Serial Splitter - the black 9-pin female end connects to the USB to Serial Adapter or PCMCIA card.

Viewer Cable - the telephone modular end plugs into one of the five ports in the serial splitter and the black 9-pin female end plugs into the viewer's COM port.

IOGear USB to Serial Adapter - One end fits in an available USB port on your computer and the other end is a standard 9-pin serial which connects to your real-time cable or to a cable attached to the viewer's computer.

PCMCIA serial I/O card - The card slides in the reporter's computer. The cable end of the PCMCIA serial I/O card is a 9-pin male connector and connects to either the single viewer cable or the splitter cable.

Frequently Asked Questions (FAQ)

Q   Can the viewers use different viewer software during the same proceedings?
A   Yes, LiveNote, Summation and CaseView are all compatible with each other.

Q   What if I need to hook up more than five viewers at once?
A   You can connect a second serial splitter to the first serial splitter. This will allow up to nine viewers (four on the first splitter and five on the second.)

Q   Can the viewers save a copy of the transcript on their computer?
A   CaseView gives you to option to allow the viewer to save the transcript or not. You should consult the authors of LiveNote and Summation as to whether they give you to option to prevent a viewer from saving your transcript. One option would be to allow only viewers who pay for the transcript to connect.

Connecting to Viewers
Reporter's Instructions

These instructions describe how to set up your computer hardware and real-time software so that you can have one or more connections to viewers such as attorneys, judge, witnesses, et. cetera, so that they can view your real-time as it is being taken.

Throughout these instructions, references will be made to viewer's computers. Needless to say, these references apply to anyone connecting to your real-time. Additionally, most references to the TotalView software from AristoCAT also apply to viewer software from other vendors such as LiveNote, Summation, E-binder or CaseView.   The AristoCAT real-time software is compatible with any viewer software which is CaseView compatible.

Equipment (Hardware) Required

- To send your real-time to other computers, you must have a PC computer with at least two serial ports. One serial port is used to connect to your writer for real-time and the second serial port sends your real-time output to other PC computer(s). Until about the late 90's most modern notebook computers came with two serial ports. After that time, up to about the late 2002's, they come with only one serial port, and currently notebook computers do not come with any serial ports. Serial port(s) can be added to your notebook computer in the form of a USB to Serial Adapter or PC Card (PCMCIA) Serial Adapter.   The USB to Serial adapter can be purchased from most computer stores and the recommended one to purchase is from IOGear (www.iogear.com).   The recommended PC Card Serial adapter is from Socket Communications.

- In addition, you will need a cable to connect your PC computer to either another PC computer (one person viewing) or to a serial splitter, which sends the real-time output to more than one computer (multiple viewers). If you are using a serial splitter, you will need additional cable(s) to run to each of the other PC computers. For example, if two attorneys are connected to the serial splitter you will need three cables, one to run from your computer to the serial splitter, and two additional cables running from the serial splitter to each of the attorney's computer.
- Any viewer who wishes to connect to your real-time must have a PC computer with at least one serial port. Their serial port can be built-in, a USB to Serial adapter or a PC Card Serial Adapter.

Note: Both the serial adapters and cables can be purchased from www.depobook.com and www.pengad.com.

Software Required

The reporter's computer must have the AristoCAT translation software installed along with the latest version of the AristoCAT real-time translation software.

AristoCAT's TotalView Software comes on a single diskette with two sets of instructions. One set of instructions is for the reporter (which you are now reading), and the other set of instructions is for the viewer and is accompanied by the attorney TotalView diskette. The attorney's diskette is, of course, installed on the attorney's computer. You are free to copy the attorney's diskette and instructions and give them to each attorney using the AristoCAT Total View System. You need to familiarize yourself with the attorney's instructions as well as these (the reporter's) instructions. The TotalView software is also available at our website on the 'General Program Updates' page of the Download section (www.aristocat.com/download.htm)

Note: You do not have to install the viewer software on your (the reporter's) computer. Along the same lines, the translation software does not need to be installed on the viewer's computer.

