



Quick Start Guide

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What is PODD?

PODD is an efficient and organized communication system for individuals with complex communication needs and their communication partners.

Based on continuous language immersion, natural language stimulation, modeling, and consistent patterns, PODD supports autonomous communication in all environments, at any time, and for different type of messages and topics.

PODD stands for:

Pragmatic – the ways that we use language socially

Organisation – words and symbols arranged in a systematic way

Dynamic Display – changing pages

(www.novita.org.au)

Authored by **Gayle Porter**, PODD is available in different formats (communication books and high tech SGD) to meet individual needs.

What page sets are available for Mind Express?

The PODD page sets for Mind Express are offered in high tech versions for SGD devices, such as the [Tellus](#) and the [Vibe](#) devices.



There are twelve PODD page sets available for Mind Express. They are designed to support different access methods:

PODD for Mind Express	
PODD 15 Preschool	PODD 15 Preschool Eye Gaze
PODD 15 School	PODD 15 School Eye Gaze
PODD 15+ Preschool	PODD 15+ Preschool Eye Gaze
PODD 15+ School	PODD 15+ School Eye Gaze
PODD 60 Expanded Keyword School	PODD 60 Expanded Keyword School Eye Gaze
PODD 60 Complex Syntax	PODD 60 Complex Syntax Eye Gaze

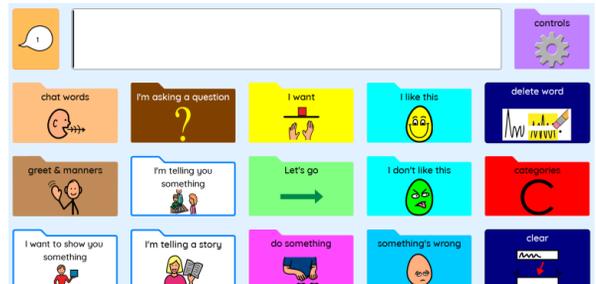
Each page set can be downloaded and customized to support individual abilities and needs.

PODD page sets can be imported directly from Mind Express 5 or can be downloaded from the Mind Express website [Mind-Express.com](https://www.jabbla.com) and then imported into the software.

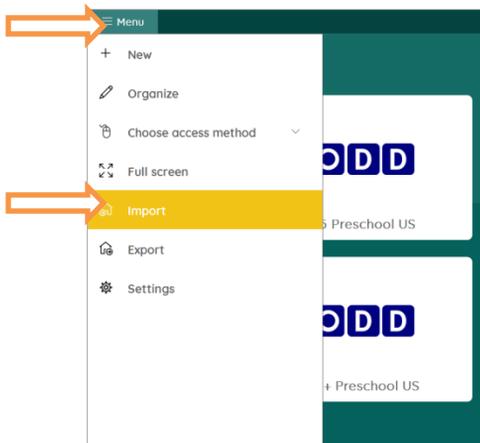
PODD page sets can be tried for **free for 30 days**. After the trial ends, users will need to purchase a **license** to activate the page sets.

<https://www.jabbla.com/en/how-to-buy/>

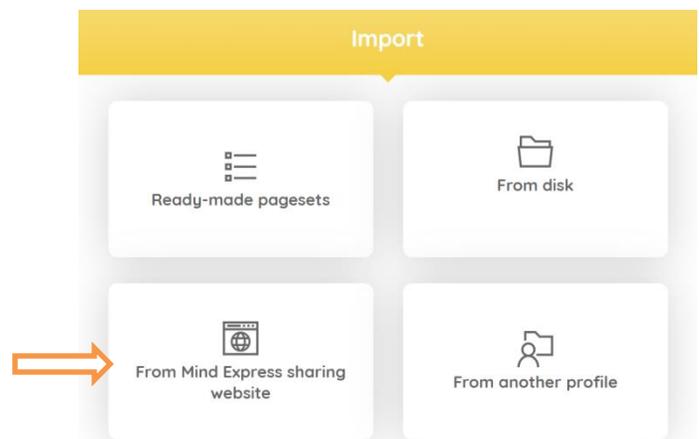
PODD page sets are built with **PCS** symbols.



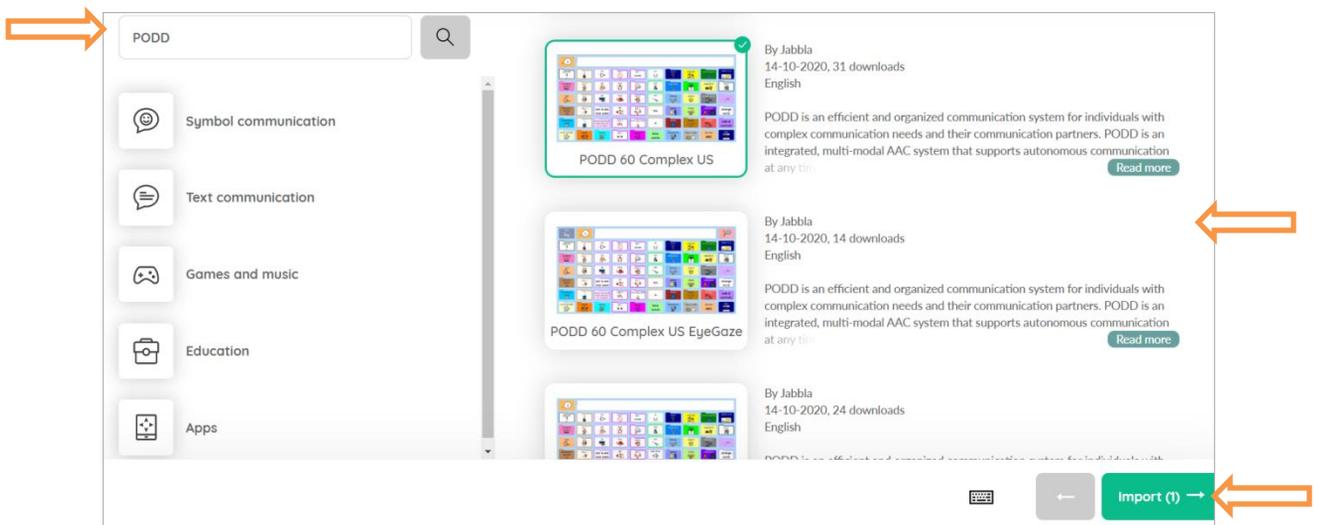
Importing a PODD page set into Mind Express



