



e-Power Video Tutorials presents:



e-Tips Newsletter

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Keith Vincent

Shared Editing Tips for Eclipse 6

At the 22nd annual Eclipse Users Conference in Las Vegas, I wanted my class to try the Shared Editing features of Eclipse Version 6. I plugged in a portable WiFi router, invited folks to join the local network that it created, and soon there were a dozen people editing the file that I was sharing. After a rocky start, I picked up **some great tips from folks who have been making extensive use of Shared Editing during the past year.**

1) **One person per paragraph.** If more than one person is trying to edit the same paragraph at the same time, Eclipse reconciles the conflict by reverting to the text on the reporter's computer because that is the master document that is being hosted. In Vegas, there were sometimes four folks in the same paragraph. Oops!

2) **Shared Editing works best if the reporter is NOT moving around the document while one or more colleagues are editing.** Ideally, the reporter focuses on writing while the scopist(s) focus on putting the transcript into final form.

3) **The reporter may want to do some editing during a break.** If so, she/he should send a message to the rest of the editing team to say "I'll do a few edits now." The team can rest while the reporter edits.

4) **It's best if everyone connects to the shared document at the very start of realtime translation.** That way everyone has all the audio, without waiting. A proofreader can join in much later, but then Eclipse has to keep up with translation and editing and output to clients and also send text and audio to the latecomer. Much better for a proofer to connect with everyone else and wait a bit to start reading.

5) **Have a solid internet connection or else use Connection Magic Local.** For audio, use GSM 6.10 compression. Uncompressed recording can exceed the bandwidth that you have available.

Upcoming Webinars

Windows 8
Wil Wilcox and Keith Vincent

Part 1: June 12, 2014

Part 2: June 26, 2014

Info and signup at EclipseUsers.com

Keith's Eclipse Seminars

Austin, Texas
September 27, 2014

Houston, Texas
October 4, 2014

For information and registration,
visit KVincent.com.

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Windows XP End-of-Life Guide



The time for Windows XP has come and gone. **Microsoft ended support for Windows XP in April 2014**, after 12 long years. What this means for those of you with Windows XP computers is that if you still continue to use Windows XP, there will be few, if any, new security updates. Many **programs such as antivirus software are discontinuing support for Windows XP** as well. Therefore, your Windows XP computer will be very vulnerable to security risks and viruses. This is pretty much an unacceptable situation to let yourself be in because of the importance of the work that we as court reporters do.

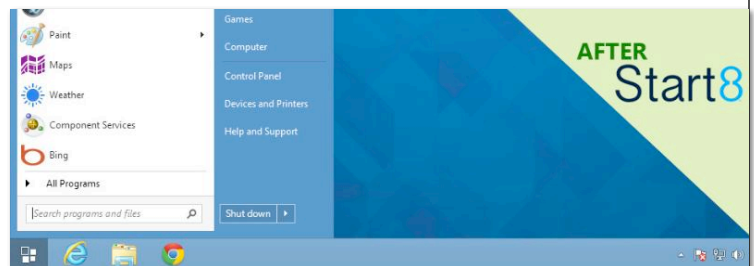
There are a few **options to consider** if you do not want to go with Windows 8.1. **If your Windows XP computer is compatible with Windows 7, you could buy the Windows 7 upgrade.** Amazon.com has Windows 7 Professional SP1 64bit for \$138.98 and Windows 7 Professional 32bit for \$119.00. If you are upgrading your Windows operating system, I always recommend that you hire a geek to perform the upgrade unless you have quite a bit of experience with this kind of thing yourself.

Your **next option is to buy a new computer with Windows 7.** Microsoft has authorized computer manufacturers to sell new computers with Windows 7 through **October 25, 2014.** Be aware that if you go into a computer store and ask for a computer with Windows 7, if the store even has them, what they are hearing is “can you sell me an old computer?” Your best bet is to research online the various options to purchase “new” computers with Windows 7 because not very many stores will even have them stock. The few places where you will find Windows 7 computers available will be stores that sell primarily to businesses and professionals.

