



Instructions for Banking Your Voice through I Will Always Be Me

This guide gives you set by step instructions for creating a SpeakUnique voice through the "I Will Always Be Me" e-book.

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Before you begin

To record your voice, you will need:

- 1. A laptop, computer, smartphone or tablet with access to the internet.
- 2. An external headset microphone that connects to your device via the USB port or headphone socket. We do not recommend a specific headset, but headsets made by Sennheiser, Plantronics and Logitech are reliable.
- 3. A quiet room with no background noise and ideally soft furnishings to remove any echoing.

Reading the "I Will Always Be Me" e-book can be quite an emotional experience due to the content of the story. Some people may prefer to read the story before they begin the voice banking process and we have therefore included the words to the e-book at the end of this guide to allow people to familiarise themselves with the story. You can jump to the relevant section here.

Device compatibility

Before you start recording, please ensure the device you want to use your voice on (e.g. communication aid, phone or tablet) is compatible with SpeakUnique voices.

Apple Devices

On Apple devices, SpeakUnique voices can be used on the SpeakUnique app for iOS. The app will run on iPhones and iPads running iOS11 or higher. Alternatively, you can use your voice through selected third-party apps, which must be purchased separately. This currently includes "Grid for iPad" developed by Smartbox and "Predictable" developed by Therapy Box.

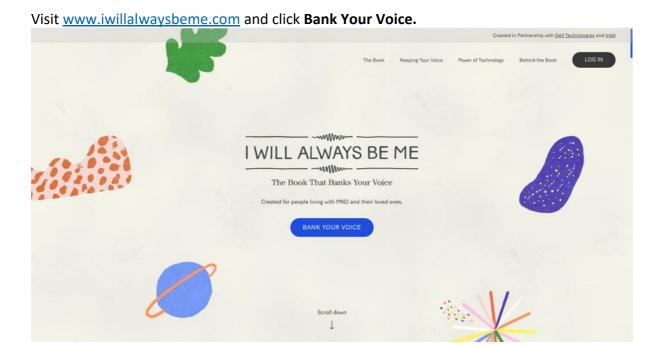
Android Devices

On Android devices, SpeakUnique voices can be used only through the SpeakUnique app for Android. Due to the large range of Android devices, SpeakUnique voices are not supported across all devices. A full list of compatible devices can be found at https://www.speakunique.co.uk/su-upload/CurrentAndroidDevices.pdf or search "SpeakUnique" in the Google Play store. If the app is available to download onto your device, then the voice will be supported. Please note you cannot use your voice through "Predictable" for Android.

Windows Devices

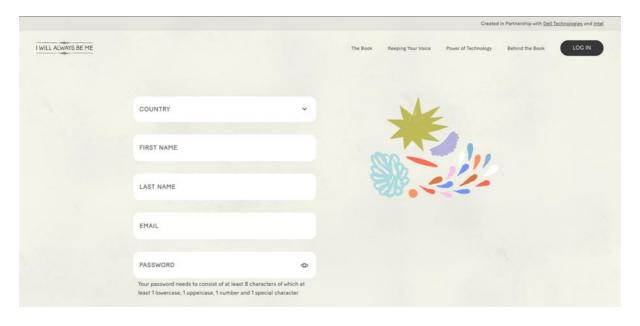
For Windows devices, the voices are provided in SAPI5 format where they can be accessed by any software on the device that supports synthetic voices. We do not offer our own SpeakUnique software/ app for Windows devices.

Registering for an account



To register for a new account, please start by completing the registration form.

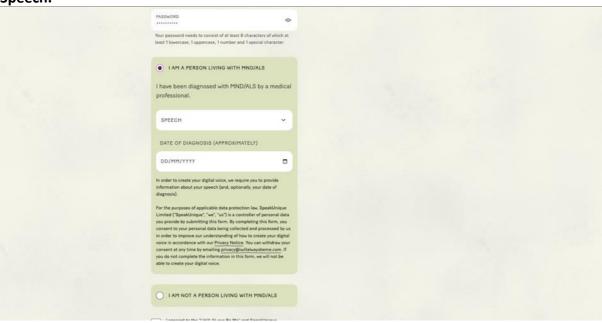
You will first need to select the country that you are based in. As this service is currently only available to people living in the United Kingdom, if you select a country outside of the UK, you will be notified that the service is not available in your country.



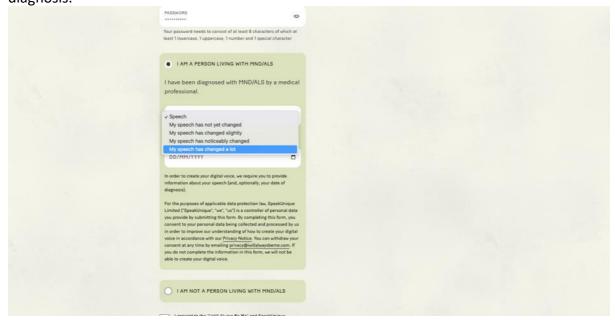
Please enter your **first name, last name, email address** and set a **password.** Your password must be at least 8 characters and contain 1 uppercase, 1 lowercase, 1 number and 1 special character.

You will then need to indicate if you are a person living with MND/ALS. This information is required to help us know how to generate your voice and determine if you are eligible for funding for your voice.

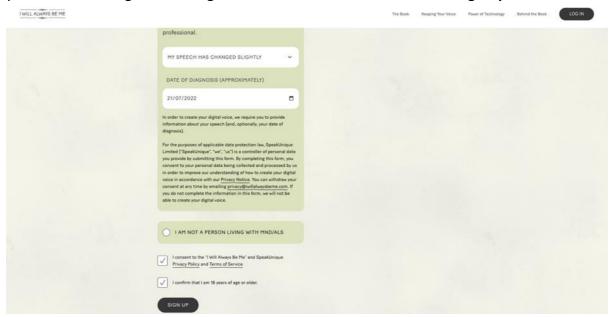
If you indicate that you are living with MND/ALS you will need to provide details about your **Speech.**



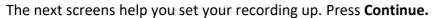
Please select the option which best describes your speech. This field is mandatory and must be completed to register your account. You can optionally also include your date of diagnosis.