Go to the User Portal.
Select **Menu** and then
Import



Select the button 'From Mind Express sharing website'



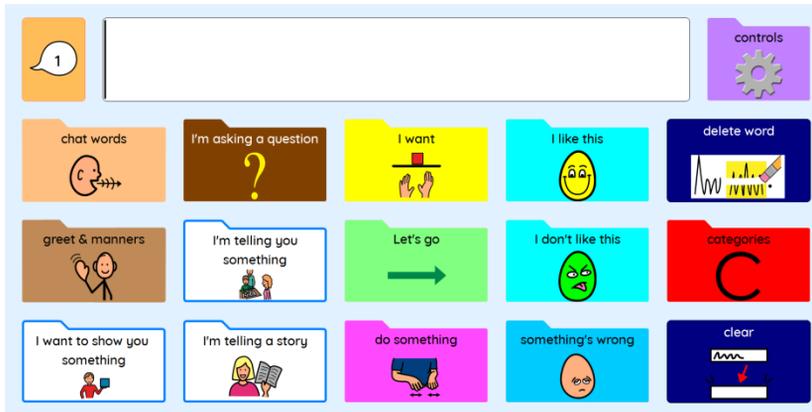
Type 'PODD' in the search box. A list of available page sets will be displayed on the right side of the page. Choose one or more page sets and select **Import**.

The selected PODD page sets will then be displayed on the User Portal.

Choose a page set to launch it.

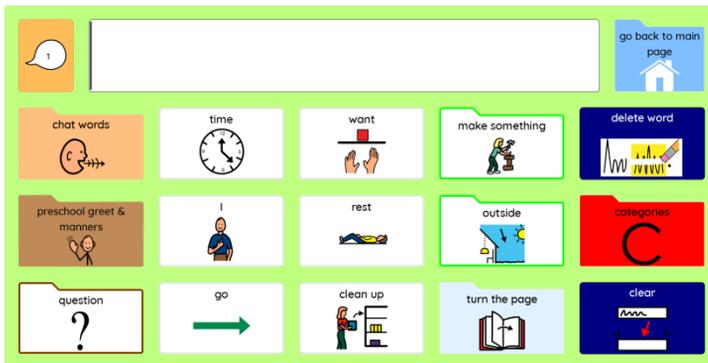


PODD 15: Preschool and School



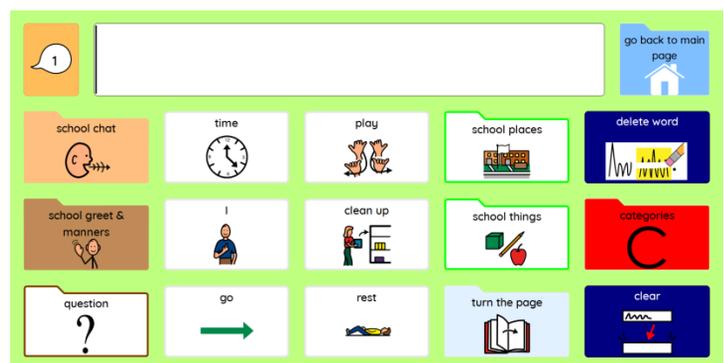
The PODD 15 page sets are designed for preschool and school age children who are beginning communicators.

Both pages sets are similar to the one-page opening expanded function PODD communication books and are designed to support individuals who are learning to express one to four key word sentences.

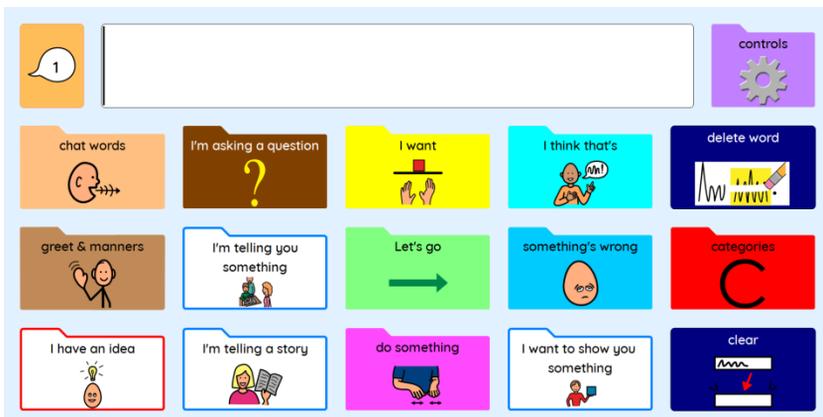


The **preschool version** includes pages specifically designed to support communication and participation in early childhood educational settings and play-based curriculum.

The **school version** offers pages specifically designed to support communication at school and facilitate participation in the educational curriculum. This page set includes subject-specific displays and topic-specific displays to facilitate communication on different subjects and curriculum topics.

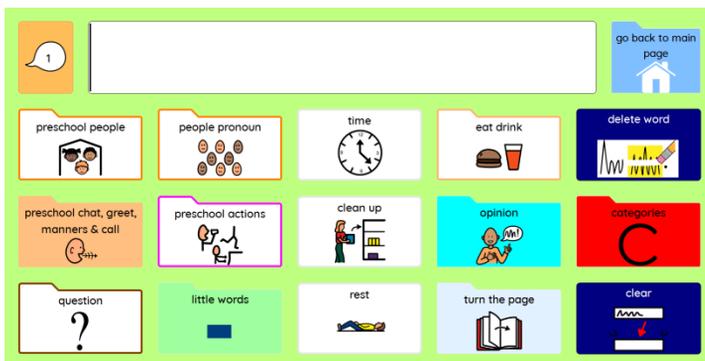


PODD 15+: Preschool and School



The PODD 15+ page sets are designed for preschool and school age children who are beginning to combine words into 1-2 key word sentences.

Both page sets are similar to the one-page opening expanded function PODD communication books with additional core vocabulary available for partners to produce more complete sentences.



