



Tips for InPrint 2 Users

InPrint 3 can be used to make all of the same resources as InPrint 2 but in much faster and simpler ways. Below is a list of common features found in both versions with an explanation of what's new.

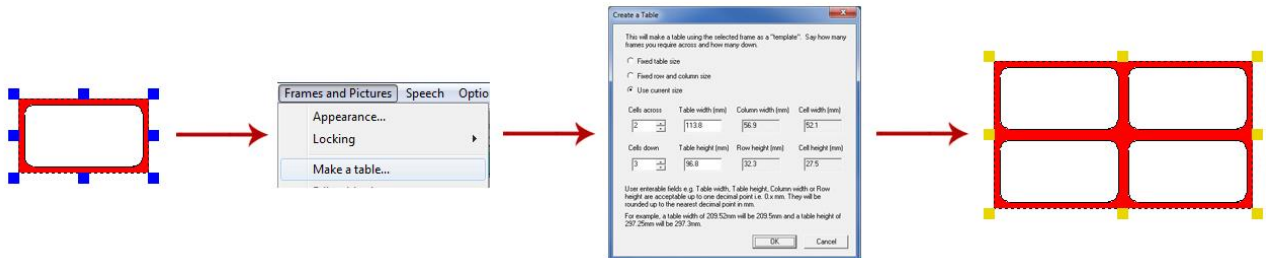
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Creating a Table

InPrint 2

To make a table with InPrint 2, you had to create a frame, then select the option to turn it into a table from the 'Frames and Pictures' menu. From there, you could specify the number of rows and columns and other properties of the table.

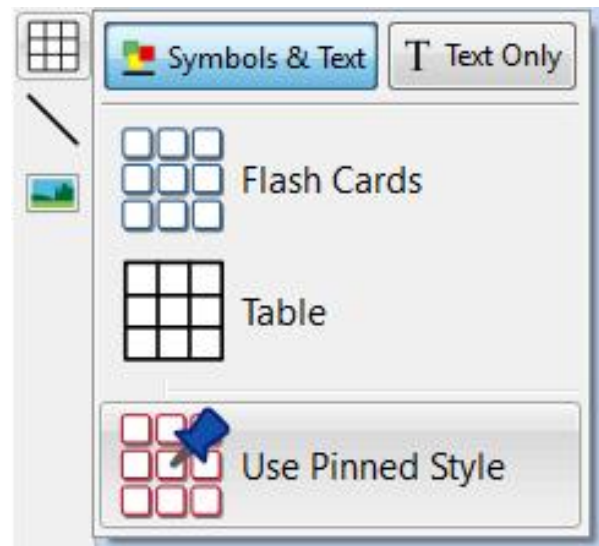


InPrint 3

With InPrint 3 creating tables is far simpler and much quicker. To create a table, click the **Table** button on the Create toolbar on the left of the screen.

From the **Table** menu that appears, you can:

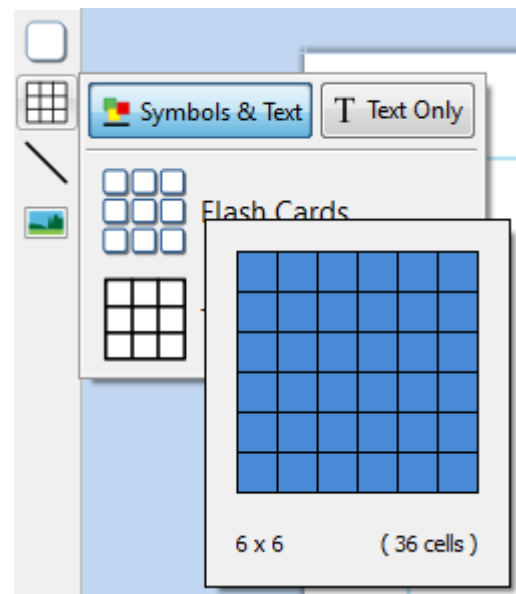
- Choose the content mode, **Symbols & Text** or **Text Only**
- Choose to create a **flashcard** or **grid style** layout
- Choose to create a table using a pinned style



When you select the type of table that you would like to create, the table creator will appear under your mouse pointer, showing you the number of rows and columns and the total number of cells that will be created.

Drag the table creator to the dimensions you require and click once to confirm your choice.

A preview of the table will be attached to your mouse pointer so that you can see exactly where it will be when you click to place it in on the page.



