AT Quick Guide

Using WordQ for Beginning Writers

Introduction: Word Q is a program that predicts words as you type them, and reads text out loud to help with editing. It does not work alone but works "over" or with other programs such as word, the web and PowerPoint.
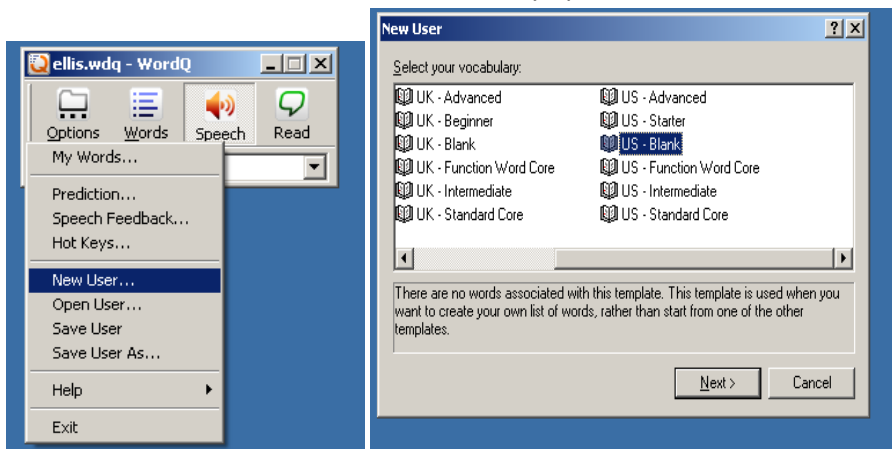
This quick guide will show you how to use WordQ with emergent writers by using the "blank" vocabulary option. This option can build a controlled vocabulary for specific student needs. Teachers can select words appropriate to their lesson plans. In this Quick Guide we will use the Dolch word list as a starting point.

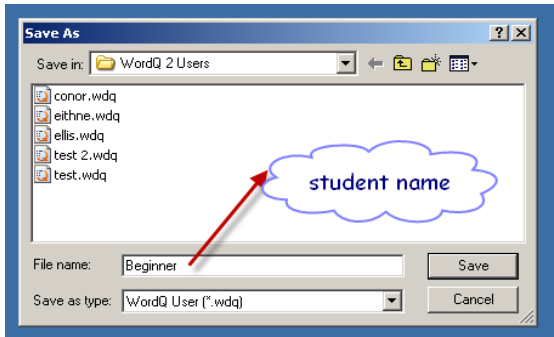This approach can be employed with the following students.

1. Beginning writers.
2. Writers who find the large vocabulary choices in WordQ overwhelming
3. Students struggling with basic writing skills.
4. Students with significant spelling difficulty.
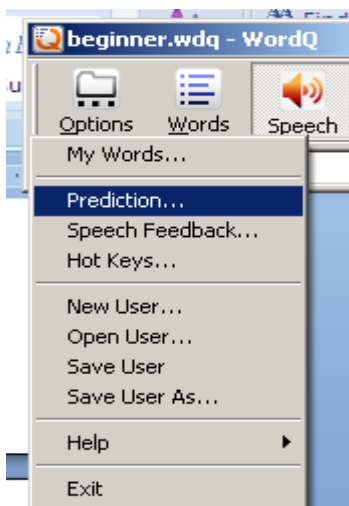5. Students who are disengaged with the writing process for any of the above reasons.

Steps:
1. Login to the computer with the student's login ID and password.
2. Select "New User" from the Options menu.
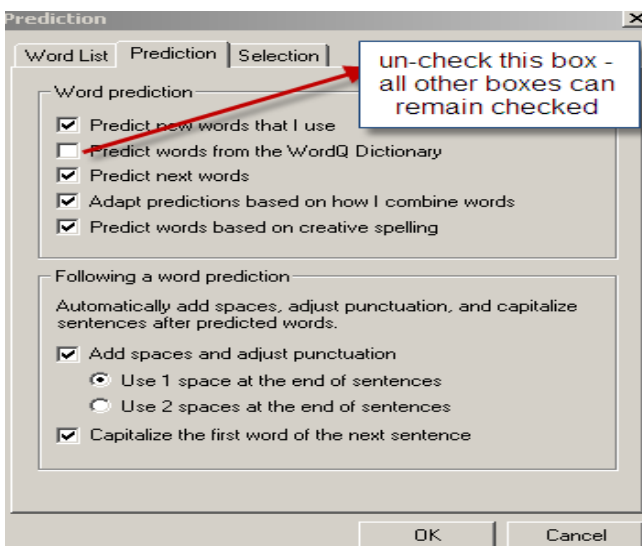3. Then select "US – Blank" from the vocabulary options

4. Name the student and save

5. In order to control which words are predicted you must now alter the prediction features in the Options menu. First select "Prediction" then the "Prediction" tab.
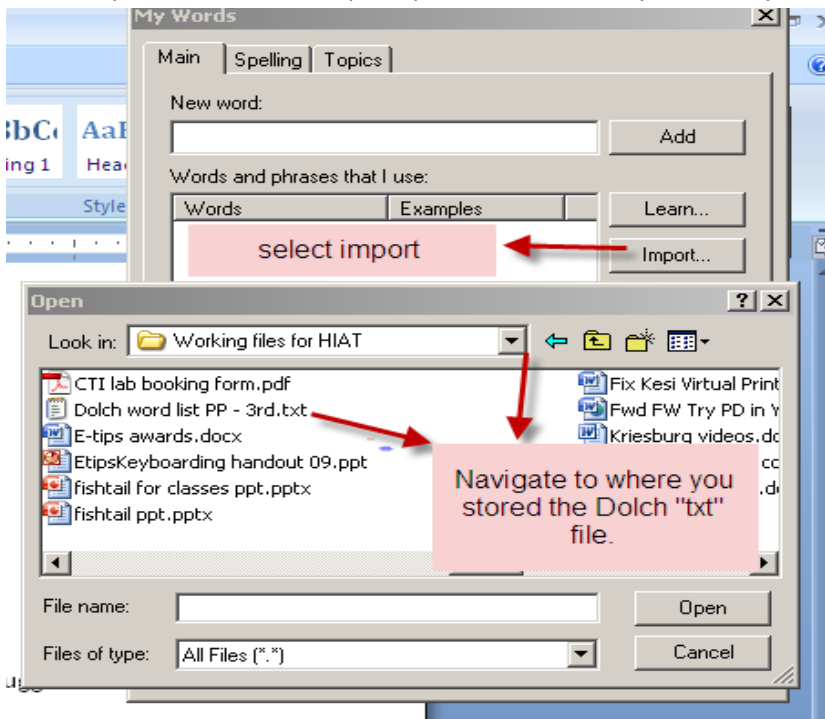

6. Uncheck the box that reads "predict words from the WordQ dictionary. This will delete the WordQ vocabulary and allow creation of a completely blank dictionary that you as the teacher can control and scaffold.

7. You can build vocabulary for each student according to their needs. One suggested method is to first import the Dolch word list for beginning writers.

8. Follow this link to save the Dolch Word list and save it in **txt file format** in your documents.

   http://montgomeryschoolsmd.org/departments/hiat/tech_quick_guides/Dolch_word_list_PP_3rd.txt

9. Select Import and follow the prompts to the location you saved your Dolch list

10. Double click on the "Dolch list" then it will import into the student's file.

See the HIAT web page for more Quick Guides on WordQ, including introduction, customizing, and text-to-speech features.

> *Tip: You can save the Dolch word list in the staff or student shared folder then any teacher can import these words into another student's WordQ profile.*