Colour Encoded Alphabet Charts (For Pointing)

If a person finds pointing clearly to the 26 individual letters of the alphabet difficult, but has some finger, hand or other body movement that they would like to use to point to letters, an encoded alphabet chart might be an option to consider. Encoded charts can initially feel a bit confusing, but with practise (for both the person communicating in this way and their communication partners), it can be an efficient and effective means of communicating.

Encoding groups letters together thereby reducing the number of target areas on a page. Instead of pointing to one of 26 individual letters on an alphabet chart, the person points to the *group* of letters that contains their target letter. A second movement is then made to clarify *which* of the letters in the group the target letter. Instead of having to point to 26 different areas on a page, encoding only requires the person to point to 6 areas. This can make it easier for a communication partner to work out what is being pointed to. However, it does mean that two movements are needed to select one letter.

On the first chart in this pack, to select the letter "*C"*, the person would first point to the group that contains the characters "*A, B, C, D, E, F*"'. To clarify that "*C"* was their target (rather than "*A, B, D, E* or *F"*), they would then point to the group with the blue dot and border, because "*C"* is coloured blue.

On the same chart, to select the letter "*R"*, the person would first point to the group that contains the characters "*M, N, O, P, Qu, R*". To clarify that "*R"* was their target, they would then point to the group with the red dot and border, because "*R"* is coloured red.

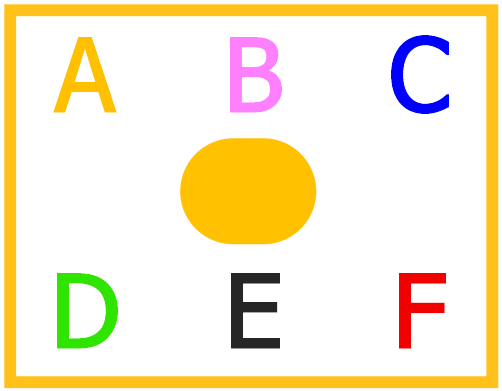
The communication partner would benefit from having pen and paper (or similar) to hand to keep track of what is being communicated.

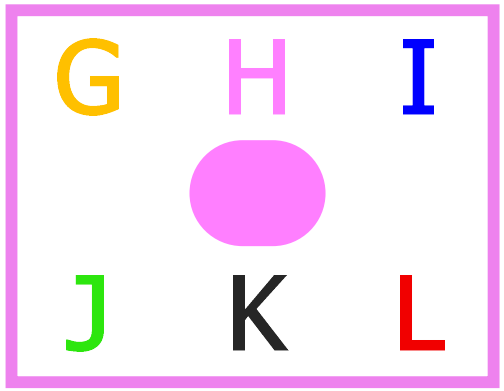
This pack contains upper and lower case options, and options with and without numerals. At www.acecentre.org.uk you will find charts that are encoded using numerals rather than colours. You will also find encoded charts set up to be used with eye pointing.

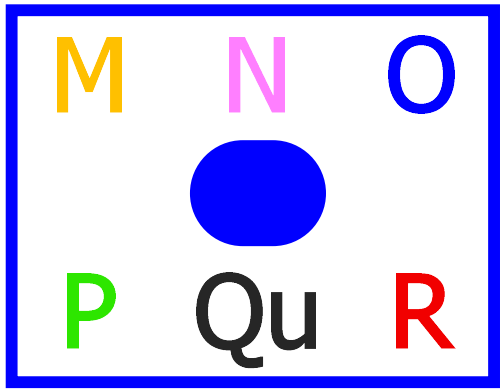
There is a video called 'A demonstration of colour encoding with an alphabet chart' that can be viewed on the Ace Centre's YouTube site (www.youtube.com/acecentre). Scanning this QR code will take you there directly:

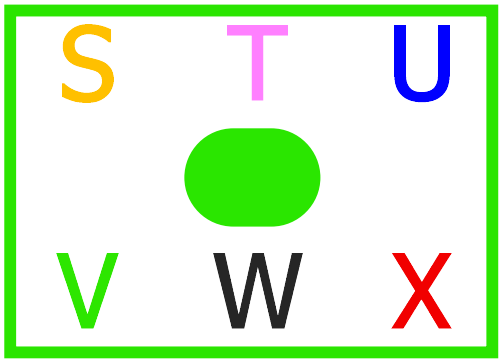
Consider printing the alphabet chart on card or tearproof / waterproof paper. Alternatively, it could be laminated, ideally using a matt laminate pouch as gloss may reflect overhead lighting.

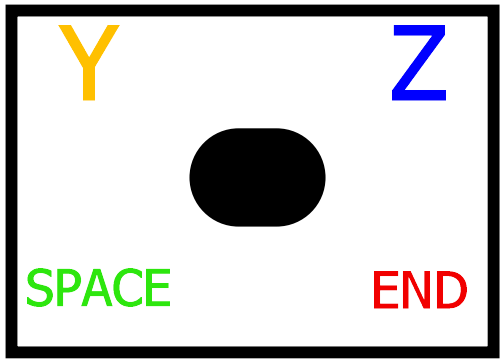
A wide range of alternative alphabet charts and other paper-based communication tools are available at www.acecentre.org.uk. Please also visit the website for more information about developing, using and supporting alphabet charts or use the free advice line 0800 080 3115.











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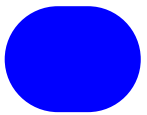
a b c

d e f

g h i

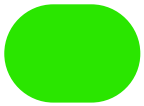
j k l

m n o



p qu r

s t u

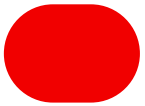


v w x

y z

space end

mistake /
delete letter



start again

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A	B	C
1	2	3

D	E	F
4	5	6

G	H	I
7	8	9

Space End

Mistake Start again

0	J	K
R	S	T

L	M	N
U	V	W

O	P	Qu
X	Y	Z

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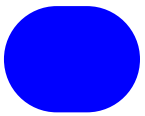
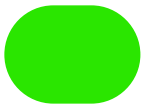
a	b	c
1	2	3

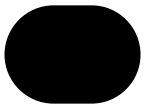
d	e	f
4	5	6

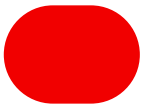
g	h	i
		
7	8	9

Space End

Mistake Start again

0	j	k
		
r	s	t

l	m	n
		
u	v	w

o	p	qu
		
x	y	z

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