Creating Frames

InPrint 2

To create a frame in InPrint 2, there were different buttons that you could click to create frames with different content modes:



Free Symbol frame for writing freely in symbol supported text. This frame expands as you write to fit the contents.



Fixed Symbol frame has a fixed size so that its contents are automatically sized if necessary to fit into the space.



Free text frame that will expand as you write to fit the contents.



Fixed Text frame where the text is sized to fit.



Speech Bubbles - Text only content by default

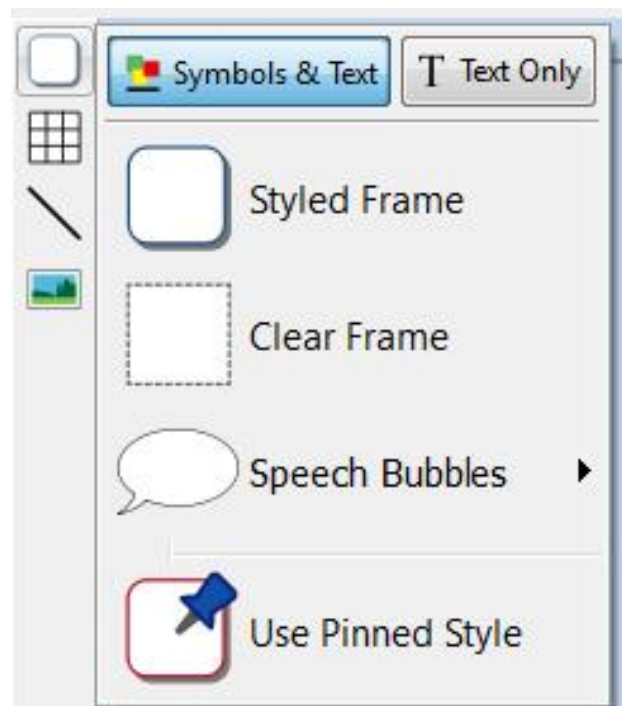
InPrint 3

InPrint 3 has simplified this process with all the above options as well as the new 'Pinned Style' feature available at the click of a button.

To create a frame, click the **Frame** button on the Create toolbar on the left of the screen.

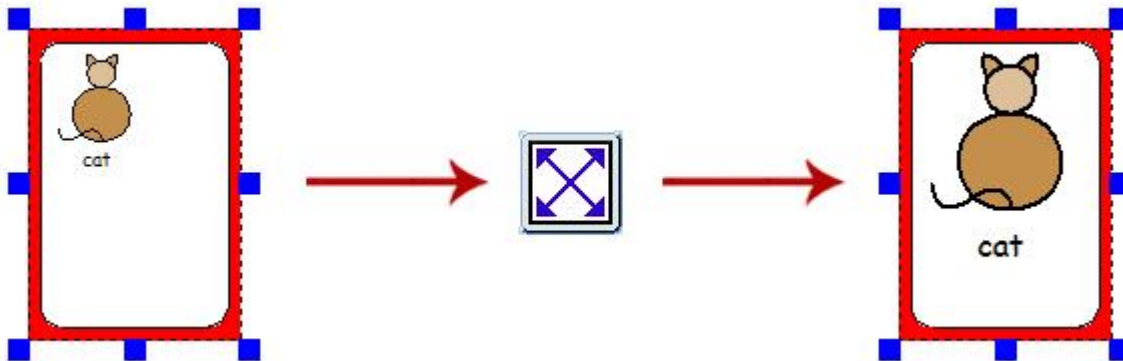
From the **Frame** menu that appears, you can:

- Choose the content mode of your frame from **Symbols & Text** or **Text Only**
- Choose to create a styled frame, clear frame or speech bubble
- Choose to create a frame using a pinned style
- Once you have created your frame, you can change its Sizing Type, which controls the way that the size of the content behaves as you type.



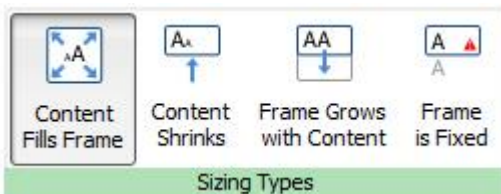
Grow to Fit

InPrint 2



With InPrint 2, users had the option to use the 'Expand to fit' button to make the text and symbols they had used as large as possible in the frame. This was a useful feature if one of the fixed writing frames had been resized and its content looked relatively small.

