

Texas School for the Blind and Visually Impaired Outreach Programs



A Method for Labeling a Tactile Graphic Using Tiger Software Suite 4.0 and MathType 6.7

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Formatter Settings Components

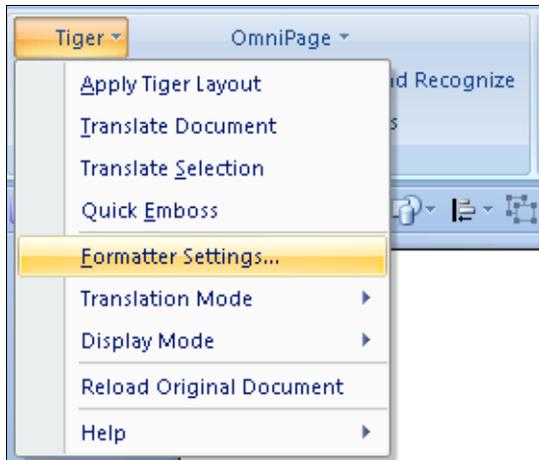


Figure 1: Screenshot: Tiger Menu List

- Go to the "Add-Ins" tab on the Ribbon menu.
- The Tiger menu button is located in "Menu Commands" category in the Add-Ins tab.
- Choose "Formatter Settings..." to open the format configurations dialog window.

Tiger Profile Section:

- Tiger Software Suite allows for individualized configurations to fit specific student's need.
- The Tiger Profile includes two parts: the "Current Tiger Profile" pull down menu and the "Tiger Layout" configuration section.

Tiger Layout Section

Language/Type/Font/Math Braille (Language Settings... Button):

- Primary Language (English....)
- Set the Braille (contracted/uncontracted)
- Font type for the interlining translation
- TSS Display Language (English)
- Math (Nemeth)

Interline Ink/Overprint Ink (Braille and Ink Settings Button):

This setting is mainly for interlined text, the type font, the size font, and if you want it above or below the braille text.

Document Settings Button

- Printer Setup: printer assigned

- Page Setup: page length/width and portrait/landscape
- Margins: spacing top/bottom and left/right
- Format: header/footer considerations.

Labeling the Illustration with TSS 4.01 and Math Type

Note: If you do not have MathType 6.7 you need to enter the Nemeth using six key entry on the Braille document in Duxbury (or Scientific Notebook to open in a Duxbury print document then translated into a Braille document). Select that particular information then copy and paste into the Word document.

If labels are placed on this document before TSS 4.01 does the translation, sometimes textboxes will be lost or repositioned during the shuffling in the translation process. During translation, textboxes tend to "float" about the document because they are not anchored to a cursor entry point.

One suggestion is to group all objects (labels and graphics) together as one object. This may work but you can also "lose" the entire document to another page.

Another suggestion is to create a separate document for generating Nemeth and braille labels. The labels can be copied and pasted later into the document that contains the illustration. Doing it this way can also avoid the frustration of looking for the labels and can help to better plan where to place the labels on the original document.

Keep in mind that you do not have to do it this way. It is just a suggestion to better handling labeling issues with the Tiger Software Suite and Math Type.

This document contains information on how to organize a tactile graphic production by following this step-by-step procedure:

- Open a new Word document and draw the line graphics for the illustration.
- Group all illustration objects together into one object.
- Open another new Word documents and input all text and MathType text on this document. Be sure to enter information line by line at cursor entry points (not in textboxes).
- Translate the text document into braille text by using the Tiger Software Suite translator.
- Turn groups of text into textboxes (procedure is illustrated below).
- Copy and paste into the document containing the illustration.
- Move each textbox label into a preferred position.

