

A B C D E F G H I J

K L M N O P Q R S

T U V W X Y Z

SPACE



## How to use this alphabet chart

It is not always possible for someone to point to the letters on an alphabet chart to spell out words. It can be used with partner assisted scanning where the conversation partners points for them.

- You hold up the chart in a position where the person can clearly see it, then point at each row in turn.
- They then indicate a 'yes' when you get to the row containing the letter they want.
- You then point to each letter in turn until they indicate the letter they want.
- They do not need to indicate 'no' to all the rows/letters that are scanned but not wanted.
- However, a 'no' response will be needed to help clarify any mistakes.
- When you scan, allow adequate time between rows/ letters so they can select if required.
- Finding the best pause time between each row/ letter may take some practice.
- It can also be useful to write down what is being spelt, particularly if it is more than 1 word.