# **AristoCAT Edit for Windows**

This document describes the enhancements and changes to the new Edit program for Windows. We will be uploading to the web site updated versions of the new Edit program on a regular basis and we strongly encourage you to download each new version as they become available.

For any questions regarding this update, please contact AristoCAT support at support@aristocat.com or 800-727-4786.

# **Change History**

The following is a list of changes to the new Edit program since it's initial release. The changes are listed in reverse chronological order, so that the most recent changes are listed first.

## February 13, 2006

Two more enhancements have been added to pick lists.

- A sort option. When editing a pick list you have the option to sort it alphabetically. Click the Sort button to sort the items in the list. For example, you can sort the last names in your attorney list.
- Those of you who are prefacing the attorney information in your attorney pick list, you can now add a special character (~) after the last name. When you pick an item with this special character, all text up to and including the ~ will automatically be deleted. For example, if you set up an attorney name like this: Dewey~Howie Dewey|Dewey, Cheatem and How|1234 Main Street|Anytown, PA 33333 When you choose this item, it will be formatted as:

Howie Dewey Dewey, Cheatem and How 1234 Main Street Anytown, PA 33333

Note that Dewey~ at the beginning was automatically deleted.

#### February 6, 2006

- If you right-click on a word that is underlined in red and then left-click on the 'Accept All' option or if you spell check the document and choose the 'Accept All', that word will be saved in the jobname.apr file (where jobname is the name of the edit file). If you save out of Edit and then go back in later, Edit will remember that word and it will assume it is spelled correctly. In addition, the proofreader program uses the jobname.apr file and will not stop at these words.
- An option has been added to the View menu that allows you to view and edit your pick list files. Note that you can also create a new pick list from this menu.

#### January 9, 2006

A change has been made to the page up/down and text up/down keys so that they work more like the way the old edit program worked. In addition, a page break line displays on the screen at page breaks. If you encounter any problems with this new edit, you can download the Edit from the General Downloads page to return to the previous version. If you have any suggestions or problems with this edit update, please let us know.

## **December 29, 2005**

- An option to allow you to print time stamps on selected lines of the transcript, rather than every line, has been implemented. See the Edit preferences for details.
- An update to the Export to PDF has been made.

#### December 5, 2005

- A new command has been added to Edit. The command, Ctrl+KE, is used while editing your real-time.
  The command is the same as Ctrl+Shft+E which is used to switch from the edit screen back to the real-time screen. By adding this command (Ctrl+KE), you can program a function or alt key to perform this function. Note that Ctrl+Shft+E still works to switch back to the real-time screen.
- Several minor corrections have been made.

#### November 7, 2005

A shortcut to the Edit Preferences has been added to the toolbar. If you have not reviewed the edit preferences available to you, click on this toolbar icon or click on the Edit menu item, then click Preferences at the bottom of the Edit menu. Click the help button to get a description of all of the available options.

## October 26, 2005

Minor corrections to the PDF creation and Print Preview have been made.

#### June 24, 2005

A command has been added which allows you to change the format of a transcript, even after it has been edited. For example, if a transcript has been translated under one information file, you can change to a new information file and the transcript will be reformatted to the new information file. Formatting changes include questions, answers, colloquy, and line width. To change the format of a transcript, click on the Format menu item, then click Change Format.

#### June 13, 2005

An enhancement has been made to using the open square bracket when filling out a caption. If you have a comma, period or semicolon immediately following the open square bracket, that punctuation will automatically be put at the end of what you type in. In the example below, you have:

[,	)
and you highlight the open John Smith:	square bracket and type in John Smith, the comma will be added to the end of
John Smith,	)

