

OnScreenKeys 4
for Windows XP® / Windows Vista® / Windows 7®

manual

PROGRAM DESCRIPTION

The clever on-screen keyboard featured with mouse click function and speech output* together with [word prediction](#) and [word completion](#) allows rapid writing and working on the computer, even if hardware keyboard and mouse can be controlled only in a restricted manner or can not be controlled at all.

With ONSCREENKEYS the user can work [in any application](#), be it a word processor, spreadsheet, e-mail program or web browser.

ONSCREENKEYS is often applied [on touch-screen systems](#) or used in association [with eye control](#), [head mouse](#) or numerous further input systems. It undertakes all tasks from signal reception to the written or spoken words.

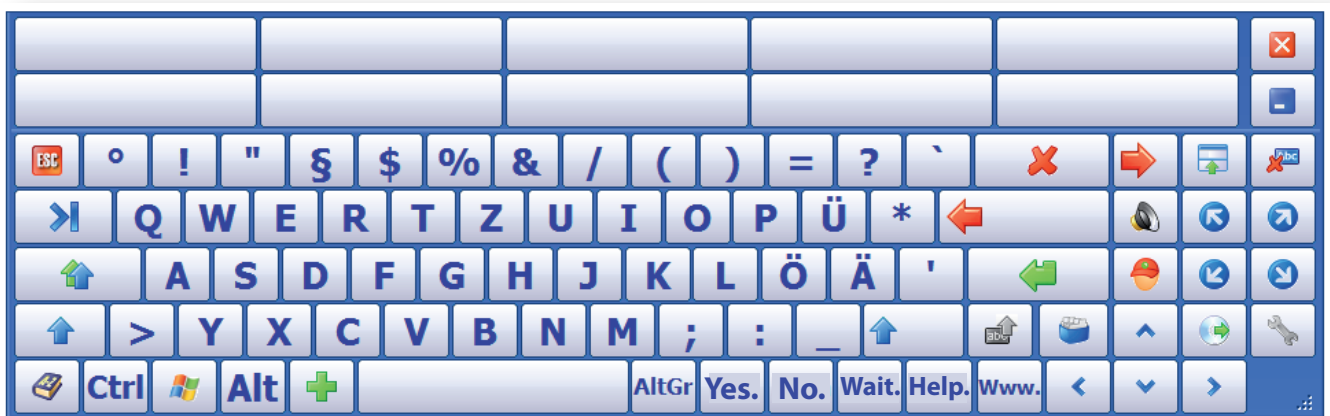
Important parameters such as keyboard size and working speed can be freely chosen.

Features as writing-in-advance and individual standard phrases make writing easier.

ONSCREENKEYS includes more than [20 languages](#) and facilitates a quick switching, so that also texts in [foreign languages](#) can quickly be drafted and read out via speech output.

ONSCREENKEYS selects the appropriate voices of the operating system and is furthermore able to incorporate all [SAPI-languages*](#).

* (only in the "Deluxe" version)



THANK YOU

Dear user,
thank you for choosing ONSCREENKEYS.

We have made the greatest effort to develop an effective but yet easy-to-handle program for you.
ONSCREENKEYS will always be further developed.

You can download updates from our website whenever you want.

We hope that our product answers your expectations.

If you have any questions, please contact us...

by phone: [0049 \(0\) 6221-431055-0](tel:0049(0)6221-431055-0)

by e-mail: mail@tomweber-software.com

Now take delight in trying out our software.

Yours sincerely,

Tom Weber

ACTIVATION

After a 60-day trial period it is necessary to unlock the program for any further use.

Such an activation needs the product key located on the following page plus the Product Install ID that is generated individually during the installation of the software.

That is to say,

the activation always is to be made **after** installing the software.

To unlock the program the designated computer doesn't need to have internet access:

The activation can be done with each other computer connected to the internet.

ACTIVATION PROCESS IN DETAIL

- 1 Install ONSCREENKEYS on the computer that is designated to be used with the program.
- 2 Start the software.
- 3 In the opening window, click the option "I've already purchased the software and want to unlock it now".
Now you can find the Product Install ID (e.g. "147 623") in the upper part of the appearing window.
- 4 Now visit the following website with any computer:
www.onscreenkeys.com/activation

Then enter the Product Install ID displayed by the software.

Enter the product key below, too.

