

# **Sample Files**

This document describes the sample files in the SampleFiles download. The sample files are basically tutorials for features of the AristoCAT software. You should check back from time to time to see if additional tutorials have been added.

## **Installing the Sample Files**

The sample files are installed to a floppy diskette on drive A:. Before you start the installation process, you should have a blank, formatted diskette in drive A. After the installation process is finished, you then use the File Management program to copy all of the sample files from the floppy diskette to the hard drive (just as you would copy any file from a floppy diskette.) Note that all of the file names of the sample files start with the letters 'zz' so as to minimize the possibility of overwriting a file of yours with the same name.

Currently the sample tutorials are:

### **ZZINC.WRK**

The zzinc.wrk file contains several examples of include files and demonstrates how to set up your include files so they can be filled out as quickly as possible. This .WRK file shows how to use pick lists and the various scan stops.

### **ZZALTCMD.WRK**

The zzaltcmd.wrk file is a tutorial for the most of the Alt commands. It guides you through editing a transcript using Alt commands.

### **ZZAINDEX.WRK**

The zzaindex.wrk file is an example of automatic indexing. You can open the file in Edit to see how things are marked. To see how an index/exhibit page is generated, run the automatic indexing program and use the following options:

1. When asked for the name of the file to index, choose zzaindex.wrk.
2. In the Automatic Indexing Options click on "Insert this file into the transcript". In the white box following this option, type either zzdepo.inc or zzcourt.inc. The zzdepo.inc file is a format for the index/exhibit page commonly used by free-lance reporters. The zzcourt.inc file is a format for the index/exhibit page commonly used by officials. Note that you can run the automatic indexing twice (or more) and choose both include files (zzdepo.inc and zzcourt.inc) to see how they both look.

Note that there are comments in the zzaindex.wrk that describe aspects of the automatic indexing process. You should also edit into the zzdepo.inc and zzcourt.inc files to see how they are set up.

For any questions regarding these sample files, please contact AristoCAT support at support@aristocat.com or 800-727-4786.

**The AristoCAT R&D and Support Team**