The Illustration in a Word Document

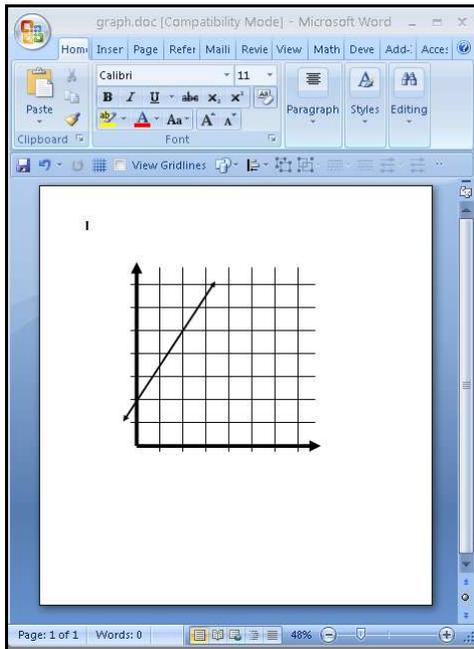


Figure 2: Screenshot: Word Document with Illustration

This document contains the illustration and will later be used for embossing into a tactile graphic.

The illustration has been group into one object. This means that it can be moved as one unit to any location within the document.

A braille cell appears large print on a document, about the font size of Courier New 29 point.

Making the Labels for the Illustration

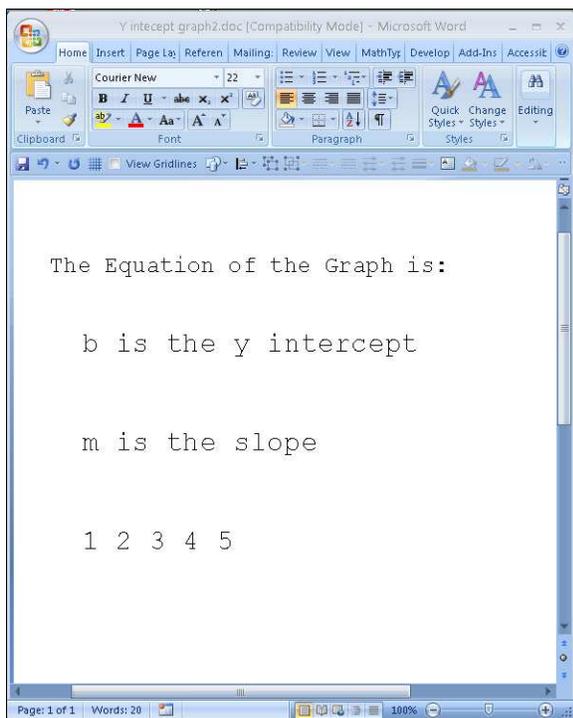


Figure 3: Screen Shot: Word Document with Text

- Open a new Word document and input all text and MathType information here.
- The Labeling document here contains only the text portion.
- The math information will be added using MathType 6.7 (from Design Science)
- www.dessci.com/en/
- Be sure to include all information needed for the tactile graphic.
- DO NOT use textboxes. Enter line by line the information needed. Order does not matter.

Entering the Math Information

If MathType is installed, it will automatically produce a tab on the Ribbon menu structure. The "MathType" tab many functions. For our purposes only the "Inline" function in the "Insert Equations" category is used.

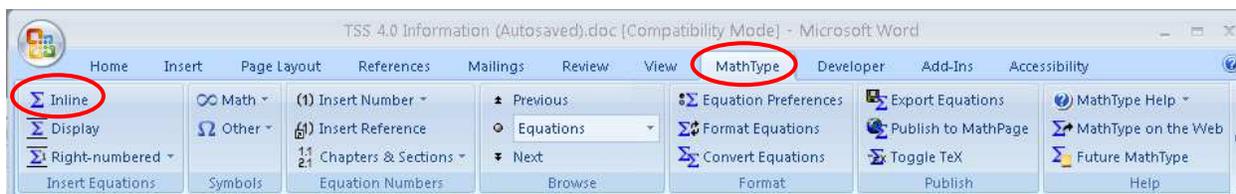


Figure 4: Screenshot: Word Ribbon Menu opened to MathType Tag

When selecting the "Inline" function an equation window is activated.

The window contains many math equation symbols and formula set ups used in Math from simple arithmetic to Differential Equations.