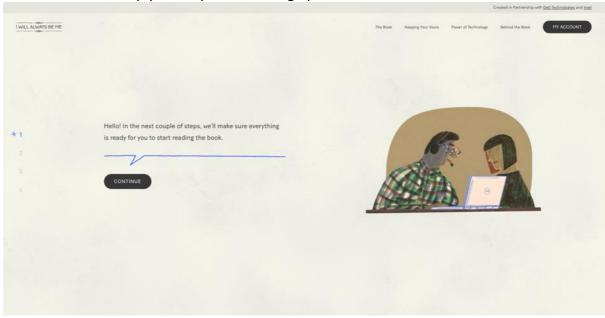


You will then need to consent to our "Privacy Policy" and "Terms of Service", and confirm you are over the age of 18 using the two tick boxes. Please then click **Sign Up**.

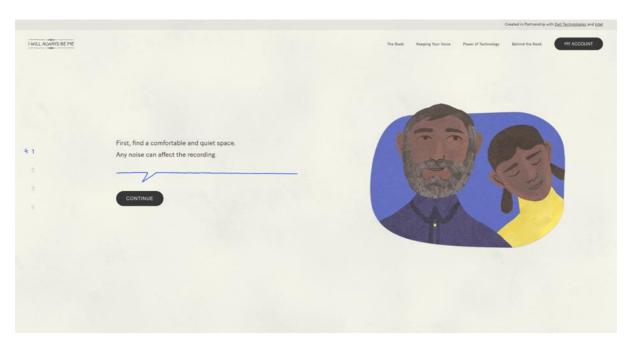


Recording tips

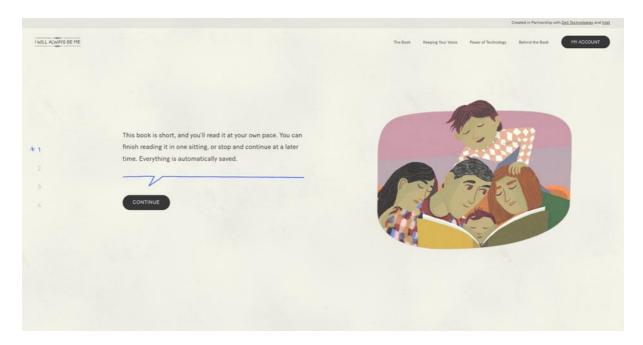




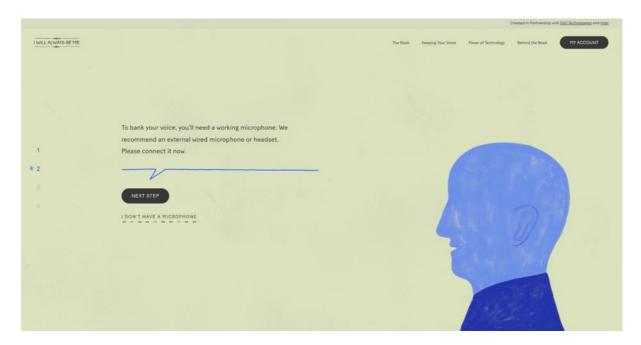
Please ensure you are recording in a quiet room with no background noise and lots of soft furnishing to reduce echo. Press **Continue.**



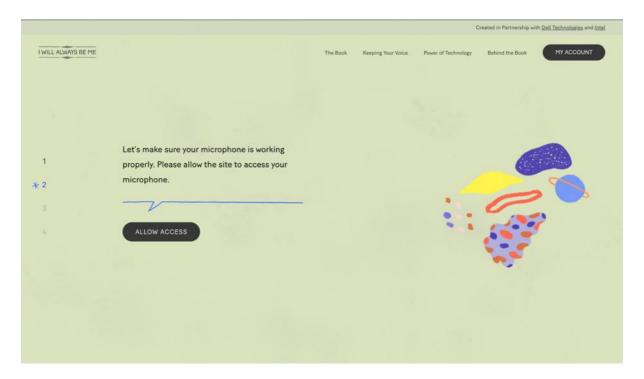
You can read the book in one sitting or across multiple sessions. Press Continue.



The next set of screens will help you set up your microphone. Please connect your microphone to your device and then press **Next Step.**

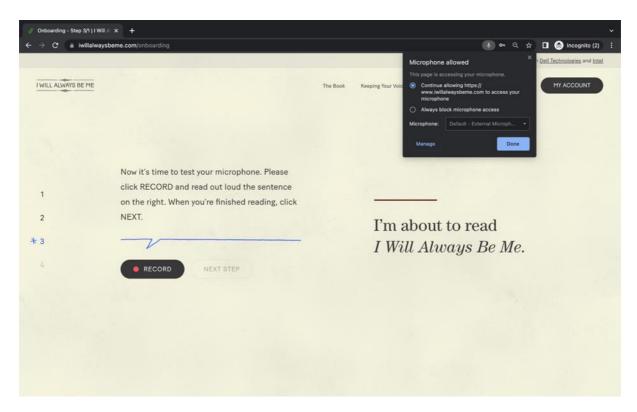


Once you have connected your microphone, you will need to give the website access to your microphone. Press **Allow Access**.

