VocaFlex® Colour

ABILIA

GEWA AB | FALCK IGEL

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WHAT IS "VOCAFLEX® COLOUR":

VocaFlex® Colour can record and play speech messages for users with language and speech disabilities. **VocaFlex® Colour** is a simple, small portable communication aid with large speech capacity. It is a device that can extend the communication possibilities for many people who are speech-disabled by using pre-recorded speech messages, which can be categorized by "situations" or "themes".

Many communication aids require daily use and a lot of energy to understand and remember all the different functions and possibilities. During the development of the **VocaFlex® Colour**, Abilia AS has focused on simplicity for the user, as this will often be decisive for whether the user will get optimal support and help from the communication aid. For some users it will be preferable to be able to change overlays without help. **VocaFlex® Colour** is an advanced communication aid, but it is also easy to use. Even users with reduced cognitive and motor skills can change SmartGuides and administer **VocaFlex® Colour** on their own.

Just like with other communication aids, the user may activate the recorded speech by pressing keys, which contain recorded speech. You can mark the keys with images, words, graphical signs, letters, symbols and pictures to make it easy for the user to press the correct key in order to activate the desired speech message.

INTRODUCTION:

Before using VocaFlex® Colour:

Unpack **VocaFlex® Colour** and make sure the following is included:
- ❑ 1 **VocaFlex® Colour**
- ❑ 1 battery charger with cable
- ❑ 1 VocaCover including:
  - User manual in English
  - Simple user manual
  - Inspiration booklet
  - Overview sheet for SmartGuides in use
  - Sheet with a survey of bar codes
  - How to use the overlays
  - A-4 overlay sheets
  - Service overlays
  - 1 demo overlay
  - 1 pen with black ink
  - One bag with paper laminates
  - SmartGuides/FingerGuides in accordance with the following table:

Model	4 keys	8 keys	16 keys
Falck VocaFlex® Colour Universal, Black	6	5	5
Falck VocaFlex® Colour 4 keys, Red	5	0	1
Falck VocaFlex® Colour 8 keys, Yellow	0	5	1
Falck VocaFlex® Colour 16 keys, Blue	0	0	6

If something is missing from the package, please contact your supplier.

Charging the batteries:

VocaFlex® Colour is delivered with fully charged batteries. It may, however, have been stored for a while before delivery. **VocaFlex® Colour** uses 0,6 mAh in stand-by mode, and the batteries may therefore be flat or almost flat upon delivery. **Start recharging VocaFlex® Colour at least 30 minutes before you use it for the first time** (you may use it while it's being recharged). Flat batteries will need 4 hours of recharging.

Overlays:

In order to use **VocaFlex® Colour** you must first make an overlay. You may choose to use one of the demonstration overlays in your VocaCover or you can use the SmartGuide with a mounted overlay. If you have the model "**Falck VocaFlex® Colour Universal**", you must make sure to choose a bar code, which corresponds to the number of locations on the overlay.
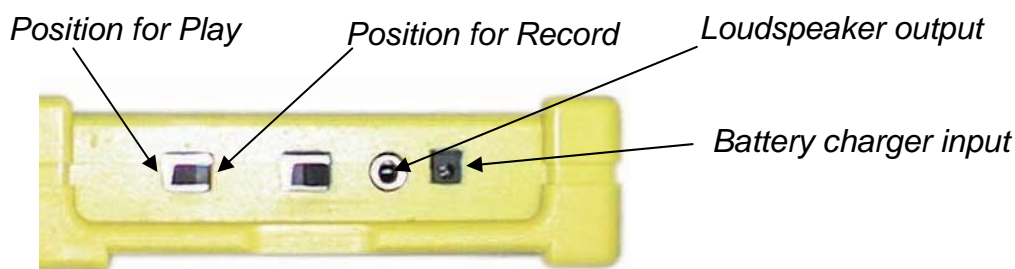
Laminating overlays:

If you are using a color printer to print the overlays, the colors may rub off and stain the SmartGuide. To prevent this you may put laminated sheeting over the overlay before mounting it to the SmartGuide. You will find a small plastic bag in the front of the cover, which contains laminated sheeting. Remove the protection sheet and fasten the laminated sheeting to the overlay before you mount it all to the back of the SmartGuide. Do not laminate both sides of the overlay, - do not laminate the side with the barcode.

GETTING STARTED:

You are recommended to read the whole user manual before you start making overlays and recording messages. However, here is a brief description of how to get started with a SmartGuide and a mounted overlay. You will find the SmartGuide in the back of the VocaCover and an overlay numbered from 1 to 4, 1 to 8 or 1 to 16 (depending on your model) is already mounted.