MathType Layout Window

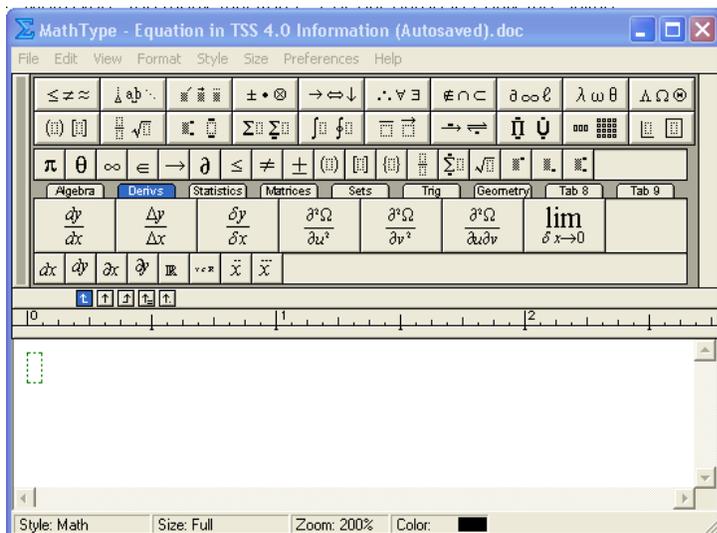
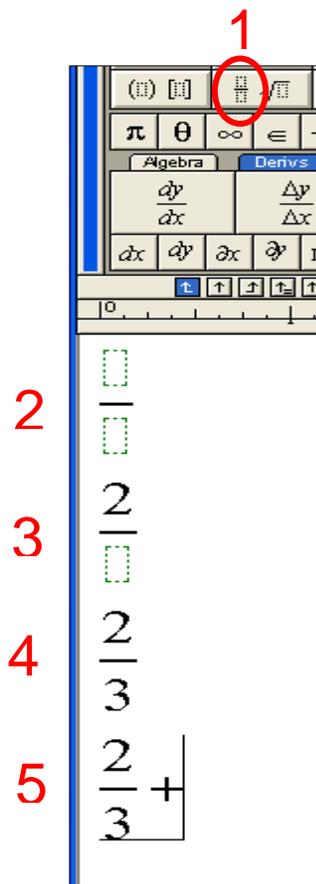


Figure 5: Screenshot: MathType Layout Window



Screenshot: MathType Window Example of How to Enter Information.

1. The math functions are located in the template selections.
2. The math function selected appears in the MathType document layout area.
3. Integers or variables are entered in each green field of a math function.
4. Press Tab to go to the next green entry point.
5. Press Tab to leave the formula setup or function.

MathType File Menu List

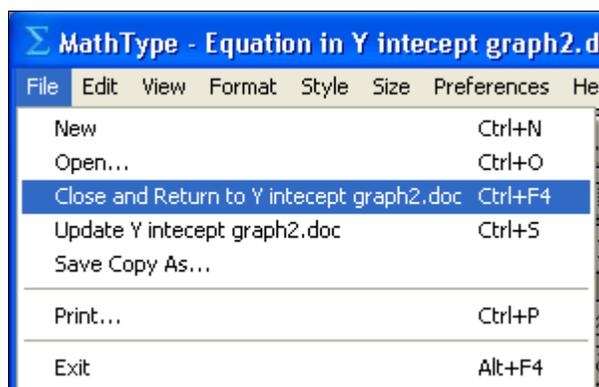


Figure 6: Screenshot: MathType File Menu List Activated

- When finished entering information of the formula, select "Close and Return to (title of document).doc" or press Ctrl+F4.
- You can also select "Update (title of document).doc" or Ctrl+S.
- The formula will automatically appear in the Word document where the cursor is located.

