




Creating Vocabulary Cards Using Boardmaker 5.0

1. Open Boardmaker (if it is already open, go to the File menu and select Open)
2. Select Open a New Board
3. Check the page on the computer screen. If the green line does not line up with the edge of the page, follow the steps on the Getting Started handout for Print Setup.


4. Select the cell drawing tool 
5. Click and drag on you page to draw a cell that is 2" x 3.75"

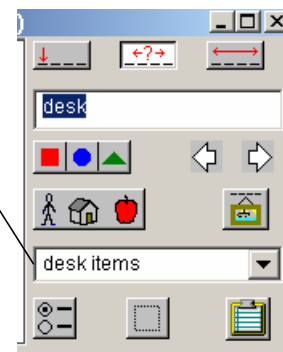
6. Select the arrow tool 
7. Click and hold in the center of the cell that you just created and drag the cell to the upper left hand corner of the page.

8. Select the spray tool 
9. Click and hold in the center of the cell and drag it down and to the right. As you drag it will multiply. Drag this all the way to the bottom right hand corner of the page.

10. Open the symbol finder window 



11. Type in the first word into the first box of the symbol finder window desk

- If the desired word does not appear*, click on  and choose the desired symbol. Notice that as you move the mouse over the thumbnails, the name for the symbol shows up in the alternate symbol name box. When you find the desired symbol, just click on it one time.






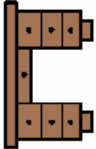





12. Either click in the desired cell to place the symbol or press Enter on the keyboard. By pressing Enter, the symbol will be placed in the cell with the red box around it.

13. Type in the next word that you would like to find. pen, pencil, book, computer, chair, clock, calendar, bus, flag

14. Select the arrow tool 
15. Click and release on the first symbol () to select it
16. Click and drag the symbol to the left hand side of the cell
17. Click and release on the word (desk) to select it
18. Click and drag the word to the right hand side of the cell
19. While the word is still selected, go to the Text menu and select the desired text size
20. Repeat steps 15-19 for all of the cells
21. When the form is completely filled in, save your document and print it out

* Boardmaker is a database of picture communication symbols. When searching for words, it will not only find the exact match to what you type in, but also words that contain the letters that you have typed. For example, if you type “cat” – the first symbol that will show up is “multiplication”.

<p>pen</p> 	<p>book</p> 	<p>chair</p> 	<p>calendar</p> 	<p>flag</p> 
<p>desk</p> 	<p>pencil</p> 	<p>computer</p> 	<p>clock</p> 	<p>bus</p> 