A Practical Guide to Using Widgit Online

Contents

Practical Guide to Using Widgit Online
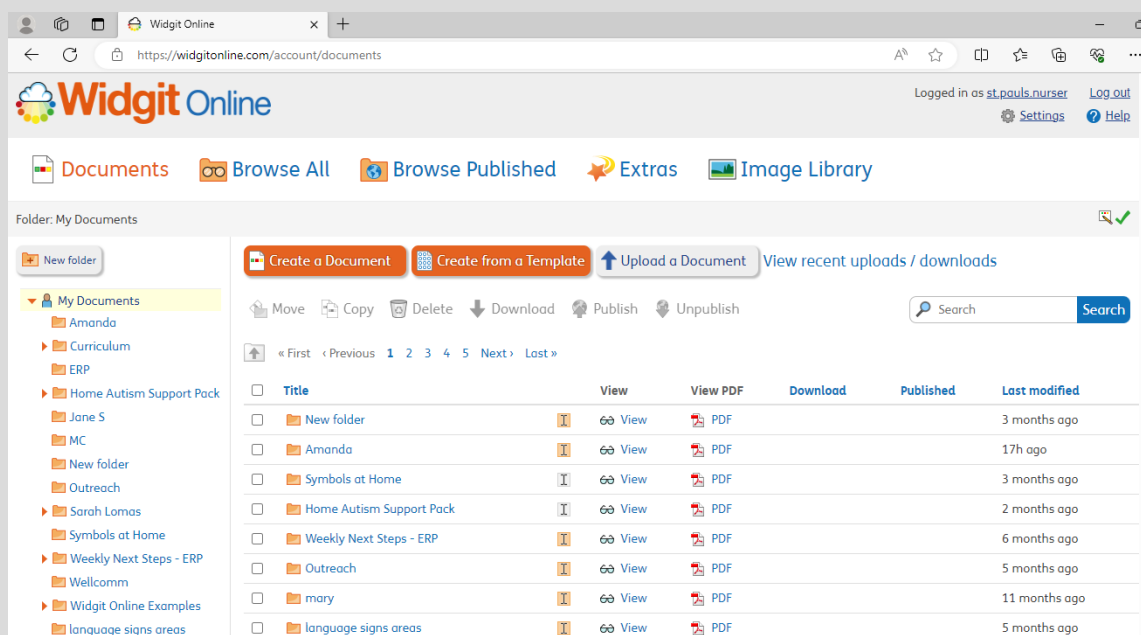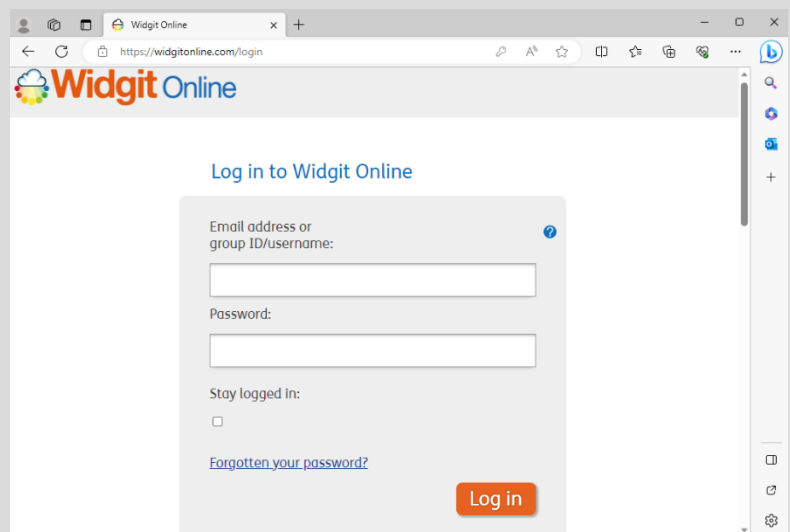

Website address is
www.widgitonline.com

To purchase click on the buy now button, free trial or if you already have an account click on the Login Button in the top right hand corner.

This takes you to the login screen.

Type in your username or email address and then type in your password.
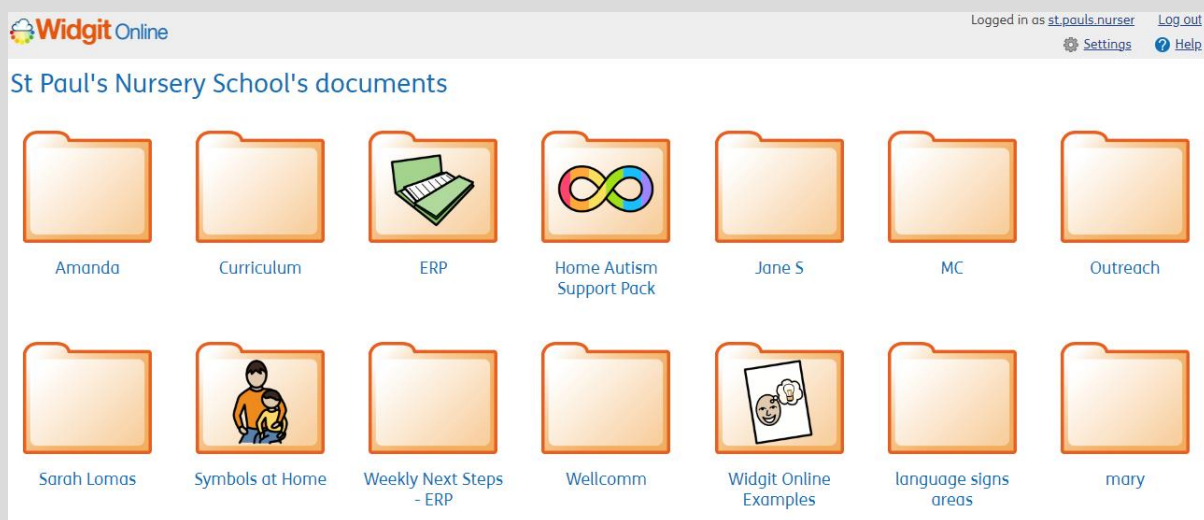
Then click

This brings you to the home screen/ document section of the website. This is where, when you have created some documents they will be saved to. You can also then organise your work into folders.

Widgit Online

| Documents | Browse All | Browse Published | Extras | Image Library |

Along the top of the home screen you will find these five buttons. You are already in documents on the home screen.

Browse All

By clicking on 'Browse All' you are taken to your document store but displayed in a different layout, which can be easier to see.