- First make sure your **VocaFlex® Colour** is fully charged. Unpack **VocaFlex® Colour** and the battery charger. Connect the charger to a wall outlet and then plug the charger plug in the power input on the back of **VocaFlex® Colour**. Check that the red LED lights up. If the batteries are flat when you connect the charger, it might take a few minutes before the LED starts lighting (the batteries must be charged a bit before they can provide the LED with enough power to light). If the batteries are fully charged, the LED will light green
- A SmartGuide with a mounted overlay is included. Put this SmartGuide on the VocaFlex.
- Set the Play/Record switch to Record (see illustration below).
- Hold **Falck VocaFlex® Colour** approximately 15-20 cm from your mouth and angled slightly away from you .
- Press a key and hold it down while you say the message.
- Release the key.
- Set the Play/Record switch to Play (see illustration next page).
- Press the key you used for recording to test the recording.

The message you recorded will now be played.

Position for Play   Position for Record   Loudspeaker output

Battery charger input

Helpful while recording:
- The microphone is sensitive. Record in a room without much background noise.
- Do not press the keys too hard while recording. A light key press is sufficient.
- Record with a relatively loud and clear voice.
- Hold the microphone approximately 15-20 cm from your mouth while recording to avoid recording breathing noises.

Nails and rings can create scratching noises.

FLEXIBILITY:

VocaFlex® Colour was designed to be easy to use and easy to prepare for use. By switching between SmartGuides the user will be able to use the device with great flexibility. Both simple messages and long sentences can be recorded. **VocaFlex® Colour** can save up to two hours of speech (depending on the model).

SmartGuides:

A SmartGuide is a robust frame with glue on the backside where the overlay can be mounted. The frame fits the **VocaFlex® Colour** perfectly and it can only be attached **one** way to make sure it isn't placed incorrectly. This makes it easy to change SmartGuides and difficult to do it incorrectly. Small magnets on **VocaFlex® Colour** keep the SmartGuide in place and they make sure the SmartGuide doesn't fall off during transportation. The magnets are not strong enough to make it hard to change SmartGuides.

VocaFlex® Colour is supplied with 6 or 16 SmartGuides, depending on the model (see table on page 4). The SmartGuides are divided into 4, 8 or 16 keys. You must mount the **paper overlay** on the rear of the SmartGuide (see next section). The overlay must contain the same number of keys as the SmartGuide. The rear of the SmartGuide is magnetic in order to adhere well to the VocaFlex® Colour ' magnets.

Overlays:

You will find 16 A4 sheets with 51 overlays for recording speech messages in your **VocaFlex® Colour** package. You will also find four ServiceGuides. There is a bar code on the back of each overlay, which the **VocaFlex® Colour** uses to identify the overlay in use.

Remove the protection sheet on the back of the graphical overlay before you place it on the SmartGuide. Mount the overlay to the SmartGuide with the symbols towards the glue and the bar code facing outwards.

You should be very thorough when mounting the overlays, so that the **VocaFlex® Colour** does not get any trouble reading the bar codes. If the overlays are mounted inaccurately or if they only cover parts of the magnet frame, the **VocaFlex® Colour** may have difficulties reading the bar code.

If you use a color printer to print your overlays, the color can be rubbed off on the SmartGuide. If you later on wish to change the overlay or remove it in order to use another overlay on the same SmartGuide, the SmartGuide may be unusable because of the ink from the previous SmartGuide. To avoid this, it is recommended that you mount a laminate sheet on the overlay before it is mounted on the SmartGuide. In the Voca Map you will find a little plastic bag with 6 laminates. Do the following in order to mount a laminate on an overlay:
- **Make the overlay**
- **Remove the protection paper on the laminate**
- **Glue the laminate on the overlay (on the side with the pictures/text/symbols)**
- **Mount the overlay on the SmartGuide with the laminate against the glue on the SmartGuide.**

Do not glue laminates on the barcode side of the overlay - this can make the barcode reader fail.

Bar codes:

The bar codes are on the back of SmartGuide. You may record a desired vocabulary for each bar code. The bar code reports the following to **VocaFlex® Colour** :
- The number of keys on the SmartGuide
- 1- or 2-press choice (Single key press or 2 key sequence)
- Seconds of speech for each message

We recommend that you keep a record of the recordings on each SmartGuide (situations and cues for the vocabulary). An overview sheet for this is supplied with your **VocaFlex® Colour**.

