MATT Connect Skills Checklist

Mastery level can be marked as I (introduced), P (progressing), M (mastered), or as instructor sees fit.

NOTE: The skills listed here are specific to the MATT Connect video magnifier. Basic CCTV skills are not included on this list.

# Device Setup and Orientation

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Open stand | With unit placed on flat surface, handle facing user, lift up from the handle while holding base with other hand to unfold the unit; unfold top panel |  |  |  |
| Power on distance camera | Press and hold the round power button on the top center of distance camera; the camera lens will open |  |  |  |
| Attach distance camera | Insert camera stick into one of two slots at the top of the stand (located above hinges on right and left) |  |  |  |
| Power on tablet | Press and hold the power button (first button on bottom, right edge of tablet) |  |  |  |
| Adjust volume | Press rocker switch to right to turn volume up; press rocker switch to left to turn volume down (located to the left of the power button) |  |  |  |
| Power down tablet | Press and hold the power button; select “Power off” from the onscreen menu |  |  |  |

# Charging and Storage

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Connect tablet power supply cable | Plug power supply cable into recharge port (second round port from the bottom on right edge of tablet), then plug cable in to outlet |  |  |  |
| Connect distance camera power supply cable | With lens facing away from user, locate the port cover on the left of the camera (located under toggle switch); open cover and insert the power supply cable into the micro-USB port, then insert USB connector into charging block and plug in to an outlet |  |  |  |
| Collapse stand | Remove any documents/items from the stand base; remove distance camera stick from stand; fold top panel down and back to the stand; fold back of stand down towards base  NOTE: If tablet power supply is connected, disconnect cable before collapsing stand. |  |  |  |
| Return to carrying-case | Collect any cables, the tablet in the folded stand, and the distance camera; place all items into carrying case for storage and portability |  |  |  |

# Basic Interface

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Choose contrast colors | Tap contrast button to cycle through contrast options until desired setting is displayed | Contrast button icon |  |  |
| Switch to distance viewing | Tap distance button  NOTE: Power on distance camera first | Distance button icon |  |  |
| Return to magnifier | Press the back button at the bottom left of the screen | Back button icon |  |  |
| Zoom out | Tap zoom out button or use pinch and zoom gesture on tablet; in distance mode, user can also use the zoom control on the distance camera (downward press on toggle switch on left side of camera) | Zoom out button icon |  |  |
| Zoom in | Tap zoom in button or use pinch and zoom gesture; in distance mode, user can also use the zoom control on the distance camera (upward press on toggle switch on left side of camera) | Zoom in button icon |  |  |
| Hide Button Bar | 1 Finger Swipe top to bottom just above buttons |  |  |  |
| Show Button Bar | 1 Finger Tap arrow icon at bottom center of screen or 1 Finger Swipe bottom to top |  |  |  |
| Auto Focus | 1 Finger double tap to turn auto focus on/off |  |  |  |

# Standard Interface (building upon skills mastered in Basic Interface)

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Access Gallery content | Tap gallery button | Gallery button icon |  |  |
| Navigate Gallery | Swipe right or left; use left and right arrow buttons | Navigate left button iconNavigate right button icon |  |  |
| Capture an image | Tap capture button | Capture button icon |  |  |
| Decrease magnification to observe full page | Press and hold zoom out button (paper under magnifier should be in landscape orientation and the button bar collapsed) | Zoom out button icon |  |  |
| Full page capture | Lift tablet screen until it vibrates to indicate full page; press the arrow button to show button bar; tap the capture button; once the document is captured it will automatically save to the gallery | Capture button icon |  |  |
| Initialize reading mode | Tap read button or 1 Finger Long Press for count of 2 seconds | Read button icon |  |  |
| Stop/pause reading | Tap read button OR 1 Finger Long Press for count of 2 seconds | Read button icon |  |  |

# Advanced Interface (building upon skills mastered in Standard Interface)

## Advanced Interface: Carousel Menu

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Navigate the carousel menu | Swipe right or left |  |  |  |
| Open Calculator app | Tap calculator icon within carousel menu | Calculator icon |  |  |
| Open Bookshare app | Tap books icon within carousel menu | Books icon |  |  |
| Open Distance viewing | Tap distance icon within carousel menu | Distance app icon |  |  |
| Open APH Toolbox | Tap APH icon within carousel menu | APH Toolbox icon |  |  |
| Open Magnifier | Tap magnifier icon within carousel menu | Magnifier icon |  |  |
| Open Gallery | Tap gallery icon within carousel menu | Gallery icon |  |  |
| Open Settings menu | Tap settings icon within carousel menu | Settings icon |  |  |
| Open Help menu | Tap the help icon within carousel menu | Help icon |  |  |
| Go to Main Carousel from anywhere in Prodigi App | 2 Finger Double Tap |  |  |  |

## Advanced Interface: Android Screen

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Go to Android Screen from Prodigi App | 4 or 5 Finger Long Press |  |  |  |
| Go to Prodigi app | Tap Prodigi icon | Prodigi icon |  |  |
| Android screen back | Tap left-pointing arrow button at bottom of screen | Back button icon |  |  |
| Android screen home | Tap circle button at bottom of screen | Andoid home button - circle |  |  |
| Android screen recent apps | Tap square button at bottom of screen | Android recent app button - square |  |  |