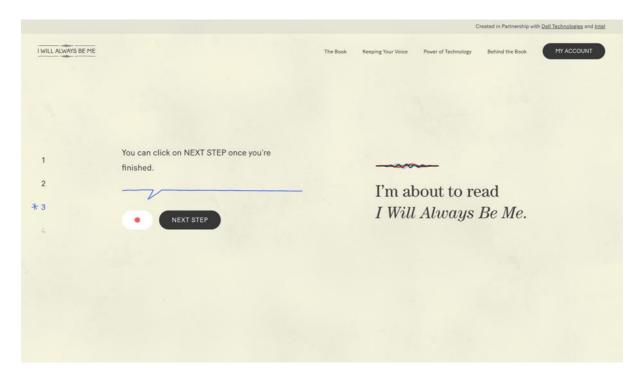


A dialogue box will appear on your screen. This box may appear differently depending on your device and web browser. The example below is from Google Chrome on a laptop.

Before you test your microphone, check that the correct microphone is selected on your device. Click on the **microphone icon** displayed in the bar that shows the website address. A dialogue box will appear that confirms that the website can access your microphone and will show which microphone the website is using. In this example you can see the microphone selected is called **Default – External Microphone**.

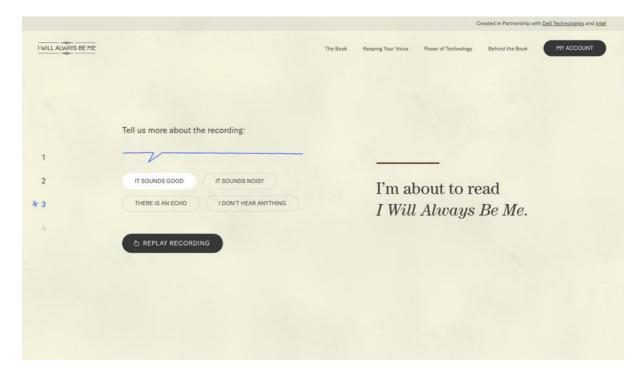


When you are ready, press **Record** and read aloud the sentence on the right. Click **Next Step** once you have read the sentence.

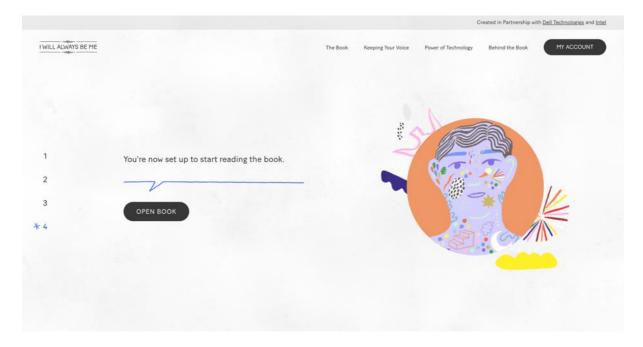


The sentence will then be played back to you so you can check the quality. Please click the response that most closely matches how the recording sounds. If you select an option other than "it sounds good", you will be given the option to rerecord the sentence.

When you are happy with the quality of the recording, please click It Sounds Good.



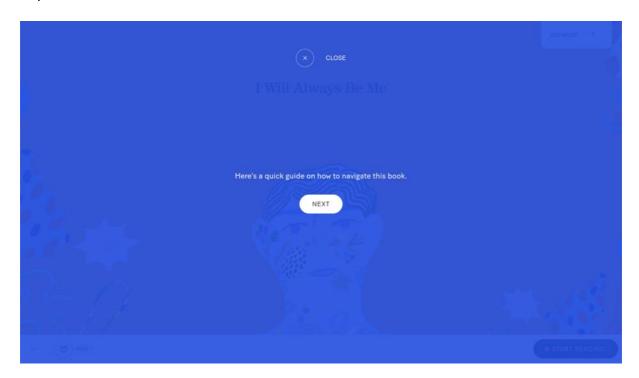
You are now ready to start reading the book. Click **Open Book** to get started.



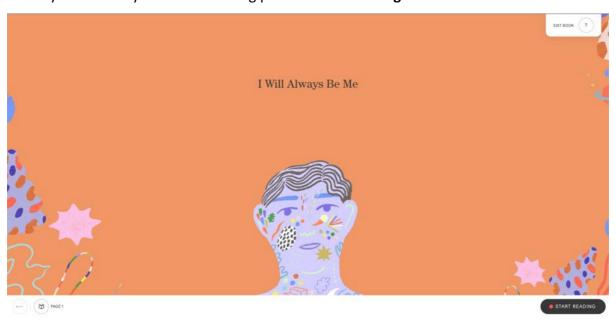
The recording process

You will be given a quick tutorial on how to record your voice.

Press **Next** to navigate through the tutorial screens. You can click **Close** to exit the tutorial at any time.



When you are ready to start recording press Start Recording



The Recording Screen



- 1. This is the sentence you need to read aloud.
- 2. When this line is moving, it shows that the system is recording your voice. An error message will appear if the recording is too loud, too quiet or if your microphone is too close to your mouth if you get repeated error messages, please email support@speakunique.co.uk.
- 3. The **Stop** button allows you to stop the recording. You can use this if you would like to listen back to a sentence or rerecord the same sentence see **9** and **10** below.
- 4. The **Continue** button allows you to move to the next sentence, without stopping the recording.
- 5. This shows which page you are on. The circle will show what percentage of the book you have completed.
- 6. The **back arrow** allows you to move to the previous sentence.
- 7. You can use the **Exit Book** to leave the recording page at any time.
- 8. If you would like to rewatch the tutorial, please click the?



