



USER MANUAL



HAMILTON HOUSE
ENGLISH LANGUAGE TEACHING

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PACKAGE CONTENTS

The device package contains:

- The Talking Pen
- Pen docking cradle
- USB Cable for charging and data transfer
- Mobile device dock



CHARGING THE DEVICE

To charge the device, all you have to do is connect the included cable to both the Micro USB port on the Pen and to a free USB port on a PC or phone/tablet charger.



USING THE PEN

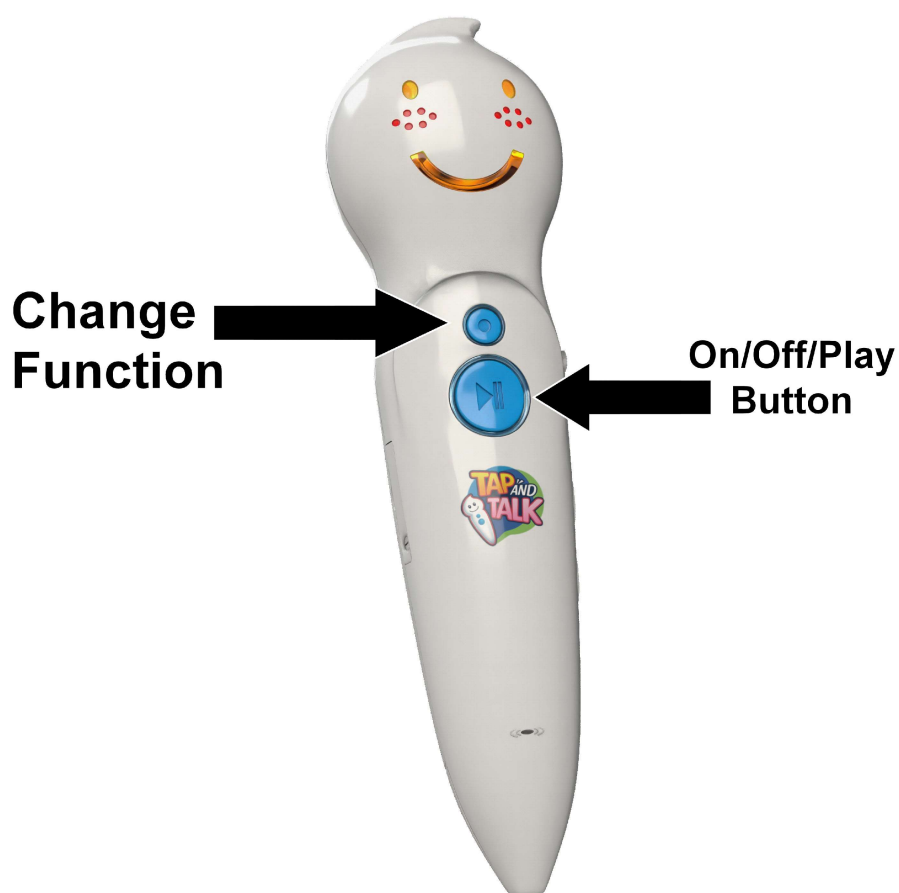


The Talking Pen can be used in three different ways.

- **In conjunction with the Tap And Talk mobile app.**
- **Independently in Reading Mode.**
- **Independently as an MP3 player.**

In the first two cases you will need to have a compatible book available to use the Pen.

Let's take a closer look at the Talking Pen:



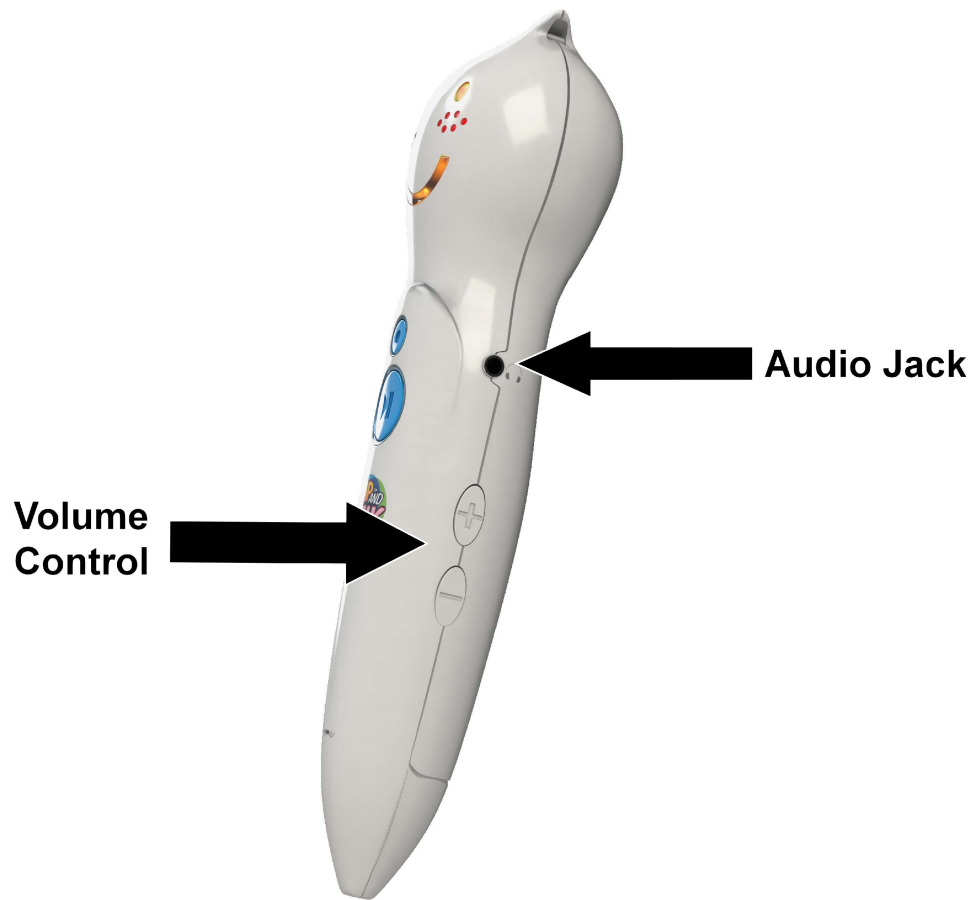
You can activate the Talking Pen by pressing the «On/Off» button a single time.

To deactivate it, simply keep the same button pressed down until the device shuts down.

To change between Talking Pen Mode and Application Mode, keep the «Change Function» button pressed until you hear the relevant announcement.



By connecting a cable to the USB port depicted above, you can either charge the device or transfer files and upgrade the pen while it is connected to a computer.

