

## May 2006 Master Load CD

This update is a Master Load, which contains the complete AristoCAT software and may be installed on a new computer or a computer that already has the AristoCAT software. In order to install this update on any computer, new or old, you will have to call AristoCAT to get an install code (800-727-4786).

**Important:** Before you install this update you should backup all of your information files (information files have the .inf extension). You can back up your information files in one of two ways:

1. When you back up your personal dictionary using the Dictionary Management program, all of your information files are backed up at the same time.
2. In the File Management program, under View Files of Type, choose Dictionary Files. Click the Select All button and then Copy the files to a diskette or other removable media.

A number of new fields have been added to the information file as described below. Before you can use the new software, you must use the Information File program to update your information file(s). Updating your information file is a very simple process:

1. Use the Information file program to open your information file.
2. Click the Exit button.

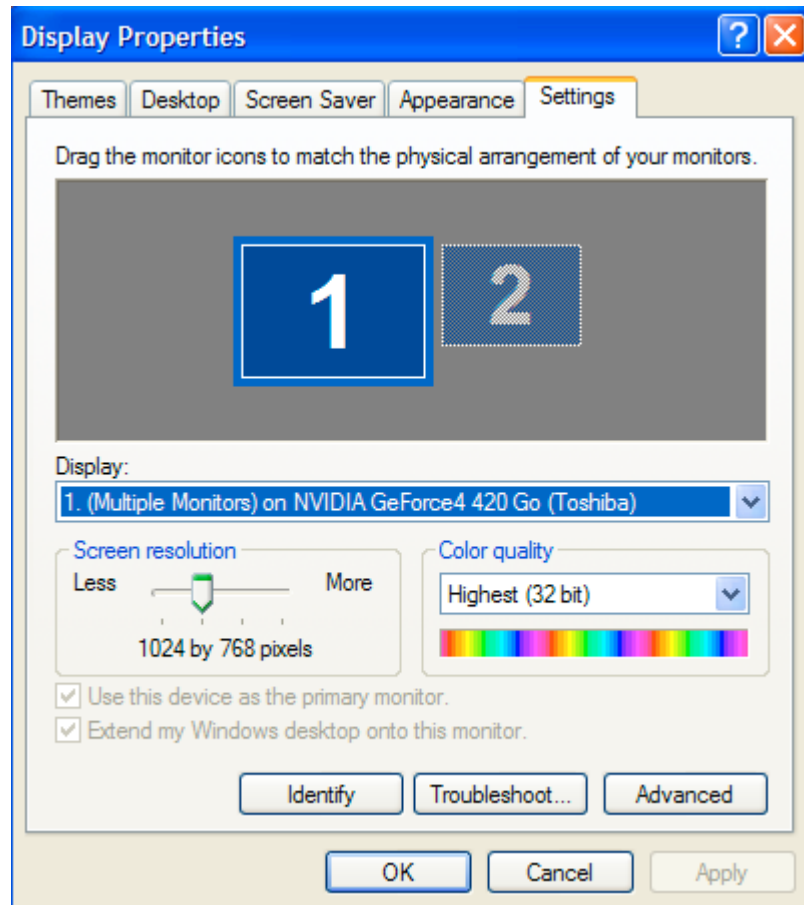
When you open your information file, the Information file program will detect it is in the old format and will automatically change your information file to the new format. When you click the Exit button, the Information file program will save your information file in the new format. Note that you must repeat this process for each information file you have. Note that all of your other files (.wrk, .not, personal and job dictionaries, etc.) remain the same and will work with this new software.

There are several changes to the software that may affect how it will work with your computer.

1. Windows 95 Support – most computer software manufacturers (including Microsoft) have dropped support for Windows 95. We have done minimal testing of this update with Windows 95. We do not know of any reasons why it won't work with Windows 95, but if it doesn't, we may or we may not correct the problem.
2. Screen Resolution – the minimum screen resolution supported is 800x600. The resolution that is no longer supported is 640x480. Note that Windows XP requires a minimum resolution of 800x600. The higher the screen resolution, the more information that can be displayed on the screen, but the smaller the information appears. It is analogous to the condensed print. The condensed print program will print four pages per side (more information on a page than regular print), but the print is smaller. New computers typically have a resolution of 1024x768. How do I check or change my screen resolution?

Right-click on the background of your Window's desktop (not on an icon.) Left-click on Properties at the bottom of the screen. You will now have the Display Properties dialog box. Left-click on the Settings tab. You will see the screen resolution slider and the screen resolution under it (in this example, 1024x768 pixels).

3. Color Quality – the minimum color quality is 256 colors. 16 colors are no longer supported. You can check and/or change the Color Quality on the same screen as below.



## **Software Changes**

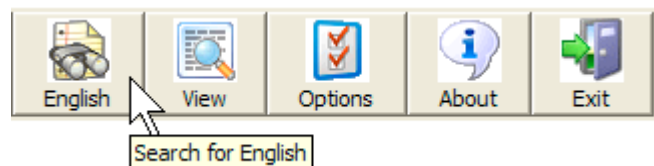
The main change to the software is to allow file names longer than eight characters. The maximum number of characters now supported is 24 characters. Job names, include files, information files, personal dictionaries, etc. can now be up to 24 characters long. In addition, you may use more types of characters in the job name such as commas, spaces, etc.

You can also use upper and lower case characters in the file name. Note, however, that file names under Windows are case insensitive. That is, a file with

the name of “Depo of John Smith” is the same file as “depo of john smith” and “DEPO OF JOHN SMITH”.

