SignBank® 2002
The SignWriting® Online Dictionary

A Multilingual Sign Language Database
In FileMaker Pro 5.0 or later

- Create your own multilingual databases in SignWriting with video, animation & illustrations
- Sort SignWriting dictionaries by Sutton's Sign Symbol Sequence™
- Search for signs by sign-symbols
- Learn with extensive lessons online
SignBank® 2002
The SignWriting® Online Dictionary

Created by
Valerie Sutton
Inventor, SignWriting

A FileMaker Database
for Macintosh & Windows

With FileMaker Programming
by Todd Duell, Formulations Pro

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Center for Sutton Movement Writing, Inc.

The SignBank Database is written in SignWriting, a visual system that writes the handshapes, movements, and facial expressions of Sign Languages. SignWriting is becoming the written form for Sign Languages in 27 countries. It is one of five sections of Sutton Movement Writing, a movement notation system by Valerie Sutton.

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• A 2001 grant from the Forschungszentrum für Gebärdensprache, the Center For Sign Language Research in Basel, Switzerland.

• A gift of software from FileMaker Corporation, including FileMaker Pro 5.5 Unlimited, FileMaker Server 5.5, and multiple copies of FileMaker Pro 5.5 for classrooms with Deaf students in the Albuquerque Public Schools.

• A gift of software from InstallShield Software Corporation, donating InstallShield Express, making installation of SignBank 2002 "user-friendly".

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Introduction

SignBank History
SignBank 2002 is a rebirth of an old computer program. The original SignBank I and SignBank II were two Macintosh Desk Accessories developed by Valerie Sutton in the late 1980's. They worked together to create SignWriting dictionaries, sorting by Sign-Symbol-Sequence™. In the 1990's, modern operating systems rendered SignBank "out of date". The program lay dormant for over a decade. With this release of SignBank 2002, SignBank has now been revived, given a modern "face-lift", as a FileMaker Pro database.

Terminology Used in This Manual...

SignWriting®
Visual writing system for all signed languages.

SignWriter® Computer Program
The "typewriter" for typing SignWriting symbols.

SignBank®
SignWriting dictionaries sorted by Sign-Symbol-Sequence™.

Word-to-Sign Dictionaries
Sign dictionaries sorted by spoken language alphabets.

Sign-To-Word Dictionaries
Sign dictionaries sorted by Sign-Symbol-Sequence.

SymbolBank
Archive for all symbols in Sutton Movement Writing.

Sutton Movement Writing
Visual writing system for all human, animal and insect movement. SignWriting and DanceWriting use MovementWriting symbols to record the movements of signs and dance.
Technical Support

Free Technical Support

The SignBankSite
www.SignBank.org/help

Deaf Action Committee for SignWriting Center For Sutton Movement Writing
an educational, nonprofit organization
Box 517, La Jolla, CA, 92038-0517, USA
tele 858-456-0098......858-456-0020 fax

Your Dream
Is your dream to read, print and create SignWriting dictionaries?
The world is at your fingertips, if you have SignWriter 4.4 to type
signs, and SignBank 2002 to sort signs by Sign-Symbol-Se-
quence. So don’t let computer frustrations get in your way!

The SignWriting List
Join this active list of SignWriting users to post your questions
to the group. When there is time, Valerie Sutton answers tech-
nical questions on the SW List. A great way to receive and
share information!

To join the SignWriting List, send this command:

SUB SW-L (your first name & last name)

To this email address:
LISTSERV@ADMIN.HUMBERC.ON.CA
SignWriting Services

SignWriting Services provides technical help with SignWriting publications. For a fee, your signs can be transcribed from video, typed in SignWriting with the SignWriter Computer Program, added into the SignBank database, placed in Sign-Symbol-Sequence, and saved in PDF, html, and other publishing formats...all done for you by experts.

Free technical support is always available on the SignWriting List. But if your group has funding and needs the help, contact me for a quote on the cost of your job. If you have a deadline, be sure to contact me well in advance, so we schedule in advance.

Hello!
Even though the photo above was taken in 1995, I am still sitting at my computer in 2002! People keep telling me to take a break, but I just can’t seem to leave my seat! Smile ;-) 

All the more reason to contact me if you need help. I am always glad to hear from you!

Valerie Sutton
Sutton@SignWriting.org
Relational Databases

SignBank is a relational database.

What does this mean? Think of SignBank as a village of houses. All of the houses in the SignBank Village are used as office buildings for the same company, called the “SignBank Dictionary Publishers”. Each database interacts with the others, working as a unit.

3. SymbolBank
The third house is important. It stores all the symbols used by the other houses. It is the foundation. Without SymbolBank, no dictionary can be sorted or searched.

2. SignBank Editor
For advanced users, the second house is for dictionary editing. The SignBank Editor is used to create new dictionaries and change existing ones. Dictionaries created in the Editor are read, printed and searched in the Portal.