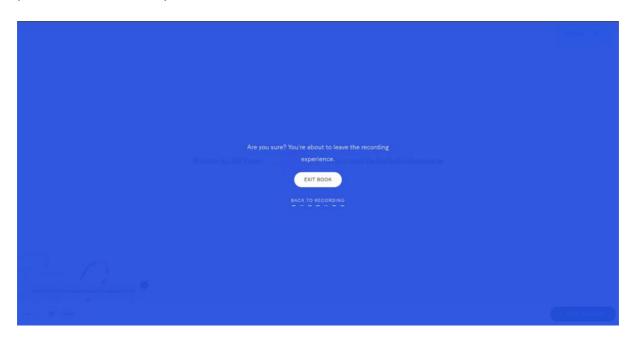
- 9. If you press Stop (number 3 above) you will be able to **Listen** back to the sentence you just recorded. Please listen back to the first 5 sentences and then every 5-10 sentences to check the quality
- 10. If you make a mistake or the audio quality is poor, please use **Read Again** to rerecord the sentence

Stopping the recording

If at any time you would like to take a break, you can stop the recording process by clicking **Exit Book.**



You will be asked to confirm you would like to leave the recording; please confirm you would like to stop recording by clicking **Exit Book**. Any sentences you have read up until this point will be saved on your account.



Restarting the recording

If you would like to restart the recording after taking a break, please log back into your account at www.iwillalwaysbeme.com. On the home screen click **Continue Voice Banking.**



Your previous progress will have been saved and you will be able to continue where you left off. Please click **Start Recording** to begin recording again.

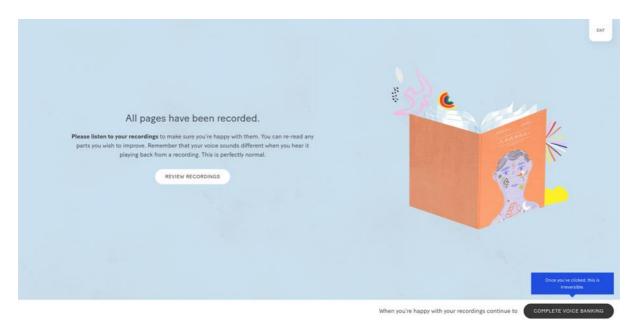


Completing Your Recording

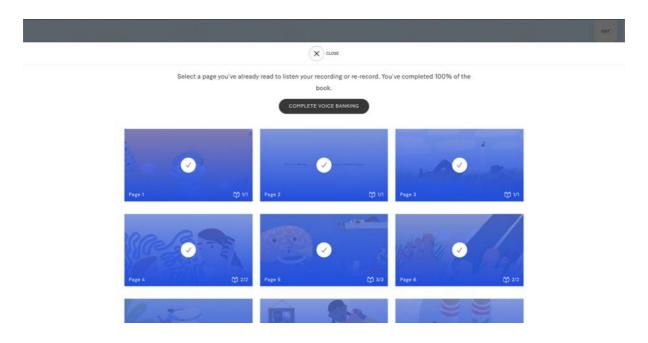
Once you have read the final page, please click Finish The Book.



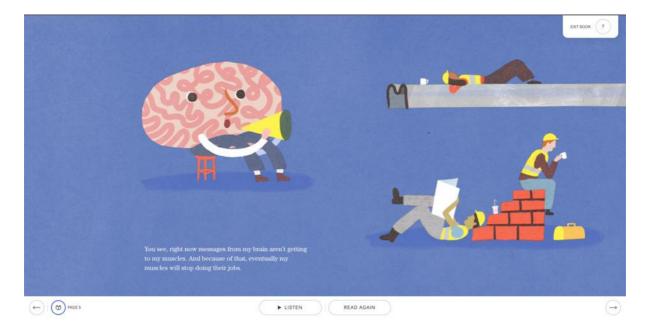
You will be able to listen back to all your recordings and confirm you are happy with them. To do this, click **Review Recordings**.



You will be able to select any page to review it.

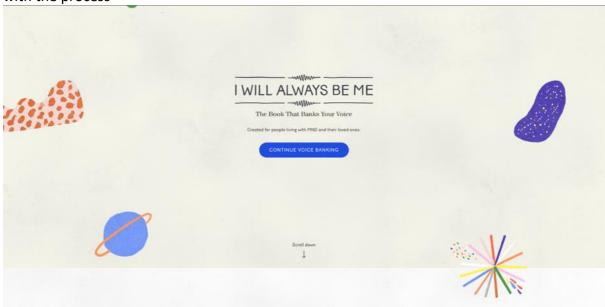


When you click on a page, you will be able to **Listen** to your recording or re-record it by clicking **Read Again.**



You can click through the pages to listen back to each one. You can either navigate to page 27 to reach the end of the book or use the **Exit Book** button to get out of the review screens.

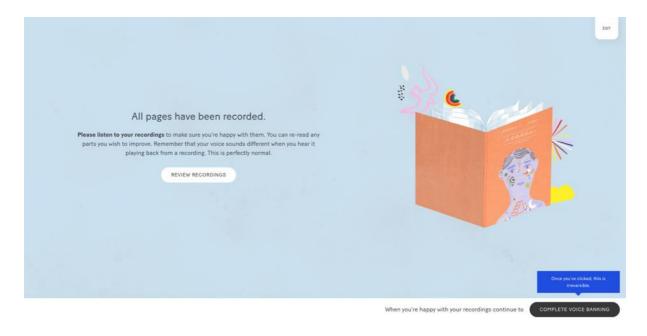
If you are taken back to the home screen, please click **Continue Voice Banking** to continue with the process



You will need to click **Finish The Book** to get to the next stage.



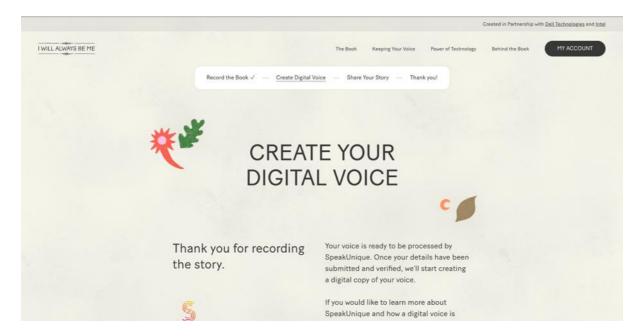
When you are happy with all your recorded sentences, please click **Complete Voice Banking.** This step is irreversible so please ensure you are happy with all your recordings before you proceed.



