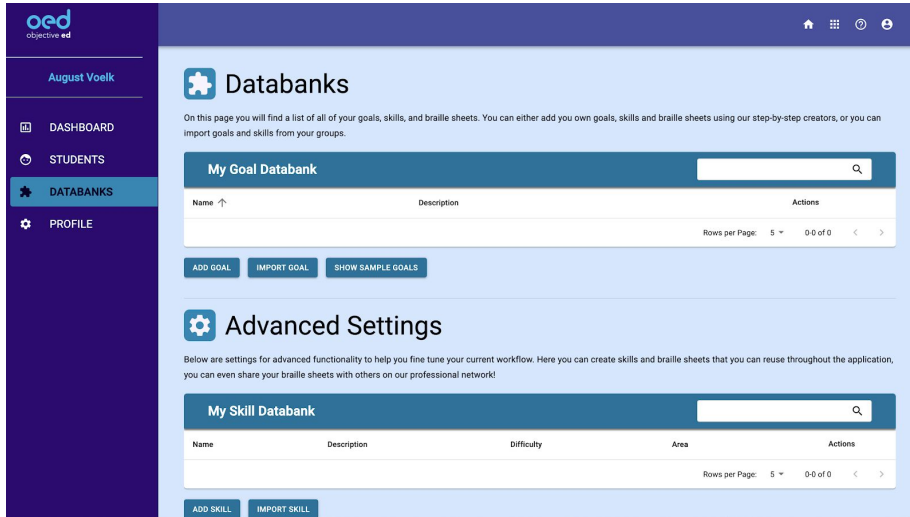


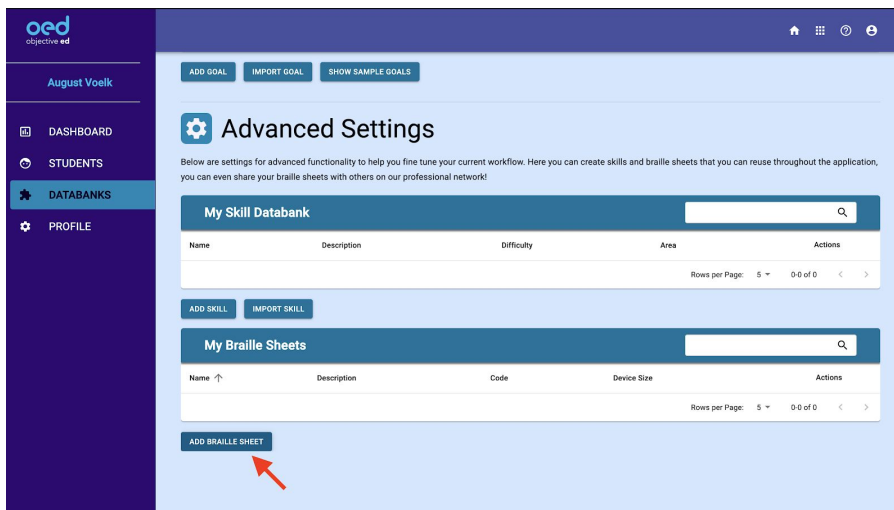
Creating Braille Sheets

This document will cover how to create a braille sheet on the system.

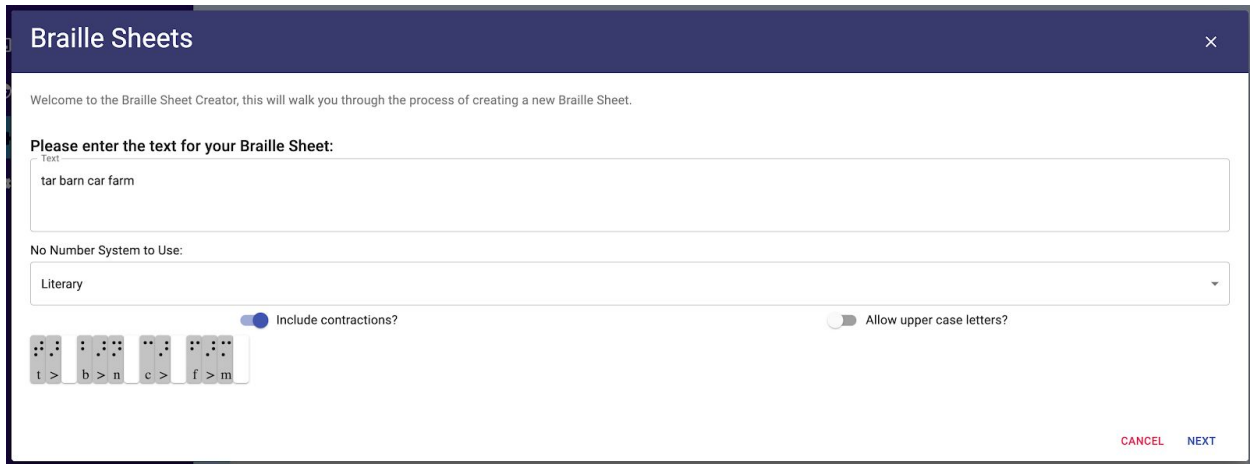
- 1). First navigate to the “Databanks” from your teacher dashboard



