

## First Then Schedule

### Viewing Schedules



1. Open First Then application
2. Tap Press to Start at bottom of screen.
3. Tap schedule title to view schedule.
4. Tap chose mode button at bottom of screen (Full Mode; Split Mode; List Mode)
5. Full Mode: Swipe screen right to left to move to next picture.
6. Split Mode: Swipe screen bottom to top to move to next picture.
7. List Mode: Swipe screen bottom to top to move to next picture.
8. When finished viewing schedule, tap Schedules button on top left corner of screen.

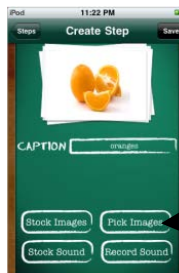


(As seen in Full Mode)

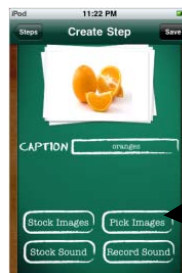
## Creating Schedules



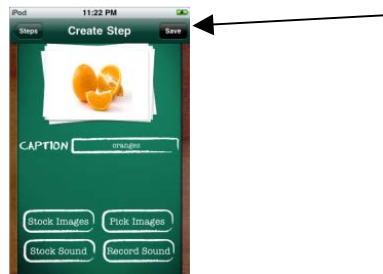
1. Open First Then application
2. Tap Press to Start at bottom of screen.
3. Tap Edit Mode button on bottom right corner of screen.
4. Confirm edit mode by pressing Yes button.
5. Press white plus button on top left corner of the screen.
6. Type title of schedule under ADD NEW TITLE.
7. Tap Save button on top right corner of the screen.
8. Tap story title to edit story.
9. Tap plus button on top right corner of the screen to create step.



10. Tap Pick Images button to add a picture.
  - a. Tap Image Library button to add an existing picture.
  - b. Tap Camera button to take a new picture.
    - i. Take photo
    - ii. Tap blue Use button.



11. Tap Record Sound button to add audio.
12. Tap Record button to begin recording.
13. Begin speaking.
14. Tap Stop button to stop recording.
15. Tap Play button to review audio.
16. Tap Save button.

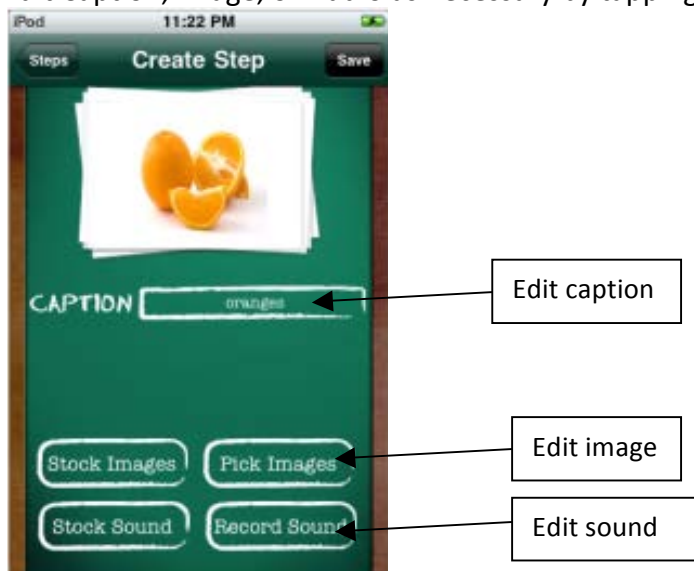


17. Review page and tap Save when complete.
18. Repeat steps as necessary for each additional pages.
19. Tap button on top left corner to return to Schedules list.

### Editing Schedules



1. Open First Then application
2. Tap Press to Start at bottom of screen.
3. Tap Edit Mode button on bottom right corner of screen.
4. Confirm edit mode by pressing Yes button.
5. Tap schedule to edit.
6. Tap Edit button on top right corner of screen.
7. Tap step to edit.
8. Edit Caption, Image, or Audio as necessary by tapping appropriate button.



9. Tap Save button when finished editing item.
10. Repeat steps 7-9 as necessary.
11. Tap button on top left corner to return to Schedules list.