Using Your Recordings to Create a Digital Voice

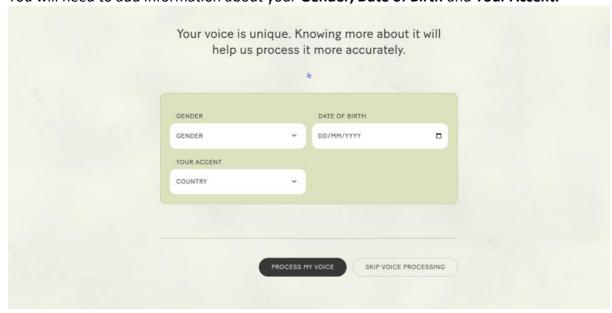
Once you have completed reading the book, you can use these recordings to create a digital version of your voice. The digital voice will be created by SpeakUnique and can then be used in a range of communication aids/ devices through text-to-speech technology.

This step is optional but if you would like to create your voice, please scroll down on the page.

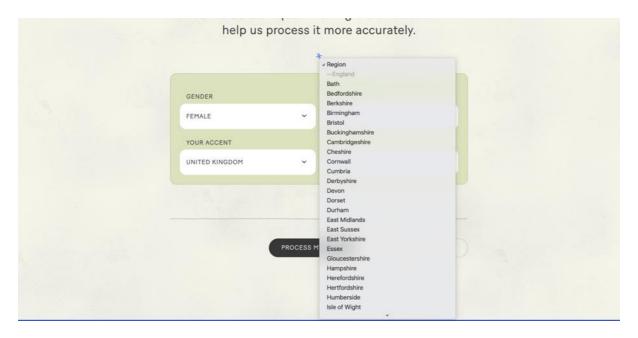


You will need to submit more information about your voice to create your digital voice. Please complete the required fields.

You will need to add information about your Gender, Date of Birth and Your Accent.



Once you have selected a country for your accent, you will need to select which county most closely reflects your accent.



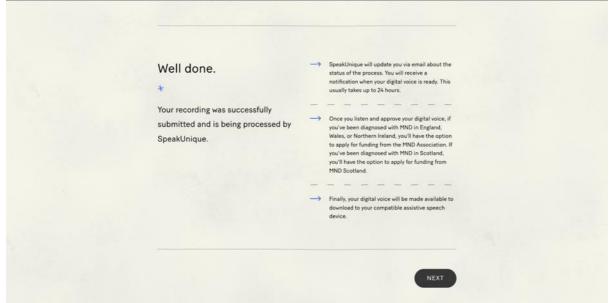
Once you have entered this information, please click Process My Voice.



Alternatively, if you would not like to create a digital voice you can click **Skip Voice Processing** and still access and share the recording of you reading the book.

You will receive confirmation that your recording has been submitted to SpeakUnique to generate your digital voice. You will receive an email within 24 hours to let you know that samples of your digital voice are ready to listen to. If you do not receive this email, please check your junk folder. You can also log back into your account at www.iwillalwaysbeme.com to check the status of your voice.

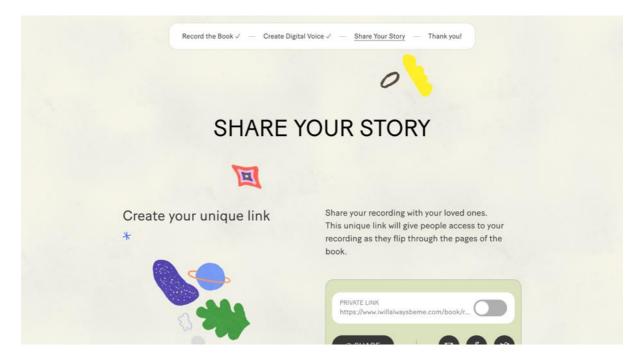
Press **Next** when you are ready to move onto the next stage.



Share Your Recording

You can use the **Share Your Story** feature to share a recording of you reading the book with friends and family, via a private link.

If you would like to share your link, click on the **Toggle** icon within the **Private Link** box and make sure the toggle is on.



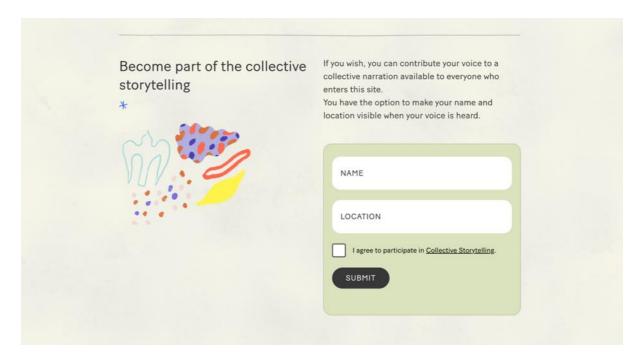
Sharing via the link is on when the toggle is green.

You can use the **Share** button to copy the URL (web link) or click on one of the sharing icons to share your story to email, Facebook, or Twitter. You can stop sharing your story at any time by switching the toggle back to the off position (the toggle will go grey).