SURVEY OF SMARTGUIDE FOR FALCK VOCAFLEX		
CODE	FUNCTION	SITUATION / VOCABULARY
1	Single field 20 seconds	
2	Single field 20 seconds	
3	Single field 20 seconds	
4	Single field 20 seconds	
5	Single field 20 seconds	
16	Single field 10 seconds	
17	Single field 10 seconds	

Filling out personal bar codes:

Overlays with blank bar codes are included with your **VocaFlex® Colour** . If an overlay is worn out, damaged or you have to modify an existing overlay, the user/helper can copy bar codes from the damaged overlay to one of the empty overlays. It is very important that you use strong, black Indian ink when you copy the bar codes. If you have difficulties getting **VocaFlex® Colour** to work with a self-made overlay, the reason is most often that the colour isn't dark enough or sloppy hatching (e.g. you have hatched the wrong field or outside the fields).

Note: Take good care of the pen that comes with your VocaFlex® Colour and use it to hatch new bar codes.

SMARTGUIDES: - Single keys or Sequence:

Single keys: Every key on every SmartGuide can contain a speech message, which is activated by pressing the key once.

One press to activate the message

Sequence: Messages can also be recorded by using a 2-keys-sequence. A SmartGuide 16 keys can hold up to 256 messages (each up to ten seconds) when all the keys are combined with each other (1st press + 2nd press = speech).
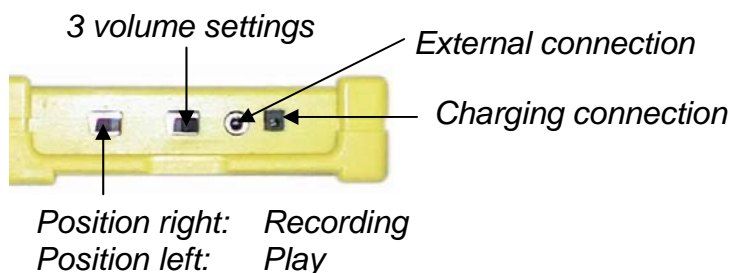
1. press: choose a theme

2. press: choose the message

A SmartGuide with 4 keys can contain 4 different themes. You can connect 4 different messages to each theme. Choose theme with pressing once on your desired key. Your next press chooses the desired message.

Volume control:

There are three volume settings. The switch for changing the volume is on the back of the **VocaFlex® Colour** . The volume switch is raised.

3 volume settings   *External connection*

Charging connection

Position right: Recording
Position left: Play

LED Number 1 (Recording and Playing):

When you press a key that contains recorded speech, the LED will illuminate green until the speech has been played back. When you press the first key in a sequence, the LED will flicker green for ten seconds in anticipation of the second key to be pressed. By activating the second key the LED will stop flickering and illuminate green continually until the message has been played.

When recording a message on a single key, LED #1 will light red.

When recording a sequence, LED #1 will flicker red for ten seconds after the first key in a sequence has been pushed. When you press key number two and hold it down, the LED
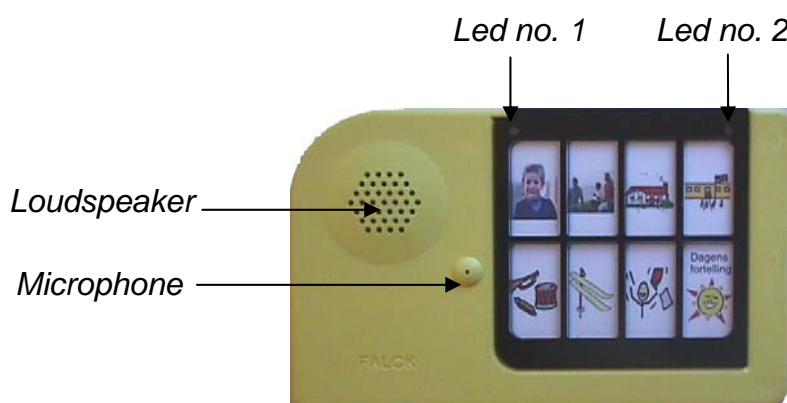
will stop flickering and light red continually until the key is released (see also *Recording speech in single keys* and *Recording speech in sequence on page 10*).

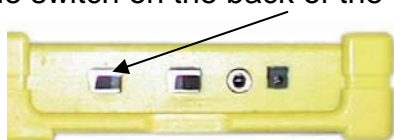See page 11 for how to cancel the recording of a sequence ("Interrupted recording").

THE MICROPHONE:

The microphone for recording speech is the raised hole on the front of the **VocaFlex® Colour** . It is shaped like this in order to keep fluids out.

THE RECORD/PLAY SWITCH:

You must set the record/play switch to "Record" to be able to record speech. You will find the switch on the back of the **VocaFlex® Colour** next to the volume switch. The switch is recessed in order to prevent the user from unintentionally activating and erasing pre-recorded messages.

