SwitchIt! Face maker

Credits

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Introduction

SwitchIt! FaceMaker is a simple program that lets you decorate faces with all sorts of features like hats, hair, glasses, funny noses etc. You can add your own photographs for decoration, or use the samples we've included. There are about 100 features to choose from. The program has four levels of play to support learners from those with severe learning difficulties to those in KS2 mainstream. Full switch access is provided in all the levels of play and symbols are used on most buttons so that non-readers can play independently.
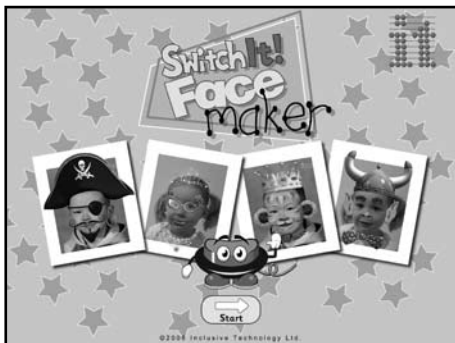
You can try out lots of imaginative activities with **SwitchIt! Facemaker**. Here are a few suggestions:

o Allow the children to experiment, but ask them questions about the shape and colour of the features. "Who can find me something purple?" "Can you find something shaped like a triangle?"

o Describe features to the children for them to find and place on a photo. Use the features list at the back of this booklet to help you.

o Use the mouths and eyebrows to explore features that express emotion.

o Create pantomime style characters for a fantasy story. Use the resulting creations as prompts for a story-writing activity.

o Try a 'barrier game' for two or more children. After they have decorated some faces and printed them out, ask one child to secretly pick one. Without showing the picture to the other children, they should try to describe the face in words, while others use **SwitchIt! Facemaker** to try to reproduce it.

Installing SwitchIt! Facemaker

Please note: an active internet connection is required

To install *SwitchIt! Facemaker*, simply run the following file:

switchit_facemaker.exe

The installer will prompt you to enter your name , email address and activation key (sent to you at the time of purchase). All fields are required.

When the activation key has been successfully validated , the installation will begin.

Running SwitchIt! Facemaker

If the *SwitchIt! Facemaker* icon is visible on the the desktop, you can double-click it to launch directly into the program.

If there isn't a desktop shortcut , you can find the software in the **Programs** list of your **Start menu / screen**.

Stopping SwitchIt! Facemaker

Whilst playing an activity, press the **Esc** key or the **M** key on the computer's keyboard. This will take you to the **Options** screen.

To exit the program completely, click on the **Exit** button.

Playing SwitchIt! Facemaker

This section shows you how to decorate faces and have fun.

Run *SwitchIt! Facemaker*. Click the **Start** button to go the Options screen.

The Options screen gives you four levels of play to choose from. For now, select **Simple Choices** and click the **Start** button. This will take you to the Picture Library screen.

Click the blue **Folder5** tab at the top right of the screen. This will display the sample faces.

Click on a face to highlight it, then click the **Play** button to start play.
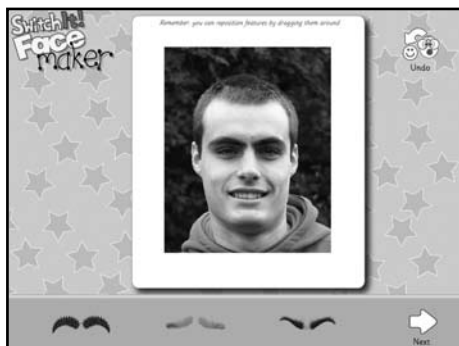
The **Simple Choices** level gives you a choice of three features at a time.

Click on a feature to add it to the face, then click on the **Next** button to see some more. Some features will animate when you place them on the face. To see the animation again, just click the feature. If the feature is not in the correct position, you can move it to fit better.

When you have seen seven sets of features, the sequence is complete.
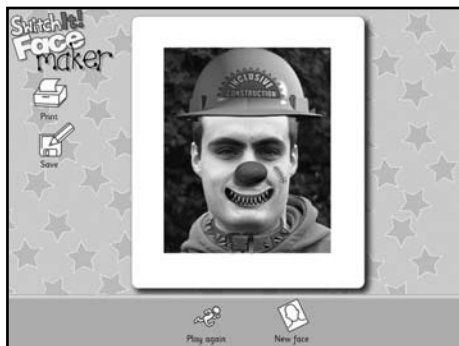
You can now choose to play again with the same face or go back and choose another. You can also print the decorated face or save it to the Gallery.

Gender

Note that the program chooses random features to choose from. All pictures added to *SwitchIt! Facemaker* have a 'gender' setting, so that the program knows if the picture is of someone male or female. This is used to offer only features of the correct gender. (You can turn this off using the **Use Gender** option. See the Options section of this booklet.)