Text Information in a Word Document

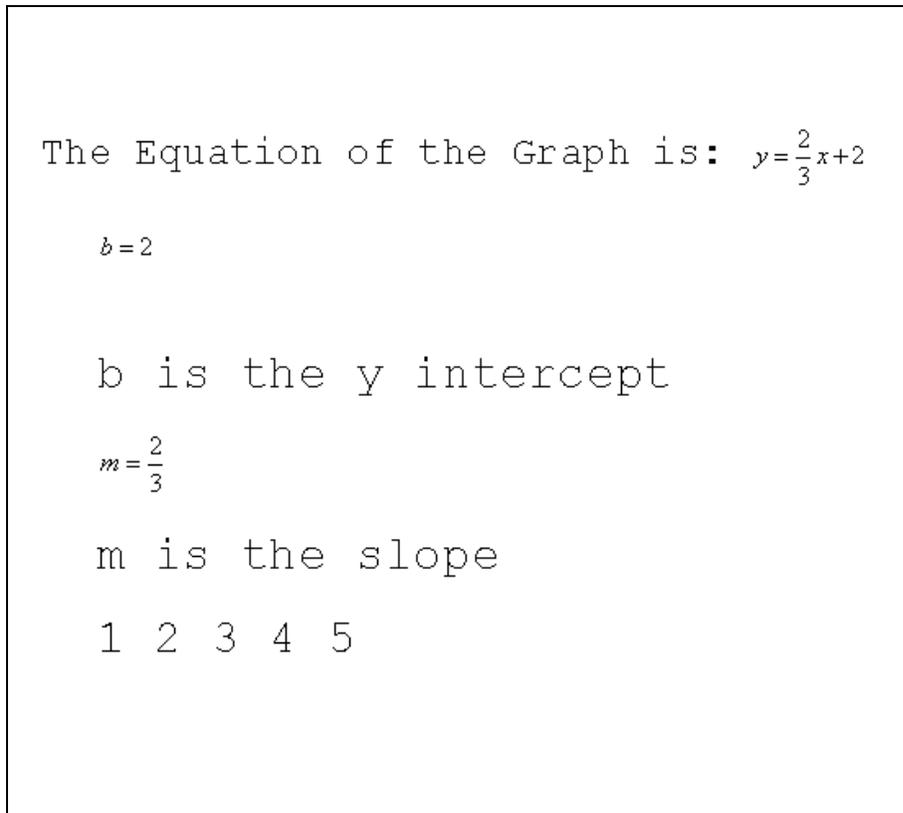


Figure 7: Screenshot: Text Information in Word Document

- All information is entered in the labeling document.
- The MathType information are bitmaps, so they are not "real" text.
- Any part of the document that you want to show in the Nemeth code has to go through MathType or six key entry from Duxbury

Tiger Layout (Previewing the Text in "Braille Cell" font size-29pt)

- Open the Tiger Menu and select "Apply Tiger Layout"
- All text typed in the document will change to 29pt (Courier New)
- Note: The MathType text does not appear in 29pt.
- When translated into braille the MathType font will appear as in a 29pt font size.

Translating into Braille and Nemeth

Tiger Menu List in the Word Add-Ins Tab

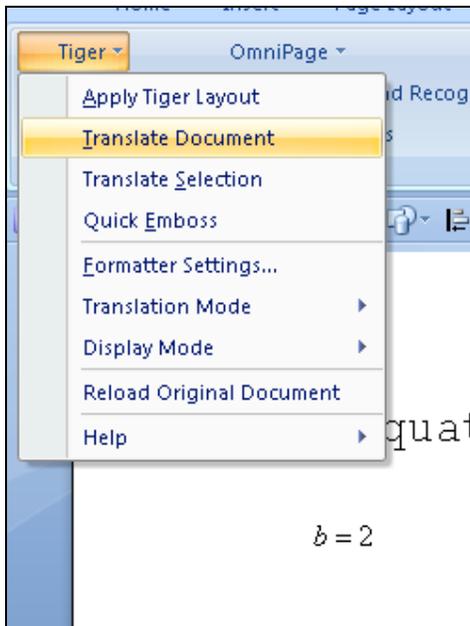


Figure 8: Screenshot: Tiger Menu List with Translate Document Selected

- Locate the "Add-In" tab on the Ribbon menu structure.
- Select the "Tiger "button in the "Menu Commands".
- Select "Translate Document".