1. SignBank Portal
The first house is open to visitors. It is a SignBank Library, where all dictionaries can be read, researched and printed. In database terminology, this is called a “Portal”. It is like a “window” that lets you view the database without making changes. In the Portal, there is no fear of losing data.

Welcome to SignBank Village!

Home of the SignBank Dictionary Publishing Company
Getting Started!

1. Install FileMaker Pro 5.0 or later
2. Install SignBank 2002

3. Open the SignBank 2002 folder.
The SignBank 2002 Folder

**Archives Folder**
Graphics files & illustrations.

**Help Folder**
Lessons and technical support.

**SignBank Archives**

**SignBank CH**

**SignBank Help**

**SignBank NI**

**SignBank BR**

**SignBank DE**

**SignBank Links**

**SignBank US**

**Links Folder**
This folder should never be moved or changed. It holds the linked files needed to run QuickTime movies.

**Country Folders**
Each country has a unique SignBank folder.
Your Country Folder

Your country has its own unique SignBank. Each country is marked by a country code. **SignBank US** is the USA database in American Sign Language and English. **SignBank DE** is the German database for German and German Sign Language. **SignBank BR** is Brazilian. **SignBank CHde** represents Switzerland (CH), in the German-speaking area (de).
Starting SignBank

1. Open your country folder.
2. To start SignBank, click on Navigation.
3. Type your password. Press OK. SignBank will open.

Password for Readers: 12345   Password for Editors: 54321
The Navigation Panel

Each country folder includes several related databases. The Navigation Panel is used to move from database to database within one country.

**SignBank Country**
The flag at the top of the Navigation Panel marks the languages and national origin of this SignBank.

**Click on a Button**
To move from database to database

**Where to begin?**
Start with Lessons or the SignBank Portal.
CHANGING NAVIGATION LANGUAGES
The flag at the top of the Navigation Panel marks the Navigation Language. To change the Navigation Language, click on the Flag. A menu will drop down. Choose a new language. Wait about one minute. The Navigation Language will automatically change.

Navigation Languages available: Arabic, Danish, Dutch, English, Finnish, French, German, Italian, Norwegian, Portuguese, Spanish, and Swedish.

Once you choose the language you want, double-click on the Enter Key to speed the language change...
Set Your Paper Size Default
Set your paper size default to US Letter or A4 Size Paper

1. While you are in the Navigation Panel, choose "Language" under the Window Menu.

2. The Languages Database opens

3. Then choose the paper size, under the Scripts Menu.
Your Keyboard

SignBank is a database built in FileMaker Pro. In FileMaker there is a difference between the Return Key and the Enter Key. The Return Key moves your cursor to the next line, but the Enter Key enters data.

The Return Key Versus The Enter Key

In FileMaker, the Enter Key on the Numeric Keyboard works differently than the Return Key

The Return Key is used to move the cursor to the next line. It does not enter data.

Some keyboards have the word Enter printed on the Return Key... Ignore that!

The Enter Key on the Numeric keyboard is used to enter data...

The Enter Key is used most in SignBank 1. After typing a Search-Word, press the Enter Key to retrieve the sign.
The SignBank Portal
Data is viewed in The Portal. The Portal is like a window or door. You can look inside without making changes to the data.

1. Click on the Portal

2. When the Portal opens, you can click in the center of the large icon to start at SignBank 1....

3. Or click on one of the Navigation Icons to go directly to one of eight SignBanks.

...see next page for icon description...
A Viewpoint For Everyone!
Eight ways to view and print the dictionary. Children may enjoy SignBank 3, the Picture Dictionary. Linguists may find SignBank 4, the Video Dictionary, useful for research. And everyone benefits from searching the dictionary by words, signs or symbols.

The 8 SignBank Portals

SignBank 2
Search by Signs

SignBank 3
Picture Dictionary

SignBank 1
Search by Words

SignBank 4
Video Dictionary

SignBank 5
Animated Dictionary

SignBank 8
Search by Symbols

SignBank 6
Multilingual Dictionary

SignBank 7
Sign-Symbol-Sequence
SignBank 1 Search By Words

1. Type a Search Word. Press the Enter Key.

2. ...or... Scroll through the list and click on a word...

3. The Sign appears in the Sign Box...

mingle
money
monkey
morning
name
Nicaragua (1)
Nicaragua (2)
night (1) all night
Norway
our
Peru
share (1)
share (2)
share (3)
sign
snow
son
Spain
sun
Switzerland
Taiwan
take class (1)
take class (2)
talk (1)
talk (2)
SignBank 1 Search For a Group of Signs

1. Type a Search Word. Press the Enter Key.
2. The Found Set is listed here...

A, a
a lot
abbreviate (1) condense
address
Africa
airplane
all
almost
also
America
among
and (1)
and (2)
anyway (1) no matter
apple
apply (01) apply for a job
appreciate
argue (1) to argue
argue (2) to argue intensely
army
ask (2) you ask me
baby
ball
1. Click on Print Icon 1.
2. The Print-Preview Box appears.