RECORDING SPEECH:

Instructions on how to record speech are also printed on the back of **VocaFlex® Colour** .

In general:

It is important to hold the **VocaFlex® Colour** close to your mouth so that the speech will be loud and clear enough. Approximately 15-20 cm is recommended. You should avoid speaking with a too powerful voice and straight into the microphone, as this may cause the speech getting "cut". Hold the **VocaFlex® Colour** at a slight angle so that your breath doesn't go straight into the microphone.

NOTE: We recommend that you do not press a key harder than necessary to get the red LED lit. If you use too much force there will be a small sound when you release the key. This sound will be recorded by the microphone and will result in some disturbance when

playing the message. You are also recommended to hold the key down for approximately 1 second after reading the message. (see also "Helpful while recording" on page 6).

How to record:

You must make an overlay before you start recording. First you should decide what sort of speech messages you want to use with this overlay/SmartGuide and whether the message is to be recorded in a single key or in a sequence. It may be a good idea to write the messages down before you start making the overlay. If you have the model "Falck VocaFlex® Colour Universal, Black" with 4, 8 and 16 fields SmartGuides, you must choose an overlay according to how many speech messages you want to use for this particular vocabulary. Make sure you mount this overlay on a SmartGuide with the same number of fields.

Recording speech in single keys

- Choose one of the barcodes for recording speech in single keys
- Design the overlay with the desired symbols, text, etc.
- Mount the overlay on the SmartGuide
- Put the SmartGuide with the overlay in place on the **VocaFlex® Colour**
- Set the record/play switch to "Record"
- Press and hold the key you want to use for the message
- Hold the loudspeaker approximately 15 cm from your mouth. Hold it at a slight angle
- Read the message
- Release the key
- Set the record/play switch to "Play"
- Check that the recording was satisfactory by following *Playing speech messages using single keys* on page 11
- If you are not satisfied with the recording, please repeat the procedure.

The red LED for recording will light continually while recording. The LED will stop lighting if the recording is interrupted by the speech duration for the chosen key reaching its limit or if the key is released.
The red LED will switch off when the time is up if you try to record a speech message which lasts longer than the time allowed for the overlay in use (10 or 20 seconds). The red LED will flicker rapidly if you try to record when the memory of the VocaFlex® Colour is full.

Recording speech in sequence:

- Choose a SmartGuide for recording speech in sequence
- Design the overlay by using desired symbols, text, etc.
- Put the SmartGuide with the overlay in the **VocaFlex® Colour**
- Set the Record/Play switch to "Record"
- Press the first key you want to use for the sequence (the LED **flickers** red)
- Within ten seconds; press and hold the second key in the sequence (the LED **lights** red)
- Hold the second key down and hold the speaker about 15 cm from your mouth
- Read the message
- Release the key

- Set the record/play switch to "Play"
- Check that the recording was satisfactory by following *Playing speech messages using 2-keys-sequence* on next page.
- If you are not satisfied with the recording, please repeat the procedure.

Interrupted recording:

If you do not complete the recording of a sequence (do not push the second key), the red LED will flicker for 10 seconds and then go into "sleep mode".

When recording speech messages in sequence you may experience that the red LED flickers red after you have finished your recording and that no speech has been recorded. The reason is most likely that a key press has not been registered as valid or that the pressing of the second key was interrupted (it may have been pressed too lightly for a moment). If this happens, wait until the LED stops flickering (about 10 seconds), and then you may repeat the procedure.

PLAYING SPEECH:

Playing speech messages using single keys:
- Make sure the record/play switch is set to "Play"
- Press the desired key

The green LED will light until the message has been played.

Switch position for playing recorded speech (Normal position)

Playing speech messages using 2-keys-sequence:
- Make sure the Record/Play switch is set to "Play"
- Press the desired key
- Press the second key of the sequence within 10 seconds

The green LED will start to flicker as soon as you press the first key. The green LED will light until the message has been played after you press the second key. If there hasn't been recorded anything on this sequence, the LED will switch off and nothing will happen.

Nothing will happen if you try to use a SmartGuide that hasn't been used for recording. If you have recorded speech for only some of the keys on a SmartGuide, you will still not hear anything when you press one of the unused keys.
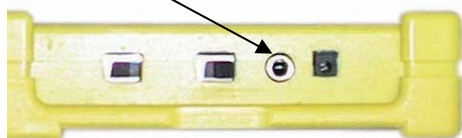
ON/OFF: Automatically

VocaFlex® Colour has no ON/OFF button. Simply put the SmartGuide with the desired vocabulary in its place on the keyboard, and **VocaFlex® Colour** is ready for use. After

you have pressed a button and the message has been played, the **VocaFlex® Colour** immediately goes into "sleep mode" until a button is pressed again.