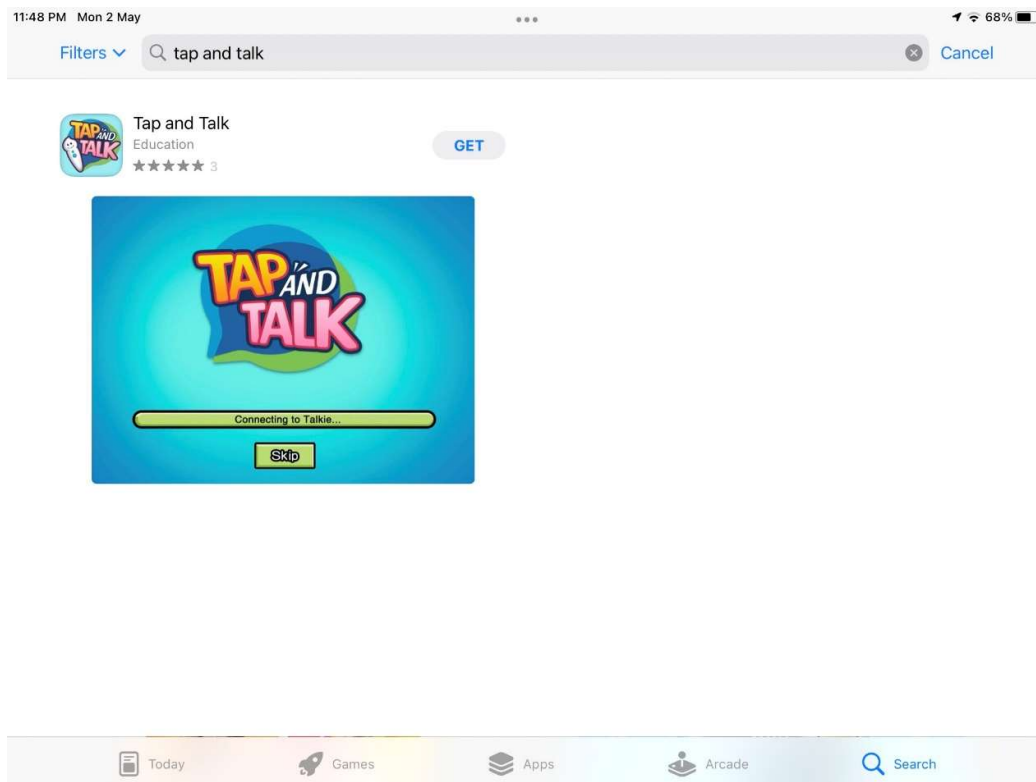


You can change the Talking Pen's volume at any time by using the volume buttons on the side of the pen (as shown above).

You can also connect headphones via the Audio Jack with the small headphone logo, so that you can listen privately.

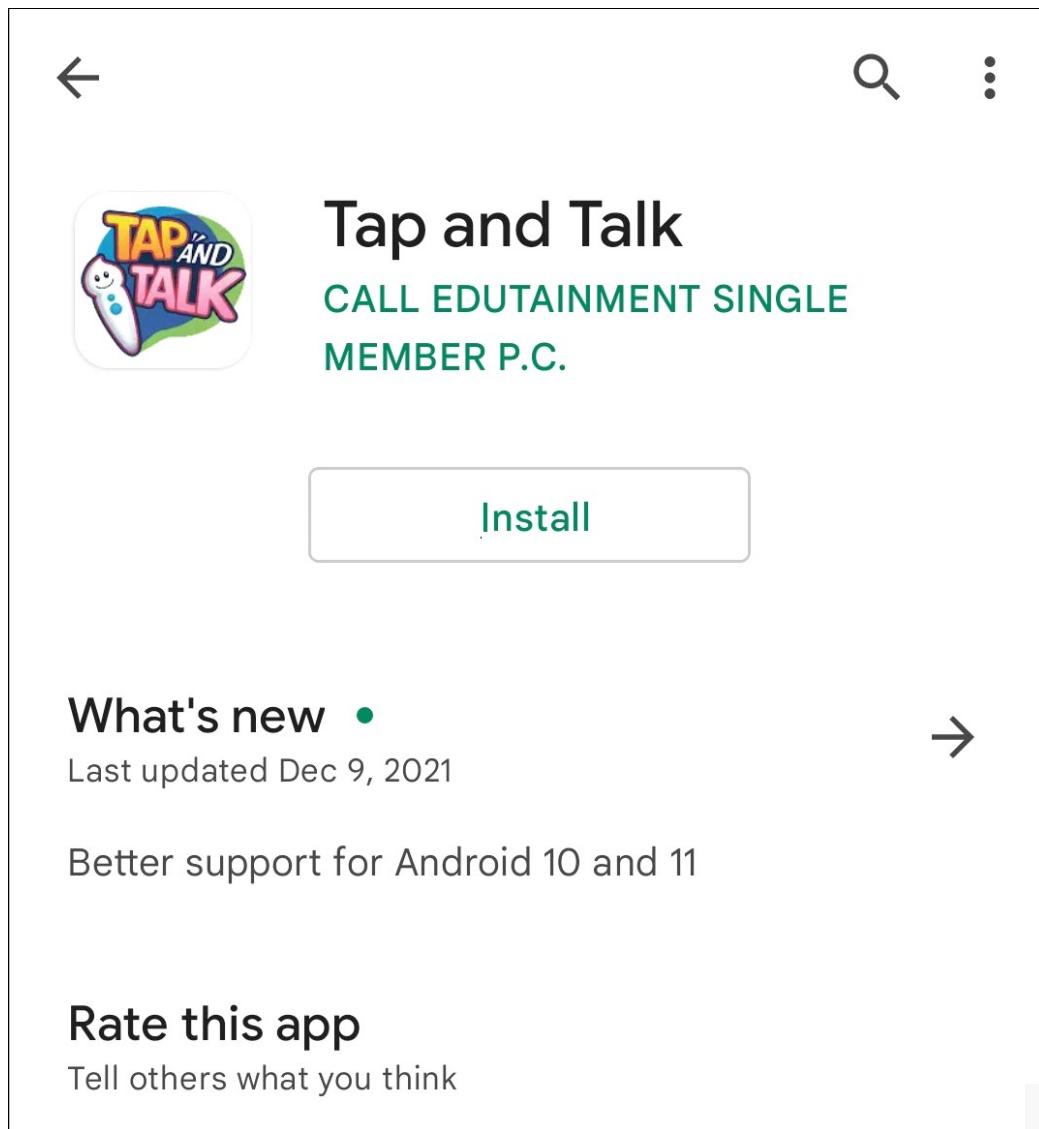
INSTALLING THE APP

To install the Tap And Talk app go to your device's App Store or Google Play (depending on your device manufacturer) and search for «Tap And Talk».



Here you can see an example of what this looks like on Apple devices like the iPhone / iPad.

Tap on «Get» next to the app name to download and install the application.



On Android devices respectively, you will need to tap on «Install» to begin the installation.

In both cases, you may be presented with several access queries, which you will need to accept (depending on your device's security settings).

You will need to accept all security queries, otherwise the pen might not work correctly.

Depending on your phone/tablet display language, the installation button may be displayed in another language (e.g. Install / Εγκατάσταση).

Once the installation is complete, a new icon like the one displayed below will appear on your device desktop / app drawer. You can run the app from there at any time.