Print or preview
Impresion o inspeccion previo
Copia ou inspeccao previa
Stampa o previsione
Copie ou prevision
Druck oder vorbetrachtung
Utskrift eller forbetraktning

Preview The Found Set
If you choose Preview
You will be able to...
1. View the List of Found Signs
2. Press the Continue Button
to Return to SignBank 1

Print The Found Set
If you choose Print
You will be able to...
1. View the List of Found Signs
2. Press the Continue Button
to Print the Found Set

...see next page...
Print or Preview Continue Button

1. Preview your list of signs

2. To preview a long list of signs, click on the pages in this little book to view the entire list page by page.

3. Press the Continue Button when you are done previewing the signs

Script:

Continue

Preview Continue Button

If you chose Preview
Press the Continue Button to Return to SignBank 1

Print Continue Button

If you chose Print
Press the Continue Button to Print the Found Set...

...see next page...
Your Printer Will Ask You To Make Choices

If you chose to Print...
Your Printer will show you a series of dialog boxes, asking you to give it instructions, such as number of copies, printing in color or black-and-white, centering, reducing, and so forth....

Important Reminder About Paper Sizes
Do you print on A4 or US Letter Size Paper? Before printing, it is best to set SignBank to your Default Paper Size. You only need to do this once. Refer to the page Set Your Paper Size.

Once the printing is finished...
you will find yourself back in SignBank!
SignBank 1: Two Preview-Print Formats

Preview-Print Format 1
Found Set Sorted by Words

Preview-Print Format 2
Entire Dictionary Sorted by Words

A, a
a lot
abbreviate (1) condense or shorten a word
address
Africa
airplane
all
almost
also
America
among
and (1)
and (2)
anyway (1) no matter
apple
apply (01) apply for a job
appreciate
argue (1) to argue
argue (2) to argue intensely
army
ask (2) you ask me
baby
ball
SignBank 2 Search By Signs

1. Scroll through the list and click on a sign...

2. The Sign appears in the Sign Box...

3. The Word definition appears in the Word Box.

4. The Sign Spelling is listed here in SSS.
### SignBank 2: Preview-Print Format 3

**Click on Preview-Print Format 3**

Entire Dictionary Sorted by Signs

...see next page for sample...

<table>
<thead>
<tr>
<th>Sign</th>
<th>Translation</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="" alt="Sign" /></td>
<td><strong>come</strong> (1) you come to me</td>
</tr>
<tr>
<td><img src="" alt="Sign" /></td>
<td><strong>ask</strong> (2) you ask me</td>
</tr>
<tr>
<td><img src="" alt="Sign" /></td>
<td><strong>cry</strong></td>
</tr>
</tbody>
</table>

---
**SignBank 2: Preview-Print Format 3**

Entire Dictionary Sorted by Sign-Symbol-Sequence with Headers in SignWriting

<table>
<thead>
<tr>
<th>Symbol Section Headers</th>
<th>Lookup Signs Top &amp; Bottom</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>come (1) you come to me</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ask (2) you ask me</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>cry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
The Red Box shows this is SignBank 3.

1. The Sign appears in the Sign Box.

2. The Word appears in the Word Box.

3. The Picture appears in the Picture Box.

monkey
SignBank 3: Four Preview-Print Formats

Format 4: Sort by SSS
Print or Preview a Found Set of Signs with Pictures

Format 5: Sort by Words
Print or Preview a Found Set of Signs with Pictures

Format 6: Sort by SSS
Print or Preview All Signs with Pictures

Format 7: Sort by Words
Print or Preview All Signs with Pictures

monkey
SignBank 3: Preview-Print Formats 4 & 6

Picture Dictionary Sorted by Signs with Headers in the Sign-Symbol-Sequence

SSS Section Headers

Lookup Signs Top & Bottom

bears

monkey
SignBank 3: Preview-Print Formats 5 & 7

Picture Dictionary Sorted by Words
with Headers in the Alphabet

A

apple

apple

airplane
SignBank 4 Video Dictionary

1. The Sign appears in the Sign Box
2. The Word appears in the Word Box
3. The Video appears in the Video Box

The Red Box shows this is SignBank 4

monkey
SignBank 5 Animated Dictionary

1. The Sign appears in the Sign Box
2. The Word appears in the Word Box
3. The Animated Sign appears in the Animation Box

The Red Box shows this is SignBank 5
SignBank 6 Bilingual & Multilingual Dictionaries

1. Search Sign in the main database
2. Search Word in the main database
3. Same Sign in other countries
4. Same Word in other countries
5. The Country or Region is marked by its flag
SignBank 6: Preview-Print Formats 8 & 9

Multilingual Dictionary Preview-Print Format

monkey

macaco

affe
SignBank 6: Preview-Print Formats 10 & 11

To Preview or Print Bilingual Dictionaries

1. Choose the second country:

   Bilingual Pull Down Menu
   Click on this box to choose the country for bilingual dictionaries

2. Click on the Bilingual Format

Your country will appear on the left and the other on the right:
4. The Chosen Symbol appears with an ID number, name & illustration.