# June 6, 2005

**Edit Changes:** 

- The Edit program would inadvertently delete the Exhibit Admitted marker. This has been fixed.
- You now have the ability to change how the 48 function keys work (12 unshifted, 12 shifted, 12 Ctrl and 12 Alt) and you can change how the 26 Alt+letter keys work. You can change these keys from the Edit menu or using the Ctrl+OK command while editing a file.
- A new command, Ctrl+KL, has been added. This command plays the Avsync sound file continuously (same as the Ctrl+Shift+P command). This change allows you to program a function or Alt key.
- Ten new editing commands (Ctrl+O1 through Ctrl+O0) have been added. These commands add endings (ed, ing, etc.) to the end of a word. To use one of these commands, place the cursor at the beginning of the word you wish to add the ending to, and press the appropriate Ctrl+O# command. When typing this command, be sure that you are not holding down the Ctrl key when pressing the number (ie: hold down the Ctrl key when pressing the O, but not the number that follows.) To view the endings, while in an Edit file, click on View, then click View Endings. You will see ten endings. Ctrl+O1 will add the first ending to a word, Ctrl+O2 will add the second ending, Ctrl+O3 will add the third ending, etc. Note that you add, change, delete and change the order of the endings. The Copy Title Page

command (Ctrl+KT) has been enhanced to allow you to copy the Other (.ot on/off) page(s) from another transcript and also allows you to specify which pages to copy.

## April 8, 2005

Support for using the mouse wheel has been added. Other minor changes to Edit.

# August 11, 2004

Edit Changes:

- A new command (Alt+.) has been added which allows you to stitch a word (acronym) with periods. This command works just like the stitch word (Alt+T) command, but stitches with periods rather than hyphens.
- Some customers experienced a problem with the Alt+1 command not inserting the attorney name for A:LEFT1. This has been fixed.
- If you are in the Fast Edit mode and you home to a Pick List, after choosing from the list, Edit would not automatically home to the next untranslate or conflict. This has been fixed.
- When typing in a long entry in a Pick List, such as an attorney name and address, sometimes you would type in more characters than the Edit program was expecting and cause the Edit program to crash. The number of characters you can type in has been increased.

When recalling steno twice to see the English definitions, you can now see the English definitions for job dictionary defines.

## June 22, 2004

- A problem with choosing items in a pick list has been fixed.
- In rare instances, a tab stop was misinterpreted causing a program fault. This has been fixed.
- The ability to produce a PDF file has been implemented. To produce a PDF file, while in Edit, click on the File menu item, click on Export and then click PDF. The PDF file will be saved in your user folder under the name of the job with a .PDF extension (i.e. if the job name is SMITH, then the PDF file will be named SMITH.PDF). Note that the PDF file is a demo version and customers current on support will be sent a non-demo version.

#### May 19, 2004

- A change was made in the way the line width is calculated to make it more compatible with the older version of edit.
- A minor change to the way you choose items in the pick list was made to make it easier to choose an item.

## May 12, 2004

- You can now change the background color of the edit window and/or the text color. Note: It is
  recommend that at this time you choose a light colored background and leave the text black. If you
  choose a dark colored background, then some of the other colored text such as conflicts, untranslates or
  automatic indexing text may not display clearly.
- For some words, when using the medical dictionary, you could not scroll to the correct word. This is now fixed.
- The number to text command has been fixed for some spelled out numbers.

#### April 20, 2004

- You can now highlight one or more paragraphs and then use the Set Left Margin (Ctrl+OL) or Set Right Margin (Ctrl+OR) to set the left or right margins for all of the marked paragraph(s). Note that you must use the Ctrl+F5 function key (mark text) to highlight the paragraphs.
- If you have steno always turned on, then you were unable to un-highlight marked text using the ESCape key. This is now fixed.
- A new command to format paragraph(s) for read-back or quoted material has been added. This
  command can be found on the Edit menu under Format and then click Set Indents. Click the associated
  help button for information about the various options. This is a new command and we welcome
  comments about changes or enhancements to the command.

## April 7, 2004

• Pressing just a backslash (\) would put the edit program in the Ctrl+\ mode. This has been changed so that you must hold down the Control key when pressing the backslash.

