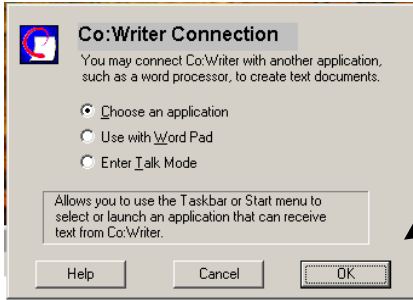


1. Always open Co:Writer first! (double click on CoWriter picture.)



2. Click on the "OK" button

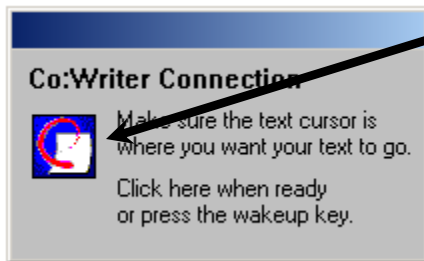


3. Click anywhere on the desktop to close the Start Window.



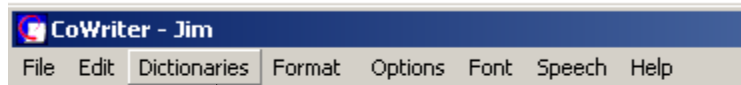
WriteOutLoud v3

4. Open WriteOutLoud (double click on picture)

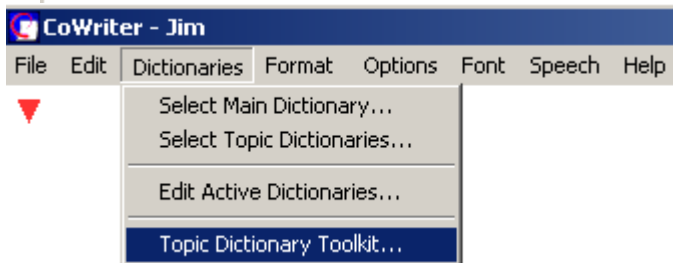


5. To begin using Co:Writer, click on the Co:Writer Connection box. (Be sure the cursor in WriteOutLoud is where you want the text to go.)

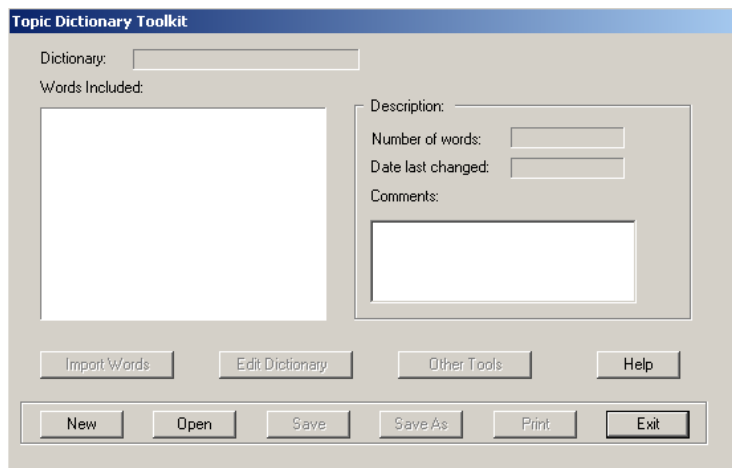
To Create a Topic Dictionary in CoWriter:



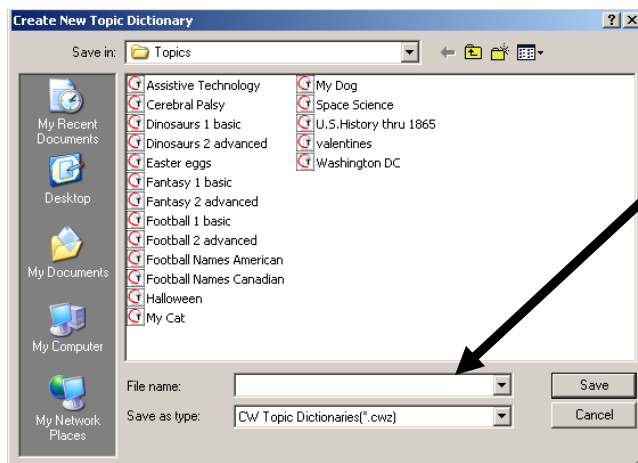
1. Go to "Dictionaries"



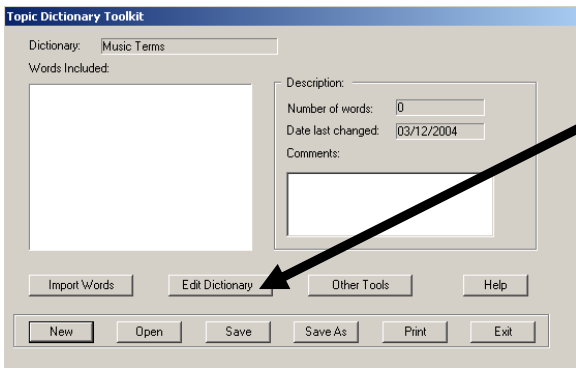
2. Go to "Topic Dictionary Toolkit..."



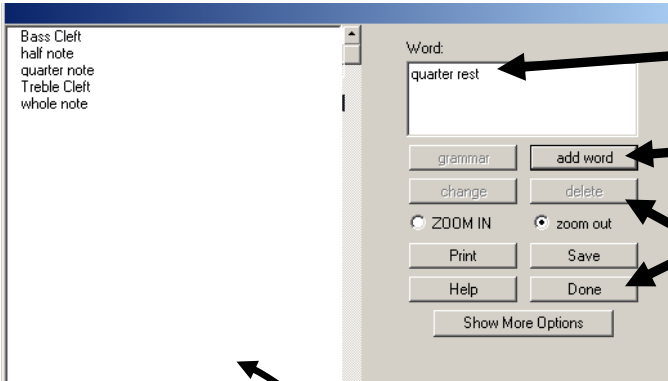
3. Click on the "New" button



4. Name your dictionary

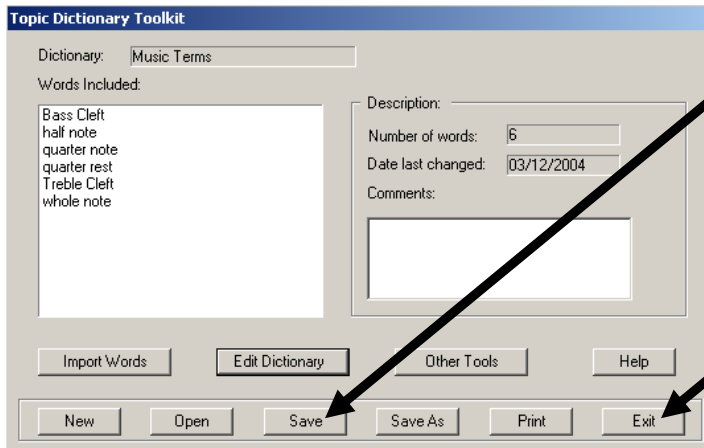


5. Add words to your new dictionary (in this sample: Music Terms) by single clicking on the “Edit Dictionary” button.



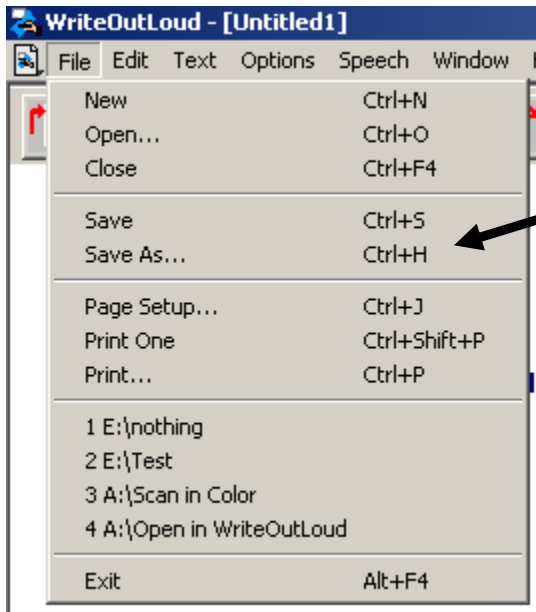
6. Begin typing in vocabulary words and hitting the Enter key after every word (or you can single click the “add word” button after each typed word). When you are done adding, click the “Done” button and save.