2. ...or...Scroll through the Sign Symbol Sequence...

3. Click on the Symbol you want

1. Click on arrows to leaf through Symbols At A Glance...
SignBank 8 Search By Symbols Directory

Click on the **Search Routine** you want

Any Sign With...

1. **Exact Sign Spellings**
2. **Symbol Combinations**
3. **Best Guess Sign-Spellings**
4. **Basic Symbol With Undefined Rotation**
5. **Sign Classes Symbol Groups**
SignBank 9-14: Search By Symbols

1. Click on arrows to leaf through Symbols At A Glance.
2. ...or... Scroll through the Sign Symbol Sequence.
3. Click on the Symbol you want to search with.
4. The Search Symbol appears in the Search Column. This process can be repeated as many times as you wish, creating a list of Search Symbols.
5. Press the Find Signs Button to search for signs that use the Search Symbols.
6. All Signs that include any one of the Search Symbols are now listed.
1. **The Red Box** marks the Search Routine.

2. **Search Symbols Listed Here**
   The previous page explains how to find these Search Symbols.

3. **Press the Find Signs Button**, to search for signs that use the Search Symbols.

4. **Press the Save in File Button**, to save the ID numbers of the found-set of signs in a text file on your desktop.

5. **Repeat** steps 2, 3 and 4 to find as many sets of signs you wish. This will place several text files on your desktop.

6. **Preview or Print** the current Found-Set of signs listed here...

For a more detailed explanation, continue to the next page...
3. The Files will automatically be saved in your Country Folder

1. When you press the Save in File Button
2. The Export Menu appears

Export Records to File

Name: My Signs Group 1
Type: Tab-Separated Text

4. Name the file
5. Press Save

continued next page...
SignBank 9-14: Saving Found-Sets, Part 3

To search for, and save a second set of signs....

1. Press the Clear Button to clear the previous search....

2. The Search Column is now empty.

3. Search for a new group of symbols by clicking on Symbols At A Glance, or scrolling through the Sign Symbol Sequence (Refer to the section "Search by Symbols").

4. Press the Find Signs Button, to find signs that use the Search Symbols.

5. Press the Save Button, to save the set for future use.

...continued next page...
Saved Found-Sets can be imported and compared with each other...

Later...
You can use these saved sets as vocabulary lists. You can import them to print them, or send them to other SignBank users, so they can print and compare them too.
1. When you press the Import Set Button
2. The Open Menu appears
3. Navigate to find the file you wish to import...
4. Click the file
5. Press Open

continued next page...
SignBank 9-14: Importing Found-Sets, Part 2

...continued from previous page

4. Preview or Print the imported signs listed here...

3. Scroll down to read them all, if there are many signs in the imported file.

2. The Imported Signs appear in the Sign Column.

1. Press the Import Signs Button, to bring in a saved file.

The Red Box marks the Search Routine

come (1) you come to me

ask (2) you ask me

Save in File  Compare Set

Import Set  Find Signs
SignBank 9-14: Comparing Found-Set, Part 1
Finding Signs With Common Features

1. When you press the Compare Set Button
2. The Open Menu appears
3. Navigate to find the file you wish to compare...
4. Click the file
5. Press Open

continued next page...
SignBank 9-14: Comparing Found-Set, Part 2
Finding Signs With Common Features

1. The Red Box is important. Take note where you are! Each Search Routine, marked by numbers 9-14, will compare Found-Set differently, finding different common denominators. See SignBank 8.

2. Press the Compare Set Button to compare signs in the current list, with signs in a saved file.

3. The Signs With Common Features appear in the Sign Column.

4. Scroll down to read them all, if there are many signs in the compared set...

5. Preview or Print the compared set listed here...

...continued from previous page
The SignBank Editor
Dictionaries are created in The SignBank Editor. The Editor is a separate yet related database that provides the information read in the Portal. It is for advanced users.

1. Edit, add and delete signs, words, illustrations, video and animation.
2. Establish Sign-Spellings with the Sign-Symbol-Sequence (SSS).
3. Sort the entire dictionary by SSS.
4. Add signs from other countries.

To Start The Editor:

1. Click on the Editor Button in the Navigation Panel.
2. Click on the Center of the picture in the Editor Screen.
Editor 1: Open in Sign-Symbol-Sequence

When you first open the SignBank Editor, the signs are automatically sorted by Sign-Symbol-Sequence (SSS). The opening default is set to "Sort by Signs".

