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# e-Tips Newsletter

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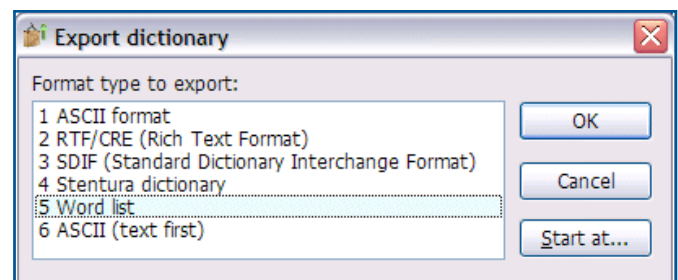
Keith Vincent

## Build Dictionary from Word List

Way back in e-Tip #11 (January 2002), Captioner BJ Quinn described how you could use your own word list in connection with the “Build Dictionary” feature within Total Eclipse. Everything she said back then is still true today, but it’s now easier in Total Eclipse 4.2. In addition, there’s a Visualizer to illustrate the process.

**A word list could simply be copied from the Internet.** You could hold down the Shift key and then click at the beginning and the end of the list to select all its contents. A quick Ctrl C would copy the list, which could then be pasted into Windows Notepad to create an ASCII (.txt) file. Eclipse could then use that file for the “Build Dictionary” process, but **each word or phrase in the list needs to be on a separate line.**

**A word list could also be exported from an Eclipse dictionary.** You may have built up a job dictionary that you would like to share with a colleague. With dictionary open, just right-click and select Export.



When you’re asked for the “Format type to export,” select “Word List”.

**“Build Dictionary” is an item in the “Tools” pull-down menu. You can open a new dictionary and Build or open an existing dictionary to continue building.** When BJ wrote about this in 2002, “Build Dictionary” needed to find a Build.txt file in the EclipseNT folder, but now it can use any ASCII file on your computer.

*(continued on page 5)*

# Small, Inexpensive, Secondary Notebook Computers



## *Tiny Little Laptops Are Taking Over the World*

Tired of lugging that full-size notebook around with you so that you can get work done while on the go? Perhaps a mini-notebook would be for you. Computer makers have jumped into the market with what are sometimes called mini-notebooks, ultra-mobile PCs, or netbooks. At first glance you may think they're toys, but they are the real deal. These mini-notebooks won't break your bank or your back.

Longtime readers of our e-Tips newsletter may recall that I have recommended the Treo smartphones, which at the time retailed for about \$495. Well, now for about the same price as a smartphone like the original Treo or iPhone, you can have a full-featured notebook computer that does everything your primary one does but is only about the size of an 8x11-inch sheet of paper and weighs less than 3 pounds. Compare these mini-notebooks to a smartphone, and they really do shine. These mini-notebooks are meant to be used a few hours at a time, such as during commutes on a train, working at a weekend cabin, or when you're traveling. These are not computers for loading all of your transcripts or digital photos, only the current ones on which you're working. You could almost think of them as a jump drive on steroids, with a keyboard and monitor attached.

The first of these mini-notebooks to burst onto the scene about six months ago was the EEE PC, which is nothing less than a phenomenon. I had more fun with a wee EEE than a \$2,500 laptop that I recently bought and returned. The first EEE PC cost just \$299 and had a 7-inch screen, 2-GB or 4-GB hard drive, smaller-than-normal keyboard, 3 USB ports, WiFi, and an SD card slot. I had to get my hands on one of these to see if it really worked, and I was



impressed. After installing Windows XP (it originally came only with Linux) and after installing Eclipse, I was able to do realtime and able to edit transcripts, including playing back the audiosync quite well.

The somewhat cramped keyboard takes some getting used to and may not be suitable for everyone. It worked fine for me. When proofreading or editing a transcript, I don't find that heavy typing is required. Compared to the thumb keyboards on smartphones, these keyboards seem roomy. I did not write about these mini-notebooks at the time I first discovered them because it is my opinion that they needed to have larger screens to be more widely accepted. Thus, I've been waiting until now to spread the news. For an increase in price of a few hundred dollars, 9-inch and even 10-inch screens are now common.

The Internet is exploding with information on these mini-notebooks. If I were still a court reporting student, I'd get one of these little computers immediately. I'll mention some of the ones that are worth looking into.

The **EEE PC** is still considered the leader of the pack and offers the \$599 Eee PC 901, the \$659 1000, and the \$629 1000(H). For more information on the EEE PCs there is a great website at [www.eeuser.com](http://www.eeuser.com), with all the latest news and a forum where you can ask questions of other users.

This month MSI is releasing the \$499 **MSI Wind**, with a 10-inch screen. More info at [www.msimobile.com](http://www.msimobile.com).