## April 1, 2004

- Apparently the attorney names from the March 29<sup>th</sup> update was not fixed for all circumstances.
   Hopefully it is now.
- The Ctrl+U (abort) command from the old Edit program is now implemented as the ESCape key. Pressing Ctrl+U is the same as pressing the ESCape key.

## March 29, 2004

- When centered text was underlined and/or bold, the centered text did not print correctly. This has been fixed.
- When in the Ctrl+\ or Alt+\ mode, the edit program would ignore punctuation that was typed in. This has been fixed.
- When using the Alt+N (number to text command), some numbers were incorrectly converted. This has been fixed. In addition, the Number to Text command has been enhanced to recognize more words such as \$, dollars, etc.
- In some instances, Edit would not automatically fill in the attorney names (i.e. LEFT1, RIGHT1) entered from the translation program. This has been corrected.

#### March 8, 2004

- The ability to recall steno twice to see the English translation and, optionally edit an outline has been implemented.
- Ctrl+\ (Backslash) and Alt+\ (Backslash) have been implemented. When you are in the Ctrl+\ mode, then you can press a letter of the alphabet and the edit program acts as if you are holding down the Ctrl key. Same with the Alt+\ command. To exit the Ctrl+\ or Alt+\, press the SpaceBar. Note that when you are in one of these two modes, a Ctrl or Alt will appear on the bottom status line.
- Setting the left margin (Ctrl+OL) in some instances, would revert back to the original margins after exiting the editing session. This has been fixed.

#### February 12, 2004

A problem with the Number to Text command has been fixed.

#### February 10, 2004

- Several minor issues regarding the new Edit program working the same way as the old Edit program have been fixed.
- Changes have been made to make inserting automatic indexing markers easier.

• There was a problem with making a define which is a suffix (i.e. @ing) at the beginning of a line wrapping back to the previous line. This has been fixed.

## **January 2, 2004**

Two minor problems have been fixed:

- In certain circumstances, text would remain centered when it should be left justified.
- Some customers experienced problems with the number to text conversion.

#### **December 24, 2003**

- Using the Delete key to delete a line or deleting a block of text caused a fatal error. This has been fixed.
- Homing to a single open square bracket 'j' caused a formatting problem, which has been fixed.
- Several other minor formatting problems have been fixed.
- Happy Holidays to everyone.

## **December 22, 2003**

- The line numbers now appear to the left of the text. Note that the page number, line number and column number still appear on the status line at the bottom of the screen.
- When doing a Find or Find and Replace, the text you are searching for is now highlighted again making the text easier to find.
- Under some circumstances, the text to number command did not format correctly. This has been fixed.

#### **December 8, 2003**

- The Shift+ left or right arrow keys will move the cursor left or right several words at one time. You can set the number of words to move under Preferences on the Edit menu item.
- The Ctrl+QU (home to untranslates only) and the Ctrl+OE (home to conflicts only) commands were backward. These commands have been fixed.
- When you highlight multiple words using Mark Word or using the Home key plus Word Left and/or Word Right, you press the ESCape key to un-highlight all of the words. Now you can press the BackSpace key to un-highlight each marked word, one at a time in the reverse order they were marked.
- A problem was fixed which caused Edit to end abnormally.

#### December 4, 2003

- When saving and exiting a file, the Edit menu will now exit as well.
- If you have a corrupted sound file, Edit will give you the opportunity to try and fix the corrupted file.
- A problem was fixed which caused Edit to end abnormally.

#### November 12, 2003

AVSync is now incorporated into the new edit. The command to play back a snippet of sound is still Ctrl+KM.

There is a new command (Shift+Ctrl+P) to continuously play back the sound starting at the current cursor position and continuing to the end of the file. Press the ESCape key to stop the playback.

You can also access the play back commands under the Tools menu item. You can set the snippet play back times under Preferences under the Edit menu item.

**Important Note:** Before Edit will play a sound snippet, you must go into Preferences under the Edit menu and set the sound playback time. You only need to do this one time.