Widgit Online

Logged in as st.pauls.nurser   Log out
Settings   Help

St Paul's Nursery School's documents

| Amanda | Curriculum | ERP | Home Autism Support Pack | Jane S | MC | Outreach |

| Sarah Lomas | Symbols at Home | Weekly Next Steps - ERP | Wellcomm | Widgit Online Examples | language signs areas | mary |

Extras

The 'Extras' button takes you to the resource area that has some free and to pay for extension packs. There are some excellent resources in this section, the Autism Support Pack for home is great if you need to send some visual resources home to parents. There are also free resources that people have made and uploaded to the site. Some examples below.

Classroom Pack

Symbolised resources to help educators create an accessible, inclusive learning environment.

The Classroom Pack contains display materials to support the organisation of your learning space and also includes resources to help with curriculum teaching, understanding of British Values, developing wellbeing and building emotional understanding.

More information

Upgrade to a Standard, Plus or Pro plan to get this pack.

Home Educators can purchase this pack directly - please contact us on 01926 333680.

Emotions and Behaviour Scale Pack

20 examples of emotions and behaviour scales that can be used to help individuals understand how they are feeling and how to regulate those emotions.

The Emotion and Behaviour Scale Pack consists of different emotion scale templates that help to teach social and emotional concepts to children and adults. The pack includes examples from Kari Dunn Buron's, The incredible 5 point scale.

More information

Install Examples

These examples demonstrate things you can do with the scales templates in Widgit Online.

Install Examples

Autism Support Pack - Home

Resources to support parents and carers who care for autistic children.

Support children with co-regulation, emotions, routines and social interaction at home. This pack includes a range of resources, including flashcards, reasoning boards, social stories and charts.

More information

Owned

Install resource pack

Widgit Writer

Create symbol documents on your iPad with this new app that integrates with your Widgit Online account for free

Widgit Writer is a simple, easy-to-use app that lets you create symbol-supported documents on your iPad. Read documents out loud with the iPad's speech voice. Back up your documents and view them as PDFs in Widgit Online.

More information

Download on the App Store

How to get started…
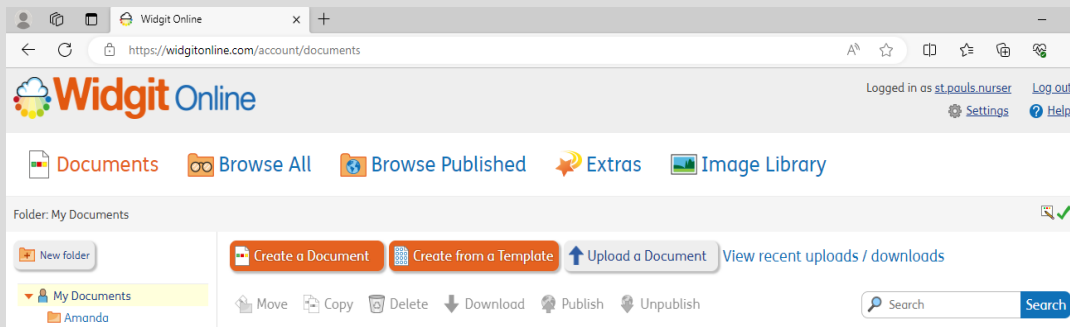
When you click back to the Documents section of the website or the home screen you can see two orange buttons.

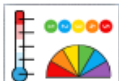These two buttons are the best way to start creating the visuals that you need…

We will cover create a document a little later. We will first look at 'Create from a template'. This section has premade templates to use to create anything from visuals that we use within nursery to drawer labels.

When you click on it the pop up below appears.
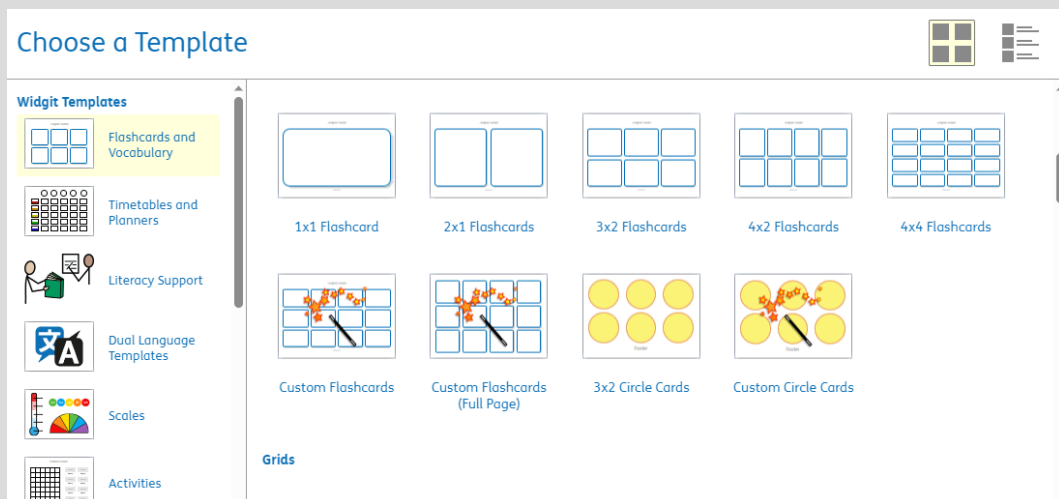
Widgit Templates

Flashcards and Vocabulary

Timetables and Planners

Literacy Support

Dual Language Templates

Scales

Activities

Let's start with the Widgit Template Menu

Clicking on each of these you get to a different selection of templates to use.

The ones that we find most useful are Flashcards and Vocabulary, Dual Language Templates and Visual Timetables.

If you work within a primary setting then Literacy Support may also be of help to you.

Communication

Certificates and Rewards

Display Materials

Avery Labels

Flashcards and Vocabulary...

Flashcards and Vocabulary

Click on the flashcards and vocabulary button and then you get a menu similar to this in the area to the right of the menu.