Braille Translated Text in a Word Document

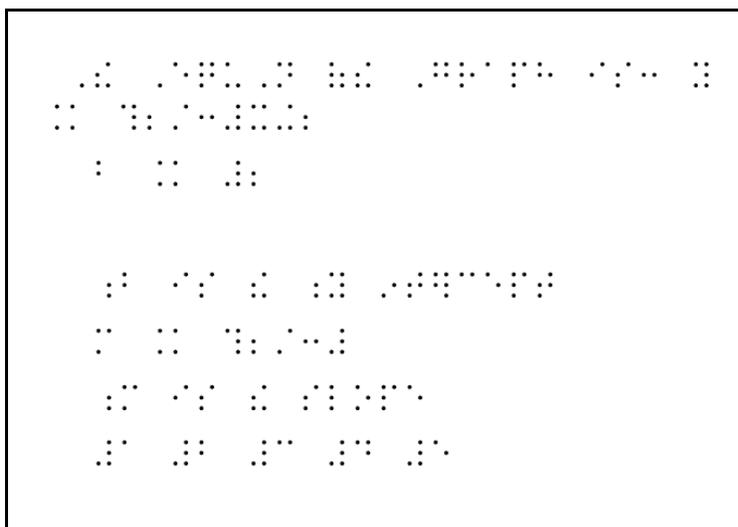


Figure 9: Screenshot: Braille Translation in Word Document

The labeling document is now translated into braille and Nemeth code. In order to label illustration, the text needs to be highlighted in sections and converted into textboxes. Doing it this way will make it easy for the text to be placed anywhere on the illustration document.

Word Document containing Textbox Braille Text

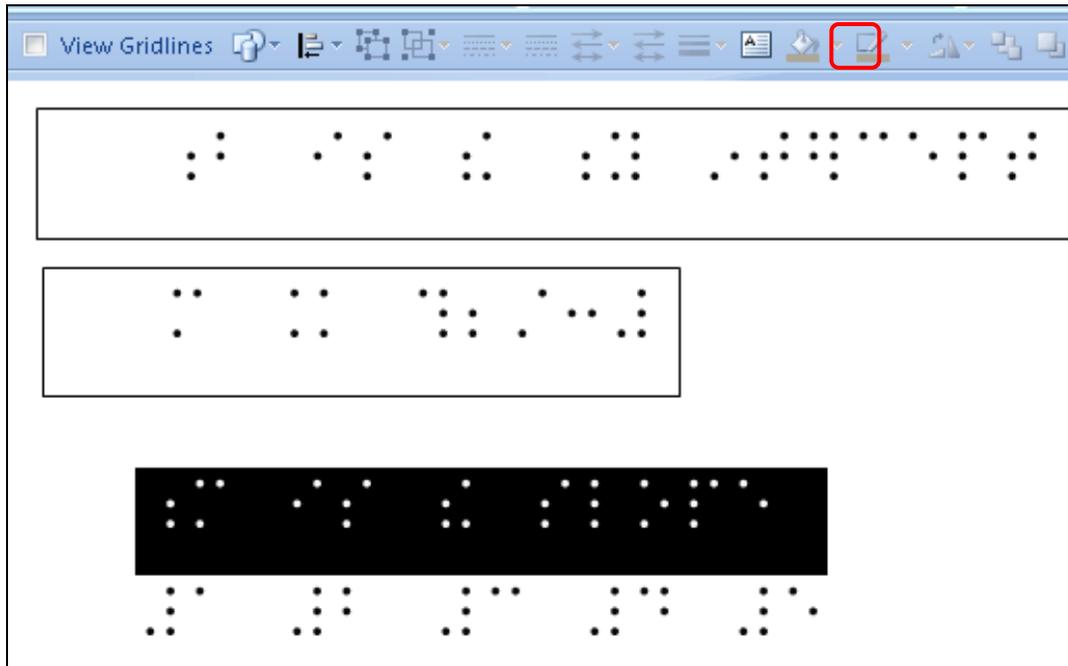


Figure 10: Screenshot: Word Document with Text Selected

- Select a section of text.
- The text is now highlighted in black.
- Place the cursor on the textbox icon that is located in the Quick Access Toolbar.
- Press the left mouse button down.
- The selected text will turn into a textbox.