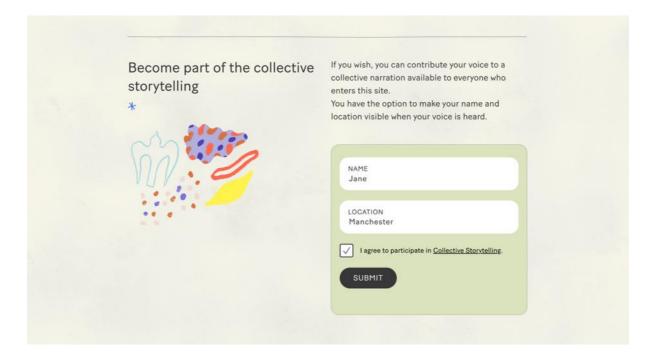


Collective Storytelling

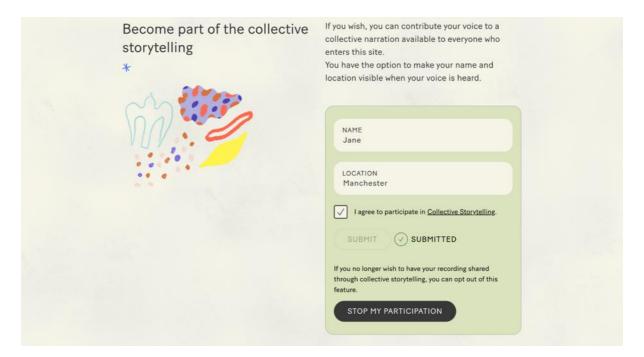
You have the option to also add your story to our **Collective Storytelling** feature. If you opt into collective storytelling, your recording will be made available to the public to listen to through the I Will Always Be Me website.



If you would like to submit your recording to collective storytelling, you can choose to enter your **Name** and your **Location**. Please then tick the box to agree to participate and press **Submit.**



Once your story has been submitted, you can withdraw your participation at any time by clicking **Stop My Participation.**

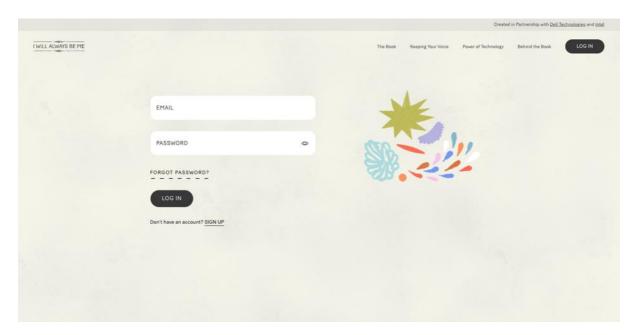


Logging Back Into Your Account

If you would like to access your account again, please go to www.iwillalwaysbeme.com and click Log In



Enter your **Email Address** and the **Password** you set at registration and click **Log In.** You can use the **Forgotten Password** link if you would like to reset your password



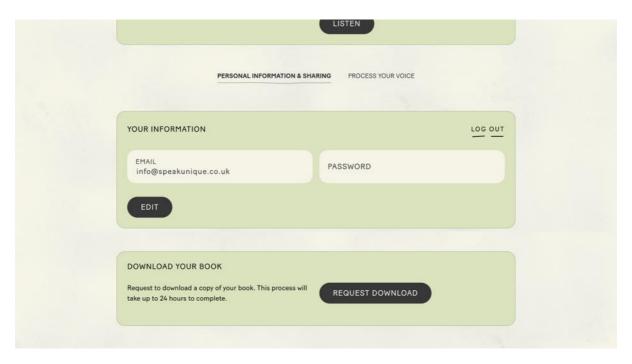
Once you have logged in, you can either listen to your recording of your book by clicking **Go To My Book.** Alternatively, you can go to **My Account** to check the status of your digital voice creation and to access the settings for sharing your story.



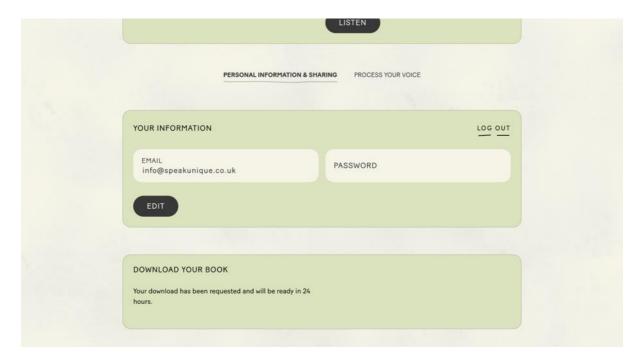
Download a video of your e-book

From within the My Account section you can download a video version of the e-book which includes the animated illustrations with your recording of the book.

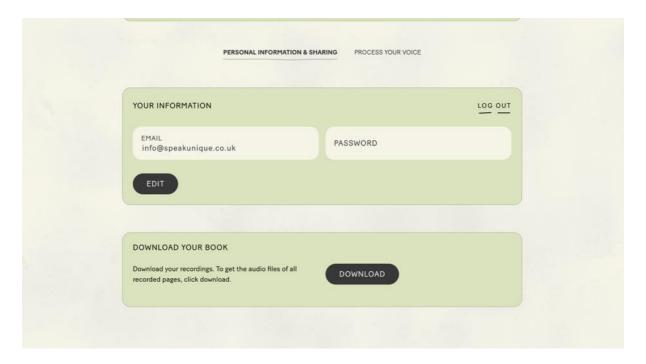
Within your account, please scroll to the **Download Your Book** box. You will then be able to request a downloadable version of your book by clicking **Request Download.**



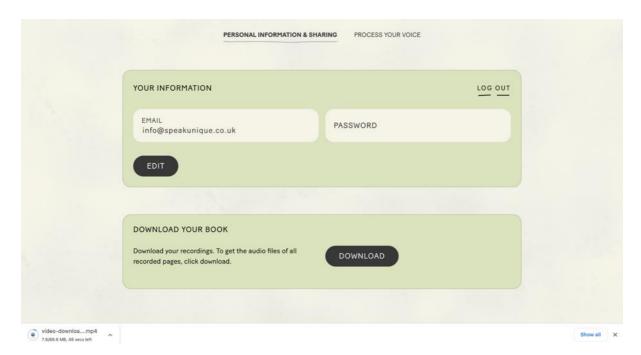
This process takes around 24 hours, and you will receive an email when your video is ready to download.



