



Kevin Clark



How to use

SignText™ Editor

Create SignWriting® Documents Online and Offline

Software by Stephen Slevinski
Reference Manual by Valerie Sutton

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Part 1: Introduction

About SignText & SignPuddle

SignText Editor is a text editing program for writing the movements of Sign Languages in SignWriting. With SignText you can create Sign-Sentences, send them in email, store them as bookmarks in your web browser, add signs to SignPuddle Dictionaries, and create Sign Language documents directly in signs, without using any spoken language.

Designed and developed by Steve Slevinski, the new SignText Editor is being used and tested by Valerie Sutton and members of the SignWriting List. It is free to use directly on the web, or you can download the program for use on your computer desktop. **SignText Editor** will also be available on the new SignBank CD, to be released Spring, 2006.

SignPuddle Online is a popular web area visited daily by Sign Language users all over the world. Signers can add their own signs in SignWriting directly into one of 40 SignPuddles for 40 different Sign Languages. A great way to share signs on the internet! The SignText Editor program coordinates with SignPuddle, and can be accessed through SignPuddle:

SignPuddle Online Dictionaries

<http://www.SignBank.org/signpuddle>

Entire classrooms visit SignPuddle on the web to learn how to read and write signs. For information and technical support, contact:

Steve Slevinski

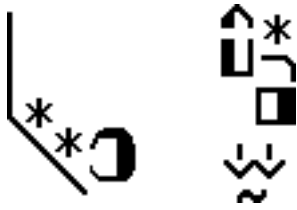
slevin@signpuddle.net

Valerie Sutton

sutton@signwriting.org

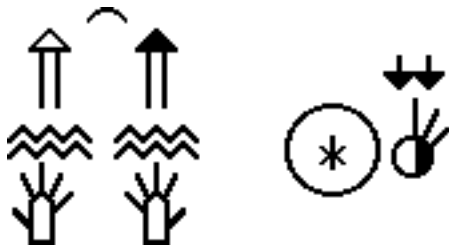
SignWriting Site

<http://www.SignWriting.org>



System Requirements

What do you need to use SignText?



Use Firefox Web Browser

What is a web browser? A web browser is the software you use to access the Web. For example, Internet Explorer, Netscape, Firefox, Mac Safari and Mac Camino are all web browsers. All of them make it possible to access the web in general.

SignText works best in the Firefox web browser. It is recommended that you use Firefox when using SignText and SignPuddle.

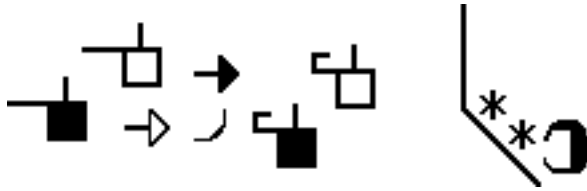
Other browsers that work are Internet Explorer on Windows, Safari and Camino on the Macintosh, and Netscape on both Mac and Windows.

But all in all, you will have a better experience using Firefox.

Firefox can be downloaded free on the web. Download it before using SignText:

Download Firefox

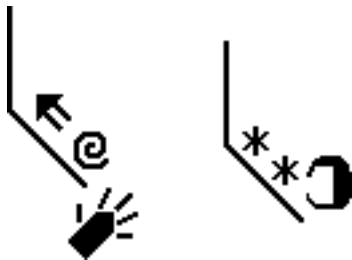
<http://www.mozilla.com/>



With a Fast Internet Connection...

As you use SignText, symbols will be loading in and out of memory in your Firefox web browser. Firefox will hold the memory of your writing in its memory-cache. When you make changes to your writing, Firefox will delete the old writing from its memory, and replace it with the changes you made. This requires speed.

With a fast broadband internet connection, such as DSL or cable, SignText can be fun and easy to use directly on the web. Using SignText directly on the web is more efficient, because it does not require downloading, and will not clutter up your hard drive or desktop! Your SignText documents will be stored in Firefox when you go online, in your Firefox bookmarks.



With a Slower Internet Connection...

If you have a slow dial-up internet connection, although you can use it on the web, it will be better to download SignText and use it offline:

Download SignText to Use Offline

<http://signbank.org/signpuddle/signtext.zip>



Part 2: Getting Started

How To Start SignText Online

You can access SignText in four different places on the web. Go to:

1. SignText Home Page

<http://signbank.org/signpuddle/signtext>

...or ...

2. SignBank Home Page

<http://www.SignBank.org>

Click on the SignText Editor icon:



...or ...

3. SignPuddle Home Page

<http://signbank.org/signpuddle/>

Click on the SignText icon at the beginning of the directory:



... or ...

4. Inside Each SignPuddle

Every SignPuddle has a SignText icon on the left side of the screen.



How To Start SignText Offline

To use SignText offline, you need to download the program:

Download SignText to Use Offline

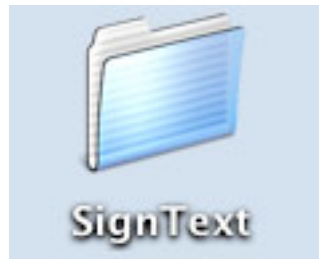
<http://signbank.org/signpuddle/signtext.zip>

Once the program is downloaded...

1. Decompress signtext.zip



2. Open the SignText folder...



The SignText folder has many files in it. Find the one named **index.html**.

3. Start SignText by double-clicking on **index.html**...



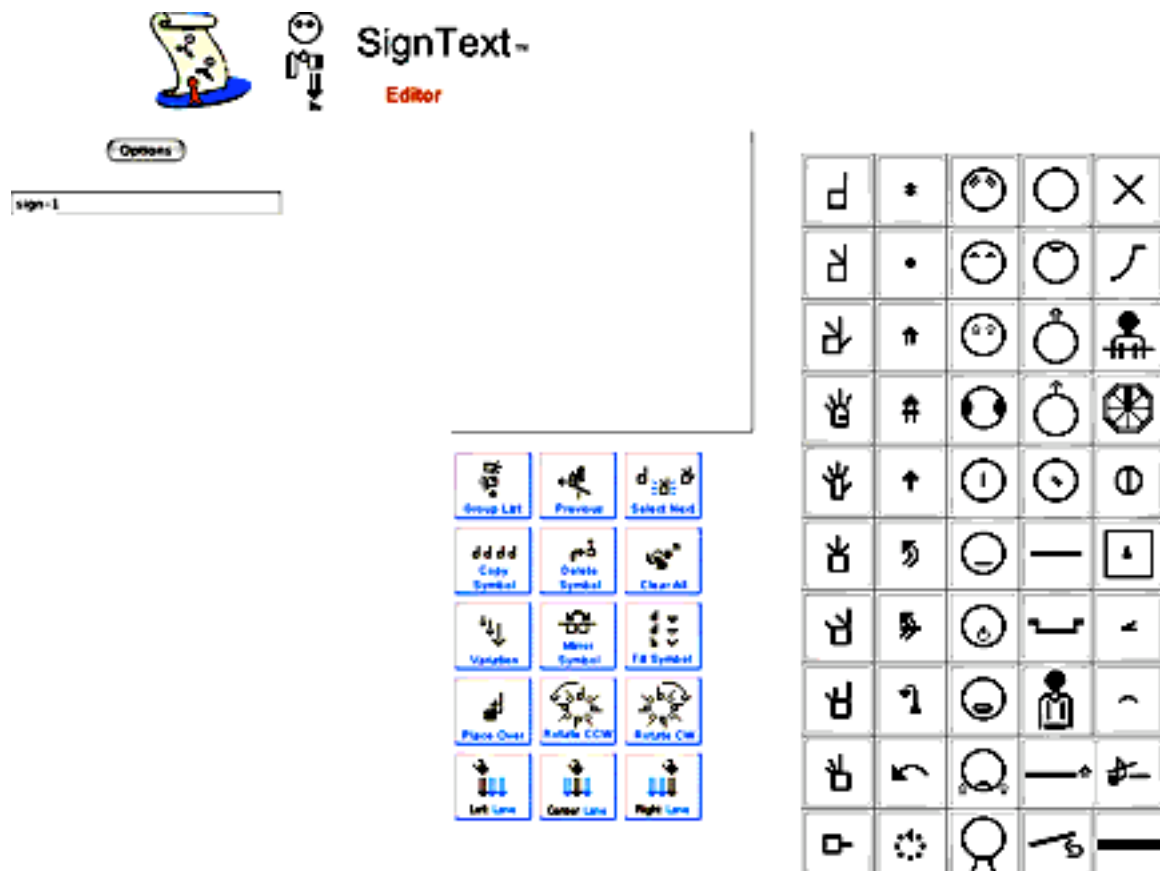


Part 3: Getting to Know SignText

Open SignText. Your screen will look similar to the diagram below.

If you have a small screen, you may have to scroll to the right to see the symbols. As you scroll down or side, SignText will move parts on the screen, so you can see everything.

On large computer screens, everything stays in one place. You still have to scroll right and left to use all of SignText.



Screen Design

Look at the numbers in the diagram below...

1. Symbol Palette

Click on symbols to find subsets of symbols. Then drag symbols to the Sign Box.

2. Sign Box

Create signs in this box, by dragging symbols from the Symbol Palette.

3. Command Buttons

Change symbols. Add completed signs to the Sentence Column, by clicking on Center Lane Button.

4. Sign Sentence Column

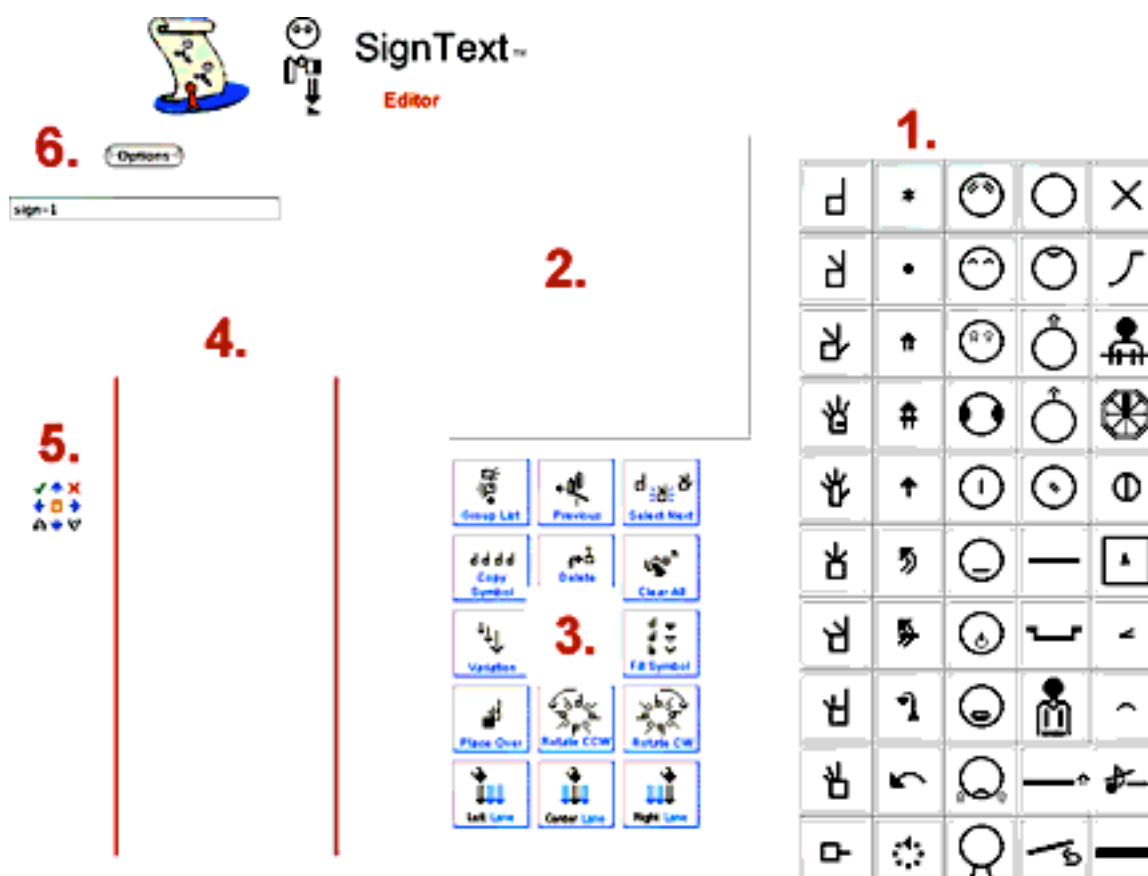
Signs are listed here in a vertical sentence.

5. Text Editing Buttons

These little buttons appear to the left of a sign, once a sign is placed in the Sentence Column. They are used to improve the sentence. You can move a sign up or down, to the left or right Lanes, replace a sign, load a sign back into the SignBox for editing, delete a sign, and insert new signs.

6. Options Button

When the SignSentence is finished, click on the Options Button. This will take you to a new Options Window. In the Options Window, you can display the sentence, save it as a bookmark, add the individual signs into a SignPuddle Online Dictionary, send the sentence in email, and other options.



Symbol Palette

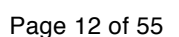
50 Symbol Groups

Sutton's International Movement Writing Alphabet (the IMWA) includes 50 groups of symbols, placed on a symbol palette in five vertical columns:

- Column 1:** 10 Handshape Groups
- Column 2:** 10 Movement Symbol Groups
- Column 3:** 10 Facial Expression Groups
- Column 4:** 5 Head Groups, 5 UpperBody Groups
- Column 5:** 2 FullBody, 4 Space and 4 Punctuation

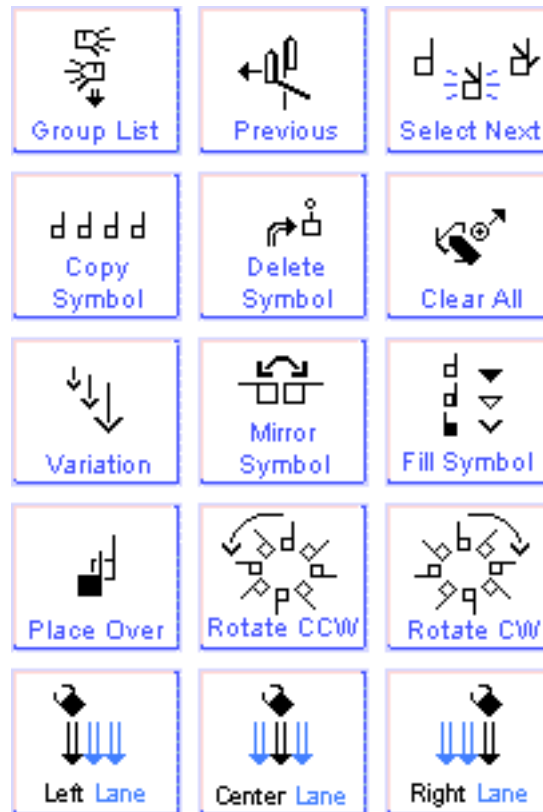
	Hands	Movement	Faces	Head UpperBody	FullBody Space Punctuation	
Index Finger						Limbs
Index & Middle Fingers						FullBody Movement
Thumb, Index & Middle Fingers						Location Height Width & Depth
Four Fingers						Plane Location
Five Fingers						Limb 3-D Symbols
Baby Finger						Room Location
Ring Finger						Dynamics
Middle Finger						Timing
Index & Thumb						DanceWriting Scores
Thumb						Sign Punctuation

Signs are created in the SignBox. Point your mouse to a symbol in the Symbol Palette, hold your mouse down and drag the symbol to the SignBox. This technique is called **Drag & Drop**. Continue to **Drag & Drop** other symbols to create a sign.



Command Buttons

There are 15 Command Buttons:



1. Group List Button

Click this button to return to the main Symbol Palette of 50 Group Symbols.

2. Previous Button

Click this button to return to the previous Symbol Palette Layer.

3. Select Next Button

To select a symbol, click on the symbol in the SignBox. It will shimmer or blink. When a symbol is selected, you can make changes to it. The Select Next Button selects another symbol in the SignBox. Keep clicking on the Button to select another.

4. Copy Symbol Button

Select a symbol. Click the Copy Symbol Button. The symbol is duplicated.

5. Delete Symbol Button

Select a symbol. Click the Delete Symbol Button. The symbol is deleted.

6. Clear All Button

Click the Clear All Button. All the symbols in the SignBox disappear.

7. Variations Button

Select a symbol. Click the Variations Button. Some symbols will change. The Variations Button changes the size of arrows, and provides some handshapes and faces with related symbols.

8. Mirror Symbol Button

Select a symbol. Click the Mirror Symbol Button. The symbol flops horizontally.

9. Fill Symbol Button

Select a handshape symbol. Click the Fill Symbol Button. The palm facing will change. Select an arrow. Click the Fill Symbol Button. The arrowhead will change from filled to empty to general. Select a Face. Click the Fill Symbol Button. Right or left sides of the face will appear. The Fill Symbol Button gives you the next Fill.

10. Place Over Button

Select a symbol that is under another symbol. Click the Place Over Button. The symbol will move in front of, or over, the other symbol.