From here make a selection as to which type of vocabulary card you want. The visuals that we use in setting are made by clicking on the 'Custom Flashcards' (Full Page) option. When you click on this you will be asked what grid pattern you would like. We tend to do 3x3 which is the perfect size to put on a lanyard around your neck.
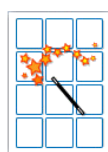
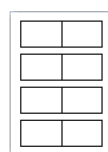**Portrait Flashcards**

1x1 Flashcard

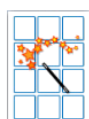1x2 Flashcards

2x3 Flashcards

3x4 Flashcards

Custom Flashcards

Custom Flashcards (Full Page)

Two-sided Flashcards

Grid Properties   ✕

Custom Flashcards (Full Page)

Columns: 3
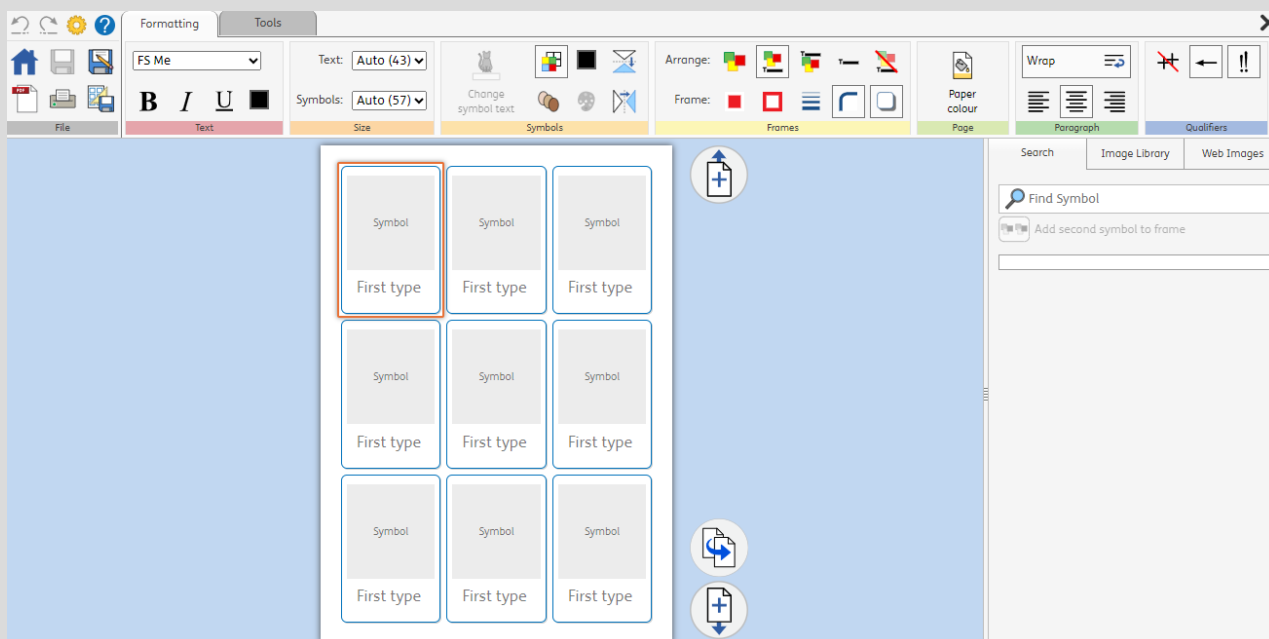   *Must be between 1 and 8 inclusive*
Rows: 3
            Must be between 1 and 10 inclusive

Create document

You can choose 3x4 for matching games or for a choice board (sentence strip) and example of which is at the back of this handout.

When you click on the create document button the following screen appears.

This is the main design screen for 3x3. As you can see along the top there is a choice of font, as you get in word, with size and bold, underline etc. This changes the font in the text box.
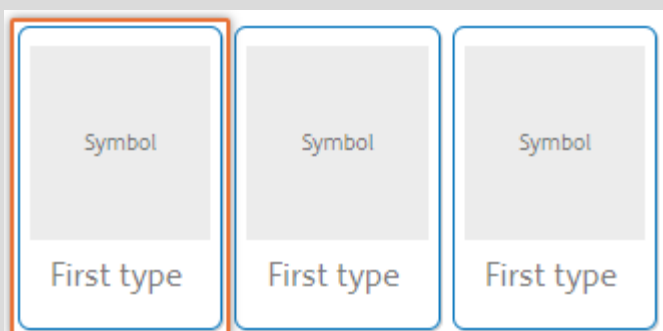
On the other side of the menu at the top of the screen you can see...

Arrange allows you to put the text at the top or bottom or just have text without a picture or vice versa.
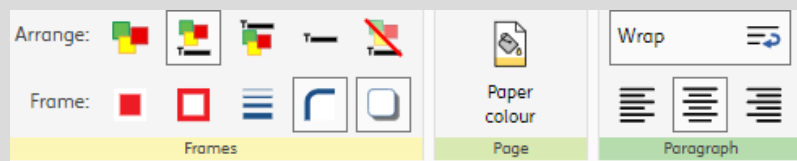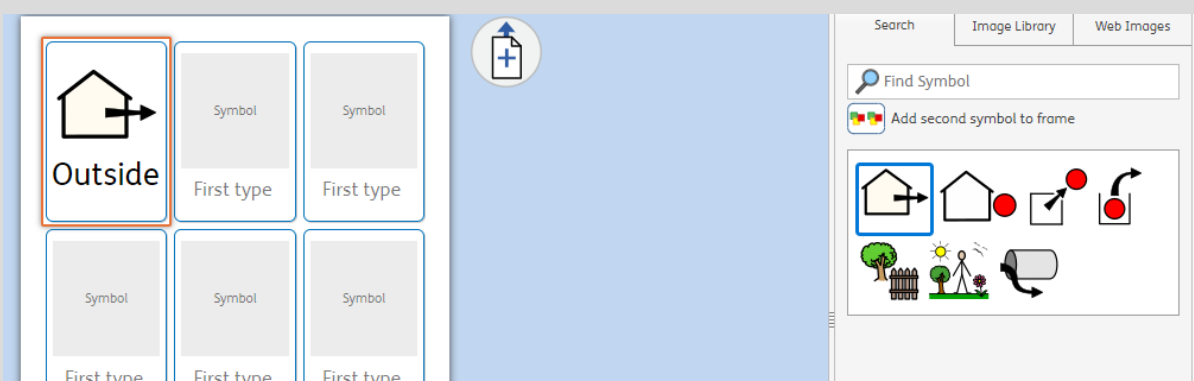

Frame allows you to change the outline colour if the box or add different effects. The paper colour allows you to change the background colour.

Entering Text and choosing pictures

To enter text simply click in the 'first type' box and when you have entered what you wish to write a symbol will appear in the box above.

For example I am going to make a visual for outside.