## November 6, 2003

There is a circumstance where an editing command will cause many lines of steno to be deleted (appear in red). This has been fixed for at least one circumstance. Note that there may be other circumstances where steno is deleted and we are continuing to work with it.

#### November 5, 2003

- The main change to this version of edit is the way recalling steno is handled. Now when you recall steno, the cursor remains active in the text of the transcript.
   An option has been added to the Preferences under the Edit menu item that allows you to have the steno always showing on the right.
- Some people experienced a loss of characters when typing in a definition. This has been fixed.

## Sept 10, 2003

Minor changes were made to speed up the screen display for certain commands.

#### Sept 8, 2003

A problem with Find and Replace using the Backwards option has been fixed.

When using the Repeat Find command, it would do the previous Find and Replace instead of the previous Find.

Sometimes when editing the .TMP file, Edit would use the wrong backup version. This has been fixed.

#### July 21, 2003

- Some problems that were experienced when using Word Delete (Ctrl+T) on or before a question, answer or colloquy speaker has been fixed.
- Some paragraph formatting problems have been fixed.

#### July 9, 2003

- Some steno tracking issues have been fixed.
- Some minor problems have been corrected.
- If you are using time stamps, you can elect to have the time stamps applied to the .WRK file when saving out. Check the appropriate option under the Edit->Preferences menu item.

#### June 26, 2003

- The Number to Text to number (Alt+N) command has implemented. Note that when you are typing into the define box and you wish to convert number or text, you must use the Alt+N command (Ctrl+ON won't work).
- Other minor problems have been corrected.

# June 19, 2003

- There is a circumstance that causes the steno from some point in the file to be deleted to the end of the file (The steno shows up colored red). We have added a message box to tell you when this as happened. We have also added a command to fix the steno. Use Shift+Alt+S to fix the deleted steno.
- With the old edit, when you highlighted text, you could press the Escape or Backspace key to unhighlight the test. With the new edit, the ESCape key will unhighlight all of the text, while the Backspace key will unhighlight a word at a time, in the reverse order you highlighted it. This way if you inadvertently highlight too much, use the backspace key to unhightlight the last word.
- Other minor problems have been corrected.

# June 12, 2003

- When highlighting text near the bottom of the screen, the define box would display under the highlight text and off the bottom of the screen. This has been fixed.
- The print (Ctrl+KP) command has been implemented.

## June 9, 2003

- The implementation of Set Right Margin in some cases caused a problem when inserting an include file.
   This has been fixed.
- Several fixes were made to fix compatibility issues.
- When making a definition, the define box would cover the highlighted text. This has been changed.

## June 3, 2003

The Set Right Margin (Ctrl+OR) command has been implemented.

#### May 27, 2003

Several fixes were made to fix compatibility issues.

## May 20, 2003

A problem where sometimes letters would disappear while typing in text was corrected.

## May 12, 2003

- In some instances, writing out a block of text would cause a program problem.
- This has been fixed. When capping a highlighted phrase, once the phrase appeared in the definition box, it was not possible to cap/uncap the phrase. You can now cap/uncap a phrase in the definition by pressing either Alt+C or Shift+F6.
- Several fixes were made to fix compatibility issues.

#### May 8, 2003

- Several fixes were made to fix program stability.
- Several fixes were made to fix compatibility issues.
- An enhancement was made to the automatic punctuation feature. If you replace punctuation with the same punctuation character, it will remove that punctuation. For example, if you replace a period with a period, it will remove the period, remove one space and uncap the next word.

# May 5, 2003

- Several fixes were made to fix program stability.
- Several fixes were made to fix compatibility issues.
- An enhancement was made to Find and Find & Replace which allows you to return to the page and line where you started the Find or Find & Replace.

# April 28, 2003

Several fixes were made to fix compatibility problems. If you received the Edit for Windows CD via mail or in New York, you should install this update.

The AristoCAT R&D and Support Team