

e-CourtReporter Presents:  
**e-Tips Newsletter**

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"A candle loses nothing of its light by lighting another candle."  
James Keller

**Wil Wilcox: Online Editing, Part 1**  
**Keith Vincent: MOLLY Websites for Sound File Transfers**

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## **e-Power Video Tutorial Training**

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Whether you're an Eclipse beginner or a power user, you can learn a great deal with e-Power Video Tutorials. With these easy-to-use training tools, "Seeing is Understanding."

Total Eclipse Visualizers are short "how-to" videos that come with your Total Eclipse CAT software CD. Although each video lasts only 1 or 2 minutes, the Visualizers are too large to download. So if you have downloaded Total Eclipse and want to have the Visualizers too, just call 1-800-800-1759 and ask for the Total Eclipse update CD from Advantage Software. A small shipping fee will apply.

Complete list of e-Power Video Tutorials available:

1. Total Eclipse Mini-Tour
2. A Total Eclipse Overview - *.3 NCRA CEU*
3. Keyboard Magic: The Realtime Editing Kit - *.4 NCRA CEU*
4. Interactive Realtime Transcription - *.3 NCRA CEU*
5. Eclipse Automatic Number Conversion - *.3 NCRA CEU*
6. Eclipse Form Fields and Automatic Indexing - *.3 NCRA CEU*
7. Translation Magic: Prefixes, Suffixes, Conflicts and More - *.3 NCRA CEU*
8. AccuCap: Total Eclipse Captioning - *.6 NCRA CEU*

You can order or view samples of all e-Power Tutorials at: <http://www.KVincent.com>

## **Upcoming 3-day Total Eclipse e-POWER Workshops**

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**Honolulu, HI**      **October 8-10, 2004**

For more details: [www.EclipseNT.com](http://www.EclipseNT.com)

### Online Editing's Time Has Come – Part 1

How much easier would life be when working on daily copy or an expedite if you had a scopist editing online with you during the proceedings? The technological tools for providing this service are available and ready for primetime use now.

The two essential requirements for doing realtime with a remote scopist are an Internet connection and software remotely linking the two computers. The first requirement is to be able to link up the remote scopist's computer with the realtime reporter's computer via the Internet. This can be done through software such as Laplink and/or PC Anywhere. Windows XP Professional even has this remote desktop feature built-in with no extra software required. That's one of the reasons why I recommend Windows XP Professional.

You could even use a Virtual Private Network and Total Eclipse's job-sharing feature which is found under Division Interval in your User Settings. With high-speed Internet your scopist will even be able to play back the audio as well. This method requires your scopist to have an Eclipse editing key. Watch for a future e-Tip article on using the Division Interval.

For now, I've found the most user-friendly and easiest to set up method to get started with remote scoping to be through a software and Web service available from <http://www.GoToMyPc.com> for approximately \$19.95 per month. The way it works is that you download software from [www.GoToMyPC.com](http://www.GoToMyPC.com) which takes just a couple of minutes. Then you connect to the Internet and start realtime on your computer. Next your scopist or remote editor connects to the Internet and logs into [www.GoToMyPc.com](http://www.GoToMyPc.com).

What happens is that your scopist sees exactly what is on the display of your computer screen even though she or he could be anywhere on the Internet. When the remote scopist types on their keyboard, it is just as if they were sitting right at your computer editing away. With high-speed Internet, there is no delay or lag time. The keyboard and screen are just as responsive as if they were sitting right there with you in person. Another beauty of this is that the remote scopist doesn't even need to have Eclipse to edit your transcript because they are actually using yours on your computer. This would be perfect for that high-profile case or daily job that you don't want to stay at the office late burning the midnight oil to get out.

Next time in Part 2 we'll look at our Internet connection options for remote online scoping and Internet realtime hookup.

## Keith's e-Tip

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### MOLLY – “My On-Line Link”

With today's high-speed internet access, there are a number of ways for a reporter to quickly send a large sound file to a scopist. [www.MyDocsOnline.com](http://www.MyDocsOnline.com), [www.Xdrive.com](http://www.Xdrive.com), and [www.WhaleMail.com](http://www.WhaleMail.com) are three popular online storage and file-sharing services. With each of these plans you pay by the amount of space you need. As I write, the annual charge for 500 megabytes of storage space is about \$105 for MyDocsOnline, \$120 for Xdrive, and \$250 for WhaleMail.

Here's one more option you might want to consider, and it's a service that a reporter and a scopist have brought to my attention. It's called MOLLY, as in "My On-Line Link." What does it offer? Help in setting up a simple website for transferring even large files (up to 500 megabytes). With this help, a scopist could tell a reporter: "Just go to my website. There's a simple screen to help you send me your job files." Likewise, a reporter could say to a client: "Just go to my website. There's a simple screen where you can download a file that I've prepared for you." Of course, once a file has been transferred, the MOLLY site owner would free up that space to make sure there's always room for new files.

What does it cost? About \$135 per year. There's also a one-time setup fee of \$200. Of course, you don't have to take the MOLLY approach. You can always pay a few hundred dollars to buy your own website design software, then pay another hundred for a web hosting service, then try to get your web to function. The MOLLY folks just make it simple to get something that works and is easy to use.

If you'd like to learn more about MOLLY, I've included a link at the E-Tips page of my website: [www.KVincent.com](http://www.KVincent.com). Just go to E-Tip #36 and you'll see it says: "Click here to learn more about MOLLY websites." You'll can check out a few sample screens, but keep in mind that you can select the "look" of your site. If you want to expand on the basic MOLLY site and add pages describing your scoping or reporting service, include pictures, etc., this can be done at a reasonable cost.

**One final note:** Check out the Scopists page at [www.KVincent.com](http://www.KVincent.com). If you'd like to announce your availability as an Eclipse scopist, I'd be happy to include your information free of charge. Hopefully, this will give both scopists and reporters one more way of meeting each other.

## Who Are We?

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**Wil Wilcox** is a freelance court reporter in Los Angeles, California, and has been a technology consultant for reporters since 1995. Since 1998, he and Robert Denos have been the Advantage Software representatives for Southern California.

**Keith Vincent** is a freelance court reporter in Houston, Texas. He's been an Advantage Software rep, trainer, and tester since 1992. In 1997 he wrote the Hyperkeys tutorial for Eclipse users.

**Robert Denos** is the manager and event coordinator for e-CourtReporter, LLC.

Any questions on seminars or workshops should be directed to Robert at this address:

[e-CourtReporter@pobox.com](mailto:e-CourtReporter@pobox.com) or call (818)766-7346.

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