I do not recommend trying to upgrade a Windows XP computer to Windows 8. It is just too much of a change for a computer that old. Sure, Windows XP was a fine operating system and

served us very well over the years, but it is time to move on and try something new. A word of caution: **If you are going to keep using Windows XP, make sure not to go on the Internet with it and especially not to use it for email.** Like many attorneys I’ve seen over the years, you may find yourself benchslapped if caught still using Windows XP.

Let’s look on the bright side. Microsoft has been making great strides with Windows 8. **With the release of Windows 8.1 a few months ago I can say that there has never been a better time to take the plunge and get a computer with Windows 8.1.** If you want to ease the transition and cling to the past look of Windows XP / Windows 7 with the traditional desktop, there are utilities that you can install that will recreate the familiar look and feel of Windows 7 / XP. There is the **free Classic Shell that will give you the Windows 7 style start menu.** Another option is **Stardock’s Start 8** which, the last time I checked, goes for about \$5. Another very helpful \$5



app from Stardock is ModernMix which allows you to launch a modern app from the Windows Store in a window on the traditional desktop.

The good news is that Windows 8.1 has become quite polished over the past couple of years since its release. Microsoft has been furiously upgrading Windows 8 to solve any complaints that people have. In updates, the traditional Start menu will be restored and there will be better functionality for users with a keyboard and mouse. Microsoft is headed in the right direction with Windows 8.1. By the release of Windows 9 next year, I expect Microsoft once again to have a solid hit on its hands.

*e-Power Video Tutorials: e-Tip Special**Use this form to take advantage of discounted pricing (ends June 30, 2014).***Total Eclipse Mini-Tour 2014 (.1 CEU)** _____ **\$19.95****Total Eclipse Overview 2014 (.6 CEU)** _____ **\$59.95****Update only (old disk MUST be submitted)** _____ **\$20.00****Shipping & Handling, \$5 per disk (max. \$15)** _____*(Outside USA, add additional \$10)* _____**Total: (Checks only, please!)** _____**We cannot ship orders that do not include shipping/handling fees.****Name:** _____**Address:** _____**City/State/Postal Code:** _____**Telephone:** _____ **e-mail:** _____**Mail to: Keith Vincent, 1910 Ottawa Lane, Houston, Texas 77043****For more info on e-Power Tutorials, visit: www.KVincent.com.**

Keith's Seminars - Fall 2014

On September 27, 2014 in Austin and then again on October 4, 2014 in Houston, Keith Vincent will present a 10-hour seminar on Total Eclipse. This seminar is preapproved by the Texas certification board and is also eligible for NCRA CEUs.

The Morning/Afternoon session (8:30 a.m. to 5:00 p.m.) covers what's new in the latest version of Total Eclipse. That should be Version 7 by the time we get to September. This is a hands-on seminar and participants should bring their notebook computers to try out features explained in practical terms.

The Evening session is devoted to automatic indexing. If you're indexing your depositions or court transcripts the old-fashioned way, you're definitely working too hard.

For more information and registration, visit the Workshops page of KVincent.com.

Wil's Windows 8 Webinars

On June 12 and June 26, Wil Wilcox and Keith Vincent will lead a two-part webinar suite devoted to Windows 8. Whether you attend the live class or watch the recording at your convenience, you'll get great info and can earn up to .4 NCRA CEU.

New computers are coming with Windows 8 or 8.1. Windows 7 computers are becoming harder to find, and Windows XP is no longer supported by Microsoft. **There's no need to be disoriented by Windows 8. Wil's been using it since its beta days and knows how to ease the transition.**

No matter what CAT software you use, you'll find this Windows 8 webinar enormously practical. **For more information and for registration, visit ReporterWebinars.com or EclipseWebinars.com.**

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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