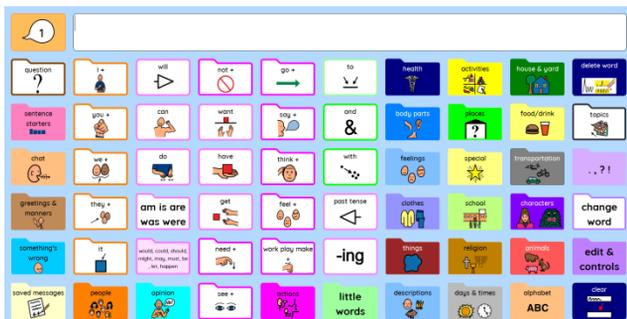
The **preschool version** includes pages specifically designed to support communication and participation in early childhood educational settings and play-based curriculum.

The **school version** offers pages specifically designed to support communication at school and facilitate participation in the educational curriculum. This page set includes subject-specific displays and topic-specific displays to facilitate communication on different subjects and curriculum topics.



PODD 60

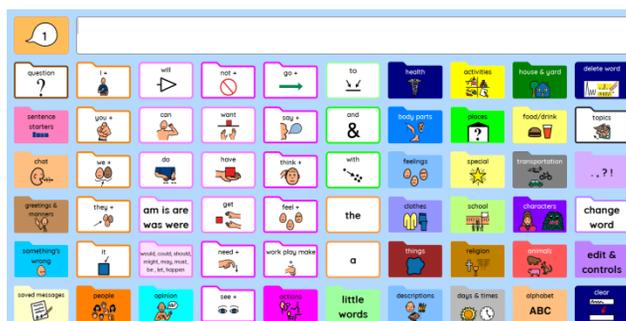
The PODD 60 page sets are suitable for individuals who are ready to produce more complex sentences and use communication for a full range of purposes.



Expanded Keyword

The **PODD 60 expanded key word** page set is designed for children and teenagers who are able to use key word sentences and are learning to communicate using symbols, whole words, word morphology spelling and word prediction.

The **PODD 60 complex** page set is designed for children and teenagers who are able to communicate for a full range of purposes. These individuals can generate complex sentences combining whole words, symbols, and word morphology. The page set offers spelling with word prediction, but also provides a large vocabulary to increase efficiency and to support the needs of people who are still learning to spell.



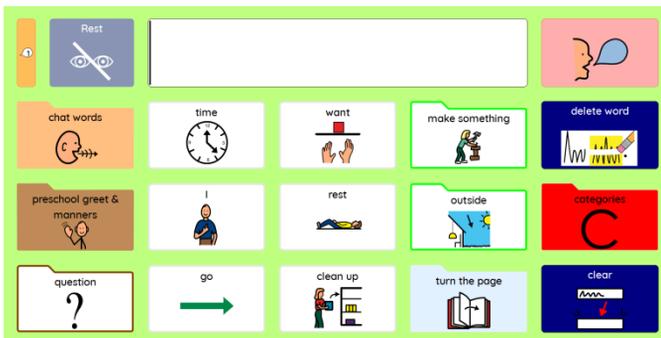
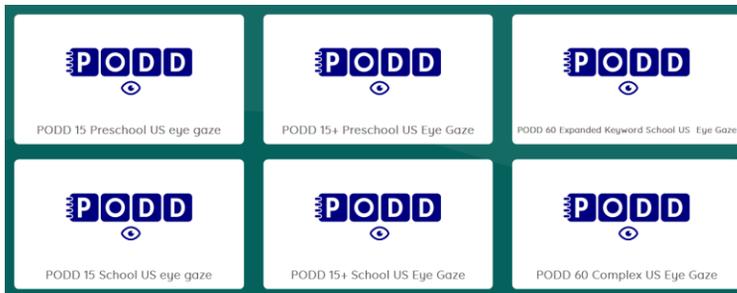
Complex Syntax

Both page sets include sentence starters, core and predictably associated vocabulary to increase the efficiency of communication.

The **PODD page sets for Mind Express** offer multiple access methods and powerful features to make usage and customization simple, fast, and efficient.

Using PODD with eye gaze

All six PODD page sets for Mind Express are also offered in a different version optimized for eye gaze users.



eye gaze page in PODD 15

In the eye gaze versions, the pages display a rest cell. There is also a speak cell next to the message box to read the text, since the message box is non-selectable. Content is displayed in different positions to facilitate access to eye gaze users.



eye gaze page in PODD 15+



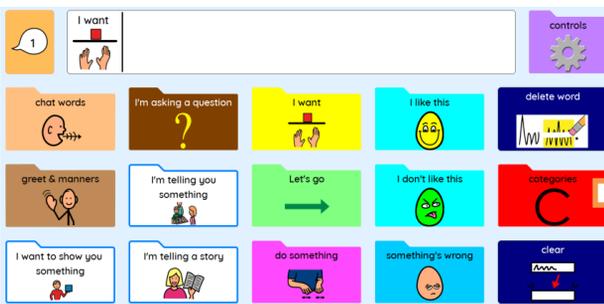
eye gaze page in PODD 60

Navigation

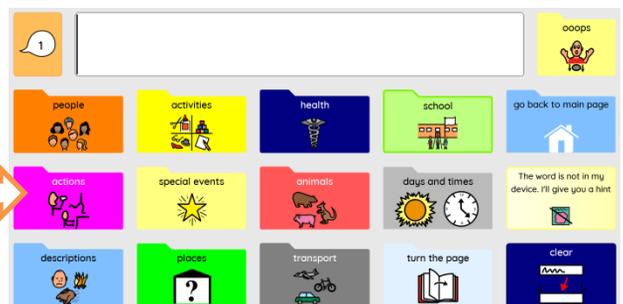
PODD for Mind Express is designed to offer an efficient and easy navigation through the pages.

There are some differences between PODD 15, 15+, and 60.

The home page in PODD 15 and 15+ displays pragmatic branch starters that are connected to vocabulary needed to express a full range of pragmatic functions. For example, the cell 'I want' opens a page that displays choices of activities so the user can express what he or she wants to do. The categories cell is linked to pages with direct access to vocabulary organized in topic folders.