1. The First Sign
   using the first symbol in the Sign Symbol Sequence starts the list. The entire dictionary is sorted by signs.

2. The word definitions are not in alphabetical order when you first open the Editor. You can change this, by using the Sort By Words Command. See next page...

...continues next page...
Editor Command: Sort Editor by Words

To change the sort order from "Sorting by Signs" to "Sorting by Words", click on the Sort Editor by Words button. Now the entire Editor is in alphabetical order:

1. The Sort Editor by Words button changes the entire Editor to list records by alphabetical order.

2. Now the word definitions rule. The list begins with the letter "A" from the alphabet.

...continues next page...
Editor Command: Sort Dictionary by SSS

To change the sort order from "Sorting by Words" to "Sorting by Signs", click on the Sort Dictionary by SSS button. Now the entire dictionary is sorted by signs:

1. The Sort Dictionary by SSS button changes the entire Editor to list records by signs (SSS).

2. When you click on the Sort Dictionary by SSS button, the Sign Symbol Sequence rules. The list begins with the first symbol in the SSS.
Editor Command: Browse Records

1. The Browse Book
   - Lets you leaf through the entire database, one record at a time. Click on a page in the book and the records will change one by one.

2. Browse by Words
   - Click on the Sort by Words button, and then click on pages in the Browse Book.

3. Browse by Signs
   - Click on the Sort by SSS button, and then click on pages in the Browse Book.
Editor Command: Find Record

Before adding a new sign, first check to see if it is in the dictionary. To do this, browse through the records, or use the Find Record Command.

1. Slow Method
   Browse through the records one by one by clicking on this book...

2. Faster Method
   Click the Find Record Button to start a Word Search

3. In Find Mode, a cursor will automatically appear in the Word Box

...continues next page...
Editor Command: Find Record

...continued from previous page...

4. Type the Search Word and then press the Return or Enter Key.

5. Number of Found Records.

6. Browse through the records to review the signs you found...


...continues next page...
Editor Command: List All Records

To change from "Find Mode" back to the entire database, click on the List All Records button. You will leave Find Mode and return to the entire list.

1. Find Mode is marked by these words: Found 2
   This means that the Browse Book is browsing the Found Records and not the whole database.

2. Click on the List All Records button to leave Find Mode, and return to the entire database.
1. In this example, there are two found records.

2. Click on the Duplicate Record button to duplicate the current sign you see on the screen.

3. Now you have three Found Records. (The duplicate is added to the found set.)
Editor Command: Delete Record

1. In this example, there are three found records.

2. Click on the Delete Record button to delete the current sign you see on the screen.

3. Now you have two Found Records (One record was thrown out)
Editor Command: Create a New Record

1. Click on the **New Record** button to start a new record.

2. A **Blank Record** appears, ready for you to add a new sign and word definition.
**Editor Command: Add SignWriting Graphic**

Before you start, be sure to click on the **New Record Button** (explained on the previous page...)

1. To add a new SignWriting graphic (GIF or JPEG), click in the center of the blank **Sign Box**.

2. The **Insert Picture** window will appear. Navigate to the graphic you wish to insert, and double-click on the name of the graphic. It will appear in the **Sign Box**.

SignWriting graphics files must be either **GIFs** or **JPEGs**. They are always stored in the same SignBank Archives Folder.
Editor Command: Add Word Definitions

1. **Type Word Definition**
   Default is Arial Bold 12pt

2. **Bold First Word**
   Best for looking up words.

3. **Plain Text Following First Word**
   To change to Plain Text, select the type and under the Format Menu, change the style.

```
monkey
```

```
monkey (1) ape, gorilla
```
Editor Task: Create A Sign-Spelling Part 1

Each new entry must be given a **Sign-Spelling**.

Sign-Spellings are mandatory, since sorting by SSS is based upon them.

Sign-Spellings are established in the **Spelling Column**.

---

How To Create A Sign-Spelling

Choose the first symbol...

1. Scroll through the **Sign Symbol Sequence**

2. Find the symbol you want, and click on it...

...continued next page...
Editor Task: Create A Sign-Spelling Part 2


3. The symbol you chose appears in the Selected Symbol Box.
   But it does not have the correct palm facing or rotation yet...

continued from previous page...

2. When you click on the symbol you want in the SSS Column...

...continues next page...
6. Click on the **Spelling Box Arrow** to insert the Selected Symbol into the first Spelling Box.

7. The **Selected Symbol** is inserted into the first Spelling Box.

   This means that the Spelling for this sign starts with this symbol.

   **continued from previous page...**

4. When you click on the symbol rotation in **Symbol At-A-Glance**...

5. The chosen symbol appears in the **Selected Symbol Box**.

...continues next page...
Editor Command: Save Sign Spelling Part 1

continued from previous page...