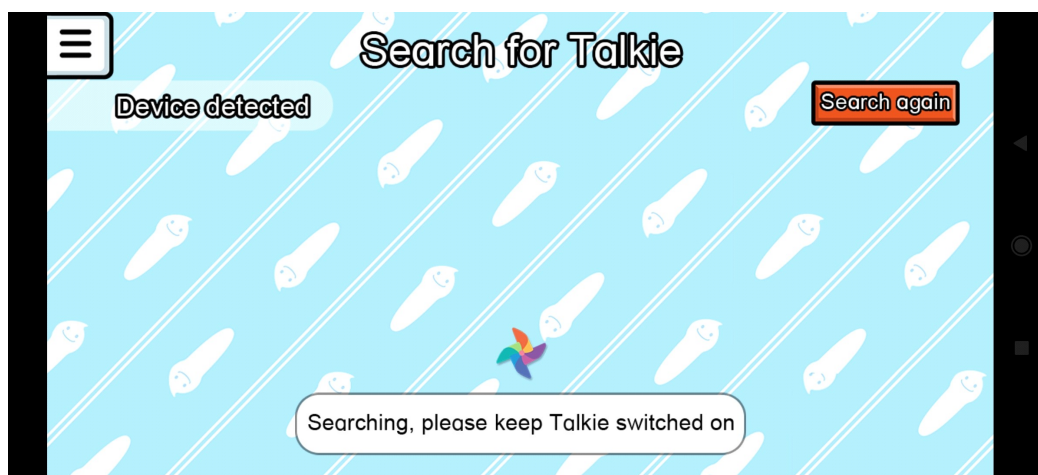


BOOK ACTIVATION / DOWNLOAD

To activate your book from within the app, you need to have your Talking Pen powered up and in Application Mode, as well as have the Tap And Talk app running.

To learn how to change your Pen into Application Mode, please refer to chapter 3 of this manual.

When you first start the application, as well as if there are connectivity issues, you will see this screen:



Make sure that the pen is in Application Mode, then tap the red «Search Again» button.

Once your Pen is detected you will see the following screen. Tap the blue «Connect» button to proceed.



During the first startup of the app, you will be presented with the user instructions. You can bypass these by swiping the screen with your finger.

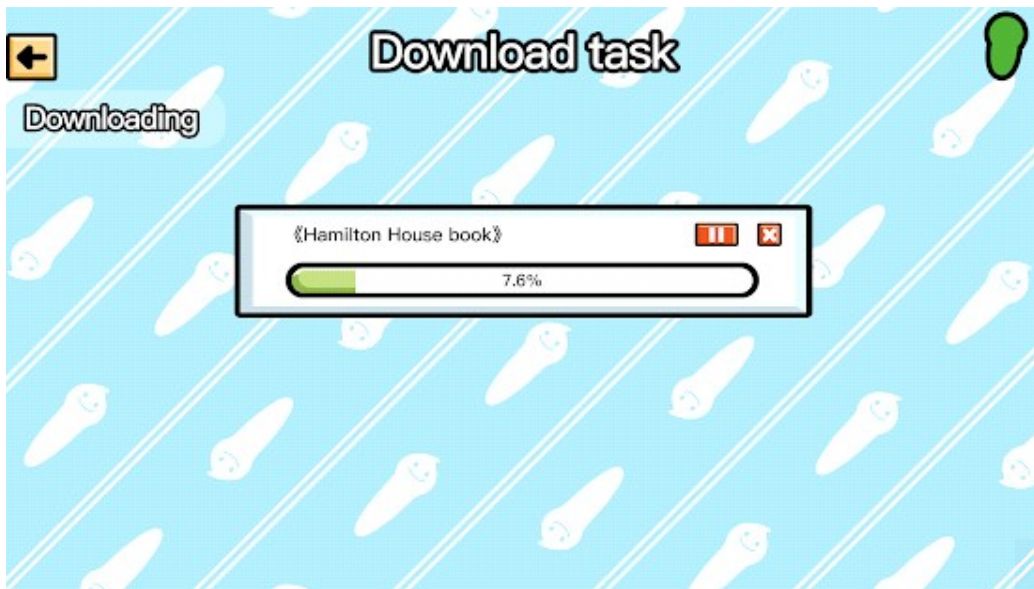


After you bypass the user instructions, you will get to the main app screen:



To activate your book within the app, please touch the front book cover with your Talking Pen.

Whenever you first activate a book, the app will automatically start downloading all relevant interactive material onto your device memory. That way you will have all the content available, regardless of whether or not you have network connectivity.



Warning: Since the download is quite large, it might take some time to complete. Therefore it is recommended that you connect to a Wifi network prior to activation, so as to avoid using up your mobile data.

Once the download is complete, you will be returned to the main application screen, as seen below.



In case the download is interrupted, you can resume exactly where it stopped by going through the main menu on the top left (three horizontal bars).



Tap on «Download task», then tap on the Resume button.

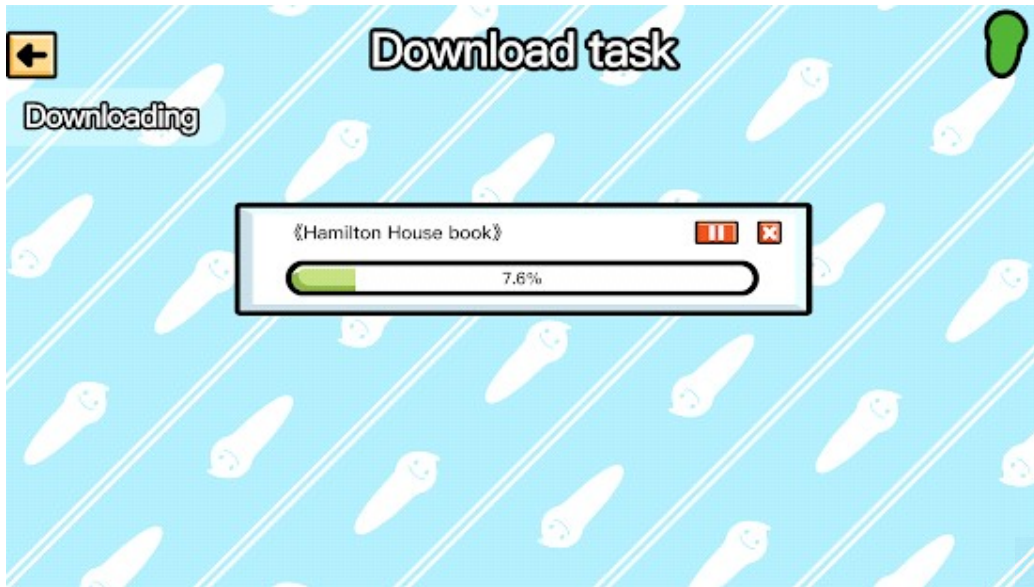
You will find the following options in the main menu:



- **Switch device – You may connect any Talking Pen through this screen.**



- **Download task** – This is where you can see the progress of your book downloads.



