How to Locate Files in Chat Editor

Introduction

In the previous tutorial you learned how to transfer your vocabulary file from TouchChat directly onto your PC computer to be loaded into Chat Editor. In this tutorial, you will discover how to open Chat Editor and where to find and locate your transferred vocabulary files as well as all the TouchChat vocabulary file templates that you can use to create future resources.

Learning Objectives

Completion of this tutorial will give you experience with how to locate:

- Your vocabulary file you just saved from TouchChat to Chat Editor.
- All other vocabulary file templates within TouchChat so you can create other low tech AAC resources.
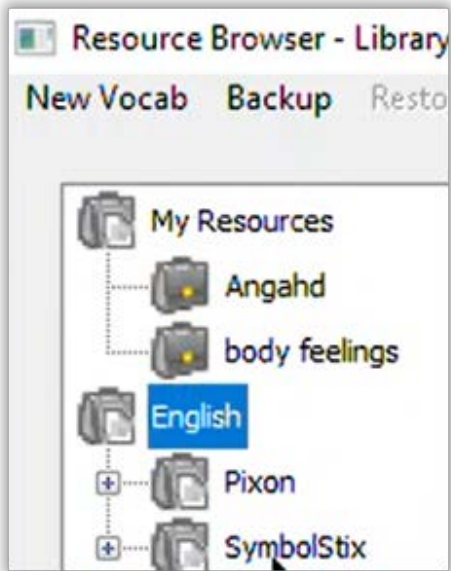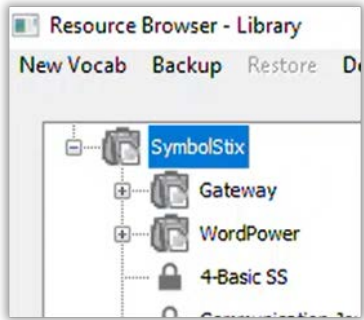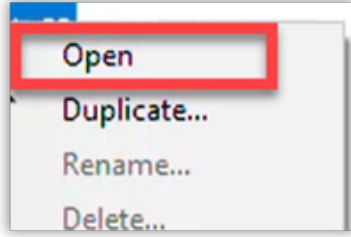
This tutorial assumes that you have

- an iPad with TouchChat installed, a NovaChat, or Lamps Word for Life.
- the most recent version of Chat Editor installed on your PC computer.

Case Study

You are the case manager for all the AAC students in your school. You just learned how to use Chat Editor, were able to successfully back up several students' vocabulary files from TouchChat to your Dropbox and have now saved them onto your desktop. You need to access these vocabulary files in Chat Editor so that you can customize them for each one of your AAC students.

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How to Locate Files in Chat Editor

1	To access vocabulary pages, first, launch Chat Editor and go to **Library.**	
2	You will be prompted to choose a file from the My Resources folder or the English folder. The **My Resources folder** has the files you have directly transferred from your communication device. They are backup files saved on Chat Editor and ready for editing. In the **English folder** are Pixon and SymbolStix files.	
3	SymbolStix is where you will find the same vocabulary files within TouchChat and Chat Editor.	

4	Select a file that suits your students needs and click **Open**.	
5	The vocabulary file will be loaded and ready for editing.	