8. Fill the Spelling Column, one symbol and one Spelling Box at a time, by repeating steps 1-7 explained on the previous pages....

9. Important! Click on the Save Sign Spelling Button, to make the spelling official....
continued from previous page...

10. When you push the Save Sign Spelling button, little numbers appear in each Spelling Box. These numbers show the official sequence you just saved.

11. Unhappy with your choice? You can change the numbers. Then click on the Save Sign Spelling Button again.
**Editor Command:** Place New Sign in Database

The new sign will not be a part of the entire database until you "make it official". To do this, click on the Sort Dictionary by SSS button. The database will "think" for a few minutes. It is placing your new sign into the database, sorting it by SSS.

---

12. Click on the **Sort Dictionary by SSS** button, to make your new sign an official part of the database.

...continues next page...
Testing in the Portal

Your newly created sign should now be available in the SignBank Portal. It is a good idea to test this, to see if you are happy with your new entry.

continued from previous page...

13. **Open the Portal** to see if your sign successfully made it into the database.

- mingle
- money
- monkey
- morning
- name
- Nicaragua (1)
- Nicaragua (2)
- night (1) all night
- Norway
- our
- Peru
- share (1)
- share (2)
- share (3)
- sign
- snow
- son
- Spain
- sun
- Switzerland
- Taiwan
- take class (1)
- take class (2)
- talk (1)
- talk (2)
1. The **New Sign** is in the Sign Box

2. The **New Word** is in the Word Box

3. Insert **QuickTime** video clip

4. Insert **QuickTime** animation clip
**Editor Task: Add QuickTime**

1. To add a QuickTime video or animation clip, click in the center of the blank Movie or Animation Box.

2. The Insert QuickTime window will appear. Navigate to the .mov file you wish to insert, and double-click on the name of the .mov file. It will appear in the Movie or Animation Box.

Video or animation must be in the .mov format in SignBank, and preferably created with QuickTime. FileMaker Pro was designed to work with QuickTime.

All .mov format files are stored in the SignBank Links folder. Once they are linked to SignBank, they cannot be moved or renamed. The link must remain the same, or errors can occur.
Editor 3: Illustrations

1. The New Sign is in the Sign Box
2. The New Word is in the Word Box
3. Insert Illustration
4. To Add signs from other countries

Picture Dictionary

monkey
**Editor Task: Add Illustrations**

1. To add an illustration or still photograph, click in the center of the Picture Box.

2. The Insert Picture window will appear. Navigate to the file you wish to insert, and double-click on the name of the illustration. It will appear in the Picture Box.

Illustrations or photos should be either GIFs or JPEGs. They should always be stored in the SignBank Archives folder.
<table>
<thead>
<tr>
<th>Translation</th>
<th>Word</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Affe</td>
<td>Sveiss-Deutsch</td>
</tr>
<tr>
<td></td>
<td>mono</td>
<td>España-Español</td>
</tr>
<tr>
<td></td>
<td>macaco</td>
<td>Brasil-Português</td>
</tr>
</tbody>
</table>
1. To add a sign from another country, click in the center of the Sign Box.

2. The Insert Picture window will appear. Navigate to the sign you wish to insert, and double click on the name of the file.
<table>
<thead>
<tr>
<th>Sign</th>
<th>Word</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>macaco</td>
<td>Brasil-Português</td>
</tr>
<tr>
<td></td>
<td>affe</td>
<td>Deutsch-Deutschland</td>
</tr>
<tr>
<td></td>
<td>mono</td>
<td>Brasil-Português Canada-English Danmark-Dansk Deutsch-Deutschland España-Español France-Français Great Britain-English Ireland-English Italia- Italiano Mexico-Español Nicaragua-Español Norge-Norsk</td>
</tr>
</tbody>
</table>

3. The sign is inserted into the **Sign Box**.
4. Type the **Word Definition** here.
5. To add the country name and **flag**, click on the blank box.
6. A Pull-Down **Menu** will appear. Click on the country.

continued from previous page...
A Database of Symbols
SignWriting has thousands of visual symbols that are easy to read. In fact, most readers do not realize how many symbols there are, since they recognize them with little or no study. But writers and researchers do need to know each symbol in detail. SymbolBank solves the problem! Look up each symbol with an identification number, or visually scan the list to find the symbol descriptions.

To Start SymbolBank:
1. Click on SymbolBank in the Navigation Panel.
2. Click the Center of the SymbolBank Screen.
SymbolBank

1. Symbol illustration
2. SignWriting symbol
3. Identification number

5. Browse through list one entry at a time
6. Amount of entries
7. Sort SymbolBank
8. Word descriptions

Category: 01 Hands
Group: 01-01 Index Finger
Symbol: 01-01-001 Index
Variation: 01-01-001-01 Fist Thumb Over
Fill: 01-01-001-01-01 Palm Wall Front
Rotation: 01-01-001-01-01 CCW-1 Up
Notes: Index finger straight up. Palm faces the chest. Palm with the Front Wall. Right hand. Tight Fist.