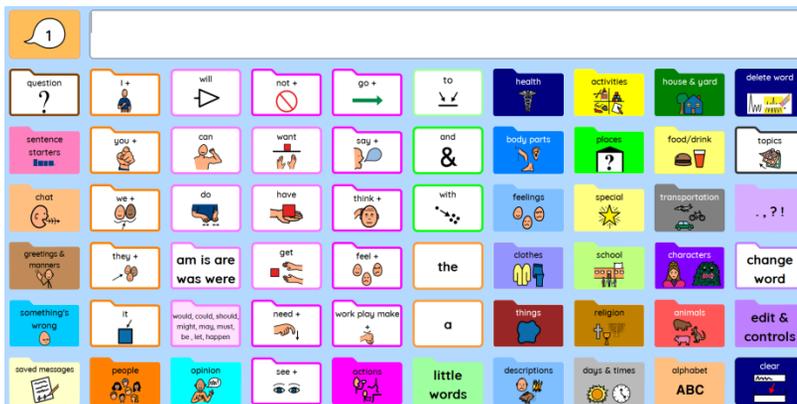


home page in PODD 15

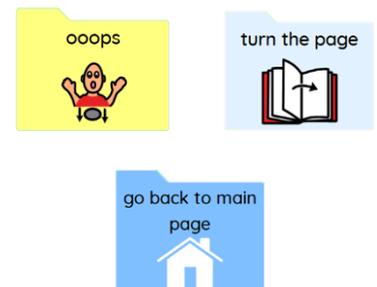


categories in PODD 15

The home page in PODD 60 includes common core vocabulary that may be used to quickly talk in context on an established topic and the main navigation index to access vocabulary on other sections. Access to word morphology is also located on this page.



home page in PODD 60 Complex



All PODD page sets include **oops** cells to navigate to the first page of a section, **go back to main page** cells to navigate to the home page, **turn the page** cells to navigate to the next page.

Word Prediction and Symbols Settings

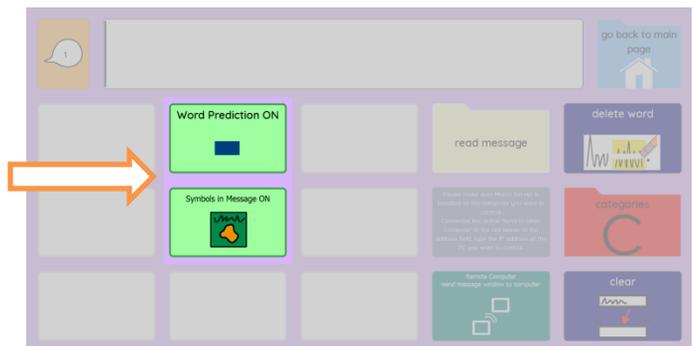
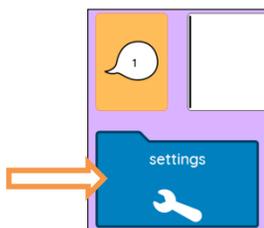
All PODD page sets for Mind Express allow the user to turn ON or OFF word prediction cells and symbols in the message box.

To access these settings in PODD 15 or 15+,

- Select the **controls** cell on the **Main** page.



- Then access the **Settings** page and select the desired settings.



- In PODD 60, select the **edit and controls** cell on the **Main** page and choose the desired settings.

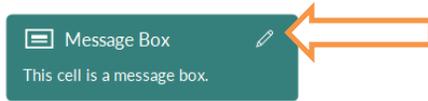


Note: the **controls** cell in PODD 15 and 15+ for eye gaze is displayed in the **categories** page.

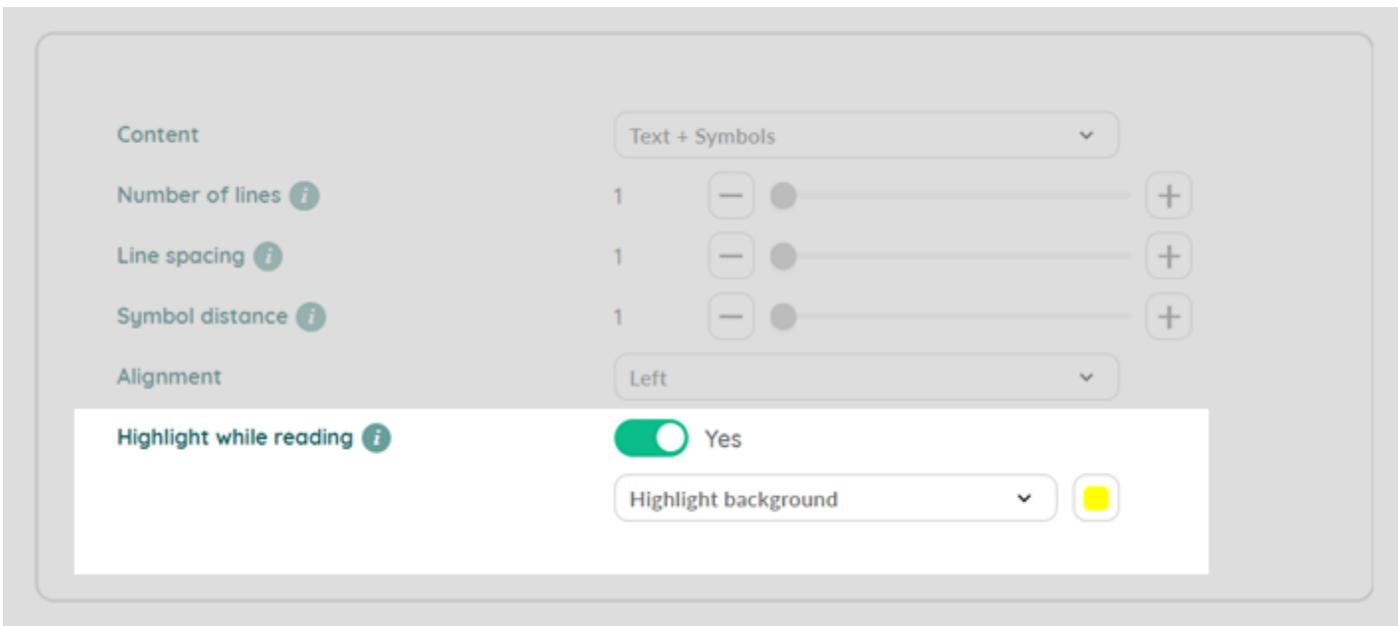
Highlighting text in the message window

In each PODD file, the “highlight while reading” option is ON by default. So once the message cell is selected, the text is highlighted while the speech engine reads it. To change the highlighting color or turn the option OFF,

- Right-click on the message box cell.



