

# Welcome to EV360 Ultimate

## Download and Installation Instructions



### Software Download and Installation Instructions

The EV360 Ultimate Suite consists of several software programs that install directly onto your PC running the Microsoft Windows 10 or newer operating. The software does not operate on the Internet within a web-based learning system and does not require the use of a web browser. The software is user-driven and does not adapt to facilitate the users' access to educational content from a web-based navigation engine.

The EV360 Ultimate Suite requires the following basic minimum hardware. If your PC does not meet these requirements, you may not have the great experience intended with EV360 Ultimate and might want to consider purchasing a new PC. The basic requirements for Windows 7 or newer on a PC are:

- Processor: 1 gigahertz (GHz) or faster compatible processor
- RAM: 1 gigabyte (GB) for 32-bit or 2 GB for 64-bit
- Hard drive size: 32GB or larger hard disk
- Graphics card: compatible with DirectX 9 or later with WDDM 1.0 driver
- Display: 800x600
- Internet Connection: Internet connectivity is necessary to perform software updates, account authentication, software launch, streaming media access, and cloud storage of event time-on-task data.
- **Window cannot be configured to be in "S mode".** To learn more about S mode here, click the following link: <https://support.microsoft.com/help/4020089/windows-10-in-s-mode-faq>

### Download Files:

1. Using an Internet browser, go to <https://workdrive.zohoexternal.com/folder/ks4tgc741dffe1344c27b133e3901096d180>. This link will open a new browser tab and direct you to our online storage service
2. Click the following files to save them to your computer. Your browser is set to have a default location for downloading files from the Internet to your computer. Typically, this location is in the My Documents/Download folder.
  - a. **EV360 ULTIMATE-4.0 Latest Build.zip** – Compressed Folder
  - b. **EV360STENO\_0.ttf** – Font
  - c. **EV360 ULTIMATE Software License.pdf** – Document
3. Please wait for each file to be completely downloaded. Once they have downloaded, locate them on your computer. Typically, this is your "Downloads" folder.

## Install Software:

1. Install the EV360 Ultimate Suite of software programs:
  - a. Open the **EV360 ULTIMATE-4.0 Latest Build.zip** folder.
  - b. Copy the **EV360 Ultimate-4.0\_Installer.exe** file to your Windows Desktop
  - c. Open or double click the **EV360 Ultimate-4.0\_Installer.exe** file you copied to your Windows Desktop. Do not open or double click the file in the zip folder.
  - d. Follow the prompts on the installation wizard. **Do not change the installation location.**
  - e. After the installation is complete, you will see a new EV360 Ultimate shortcut on your Windows Desktop. This shortcut is used to launch the software.
  - f. Delete both the **EV360 ULTIMATE-4.0 Latest Build.zip** and **EV360 Ultimate-4.0\_Installer.exe** files.
    - i. Optional – to add the EV360 Ultimate shortcut to your Windows Start, right-click the EV360 Ultimate shortcut on your desktop select “Pin to Start”
    - ii. Optional – to add the EV360 Ultimate shortcut to your Windows Taskbar at the bottom of your screen for easy access, right-click the EV360 Ultimate shortcut on our Windows Desktop and select “Pin to taskbar”

## REQUIRED UPDATE PROCESS: Update Software (Check for Updates):

On occasion the full installation may not be the latest version and build number, so it is good to run our Check for Updates program to make sure you have the most current version and build. Follow these steps to check for updates:

1. Click the Windows Start Button
2. Click the All Apps Button for Windows 10 and higher.
3. Scroll to EV360 Ultimate
4. Click Check for Updates. You may be prompted to install a version of Microsoft’s Dot Net Framework application. If you are prompted to install, click yes and follow the steps. Once the Dot Net Framework application is installed, you will need to return to the Check for Updates app and try again.

## Install EV360 Enhanced Vertical Notes Font:

1. Right click the EV360Steno\_0.ttf font
2. Select Install All Users
3. Restart your computer.

## Configure CAT Software to Output Realtime English Translation:

EV360's My Realtime and My Games programs require you to have a Computer Aided Transcription (CAT) software program installed on your computer and configured to output your realtime English translation into EV360 Ultimate. To configure your CAT software, refer to Appendix A and follow the steps to configure your software accordingly.

