

## BrailleNote APEX

Quick reference guide

### Main Menu Structure

### The KeySoft Menus

The entry point to KeySoft is the Main Menu. You can display each of these items in turn, and select one.

When you have done this, you are generally presented with another menu. The system may extend to 3 or 4 levels of sub-menu. This structure is an important aspect of KeySoft. Items are grouped together for ease of access, so a huge range of functions can be found from one starting point, the Main Menu.

### Main Menu Structure

#### **Word Processor**

- Create a Document
- Open a Document
- Emboss a Document
- Print a Document
- Setup Options

#### **Planner**

- Open Planner
- Emboss Planner
- Print Planner
- Setup Options
- KeyPlan Maintenance
- Utility

#### **Address List**

- Add Address
- Lookup Address
- Copy Addresses
- Emboss Addresses
- Print Addresses
- Setup Options

#### **Email**

- Write an Email
- Read Email
- Send and
- Receive Email
- Setup Options

#### **Internet**

- Address? Press ENTER for (...)
- List of Favorites in My Favorites Folder

#### **Chat**

- Start new Conversation
- Review Conversation
- My Availability
- Options

#### **Media Center**

- Media Player
- Record a Memo
- Playback Memos
- FM Radio
- Setup Options

#### **Book Reader**

- Read Book in which folder? Press ENTER for (...)
- List of folders on Flash Disk

#### **Scientific Calculator**

- KeyPlus

#### **Database Manager**

- Database to use? Press ENTER for (...)
- List of KeyBase files in KeyBase folder

#### **Games**

- Play which game?
- List of Game files in My Games folder

#### **File Manager**

- Directory
- Copy File
- Erase File
- Rename File
- Move File
- Protection
- Zip file
- Unzip file
- Translate File
- Folder Manager

#### **Utilities**

- Connect to Active Sync
- Synchronization
- Backup or Restore Files
- Pronunciation Dictionary
- Date and Time Set
- Install Keysoft extension
- Application Program
- Miscellaneous Options
- Language options
- Security
- Key Management

#### **Terminal for Screen Reader**

- Braille Terminal port?
- Currently (...)

#### **Keyboard Learn**

- Keyboard Learn Mode

#### **For Information press Space with I**

- Version Details

**For the Options Menu, Press Space with O, anywhere**



### Apex Models

BrailleNotes models are available with 32 or 18 cells

BrailleNote  
Apex

BT 32



BrailleNote  
Apex

QT 18



VoiceNote  
Apex

QT



VoiceNote  
Apex

BT



## Braille Table

Braille grade 1 and 2	Computer Braille
<p>1 ● ● 4 2 ● ● 5 3 ● ● 6</p> <p>The six dots of the Braille cell are arranged and numbered:</p>	<p>1 ● ● 4 2 ● ● 5 3 ● ● 6 7 ● ● 8</p> <p>In computer Braille, dots 7 and 8 are added.</p>
<p>1      4 2      5 3 ● 6</p> <p>The capital sign, dot 6, placed before a letter, makes a capital letter.</p>	<p>1      4 2      5 3      6 7 ● 8</p> <p>The capital sign, dot 7, placed before a letter, makes a capital letter</p>
<p>1      4 2 ● 5 3 ● ● 6</p> <p>The number sign, dots 3, 4, 5, 6, placed before the characters a through j, makes the numbers 1 through 0. For example: a preceded by the number sign is 1, b is 2, etc.</p>	<p>1      4 2 ● ● 5 3 ● ● 6 7 ● ● 8</p> <p>In computer Braille, dots 7 and 8 are added. Dots 2,3,5,6,7,8 are used for numbers. Dot combinations for letters a to j, one row lower, make the numbers 1 through 0. For example, number 2 is obtained by pressing dot 2 and 3</p>

## Braille Alphabet

a	b	c	d	e	f	g	h	i	j
●	●●	●●	●●	●●	●●	●●	●●	●●	●●
k	l	m	n	o	p	q	r	s	t
●●	●●	●●	●●	●●	●●	●●	●●	●●	●●
u	v	w	x	y	z	capital sign	number sign	period	comma
●●	●●	●●	●●	●●	●●	●	●●	●●	●