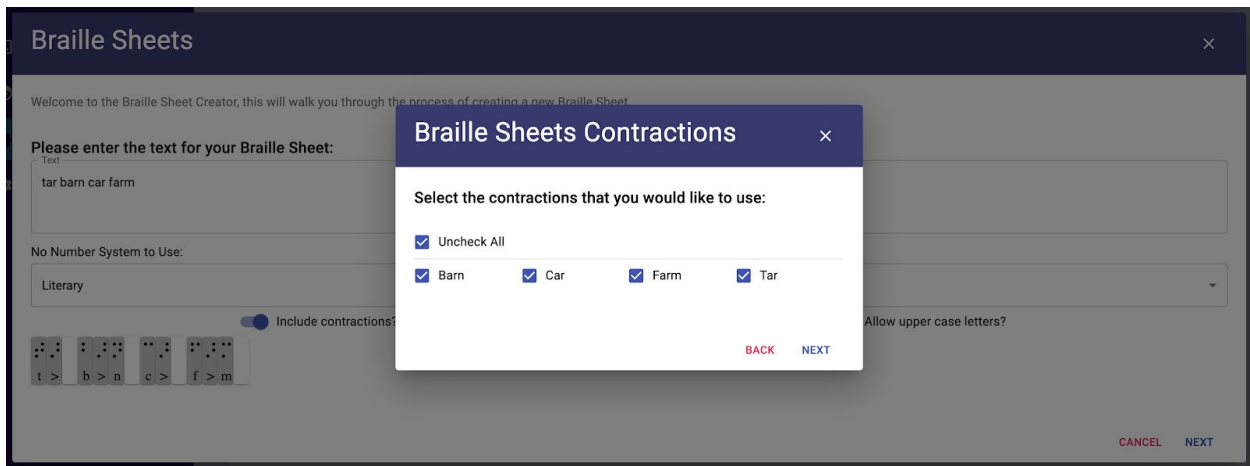
- 2). Then scroll to the bottom of the page and select “Add Braille Sheet”



3). This will open up the Braille Sheet Creator, where you can type or copy and paste your braille lesson into our website. We will translate this into UEB Braille for you, as well as give you a few options such as whether you want to include contractions, uppercase letters, and which number system you'd like to use.



4). Once you have entered all of the content you wish to include in the Braille Sheet and Press “Next” **if you have chosen to include contractions** you will have the option to select which contractions you would like included. This gives you the ability to teach some contractions but not others.



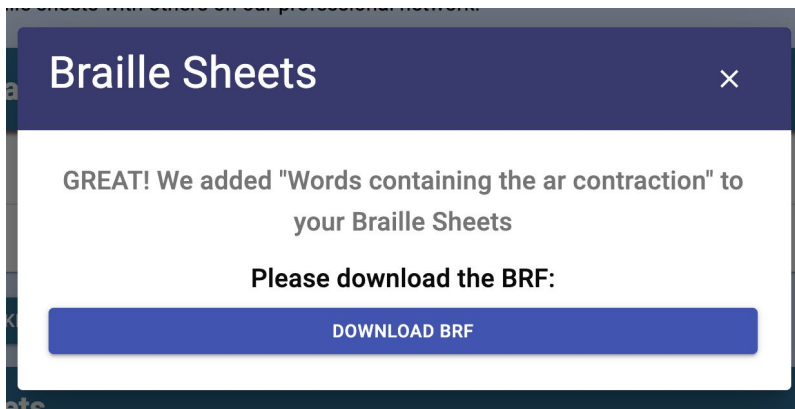
5). After this, press “Next”

The screenshot shows a form titled "Braille Sheets" with a close button (X) in the top right corner. The form contains the following sections:

- Name:** A text input field containing "Words containing the ar contraction".
- Description:** A text input field containing "A selection of words that can be used to teach the ar contraction".
- Area:** A text input field containing "Learning Contractions".
- Games that use this Sheet:** A dropdown menu showing "Braille Hunt" with a close (X) and expand (V) icon.
- Text:** The text "tar barn car farm" is displayed above a Braille keyboard. The keyboard shows the Braille characters for 't', 'b', 'c', and 'f' followed by a greater-than sign (>) and the characters 'n' and 'm'.

At the bottom right of the form, there are two buttons: "BACK" in red text and "SUBMIT" in a blue button.

6). You will be prompted to fill out some basic information about the Braille Sheet you are creating. Think of this similar to labelling or categorizing your braille lesson and content of this sheet. For the “Games that use this Sheet” field, if you are not sure which game you plan on using this sheet with, select both Braille Quiz and Braille Hunt, and press “Submit”



7). It will create the Braille Sheet and give you the option to download the BRF. This BRF will be what you will print out on your embosser and give to the student to use on the ObjectiveEd Games Application.

Next Steps...

The system will always give you a guide that walks you through the next steps after creating a braille sheet. After downloading the BRF it will prompt you to make a skill. You do not have to do this as you can always make a skill using this sheet at a later time. Please review “Creating Custom Skills (Overview)” for more information on the skill creation process. We have individual documents for creating skills for Braille Hunt and for Braille Quiz that will discuss how to make the skill and what the various options do.