11. Rotate CCW Button

Select a symbol. Click the Rotate CCW Button. The symbol will rotate Counter-Clockwise (CCW).

12. Rotate CW Button

Select a symbol. Click the Rotate CW Button. The symbol will rotate Clockwise (CW).

13. Left Lane Button

A sign is complete in the SignBox and is ready to be added to the Sentence. Click the Left Lane Button to add the sign to the Sentence, in the Left Lane (sign left of center).

14. Center Lane Button

A sign is complete in the SignBox and is ready to be added to the Sentence. Click the Center Lane Button to add the sign to the center of the Sentence.

15. Right Lane Button

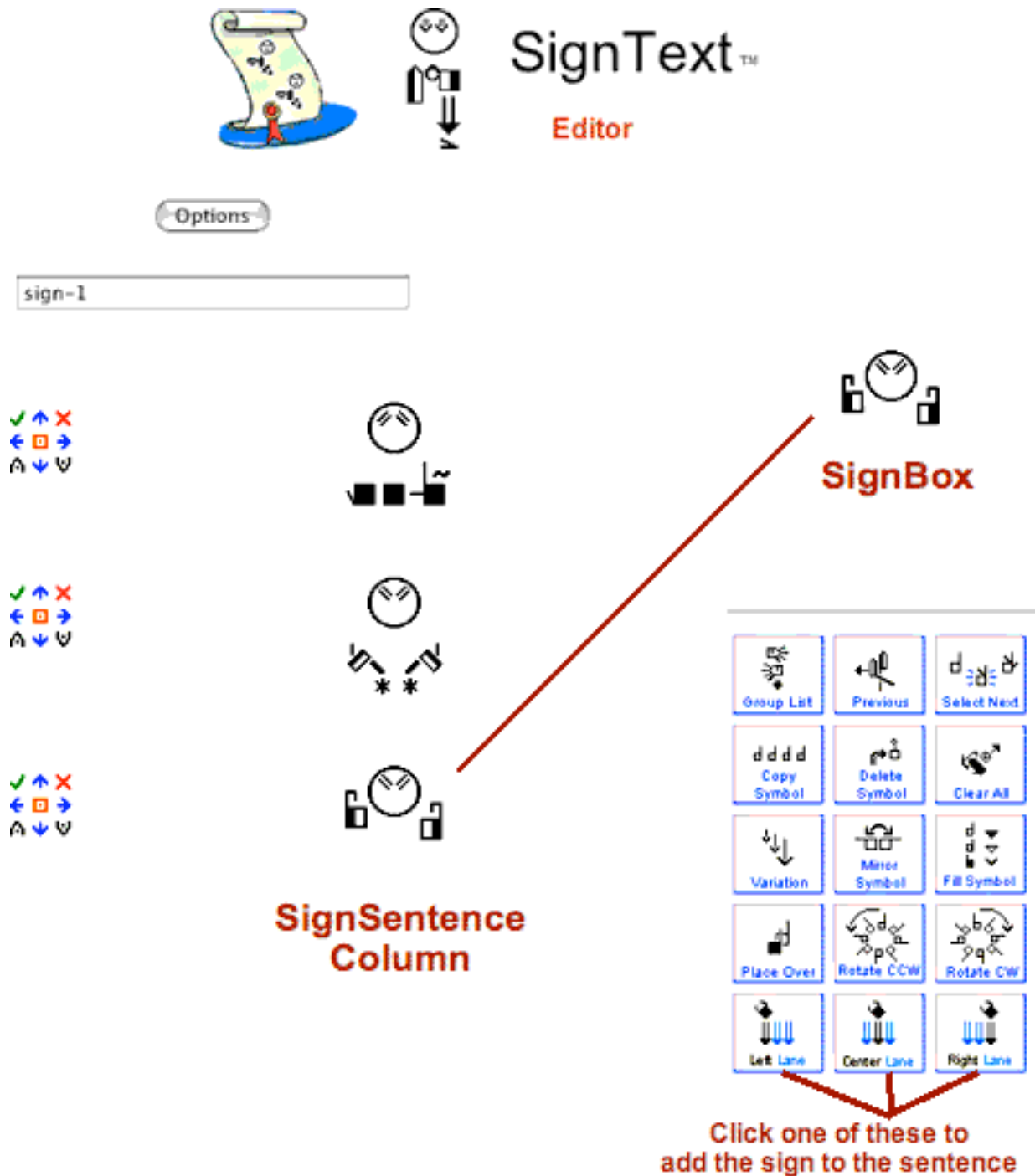
A sign is complete in the SignBox and is ready to be added to the Sentence. Click the Right Lane Button to add the sign in the Right Lane (sign right of center).



Above: Click on one of these Lane Buttons to add a sign to a sentence.

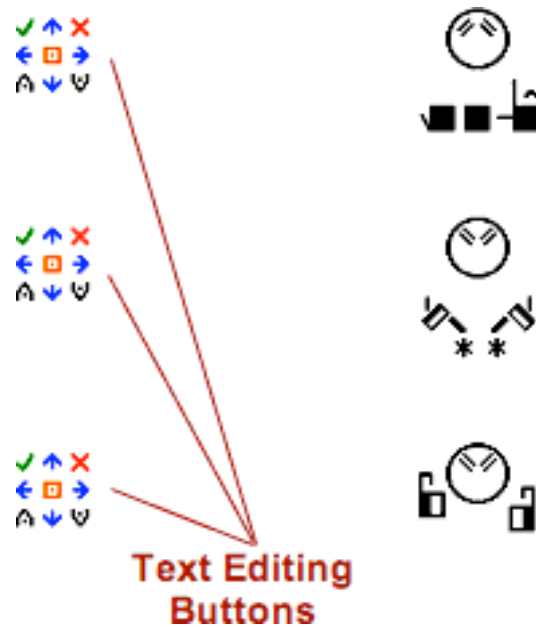
Add the Sign to the Sign-Sentence Column

To add the sign to the sentence, click on the Center Lane Button. The sign is placed in the SignSentence Column.



Text Editing Buttons

Text Editing Buttons appear to the left of each sign in the sentence:



Improving Sentences with Text Editing Buttons

Text Editing Buttons make it possible to change signs in a sentence:



✓ - LOAD this sign into the SignBox to edit it

✗ - DELETE this sign from the sentence

◻ - REPLACE this sign with a new sign in the SignBox

⤴ - INSERT ABOVE inserts the sign in the SignBox above this sign

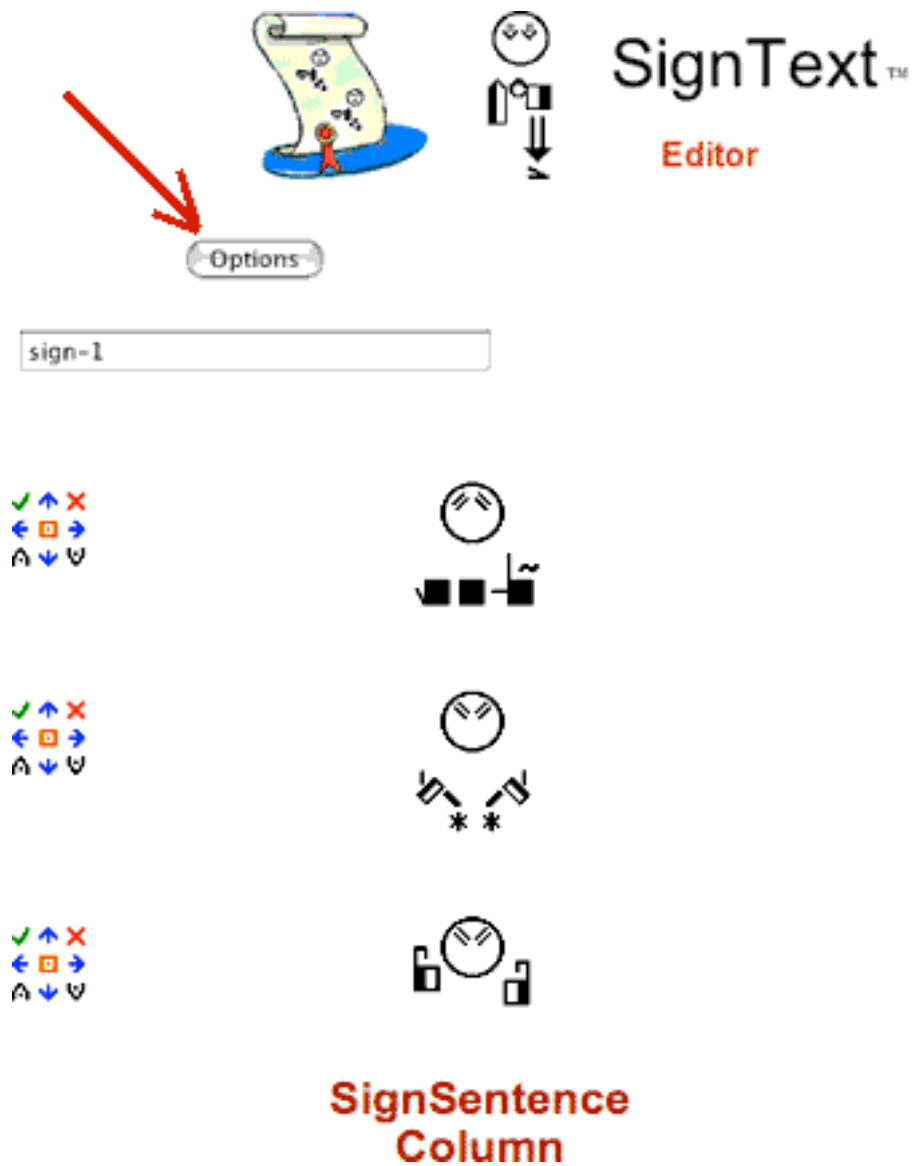
⤵ - INSERT BELOW inserts the sign in the SignBox below this sign

↔ - MOVE SIGN to Left, Center or Right Lanes

⬆
⬇ - MOVE SIGN up or down in the sentence

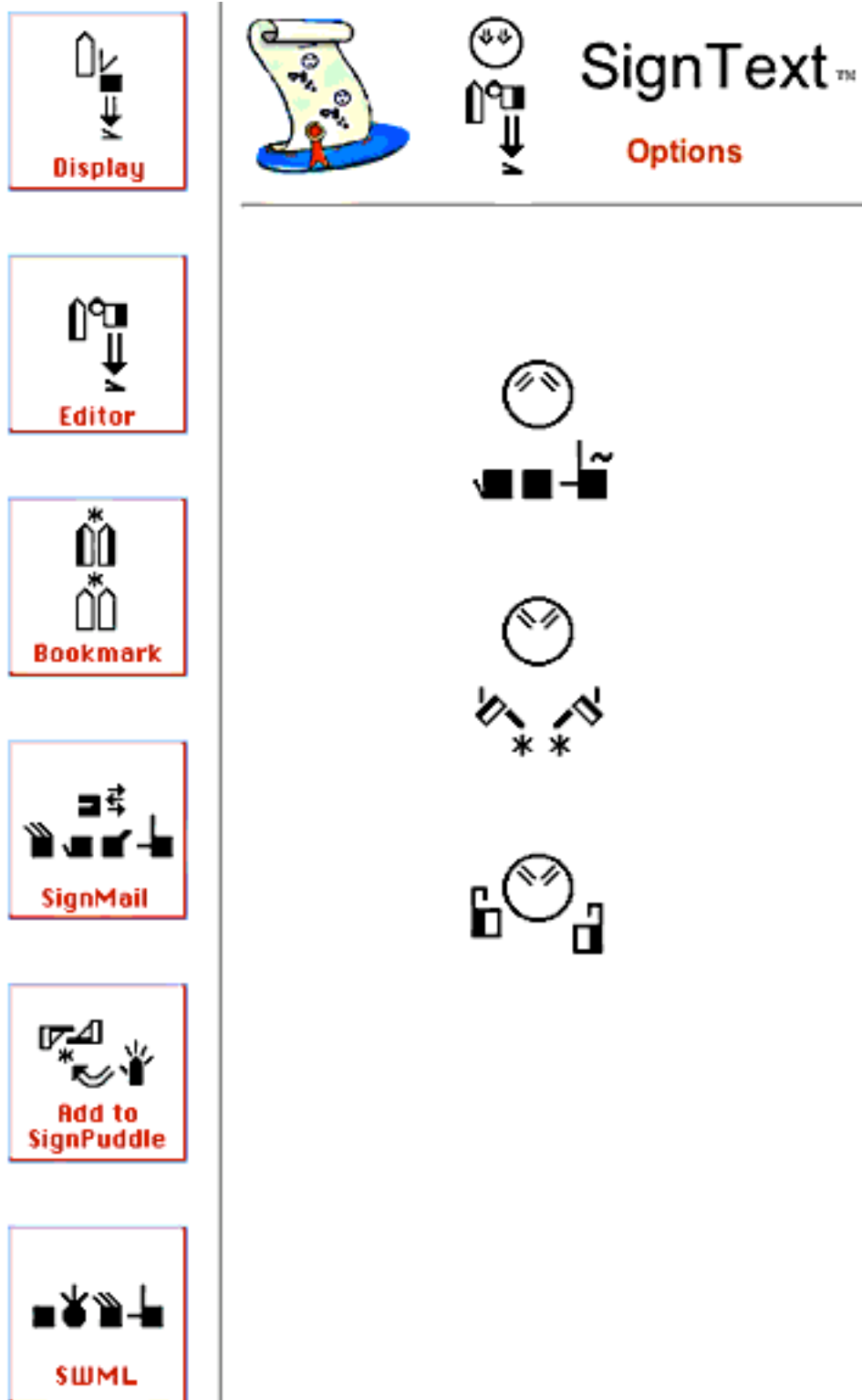
Options Button

When your sentence is complete, click on the Options Button:



Options Window

Your sentence will appear in a new Options Window with icons on the left:

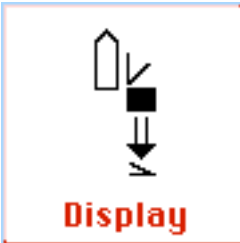


Options Buttons Summary

See [Part 6](#) of this manual for more details on how to use these Options.

Display Options Button

Click on the **Display Options Button** to view your sentence in the Options Window. This is needed after sending email and other options...



Editor Options Button

Click on the **Editor Options Button** to return to the Editor page, to create another sentence, or to load and edit a bookmarked sentence:



Bookmark Options Button

Click on the **Bookmark Options Button** to save your sentence as a bookmark in the Sidebar in Firefox:



SignMail Options Button

Click on the **SignMail Options Button** to send your sentence in an email message. You can add a message in spoken language to the email, or you can email the sentence without ANY spoken language...



Add To SignPuddle Options Button

Click on the **Add to SignPuddle Options Button** to import the individual signs in your sentence into a SignPuddle dictionary. You choose which dictionary you wish to import the signs to, then give each sign a gloss-name. It is a great way to preserve your hard work! Later, if you wish to reconstruct the sentence, you can find the signs in SignPuddle, and load them back into SignText.



SWML Options Button

Click on the **SWML Options Button** to view the SWML of your sentence. SWML is a simple XML format that can be easily processed by any tool that can read XML files. It is used in web design, programming etc.