Click the button "Submit". Now a page with your activation code will appear.
- 5 Enter this activation code in the lower section of the software and click on [OK].
Now the software is activated.

YOUR PRODUCT KEY

Your product key is:

INSTALLATION

If you got ONSCREENKEYS on CD, insert it into the CD-ROM drive of your computer.
The installation starts automatically.

If the installation does not start automatically, please manually activate the file "onscreenkeyssetup.exe" in the root directory of the CD.

INTRODUCTION

The software ONSCREENKEYS is a writing and communication aid for people not being able to use a traditional hardware keyboard or mouse.

The software relieves the user from pressing keys or mouse buttons.

The user only has to move to the desired key on the displayed on-screen keyboard and stay there a little to trigger the key or button.

ONSCREENKEYS always runs in the foreground, so that you can write in any application (e.g. word processor, web browser, etc).

In the versions "Click" and "Deluxe" ONSCREENKEYS facilitates a mouse click function which enables one to trigger mouse buttons outside of the on-screen keyboard, too.

In the version "Deluxe" the on-screen keyboard is equipped with a speech output, which can read out written text aloud.

An inclusion of natural sounding voices by SAPI standards is possible without any problems.

FIRST START

To launch the software, click on the ONSCREENKEYS icon on your desktop or run the program via ONSCREENKEYS program group.

On Windows the software automatically detects which language is set and configures itself automatically.

You can select another language or change many further settings in the configuration menu.

The configuration menu is accessed via the "Settings" button on the on-screen keyboard.

Button "Settings"



Button "Settings"
(Open configuration menu)



BASIC OVERVIEW

To write with ONSCREENKEYS -as is the case when using a hardware keyboard- a word processor or text editor must be open and the cursor must be focused to it.

On program start a word processor opens automatically.

You can disable this feature or set any other editor using the configuration menu.

To trigger buttons on the on-screen keyboard, you just have to move the pointer to the desired key to move and stay there for a moment. The button then triggers automatically after a short time.

You can disable this auto click feature or set the triggering time in the configuration menu.

Word completion and word prediction

ONSCREENKEYS provides two tools to speed up the writing process:

> Word completion:

As soon as you've written the first letter of a new word, ten word proposals will be displayed in the ten word fields which you can apply by click.

> Word prediction:

Once you have completed a word, the ten words that are most likely to follow will be displayed.

Writing style adaptation

An extensive vocabulary is standard in ONSCREENKEYS. During use the software learns new words and phrases and adapts to your writing style. In addition, it may make sense to import documents and letters written by yourself for a faster adaption of your style.

Text macros: Phrases and writing-in-advance feature

You have the option to insert whole in advance written text passages into the word processor.

Further information can be found on the following pages.

Talking (only in the "Deluxe" version)

With active speech output, every written sentence will be read out aloud after pressing the Enter key. Pressing the Enter key once more will read out the last sentence again.

You can also configure ONSCREENKEYS that every word will be spoken directly after its writing.

Automatic start

You can start ONSCREENKEYS automatically at Windows® startup.

This feature can be enabled / disabled in the configuration menu in the "Extras" tab.

DIFFERENCES WITH HARDWARE KEYBOARD

The following is an overview of keys and features you cannot find on a common hardware keyboard:



Delete Character
... deletes the last character



Delete Word
... deletes the last word



Basic Settings
... opens the configuration menu



Click-Lock
... temporarily disables auto click

After triggering Click-Lock the auto click feature is disabled until its activation by clicking this button again.



Extended Character Set
... displays additional keys and special commands (e.g. mathematical symbols)



Uppercase
... shifts uppercase/lowercase of the last written word



Change of Dictionary and Language
... temporarily changes the language settings

Character set, word prediction and voice will be set according to the new language. Before that the required voice must be allocated to the language in question via configuration menu (possible only in the "Deluxe" version).



Voice on and off switch



Enter key (plus read out)

MOUSE MENU BAR (only "Click" and "Deluxe" version)

If you have an issue with pressing the keys of a computer mouse, you can emulate mouse clicks by ONSCREENKEYS.

First, consider which mouse click you wish to trigger (single click, double click, right click, drag and drop).

E.g., to open a file in Windows Explorer you need a double click.

Select the appropriate mouse click (see below) and move the mouse pointer to the screen position where the click shall take place.