The **Acer One** should be on the market by July and looks very exciting as well.

Then there is the \$599 **HP Mini-Note** with Vista, which is heavier and more expensive than most of its cousins but has a larger keyboard and, to some, a more professional look. **Just don't get one with Vista** if you go with the HP.

*(Continued on page 4)*

# Video Tutorial Update: 3rd Edition “Interactive Realtime Transcription”



Keith Vincent

A 3rd Edition of the popular “Interactive Realtime Transcription” tutorial is now being released. This latest version features Bridge 2.0 by Advantage Software, but it also covers other new realtime viewing programs. For a complete list of topics, go to the Tutorials page of [www.KVincent.com](http://www.KVincent.com).

“Interactive Realtime Transcription” contains more than 3 hours of video presentations. Looking for continuing education units? This tutorial has been approved by the National Court Reporters Association; it offers .4 CEU.

If you’ve already purchased the 1st or 2nd edition of this tutorial, you can trade in your current disk for an updated one. See this month’s e-Tip special. If ordering an update disk, send in your current tutorial disk. (Keep your case and your installation code for use with the new disk.)

## *e-Power Video Tutorial Update: e-Tip Special*

*Please use this order form to take advantage of sale prices (ends June 30, 2008).*

**The 3rd Edition of “Interactive Realtime Transcription” is now available.**

Description	Sale Price
<b>Interactive Realtime Transcription, 3rd Ed.</b>	_____ <b>\$59.95</b>
<b>Trade-in for previous editions (please include disk only)</b>	_____ <b>\$20.00</b>
<b>Shipping &amp; Handling, \$5 per disk</b> <i>(Outside USA, add additional \$10)</i>	_____
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**For more info on e-Power Tutorials, visit: [www.KVincent.com](http://www.KVincent.com).**

## Secondary Notebook Computers *(cont. from p. 2)*

Let me emphasize: **The operating system of choice on mini-notebooks is Windows XP.** Vista is bound to lead to slower performance.

Many of these computers come with solid-state hard drives, which are based on memory chips and not your traditional very sensitive spinning hard drives. If you get the solid-state hard drive, you will be amazed at how fast it boots up and how fast files open and close. My original EEE PC would boot Windows XP in 30 seconds. Compare that to a traditional laptop. While the solid-state hard drives are smaller than traditional hard drives, they are much faster and are also quite rugged. Just remember, they are not designed for loading everything including the kitchen sink.

Want more storage for your mini-notebook? You can get an SD memory chip or jump drive for it. There are also external USB hard drives that can provide more storage, plus many online backup services. It is said that Google is soon going to be offering online backup, which is quite exciting. FYI, I've been testing three online backup services and will be doing an e-Tip regarding online backup in the coming months. Online backup sites literally make the Internet your hard drive. With so many options for storing your files, it just isn't necessary to carry all your files on a computer's hard drive anymore, especially when it's not your primary computer.

If you're thinking of purchasing a mini-notebook, be careful to find out the return policy in

case you discover that it's not right for you. If you don't like it, you may want to give it to your kids or grandkids instead of returning it. They'll be thrilled. Also, don't get one with Linux if you want to use it for editing transcripts or as a backup reporting computer because you won't be able to install your CAT system on it without the Windows operating system.

Since getting my mini-notebook, I've been taking it with me every day I'm reporting. The mini-notebooks on the market are changing very rapidly and are hot, hot, hot. Dell is rumored to have a cool one to be released this summer, with many more to follow by other manufacturers.

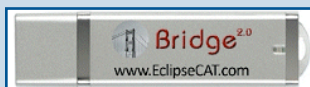
It's very exciting that there are now so many inexpensive mini-notebooks to choose from. You may say, Why not get a \$500 full-featured laptop as your backup? The whole point is that we don't want to lug something like that around all the time anymore.

If you would like to have a secondary or backup laptop, these are definitely worth checking out. You can get one of these and toss it into your tote or backpack and head out for some real on-the-go computing fun this summer.

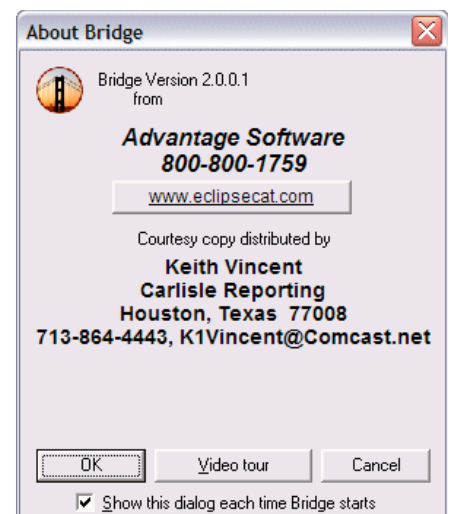


In last month's e-Tip, we mentioned that Bridge 2.0 could be run from a flash drive. That really helps if an attorney's computer has been locked down to prevent the installation of new programs.