Installing a USB to Serial Adapter

These instructions refer to the USB to Serial Adapter from IOGear. Please refer to the instructions included with your USB to Serial adapter for installation instructions. The USB to Serial Adapter from IOGear comes with a CD with software drivers for the various versions of the Windows Operating System (98, Me, etc.) As of the time of this manual, the IOGear CD did not contain drivers for Windows 2000 or XP. If you are installing a USB to Serial Adapter for Windows 2000 or XP, you will have to go to www.iogear.com and download the latest drivers. If you purchased a USB to Serial Adapter from AristoCAT, we include a diskette with these drivers. If you are installing a USB to Serial adapter for any version of Windows other than 2000 or XP, you should use the CD and follow the instructions included with the CD. To install the software driver for the USB to serial cable for Windows XP and 2000, do the following:

1. Insert the USB to Serial Driver diskette provided by AristoCAT in drive A.
2. Insert the USB to Serial cable in an available USB port on your computer (remember which USB port you used and use that same port each time).
3. Windows should automatically start the Add Hardware Wizard. Choose the option which Automatically searches for the driver (recommended).
4. Windows should find the driver on the diskette. It will then give you a warning. Choose the Continue Anyway option.
5. After a few seconds, you should get a message indicating the hardware was successfully installed.

Note that you can use two USB to Serial adapters if your computer came without built-in serial ports. To install the second USB to Serial adapter, after installing the software driver for the first adapter (leave the first adapter inserted in the computer), insert the second adapter in a second USB port and follow the installations instructions above.

Requirements (Multiple Viewer Computers)

Reporter's Computer

The requirements for the reporter's computer and viewer's computer are the same as the requirements for the Single Viewer Computer. The only difference is the cabling.

♦ Five port serial splitter.
♦ One or more cables from the serial splitter to each viewing computer.

Multiple Viewers — Computer Setup

Viewer's Computers

Reporter's Computer with USB to Serial Adapter or PCMCIA card installed (2nd Serial Port)

Steno Writer

Realtime cable connecting Writer to 1st COM Port on Reporter's Computer

USB to Serial Adapter or PCMCIA Card

The serial splitter cable allows up to five viewers to connect to the real-time.
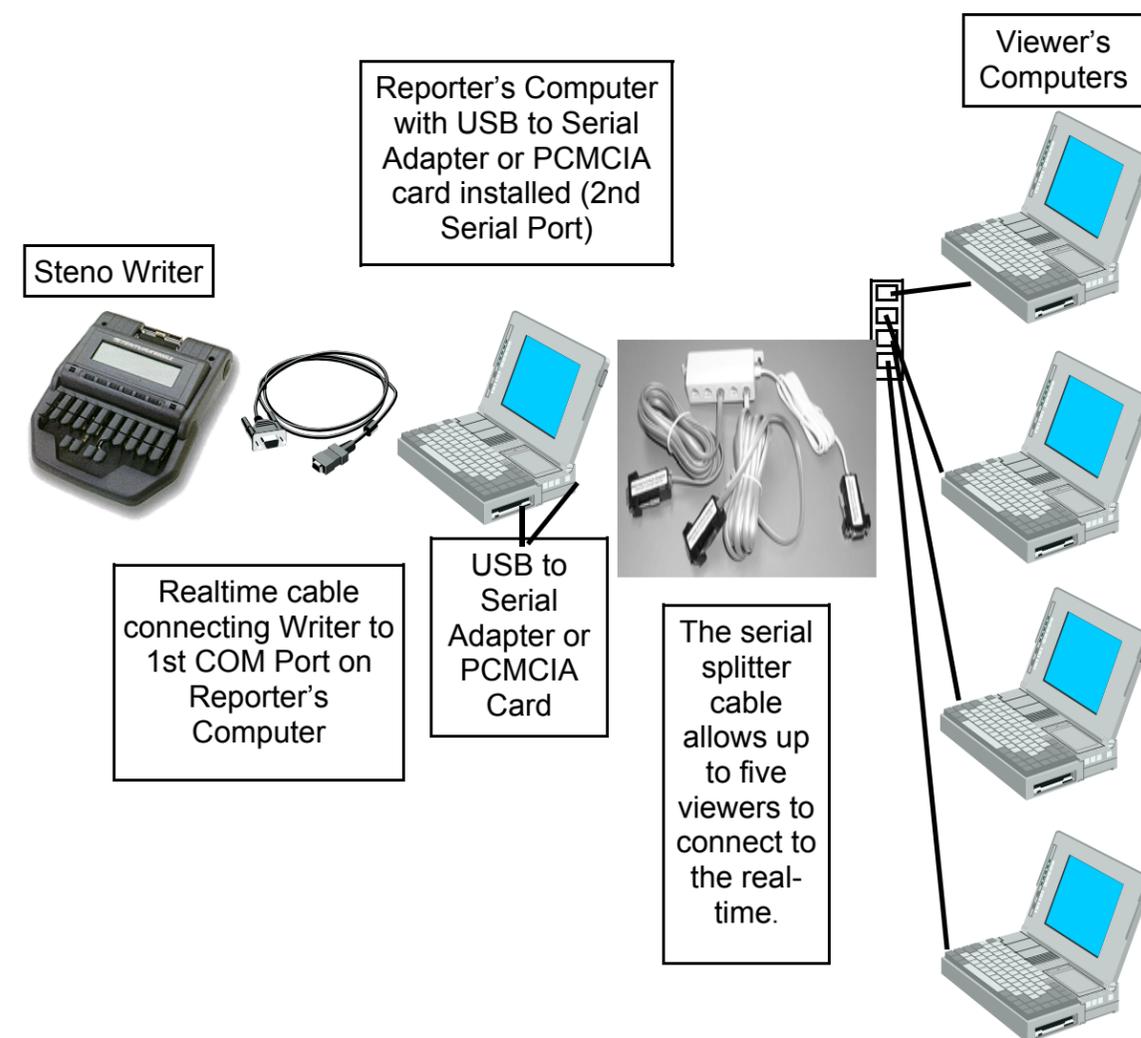
Requirements (Single Viewing Computer)