A click on this button opens the mouse menu:



Overview of mouse click types:



Left click (single click)



Double click



Right click



Drag and Drop



Quit mouse click feature & collapse mouse menu

In the configuration menu you can individually adjust some parameters for mouse control, e.g. the dwelling time, movement tolerance or size.

SPEECH OUTPUT ("Deluxe" version only)

You can enable/disable the speech output by clicking the following key:



Depending on the current status the button shows following icons:



Speech output is disabled



Speech output is enabled



Speech output is disabled due to an error

With enabled speech output every typed sentence is read out aloud after pressing the Enter key.

Pressing the Enter key once more will read out the last sentence again.

You can configure ONSCREENKEYS in such a way that each word is read out immediately after its writing.

In the configuration menu you can select both one of the installed voices and the operating system voice.

Please note that it is needed to click on the button "Save Voice" to confirm your selection.

If you communicate in several languages, you can set an own voice for each language.

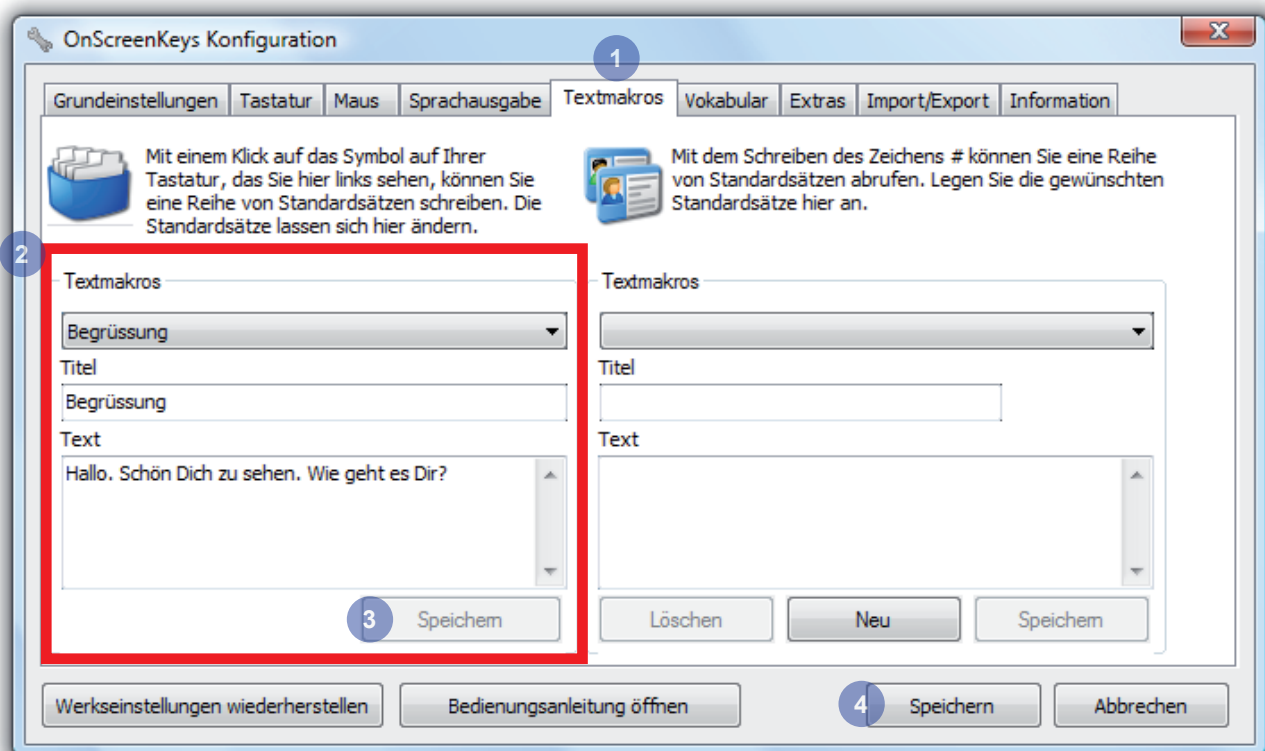
PHRASES

A phrase is an often needed text module as a greeting or your own name.


In ONSCREENKEYS up to 10 phrases can be established and inserted by only two clicks.