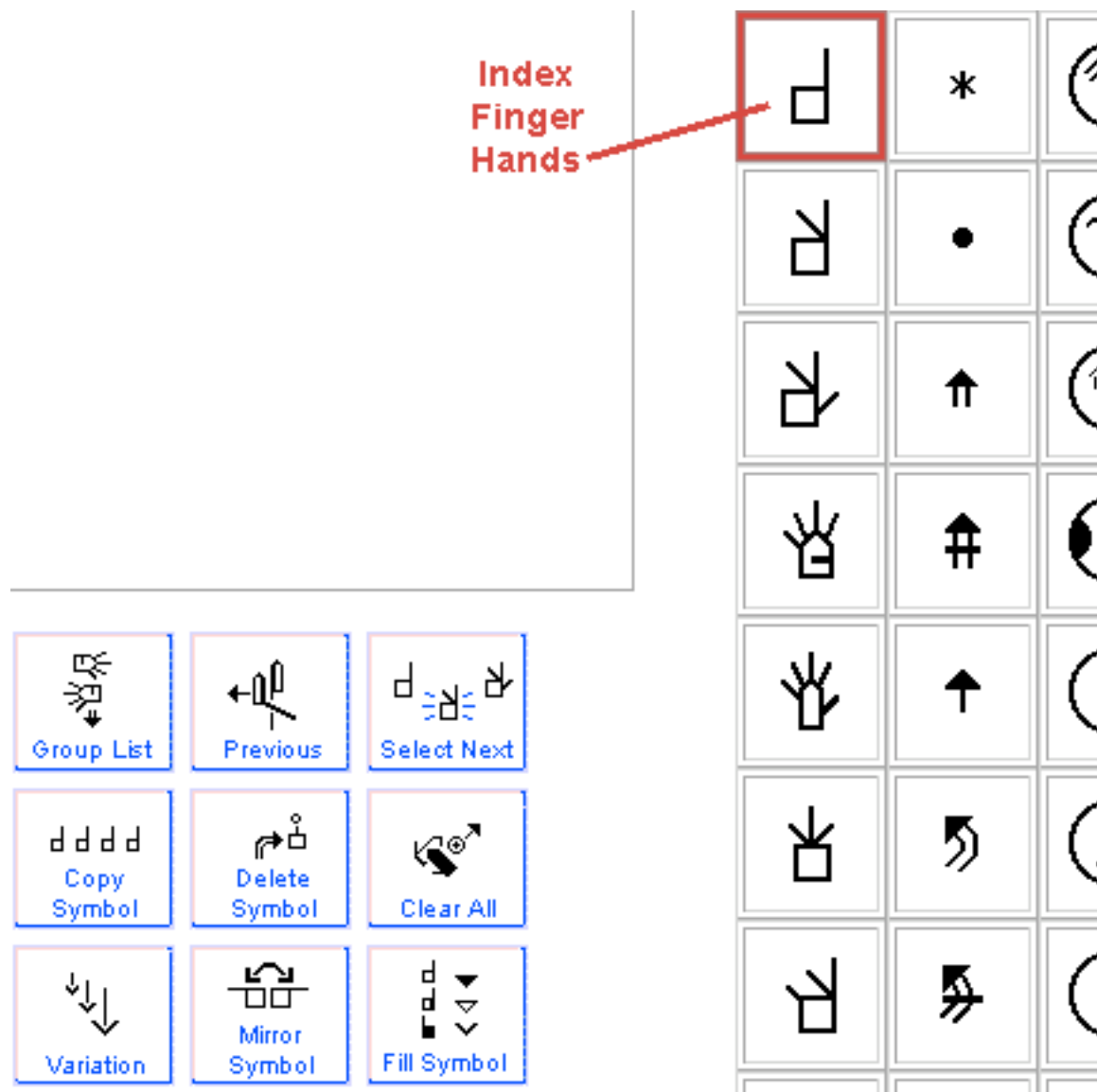




Part 4: How to Create a Sign

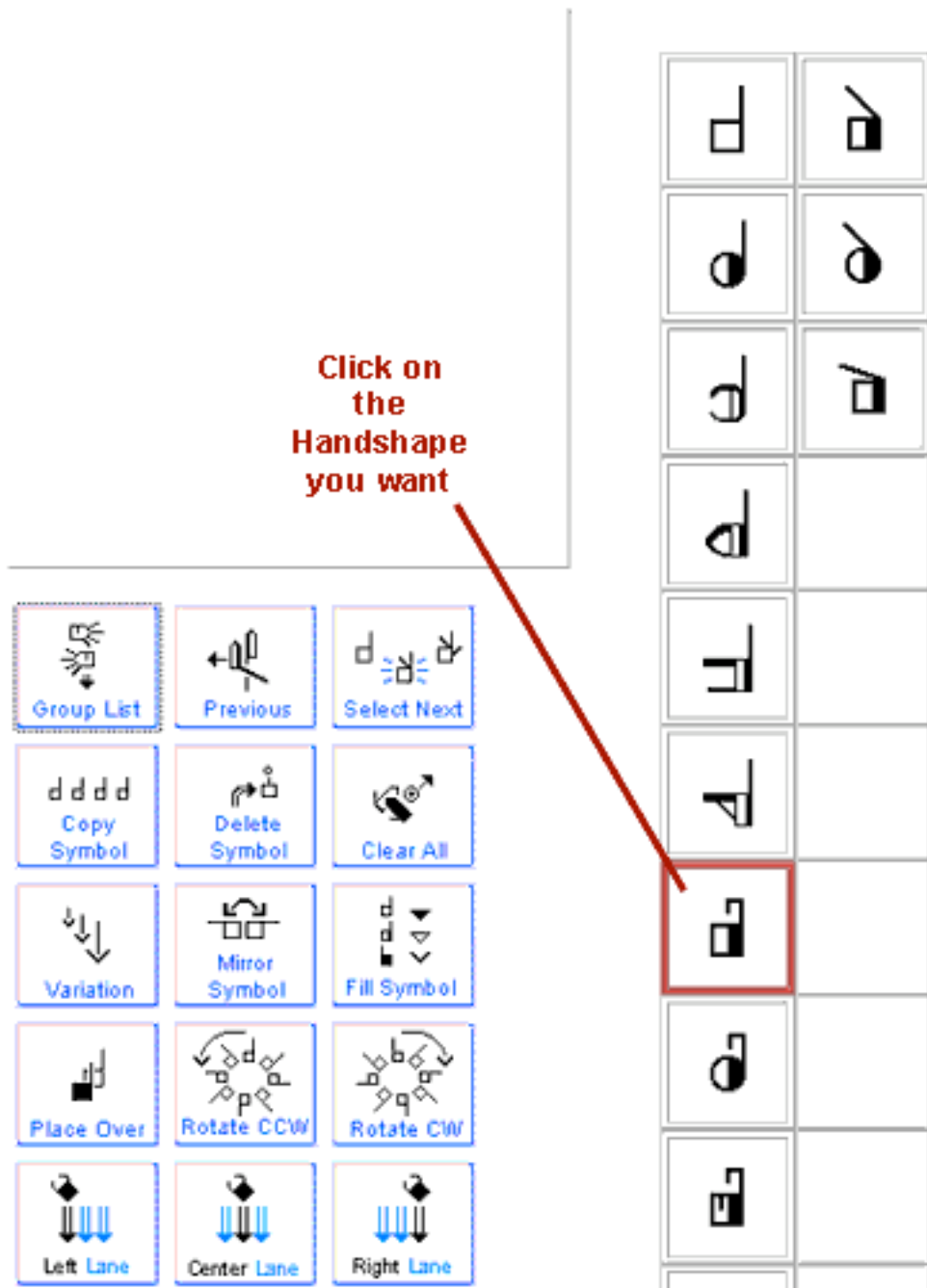
Symbol Palette Layer 1: Group Symbols

What is the handshape you want? A bent index finger? Click on the Handshape Group for Index Fingers in the Symbol Palette:



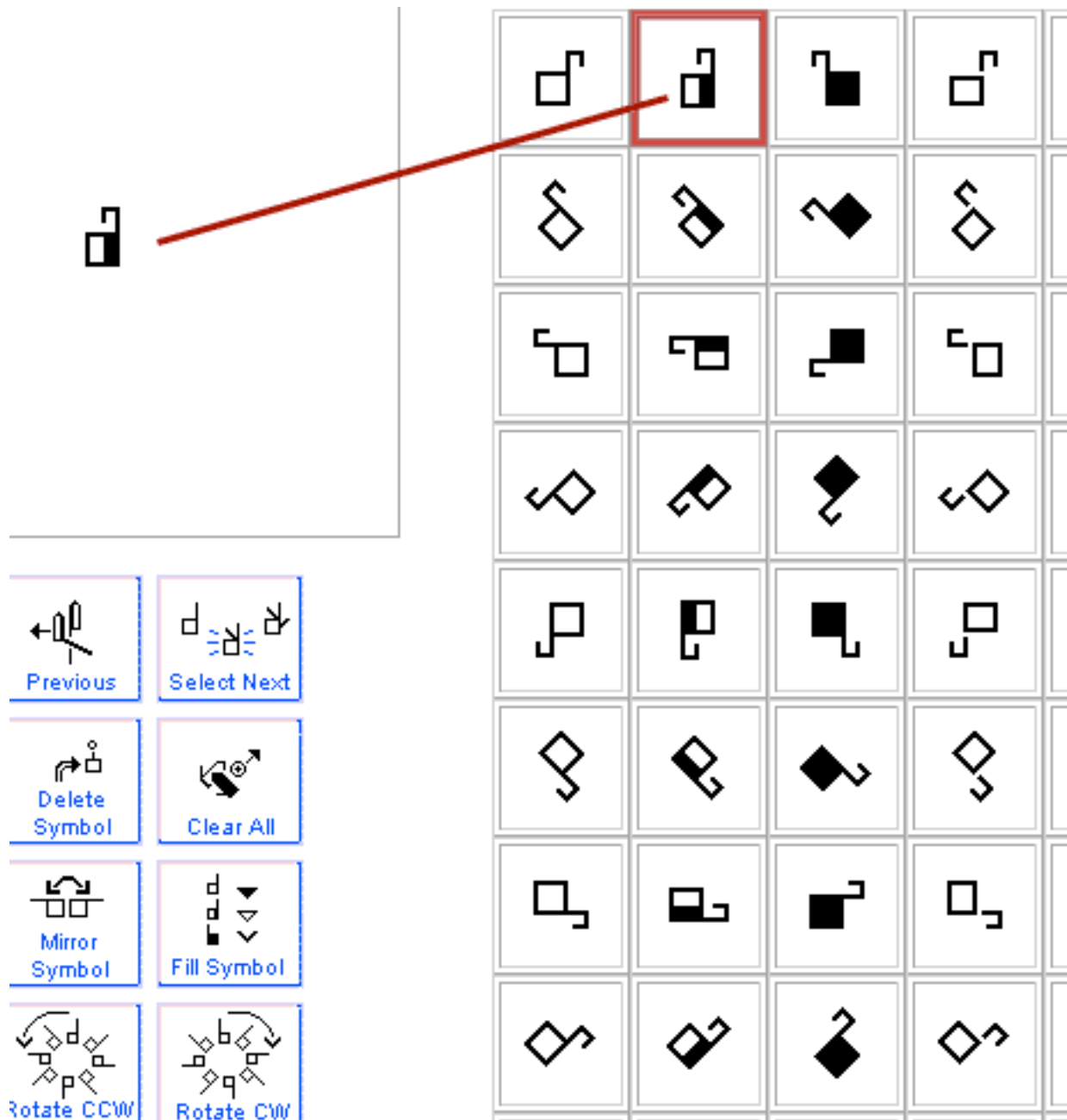
Symbol Palette Layer 2: Symbols In A Group

When you click on a Group Symbol, a subset of symbols appears, showing the symbols in that group. Click on the bent index handshake:



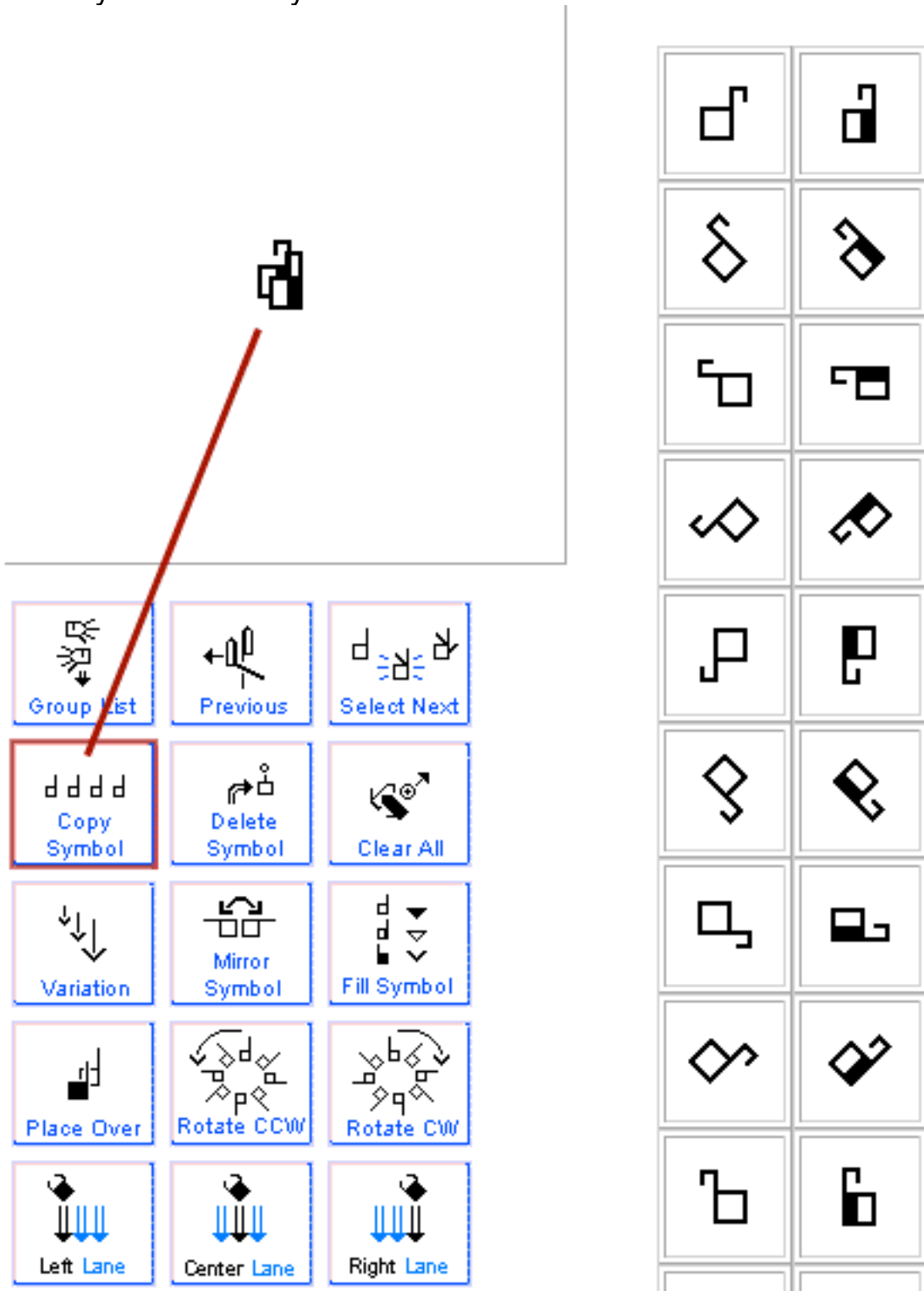
Symbol Palette Layer 3: Rotations & Flops

All possible palm facings, rotations and flops of the symbol appear on the third layer. Choose the symbol you want and drag it to the SignBox:



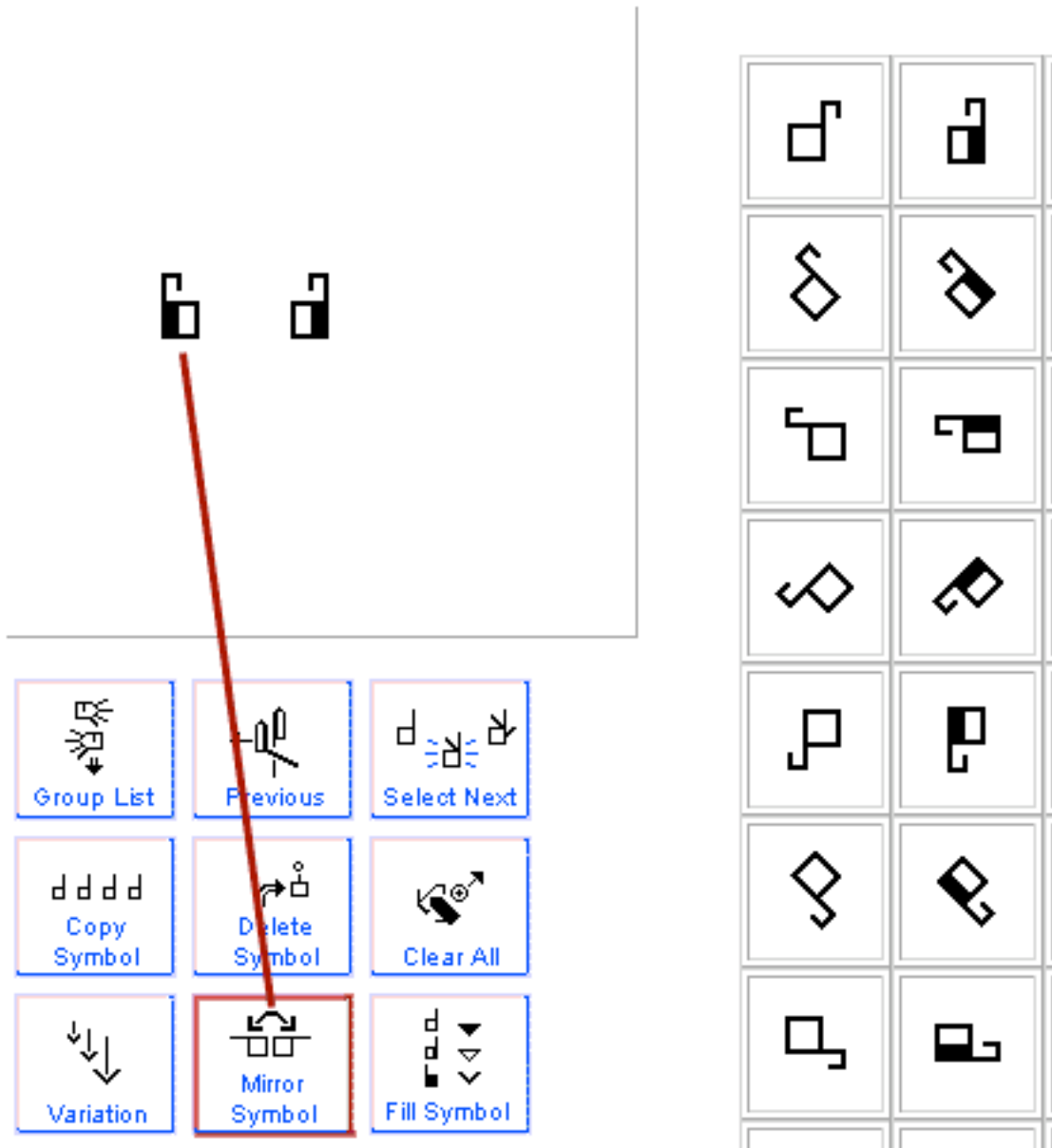
Duplicate A Handshape

Select the handshape. Click on the Copy Symbol Button. This gives you two hand symbols exactly the same.



