

Passport Dictionary Utility

User Guide

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This stand alone utility program, designed for users of CAT systems other than Total Eclipse, allows one to convert to and from RTF and PDX files on their personal computer.

Setup

The first time that the program is run there will be no directories specified. One must click on the Browse buttons to select the locations where the RTF files are stored and to which external media device will be used to transfer the converted files to the Passport.

NOTE: The external media device must be inserted into the comp	puter da	uring
this process.		

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After selecting the paths, the dialog will show the available RTF files on the left side and the PDX files located on the external media on the right side of the dialog.

<u>R</u> TF folder	C:\CAT4\USR\Steve	<u>B</u> rowse
Passport location	G:\	Br <u>o</u> wse
RTF	Pa	assport dictionary files
Steve.RTF	>>	
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Converting from RTF to PDX

Left click on the desired RTF file. NOTE: one may select and convert multiple files at once.

RTF folder	C:\CAT4\USR\St	eve	Browse
Passport location	G:\		Br <u>o</u> wse
RTF		Passport <u>d</u> ictio	nary files
Stened.RTF Steve.RTF			
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Left Click on the button that points to the RIGHT.

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assport location	G:\		Br <u>o</u> wse
RTF		Passport <u>d</u> ict	ionary files
Stened.RTF Steve.RTF			
		>>	
			click here
			to convert
			to Passport

A progress indicator will be displayed during the conversion process.

<u>R</u> TF folder	C:\CAT4\USR\S	Steve	Browse
eassport location	G:\		Br <u>o</u> wse
RTF		Passport <u>d</u> iction	onary files
Stened.RTF Steve.RTF			
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When the conversion is complete, a new PDX file will be copied to the external media and will appear on the right side of the dialog.

<u>R</u> TF folder	C:\CAT4\USR\S	teve		<u>B</u> rowse
assport location	G:\			Br <u>o</u> wse
RTF			Passport <u>d</u> ictionary fi	les
Steve.RTF		<	Stened.pdx	

Loading the PDX on the Passport

To load the pdx file on the Passport:

- 1) Insert the external media device with the PDX file into the Passport
- 2) Navigate to Menu/Dictionary and depress the Load button.

3) Navigate to the appropriate external media device and choose the PDX file.

4) When prompted "Do you wish to copy this to your main dictionary?" answer yes or no as appropriate.

Converting from PDX to RTF

Passport job and main dictionaries may be converted to RTF files for importation into CAT systems.

Left click on the desired PDX file.

RTF folder	C:\CAT4\USR\S	Steve	Browse
311 101001			
eassport location	G:\		Browse
RTF		Passport <u>d</u> ictio	nary files
Stened.RTF		Main Dictiona Steped ndv	ry.pdx
Steve.KTP		Stelled.pux	
		>>	
		<<	

Left Click on the button that points to the LEFT.

<u>R</u> TF folder	C:\CAT4\USR\Steve		Browse
Passport location	G:\		Br <u>o</u> wse
RTF		Passport <u>d</u> ictionary fil	es
Steve.RTF	>>	Stened.pdx	

A progress indicator will be displayed during the conversion process.

C:\CAT4\USR\S	teve		<u>B</u> rowse
G:\			Br <u>o</u> wse
	Pa	assport <u>d</u> ictionary	files
	>	łain Dictionary.pd: tened.pdx	K.
	C:\CAT4\USR\S G:\	C:\CAT4\USR\Steve G:\ S:\ S: S: S: S: S: S: S: S: S: S: S: S: S:	C:\CAT4\USR\Steve G:\ Passport dictionary.pdi Stened.pdx

When the conversion is complete, a new RTF file will be copied to the RTF Folder on the PC and will appear on the left side of the dialog.

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<u>R</u> TF folder	C:\CAT4\USR\Steve	e	Browse
Passport location	G:\		Br <u>o</u> wse
RTF		Passport <u>d</u> ictionary file	s
Main Dictionary.rtf Stened.RTF Steve.RTF		Main Dictionary.pdx Stened.pdx	

Registry entries

When the utility is run for the first time it will create a registry key: HKEY_CURRENT_USER\Software\Local AppWizard-Generated Applications\PassportDictUtil

The paths assigned to the RTF Folder and Passport Location are stored in these keys.



Glossary

RTF Folder – This is the path to the location on the CAT system computer where RTF files are stored. In most cases this will be the CAT system's user or jobs folder.

Passport Location – This is the path to the external media device that will be used to transfer files between the Passport and the CAT system computer.

PDX file – Files that have the PDX extension are native Passport dictionary files.

RTF file – Files with the RTF extension are generic dictionaries in the Rich Text Format using the Court Reporter Extensions (RTF/CRE).

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