How to create phrases:

- 1 Open the configuration menu and go to the tab "Text Macros".
- 2 In the lefthand pane, select a phrase, rename it if necessary and replace it with your individual text.
- 3 Then click [Save] just below.
Now you can edit further phrases.
- 4 If you want to finish the phrase editing,
click also the button [Save] in the configuration menu.



How to access phrases:

- 1 Click on the card box on the on-screen keyboard, there on the bottom right. 
- 2 Now the ten word fields display the titles of your created quick text macros.
- 3 Click on one of the fields to insert the stored text.

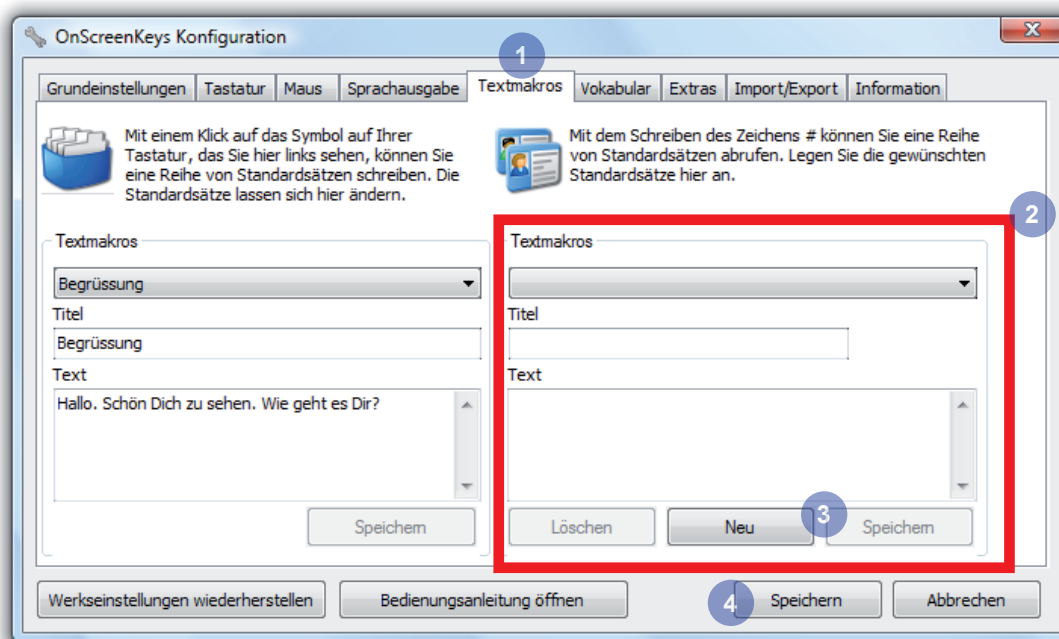
WRITING-IN-ADVANCE

Using the writing-in-advance feature you can write beforehand as many passages as you want and use them in a quick manner later on.

It is recommended to follow a certain system when naming, as later the in advance written texts has to be accessed with their titles.

How to write in advance:

- 1 Open the configuration menu and go to the tab "Text Macros".
- 2 In the righthand pane, click [New], enter a title and write in advance the required text.
- 3 Then click [Save].
Now you can write some more texts.
- 4 If you want to finish the write-in-advance feature, click also the button [Save] in the configuration menu.



How to call up the written texts:

- 1 On the keyboard, click to the hash sign (#) next to the Enter key.
If the hash sign is not visible, click the SHIFT-key first.
- 2 Start writing the title of the text passage until it appears in one of the ten word fields.
- 3 Click on the appropriate word field to insert the stored text.

If no hash macros (recognizable by the hash sign (#) before the title) appear in the word fields, there are still letters in the cache. In this case, you first click the Enter-key and then start again beginning with the hash sign.

SUPPORT

Support is available from your advisor/dealer or directly from the manufacturer:

tom weber software
Konrad-Adenauer-Ring 18
69214 Eppelheim
Germany

Phone: +49 6221-431055-0
Fax: +49 6221-651244-5
mail@onscreenkeys.com

UPDATES

On this site we inform you regularly about free updates and new features:

<http://www.onscreenkeys.com>

REVIEW AND IMPROVEMENT SUGGESTIONS

We would be pleased if you mail us in case you don't appeal to anything regarding our software or have any suggestions for improvement of ONSCREENKEYS.

Please address your e-mail to

mail@onscreenkeys.com

DEALER ENDORSEMENT

Your advisor / dealer: