**Proloquo2Go Programming**

**Turning Edit Mode on:**

1. Go into ipad “Settings”
2. Select Proloquo2Go
3. Find Edit Button
4. Slide Button to On

**Creating Folders:**

1. Navigate to desired folder
2. Click Pencil on Toolbar
3. Click Add Folder
4. Select new or existing folder
5. Type in name of folder
6. Select yellow folder on right side to edit image
   1. Choose symbol: select a symbol already in the device (an image, not a photo)
   2. Choose Picture: select a photo from the camera roll
   3. Take a picture (I wouldn’t suggest this as the photo will only be saved to that button…not to the camera roll meaning you will not have access to it again).

7. Select Done in upper right corner

**Adding Buttons:**

1. Navigate to desired folder
2. Click Pencil on toolbar
3. Select Add Button
4. Type in text to speech, and alter image if desired (see Step 6 above)
5. Select Done

**Copying a folder:**

1. Click Pencil
2. Select Desired folder
3. Select “Copy”
4. Navigate to the board you want to place that folder
5. Click Paste
6. Click Done

**Editing part of Speech:**

1. Navigate to page with desired button
2. Click Pencil
3. Select button
4. Select Properties
5. Click Word Kind
6. Select part of speech

* This can also be done when programming the button

**Dropbox protocol:**

When ready to share a new update…

1. Click Options (lower right setting wheels)
2. Click Restrictions
3. Make sure Edit Mode and Share and Add are off
4. Select Options
5. Select Backup
6. Backup Leo now
7. Export Backup
8. Select the current Backup
9. Select “Export to dropbox”
10. Send email to team notifying of changes

**To Update iPad through iTunes:**

1. Connect ipad to iTunes
2. Select iPad/Apps/File Sharing (scroll down to find it)
3. Select “Add”
4. Locate file within dropbox folder
5. Sync iTunes and iPad
6. Disconnect iPad
7. Restore file from Backup on iPad itself