## Appendix A - Computer Aided Transcription (CAT) Software Setup

Each CAT software program has a feature that outputs the realtime English translation into another software program such as My Realtime and My Games. Follow the steps below to configure your CAT software to output the realtime English translation. You will select these settings when using the EV360 Ultimate My Realtime and My Games programs.

### CaseCATalyst Setup Instructions

1. With your writer turned on and communicating with your computer, launch Case CATalyst and start a New User you will use with EV360 Ultimate
2. Select Function, then Translate and Edit, or click the Translate Edit icon
  - for Steno Source, select Writer.
  - for Output Source, select StenoKeys
  - click the Remember Setting box.
3. If you are using EZKeys, deselect this feature. This feature conflicts with the StenoKeys Output Source
4. Create a new file.
5. Enter name in File box.
6. In the bottom left-hand corner, click Options.
  - select the Output to StenoKeys tab
  - deselect the Longest match.
  - for Strokes and Seconds enter 0
7. Click OK to exit the Translate Options window.
8. Click OK again to exit the Translate window.
9. Case CATalyst will open a new file, and search for and connect to your steno writer.

The next time you practice with this user, the settings for this user will be saved. To connect, simply click the Translate and Edit icon, select a file, and click OK.

**Important:** It is important that you disable the audio synchronization feature of the CAT software program. This is a feature where your CAT software will record audio to your computer during a realtime writing session. If you are not sure how to disable audio synchronization, please check your CAT software program's user manual or help feature.

## Eclipse Setup Instructions

1. Launch TotalEclipse
2. Create a New User Setting (DO NOT CREATE A NEW USER) by clicking on "Save Settings" and adding the words "ev360u" to your existing setting name. EXAMPLE: Susan Smith-ev360u
3. Click OK to save.
4. In User Settings click the Realtime tab.
5. Set Flush Delay to 2000 ms.
6. Under Output formats click Add and select Keyboard Macro from the list.
7. Uncheck the Eclipse is top window setting.
8. Click OK.
9. In User Settings go to the Edit Tab and click on the Macros button.
10. Scroll down the list and select K:LINEFEED, and click the Edit button.
11. The Macro Editor dialog box will appear and the name of the macro (K:LINEFEED) will appear in the edit box. Change the name of the macro from K:LINEFEED to K:PARAGRAPH.
12. Click OK to close the Macro screen.
13. Click OK again to close the User Settings.
14. Hyperkeys must be turned off during your writing session.
15. Click the Realtime Icon on the toolbar. A new file will begin and your realtime file will be displayed on the screen.
16. The next time you use ev360 Ultimate with Eclipse, select this user setting and simply click on the Realtime icon to begin a file.

**Important:** If you use the audio synchronization feature in Eclipse, please disable it in your ev360 Ultimate format by removing the check in the checkbox next to Record audio in the Translate Notes dialog. If you typically use the Realtime Icon to start a realtime file, instead press <Alt-T> to bring up the Translate Notes dialog and turn off Record audio. That feature will now be turned off in this format, so the next time you start a realtime file, you can use the Realtime Icon.

## ProCAT Setup Instructions

### Configuring Winner's RiTE module:

1. When you open RealTime Translation, Click Preferences
2. Click the Workstations/CART Tab
3. Click Add
4. Click Next
5. Select the RiTE Program and Add it.
6. When you want to use EV360, make sure RiTE is checked.
7. If you are not using EV360, uncheck RiTE.

**Important:** It is important that you disable the audio synchronization feature of the CAT software program. This is a feature where your CAT software will record audio to your computer during a realtime writing session. If you are not sure how to disable audio synchronization, please check your CAT software program's user manual or help feature.

## DigitalCAT Setup Instructions

1. With your writer turned on and communicating with your computer, launch.
2. Create a new file.
3. Go to Options.
4. Select CATnip and change the settings as follows:
  - Question - Q. two spaces
  - Answer - A. two spaces
  - Colloquy - Blank
  - Paragraph - Blank
5. In the Transcript Editor, click Tools.
6. Select CATnip session. The next time you practice with this user, the settings for that "user" will be saved. To connect again, click Transcript Editor, Options, CATnip.