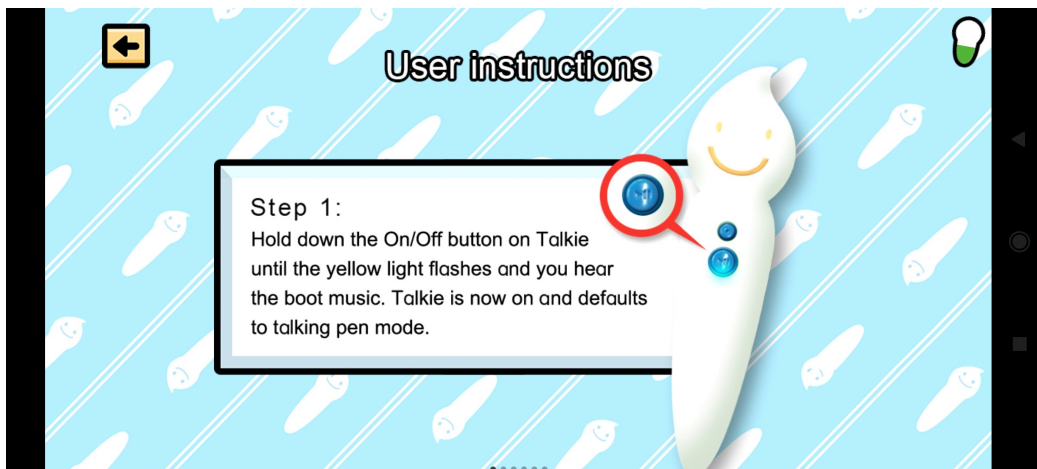
- **Parental control** – You may use the Parental Controls through here (app lock, etc.).



- **History** – You can see the app history from here (reading time, which book was used).



- **User instructions** – You can find a short user guide here.



Finally, on the top right corner of the screen, is the indicator for the Talking Pen battery level.



When the green indicator is full, your battery is at a high charge level. A lower indicator level means a lower battery charge.

If the icon is almost completely white, it is recommended that you immediately connect your Pen for charging.

APPLICATION MODE

To use the Talking Pen with the app, you will need to install the Tap And Talk application on your phone or tablet and have your Pen set to Application Mode. You will also need to download your book through the application.

If you need instructions on how to do any of the above, please refer to chapter 5 of this manual.

Once you have completed the steps mentioned above, you need only start the app and have your pen activated and set to Application Mode.

To begin, simply touch the front book cover with the tip of your Talking Pen.



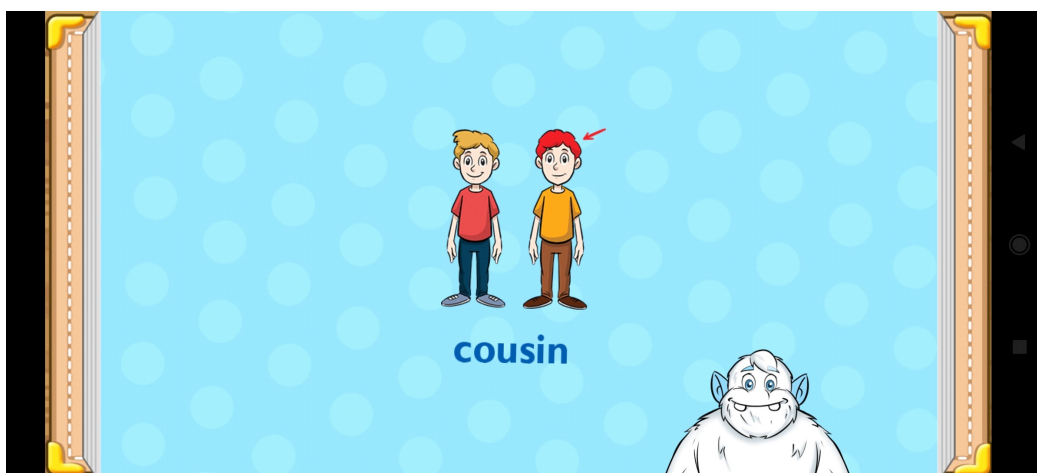
You will promptly hear the title of your book.

You are now ready to start using the Talking Pen!

You may use your pen to activate any parts of the pupil's book and in the case of the Yeti book series, you may also use it with the Alphabet Book.



To listen to the words listed in the book, just tap on any with the tip of the pen. The word will be displayed in the app and you will hear the word correctly pronounced.

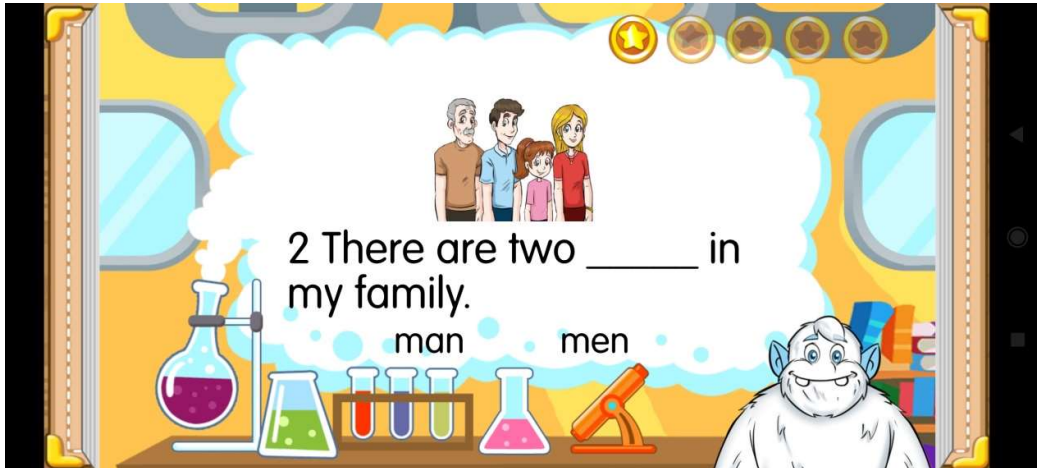


Wherever there is a camera icon, you can watch a video by tapping on the icon with the pen.



You can also pause the video in the app or skip time forwards / backwards by tapping on the control bar with your finger.

The app also allows you to solve exercises with the pen. You start by tapping with the pen on the exercise of your choice, which will then be displayed in the app.



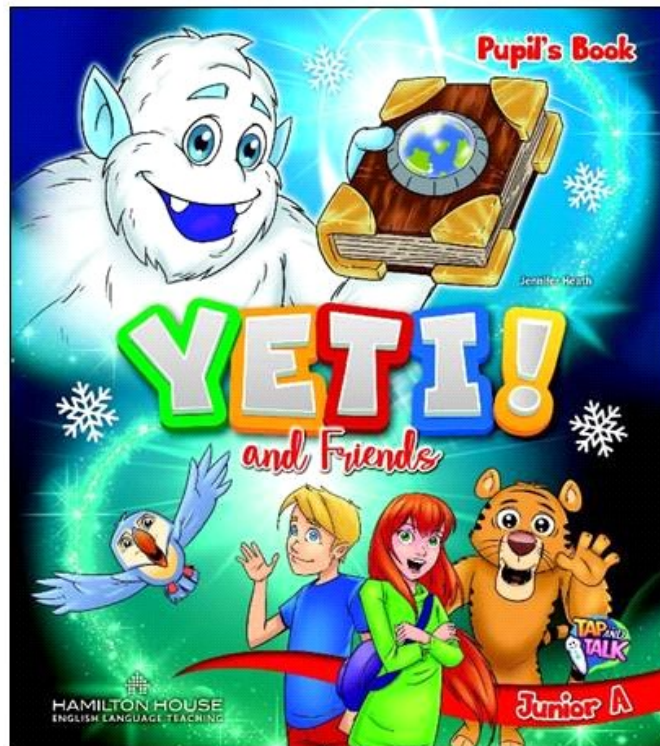
You then tap on the answers on the book and the app will immediately display the result and inform you if you answered correctly.

