



e-Power Video Tutorials presents:



e-Tips Newsletter

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Keith Vincent

Integral Prefix/Suffix Translation in Total Eclipse 5

The “Translate” tab of user settings in Total Eclipse 5 has a new option called “Integral Pre/Suf”. Let’s say the strokes APB/KOR are defined in your steno dictionary as “anchor”. **If “Integral Pre/Suf” is turned on, you can write APB/KORG and get “anchoring”, even if those strokes are NOT defined in your dictionary** and even if “APB” is defined as “an” and “KORG” as “coring” because translation will always prefer the longer match (two strokes here). However, if APB/KORG were defined as “Anchorage”, then Eclipse would use that instead of “anchoring” -- in other words, **this feature supplements but does not override your dictionary.**)

For many years now if you put a check in the box next to “Suggestions” on the globaling dialogue, Eclipse could offer additional entries, including integral prefix/suffix possibilities. That’s an editing option, but now we’re talking about a new translation option. **In the “Translate” section of Total Eclipse 5 user settings, put a check in the box next to “Integral Pre/Suf” so that you can give this feature a thorough tryout.**

I’ve found this new feature quite helpful, but you may need to do a bit of customization. **In the “Programming” tab of user settings, select “Integral prefix and suffix steno definitions”** and use the “Modify” button. Here’s the kind of lines you would see:

^ed=-D,-DZ
 ^ing=-G,-GTSDZ
 ^s=-S,-SDZ
 ^s=-Z,+D
 ^er=-R,+GTSD
 dis^=STK-,STK-

You can add or remove lines like these to adapt the integral prefix/suffix feature to your writing style. For example, if you never “tuck in” a final R to add the idea of suffix “er”, then you would remove the line that begins with ^er.

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Convention & Webinar Dates

April 27-29, Las Vegas
Eclipse Users Convention

Info and signup at Espnetwork.org

March 21: Keith Vincent
 “Favorite e-Tips, Part 4”

May 8: Michael Starkman
 “Eclipse Dictionary Magic”

Info and signup at Eclipsewebinars.com.

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A Shortcut Toggle to Instantly Mute Computer Volume in MS Windows



We silence our cell phones before starting proceedings. Here's a tip to help you quickly silence your computer, too, so it won't make any annoying sounds during proceedings. That's not how you want to call attention to yourself. Your excellent skills and winning smile should be enough for that.

I do this because it's already happened to me that my audiosync started playing back something that had just been said in a room full of attorneys. Another time during very serious proceedings, one of the parties said something and right at the end of his statement my computer made a very loud "ding" from an email notification. He said, "Breakfast is ready." I have more war stories than that, but you get the idea. Little annoyances like that can be worse than a bad hair day.

This tip works in Windows XP, Vista, and Windows 7 and outlines a very simple way to toggle the speaker playback volume off and

back on without affecting the ability for your computer to record audio. It does not require a multimedia keyboard with separate volume buttons, and it also does not require you to press the Fn key in combination with a function key because you can choose the keyboard command that you prefer.

For the mute system volume shortcut, we are going to use a very useful utility called NirCmd. NirCmd is a Windows utility that I also use for a hotkey for changing the recording level of the microphone which I often want to check or tweak. Another use is for a hotkey for removing a thumb drive without all that clicking in the system tray.

First download NirCmd from www.nirsoft.net/utills/nircmd.html and save it to your computer. Then unzip or extract the NirCmd.zip file that you downloaded and remember what location you saved it in.

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e-Power Video Tutorials: e-Tip Special

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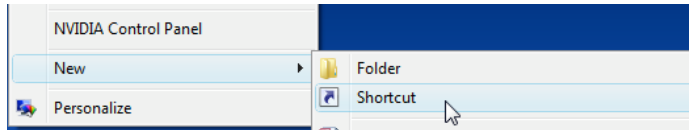
Mail to: Keith Vincent, 1910 Ottawa Lane, Houston, Texas 77043

For more info on e-Power Tutorials, visit: www.KVincent.com.



Toggle Volume Mute in MS Windows *(cont. from pg. 2)*

Next, right-click on the desktop and choose **New Shortcut** from the menu.



In the location box that pops up, browse to where you saved nircmd.exe.

What item would you like to create a shortcut for?

This wizard helps you to create shortcuts to local or network programs, files, folders, computers, or Internet addresses.

Type the location of the item:

Click Next to continue.

My location box says: “C:\Users\geek\bin\nircmd.exe” mutesysvolume 2. Yours will vary depending on the file location. Notice that I’ve put quotes around the path to the executable file and that is followed by a space and then **mutesysvolume 2**. Click Next to continue.

Give your shortcut a useful name like “Toggle Mute.” Then open up the shortcut properties. This is where you assign a toggle key. I use Ctrl+Alt+J.

It is also kind of nice to change the icon. Click on the icon button and select an icon such as the speaker. As a slight variation to speaker, I use the

red circle with a slash through it. If you cannot find the system icons, no worries. It’s just an added touch. (I found mine on Windows 7 at: %SystemRoot%\System32.)

For best results, keep this shortcut key on your desktop or move it to the Start Menu. Once your shortcut has been created, you’ll be able to either double-click on its icon to mute or

unmute your computer’s system volume or, if you prefer, use the keyboard command that you have chosen.

