













# Commmap Symboliser buttons


## Adding symbols


	<b>Symbolise</b> – Adds symbols for the currently selected words. Continue clicking for any alternatives. Click in a word, or select several words, then click on this button.
	<b>Previous</b> – Goes back to the previous symbol shown for the currently selected word.
	<b>Default Size</b> – Sets the size of subsequent symbols to be that of the currently selected image/shape.
	<b>Preferences</b> – Choose symbol sets, add your own images, choose where symbols appear in relation to text, help.
	<b>Tidy Text</b> – Re-aligns symbols to the selected text box (according to what you have set in “Preferences”).
	<b>Alternate Word</b> – When you symbolise a word, have symbols for a different word also appear – for example “Rover” bringing up symbols for “dog”.
	<b>Symbol Request</b> – Make a request for a symbol that you can’t find.

## Creating grids

	<b>Make Into Grid</b> – Use to make fancy grids: select one or more shapes and create a grid from them.
	<b>Scale</b> – Select a set of shapes and text (such as a grid) and scale them proportionately.
	<b>Quick Grid</b> – Makes a grid of cells which takes up an entire slide.
	<b>Copyrights</b> – Shows copyright information for any symbols you have used from an online symbol set.
	<b>Symbols Used</b> – Creates a grid of all the symbols (with or without text) you have used in a document. Great for supporting those who struggle with lesson content.

## Symbol qualifiers

	Click on a symbol, or a word that has a symbol, choose a qualifier to appear next to the symbol to alter its meaning (plural, comparative, superlative, emphasis, past, future, negative).
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	<b>Colour</b> – Use to change the colour of the qualifiers.
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