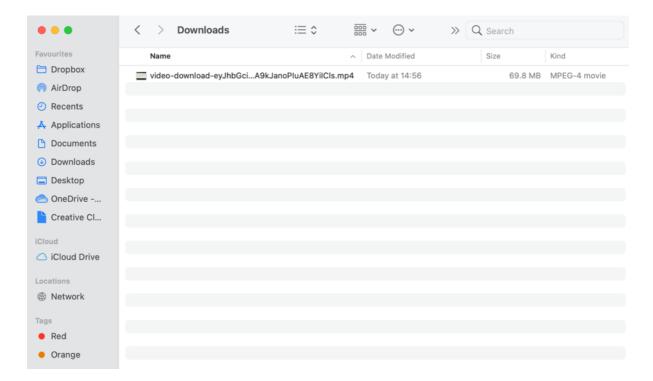
Once your video is available to download, please log back into your account and scroll down to the **Download Your Book** box. Click the **Download** button.



The download process will begin and make take a few minutes depending on the speed of your internet connection.



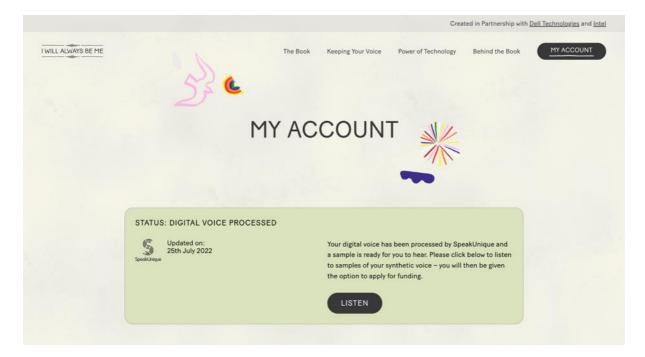
The file will be called **video-download-ey....** and then a string of letters and numbers. It will be an MP4 file and will be downloaded onto your device. You will then be able to watch the video without access to the internet.



Listening to your digital voice

If you choose to submit your recording to create a digital voice, you will receive an email to let you know your digital voice is ready to listen to. You should receive this email within 24 hours of submitting your recordings — if you do not receive this email, please check your junk folder or log back into your I Will Always Be Me account to check the status of your voice.

When your voice is ready, the status of your voice will change to "digital voice processed". Press **Listen** to listen to samples of the digital voice.



A new window will appear which will allow you to listen to samples of your synthetic voice. If you indicated that your speech has not yet changed, you will be able to listen to one version of your synthetic voice.



If you indicated that your speech had started to change, your voice will have been "repaired" by SpeakUnique technology. You will be given 5 different versions of your synthetic voice to pick between.

Please use the **circle button** underneath your preferred option to select which version of the voice you would like to use.



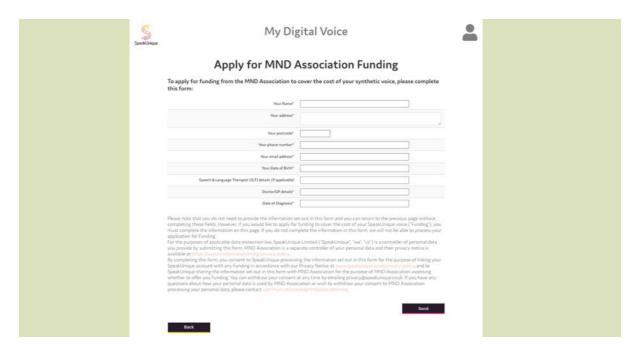
Payment and funding for Voice Build

You can opt to self-fund the voice via a secure online payment by clicking Pay Now.

You can also apply for funding from one of our charity partners. Use **Apply for Funding** for funding from the MND Association for people living with MND in England, Wales and Northern Ireland. Use **Apply For Funding – Scotland** to apply for funding from MND Scotland for people living with MND in Scotland.

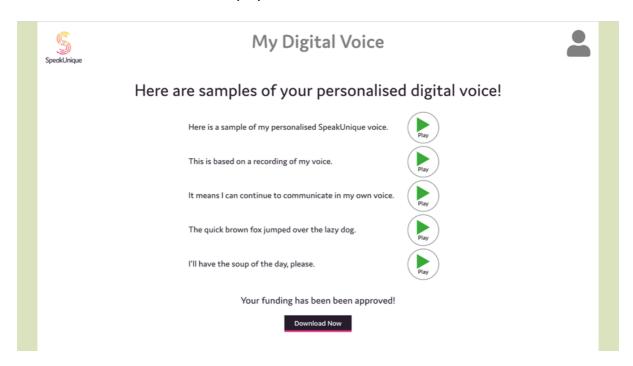


Please complete the appropriate form and press **Send** when you are ready to submit your application. The below example shows the information required for funding from the **MND Association**, however the process is very similar for MND Scotland.

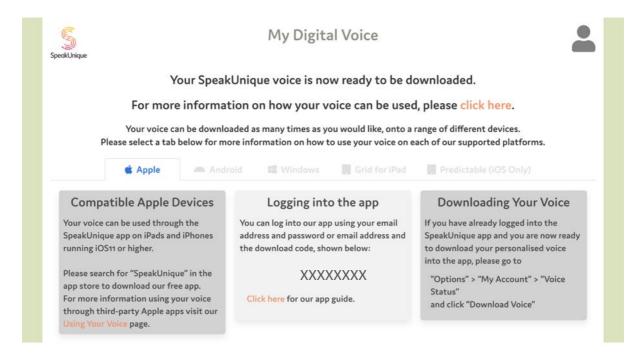


Downloading your Voice Build

Once your funding has been approved, or after you have purchased your voice, the **Download Now** button will be displayed.



Instructions for how to download your voice vary depending on the device/ platform you would like to use your voice through. Please use the different tabs to select your preferred platform and to view the download instructions.



You can download your voice an unlimited number of times, across all the platforms. Please refer to this **Download Page** for all instructions on how to download your voice.

Troubleshooting Downloading Your Voice

I have logged into the SpeakUnique app, but I cannot hear my SpeakUnique voice.