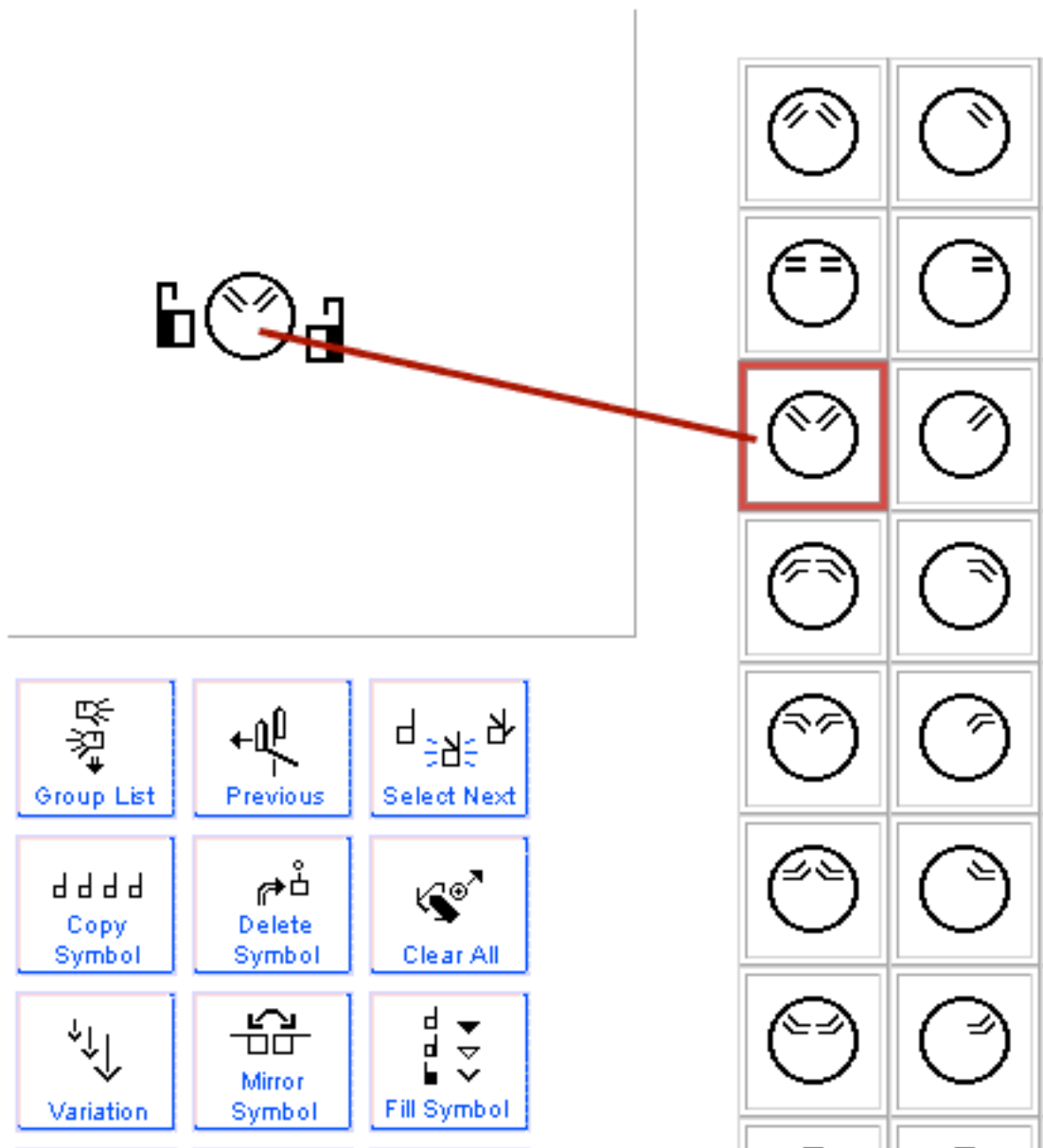
Mirror (Flop) A Handshape

Select one of the handshapes. Click on the Mirror Symbol Button. You now have two hands mirroring each other:



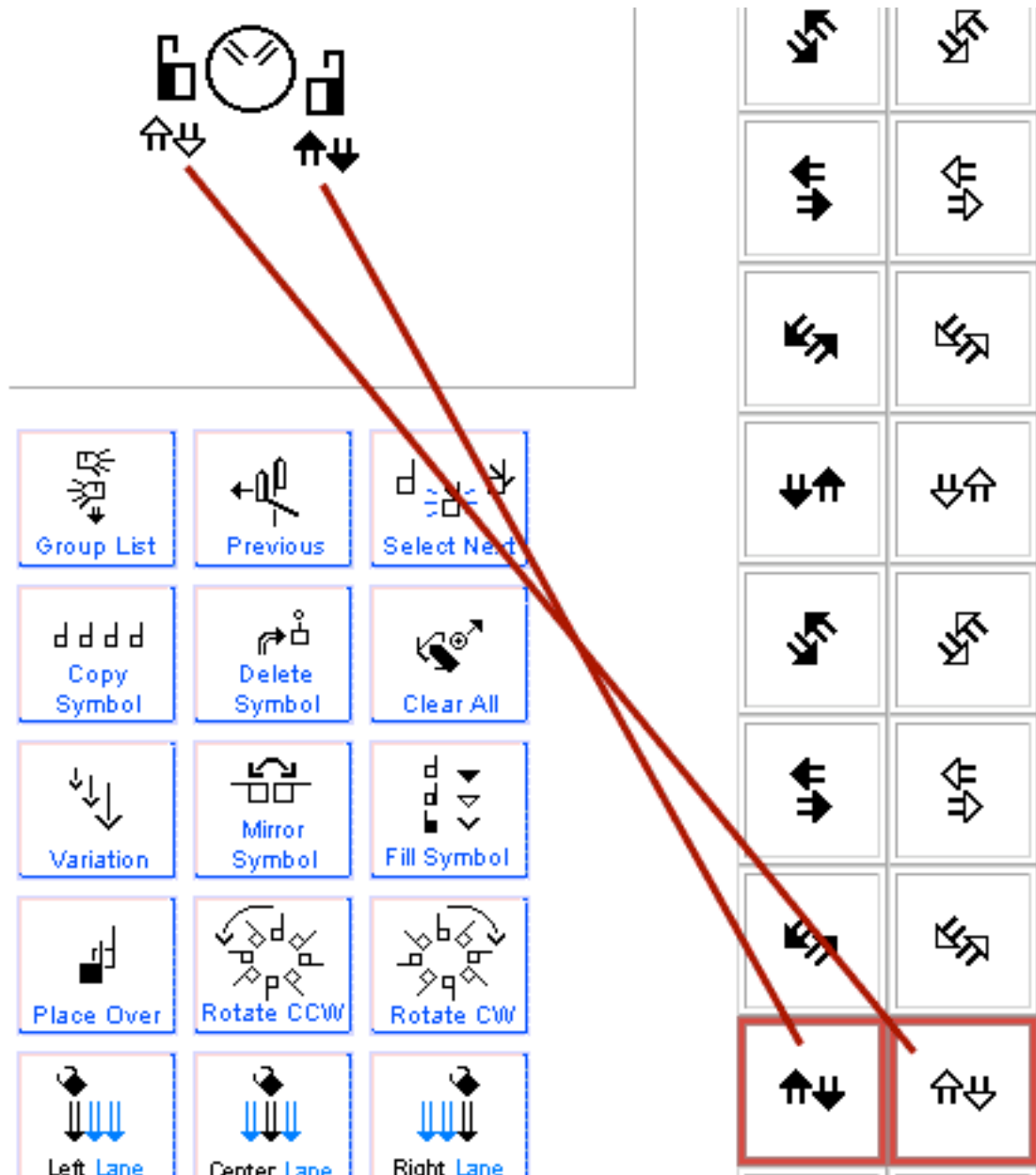
Add Facial Expressions

Click on the Eyebrow Group. Choose Eyebrows Down. Drag the symbol into the SignBox, placing it between the two hands:



Add Movement Symbols

Click on the Double-Stemmed Arrows Group. Choose the arrow you need. Drag the symbols into the SignBox, placing them near the right and left hands. The sign is complete and ready to be added to a sentence.





Part 5: How To Create A Sentence

Adding a Sign to a Sentence

To add a sign click on the Center Lane Button, to place the sign in the center of the sentence.

Display | Email | Link | Bookmark | Import | swml

sign-2

Click to add sign to sentence

Group List	Previous	Select Next
Copy Symbol	Delete Symbol	Clear All
Variation	Mirror Symbol	Fill Symbol
Place Over	Rotate CCW	Rotate CW
Left Lane	Center Lane	Right Lane

Delete a Sign from a Sentence

Woops! That sign was placed by mistake! No good. I want to delete it. Click on the red X in the **Text Editing Arrows**. The sign is deleted.

DELETE
click on the red X



Delete

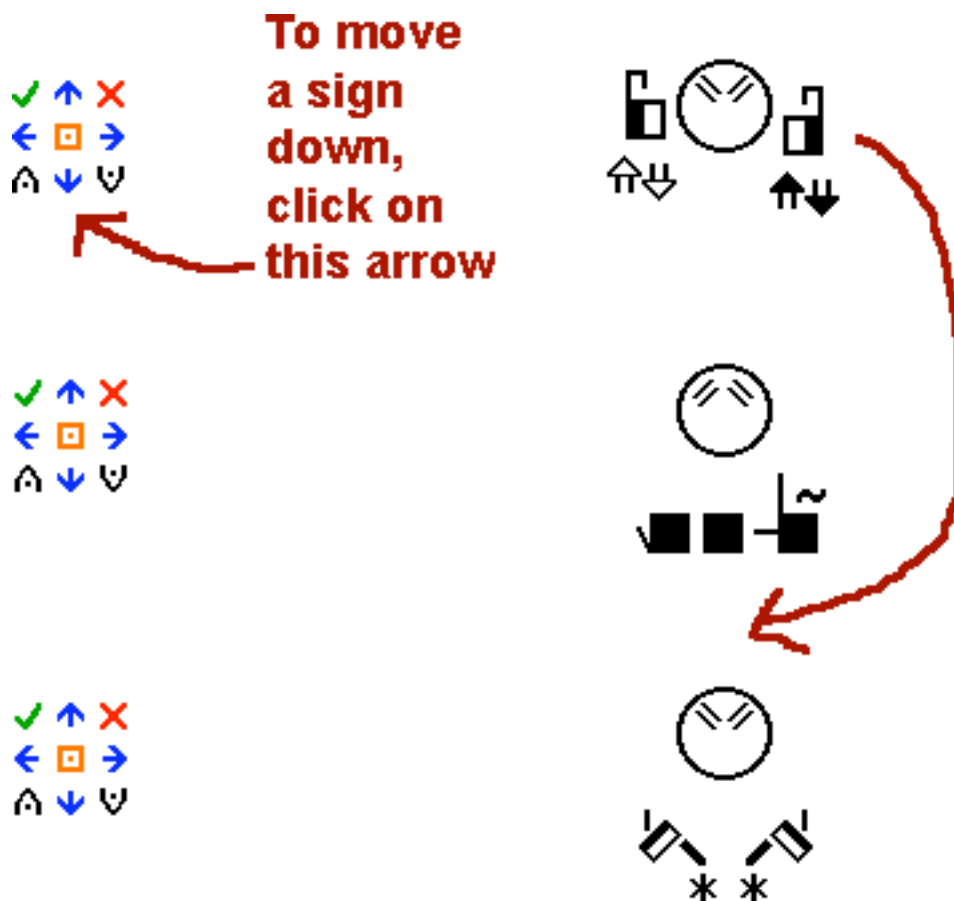


woops!

Move A Sign Above or Below Another Sign

Woops! A sign was placed by mistake below or above another sign. Click on the blue **Text Editing Arrows** to move it up or down in the sentence.

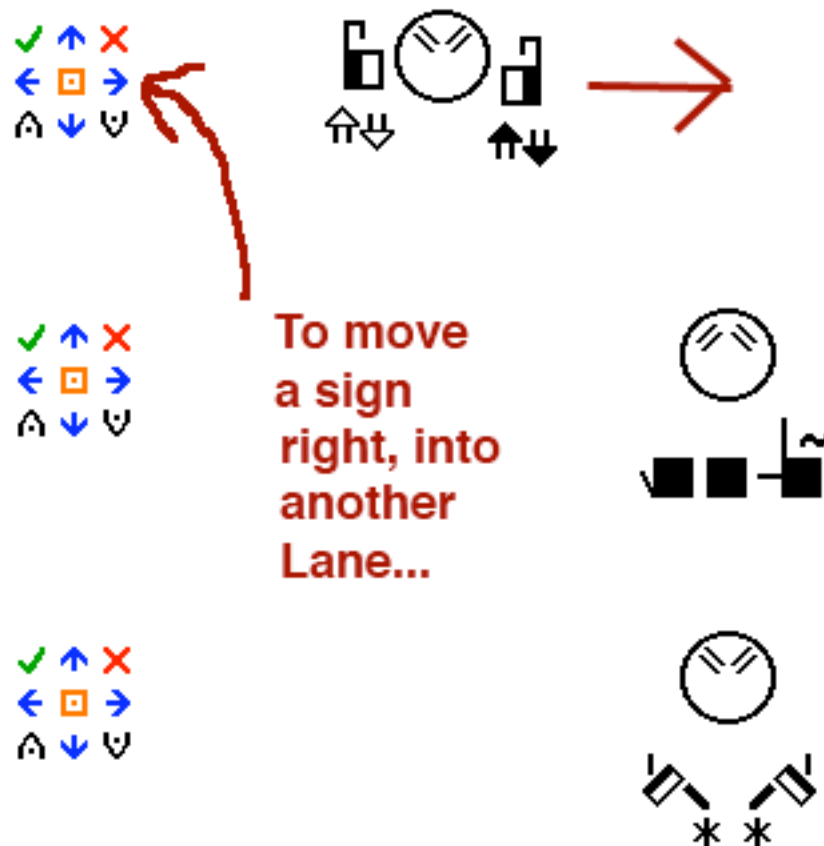
MOVE SIGN BELOW click on the blue down arrow



Move A Sign To Another Lane

Woops! A sign was placed by mistake in the Left Lane, but it should be in the Center Lane... Click on the **Text Editing Arrows** to move it side.

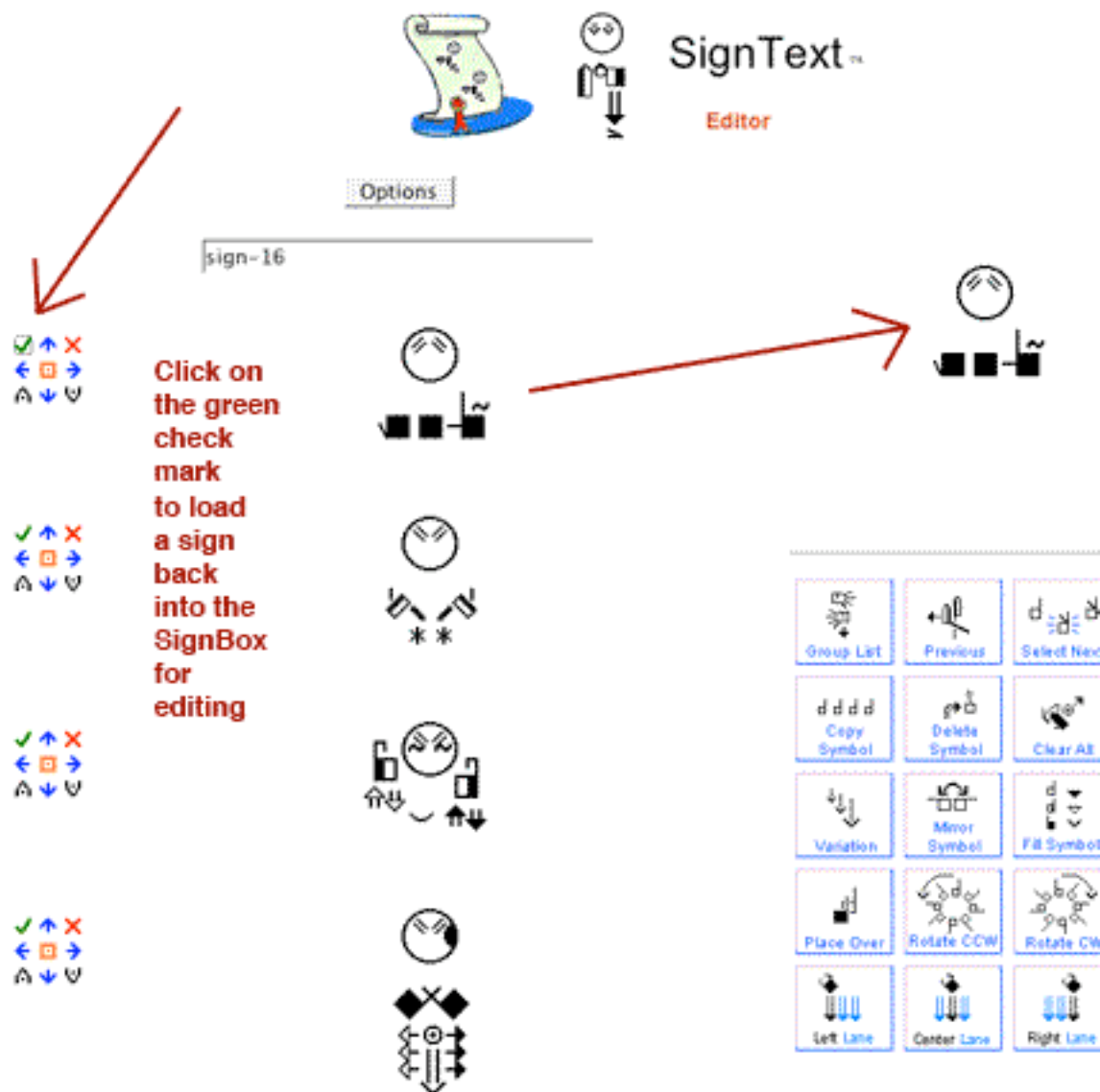
MOVE SIGN TO THE RIGHT
click on the blue side-right arrow



Load A Sign Into the SignBox for Editing

Woops! A sign in a sentence needs to be changed. Click on the Load Text Editing Button (Green Check Mark) to load the sign back into the SignBox.