Feel free to experiment with the pen, so as to discover all of the amazing content that's hidden on every book within the app!

TALKING PEN MODE

The Talking Pen can also work independently of other devices, once you activate Talking Pen Mode.

This mode allows you to listen to the book's whole wordlist, as well as any audio sections and helps improve your accent.



To select a book, simply tap your front book cover with the tip of the pen.

Once you listen to the book title, you may tap on any word in a lesson to hear it repeated with the correct pronunciation.

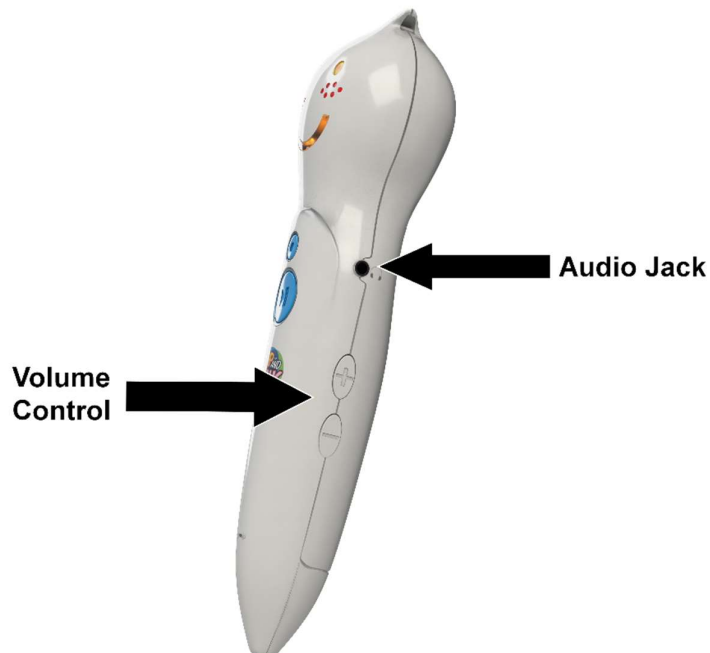


Different book titles may have different parts that are integrated into Talking Pen Mode (such as songs and stories), since the number of supported books is constantly evolving.

MP3 PLAYER

The Talking Pen also has the added feature of working as an MP3 Player. You can play back any audio file (such as music and audio books) through the Talking Pen.

You may play back your audio, either through the integrated speaker or by using headphones. You can change the volume by using the volume buttons on the side of the pen.



Transferring MP3 files to the Pen:

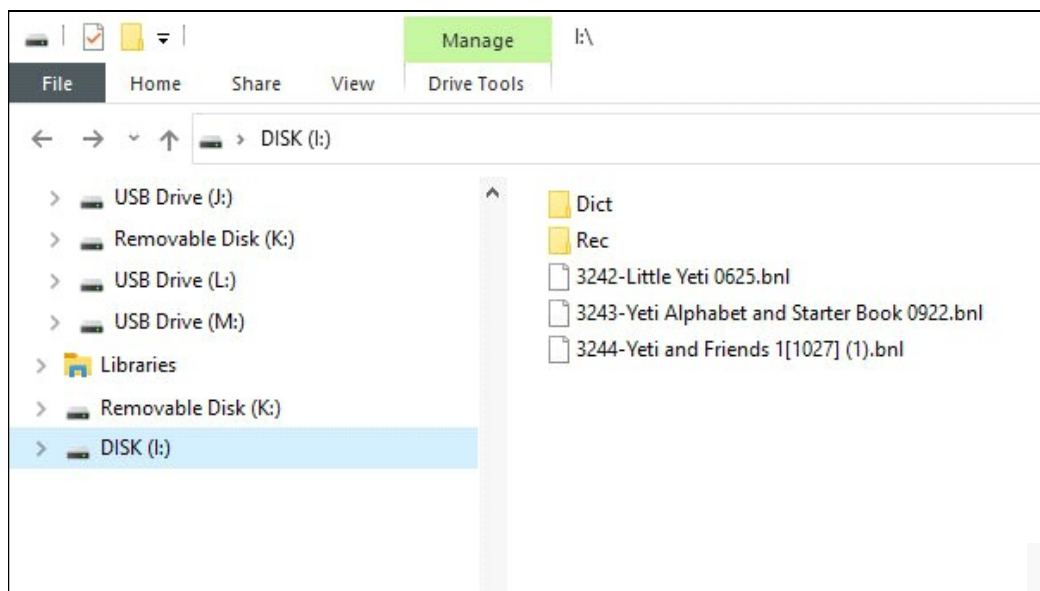
To transfer your files to the pen, you will need to connect your Talking Pen to your computer, by way of the USB cable that was included in the packaging.



For your computer to detect your pen, you will need to make sure that it is correctly connected via cable and powered up.

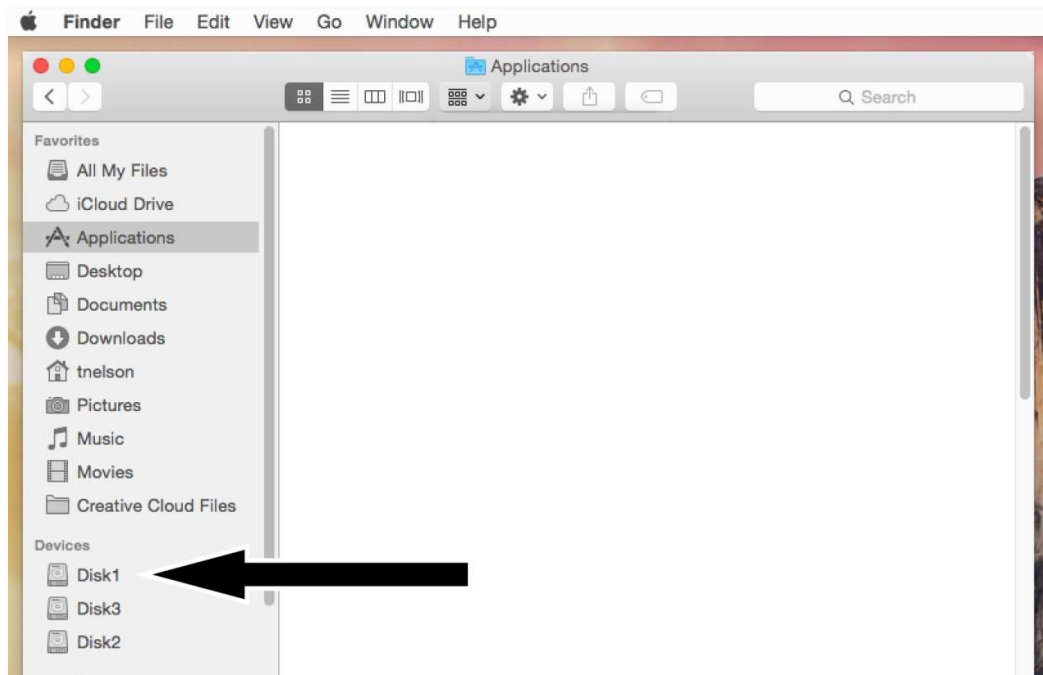
Once a connection is established, you can use the «My Computer» shortcut on your desktop to get to the newly discovered drive.

