

Levels

TechTalks can have 6, 8 or 12 Levels - be sure to check which you have. You can record up to 8 short messages on each level. You change Level by turning the Level knob on the back.

Playing Messages

Turn it ON (turn Volume knob on the back clockwise, it clicks).

Turn Volume knob to halfway position, for reasonable volume level.

Check / turn the Level knob to select the LEVEL you want to use.

If changing Level, slide the old overlay out and the current overlay in, as required.

Press the squares to hear the messages. Attach external speakers to jack socket on back for additional volume if required (eg. the school Nativity Play or concert!)

Recording

- You don't need to erase, just record over old messages.
- Messages have to be short - 1-2 seconds each.
- For best speech quality: turn Volume down low, record with a strong voice, then playback with Volume up higher.
- Make sure you are prepared and know exactly what you are going to store in each location (write it down on a 1-8 Record Sheet for each Level, for easy reference)
- Select the Level on which you want to change or add (a) message(s).
- Press and hold in the red Record button on the back (right hand) and at the same time hold down the square whose message you are changing (left hand).
- About 6 or 8 inches away from the surface of the machine, speak the message loudly and clearly
- Release both buttons immediately you have finished speaking (so you don't record 'dead sound').
- The actual microphone is on the back panel on the older machines (small black disk) and on the front underside (small hole) of the newer machines.
- Test your new message has recorded right, by pressing the message square.
- If you don't like it, re-record in the same way.



- Try varying the Volume knob setting, how loud you speak and how far away from the mike you are, 'til you get the perfect result.

Help!

If the TechSpeak stops working, it's probably because the batteries have run out and need replacing. It uses four AA batteries. You need a small Philips screwdriver to open the battery compartment (on the underside) on the newer models (and strong fingernails or a jemmy for the rubber plug on the older ones!)

Pre-Made Overlays

The TechTalk comes with a few ready-made overlays - you can use these and record your own messages to go with them.

Making new overlays

- To get the most suitable messages, you will have to make new overlays of your own.
- You can make a blank overlay and laminate it, then it will be an 'all-purpose wipe-off' surface to be reUsed frequently in different ways
- You can use pens, felt-tips, cut out pics, photos and symbols, letters, numbers, words on overlays.
- Making them on computer often looks best
- There is a template for the overlay that can be used with *BoardMaker*. It should be on a floppy disk in the box along with the machine.
- If not, you can download it from the Internet: go to www.mayerjohnson.com > Enter Here > Downloads > BoardMaker Files (choose Mac or Win) > Pre-Made Grids > T > TechSpeak & TechTalk
- Once in BoardMaker, go to File Menu > Page/Print SetUp, set the paper size to US Legal, with Landscape orientation.
- To print out the new overlay you need to use A3 paper, with the width cut to A4 size, but keeping the A3 length (Inclusive Technology also now sell the right size of paper - US foolscap size - that works for TechTalk overlays, £13 a ream.)
- Laminate
- To be able to easily and smoothly slide the new overlay in right down to the bottom, you may have to slightly trim the side edges of the lamination on the overlay.