EXTERNAL CONNECTION:

You can connect an external loudspeaker or a telephone connection unit **on the back of** the **VocaFlex® Colour** . By using a telephone connection unit (for example "Falck 3322 TelefonTilkobler") the sound from the **VocaFlex® Colour** will be transmitted to the phone line so that both the user and the person he/she is speaking with can hear. An external loudspeaker is suitable for use in classrooms, or in situations where many people are gathered and a high level of volume is required.

HOLD DOWN DELAY AND RELEASE DELAY:

VocaFlex® Colour is constructed so that you can put speech messages in cue, which means you can push several successive keys and get your messages played one by one without waiting for each message to finish before pushing next key. This can be of great help for users who are able to build sentences. However, this may cause some problems for users with trembling hands and for persons who tend push repetitively. You will therefore find a ServiceGuide included with the **VocaFlex® Colour** for setting "Hold down delay" and "Release delay".

Hold down delay:

"Hold down delay" is the duration a key has to be held down before the speech message is activated. This time can be set from 0 to 8 seconds on **VocaFlex® Colour** . Users that tremble and therefore tend to activate the same message multiple times can avoid this by setting the Hold down delay. **VocaFlex® Colour** will then only register a key press if it lasts for the set time. Trembling will not be registered as pressing the key.

Hold down 0,1 sec	Hold down 0,25 sec	Hold down 0,5 sec	Hold down 1,0 sec
Hold down 1,75 sec	Hold down 3,0 sec	Hold down 5,0 sec	Hold down 8,0 sec
Release 0,1 sec.	Release 0,25 sec.	Release 0,5 sec.	Release 1.0 sec
Release 1,75 sec.	Release 3,0 sec	Release 5,0 sec	Release 8,0 sec.

Release delay:

"Release delay" is the period after a key press has been accepted before another key press will be accepted as valid. This may be useful for people who press a key multiple times in order to activate a message; resulting in multiple activations. This can be avoided by setting the Release delay. Release delay can be set from 0 to 8 seconds on **VocaFlex® Colour** .

SETTING HOLD DOWN DELAY AND RELEASE DELAY:

You will find an included ServiceGuide, which will help you setting **Hold down delay** and **Release delay**.
"Hold down delay" is the time you need to press a key before the speech message is activated.
"Release delay" is the time from a key press has been registered before another key press will be accepted as valid.

Do as follows to set **Hold down delay**:
- Put the ServiceGuide for setting Hold down delay and Release delay in place on **VocaFlex® Colour**
- Press the key for desired **Hold down delay** (red LED will flicker for up to 60 seconds)
- Press the same key again within 60 seconds (red LED will flicker 3 times rapidly)

Do as follows to set **Release delay**:
- Put the ServiceGuide for setting Hold down delay and Release delay in place on **VocaFlex® Colour**
- Press the key for desired **Release delay (**red LED will flicker for up to 60 seconds)
- Press the same key again within 60 seconds (red LED will flicker 3 times rapidly)

When you receive your **VocaFlex® Colour** both Hold down delay and Release delay will be pre-set to 0,1 second, which is the default setting. If you have changed the settings and want to return to default you must put the ServiceGuide back in place and set Hold down delay and Release delay to 0,1 second.

MEMORY AND CHOOSING OVERLAYS:

Each SmartGuide can be combined with overlays with maximum speech duration of 10 or 20 seconds per field. In order to save the memory of the **VocaFlex® Colour** you are recommended to choose an overlay with 10 seconds of speech. This is recommended because a recording will use the maximum amount of memory for that location (10 or 20secs) irrespective of the amount of time which is actually used.
For instance, if you are using a 16-keys overlay with 20 seconds of speech and you record messages that last for only one second, the overlay will still occupy 20 seconds X 16 = 320 seconds (5,33 minutes) of **VocaFlex® Colour** ' memory. If you are using a 16-keys overlay in sequence and record messages for all key combinations (256 messages), the overlay will use 10 seconds x 256 = 2560 seconds (42,66 minutes) of the memory. Unused keys on an overlay in use will not take up any memory.
Falck VocaFlex® Colour can store **up to** 32 minutes, 64 minutes or 128 minutes of speech, depending on your model of VocaFlex. You may, however, experience that you won't be able to fill this capacity. For instance, your Falck 3904 VocaFlex® Colour Red may only be able to store 30 minutes and 40 seconds. This is caused by the way the speech messages are stored in the memory. By using SmartGuides (overlays) with a speech capacity of 20 seconds, the storage capacity will be reduced more than by using overlays with 10 seconds of speech capacity.