**Important Note:** While a lot of testing of the software using long file names has been done, you may want to limit the number of characters to 15 or so until you have used the software for a while to make sure no unexpected glitches are encountered. In addition we recommend that you leave existing file names the same (ie: don’t rename them to a longer name), again until you have used the updated software for a while. It is very important that you don’t rename your information file(s) as you have existing transcripts that refer to the existing name.

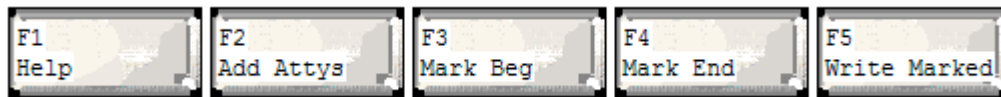
1. Toolbars – Many of the programs have toolbars added to them, much like the Edit toolbar. Toolbars allow you to quickly access the most common features of a program, saving mouse clicks. Tool tips are available for each toolbar item. Simply rest your mouse cursor on a toolbar item and after a second or so, a description of that toolbar item will display. Example:



2. Status Line – Many of the programs have a status line at the bottom of the screen, again, much like Edit. The status line is divided into several parts. The leftmost part will describe the menu items as you access the menu. The middle and rightmost part will vary, depending on the program. For example, when reviewing your batch file, the rightmost part of the status line will display the entry number. Example:



3. Function keys – the programs that use function keys for common program functions, now have a graphical representation of the function key. Besides pressing the function key on your keyboard, you can also use your mouse to left-click the function key.



4. Media drives – several of the programs (Dictionary Management, ASCII) that allowed you to copy files to the A: or B: drive, now allow you to copy the files to other media such as CDs or flash drives.

Among the many changes to the programs are:

### 1. ACAT Menu

- a. Program icons have been added to the ACAT menu program. You can access the AristoCAT programs by clicking on the menu as before or clicking the program icon. There are two rows of toolbars. The top row of icons are for the job production programs, in the order you would use them to produce a job. The bottom row of icons are for other commonly used programs. This change should save you several mouse clicks when accessing the most commonly used programs.
  - b. Control commands have been added which allow you to access the commonly used programs with a single keystroke. For example, Ctrl+E will start the Edit program. Look at each of the menus to see which control commands start which program.
  - c. A Web Site menu item has been added. This menu allows you to easily send an e-mail to support and go directly to our web site and download pages.
2. The **Read** program allows you to read your notes from devices other than the A: or B: drive. The newer writers no longer use floppy diskettes, but instead use solid state devices such as compact or secure digital devices. In addition, the Read program will copy in the sound files produced by the new writers as you read your notes.
3. The **Information** File program – the following fields have been added to the Hdrs/Ftrs tab:
- a. Font - You can now specify different fonts, sizes and colors for the headers and footers. To change the fonts for the headers and footers, open your information file and click the Hdrs/Ftrs tab. Note that you can specify a unique font for header 1, a unique font for headers 2 and 3, a unique font for footer 1, a unique font for footer 2 and a unique font for footers 3, 4 and 5.
  - b. Print Font – under the Print Font button you can specify the text darkness and the font for the text. Note that you can also change the size of the font. If you change the size of the font, you will also have to either change the line width or the character spacing so that the text will still fit within the box.
  - c. If you print a box or lines with your transcript, the value for the thickness of the box or lines can now be found under the Box/Lines tab in your information file.
  - d. Multipag – See the description of the changes to the Multipag program below for new fields in the information file.
- Edit Options tab:  
You can now change the size and shape of the cursor in the edit program. Note that the cursor will change when you switch from insert mode to overwrite mode. For further information, click on any of the cursor style options and then press F1 for Help.
4. **View Notes** (Steno) program:

- a. You can now view the time stamps and audio sync times along with your notes.
- b. You can play your sound files in the View Notes program. This can be handy if you read the sound file produced by your writer along with your notes and you want to hear the sound while producing a job dictionary.
5. **Translation Program** – the translation program should translate a little faster now.
6. **Print Program:**

Before you print for the first time, you should go into the information file, click on the Hdrs/Ftrs tab, then click the Print button and check to see that the values look reasonable.

  - a. You can now print the transcript to a PDF file. The PDF file then can be e-mailed to clients so that they can view and/or print the PDF file. When you elect to print to a PDF file, you have the option of giving a different name to the PDF file other than the name of the job.
7. **Multipag Print Program**

Before you print for the first time, you should go into the information file, click on the Hdrs/Ftrs tab, then click the Multipag button and check to see that the values (box thickness, text darkness, fonts, etc.) look reasonable.

  - a. You can now print your transcript in the multipag format to a .PDF file. PDF files are easily e-mailed to clients and allow your clients print the PDF file.
  - b. You can now specify a header and footer in your information file. To change these and other values for the Multipag print program, click the Multipag button under the Hdrs/Ftrs tab. This header and footer will print on the Multipag only and is separate from the headers and footers for the regular print. If you have multiple formats (information files) for different agencies, you can now specify a unique header and footer for each information file.
  - c. You can now specify the number of columns for the word index. The fewer the columns, the larger the font size of the word index. More columns mean a smaller font size.
  - d. You can now print the Q of a question or the A of an answer print in bold or color.
  - e. You can specify the words in the word index print in color.
  - f. The box thickness and text darkness options have been moved to the information file.

**Important Notes for Print and Multipag:**

- We are using a third-party software product to produce the PDF file. We have found some problems in the PDF file with some transcript formats. After making a PDF file, you should check the PDF file to make sure it is formatted properly. Note that you can still make a PDF file in the Edit program. We are working with the authors of the PDF software to resolve these problems. We are also investigating other third-party PDF products. We will have an update to this issue on our web site as soon as possible.