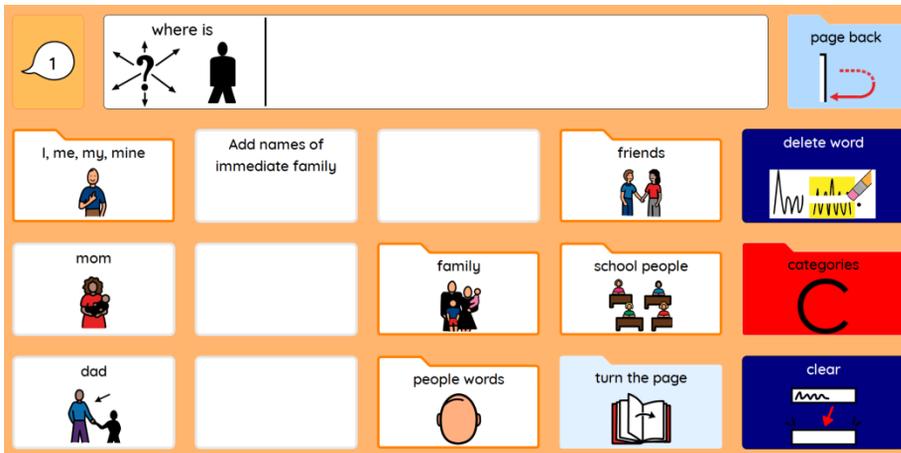
- Select the pencil button to open the message box settings window.



- Modify the **Highlight while reading** settings to meet the user needs.
- Click OK and save.

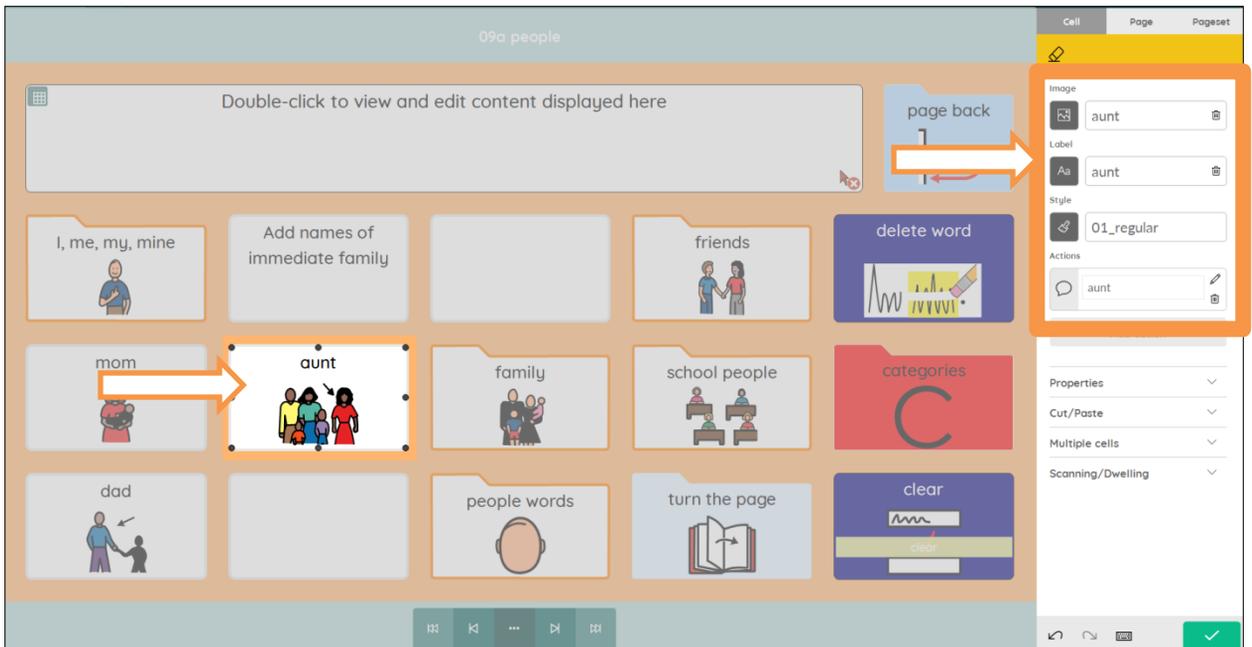
Customizing content

Some pages in PODD have cells that need to be customized with specific content for the user (for example, adding names of friends and family members in the **people** pages).



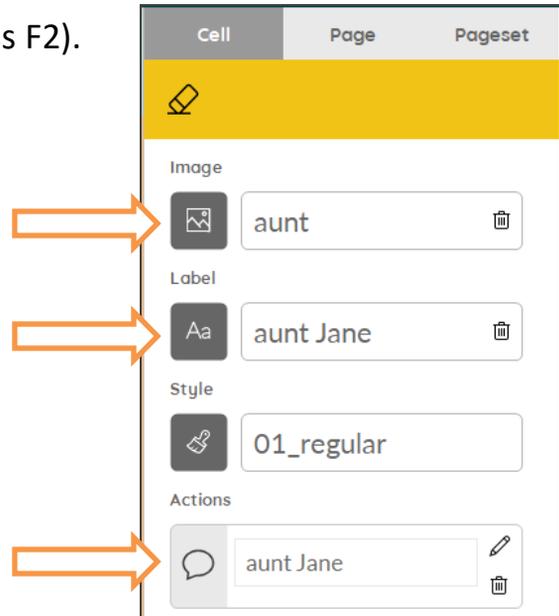
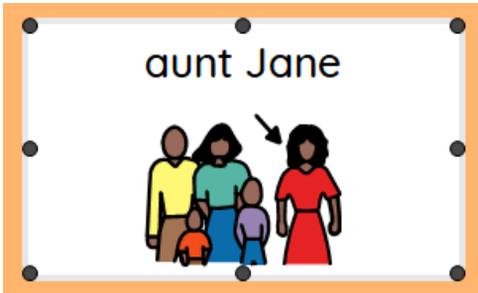
To edit content,

- Switch to Edit mode (Menu>Edit or press F2).
- Select the empty cell you wish to edit.
- Type a word in the cell and Mind Express will automatically add a symbol, a label, and a message to the cell.