TO EDIT A SIGN
click on the green check mark

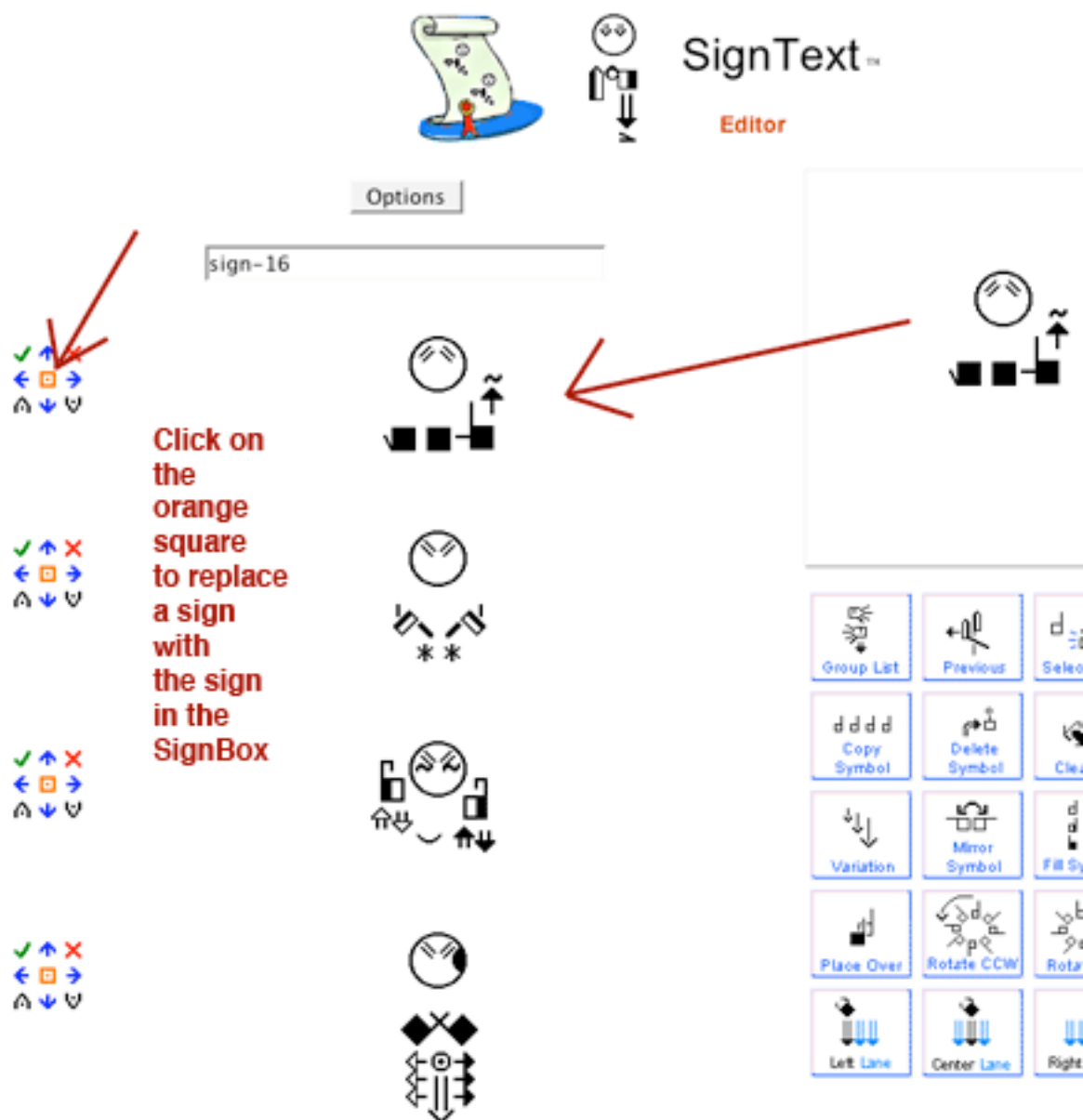


Replace A Sign With a New Sign

Create a new sign in the SignBox. Then click on the Text Editing Button that is an orange square, to the left of the sign that needs to be replaced. The new sign created in the SignBox will replace the old sign.

REPLACE A SIGN

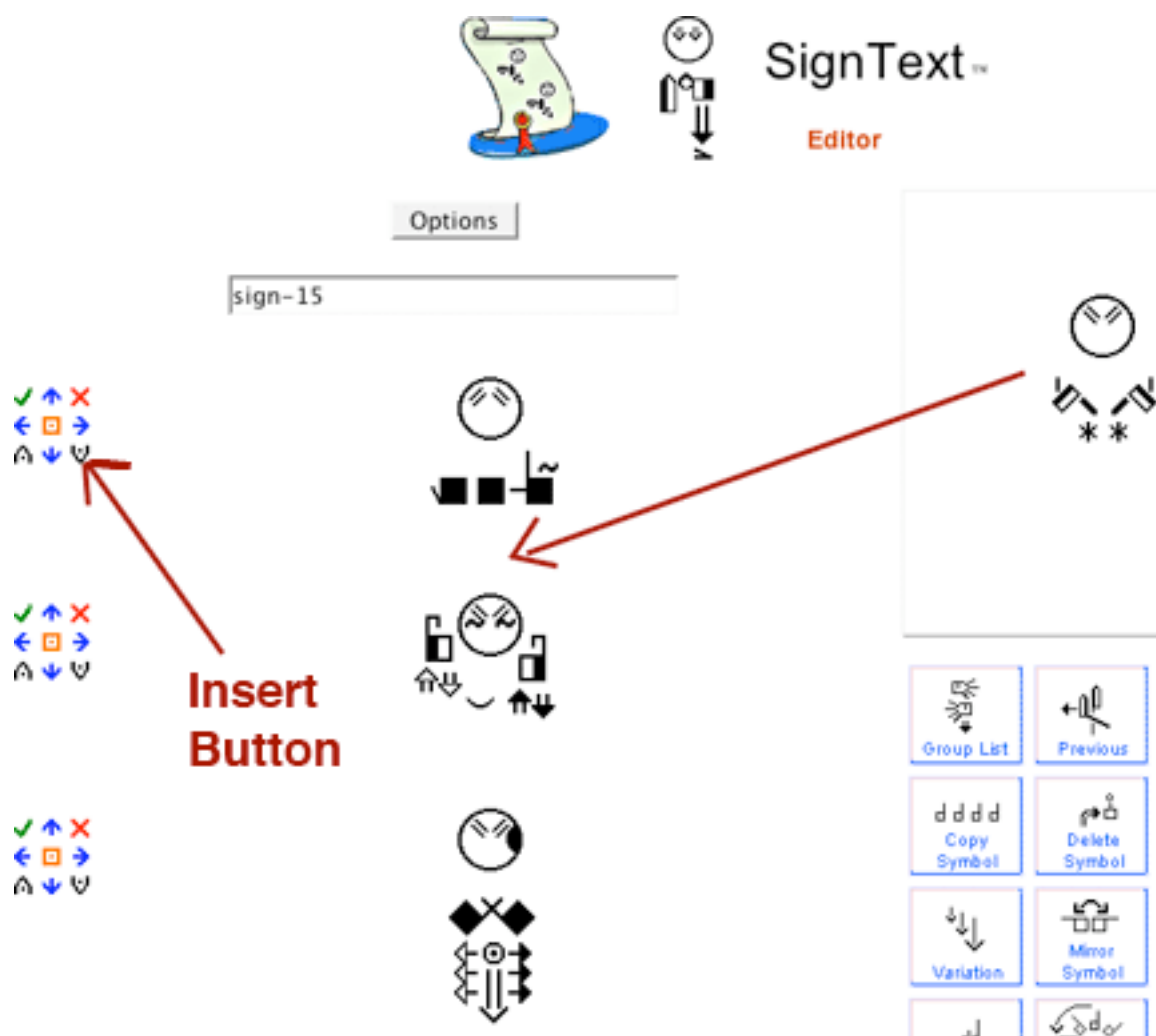
click on the orange square with the dot



Insert A New Sign Between Two Signs

Woops! A sign was forgotten! Create the new sign in the SignBox. Then click one of two Insert Text Editing Buttons to insert the sign above or below a sign that is already in the sentence.

INSERT A NEW SIGN BELOW A SIGN click on the down arrow with the dot





Part 6: Document Options

Save Your Sentence by Creating a Bookmark

To SAVE your sentence, you need to Bookmark the sentence in your web browser. There are several ways to do bookmarks.

Use built-in bookmark features that are unique to each web browser. Be sure to Bookmark (save) your sentence, or it will be lost.

When you want to access your saved sentence, open your web browser, and click on the name of the bookmark. This will load and display the bookmarked sentence so you can work with your sentence again.

Note: When you first load a saved sentence, it may not be correctly spaced (signs may overlap). Be patient for it to load properly. Wait for all the symbols on the page to load and press the Refresh Button at the top of your browser one time. Once the browser has loaded each of the symbols (and knows their size), it will be able to correctly space the signs.

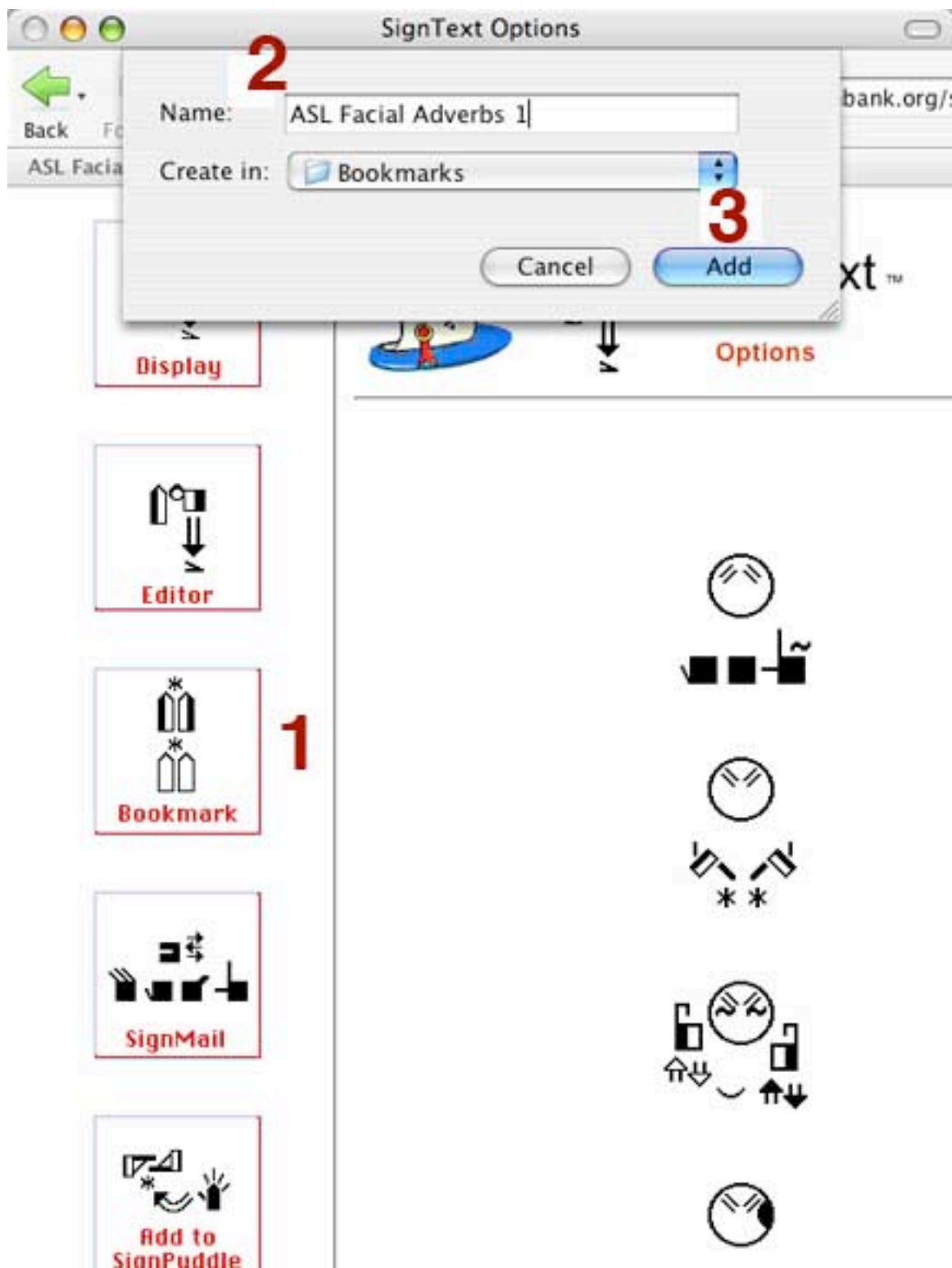
Save A Bookmark That Loads into the Firefox Sidebar

1. Click on the Bookmark Options Button:



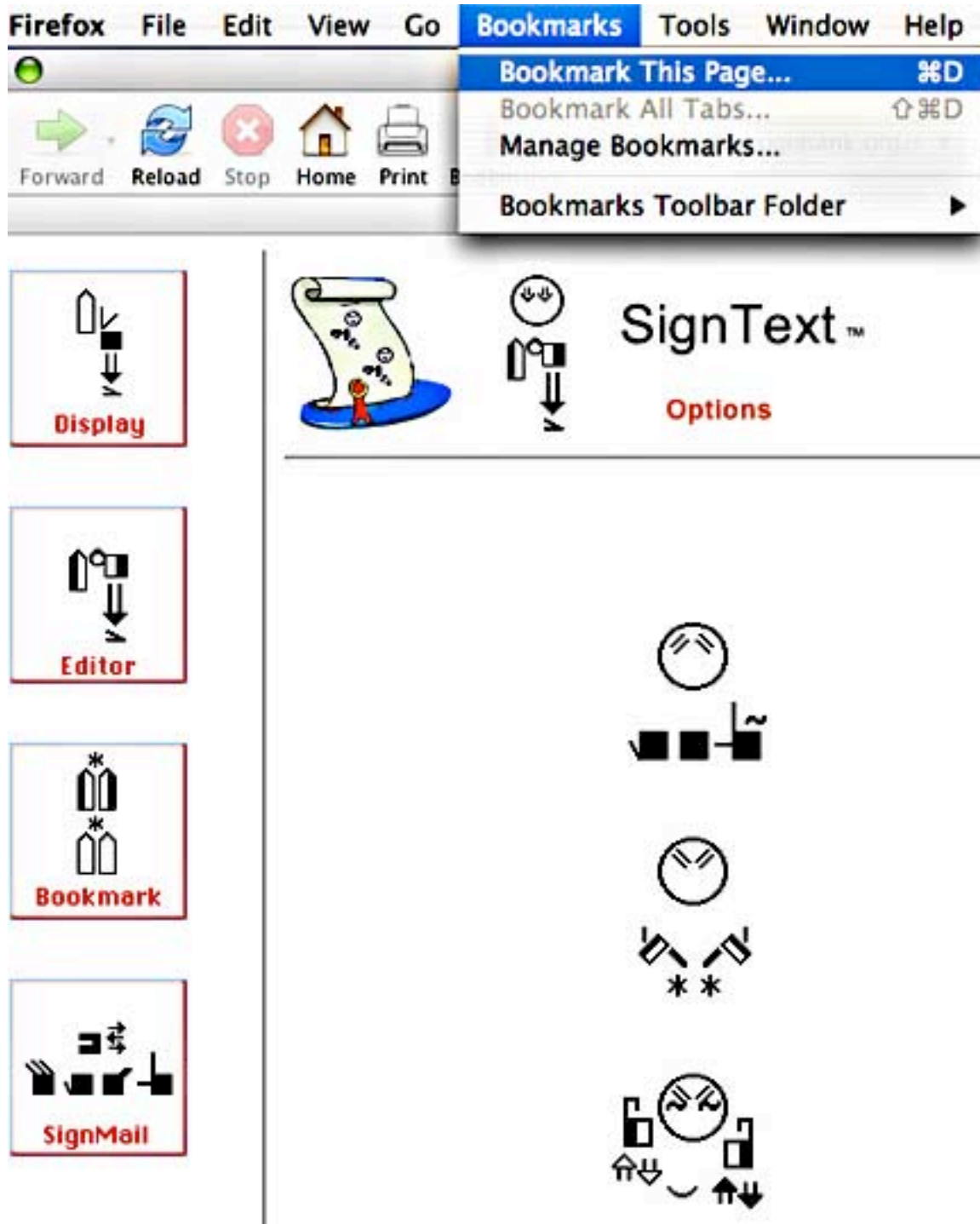
Note: The Bookmark Options Button does not work in other web browsers.

