



## **EV360 Ultimate Software – My Speedbuilding**

The My Speedbuilding software is a workout approach to building speed. Audio dictation files are presented at varying speeds in real time based on the selected workout plan. The concept is similar to a working out on a treadmill: The pace of the workout adjusts during the workout. You don't have to start/stop/start/stop to adjust the speed of the dictation you are practicing; the selected workout plan does it for you.

The My Speedbuilding software permits users to open audio files from their computer or streamed from a media server. Any opened audio file can be presented using the software's proprietary variable speed control by selecting a "Workout Plan". The software installs with 37 selectable workout plans. Additionally, users can create their own plans to select for future speedbuilding practice sessions.

Don't forget to check out all of the "Training Resources" video content for My Evaluations at: <https://ultimate.ev360es.com/my-speedbuilding/>

### **Speedbuilding practice using audio from your computer:**

1. Click the Audio button on the large button bar. This button will open a pick list of three open options.
2. Select Open Local Content. The Open Local Audio Files dialog box will appear.
3. Click in the Select File field. The Open dialog box will appear permitting you to locate the audio file that resides on your computer. Once you locate the audio file you want to load, select the file and click the Open button.
4. Insert the audio file's dictation speed in the Original WPM field. The length value will automatically appear.
5. Select a workout plan from the available plans in the Select Workout Plan pick list.
6. Click Continue. The audio will load and the Speedbuilding Practice form will appear.
7. Clicking the Play button will play the audio and adjust the audio speed as it is playing based on the selected workout plan. The audio will play once.
8. Clicking the Continuous Play button will play the audio and adjust the audio speed as it is playing based on the selected workout plan and loop the audio as many times as are set for continuous play in the user settings. You can adjust this setting by clicking the Settings button on the large button bar.

### **Speedbuilding practice using audio from EV360's streaming media server:**

1. Click the Audio button on the large button bar. This button will open a pick list of three open options.
2. Select Open Streaming Media Content. The Open Streaming Audio Files dialog box will appear.
3. Click in the Select Package pick list. This pick list will populate with the speedbuilding audio packages that are authorized for your account.
4. Click the Select Library pick list. This pick list will populate with the library categories of content in the selected package.
5. Click the Select Speed pick list. This pick list will populate with the available speeds of speedbuilding audio in the selected library and package.
6. Click the Select Length pick list. This pick list will populate with the available lengths of the speedbuilding audio in the selected library, package, and speed.
7. Click the Select Class pick list. This pick list will populate with the available audio files based on the options selected in the selected length, speed, library, and package.
8. Click the Select Workout Plan pick list. Select a workout plan from the available plans in the Select Workout Plan pick list.
9. Click Continue. The audio stream and load from EV360's media server and the Speedbuilding Practice form will appear.
10. Clicking the Play button will play the audio and adjust the audio speed as it is playing based on the selected workout plan. The audio will play once.
11. Clicking the Continuous Play button will play the audio and adjust the audio speed as it is playing based on the selected workout plan and loop the audio as many times as are set for continuous play in the user settings. You can adjust this setting by clicking the Settings button on the large button bar.

Please note that all of the content from EV360's media server consists of the master script. As a result, the View Concordance button will provide the user an alphabetized word list of all of the words in the dictation. This word list can also be saved as a single column word list to be imported into a dictionary building program.

Additionally, the Preview Script button will permit you to view the entire script for the dictation. This can be saved or printed so you can practice the content from straight copy.

### **Recommendation for how to practice in My Readback:**

1. Before clicking Play or Continuous Play, select the View Concordance button and practice each item in the listing.
2. Highlight any word or number that you hesitate on during your writing of the listing.

3. Use the Steno Lookup on the large button bar to look up any word or number you hesitated on when writing the listing. Make a hesitation journal for all of your hesitation words.
4. Practice the listing several times until you can write from beginning to end with few hesitations.
5. Next, select the Preview Script button and practice the entire script from straight copy.
6. Highlight any word OR phrase that you hesitate on during your writing of the straight copy script.
7. Use the Steno Lookup on the large button bar to look up any word or number you hesitated on when writing the listing. Make a hesitation journal for all of your hesitation words.
8. Practice the listing several times until you can write from beginning to end with few hesitations.
9. Now it's time to click Play or Continuous Play and begin writing the audio for the material you loaded.
10. As a warm down, return to the Preview Script and write for control the entire script.