You should see something similar to the folder depicted below (depending on your system settings, it may look slightly different).



The image above shows what the folder looks like in Windows.

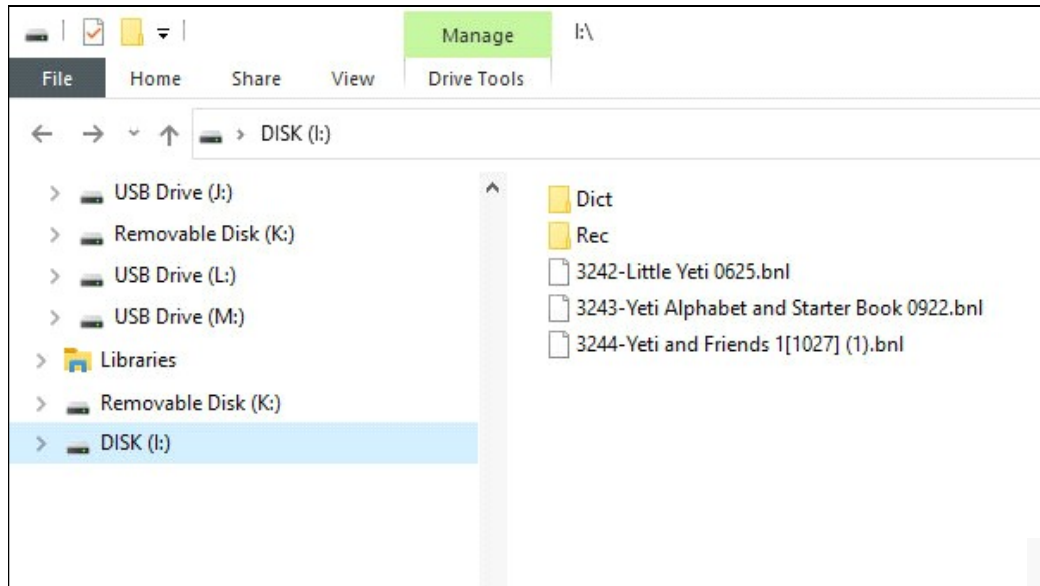
If you are using MacOS, you can get to the same point by using the «Finder» app (as seen below).



In certain MacOS versions you might automatically get a new desktop shortcut once a connection is established, which will open the pen folder directly.

In case you are using a Linux operating system, you will automatically get a new desktop shortcut once you connect your pen to your computer. Double-click it to open the file folder.

Once the pen's file folder is open, you will see some files with the BNL extension (as seen below).



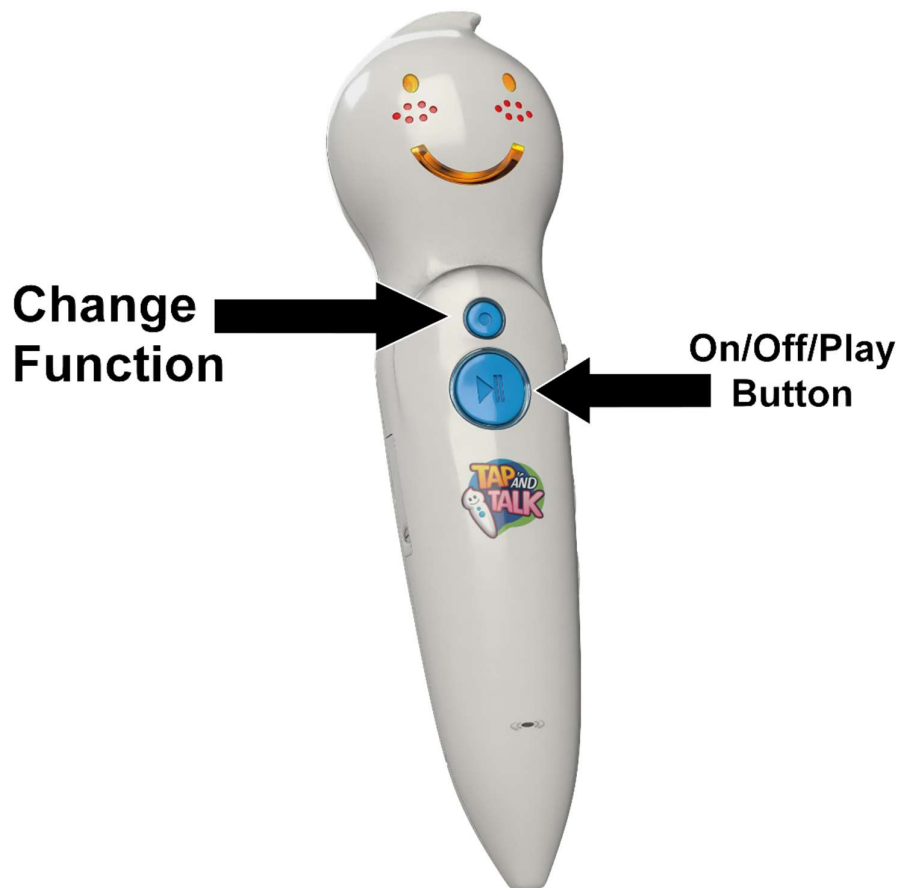
If your folder does not contain any files with that extension or the names of your books, you might be in the wrong folder.

To load your MP3 files onto the pen, simply copy your files into this folder and you are done.

Once you disconnect your Talking Pen from the computer you are immediately able to play back your files.

Using the Talking Pen as an MP3 player

After you have copied your files onto the Pen (as shown earlier in the manual), you can immediately listen to your files by pushing the «On/Off/Play» button once.



You can use the same button to pause playback at any time.

Warning: To use the Pen's MP3 function, you need to have set it to Talking Pen Mode.