Reporter's Computer

♦ A real-time compatible writer with a real-time cable.

♦ Computer with AristoCAT or compatible translation software. **The reporter's computer requires two (2) serial ports (also known as COM ports):** One serial port is to connect to the writer and the other serial port connects the reporter's computer to the viewer's computer and is needed to send the testimony to the viewer's computer. On portable computers, the second serial port is usually provided by the use of a USB to Serial Adapter or PCMCIA serial I/O card. On desktop computers, the second serial port may be already installed, if not, it can be easily added with an additional card.

♦ A single viewer cable which connects the second serial port to the viewer computer. The single viewer cable is typically used only when a judge is connected to the reporter's real-time.

Viewing Computers

♦ Any IBM compatible PC Windows 95/98/NT/ME/2000/XP and one available serial port.

♦ Viewing software such as TotalView, CaseView, LiveNote or Summation.

Single Viewer — Computer Setup

Reporter's Computer with USB to Serial Adapter or PCMCIA card installed (2nd Serial Port)

Viewer's computer

Steno Writer

Real-time cable connecting Writer to 1st COM Port on the Reporter's Computer

USB to Serial Adapter or PCMCIA Card

Single viewer cable connecting Reporter's computer from the USB to Serial Adapter or PCMCIA card to the viewing computer.
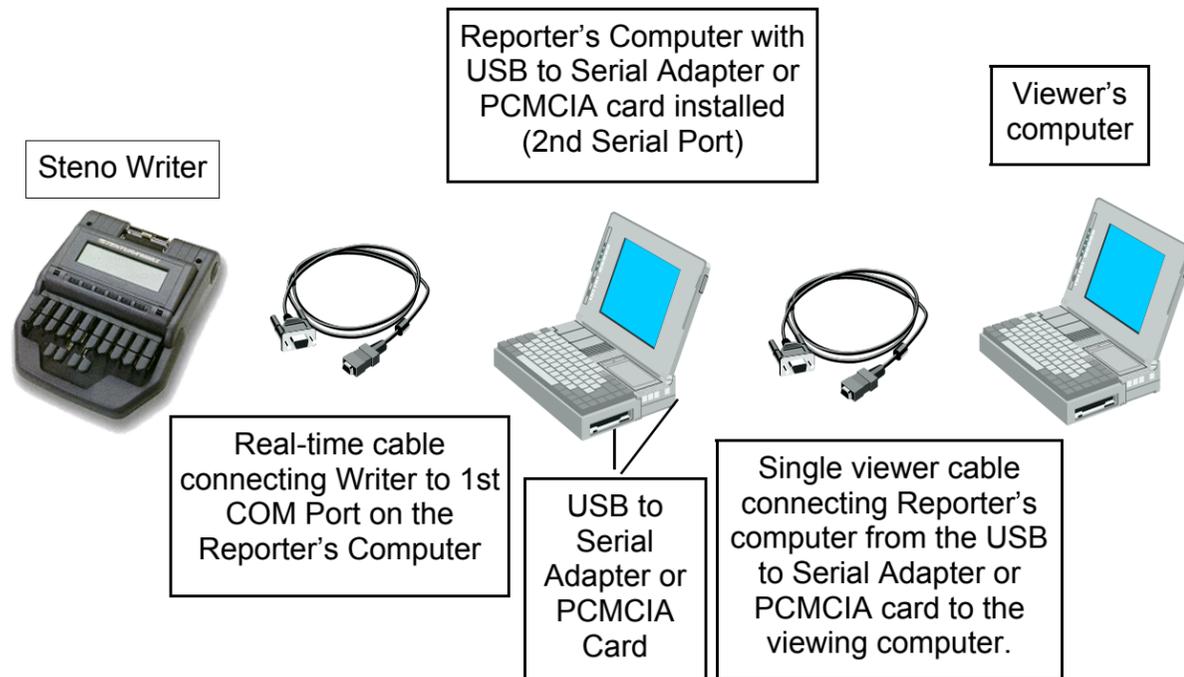
Installing the PCMCIA Serial I/O Card