CHECKING THE VOCABULARY: «PLAY NEXT SMARTGUIDE»

An overlay labeled "Play next" is included with your **VocaFlex® Colour .** You can use this overlay to listen to all messages connected with a particular SmartGuide. This may be useful for learning the vocabulary and for summarizing the vocabulary. It is also an easy way for a new assistant to get an overview.
Do as follows:
* Make sure the Record/Play switch is set to "Play"
* Put the ServiceGuide with the text "Play next" in the **VocaFlex® Colour** .
* Press any key
* Remove the ServiceGuide and replace it with the SmartGuide you want to listen to
* Press any key (do this within 60 seconds after the ServiceGuide "play next" has been removed)

All messages belonging to this SmartGuide will be played with a small pause between each message.

DELETING SPEECH MESSAGES:

Deleting single speech messages:

You can delete a message simply by recording a new message over it.
You may also record "silence" to delete an existing message. Using this procedure will not free up any memory.

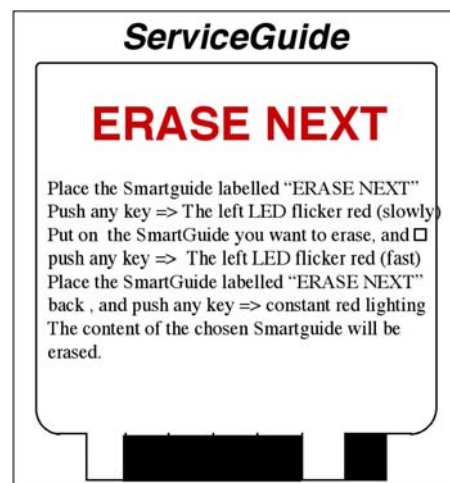## Deleting all speech messages in a SmartGuide:

An overlay labelled "Erase next" is included with your **VocaFlex® Colour** . You can use this overlay to erase all messages connected with a particular SmartGuide. By using the "Erase next" ServiceGuide you will free up the memory this SmartGuide was using.

Do as follows:
* Put the ServiceGuide marked "Erase next" in the **VocaFlex® Colour**
* Press a key (the LED slowly blinks red)
* Remove the "Erase next" ServiceGuide
* Replace it with the SmartGuide you want to erase
* Press a key within 60 seconds (the LED rapidly blinks red)
* Remove the SmartGuide and put the "Erase next" ServiceGuide back in the **VocaFlex® Colour**
* Press a key (the LED lights red)

All speech messages recorded with this SmartGuide will be erased.
Note: When using the "Erase next" ServiceGuide, no memory will be freed for new SmartGuides (new barcodes). The memory will still be occupied by the barcode of the SmartGuide you have erased. In order

ServiceGuide

ERASE NEXT

Place the Smartguide labelled "ERASE NEXT"
Push any key => The left LED flicker red (slowly)
Put on the SmartGuide you want to erase, and
push any key => The left LED flicker red (fast)
Place the Smartguide labelled "ERASE NEXT"
back , and push any key => constant red lighting
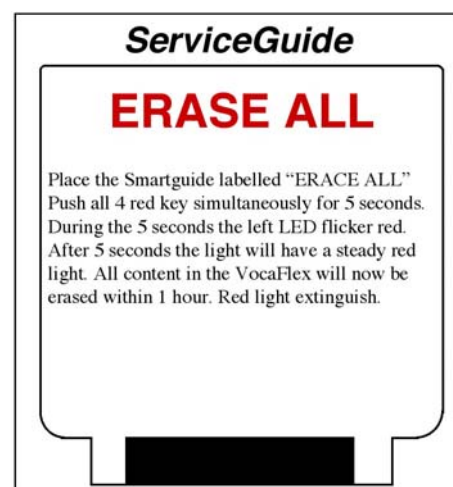The content of the chosen Smartguide will be
erased.

to use this occupied memory, you have to use the same barcode as on the SmartGuide you have erased.

Deleting all speech messages in VocaFlex® Colour

This may come in handy before a new user starts using the **VocaFlex® Colour .**
An overlay labeled " Erase all" is included with your **VocaFlex® Colour** . This overlay helps you delete all messages and thereby free up all memory in the **VocaFlex® Colour at the same time**.
Note: If the memory of **VocaFlex® Colour** is completely full, you will not be able to use "Erase next" to restore memory in order to record messages on a different overlay (different bar code). You may, however, record new messages by using the same bar code that was on the overlay you erased.