The image/symbol above 'Outside' has a building with an arrow pointing outside. This may not be suitable for the children in your setting so you can change it from the selection to the right hand side of the screen. To select one of these preferred pictures simply click on it and the symbol above your text will change. As shown below.
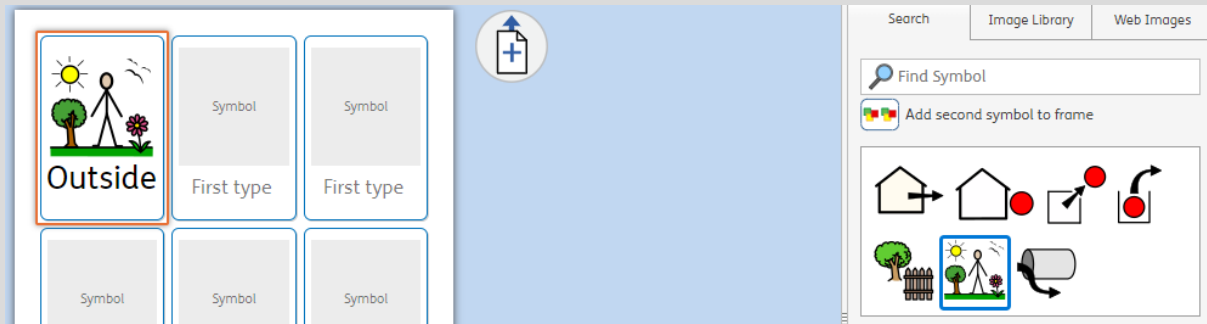
If you do not like the choice of images, you may for example have a slide in your outside area and want to use that instead, click in the 'find symbol' bar next to the magnifying glass. Type in slide…
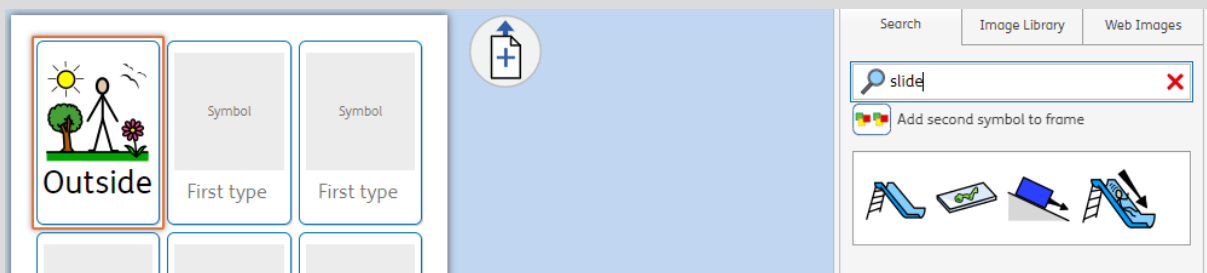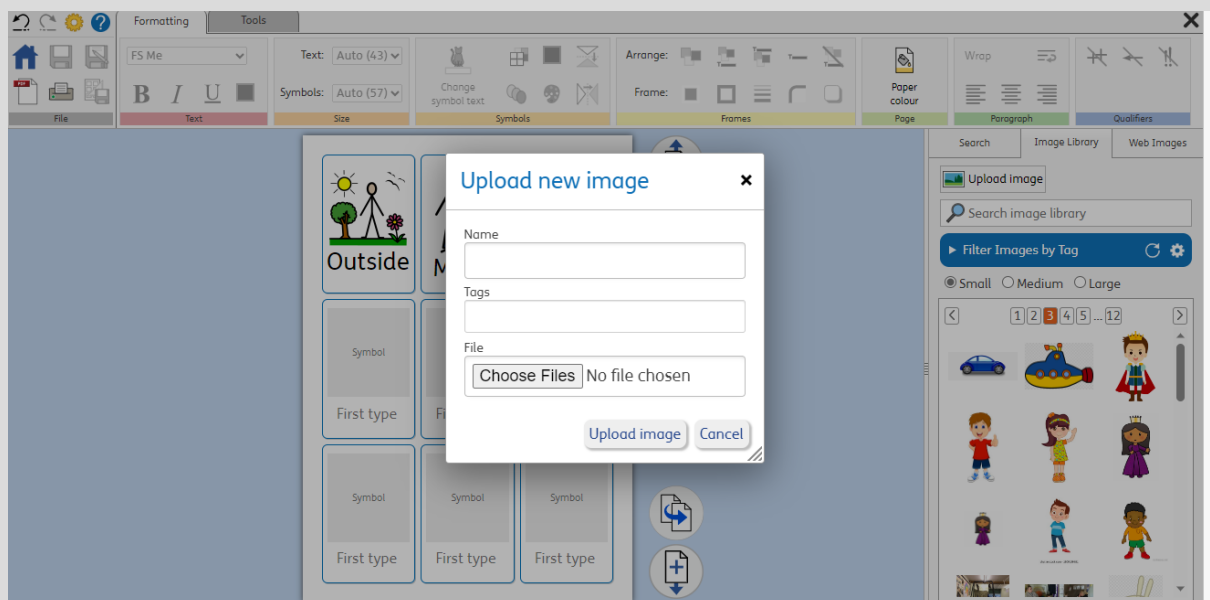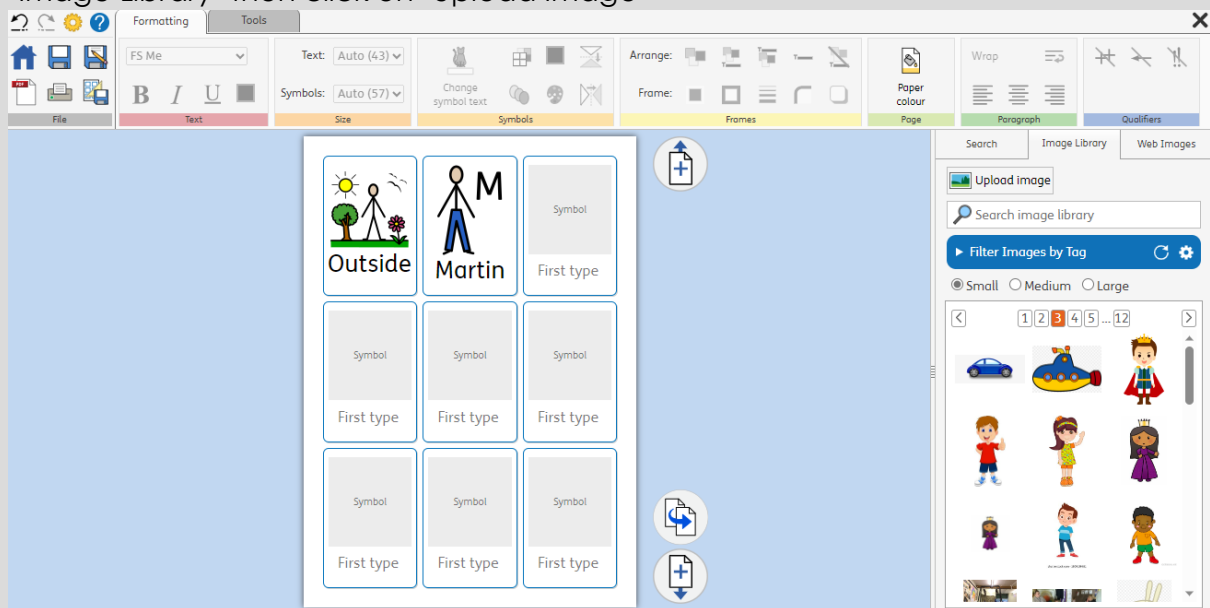