InPrint 3



InPrint 3 comes with new Sizing Types for frames, tables and speech bubbles to give you greater control over how their content behaves:

- The content shrinks and grows whenever an object is resized with **Contents Fills Frame**
- The content tries to remain at your preferred size with **Content Shrinks**
- The object grows as you type with **Frame grows with Content** (not available for tables)
- Content that does not fit in the object is hidden with **Frame is Fixed**

Changing Between Symbols & Text and Text Only Mode

InPrint 2

With InPrint 2, the content mode of a frame or table could be changed at any time by clicking the toggle button on the right-hand toolbar:



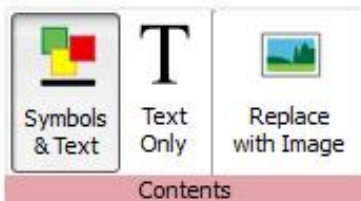
Indicated the paragraph was in Symbols and Text mode



Indicated the paragraph was in Text Only mode

Alternatively, users could use the F10 key to toggle between the two modes when an object was selected.

InPrint 3



With InPrint 3, users can switch between the two modes using the options on the dynamic tab associated with the selected object. For example, if you have a Frame selected; the contents option will be located on the **Frames** tab. If you have a speech bubble selected, they will be found on the **Speech Bubble** tab.

Alternatively, users can still use the **F10 key** to toggle between the two modes when an object is selected.

Changing the Word for a Symbol

InPrint 2

You may wish to use an existing symbol, but change the text that appears beneath it. To do this with InPrint 2, you would:

1. Type the words for the symbols you require.



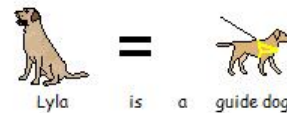
2. Click on the text you would like to change, then click the 'Cat - Sam' button on the top toolbar.



3. The text that was displayed beneath the symbol will be removed, you can now enter replacement text.



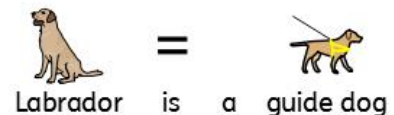
4. After writing your replacement text, you need to press the **right arrow key** to exit the re-text tool.



InPrint 3

The process is very similar in InPrint 3:

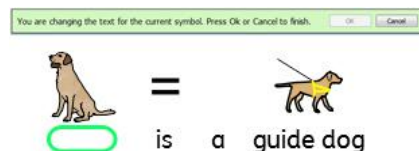
1. Type the words for the symbols you require.



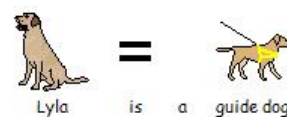
2. Click the **Change Symbol Text** button on the **Edit** tab or press the **F11** Key.



3. The text that was displayed beneath the symbol will be removed and replaced with a green box, you can now enter replacement text.



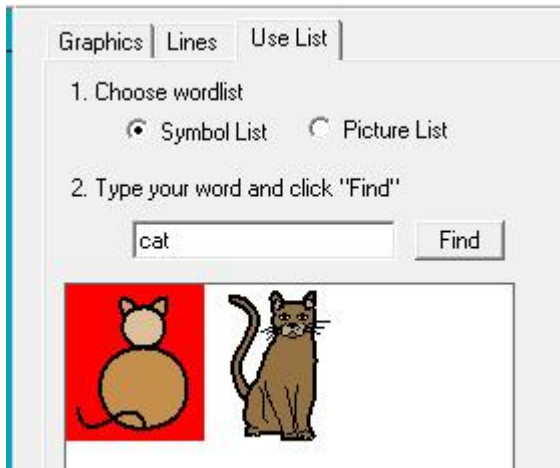
4. Press the **right arrow key** or click 'OK' in the **process bar** that appears at the top of the page to confirm your changes, or press **Escape** to cancel.



Search the Symbols

InPrint 2

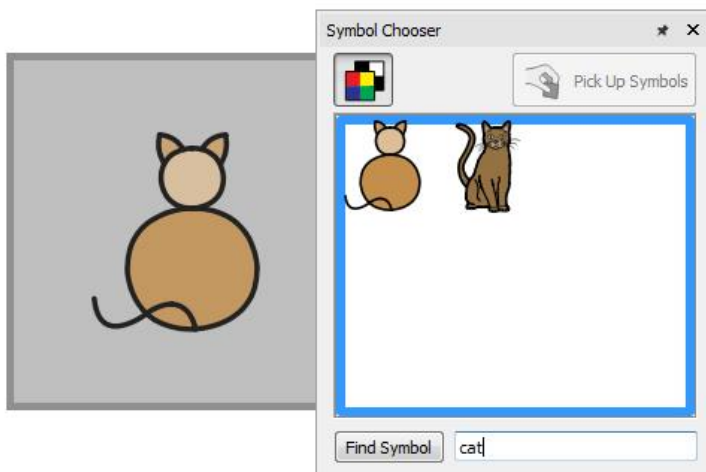
InPrint 2 gave users the option to search for symbols on the **Use list** tab at the top of the graphic resources section.