Sutton's SymbolBank: www.SignBank.org/symb...
Sign-Symbol-Sequence™ Visual Listing

1. SignWriting symbol
2. Identification number
3. Layout name
4. Browse through list one entry at a time
5. Amount of entries
6. Sort SymbolBank

SymbolBank.fp5
Sutton-Symbol-Sequence 2000

Records: 6789
Unsorted

Sutton's SymbolBank: www.SignBank.org/
Sign-Symbol-Sequence™ with Words

1. **SignWriting**
   - Symbol

2. **Identification**
   - Number with words

3. **Layout**
   - Name

4. **Browse**
   - Through list one entry at a time

5. **Amount**
   - Of entries

6. **Sort**
   - SymbolBank

Sutton-Symbol-Sequence 200

Index

- Category Group Symbol Variation
- Category Group Symbol Variation
- Category Group Symbol Variation
- Category Group Symbol Variation
- Category Group Symbol Variation
- Category Group Symbol Variation

Sutton's SymbolBank: www.SignBank.org/
SignBank File Structure
Children's Illustrations Folder

- Childrens Illustrations
- Sign Illustrations
- SignWriting Illustrations
- Symbol Illustrations

- 1.gif
- 2.gif
- 3.gif
- 4.gif
- 5.gif
- 6.gif
- 7.gif
- 8.gif
- A,a.gif
- Africa.jpg
- airplane-01.gif
- airplane-02.gif
- America-01.jpg
- America-02.jpg
- ape-01.jpg
- ape-02.jpg
- apple.gif
- army.jpg
- Australia.jpg
- B,b.gif
- baby-01.jpg
- baby-02.jpg
- ball.gif
SignBank File Structure
Signs Folder

- SignWriting CHde
- SignWriting DE
- SignWriting NO
- SignWriting US

Symbols Folder

- Illustrations
- SignWriting Signs
- SignWriting Symbols

- Category01-Hand
- Category02-Movement
- Category03-Face
- Category04-Head
- Category05-UpperBody
- Category06-Limb
- Category07-FullBody
- Category08-Space
- Category09-Dynamics
- Category1...ctuation
COPYING SIGNS FROM THE SIGNBANK PORTAL TO MICROSOFT WORD or other programs...

1. Open Microsoft Word or another program
2. Open SignBank with either password: 12345 or 54321.
3. Open the SignBank Portal.
4. You now have the SignBank Portal window, and the Microsoft Word window open at the same time.
5. Click on the sign in the SignBank Portal. DO NOT choose Copy.
6. Click on the Microsoft Word window. Choose Paste. The sign pastes into the Word document:

2. Open another program (like Word) and paste.

1. Click on the sign in SignBank
COPYING SIGNS FROM THE SIGNBANK EDITOR TO MICROSOFT WORD or other programs...

1. Open Microsoft Word or another program.
2. Open SignBank. Be sure to use the Password for Editors: 54321.
3. Open the SignBankEditor.
4. You now have the SignBankEditor window, and the Microsoft Word window open at the same time.
5. Click on the sign in the box in the SignBank Editor. Choose Copy.
6. Click on the Microsoft Word window. Choose Paste. The sign pastes into the Word document:

Do Deaf people dream in Sign Language?
Dragging and Dropping Signs from the SignBank Editor to Microsoft Word, Part 1

Instead of copying and pasting, you can also "drag and drop" signs from the SignBank Editor to Microsoft Word or other programs...

To do this, enter the SignBank Editor. Under the FileMaker Pro Menu in the top left corner, choose Preferences. Choose Application...

...continued next page...
DRAGGING and DROPPING SIGNS FROM THE SIGNBANK EDITOR TO MICROSOFT WORD, Part 2

...continued from previous page...

Check the Enable drag and drop button

...continued next page...

Application Preferences

- General
- Layout
- Memory
- Plug-Ins

- Enable drag and drop text selection
  - Show templates in New Database dialog
  - Show recently opened files: 4

User Name

- System: “Central”
  - Custom:

Network protocol: TCP/IP

Reset dialog sizes and positions: Reset

Cancel  OK
DRAGGING and DROPPING SIGNS FROM THE SIGNBANK EDITOR TO MICROSOFT WORD, Part 3

...continued from previous page...

You can now drag a sign from the SignBank Editor into Microsoft Word, or other programs, on some computers.

Drag the sign with your mouse from SignBank to Word....