Click on the picture that is more suitable and it will then replace the picture above the text.

You can continue to add text to all the text boxes. If you need more boxes click on the page with a '+' sign on, as seen above.

If you want to add your own photo, for example, of a member of staff, click on the 'Image Library' then click on 'Upload Image'


Click on 'Choose Files' and then browse for the picture that you want to upload. I often find it easier if you save a picture to the desktop.
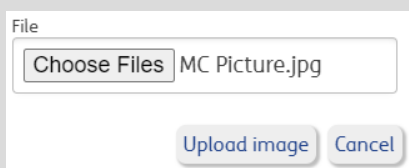

The selected picture will be named next to 'Choose files' then click on 'Upload Image' button...the image will then appear next in the pane below. You can then click on this image and it will appear above the word on the visual you are trying to create.
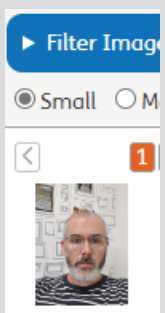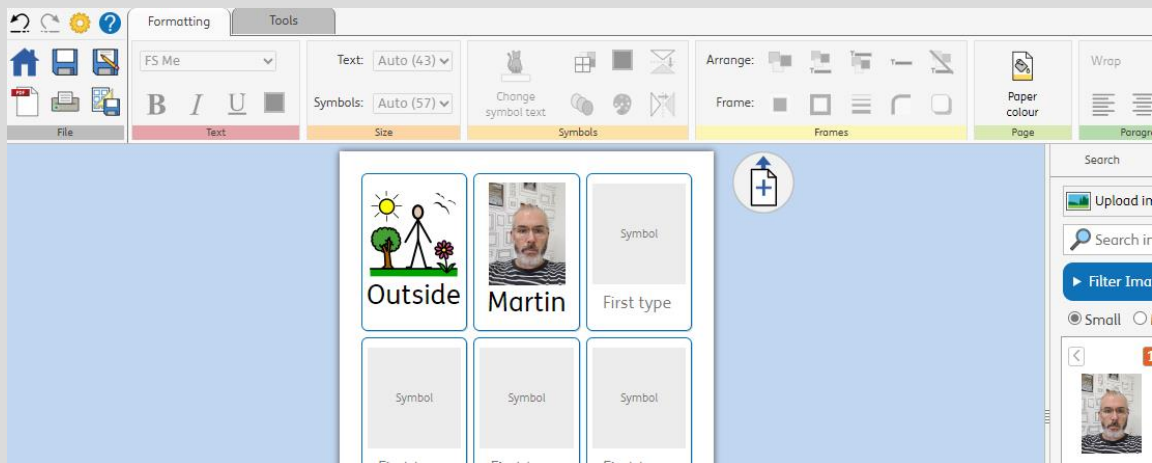
If you want to use an image from the internet, right click on the image and save as you would a photo. Then repeat the same procedure. If the image won't save you can use the snipping tool and save the snipped image in the same way. You can also click on Web Images on the right hand side a search. Again, click on the image that you would like to use.
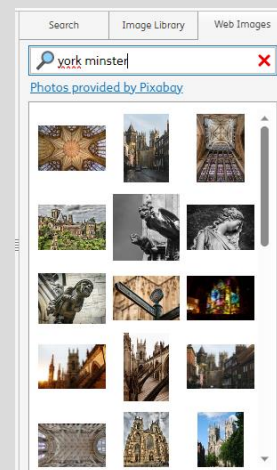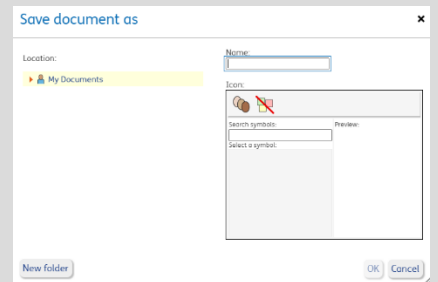
Saving and Printing

To save your work, click on the disk with pencil icon and type in what you would like to save it as. This will automatically be saved into the 'My Documents' section on the home screen.

I find it easier to save and then print so that I don't lose my work before printing it.

To print you can press on either of these icons. I find it easier to click on the PDF and print that rather than just clicking on the print icon as the work tends to keep it's formatting better. You can also save the PDF so that you can email it to parents and staff etc.

Other handy options

You can change the skin tone of icons for example I typed 'boy' in the text section and a boy symbol appeared. I can then change the skin tone by clicking on the face on the menu bar and clicking on the required colour.
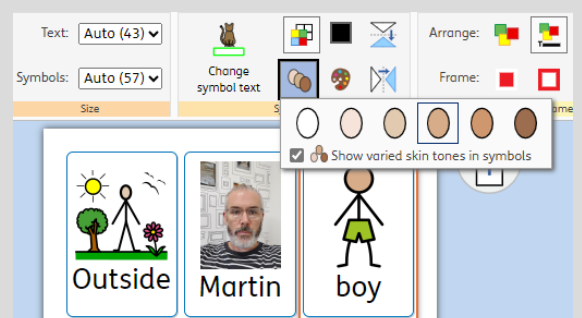
You can tick the 'varied skin tone' box and the programme will use a diverse range of skin tones in your work.