Deleting the Textbox Borders and the "White" fill contained in Each Textbox

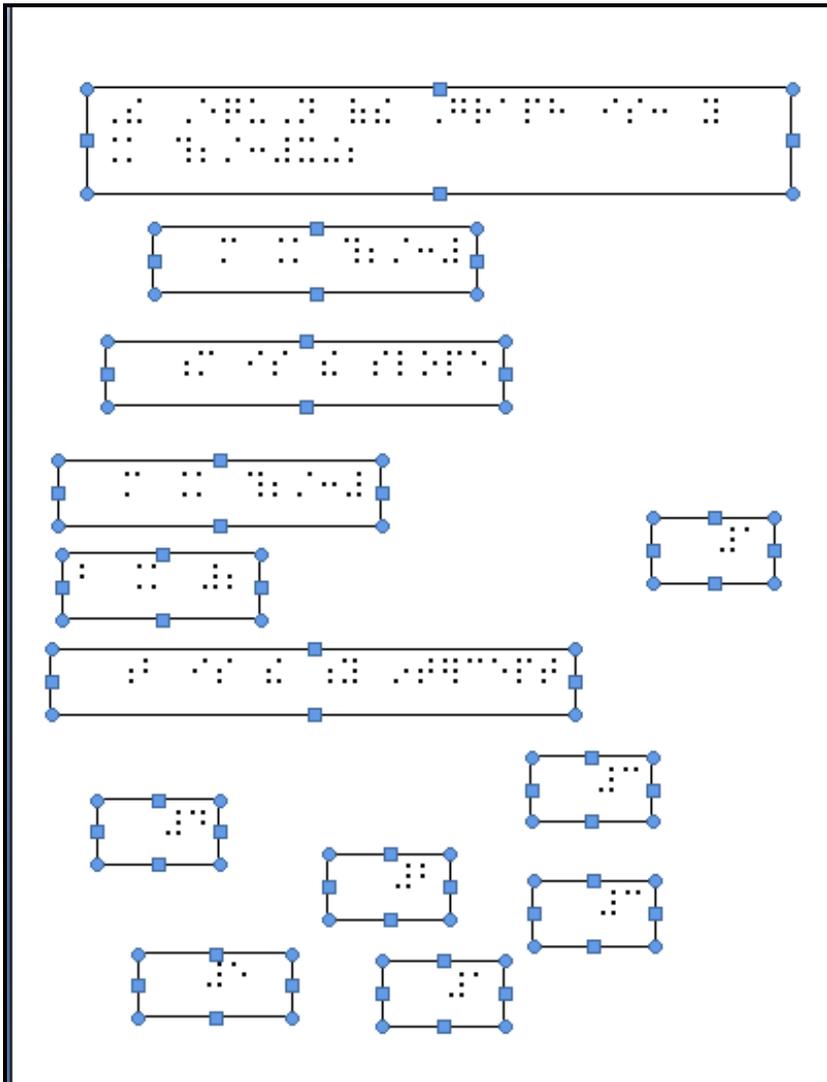


Figure 11: Screenshot: Word Document with All Text Boxes Selected

- Press and hold the Shift key down.
- Move the mouse on a textbox.
- Press the left mouse button down.
- Keep holding the Shift key down.
- Move the mouse to another textbox.
- Press the left mouse button again.
- Do this same action until all the textboxes are highlighted.

Shapes Fill Pull Down Menu



Figure 12: Screenshot: Shapes Fill Pull Down Menu

- Locate the pull down arrow next to the fill bucket.
- Select "No Fill" from the listing.
- The white space will change into a transparent space.

Shapes Outline Pull Down Menu



Figure 13: Screenshot: Shapes Outline Pull Down Menu

- With all textboxes still selected, locate the pull down arrow to the right of the line tool.
- Select "No Outline"
- The borders around the textbox will disappear.