Please first check your device is not on silent. Even if the volume of your device is turned up, if the device is on silent the voice will not play aloud.

On an iPhone

On an iPhone silent mode can be controlled by moving the switch on the left side of the phone forward.

On an iPad

On an iPad silent mode can be turned on/off via the same menu that controls screen brightness. Swipe down on the right-hand side of the screen and look for the bell icon. If there is a line through the bell, the app will not play any sound. See below for a screenshot, showing the app in Silent Mode.

If you still cannot hear your SpeakUnique voice, please ensure that the voice has been correctly downloaded into the app.

Within the app, open "Options" > "My Account" > "Voice Status" and click "Download".

You will need an internet connection to download your voice and it should take less than a minute to download your voice. If the process takes longer than a minute, please close the app and repeat the steps until you get a message saying your voice has been successfully downloaded.

My app says my voice is not ready to download but I think my voice should be ready to download.

If you have an account with both SpeakUnique and I Will Always Be Me (IWABM) If you have an account with SpeakUnique and IWABM, and both accounts have the same username and password, the app will default to your SpeakUnique account.

If you would like to use your voice created through IWABM, you can either:

- Log into the SpeakUnique app with your email address and IWABM download code
- 2. Change your password for one of the accounts and then use the unique details for IWABM to log into the app
- 3. You can email support@speakunique.co.uk and we will delete your SpeakUnique account so you only have one account

If you do not have an account with both SU & IWABM

Please log into your account via our website and navigate to the "Listen to your voice" page. From here you will be able to see if you first need to select your preferred version of the voice or if you still need to complete a funding application.

If your online account is showing information about how to download your voice and you still cannot download your voice, please email support@speakunique.co.uk.

Read The Story Before You Start

I Will Always Be Me

Written by Jill Twiss Illustrated by Nicholas Stevenson

Everything is changing.

I know that something feels different lately.

I've been seeing a lot of doctors and having a lot of phone calls.

I'm not moving quite the same way I used to.

And, my voice sounds a little different.

You see, right now, messages from my brain aren't getting to my muscles. And because of that, eventually, my muscles will stop doing their jobs.

So there are things I used to do that I can't do right now.

And there are also things I can do right now that I might not be able to do later.

Even so, I will still be happy on some days and grumpy on other days, just like anyone else. But I want you to know:

Everything is changing, except for how much I love big hugs...

...and the feeling of fresh-cut grass between my toes...

...and days where my hair goes just so, and looks exactly like I want it to. Everything is changing.

That means, at some point I might need help from you to do the things that I used to do myself— Like opening stubborn jars.

Or reaching things on high shelves.

I might trip or stumble, and then I will need your help to get back up.

Sometimes I will even need help with the very same things that I used to help you with.

Everything is changing, except for how much I hate wet socks.

And how much I love putting on warm clothes straight from the dryer...

...or waking up before my alarm goes off and knowing I can snuggle up underneath the covers and sleep for a few more minutes.

Now you probably have some questions about all this, like:

"How fast will all these changes happen?".

Or "Why did this happen to you and not someone else?"

The thing about all this is, there are usually more questions than there are answers. But here goes:

We don't know how fast my body will change.

Sometimes our bodies feel very different very quickly, and sometimes it can feel like nothing has changed at all.

No one gets to decide how fast or how slow changes happen, or which parts of our bodies will change first while other parts are staying the same.

And that last one is the hardest question, isn't it?

We just don't know why this happened to me.

Every so often these kinds of changes run in families, but mostly it is just something that happens and we don't know why.

It doesn't feel fair, but that's the way it is.

On the outside, at least, everything is changing.

There might be times when it will be hard for me to speak, or when my words will sound different than they used to.

My voice might start to change, or I might need to use a computer to help me say the things I want to.

I might move in a way that you've never seen me move before and eventually it could get harder for me to move without help.

At some point, I might need a wheelchair to get around.

But here is what's important:

On the inside, I will still be me.

I will still hear you when you talk to me, and want to listen to your funniest stories and keep your most sacred secrets.

I will still go to sleep and have wonderful dreams—

Dreams that you and I fly so fast and so high that soon we can see the entire world, with all its glorious sunsets and annoying muddy puddles...

...and all the people who are so busy worrying about what might happen that they sometimes forget to notice what is happening.

And then we fly even further out amongst the other planets, and we feel awed and small and unimportant but also like we matter very much.

And we see how tremendous it is that, even in the hugeness of the universe, we have each other.

Then we fly back home because we know that the important part isn't that we can fly but that we are together.

Everything is changing, except for what makes me me.

I will still have silly thoughts, like "Do bananas ever get lonely when they are separated from the bunch?"

I will still watch my favourite television show or root for my favourite sports team, and think that I can change what happens just by glaring at the television and believing.

Everything is changing, but I will still be me.

I will still have strong opinions and give you my best advice when you ask for it (and also sometimes when you don't).

I will still notice when you get a new haircut or when you're having a bad day. Or how your eyes do that crinkly thing when I make you laugh.

I will still think up ideas for inventions — like a device that tells you if a film is going to be too sad for you but also carries extra tissues in case you decide to watch it anyway.

Or what about a time machine that makes the hour I spend waiting in line at the supermarket feel like one minute, but the hour I spend reading books with you feel like seven years?

Everything is changing, except what makes me me.

Even if I look or sound different, I will still be thinking the same kinds of thoughts and wishing the same kinds of wishes.

I will be thinking about picnics and fireworks, and how sometimes when it's really dark and there are stars everywhere, I hold my breath because I don't want things to change even one bit.

But mostly? I will be thinking about you.

I might not do all the things I used to do.

I might not move exactly the same.

I might not sound exactly the same.

And we might not get to tell our stories and dream our dreams together as long as we want to.

But right now, I am here with you, which is my favourite place to be.

Yes, everything is changing.

But I will always be me.

And I will always love you.