This one I used drag and drop... I dragged it from SignBank Editor into Word....
COPYING ILLUSTRATIONS FROM THE SIGNBANK EDITOR TO MICROSOFT WORD

In the SignBankEditor, there are other layouts. For example, there is a layout for adding illustrations. Change to the "add illustration" page. You can "copy or paste", or "drag and drop" illustrations to MicroSoft Word too:

In summary, copying and pasting, and dragging and dropping works in the SignBankEditor, and also in SymbolBank. The SignBankPortal is the exception. It works differently. You cannot drag and drop from the Portal. But you can click on a sign in the Portal, which will place the sign on your computer's clipboard, so that it can be pasted into other programs later.
COPYING SYMBOLS FROM SYMBOLBANK TO MICROSOFT WORD or other programs...

In SymbolBank, individual symbols can be copied and pasted into other software programs, such as Microsoft Word. If you enable the Drag and Drop Preference, you can drag and drop the symbols from one program to another, or use the copy and paste commands (see previous pages).
How To Transfer Signs From
SignWriter DOS to SignBank 2002

On Macintosh OS X or Windows
...converting old SignWriter files to better graphics...

SignWriter DOS is the "typewriter" for SignWriting. But the old DOS format is not graphically beautiful, and symbols are typed with jagged edges. To smooth the graphics, you will need to transfer your DOS files into SignWriter Java, which will convert the SignWriting symbols to "better looking graphics". Once the symbols look better, you can create a GIF or JPEG of each sign in Photoshop or another graphics program, and then paste the graphic into SignBank 2002.

To do this transfer, you will need these four programs (Photoshop can be replaced by any graphics program that can create a GIF):

- Adobe Photoshop 7
- SignBank 2002
- SignWriter DOS
- SignWriter Java
1. Open the SignWriter DOS folder:

2. Type the files you want, in SignWriter DOS, and save those files. They are called ".sgn" files.

3. To convert your files to good looking graphics, select the files and drag them to the SignWriter Java folder:

Transfer your DOS .sgn files to the SignWriter Java folder.
4. Open the SignWriter Java program.

5. Be sure your DOS files are lower case "sgn" files. SignWriter Java cannot convert the files, if the .SGN is in capital letters...it has to be .sgn....

6. Open your files in SignWriter Java. This will automatically convert them to the "better looking graphics".

7. Then create a screen capture of the sign you want to enter into SignBank. Screen captures are done differently on different computers. In the diagram below, the sign for "hello" in ASL is being "captured", which means it is copied to the clipboard, so you can paste it into a graphics program:

In SignWriter Java, create a screen capture of the sign. This will copy the sign to the clipboard....
8. Open the screen capture in a graphics program, such as Photoshop. Make the canvas 86 pixels by 86 pixels. If the sign is bigger than that, and gets cut off, then make the canvas larger to accommodate the sign...but generally, if you can...try to keep the canvas size as close to 86 X 86 pixels as possible. Save the sign as a GIF. Low resolution is fine.
9. Place the GIF in the SignBank Archives, in the SignWriting folder for your country. For example, the folder for the USA is named "SignWriting US".

- hearing-person-01-US.gif
- heavy-01-US.gif
- hello-01-US.gif
- hello-02-US.gif
- help-01-US.gif
- help-02-US.gif
ADDING SIGNS TO SIGNBANK

2. Type the Password for Editors: 54321.
3. Once the program is open, you need to go to THE SIGNBANK EDITOR.
4. Click on the SignBank Editor Button in the Navigation Bar.
5. Click on the Editor Splash screen.
6. The SignBank Editor opens.

7. To add a new sign, click on the “New Record” icon on the left-bottom of the screen:
8. Click on the empty Sign Box (the place where you want to insert your new sign).
9. Find the sign you want to insert by navigating to the SignBank Archives, to the folder where you placed your new sign: Click on the name of the sign:

10. Your sign will now be inserted into the Sign Box.

11. Place your cursor in the Word Box and type the word definition for the sign.
SIGNBANK IN LINGUISTIC RESEARCH

Researchers at the Forschungszentrum für Gebärdensprache, the Center For Sign Language Research, in Basel, and GS-MEDIA in Zurich, Switzerland, directed by Dr. Penny Boyes Braem, will test SignBank for use in linguistic research. SignBank will be a part of a Swiss National Science Funds project creating a database in Swiss-German Sign Language.

SIGNBANK IN DEAF EDUCATION

Below: Teacher and researcher Cecilia Flood presents SignWriting to young deaf students at Hodgin Elementary School in Albuquerque, New Mexico. These and other Deaf students, some as young as age 8, will use SignBank in four classrooms at Hodgin Elementary School. Other classrooms are welcome too. Contact Sutton@SignBank.org.
SignBank is specially-designed database software for Sign Language Dictionaries written in Sutton SignWriting...

The ultimate tool for SignWriting users!

In FileMaker Pro 5.0 or later For Macintosh or Windows

SignBank® 2002
The SignWriting® Online Dictionary
Box 517 • La Jolla • CA • 92038-0517 • USA
tel: 858-456-0098
www.SignBank.org • Sutton@SignBank.org