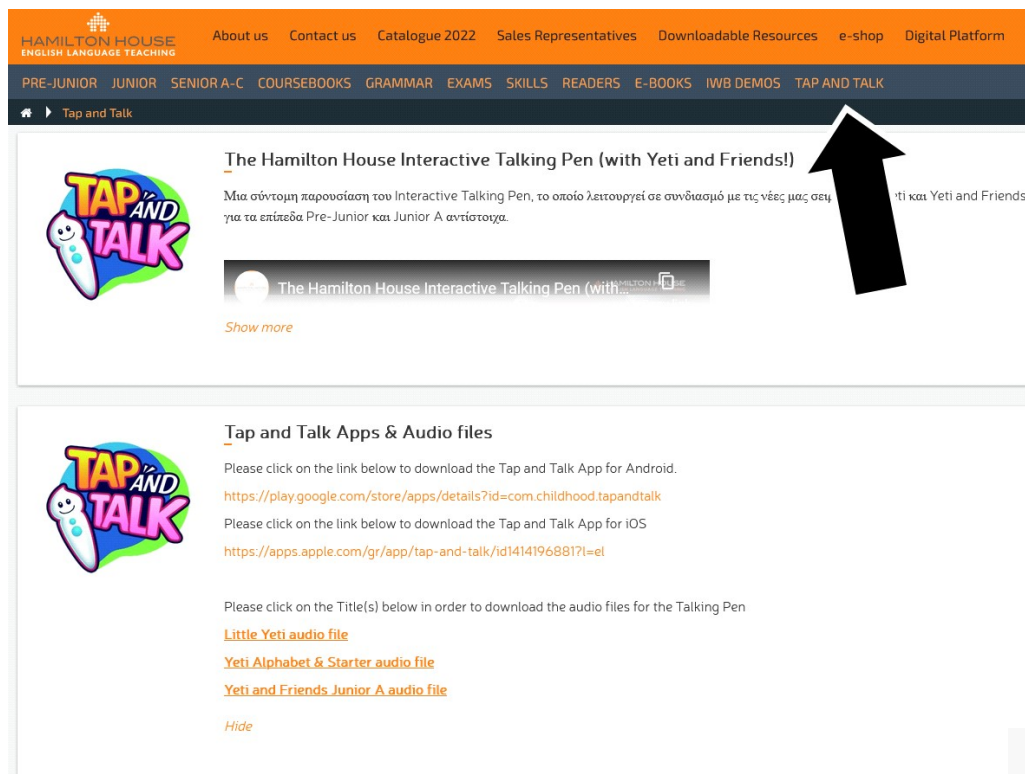
PEN UPGRADES

In case there is a software upgrade for the Talking Pen or if you just want to add a new book to the pen, you will need to download the relevant files from Hamilton House's website and then copy them onto the pen via computer through the USB cable.

To find the latest book files and software upgrades for your Talking Pen, please visit the following web page :

<https://hamiltonhousepublishers.gr/tap-and-talk>

Otherwise, you can just visit the main Hamilton House website and click on Tap And Talk (as shown below).



There you will find a video tutorial and presentation on the Talking Pen and its capabilities, as well as all necessary book files and software upgrades.

To find the files you need, go to «Tap and Talk Apps & Audio Files» on the site and find the book that you want. If you cannot see all of the files, you can click on «Show more» to display the full list of files and updates.



Tap and Talk Apps & Audio files

Please click on the link below to download the Tap and Talk App for Android.

<https://play.google.com/store/apps/details?id=com.childhood.tapandtalk>

Please click on the link below to download the Tap and Talk App for iOS

<https://apps.apple.com/gr/app/tap-and-talk/id1414196881?l=el>

Please click on the Title(s) below in order to download the audio files for the Talking Pen

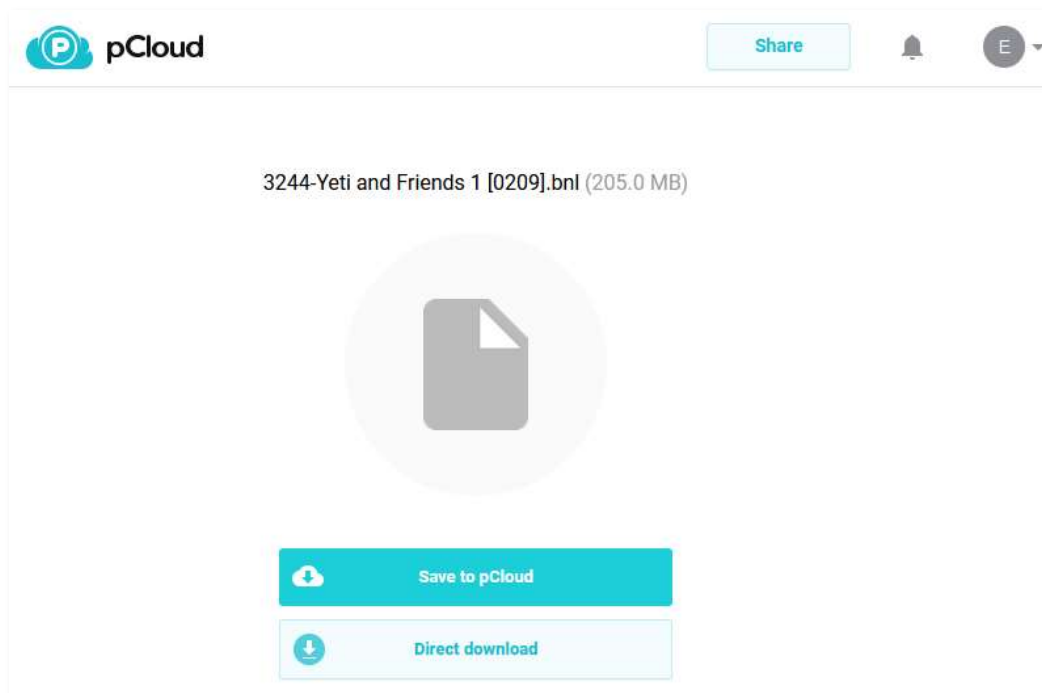
[Little Yeti audio file](#)

[Yeti Alphabet & Starter audio file](#)

[Yeti and Friends Junior A audio file](#)

[Hide](#)

When you find the book that you're interested in (e.g. Little Yeti audio file), click on the title and a new page will load, from which you can download the necessary files by clicking on «Direct Download».

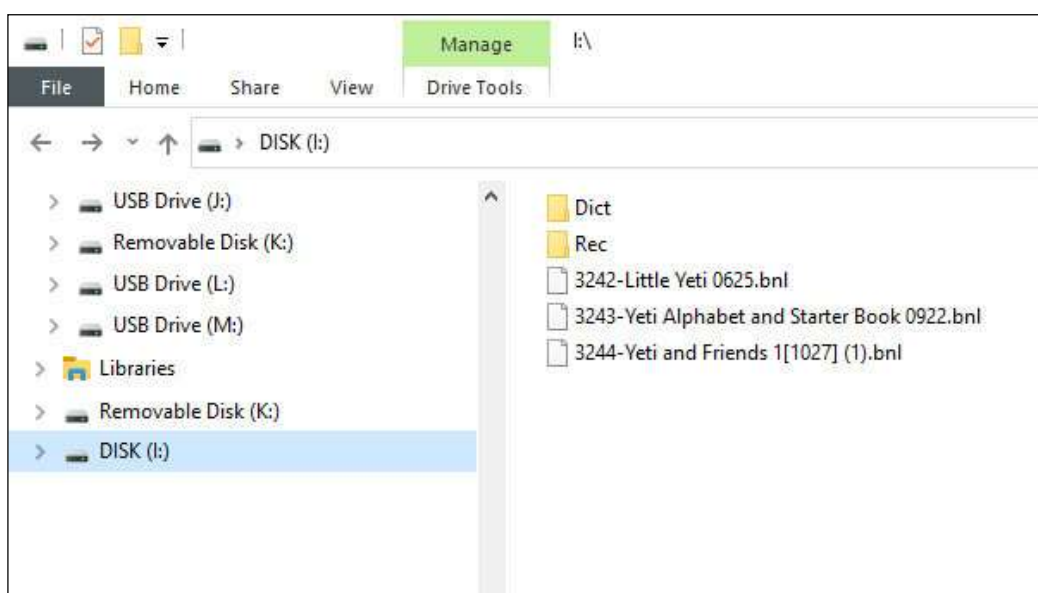


Once the download is complete, you need to do the following:

To initiate the upgrade, your Talking Pen needs to be active and connected to your computer through the USB cable that was included in the packaging.