## Advanced Interface: Magnifier App

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Hand gesture zoom | 2 Finger Pinch |  |  |  |
| Hand gesture contrast cycle | 1 Finger Swipe Top to Bottom on right side of screen |  |  |  |
| Go back one level | Tap back button | Back button icon |  |  |
| Open settings | Tap settings button | Settings button icon |  |  |
| Turn light on/off | Tap light button | Light button icon |  |  |
| Save image (if page has been captured) | Tap save button | Save button icon |  |  |
| Increase Speech Rate | Swipe left |  |  |  |
| Decrease Speech Rate | Swipe right |  |  |  |
| Speech On/Off (Toggle) | 1 Finger Double Tap |  |  |  |
| Adjust Reading Settings | Tap settings button | Settings button icon |  |  |

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## Advanced Interface: Multi Capture

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Activate Multi Capture | 1 Finger Swipe top to bottom on left side of screen |  |  |  |
| Adjust tablet 90 degrees | Place page under magnifier (Landscape orientation) |  |  |  |
| Capture Image | Tap capture button | Capture button icon |  |  |
| Repeat “Capture Image” until all images are captured | Tap capture button observe that all captured images are automatically saved to the gallery | Capture button icon |  |  |
| View captured documents | Tap double page button | Page button icon |  |  |
| Delete a page | Long Press on the page you wish to delete and tap Yes to confirm deletion |  |  |  |
| Replace a page | Long Press on the page you wish to replace> Tap Replace> Tap Yes and capture a new page |  |  |  |
| Insert a page | Long Press on the page where you wish to insert a new page> Tap Insert and capture a new page |  |  |  |
| Append one or several pages | Long Press on any page in a multi capture document and tap Append> Capture your document. The pages will be added to the end of the multipage document. |  |  |  |
| Go back one level (repeat until exit) | Tap back button | Back button icon |  |  |

## Advanced Interface: Distance App

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Zoom out | Tap zoom out button or use pinch and zoom gesture on tablet; in distance mode, user can also use the zoom control on the distance camera (downward press on toggle switch on left side of camera) | Zoom out button icon |  |  |
| Zoom in | Tap zoom in button or use pinch and zoom gesture; in distance mode, user can also use the zoom control on the distance camera (upward press on toggle switch on left side of camera) | Zoom in button icon |  |  |
| Switch between distance and magnification | Swipe left to right |  |  |  |
| Choose Split Screen | 1 Finger tap arrow on left side of screen |  |  |  |
| Return to full magnification | 1 Finger tap bottom of split screen |  |  |  |
| Return to full distance | 1 Finger tap top of split screen |  |  |  |
| Capture distance image | Tap camera button (captured images can be accessed from the gallery in the distance folder) | Capture button icon |  |  |

## Advanced Interface: Gallery

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Access Gallery | Tap gallery button | Gallery icon |  |  |
| Open Document/ File | Tap document or file icon | File icon |  |  |
| Access Action Menu | Long Press on document or file icon | File icon |  |  |
| Rename Document | Long Press on document or file icon> Select Rename Document> Use onscreen keyboard or Bluetooth Keyboard Press Enter to Save Name | File icon |  |  |
| Move a Document | Long Press on Document> Select Move> Select Create New Category>Type New Name> Press Enter to Save New Category | File icon |  |  |
| Delete a Document | Long Press on Document> Select Delete Document> Confirm Delete Document “Yes” | File icon |  |  |
| Export text from document to a text file in Android file system | Long Press on the document containing text you wish to export> Tap Export OCR text> OCR text will be saved as a text file in the root of your tablet |  |  |  |
| Move an image captured within the Distance camera to the gallery | In the Distance category, Press and Hold on the image you wish to move> Tap Move to Gallery> File will be renamed to first found word in document> File can then be moved to a category if required  NOTE: This action will need to completed if you wish to use OCR feature on an image captured in the distance application |  |  |  |

## Advanced Interface: Writing Tool

| **Skill** | **Action/Gesture** | **Image** | **Mastery Level** | **Date** |
| --- | --- | --- | --- | --- |
| Access Writing Toolbar | Tap annotation button | Annotation button icon |  |  |
| Activate Writing Tool | Tap until pencil icon is visible | Pencil icon |  |  |
| Use Writing Tool | Use 1 Finger or Stylus to write on tablet screen |  |  |  |
| Select Desired Color | Tap Color Selection button; choose from available options | Color selection button icon |  |  |
| Activate Highlight Tool | Tap until highlight icon is visible | Highlight icon |  |  |
| Use Highlight Tool | Use 1 Finger or stylus to highlight on the tablet screen |  |  |  |
| Activate Typing Tool | Tap until typing icon is visible | Typing icon |  |  |
| Use Typing Tool | Long Press on tablet screen to insert text> Type text with onscreen keyboard or Bluetooth keyboard> Tap “Send Icon” in Top Right of Text Edit Area |  |  |  |
| Reposition Text | Tap Text with One Finger- it will be outlined in red> Use 1 Finger Drag to move text to preferred location> Tap once outside of red highlight area |  |  |  |
| Resize Text | Tap Text with One Finger, it will be outlined in red> Pinch to make smaller or larger> Tap once outside of red highlight area |  |  |  |
| Erase Annotation | Select Tool to erase by tapping tool selector repeatedly> Tap erase button> Swipe 1 Finger over item to be erased |  |  |  |
| Unselect Eraser | Tap erase button | Eraser icon |  |  |