

STEP 1: Ask how the user will indicate “Yes.” Then ask how they will indicate “No.” Confirm you understand each by repeating back.

STEP 2: Slowly say the name of the underlined letter down the first column. User will only indicate “yes” when you get to the row they want. If they do not respond yes, go to the next row.



STEP 3: After the user selects the row, slowly call out the letters/words across that row. If they do not respond, go on to the next letter.

Repeat steps 2 and 3 until the user has spelled a word. It helps to write letters as you go to keep track.

<u>A</u>	B	C	D	SPACE	CATEGORIES – TURN BOARD OVER					
<u>E</u>	F	G	H	MISTAKE	START OVER					
<u>I</u>	J	K	L	M	N					
<u>O</u>	P	Q	R	S	T					
<u>U</u>	V	W	X	Y	Z					
0	1	2	3	4	5	6	7	8	9	10

Write letters here: _____

STEP 1: Ask how the user will indicate “Yes.” Then ask how they will indicate “No.” Confirm you understand each by repeating back.

STEP 2: Say the name of the categories down the first column. Go slowly to allow the user to respond and alert you to the category they want.

STEP 3: After the category is selected, read across the list of items in the row going slowly to allow the user time to respond. They will indicate “yes” when you get to the item they want to communicate.

CATEGORY						
NEEDS	SUCTION	COUGH ASSIST	BATHROOM	MEDICATION	WIPE EYES/FACE	ABC-TURN BOARD OVER
POSITION	BED	CHAIR	UP/DOWN	HEADREST	ADJUST BODY PART	PILLOWS
BODY	HEAD/NECK	ARMS/HANDS	STOMACH	BACK/BOTTOM	LEGS/FEET	LEFT/RIGHT
FEELINGS	HOT/COLD	ITCHY	PAIN	TROUBLE BREATHING	SICK	TIRED
MY STUFF	PHONE/COMPUTER	TV/REMOTE	GLASSES/EYE DROPS	CHAPSTICK	EAT/DRINK	WASHCLOTH
SOCIAL	THANK YOU	I LOVE YOU	HOW ARE YOU?	_____	_____	_____