

Client: _____

Date: _____

Checklist for Transitioning between Speech Generating Devices

Current System: Name of Device	Manufacturer/Model/Operating System	# of years used
Voice output: Digitized: Yes No Synthesized: Yes No If yes, please list speech synthesizer and name of voice: Any customizations to the synthesized voice, please detail:		
Access Method		
Direct Selection: Hand Pointer Head mouse Eye gaze Keyguard: Yes No Color: Layout (please describe):	# of cells/layout: Consistent across all pages/screens: Yes No If no, what other layouts used, please describe: Any visual considerations:	Responsivity settings: Touch delay: Touch release: Filtering: Auditory Cue: Yes No Voice setting: Same as speaking voice Different than speaking voice Head Mouse/Eye Gaze Duration of hold: Magnification:
Scanning: Type: Auto Two switch Inverse Joystick Name of switch(es)/type of switch(es): Manufacturer:	# of cells/layout: Consistent across all pages/screens: Yes No If no, what other layouts used, please describe: Any visual considerations:	Scanning settings: Pattern: Linear, Circular, Row/Column, Column/Row, Group R/C, Group C/R, Customized Auditory Cue: Yes No If yes, what type: Label Row Column Group Voice setting: Same as speaking voice Different than speaking voice

Vocabulary:	
Name of vocabulary set:	
Customizations: Yes	No
If yes, please list:	
Do customizations use other voice output?	Yes No
If yes, please describe:	
Spelling: Yes	No
If yes, what layout of the alphabet is needed:	
Word Prediction: Yes	No
If yes, please detail type and number of visible words needed:	
Photos: Yes	No
Multimedia: Yes	No
Customization of device:	
<i>Who customizes the vocabulary set? User Caregiver Professional Other:</i> <i>(circle all that apply)</i>	
<i>If the user customizes the vocabulary set, describe how:</i>	
<i>Who customizes the settings?? User Caregiver Professional Other:</i> <i>(circle all that apply)</i>	
<i>If the user customizes the settings, describe how:</i>	
Usage:	
Please detail where device used primarily and for what purpose:	
Other:	
Need for computer connectivity (what platform): Yes No	
Please detail:	

Need for phone interface: Yes No Need for printout of messages: Yes No
Is the system mounted: Yes No
If yes, please detail mounting system:

What other positioning is needed for the system (please detail)?

Backup/Archive:

Is the system's vocabulary and settings archived? Yes No
If yes, how recent:
What method/file type:
What devices can this backup file be installed/uploaded/transferred to:

Where is the file stored?
Notes:

Features that were priority for this particular system:
(size/weight/voice/vocabulary/programmability, etc.)