To Stop Playing

Either:

- o Press the **Esc** key on the computer's keyboard.
- o Click the **New Face** button to go back to the Picture Library. Now click the **Options** button at the bottom left of the screen.
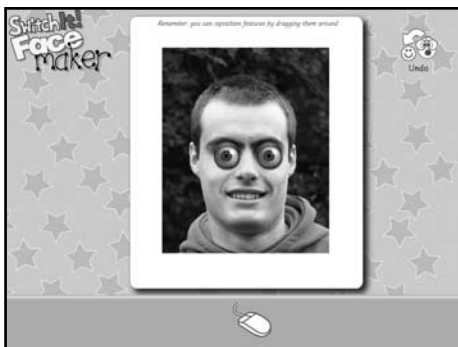
From the Options screen you can choose a different activity or exit *SwitchIt! Facemaker* completely.

Exploring Other Levels

You can choose different levels from the Options screen.

Cause and Effect

The easiest level. Players simply press the space bar or a switch to add a random feature. The decoration is complete when seven features have been added.

This is designed for a young child or a learner with severe learning difficulties to use with an adult or a more able learner present. You should talk to the learner about the different features that the program chooses to add to the face and give praise on completion.

Once seven features have been added to the face, the activity is complete. When the 'print', 'save' and 'new face' options appear, a learner unable to make a choice will need intervention from a helper to move on. This can be used to encourage cooperative play with less able learners.

The **Undo** button is especially useful for co-operative play. It allows the switch user to try features by pressing a switch (or the **space bar**). The helper can then ask if this is liked and click **Undo** if not. The switch user can then try again.

The **Cause and Effect** level only displays features to match the gender of the person on the picture. You can turn this feature off (see the **Options** section for details).

Simple Choices

Gives you a choice of three features at a time.

Sequence of Choices

This level gives full access to all features, but through a simple display. The features are split into fourteen groups and symbols representing the groups are shown one at a time in sequence.

To play, click the **Next** button until a required group symbol appears (eg: hats), then click the symbol. The first feature from that group will appear on the face. Click on the symbol again to see the next feature from that group. Keep clicking the symbol until a feature you like appears.

Click the **Finished** button to stop. The buttons at the bottom of the screen will change to:

This continues play from where you left off.

This clears all the features from the face and re-starts play.

This takes you back to the Picture Library where you can choose another face to decorate.

Print and **Save** buttons also appear, on the left-hand side of the screen. (Note these are not switch accessible.) The **Save** button will save the completed creation to the Gallery, from where you can export the picture to anywhere on your computer.

The **Sequence of Choices** level only displays features to match the gender of the person on the picture. You can turn this off so that all features appear. See the Options section for details.

Normal Selection

This level gives full access to all features. The features are also grouped but players can see the features in each group before choosing one.

To play, click on a group symbol to see the contents of that group. This is usually more groups! (For instance, the hair group contains men's and women's groups.) Select one of these to see a selection of features.

Unlike the other levels the **Normal Selection** level presents all the features for your selection, irrespective of the gender of the person in the picture.
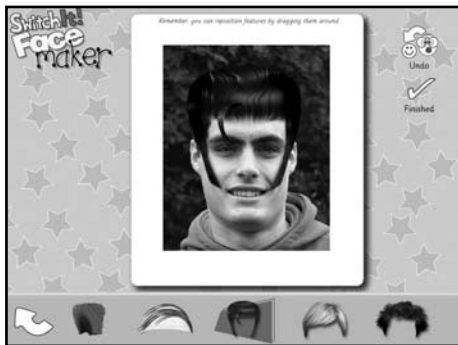
You can now choose a feature and see it on the face. Click on a different feature from the same group to change it.

Click the **Finished** button to stop. See page 10 for a guide to the buttons that appear.

Adding Your Own Pictures

You can add up to 150 pictures to *SwitchIt! FaceMaker*:

- o Photographs of your learners and other staff. For best results, take close-up, face-on pictures against a plain light background. Tie long hair back if possible.
- o Photographs of anonymous people.
- o Drawn or painted pictures you have in the computer.
- o Photographs of fruit, vegetables, animals, pebbles, anything!

The whole process is so easy that your learners will enjoy doing it for themselves.

From the Options screen, click **Start** to go to the Picture Library. Now click the **New Picture** button to go to the Import Image screen.

Click the **Get Photo** button. This will give a file viewer where you can go and find your picture. If you have a modern digital camera plugged into a Windows computer , you should be able to see the pictures on your camera directly.