ServiceGuide
ERASE ALL

Place the Smartguide labelled "ERACE ALL" Push all 4 red key simultaneously for 5 seconds. During the 5 seconds the left LED flicker red. After 5 seconds the light will have a steady red light. All content in the VocaFlex will now be erased within 1 hour. Red light extinguish.

Do as follows:
- Put the ServiceGuide "Erase all" in the **VocaFlex® Colour**
- Press and hold down the ServiceGuide's four red keys simultaneously for five seconds (the red LED will flicker)
- Release the keys when the red LED is lit

The deletion has now started and the red LED will be lit until the erasing is completed.
This will take approximately one hour if the VocaFlex® Colour ' memory is full.

BATTERIES:

VocaFlex® Colour uses two rechargeable Lithium-ion batteries with a capacity of 600mAh or 8,4 V. **VocaFlex® Colour** uses 0,6 mAh in stand by modus, 50 mAh when playing and 75 mAh when recording. If the **VocaFlex® Colour** is not in use, the batteries will run out of power within 1000 hours (41 days). By continuous use (play mode) of **VocaFlex® Colour** the batteries will run out of power within 12 hours and within 8 hours by continuous recording.
The battery replacement lifetime depends on the use. If you always allow the **VocaFlex® Colour** to run out of power before recharging the batteries, you will probably need to exchange the batteries within 4 years. By charging the **VocaFlex® Colour** in good time before the batteries run empty, the lifetime of the batteries will increase radically (7 – 8 years and maybe even more).

It is recommended that a **VocaFlex® Colour** which is in continually use during the days should be recharged every night. If **VocaFlex® Colour** is being used for 1 hour a day it should be recharged at least every fifth day. Most users will need to recharge the batteries once or twice a week. You can also leave the charger permanently connected. The batteries do not have a memory effect. They are fully recharged every time.
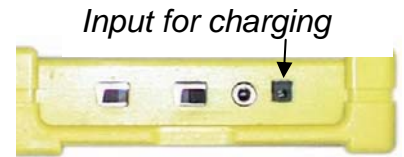**VocaFlex® Colour** will not lose any speech messages if the batteries run empty.

Note: Changing the batteries must be done by your supplier.

RECHARGING AND CHANGING THE BATTERIES

You must use the battery charger included with your **VocaFlex® Colour** for charging. Recharge the batteries by plugging the battery charger in the input for charging on the back of **VocaFlex® Colour** (see illustration). The charging time is 4 hours for flat batteries.

Input for charging

LED number 2 (see illustration page 9) will start flickering red when the batteries are nearly flat. It is now time to plug in the battery charger. If the batteries are **flat** when you connect the charger, LED number 2 (see illustration page 9) will start flickering red when the batteries are nearly discharged. It is now time to plug in the battery charger. If the batteries are **discharged** when you connect the charger, LED number 2 will light red and will continue to light red until the batteries are fully recharged (approximately 4 hours). When the batteries are fully charged, the LED will turn green. If the batteries are **not** discharged when you connect the charger, you will have to press one of the keys on the user panel to check if the charging has started – if so, LED number 2 will light red. If the LED is not lighting at all, it is because the plug is not connected properly to the **VocaFlex® Red.** If the led is lightening green, the batteries are fully charged. The LED lights red until the batteries are fully recharged. We recommend you to recharge the **VocaFlex® Red** every night so that it is ready for use in the morning. You can recharge the batteries even when they have not been used much, without causing any damage to them

When changing the battery use only the combined battery and battery compartment that is meant for the VocaFlex. A new battery pack can be purchased from your VocaFlex supplier.
It is possible to use an alkaline battery as well. This could be useful as a backup if it is inconvenient to charge the VocaFlex battery. This is not recommended, though, because of the danger of accidentally charging this battery.

Decontamination Procedure

There may be a requirement to decontaminate a **VocaFlex® Colour** and/or associated equipment after use to reduce the risk of infection transmission to other people. The following decontamination procedure is recommended for this type of low-risk equipment:
- clean the external surfaces with a disposable paper wipe moistened with warm detergent solution.
- Allow the surfaces to dry.
- Wipe the surfaces with a commercially-available alcohol-impregnated disposable wipe.

ENVIRONMENT:

When it is time to discard the **VocaFlex® Colour** or the batteries, you must treat it as special waste or return it to your supplier. The **VocaFlex® Colour** packaging can be recycled as regular paper waste.

EXTRA EQUIPMENT:

You can order the following extra equipment for **VocaFlex® Colour** :

VocaBook with room for **VocaFlex® Colour** and 22 SmartGuides.