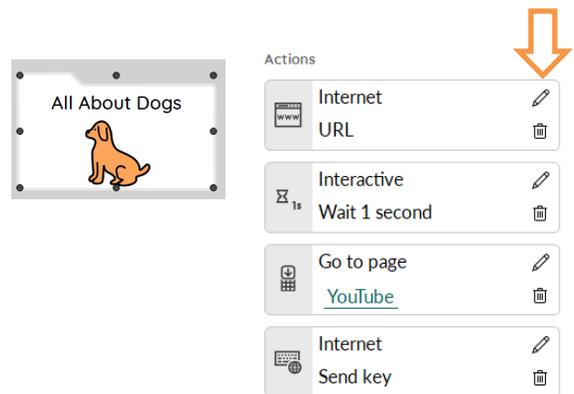
To further customize the content in a cell,

- Select **Label** in the edit panel and type a different text.
- Select the **Message** action in the edit panel and type a different text.
- Select **Image** in the edit panel and search for a symbol or photo to add an image or modify the picture in the cell.
- Save your changes at the end.
- Exit Edit mode (Menu>Done edit or press F2).



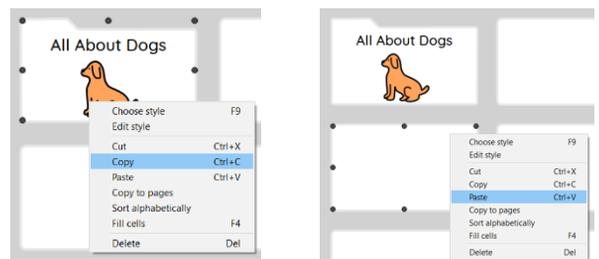
Copying and pasting a cell

If you need to grab content or actions from a cell, simply copy the cell and paste it into a different space. For example you might want to program different cells in the YouTube page to launch different YouTube videos. The example cell on the page is already programmed. You can copy and paste that cell and then just change the URL.



To copy and paste a cell,

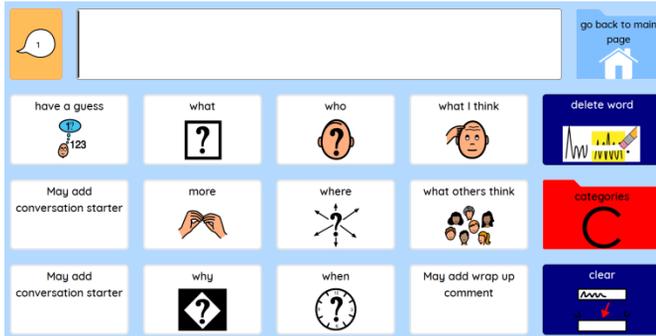
- Switch to Edit mode (Menu>Edit or press F2).
- Right-click on the cell you wish to copy.
- Select **Copy**.
- Then, right-click on a different cell and select **Paste**.



Adding a Text action to a cell

Some pages have cells designed to store text.

For example, the Story Page in PODD 15 is used for saving prepared anecdotes and news. It has cells to store preferred *conversation starters* and *wrap up comments*.

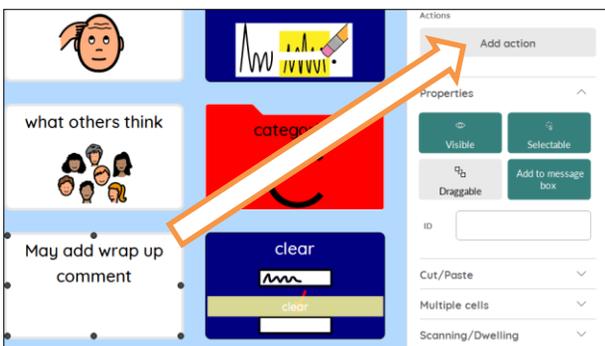


After co-constructing a story for this page with the child, an adult would store parts of the story onto the appropriate cell.

Most of these cells have already a label and a symbol but don't send their content to the message box because they don't have a **Text** action.

To add a **Text** action,

- Switch to Edit mode (Menu>Edit or press F2).
- Select the cell you want to edit.
- Select **Add action** in the edit panel and then the **Text** action.

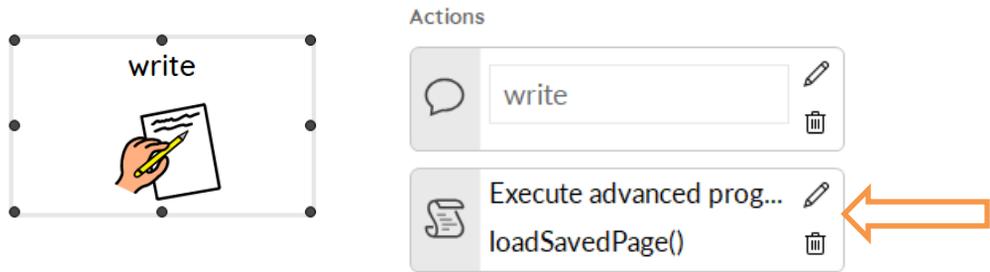


Type your text in the text box and click the **OK** button.



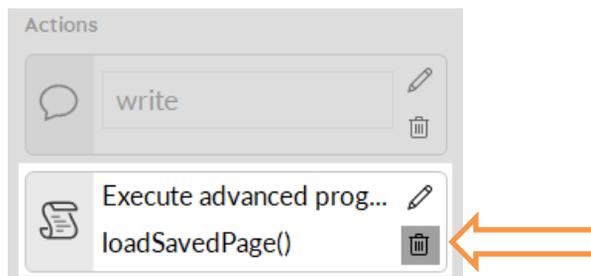
Removing an action from a cell

PODD self-closing pages are programmed to close once a cell is selected. Each cell has an **action** to automatically close the page.



To change the behavior and keep the page open once a cell is selected, the action needs to be **removed** from the cell.