After a connection is achieved, open «My Computer» from your computer desktop and click on the newly added disk drive.

You will find a new drive that contains files such as the ones depicted below, with filenames mentioning book titles (such as Yeti).



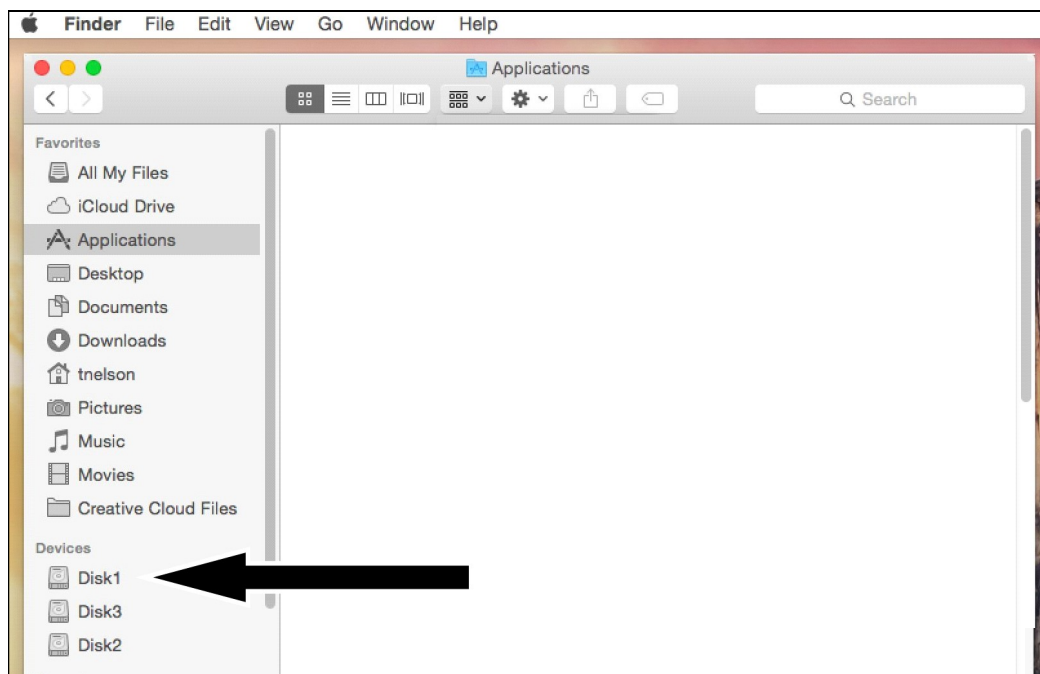
This is the folder containing the Talking Pen files.

This is where you need to copy the files which you downloaded earlier from the Hamilton House website.

Unless you have changed the default download folder, you should find your files in your «Downloads» folder on your computer.

To make things easier, it would be advisable to have both folders open concurrently, to easily copy the files from one folder to the other.

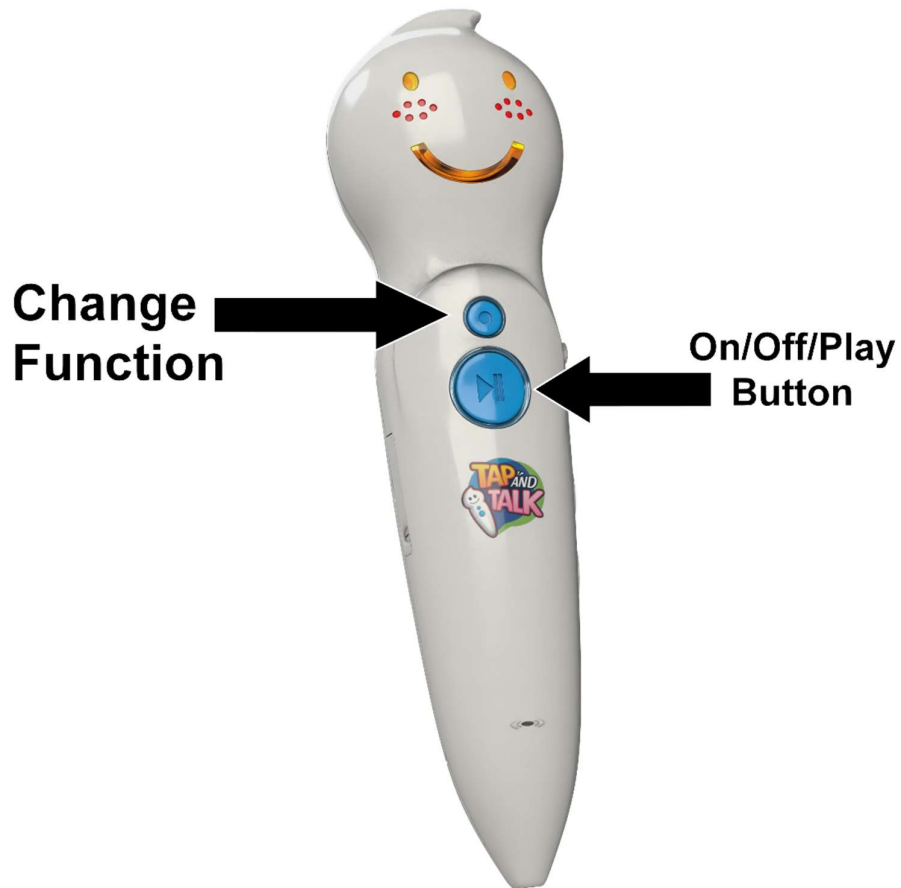
In case you are using a Mac, you can find the files and folders through the «Finder» app.



As soon as the files are copied onto the Talking Pen, you may disconnect the pen from your computer.

You can use the same method of copying files onto your pen to transfer your MP3 files. That way you can also use your Talking Pen as an MP3 Player.

After the Talking Pen is disconnected from your computer, keep the On/Off button pressed until the device shuts down.



Once you restart your pen, the update will be complete.



Congratulations! You are ready to use your Talking Pen!

TROUBLESHOOTING

Problem:

- I tap the book pages with the Pen, but after a certain point/page, there is no response.

Diagnosis:

- Either you have an older version of your book installed on your Pen or one of the files is potentially damaged.

Solution:

- Download the latest version of your book file from the Hamilton House website at <https://hamiltonhousepublishers.gr/tap-and-talk> and follow the steps in section 9 of this manual to upgrade/update your Talking Pen.

Problem:

- The Pen does not power down / turn off.

Diagnosis:

- The digital power switch may be stuck.

Solution:

- You will find a small hole at the back of the Pen, with a “Reset” label beneath it. Use a pin or needle to carefully and lightly press the button at the bottom of that hole. That will reset the Pen and enable normal use once more.



Problem:

- The device fails to turn on / power up.

Diagnosis:

- The battery may be depleted.

Solution:

- Please check that your charger is working correctly and that the USB cable is correctly attached, then reattach the cable to the Pen and let it charge for a good while.

Problem:

- The wrong content is displayed or played back when using the Pen in conjunction with your book.

Diagnosis:

- Either the wrong book file is loaded onto the Pen or a file with an incorrect file name.

Solution:

- You will need to replace that file with the correct/updated one from the Hamilton House web site, as discussed in section 9 of this manual on upgrading your Pen.



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