Select the picture you want and click the **Open** button. This will load your picture into *SwitchIt! FaceMaker*.
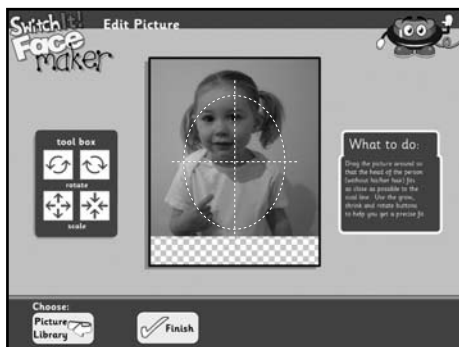
The **What to do** instructions tell you what to do next. Fit the person's face into the oval dotted line. You may need to use the shrink and grow buttons to make it fit. Rotate the picture so the eyes are level. Click **Finish** when you have it right.

Next you have to tell *FaceMaker* where certain points on the face are. Just drag the 'markers' around to the correct positions.

The crosshairs pinpoint exact positions:

- o The crosshairs for the eyes should be on the centre of the eyes in the photo.
- o The crosshairs for the ears should be on the ear lobes. (These markers help to place earrings.)
- o The crosshair for the nose should be on the tip of the nose.
- o The crosshair for the mouth should be on the centre of the upper lip.

Click **Finish** when you are done. You will be asked to enter a name for the picture, where it should be stored in the Picture Library and the gender of the person. You will now see your new picture in the Picture Library, ready for decorating.

Modifying a Picture in the Picture Library: if you find when playing that the picture is the wrong size, or the features are all going in the wrong places, you can adjust the picture. In the Picture Library, click on the picture then on the **Edit Picture** button. This will take you through the same process as above.

Removing a Picture from the Picture Library: in the Picture Library, click the picture to select it, then click the **Edit Picture** button. Here you will find a button to **delete** the picture.

Changing the Name of a Picture Library Folder

As you have seen, there are five folders where you can store your different pictures.

| Folder1 | Folder2 | Folder3 | Folder4 | Folder5 |

You can easily change the default names of the picture folders. Just hold down the **Ctrl** key on your computer's keyboard and click the folder name. The name will appear in a white box and you can edit it to your liking. Keep it short! Click outside the box when have finished.

Example folder names are Class5b, GroupC, MrsSmith, Fruit, Teachers.

Options in SwitchIt! FaceMaker

Using the Options screen you can tailor the program to suit your preferences.

Use Gender: all pictures added to *SwitchIt! Facemaker* have a 'gender' setting, so the program knows if the image is of someone male or female. This is used to offer only features of the correct gender (in all playing levels except **Normal Selection**). This option allows you to turn this off, so that you can add any feature to any picture.
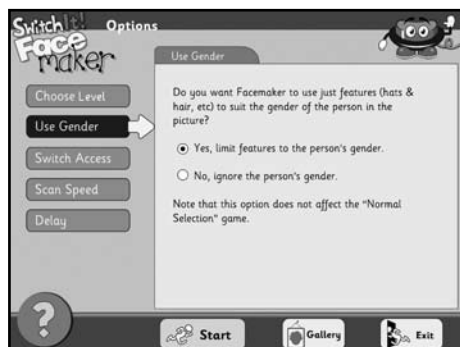
Switch Access, Scan Speed, Delay: use these to give access to switch users. Your switches must be set up to act like ('emulate') the **space bar** and **Enter** keys on the computer's keyboard. Note that the mouse and touch screens will still work when switch access is turned on. See the **Using Switches** section for more details.
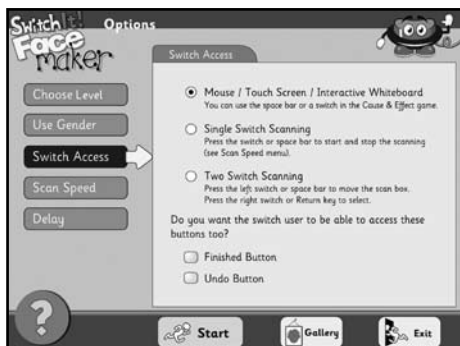
The **Switch Access** option also provides a facility to make the **Finished** and **Undo** buttons that appear at the top right corner of the playing screen switch accessible.

The Gallery

If you choose to save your decorated pictures, they will be saved to the Gallery.

You can view the Gallery by clicking the **Gallery** button on the Options screen. Here the children can view their creations, print them and save ('export') them as JPG images.

Exported faces can be added to other creative software such as *SwitchIt! Jigsaw Maker 2* or *SwitchIt! Maker 2*. *SwitchIt! Maker 2* is an easy program for children and adults to make their own slide shows.