- Switch to Edit mode (Menu>Edit or press F2).
- Select the cell to modify.
- Remove the action by selecting the **delete** button in the edit panel.
- Exit Edit mode (Menu>Done edit or press F2).
- Save your changes.



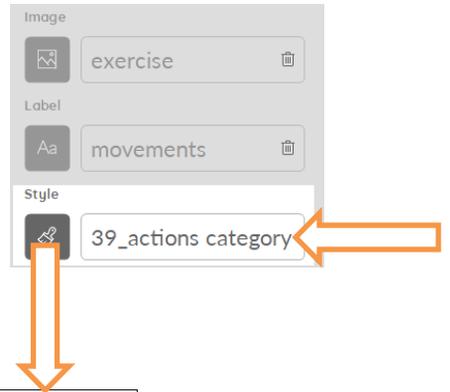
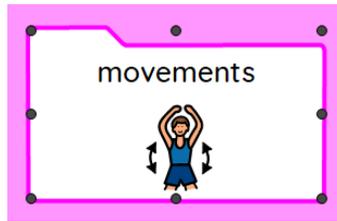
Styles and template pages

PODD uses different styles (colors and shapes) for different cells so they can be easily recognized by users and communication partners. The style's name for a cell is displayed in the edit panel.

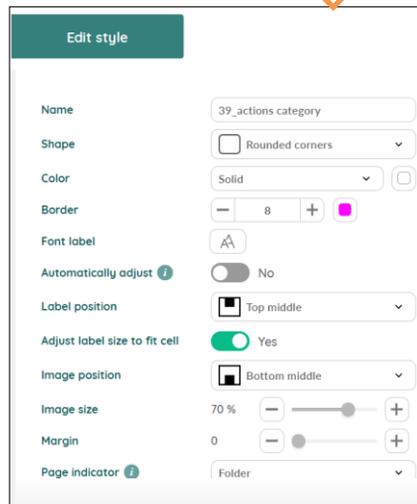
To view it,

- Switch to Edit mode (Menu>Edit or press F2).
- Select a cell.

The style's name will be displayed in the Style section.

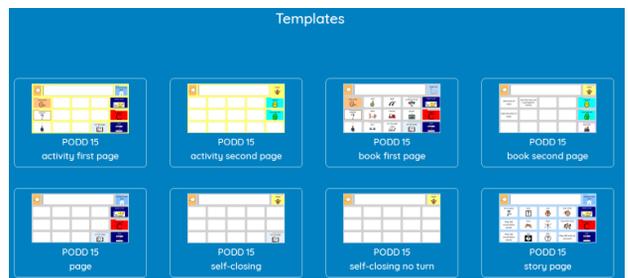


To modify a style, select the Style button and edit the style properties.



Adding Pages from Templates

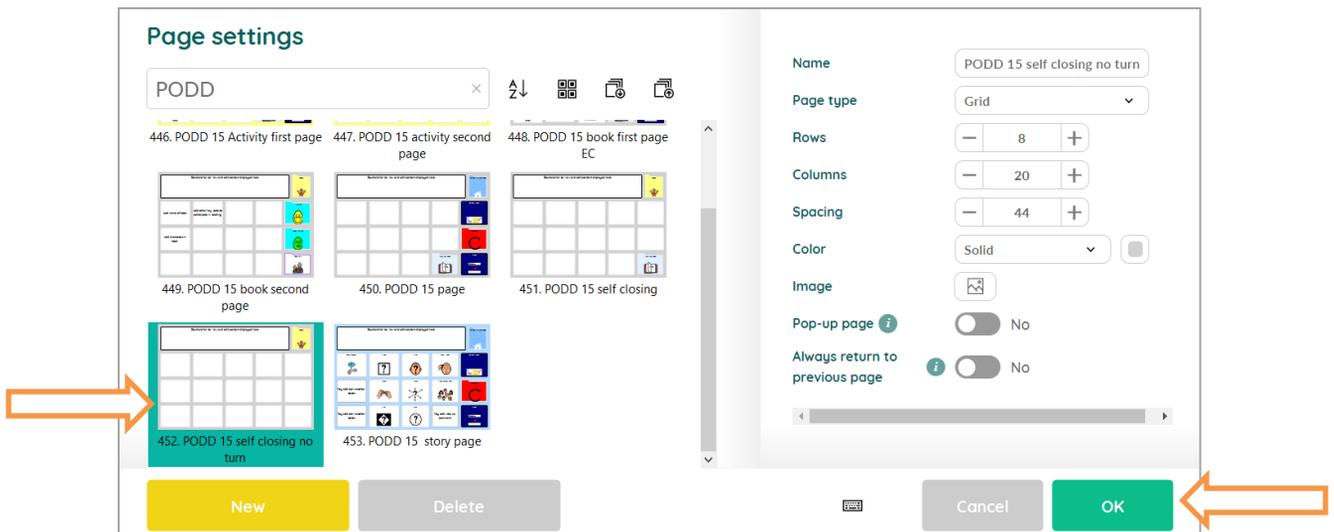
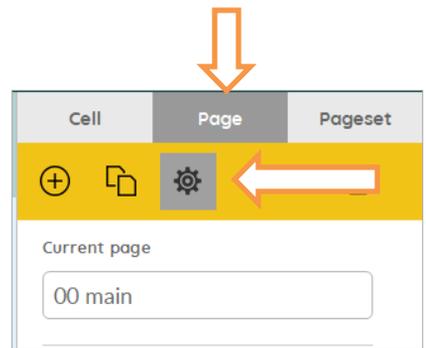
PODD 15 and PODD 60 use a number of different page styles for different communication functions. Each PODD page set includes blank Templates for all the types of pages to support easier creation of new pages.



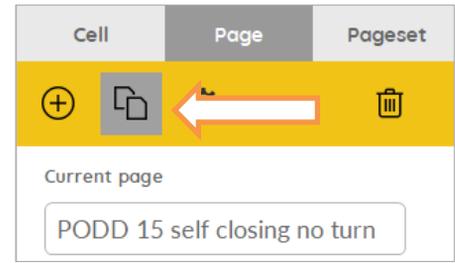
Templates available in PODD 15 Preschool

To locate these pages,

- Switch to Edit Mode (Menu>Edit or press F2).
- Go to the **Page** section in the edit panel and select the **Page settings** button. This will open the Page settings window.
- Type PODD in the search box. The template pages will be displayed in the window.
- Select the template you want to use to make a new page and click OK.