If you are creating a visual that needs a different coloured cat, for example, other
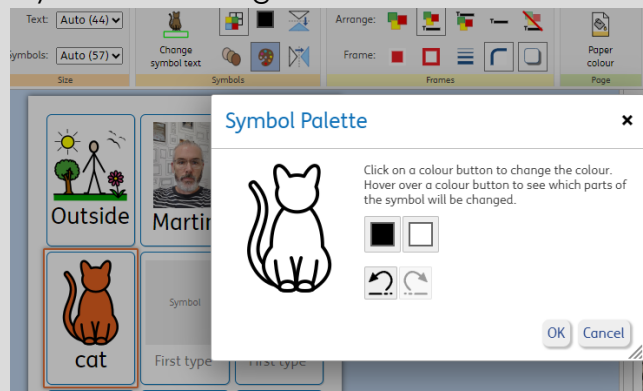
that the black cat the is automatically applied, click on the palette in the menu bar and then select the colour that you would like to use. You can even change the colour of the outline if needed.

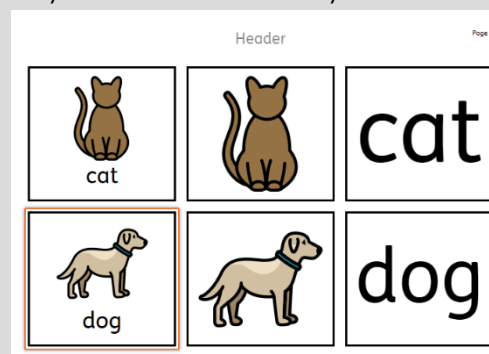## Creating a Matching Game/pairs game

From the main menu click on create from a template and then, as we have previously covered.

Then scroll down and select the 'Symbol/Word Cards' When you have done this you
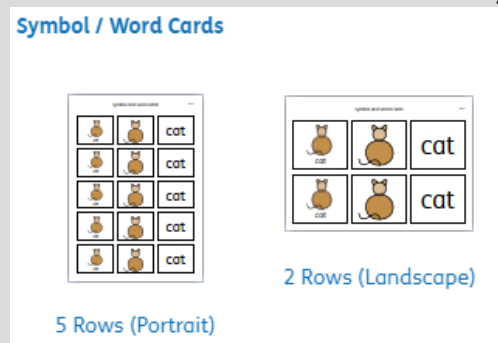
can type a word in the first box and it then populates the other boxes with pictures/words. It creates a really useful game that can be cut out and then laminated.


Dual Language Templates

An inexpensive add on, but invaluable within setting is the dual language templates. This is helpful when you have children in setting with English as and additional language (EAL). To use this feature, return to the home screen and click on
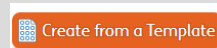

This will take you to the selection that we have previously looked at. Scroll down and select the 'Dual Language Templates' icon.
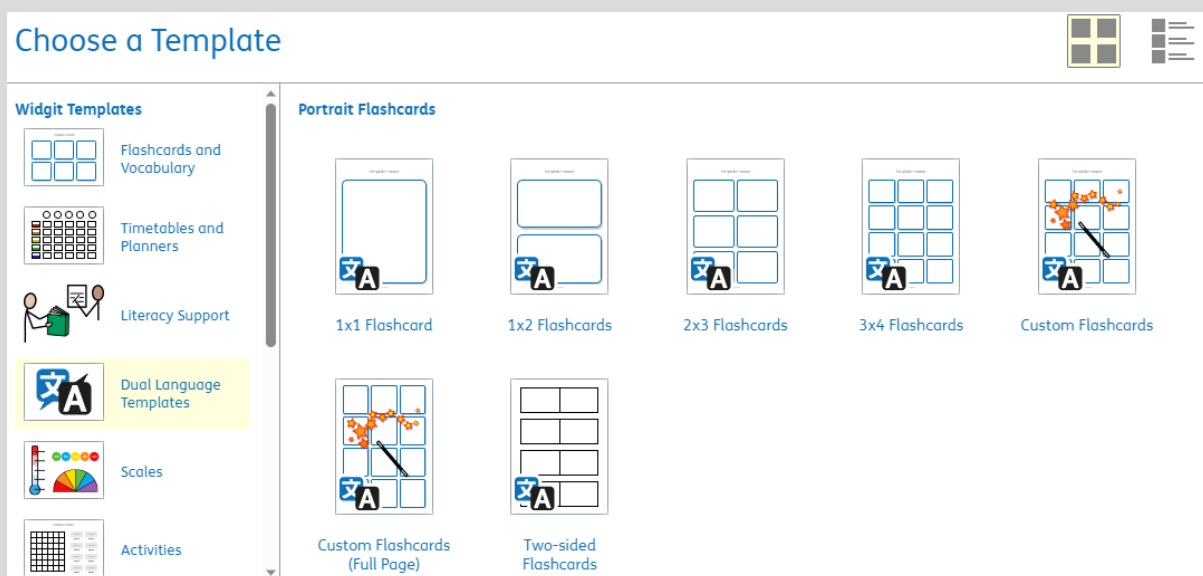
You will then see a section of different templates that can be used. (The above picture is only for illustration purposes, there are more if you scroll through the menu)

Select a template that you would like to use, for example, 2x3 flashcards.

When you select the template the following text box will appear. This allows you choose the secondary language that you would like to use on your flashcards.
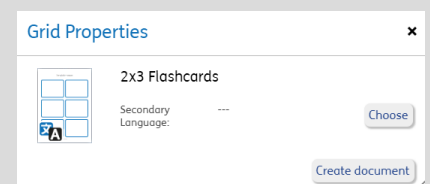

As you can see below there is quite a selection that you can choose from.

You will also notice that once you have selected a language and then clicked into the next page you will see that the menu along the top now has the translate feature.