Word Document Containing Braille Labels without Borders and Solid Fills

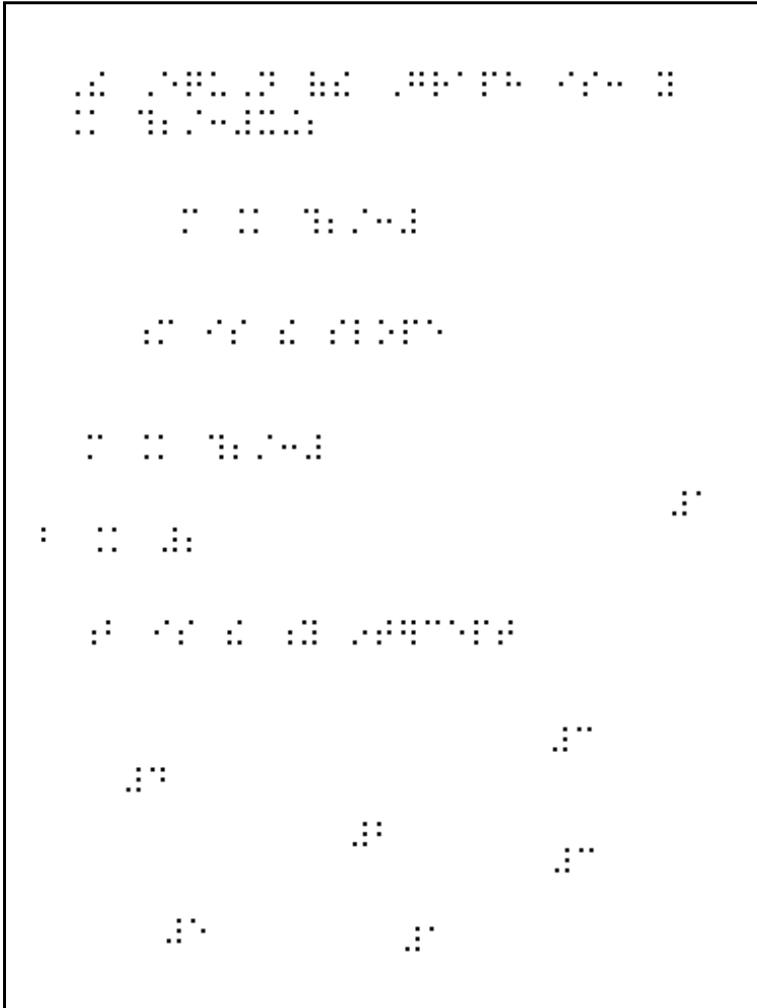


Figure 14: Screenshot: Word Document Containing Braille Text

All items on the document are still in textboxes. Lines are hidden and fills are transparent.

Now they can be copied and pasted to the illustration document. Select a textbox by placing the cursor arrow on a section of text. Use Ctrl+C to copy and Ctrl+V to paste.

On the illustration document, they can be positioned in a preferred place by using the arrow keys and/or by dragging with the mouse.

The Finished Document

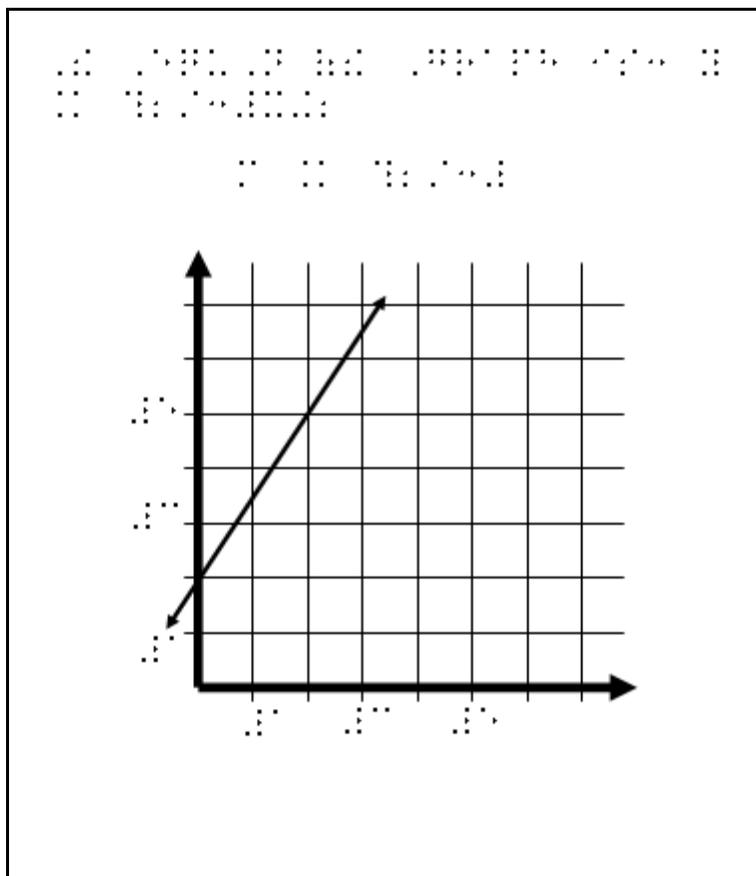


Figure 15: Word Document Containing Illustration with Braille Labels

It is obvious that all information cannot "fit" on the document which is one good reason for preparing the text on another document.

The finished illustration needs to have the necessary information and avoid clutter at the same time.