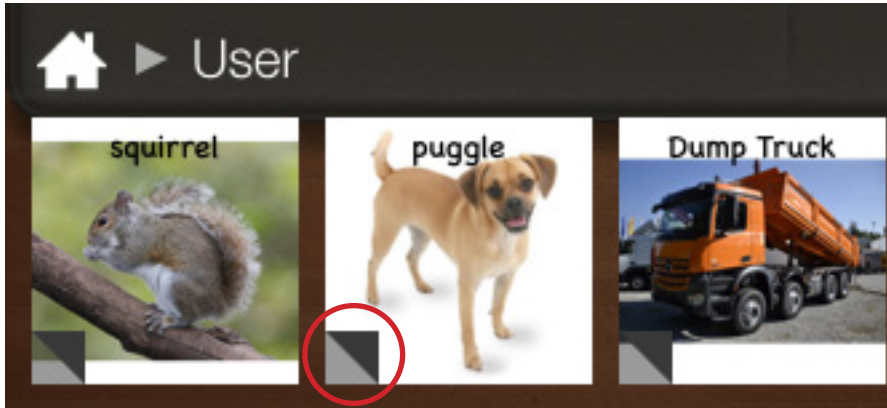
To create a text-only symbol, Tap **TEXT** and enter the text.



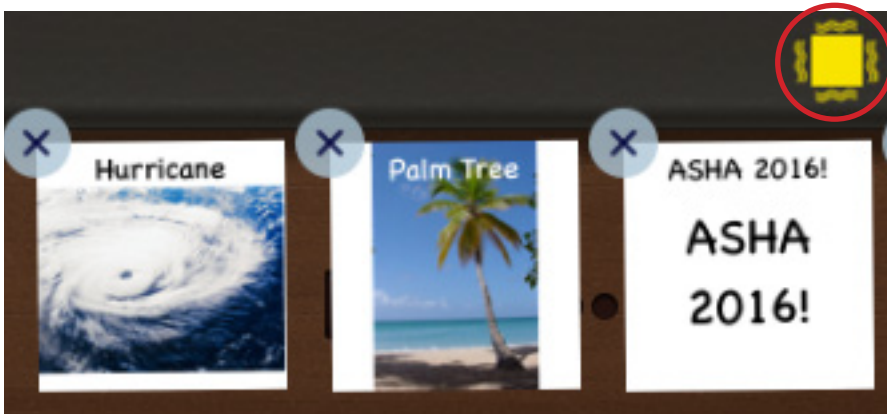
Additional Option for Web Images

1. Close the app and open Safari.
2. Search for the necessary image via Safari.
3. Once you locate the desired image, take a screen shot of the image using your device. The screen shot should now be accessible via your camera roll.
4. Open the app and import the image via the import from photo library feature.

Customize User Pictures and Library



Tap the gray/black box in the lower left corner of pictures in your User Library to **edit the text** on the picture.



Tap the **EDIT** button and tap **X** to delete a picture. The trash can will explode when the picture is deleted.

Communication Mode



Teach your student to use the app for communication! Because the digital PECS book you have created looks just like your student's traditional PECS book, the only skills to teach your student are:

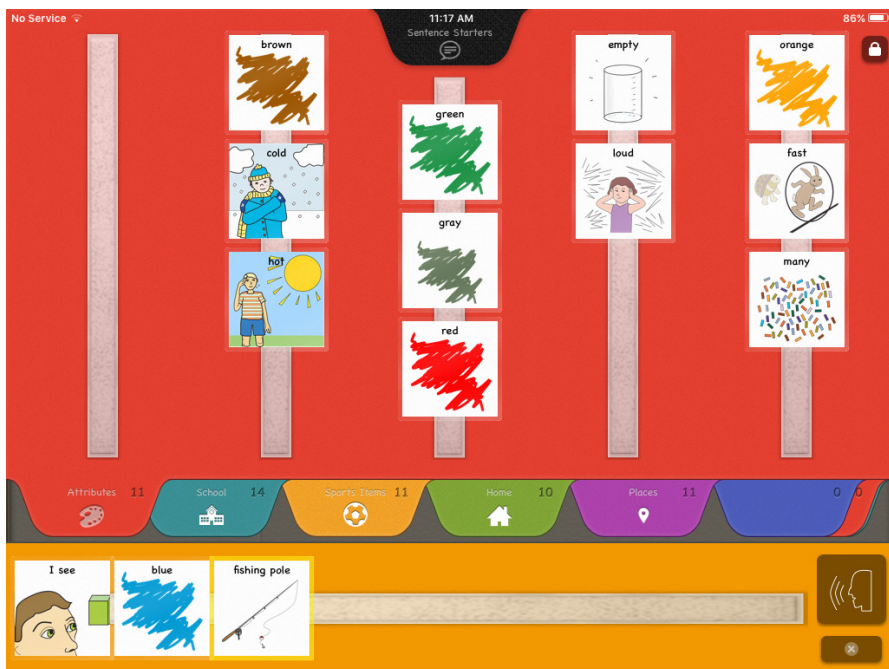
1. To open the Sentence Starter page by tapping the black tab.
2. To drag or drop a picture onto the Sentence Strip.
3. Open a tabbed page containing the pictures to add the Sentence Strip and drag or drop a picture onto the Sentence Strip.
4. Read the Sentence Strip, either by tapping each picture to speak or by tapping the **Speak** button (depending on what is selected in your profile).
5. Clear the Sentence Strip by
 1. Swiping individual pictures back towards the book. They will be moved back to their correct tabbed page.
 2. Shaking the iPad if this option is selected in your profile.
 3. Tapping the **Clear** button.

PECS IV+ provides visual cues for these skills.



As each picture is touched, it is highlighted with a yellow frame.

The yellow frame remains while the picture is being dragged.



As each picture is touched or spoken on the Sentence Strip, the yellow frame highlights the picture.

Social Interaction

Within the PECS protocol, placing a picture in the hand of the Communicative Partner assures an interaction. When using an app on a tablet, tapping a picture or the **Speak** button does not assure an interaction between the user and the Communicative Partner has taken place. Therefore, if there is no evidence of an interaction, identify a behavior which guarantees that the Communicative Partner is attending to the user. These would include:

1. Tapping the Communicative Partner.
2. Bringing the tablet to the Communicative Partner before activating the **Speak** function.
3. Waiting for the Communicative Partner to approach.
4. Calling the Communicative Partner. You can create a call feature within PECS IV+ by adding Communicative Partner names, etc.
5. Repeating the message if the Communicative Partner does not respond.

Error Correction

Within the PECS protocol, we use two types of error correction procedures. These procedures are described in *The Picture Exchange Communication System Training Manual, 2nd Edition*.

1. For sequential lessons such as arranging pictures in the correct order on the Sentence Strip, we use a Backstep Error Correction Procedure.
2. For discrete lessons such as choosing the correct picture to add to the Sentence Strip, we use a 4-Step Error Correction Procedure. To assess correct picture selection conduct periodic Correspondence Checks.

If your student arranges pictures in the wrong order on the Sentence Strip, PECS IV+ allows an easy method for correcting this. Simply touch and drag a picture to its correct location on the Sentence Strip!





Pyramid Educational Consultants

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