- **Duplicate** the page, rename it, and link it to the section where you want to add more vocabulary.

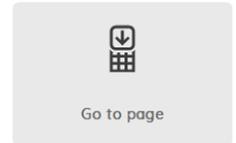


To create a **link**,

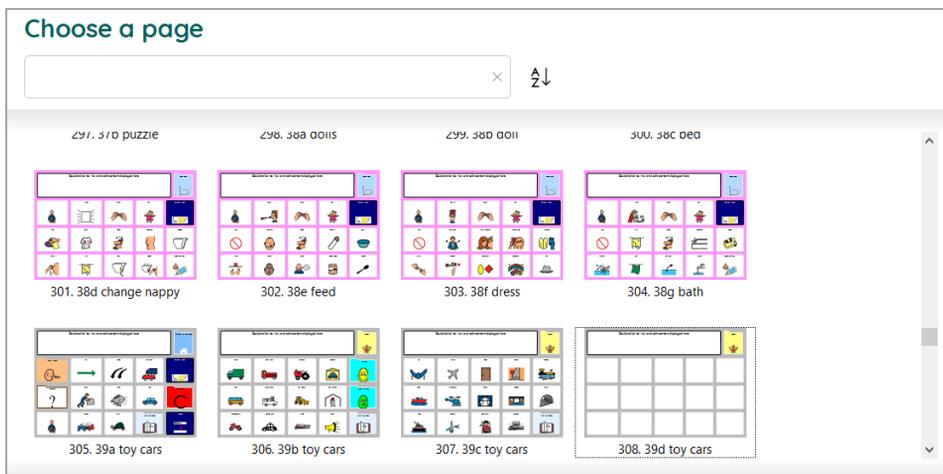
- First select a cell.
- Then add to the cell the action **Go to**



Go to page



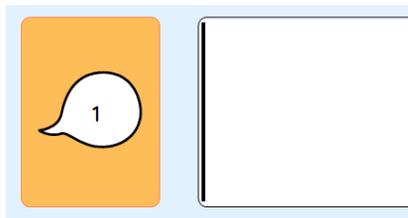
- Press  and choose the page you want to link.



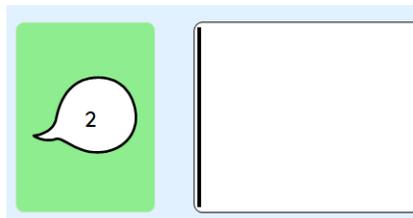
- Add content to the cells in the new page.
- Exit Edit mode (Menu>Done edit or press F2) and save your work.

Main and temporary conversation

All PODD page sets for Mind Express include a temporary message box that can be used to manage interruptions or other types of interactions without losing the message in the main window.



Main conversation



Temporary conversation

Saving work, messages, and stories

In PODD 60, all subject and topic pages include a **saved work** cell.

This cell opens a page where users can easily store their writing.



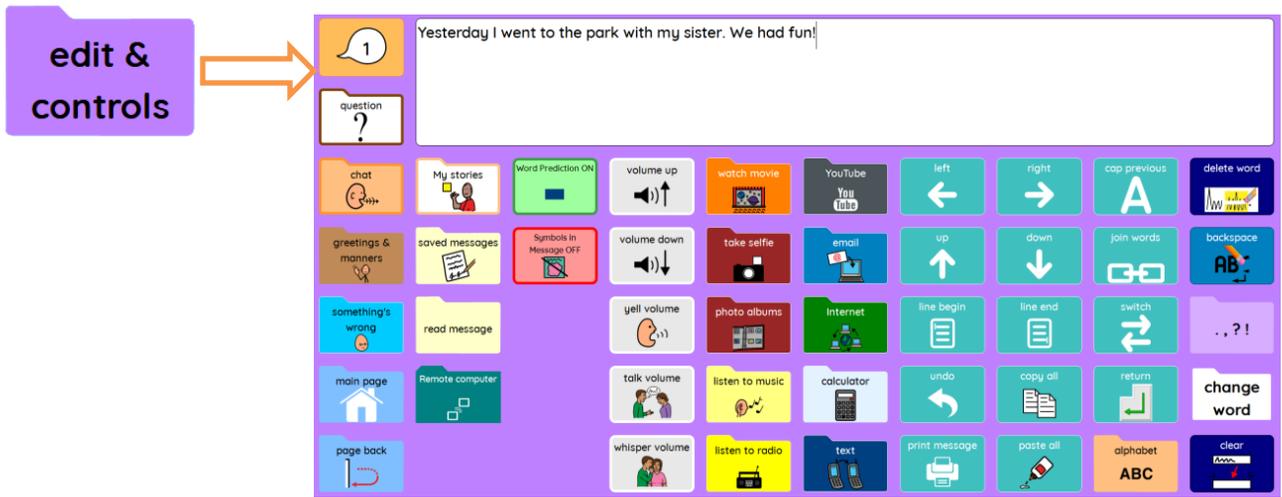
First select the **save** cell and then one of the empty cells on the page.

This action will automatically store the content of the message box into the empty cell.

To remove a message, first select the **delete** cell and then the message you wish to delete.

To retrieve a stored message, just click on the cell with the message. The text will be placed again in the message box.

Other pages where the user can save messages and personal stories can be accessed from the **edit & controls** page. This page also provides a set of basic text editing tools.

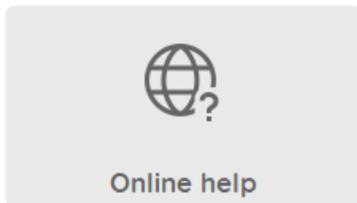


Other functionalities

The PODD page sets for Mind Express include additional functionalities and type of pages to support communication for different purposes and in different contexts. For example, it is possible to send the message box content via email or text, watch YouTube videos or search the Internet, take selfies, watch photos or listen to Internet radios.

To learn more about these Mind Express functionalities and how to use them, check the Mind Express online manual.

Select Menu>Help>Online help



or check the online [tutorials](#)



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