For illustration purposes I will select 'Hindi'. As this differs from written English. The same format appears, as we used for visuals before but there is a translation above the word. Type in the word in the 'English' box, choose your visual from the menu on the right hand side as we did before and then click on the 'Google Translate' icon in the menu bar on the top line.
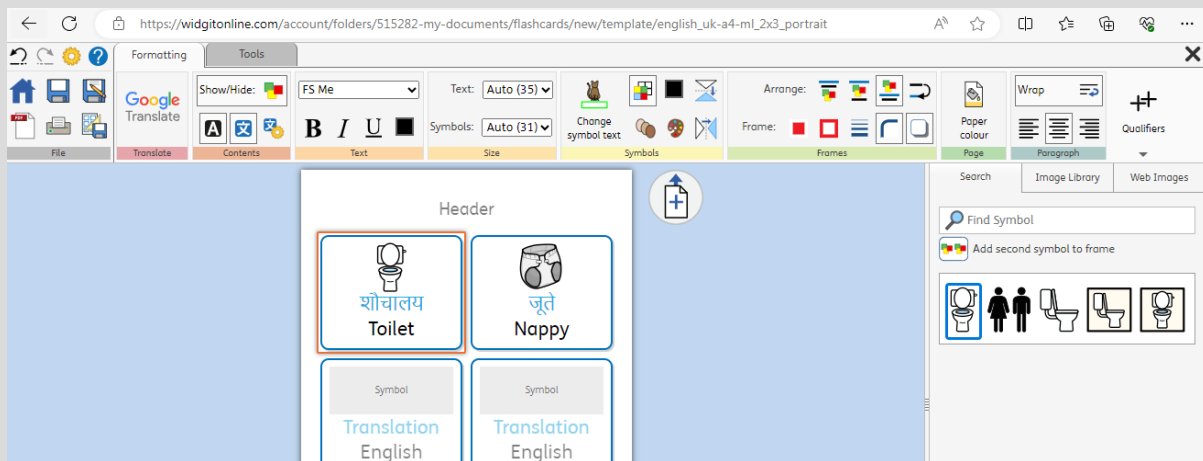
You can change the language using the blue icon with the character and cog.

You can only use one language at a time. So to swap to Arabic you could have to save, and then change the language, then save again. (If you were making flashcards for a variety of languages)

We have found this feature especially useful when you may be using a visual to support vocalisation in setting and this can be sent home for parents to use as a form of consistency across settings.
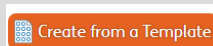

Transitional Support for children (Some ideas in practise)

We use different forms of transitional support throughout the day for children, especially those with SEND. These transitional supports can range from an object of reference to a visual prompt. We also use Now/Next or First/Then visuals to help children to understand what activity they are going to do and what will follow on. For example, First – Wash hands Then – Snack this can be done using visuals made on Widgit.
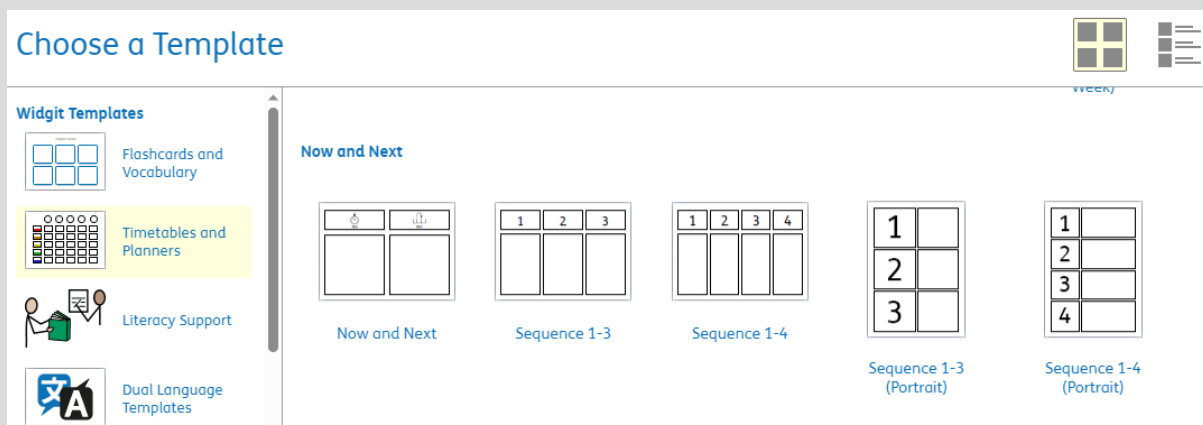
Go to the home page and click **Create from a Template** then select Now and Next
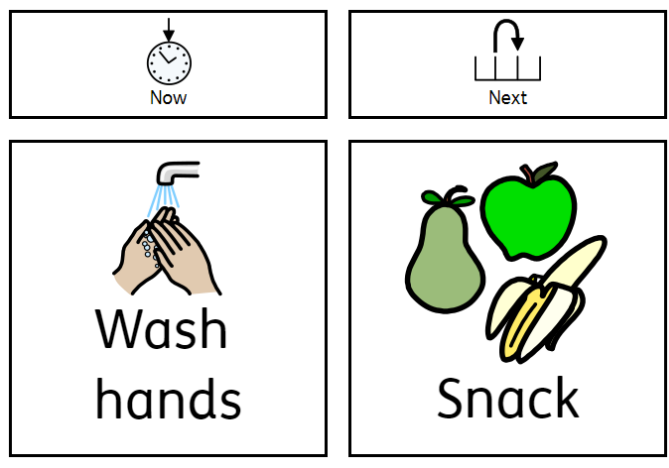
Click and enter text.

The picture/symbol will appear underneath.

This template could be left blank and then using the template maker create a bank of pictures that can be attached and removed using Velcro.

Now and Next can be edited to first and then if that is the format you prefer to use in your setting.

You could create a toilet routine for those children who are toilet training. It can be put onto the toilet wall or bathroom wall and the children can then follow the visual cues. This can be cut up and put into a row so it is expressed in a more linear way.

You can also create name cards and peg labels to help support at the beginning of the day, knowing where to put their things or supporting in group times, learning to recognise their names with their picture.
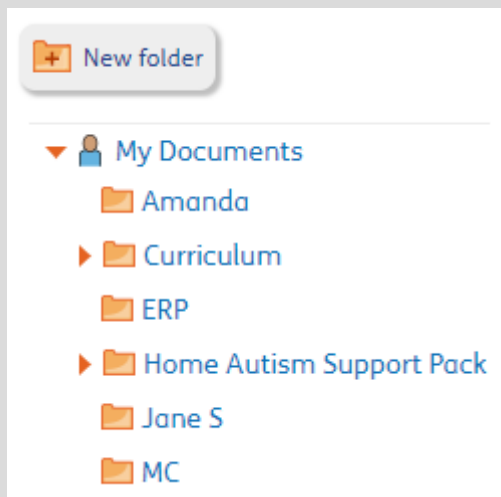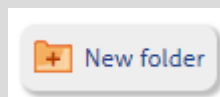
Other uses
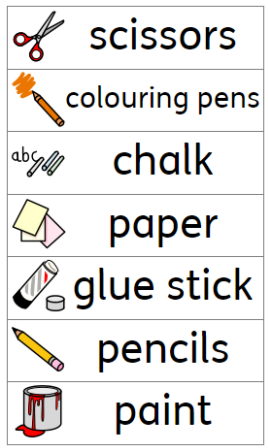
There are templates to create labels for Gratnell trays and templates for Avery labels that can go through the printer.