InPrint 3

InPrint 3 gives you this option directly from the Symbol Chooser on the right of the screen.

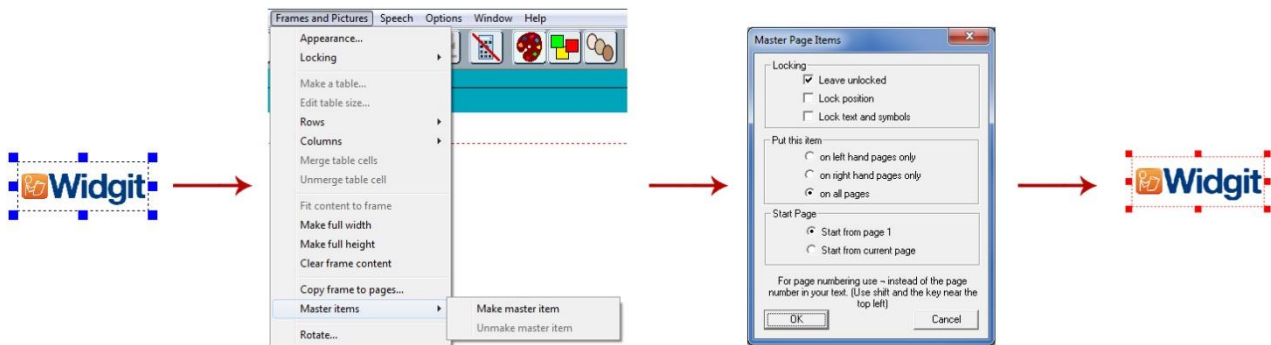
After searching for symbols, you can click on them to add them as images to your document. This is a particularly useful feature if you wish to use a symbol without text.



Headers and Footers

InPrint 2

InPrint 2 used a '**master items**' feature to allow you display the same object on multiple pages. This was useful if you wanted to display something like a logo at the top of each newly created page.



To set an object as a master item you had to highlight it, go to the 'Frames and Pictures' menu, then select the 'Make master item' option. You could then choose which pages the object would be displayed on.

InPrint 3

The same result can be achieved using the **Header and Footer** features of InPrint 3. Items added to the header and footer appear on all pages of your document.



You can show the Header and Footer during editing by selecting **Edit Header and Footer** on the **Pages** tab.

Adding Page Numbers

InPrint 2

To add page numbers to InPrint 2 documents, you had to create a frame and type the \sim symbol (top-left on your keyboard) to act as a special placeholder for the number of the current page. This frame could then be set as a master item, appearing on every page of the document, thus displaying the correct page number.

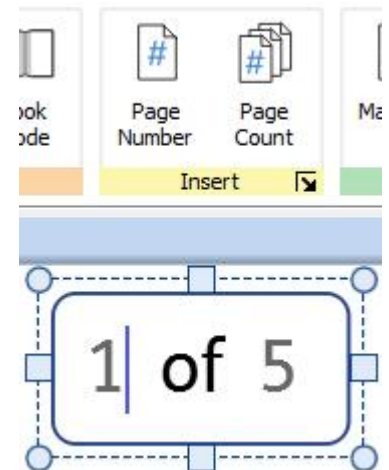
InPrint 3

The process is far more intuitive with InPrint 3. You can add page numbers to any frame using the options on the **Pages** tab.

Press the **Page Number** button to add the number of the current page.

Press the **Page Count** button to add the total number of pages. For example “Page 2 of 6”

Note: To display page numbers on all pages, add them to a frame in the **Header or Footer**.