2. Name your bookmark. 3. Press the Add button.



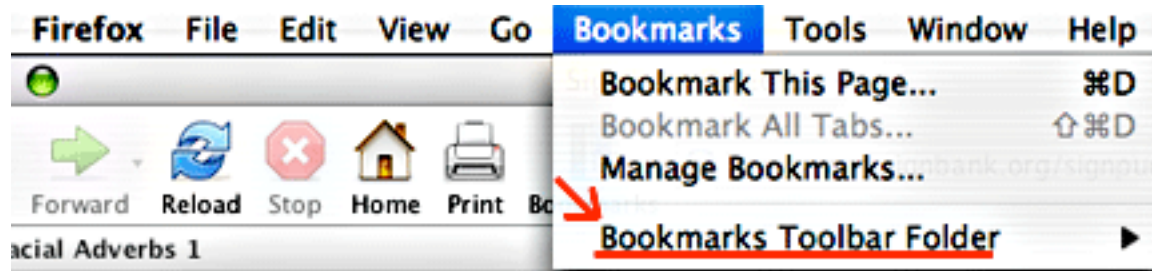
Save A Bookmark That Loads into the Main Window

Bookmarks created in the Firefox Pull-Down Menu do not load in the Sidebar. Choose **Bookmark This Page**. Name the bookmark. Press Add.



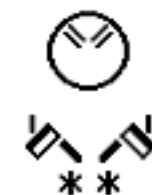
Save A Bookmark in the Firefox Toolbar

Click on the Bookmarks Menu. Choose Bookmarks Toolbar Folder...



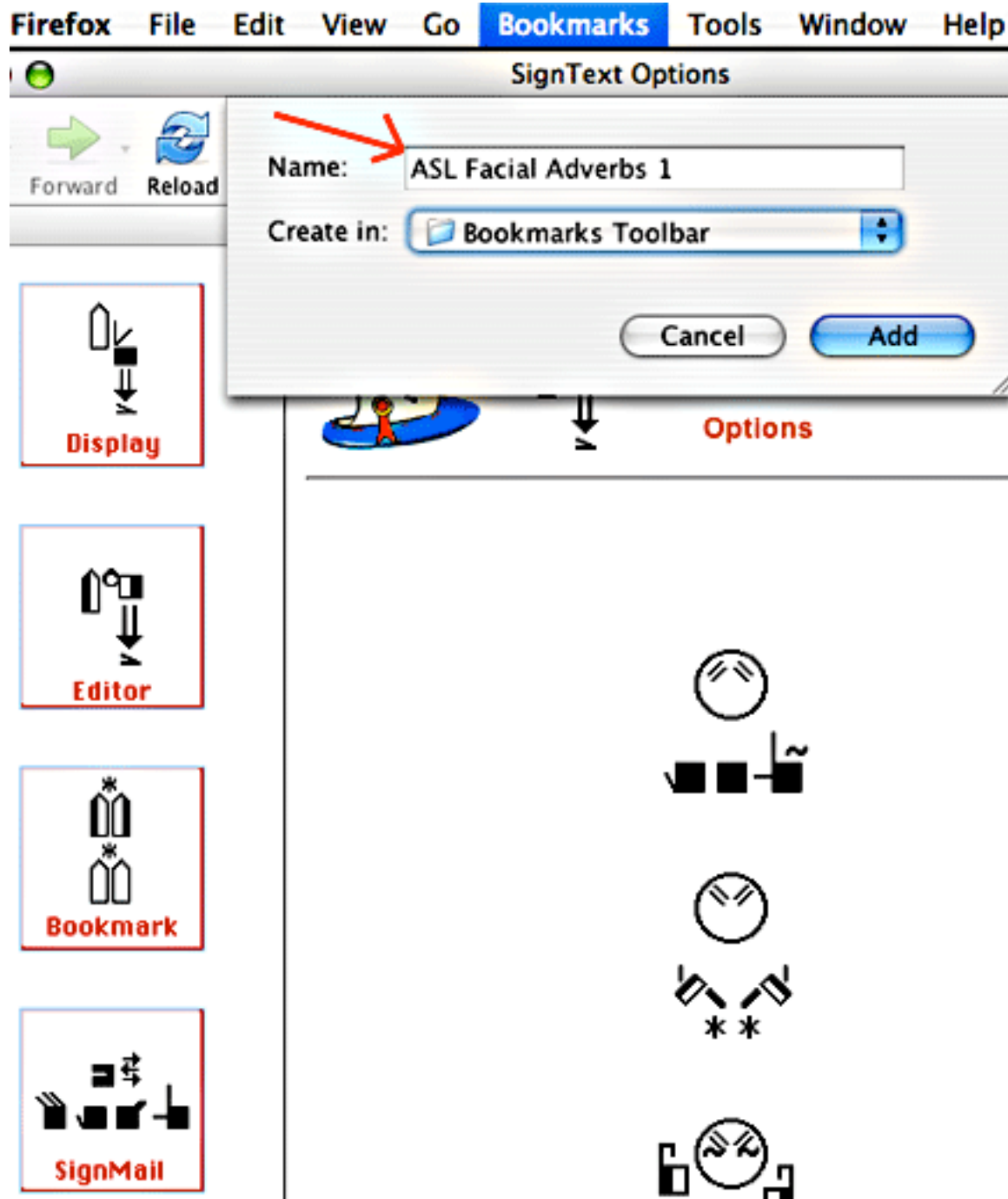
SignText™

Options



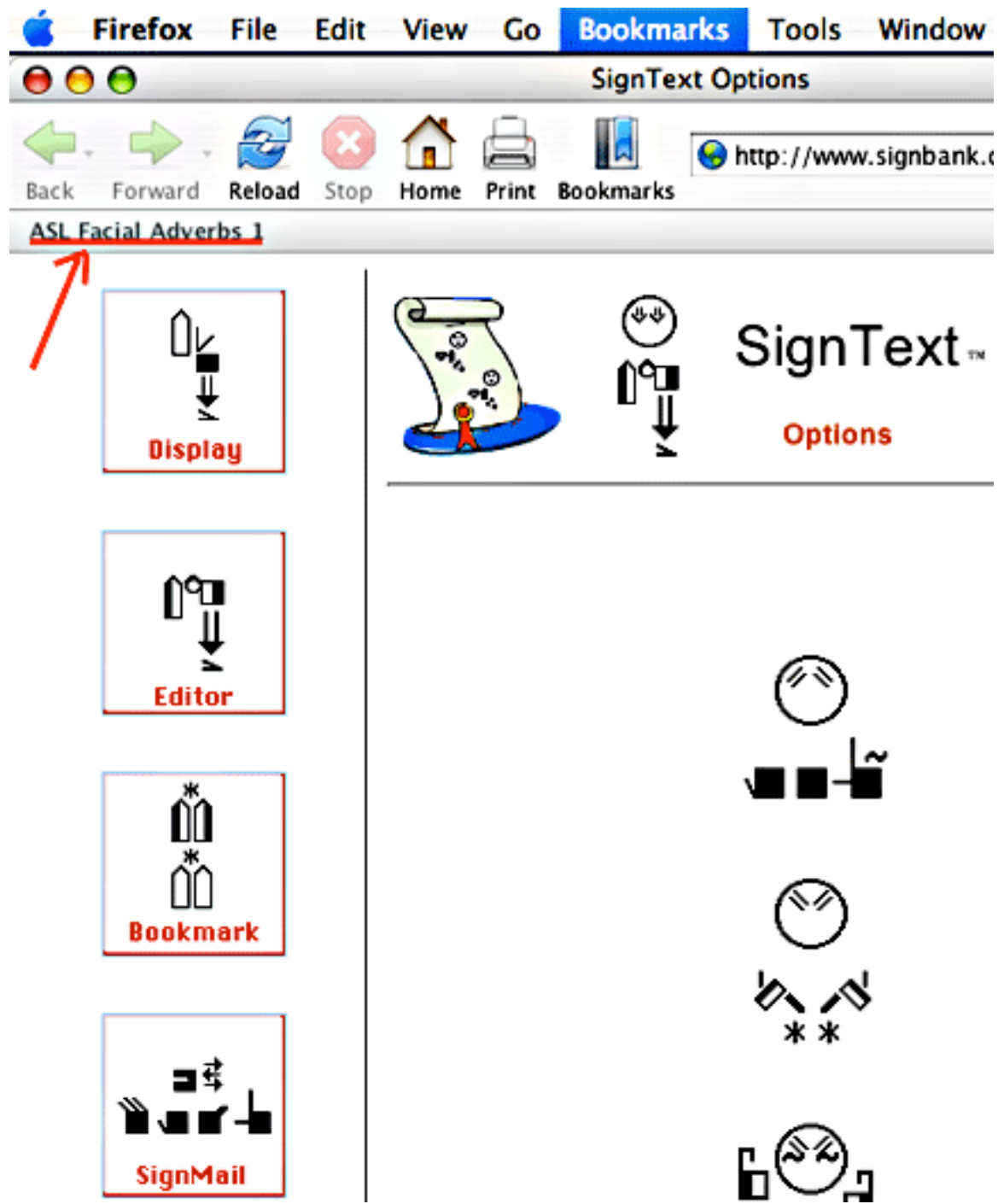
Place the bookmark in the Toolbar Folder

1. Name the bookmark.
2. Choose to place it in the Bookmarks Toolbar or Toolbar Folder.
3. Press the Add button.



Bookmarks in the Toolbar

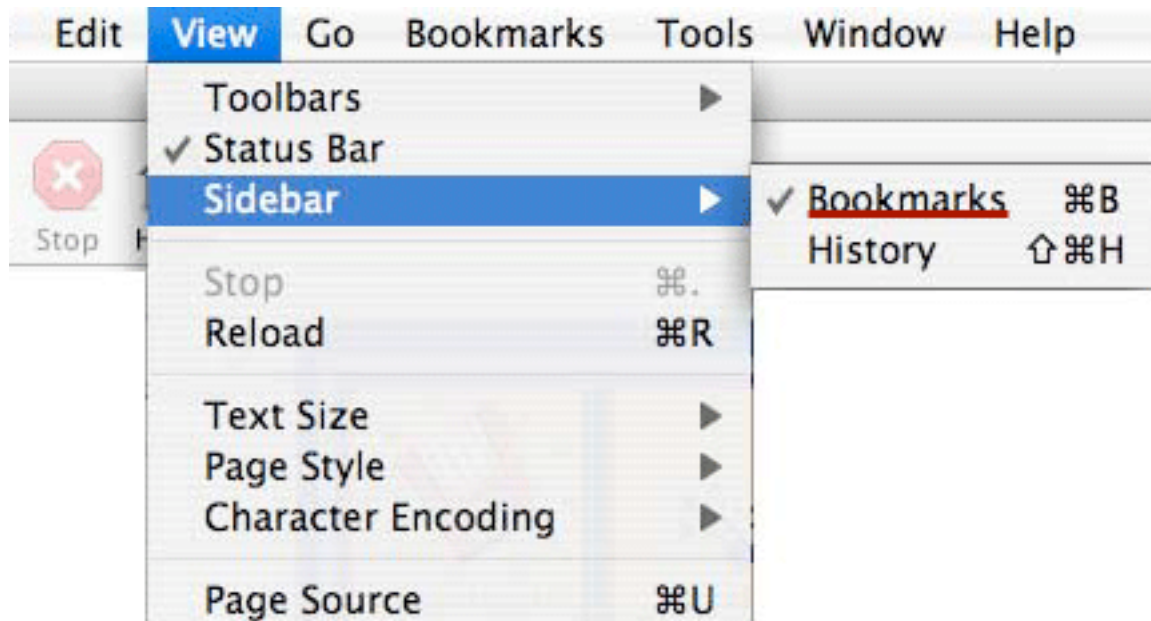
Your bookmark will be found in the Bookmark Toolbar. Click on it, to load the page to view the saved sentence...



Can't Find Your Bookmarks?

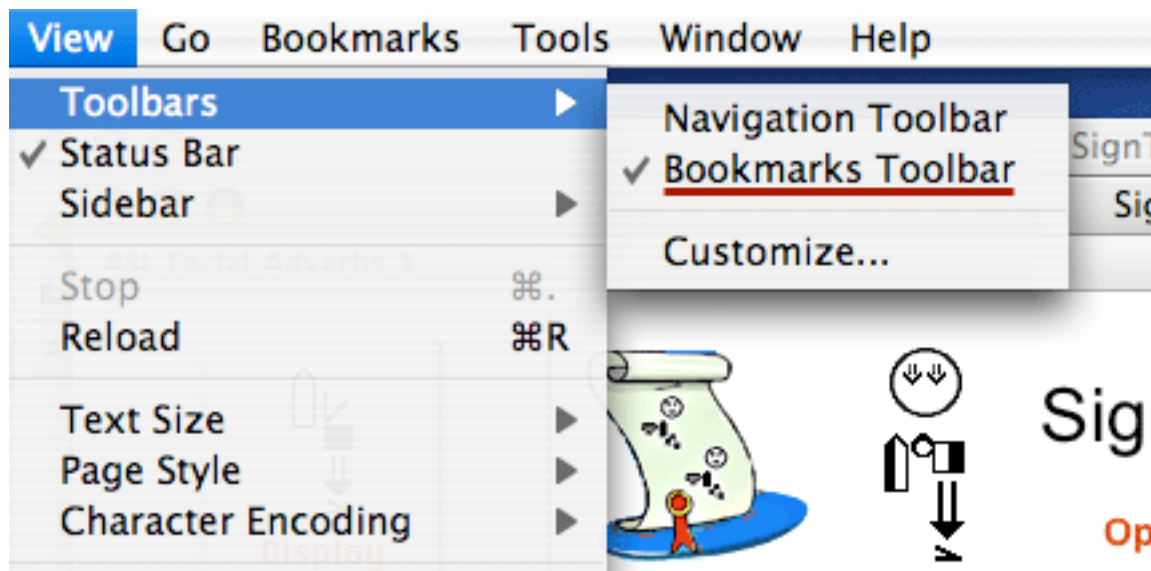
Sidebar bookmarks...

Under View, choose Sidebar and choose Bookmarks...