Ordering your work

On the left hand side of the home screen you will find the documents and folders sections.

To create a new folder...click on

And give the folder a name.
You can then populate this folder by dragging you work into it.

If you want to open a folder then click on the folder icon then on the work inside it.
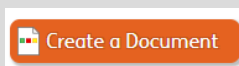
Creating a document

You may also want to create a document with symbols in it. I have used this as part of an EHCNA for a child within our setting as she used symbols to communicate with others and us as staff.
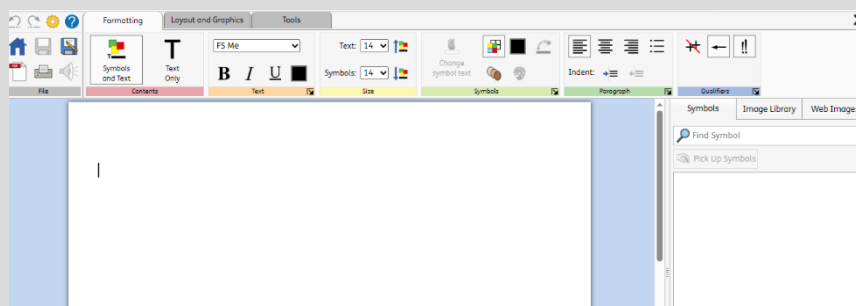
First, go to the home screen.
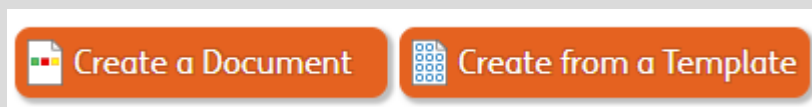
This time we are going to click on   to open a new blank page.

This is the screen that should appear.

It is rather like a blank page in Word but it adds symbols above the words as you write. As you can see in the picture below the cursor is on good and the alternative symbols for good appear in the symbol menu on the right hand side. You can, as we showed before add photos or web images where you want them.
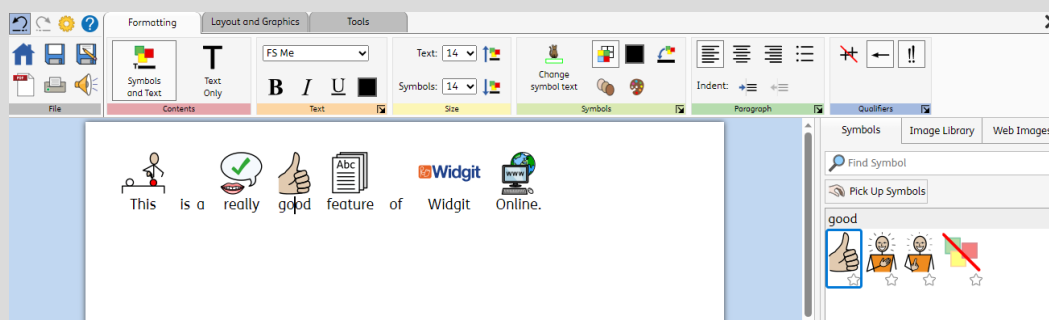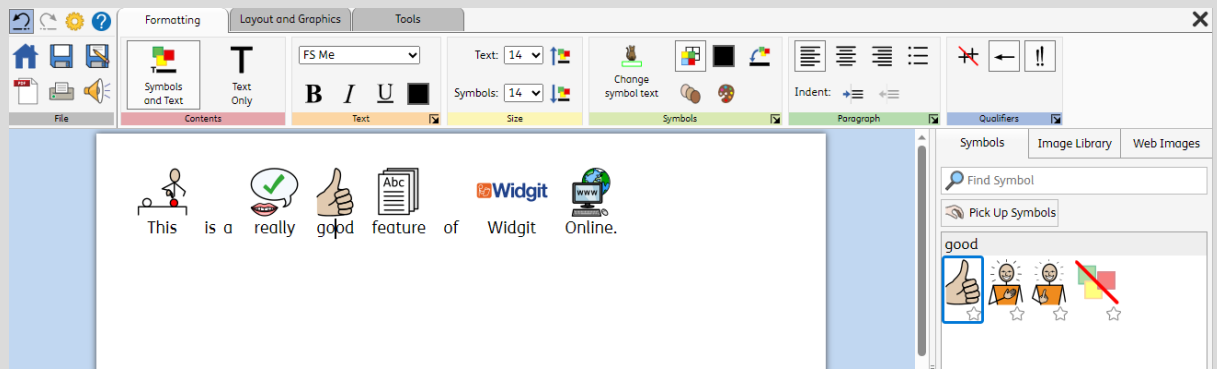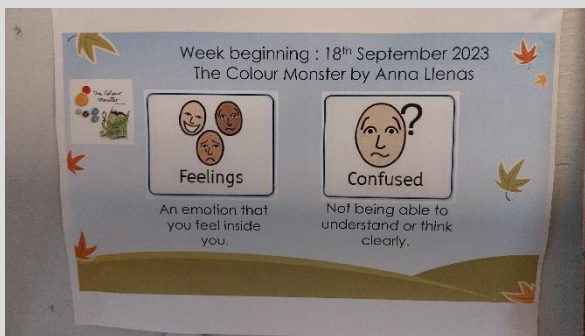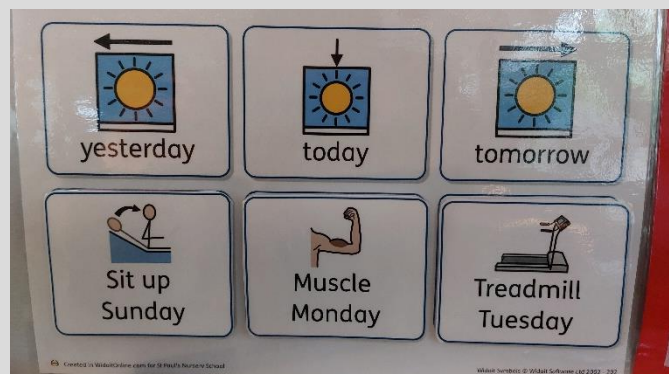
If you click on the speaker icon, in the top left-hand corner of the screen, the programme will read back to you what you have written.

Examples of Widgit in Action around our setting

Visuals in reception, toilet training strip in the toilet, learning the days of the week.

A visual timetable and using the Colourful Semantics approach to request snacks (sentence strips)