March 21 Webinar – “Favorite e-Tips: Your Pick”

Got your calendar ready? **The next Eclipse Webinars will be on March 21 (Keith Vincent) and May 8 (Michael Starkman).**

With the 12th year of e-Tips about to begin, it’s a good time to bring to life some recent tips and some that had not yet been shown. At the e-Tips page of KVincent.com, you’ll find a complete list of all the tips that have been published since June 2001. The tips offer great information, but they’re even

better when you can see them demonstrated and take part in Q&A with Keith and other Eclipse users.

We’re also making the recordings of Parts 1 through 3 available. If you need an easy way to earn continuing education units, you could take in “Favorite e-Tips”, Parts 1 through 4, and earn a total of .8 CEU.

Visit EclipseWebinars.com for info and signup.

20th Annual Eclipse Users Convention, April 27-29, Las Vegas

There are no webinars in April because we really want to encourage you to attend the 20th annual Eclipse users convention in Las Vegas, April 27-29. Excellent training at a great time of year with plenty of fun on the side.

Convention speakers are Eclipse developer **Jeremy Thorne** (Advanced), **Keith Vincent**

(Intermediate), **Jan Fuller** (Beginning), **Jim & Lynda Barker** (SearchMaster), **Marybeth Everhart** (Passing the NCRA Skills Tests), **and Betty Holder** (Realtime in the Palm of your Hand).

Special room rates are available until 4/4/12.

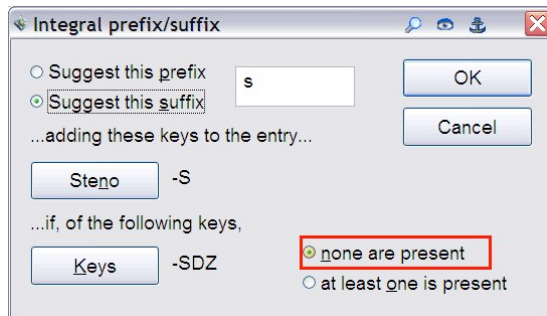
Visit Espnetwork.org for details and signup.

Integral Prefix/Suffix Translation in Total Eclipse 5 (cont. from pg. 1)

Let's look at this line: $\wedge s = -S, -SDZ$. The syntax here is capturing three important items:

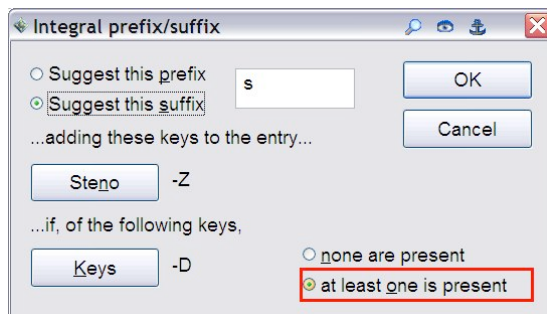
- 1) What's the prefix/suffix: $\wedge s$
- 2) What key(s) would you tuck in: -S
- 3) What key(s) must be present/absent: -SDZ

I'll place my cursor in that line and use the "Modify" button, which will open this dialogue:



Thus, if you tuck in a final -S as you write your steno stroke(s) for a word, Eclipse will apply the spelling adjustments for suffix $\wedge s$. Of course, you can't tuck in a final -S if the steno stroke already ends in final -S. Likewise, you probably would not try to tuck in the final -S if the stroke contained final -D and/or -Z.

What about this this line? $\wedge s = -Z, +D$.



This says I might tuck in the Z to add suffix $\wedge s$, but only if the steno ended in D.

Now, **some steno keyboards are equipped with wide TS or wide DZ keys**. Thus, you could tuck in the final D on a stroke that ends with T or

tuck in the Z on a stroke that ends with S. **For writers with wide TS or DZ, use these lines:** $\wedge s = -Z, -Z$ and also $\wedge ed = -D, -SDZ$. Why? Because wide keys let you tuck in the Z on any stroke except one in which the Z is already present or tuck in the D on any stroke except one that ends in S, D, or Z.

Good news: **Integral prefix/suffix translation also helps with stacking problems**. You meant to write APB/KOR/G in three strokes, but the last two strokes stacked and the steno is actually APB/KORG. It's not in your dictionary, but Eclipse could figure it out if integral prefix/suffix translation is turned on.

Does integral prefix/suffix translation cause any problems? Nothing that can't be remedied. Examples:

Laurie writes S-G for "something", but her dictionary has entries like EFD/S for "evidences". That's an initial S where you'd expect final S; it probably came from a faulty dictionary conversion. Writing EFD/S-G means "evidence something"; it does not mean "evidencing". The solution: Search for entries whose last stroke is simply initial S and then remove them; they do not belong in her dictionary.

Neil writes -RBGS to insert a comma, but -RBG is the y or ie sound. For him, KHAEUR is "chair" but KHAEUR/-RBG is "cherry". KHAEUR/-RBGS means "chair" followed by a comma; it does not mean "cherries". How to ensure he can still write -RBGS for a comma? We can use the "Slop strokes" table in the "Programming" section of user settings and add one line: -RBGS=P-P. When he writes -RBGS, it will change the steno to P-P. So in his steno dictionary we define P-P as {,} and that means he can write -RBGS as he always has but it won't get misinterpreted as a plural for a word whose final steno stroke is -RBG.

My advice: Give integral prefix/suffix translation a good tryout. If it causes you any problems, call Eclipse tech support because there are definitely ways to make this good translation tool work for you.

Disclaimer

The information contained in this document represents the current views of Keith Vincent and Wil Wilcox and those who submit articles on the issues discussed as of the date of publication. Market conditions change and, thus, after the date of publication, e-Power Video Tutorials cannot guarantee the accuracy of any information herein.

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