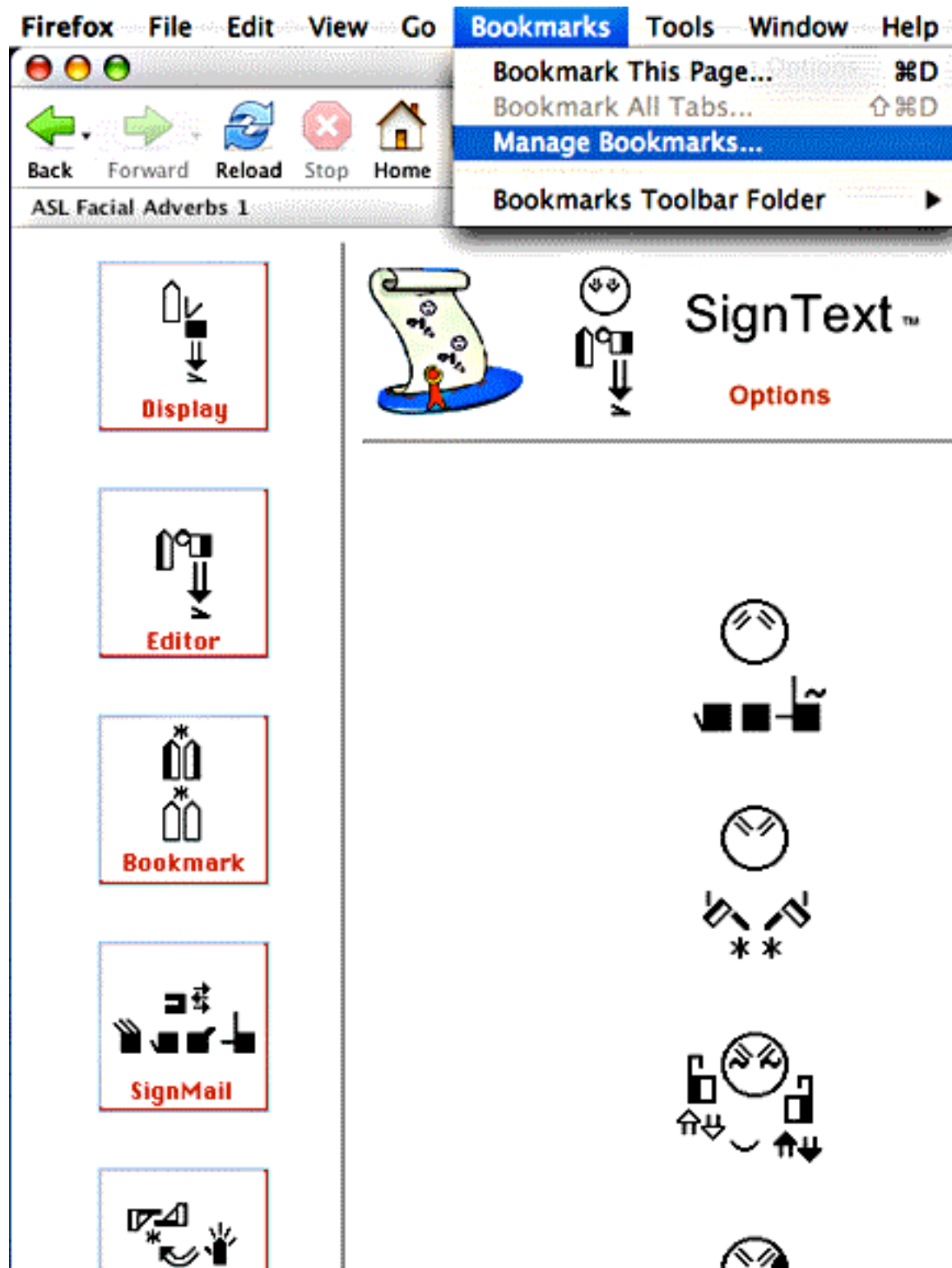
Toolbar bookmarks...

Under View, choose Toolbars and choose Bookmarks...

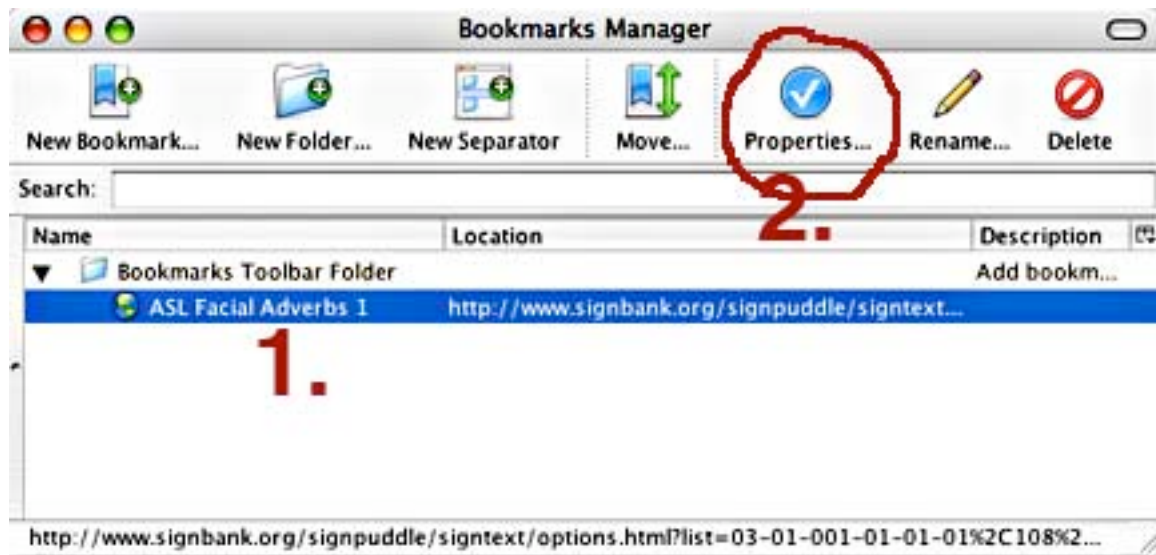


Managing Bookmarks

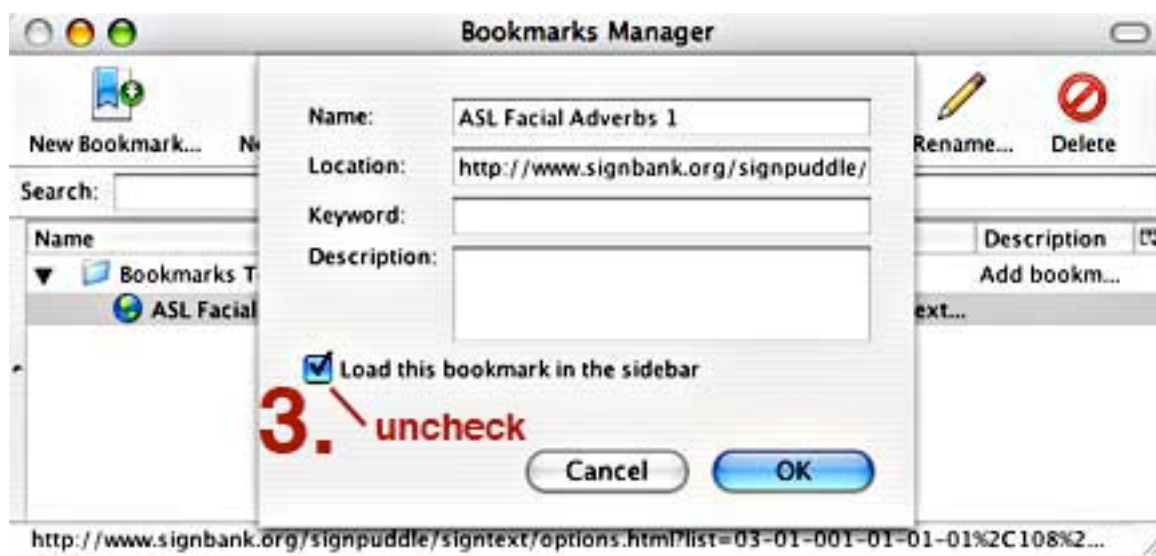
To rename, delete or change the properties of a bookmark...



In the Bookmarks Manager Window, click on the title of the bookmark. Then click on Rename, Delete or Properties:



For example, if you do not like loading the bookmark into the sidebar, under Properties, you can uncheck the box that states "Load this bookmark in the sidebar". That changes the way that bookmark functions.

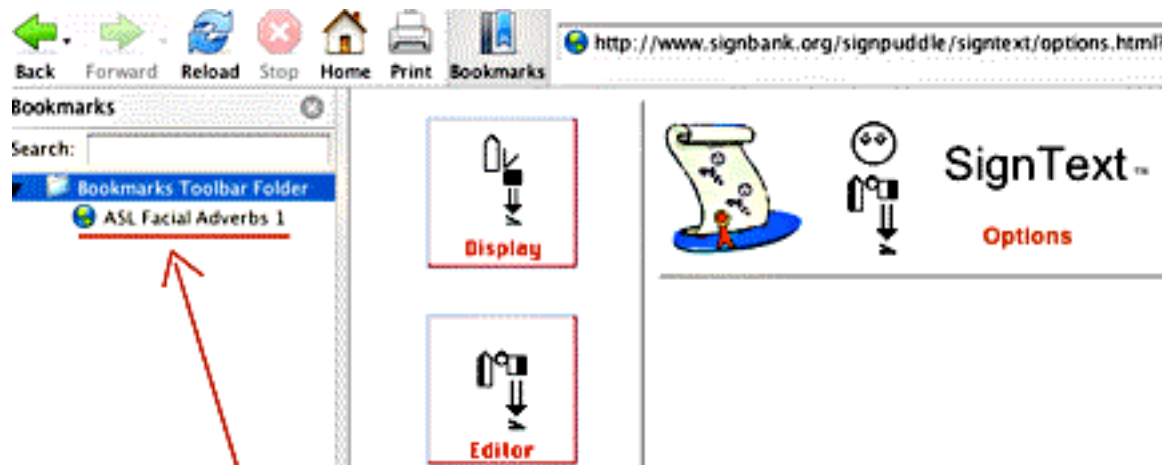


Edit Sentences That Are Already Bookmarked

1. Open SignText. Click on a bookmarked sentence in Firefox.

Opening Bookmarks in the Firefox Sidebar

In your sidebar, click on the title of the bookmark you want to edit...

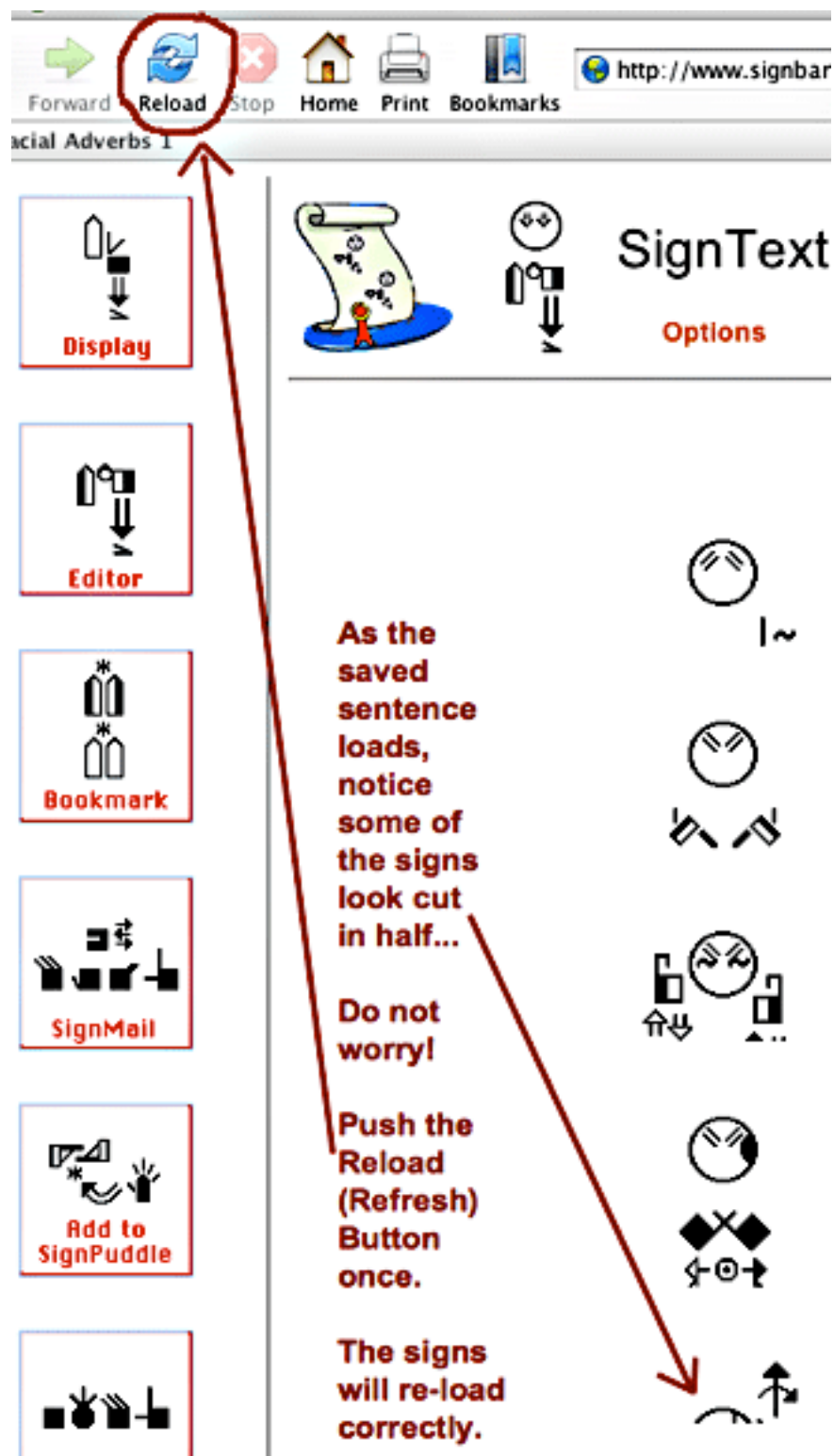


Opening Bookmarks in the Firefox Toolbar

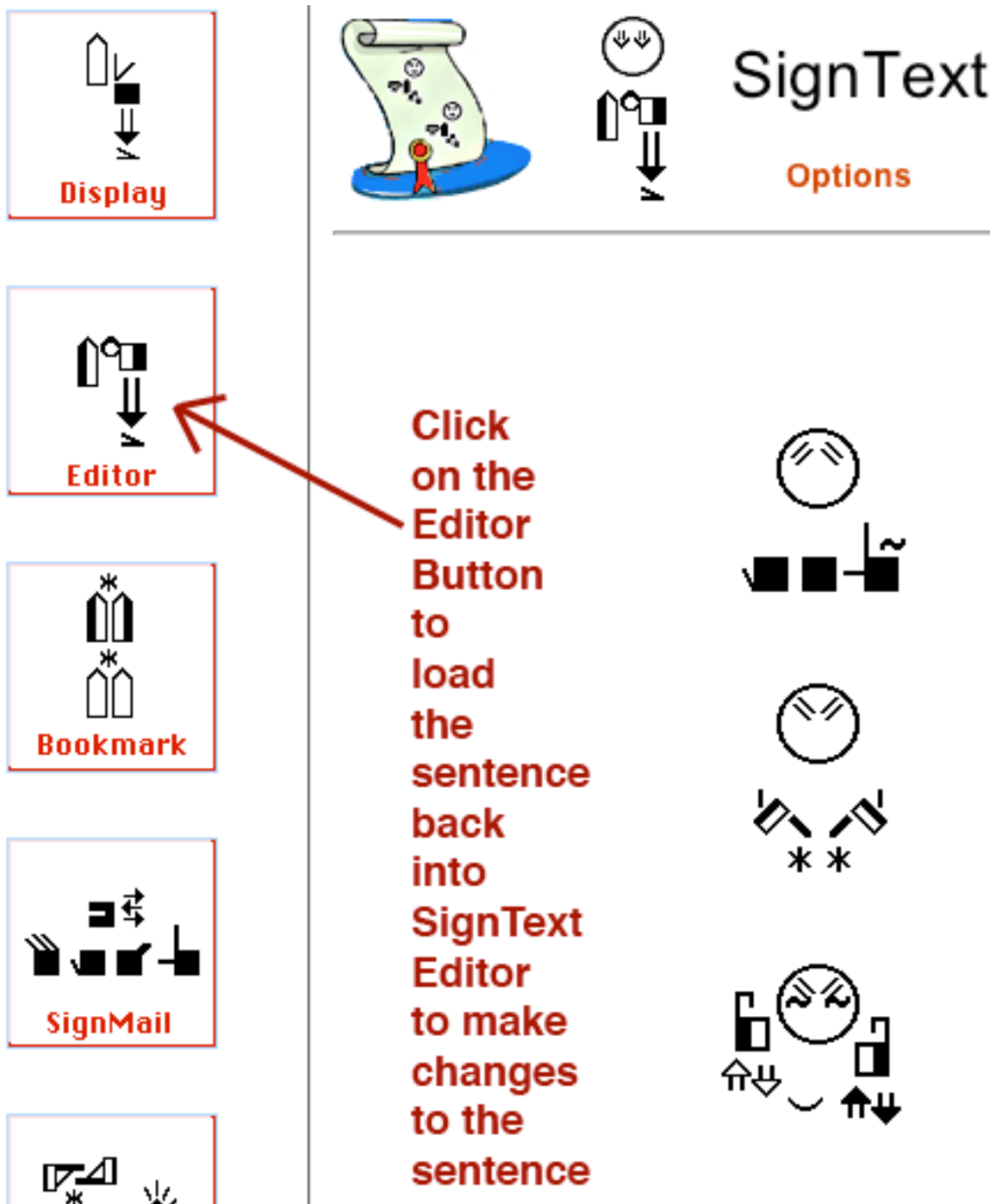
Across the top of Firefox, there is a horizontal bar for bookmarks...Click on the bookmark you want to edit...



2. The sentence will load while you are still in the SignText Options Window. It may load slowly. Be patient. Press the Reload Button once.