**Note:** It may take a few seconds for the text to show up in EV360 Ultimate. To end your writing session, you will need to stroke TK-FPL on your writer. This will ensure that all the text is sent from the DigitalCAT software.

**Important:** It is important that you disable the audio synchronization feature of the CAT software program. This is a feature where your CAT software will record audio to your computer during a realtime writing session. If you are not sure how to disable audio synchronization, please check your CAT software program's user manual or help feature.

## StenoCAT Setup Instructions

1. Launch StenoCAT®
2. Create a case file named EV360 (you'll use this file every time you practice in EV360).
3. Redefine your Q and A banks in the EV360 case's dictionary to be as follows:
4. /STKPWHR = .[Paragraph: Question]Q(two spaces)[ForceCaps]
5. /FRPBLGTS = ?[Paragraph: Answer]A(2 spaces)[ForceCaps]
6. Optional: In order to avoid double punctuation when writing FPLT or STPH at the end of a line, you may also use these definitions as well:
7. /FPLT/STKPWHR = .[Paragraph: Question]Q(2 spaces)[ForceCaps]
8. /FPLT/FRPBLGTS = .[Paragraph: Answer]A(2 spaces)[ForceCaps]
9. /STPH/STKPWHR = ?[Paragraph: Question]Q(2 spaces)[ForceCaps]
10. /STPH/FRPBLGTS = ?[Paragraph: Answer]A(2 spaces)[ForceCaps]
11. Write a stroke, and press Smart T, as if to global the word.
12. Leave the dialog box open.
13. Go to EV360 and start practicing! (You should see what you write on your writer appearing in EV360 as you're writing it.)

### After Initial Setup

1. Launch StenoCAT®
2. Load your EV360 case file.
3. Write a stroke, and press Smart T, as if to global the word.
4. Leave the dialog box open.
5. Launch EV360's, go to the My Realtime tab, open your practice content, and start practicing!

**Important:** It is important that you disable the audio synchronization feature of the CAT software program. This is a feature where your CAT software will record audio to your computer during a realtime writing session. If you are not sure how to disable audio synchronization, please check your CAT software program's user manual or help feature.

## Appendix B - Page and Text Formatting for Grading

EV360 Ultimate's My Realtime, My Games, My Evaluations, and My Tests requires certain formatting for accurate grading and text comparisons. The formatting typically relates to two-voice Qs and As. Each Q and A format must have a period and two spaces following. Example:

- Q. What is your name?
- A. My Name is Jayne Doe?
- Q. Where do you live?
- A. I live in Chicago, Illinois.

In the above example there are two spaces after the period following each question and answer. Check your page layout/format and adjust accordingly.



## Appendix C - EV360's Enhanced Vertical Notes (EVN) Supported Writers

EV360 Ultimate has its own Enhanced Vertical Notes (EVN) panel available in My Speedbuilding, My Readback, My Evaluations, and My Tests. The EVN displays steno strokes in realtime during the writing session. The EVN functionality will only work with select Stenograph model writers.

### EVN Supported Writers

The specific model writers that are direct USB connected are any writer model from Stentura Protégé to newer models. The easy way to determine if your Stenograph model writer will connect is if the USB connection DOES NOT use a USB/Serial adapter.

The following writers will work with EV360's vertical notes. If you don't have one of these writers, you can still use all the other features of EV360. When you read your steno notes, you will use your CAT software's vertical notes feature.

- 2001 élan Cybra,
- 2003 élan Mira Series
- 2005 Stentura Protégé Student
- 2005 Stentura élan Mira Student
- 2006 Stentura Fusion
- 2009 Diamante
- 2015-Present Luminex.

**\*Stentura SRT, Stentura 6000, Stentura 8000, and older models use the USB/Serial adapter and will not connect to the EVN.**

### Stenograph Writer Drivers Download Instructions

You will need to make sure the Stenograph writer drivers are installed on your computer.

1. Download and install the Stenograph Writer Drivers.zip located in the “Stenograph Writer Drivers” folder on our download service  
<https://workdrive.zohoexternal.com/folder/ks4tgc741dffe1344c27b133e3901096d180>.
2. Copy the contents of this zip file to your Windows Desktop.
3. Open the copied folder on your Windows Desktop
4. Run the removal tool.
5. Run the driver installation program.

It is always recommended that you restart your computer after you install the writer drivers.