Using Switches

SwitchIt! Facemaker provides switch access in:

   o Decorating a picture.
   o The Picture Library. This is limited to the pictures visible at any one time, and the **Play** button.
   o The Gallery. This is limited to the **Previous** and **Next** buttons.

Switches can be connected to the computer in a variety of ways. For example:

   o Using a Crick USB Switch Interface.
   o Using a Quizworks USB switch Interface.
   o Using a Joy Cable 2.

Your switch interface must be able to make your switches act like the **space bar** and **Enter** keys. Interfaces that only make switches act like the mouse buttons are not suitable.

In the **Cause and Effect** level only one switch is needed, set up to act like the **space bar**. Press the switch to add a feature to the picture.

For the other levels, the Picture Library and the Gallery:

One Switch Access: the switch should be set up to act like the **space bar**. Press the switch to start the scanning. The scan box will move on its own round all the buttons on the screen*. Wait for the scan box to reach the required button and press the switch to select it.

Two Switch Access: one switch (the 'move' switch) should be set up to act like the **space bar**. The other ('select') switch should be set up to act like the **Enter** key.

First press the 'move' switch to make the scan box appear. Press it again to move it to the next button. Keep pressing it until you reach the button you want*. Then press the 'select' switch to choose that button.

* When the scan box has reached the last button, it will go back to the beginning again.

Feature List

You may like to use this list to help you ask children to select particular features, though this is only really useful for the **Sequence of Choices** and **Normal Selection** levels.

Features that are gender-specific have been marked, as the **Sequence of Choices** level will only offer features that match the gender of the person in the picture.

Feature	Gender
Male Hair	
Dark and spiky	Male
Blonde with side parting	Male
Elvis	Male
Baldy comb-over	Male
Mohican	Male
Female Hair	
Blonde pigtails	Female
Blue rinse	Female
Dark curly perm	Female
Ginger beehive (with cuckoo!)	Female
Dark, braids and beads	Female
Male Hats	
Cowboy hat	Male
Bowler hat (with flower)	Male
Baseball cap	Male
Fez (with snake)	Male
Female Hats	
Tiara	Female
Straw hat with flowers	Female
Bride's hat with veil	Female
Stars on springs	Female

Professional Hats

UK policeman's helmet	Male
US policeman's cap	-
Fire-fighter's helmet	-
Pirate hat	-
Nurse's hat	Female
Builder's hat	-

Silly Hats

Mouse ears	-
Propeller hat	-
Crown	-
Viking helmet	-
Jester's hat	-

Eyes

Purple monster eyes	-
Round blue eyes	-
Green cat's eyes	-
Model's eyes	-

Eyebrows

Dark angry eyebrows	-
Ginger sad eyebrows	-
Dark sad eyebrows	-
Dark spiky eyebrows (happy)	-

Male Glasses

Dark square frames	Male
Pilot sunglasses	Male
Round wire-framed glasses	Male
Half moon reading glasses	Male

Female Glasses

Fancy jewelled glasses	Female
Round rainbow glasses	Female
Love-heart sunglasses	Female
Square style	Female

Silly Eyewear

Monocle	-
Eyepatch	-
Flying goggles	-
Swimming goggles	-
Hypnotic specs	-

Mouths

Angry mouth	-
Scared mouth	-
Big red lips	-
Crocodile	-
Grin	-

Noses

Clown's red nose	-
Pig's snout	-
Blue monster nose	-
"I've got a cold!"	-
Lion's nose	-

Ears

Green pointy ears	-
Teddy bear's ears	-
Rabbit's ears	-
Robot's ears	-

Earrings

Gold hoops	Female
Large dangly earrings	Female
Skeleton earrings	Female
Pink star studs	Female

Beards

Stubble (it grows!)	Male
Pork chop sideburns	Male
Curly ginger beard	Male
Goatee	Male
Blonde shaggy beard	Male

Moustaches

Short and bushy moustache	Male
Droopy moustache	Male
Curly cavalier moustache	Male
Handlebar moustache	Male

Necklaces

Dog collar	-
Gold with jewels	Female
Daisy chain	Female

Ties and Scarf

Bow tie	Male
Blue tie with birds	Male
Piano pattern tie	Male
Scarf	-

Facial Marks

Big red spot	-
Freckles	-
Hairy mole	-
Scar	-
Rosy cheeks	-

Face Paint Designs

Tiger	-
Butterfly	-
Spiderman	-
Skull	-
Clown	-

SwitchIt! Facemaker

Make silly and sensible faces with SwitchIt! Facemaker, then save them or print them out. Use a mouse, touch screen, switches or interactive whiteboard.

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Add your own photographs and transform them into all kinds of characters. Great for encouraging descriptive language, computer modelling or just having fun! Has four levels of play to support all learners. No reading skills required.

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