Extra overlays, blank
Extra overlays, complete set of 16 sheets
Extra overlays, 4 fields, complete set
Extra overlays, 8 fields, complete set
Extra overlays, 16 fields, complete set
External passive loudspeaker
Falck 3322 TelefonTilkobler
Beltbag
Shoulder bag

FingerGuides
- Falck SmartGuide, 4 locations
- Falck SmartGuide, 8 locations
- Falck SmartGuide, 16 locations

Falck 3553 PointingBook
- Complete set with introduction cards, notepad, plastic pockets with room for six symbols, and separation cards
- Extra notepads for PointingBook
- Extra plastic sheets with pockets for six symbols
- Extra plastic sheets with one big pocket for one sheet
- The PointingBook can be used in addition to **VocaFlex® Colour** for selecting themes, depending the conversation and saying simple phrases one doesn't necessarily need to record as speech messages.

Wall mount:
Wheel chair mount

TROUBLE SHOOTING:

Symptoms	Possible reasons	Possible solutions
Cannot activate speech messages	• The batteries are flat • The bar codes are damaged • The overlay is not in place in the SmartGuide • The SmartGuide is not in place in the **VocaFlex® Colour** • The record/play switch is set to "record" • You have changed the settings for Hold down delay • You have changed the settings for Release delay	• Plug in the battery charger • Copy the bar code to a new overlay and use this new overlay instead • Remove the overlay from the SmartGuide and mount it all over again • Adjust the placement of the SmartGuide in the **VocaFlex® Colour** • Set the switch to "play" (Note: you have now erased any speech messages in the keys you pressed while in recording mode) • Hold the key down accordingly to the time set for Hold down delay • Wait for as long as you set the Release delay for before you press the key
The sound is unsatisfactory (weak)	• The Volume switch is set to 1 • **VocaFlex® Colour** was too far apart from the sound source during recording • The microphone was covered during recording	• Set the Volume switch to 2 or 3 • Hold **VocaFlex® Colour** approximately 20 cm from the sound source and a little to the side and record the messages over again • Rerecord the message
Recording contains noises	• You pressed the key too hard when recording (this may cause disturbance) • You released the key before you finished recording the message • **VocaFlex® Colour** was unstable during recording • A ring or similar has been rubbing against the **VocaFlex® Colour**) • Foreign matter is on the loudspeaker membrane	• Re-record the message • Re-record the message • Re-record the message • Re-record the message • Contact your supplier
The LED is not lit while recharging	• The batteries are completely flat • The batteries are damaged • The LED is damaged	• The batteries need some power before the LED can light. Leave the **VocaFlex® Colour** in the charger for 15 minutes. Then press a key and the LED should be lit. • Contact your supplier • If the batteries are recharged even if the LED is not lit, the LED is damaged. You may use **VocaFlex® Colour** as usual. Contact your supplier if you want this fixed.

Symptoms	Possible reasons	Possible solutions
Pressing a key activates the wrong message	• Foreign matter is stuck under the SmartGuide or on the keyboard • Inaccurate key press (pressing between the keys) • The software has an error	• Remove the foreign matter • Make sure you press directly on the key without touching the SmartGuide's frame • Contact your supplier
Cannot record speech messages	• The record/play switch is set to "play" • The overlay has no bar code • The bar code on the overlay is damaged • The SmartGuide is improperly placed on the VocaFlex® Colour • The overlay is improperly placed in the SmartGuide • The batteries are empty • Hold down delay and/or Release delay has been set to a high level (e.g. 8 seconds)	• Set the switch to "record" • Copy a bar code onto the overlay (make sure the bar code fits the number of fields on the SmartGuide) • Create a new overlay and copy the bar code onto the new overlay • Place the SmartGuide firmly in the **VocaFlex® Colour** frame • Remove the overlay and mount it all over again • Recharge the batteries • Set Hold down delay and/or Release delay to 0,1 seconds

TECHNICAL SPECIFICATIONS:

Weight: ....290 g

Dimensions: ....16 x 10 x 3 cm

Batteries: ....Li(thium)-Ion battery, capacity 600 mAh

Charging time: ....4 hours

Power consumption: ....Stand by: approximately 0,6 mA
Play mode: approximately 50 mA
Record mode: approximately 75 mA

Total speech time: ....Falck VocaFlex® Colour Universal,   Black: 128 min.
Falck VocaFlex® Colour 4 fields,   Red: 32 min.
Falck VocaFlex® Colour 8 fields,   Yellow: 64 min.
Falck VocaFlex® Colour 16 fields,   Blue: 128 min.

Overlays: ....51 pieces for adjusting individual vocabularies
4 ServiceGuides
- Play next
- Erase next
- Erase all
- Setting Hold down delay and Release delay

Bar code reader: ....For detecting the SmartGuides

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