For your convenience, Advantage Software will offer flash drives containing the Bridge program as well as a number of helpful video demonstrations. The cost is just \$10 to \$15 each, depending on how many you purchase.

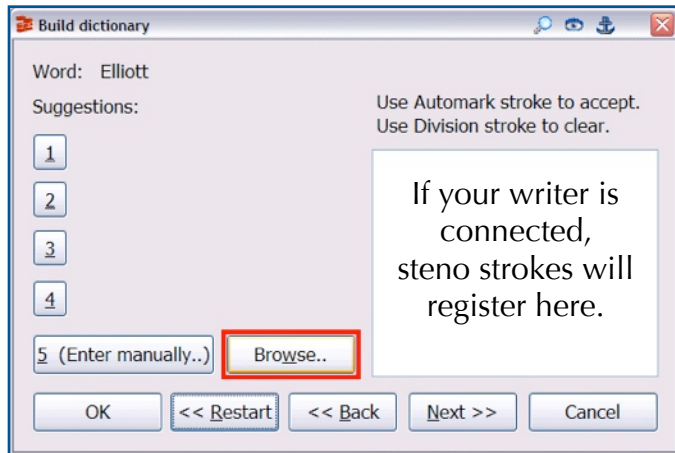


The flash drives also contain BridgeDistSetup.exe. This lets you personalize copies of Bridge that you give out. Just another way to help you market your realtime transcription services!



## Build Dictionary from Word List *(cont. from p. 1)*

Open the dictionary that you want to build. From the “Tools” menu, select “Build dictionary.” Now **“Browse” to pick your Word List.** Eclipse



will use each line in the list file to ask what steno you intend to write.

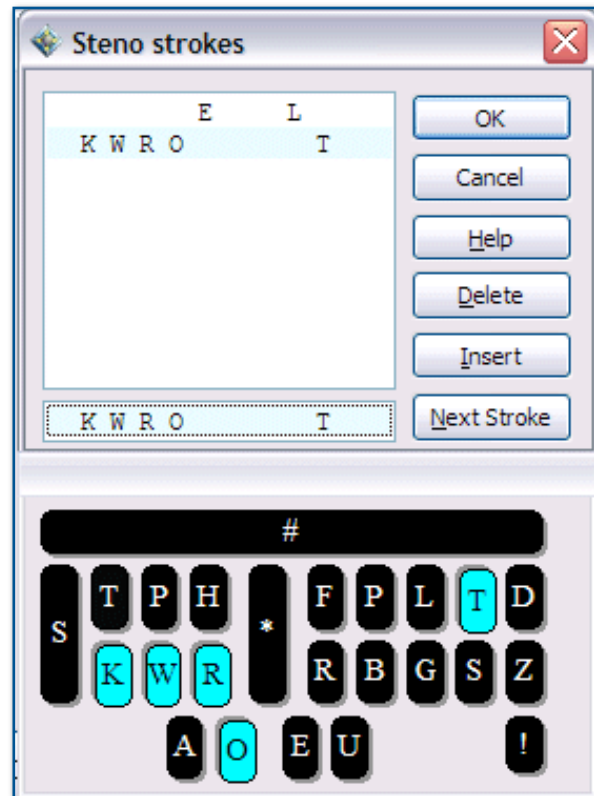
**If you have your writer connected to your computer, you can use the steno keyboard to move through the word list.** However, you’ll need to go to the “Input” section of your User Settings and make sure you’ve indicated an Auto-mark stroke and a Division stroke.

The **Auto-mark stroke** will be used to accept a new entry and move to the next item on the word list. Use the “Back” button if you want to go back to the same word or phrase and indicate another way that you intend to write that item. You’re not limited to just one set of steno per item.

The **Division stroke** will be used when you make a mistake in the course of writing the steno for an item on the word list. In other words, the Division stroke will let you clear what you’ve written and then

re-write the steno that you want to have associated with a word or phrase on the list.

**Of course, you do not need to use your steno keyboard to “Build Dictionary.” You can also “Enter manually.”** In that case, the



steno emulator will open so that you can use your computer keyboard to indicate the steno keys that you want associated with an item on the word list.

**Want to see all this in action? Check out “A - Build Dictionary,” in Section 7 of the Visualizer Topics. Enjoy!**

### *Disclaimer:*

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