5 Printing and Embossing Current Document

Goal

The student will print and emboss a document that they have created and have open at the proficient level.

Introduction

The printer and embosser will need to be set up and tested before doing this lesson. Not every printer and embosser will work with the BrailleNote. You can do some research on the web about models that will work. You may need to review the later lesson on setting up the printer and embosser. The student may need to have physical assistance in cabling the BrailleNote to the printer and adding a bump on the cable end is helpful for helping the student to know which side of the cable should be up when inserting the cable. Later we will teach the student how to emboss document other that the last opened or current document.

Printing a document  Online Tutorial
Embossing a document  Online Tutorial

Lesson

Printing

1. After you create the document and then enter your braille you will need to exit the document with SPACEBAR E. You should be at the Keyword Menu.

2. Press P to select "Print a Document." KeySoft prompts: "Print or Set up printer?"
   Press the P key and it will then say “Drive, press ENTER for... name of last drive” (it should be on SD CARD)... press ENTER

3. It will then say “folder name, press enter for (name the last folder that was used)” Press ENTER.

4. It will then say “document to emboss, press enter for...” and name the last document that was used. If this is the document you wish to print, press ENTER.

5. When prompted with, ”Printer ready?” Press the letter Y to print.

Embossing

1. After you create the document you will need to exit the document with SPACEBAR E. You should be at the Keyword Menu.

2. Press E to select "Emboss a Document." KeySoft prompts: " Emboss or Set up Embosser?"
   Press the E key and it will then say “Drive, press ENTER for... name of last drive” (it should be SD CARD)... press ENTER
3. It will then say, “folder name, press enter for (name the last folder that was used.)” Press ENTER.

4. It will then say “document to emboss, press enter for...” and name the last document that was used. If this is the document you wish to emboss, press ENTER.


From the Main Menu to print or emboss the last document open...
Printing: W, P, ENTER, ENTER, ENTER, ENTER
Embossing: W, E, ENTER, ENTER, ENTER, ENTER, ENTER
# Quick Assessment: Printing and Embossing Current Document

**Assessment Key**

- 1. Beginning
- 2. Progressing
- 3. Proficient
- 4. Advanced

<table>
<thead>
<tr>
<th>Skill/Task</th>
<th>Date</th>
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<tbody>
<tr>
<td>1. Emboss from Main Menu</td>
<td></td>
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<tr>
<td>Example: W, E, <strong>ENTER, ENTER, ENTER, ENTER</strong> or <strong>ENTER, ENTER, E, E, ENTER, ENTER, Y</strong></td>
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<tr>
<td>2. Print from Main Menu</td>
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<tr>
<td>Example: W, <strong>P, ENTER, ENTER, ENTER, ENTER</strong> or <strong>ENTER, ENTER, P, P, ENTER, ENTER, Y</strong></td>
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<td>3. Emboss when in an open document</td>
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<tr>
<td><strong>SPACEBAR E, E, ENTER, ENTER, ENTER, ENTER</strong></td>
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<td>4. Print from a document</td>
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<tr>
<td><strong>SPACEBAR E, P, ENTER, ENTER, ENTER, ENTER</strong></td>
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<td>5. Attach the BrailleNote to a device</td>
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**Point Totals (TP)**

| Average: TP/# of skills |      |      |      |      |

**Comments**

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