3. Click on the Editor icon to load the sentence back into SignText Editor:

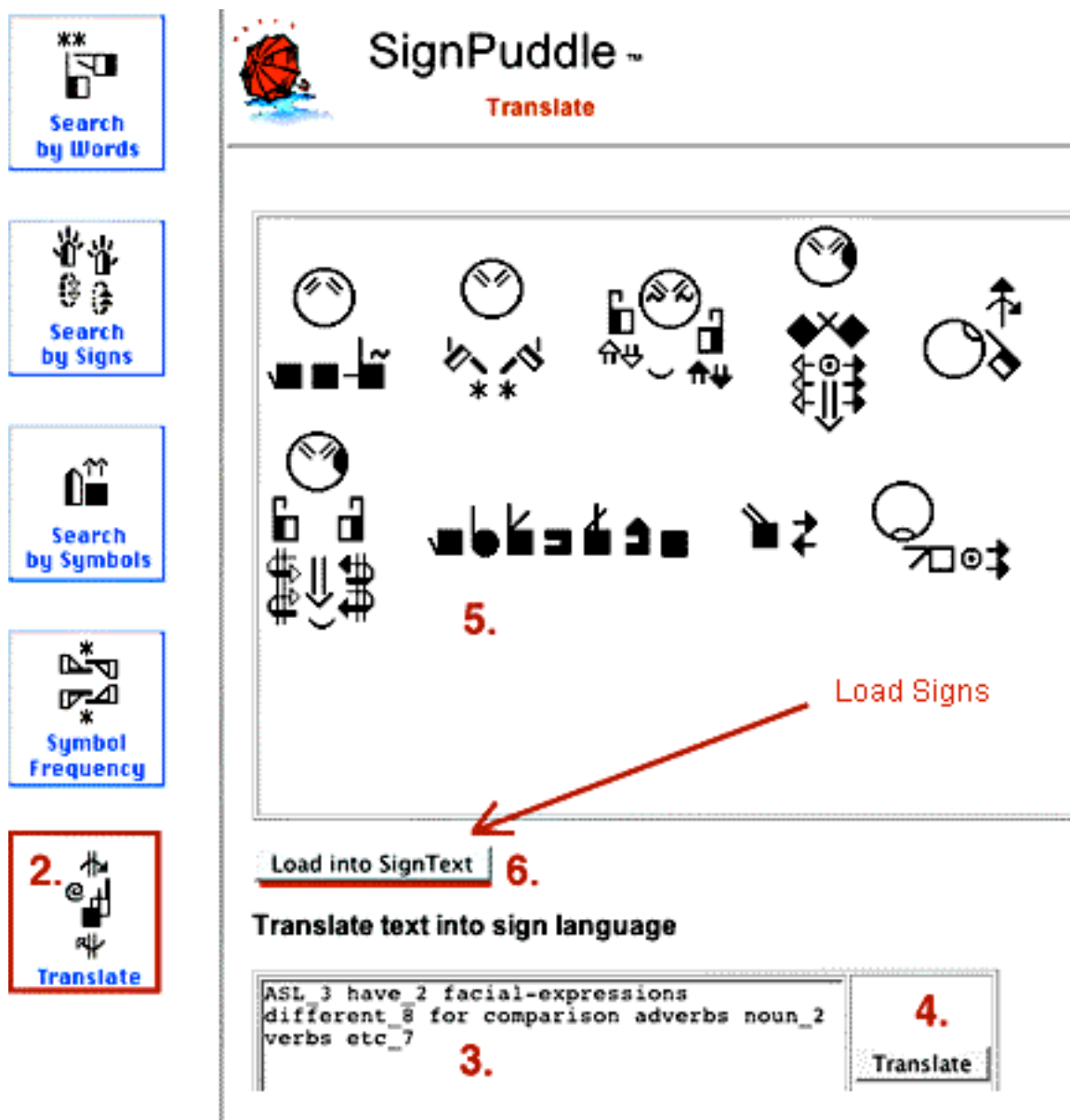


4. The sentence will load into the SignText Editor, so you can edit it.

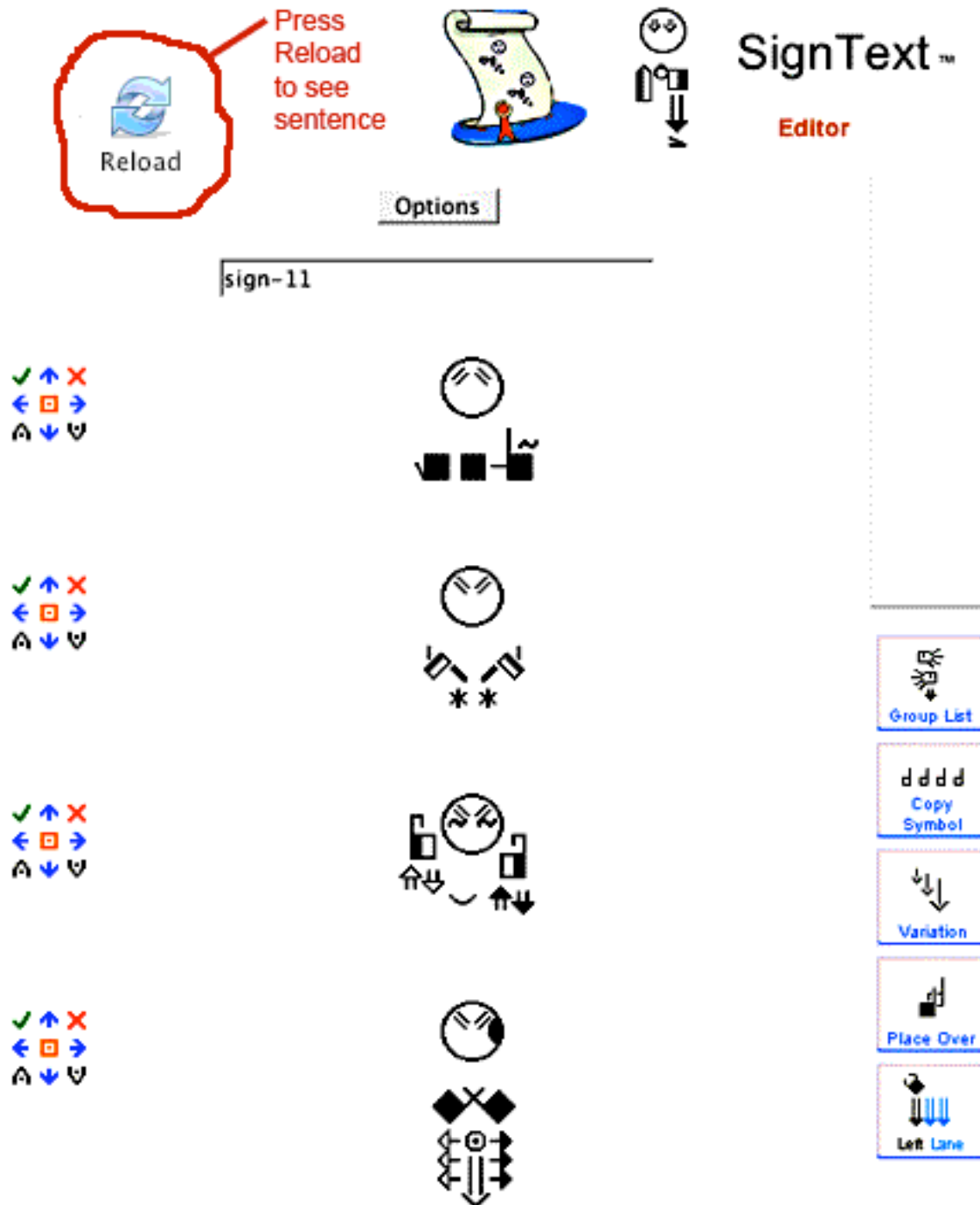
Load Signs from SignPuddle Dictionaries

You can transfer signs from SignPuddle into the SignText Editor...

1. Open SignPuddle.
2. Click on the Translate button.
3. Type the word-glosses you need.
4. Push the Translate button.
5. The signs you want appear in SignWriting on your screen.
6. Push the Load Into SignText button...

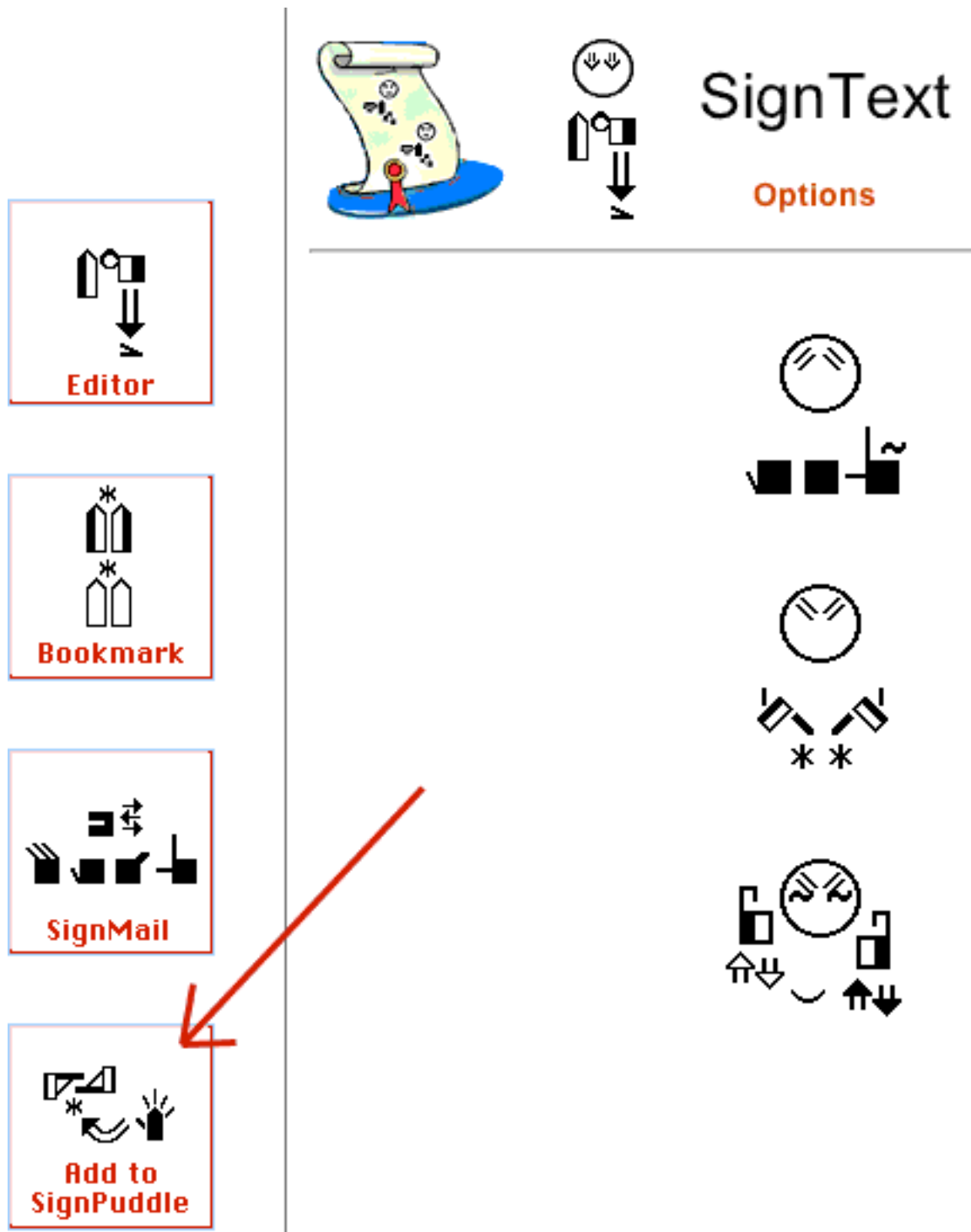


7. The signs will load into the sentence column in SignText Editor.
8. Press the Reload Button once to see the signs loaded into SignText.
9. Once the signs are in SignText, you can create a sentence with them.



Add Signs From SignText Into SignPuddle Dictionaries

1. To add signs from a SignText sentence into a SignPuddle dictionary, click on the **Add to SignPuddle Icon** in SignText Options...




2. Flags appear representing different SignPuddle dictionaries.
3. Click on a flag to open the SignPuddle dictionary you want...




**Click on an icon to go to
the SignPuddle you want**

4. An Import Screen appears....








SignPuddle™

Import




United States and Canada

	<div>Add</div>	<div>Load</div>
	<div>Add</div>	<div>Load</div>
	<div>Add</div>	<div>Load</div>
	<div>Add</div>	<div>Load</div>
	<div>Add</div>	<div>Load</div>

If you want to add the sign to the dictionary without changes:

1. Type the name of the sign.
2. Click on the Add Button.

	<p>1. type gloss</p> <p>ASL</p> <p>Add</p> <p>2.</p>	<p>Load</p>
---	---	-------------

3. An entry screen appears to finalize the import.
4. Add any definitions, and the source if you wish.
5. Press the Create Button. The sign is added to SignPuddle.



SignPuddle™



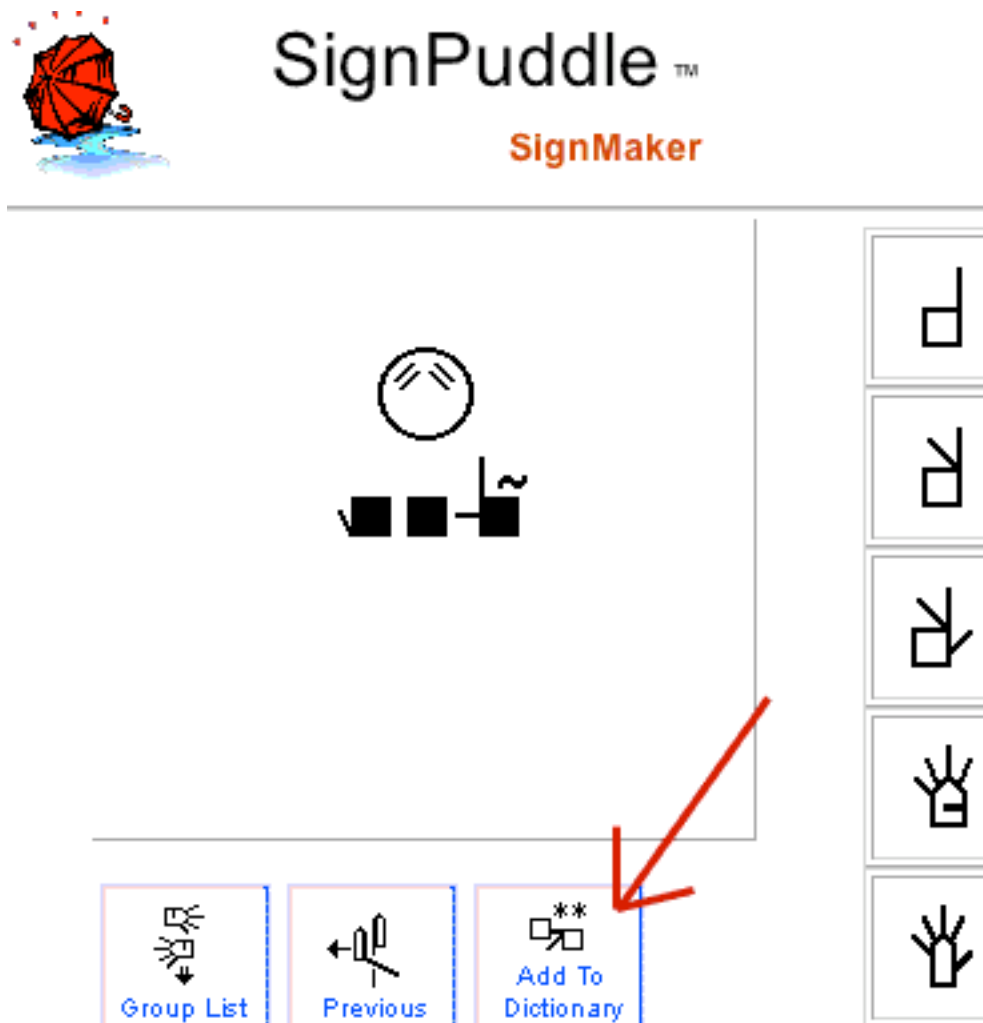
Name of sign:	ASL
Definition: (optional)	
Source: (optional)	
	<p>4.</p> <p>5. Create Sign</p>

If you want to change the sign before adding it to SignPuddle:

1. Click on the Load Button.



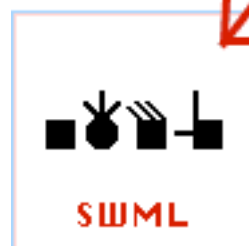
2. The sign is loaded into SignMaker in SignPuddle.
3. Edit the sign.
4. Press the **Add To Dictionary Button** to add the sign to SignPuddle.



Using SWML

SWML is a simple XML format that can be easily processed by any tool that can read XML files. It is used in web design, programming etc.

1. Click on the **SWML Options Button** to view the SWML page...





Part 7: Technical Support

Help Web Pages

<http://www.SignBank.org/help>

SignWriting Lessons

<http://www.SignWriting.org/lessons>

Download SignText Manual

<http://www.signwriting.org/archive/docs3/sw0244-SignText-Instruction.pdf>

Help by Email

Steve Slevinski

slevin@signpuddle.net

Valerie Sutton

sutton@signwriting.org

Help by Voice or Videophone

Write to Val for an appointment!