Total Communication Topic- Easy Read Information

This month's **Total Communication Topic** focuses on the importance of **easy read** materials for those with a communication disability or difficulty.
The government's Accessible Communication Formats guidelines, published in 2014 are available at https://www.gov.uk/government/publications/inclusive-communication/accessible-communication-formats and state that 'People with learning disabilities need access to all information, not just disability-specific information but also about their health, voting, work and gaining skills.' Using an easy read format can help to provide individuals with important information that affects them and can support individuals in making decisions about their care and day to day life.

Top Tips
These top tips were adapted from MENCAP's 'Am I making myself clear?'. The full document can be downloaded from https://www.mencap.org.uk/node/6040.

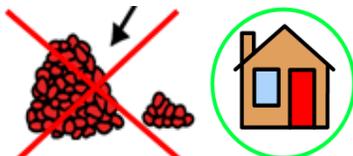|	
	Use easy words, short sentences and simple punctuation. Avoid jargon.
12+	Use larger font (at least 12 point), a clear typeface (eg Comic Sans) and plenty of spacing.
	Use photos, symbols and drawings to support the text. The subject of the material should be clear at a glance, even to a non-reader.
	Use bullet points or text boxes to make the main points clear.
	Do not rely on abstract symbols. Use one or two simple symbols or photographs to the left of the words.

You can also find a short video tutorial, **"How to create Easy Read information"** in the video section of our website.

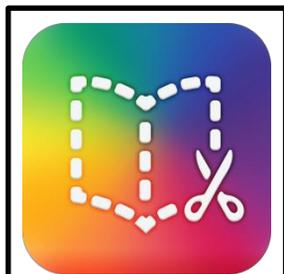## 🎀 Website of the Month 🎀
https://www.mencap.org.uk/involveMe

The MENCAP website is full of useful information for people with learning disabilities, their families and carers. This month we are looking at their Involve Me project page. This project focuses on ways to creatively involve people with profound and multiple learning disabilities in decision making. The project page includes information about the project and why it is important. You can download free 'Practical Guides' and order a free DVD about the project.

🎀 App of the Month 🎀

Book Creator

Book Creator is a simple, user friendly app to make resources on your iPad. Book Creator can be used to make easy read documents such as social stories and communication passports. You can add sounds and videos to your book.Tutorials and support for the app can be found at http://www.redjumper.net/bookcreator. The lite app allows you to create one book for free. The full version allows you to make unlimited books for £3.99. Completed books can be viewed in iBooks, shared to other iPads and emailed.

This Month's Signs

Rabbit
Bring index and middle fingers of both hands up to sides of head and 'twitch' like ears.

Chocolate
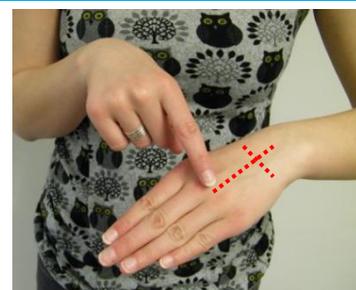Make a 'C' with thumb and fore finger and tap chin twice.

Flower
Press finger tips and thumb together. Move hand from side to side below nose as if smelling perfume.

Easter
Use index finger to draw a cross on the back of other hand.

Total Communication Now News

In March we ran our first iPad workshop. We had great attendance from professionals and service users. The workshop included a brief introduction to iPads, how they can be used to support individuals with a communication disability and a discussion about useful apps. We will be running more iPad workshops in the future. Dates and details will be posted on the website.

If you prefer not to receive our newsletter please let us know by email: hello@totalcommunicationnow.org