Select All

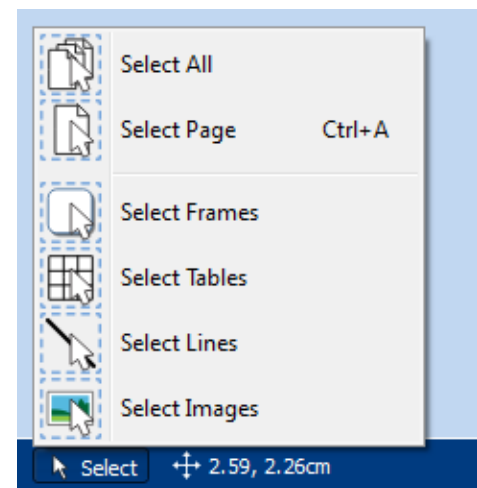
InPrint 2

To make changes to multiple objects at the same time with InPrint 2, users first had to drag over all objects to select them. You couldn't select items on multiple pages.

InPrint 3

This process is far simpler with InPrint 3. You can use the **Select** tools on the **Page Status Bar** to select objects throughout the whole document. This can be particularly useful for changing the style properties of all items at once. You can select:

- All items on every page
- All items on the current **Page**
- All **Frames**
- All **Tables**
- All **Lines**
- All **Images**



Smart Symbolising and Wordlists

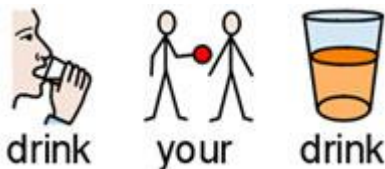
InPrint 2

InPrint 2 used wordlists to link the words you typed with a symbol. The symbols displayed when you type would vary according to the loaded wordlist(s) in InPrint 2.

InPrint 3

By default, InPrint 3 uses a new **smart symbolising** system. When you type with symbols, the 'smart symboliser' analyses the parts of speech in the sentences and picks the correct symbol accordingly.

For example, if you type "drink your drink", the symboliser will pick the verb form for the first "drink" and the noun form for the second.



With each software update, the Wigit Symbols and vocabulary database will be updated - ensuring that you always have the largest and most up-to-date vocabulary.

InPrint 3 still uses wordlists for resource packs, special vocabulary and third party symbols.

Topic Wordlists

Alongside the smart symboliser, you can choose to load a topic wordlist for specific or personalised vocabulary.

Symbol Set Wordlist

If you have purchased a third party symbol set such as Makaton to use with InPrint 3, it will be available as a symbol set wordlist

Copying and Pasting to a New Page

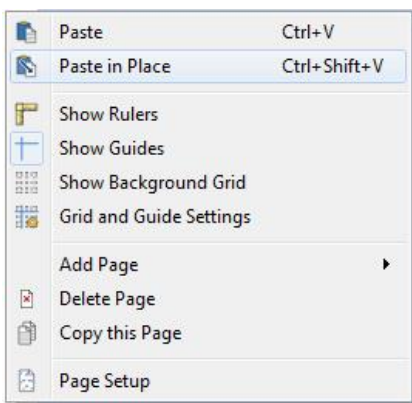
InPrint 2

With InPrint 2, if you copied an object and pasted it on a new page, it was added in the same position.

InPrint 3

To achieve this result with InPrint 3, right-click somewhere on the new page and choose the **'Paste in place'** option from the context menu.

If you select the **'Paste'** option from the context menu, the object will be attached to your mouse pointer so that you can choose exactly where to place it on the page.



Opening InPrint 2 Documents



InPrint 3 will open any of your old InPrint 2 documents (**.cip files**) and give you the option to save them in the latest file format (**.ipdoc**).

To open an existing document, select the **Open** option in the **File** tab. From here you can choose to open .ipdoc files or .cip files. Double clicking on a .cip file will import your old resource into InPrint 3 and allow you to edit it as you would any other file.

You can also open .ipdoc files or .cip files by dragging them into the application from Windows Explorer.

Selecting **Save As** from the **File** tab will give you the option to save the document as a .ipdoc file.

Opening InPrint 2 Resource Packs

InPrint 3 will open any of your InPrint 2 resource packs.

Click the **File** tab and select the **Resource Packs** option from the toolbar on the left. To view the InPrint 2 resource packs installed on your machine, click the **View Legacy Resources** button at the bottom of the screen.

Double clicking on a .cip file will import your old resource into InPrint 3 and allow you to edit it as you would any other file.

Selecting **Save As** from the **File** tab will give you the option to save the document as a .ipdoc (InPrint 3 file). Please note that you cannot open .ipdoc files in InPrint 2.

If you have any problems opening your InPrint 2 files, please contact technical support:

T: 01926 333686

E: support@widgit.com