



## When to use a communication board

The **communication boards** can be used to talk about:

- Getting ready for a lesson
- What is needed for a lesson
- Time and length of a lesson
- Payment and funding options for lessons
- Transport to and from a lesson
- Booking courts and membership

## When to use a spelling board

The **spelling board** can be used when a message is not on the communication board and needs to be spelled out.

## How to use a communication board

1. Ask the person "Would you like to use this communication board?"  
Look for a yes/no response.
2. If you do not understand their response, ask "How do you say yes?"  
Wait for their response.
3. Ask "How do you say no?"  
Wait for their response.
4. Ask "Would you like me to read each message aloud for you?"  
Look for a yes/no response.
5. Check ways of answering. Read these one at a time until the person says "yes".
  - a) "Will you point to the message you want?"
  - b) "Do you want me to read one message at a time until you say "yes" or "no"?"

## How to use a spelling board:

1. Ask the person, "Is your message on this communication board?" Look for yes/no response.
2. If no, ask "Would you like to use the spelling board?" Look for yes/no response.
3. If yes, check ways of answering. Read these one at a time until the person says "Yes".
  - a) Will you point to the letter you want?
  - b) Do you want me to read out one letter at a time and you say "yes" or "no"?

4. Use a pen and paper to write down the letters selected.

### Using a communication board to support understanding:

You can use the **communication boards** to support a student to understand what you are saying by:

- Pointing to a picture as you say the message
- Allowing time for the student to process your message
- Observing to see whether you have been understood
- If needed, repeating your message, using a gesture, giving an example or a demonstration.



Scope. (2021). InterAAction: Strategies for intentional and unintentional communicators. Melbourne: Scope.  
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