7. To delete a word, highlight a word from the list and single click the “delete” button. Don’t forget to save when you are done.

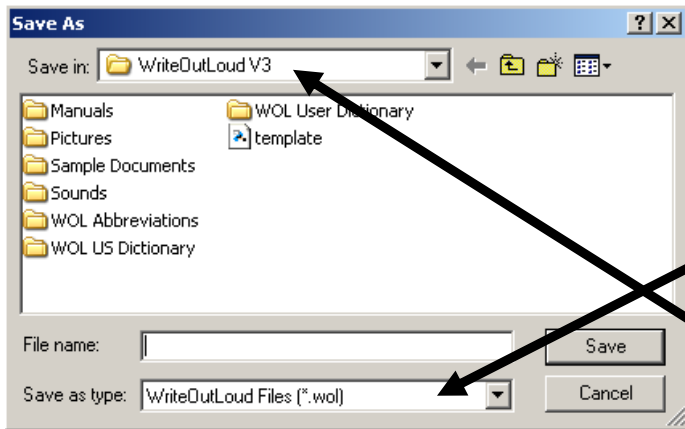


8. Save your dictionary & Exit

## Saving work in WriteOutLoud:

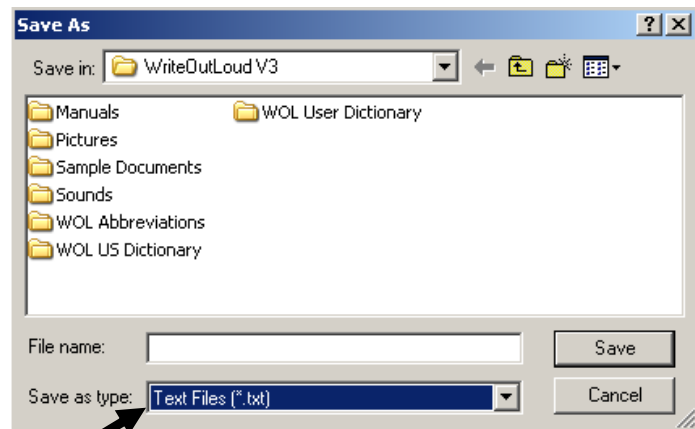
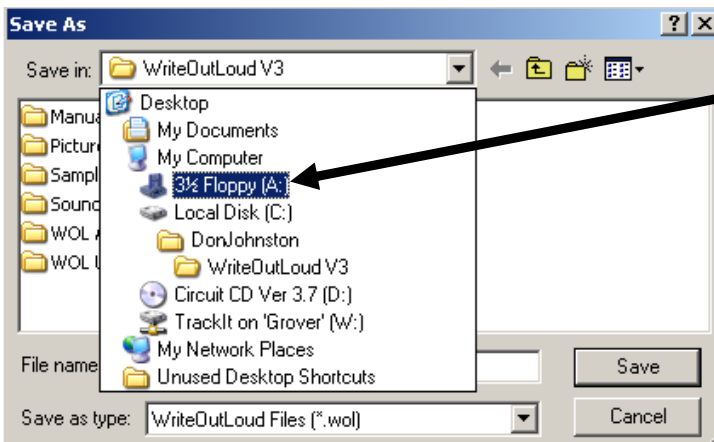


1. Go to "File" and then to "Save As..." (or hold down the Ctrl button while pushing the H button)



2. Always save as a "WriteOutLoud" file if you are not ready to print.

3. If you are saving it on a diskette or a USB JumpDrive, be sure to change "WriteOutLoudV3" to read the correct drive.



4. When you are ready to print, be sure to resave the document by changing the "Save as type:" to read "Text Files (\*.txt)" before saving on your JumpDrive.