Note that these instructions apply specifically to the serial I/O card from Socket Communications and may vary depending on which version of the Windows operating system (ie: 95/98/Me/NT/2000/XP). If you have a serial I/O card from a different manufacturer, you should refer to their instructions for installing and setting up the software for their card.

If you have a notebook computer which requires the use of a PC CARD (PCMCIA) serial I/O card for the second port, you will need to install the card and set up the software for the card before using it. Before installing the card, you will need the software driver diskette or CD which came with the card.

Note: AristoCAT cannot help you with the installation of the card. If you need help with the installation, the best resource is the manufacturer of the card, www. socketcom.com.

Insert the card into any available PCMCIA slot (refer to your notebook's manual if you are unsure where the PCMCIA slots are located.) Most notebook computers come with two PCMCIA slots, one on top of the other. On some notebook computers one of the slots may already be used by a PCMCIA modem. It does not matter which of the two slots you insert the serial I/O card into.

Notes:
1. Be sure you insert the serial I/O card with the color side up.
2. One end of the card has two rows of square holes the entire length of the end of the card. This end goes in first.
3. Be sure the card is sliding in straight and not at an angle (i.e.: straddling the two slots.)
4. You may have to apply a little pressure to slide the card all the way into the slot.

Once the card is successfully installed, Windows will recognize that you have inserted the card and will start the "Add New Hardware Wizard'. Insert the diskette which came with the serial I/O card and follow the instructions on the screen.

Notes:
1. When you get to the screen which asks what you want Windows to do, make sure the Search for the best driver has a dot in it. Then click Next.
2. When asked for the location of the driver, make sure the Floppy Drive or CD Drive box is checked, depending on whether the driver for the card came on a floppy diskette or a CD and that none of the other choices are checked. Click Next.
3. Windows will then search the floppy or CD and indicate that it found the driver. Click Next.
4. Windows will build a driver database. When it is done, click Finish.

Windows will assign hardware configuration values to the PCMCIA Serial I/O card and we must tell the AristoCAT real-time program what these values are, so that your real-time can be sent to the viewers. To find out what these values are do the following steps:

Determining the COM port setting(s)

After the successful installation of the USB to Serial cable or PC Card, it will be assigned a COM port number. You will need to know what this COM port number to tell the real-time software which COM port your writer is attached to or to tell the real-time program which COM port to send out the testimony.

1. Right-click on the My Computer icon on the Desktop. (On many XP systems, the My Computer is found on the Start Menu).
2. Left-click Properties on the pop-up menu.
3. If you have Windows 95/98 or Me go to step 5.
4. If you have Windows NT/2000/XP you will see the System Properties window. Click the Hardware tab, then click the Device Manager button.
5. On the Device Manager window, click the + (plus) sign to the left of Ports (COM & LPT).
6. A list of COM and printer ports will display under Ports (Com & LPT). If you installed a USB to Serial cable, look for the USB to Serial entry and see what COM port appears in parentheses. If you installed a PC Card, look for "Serial Communications Revision B" and see what COM port appears in parentheses.
7. After noting the COM port number(s), close the Device Manager window by clicking the X in the upper right corner. Close the System Properties window by clicking the Cancel button.
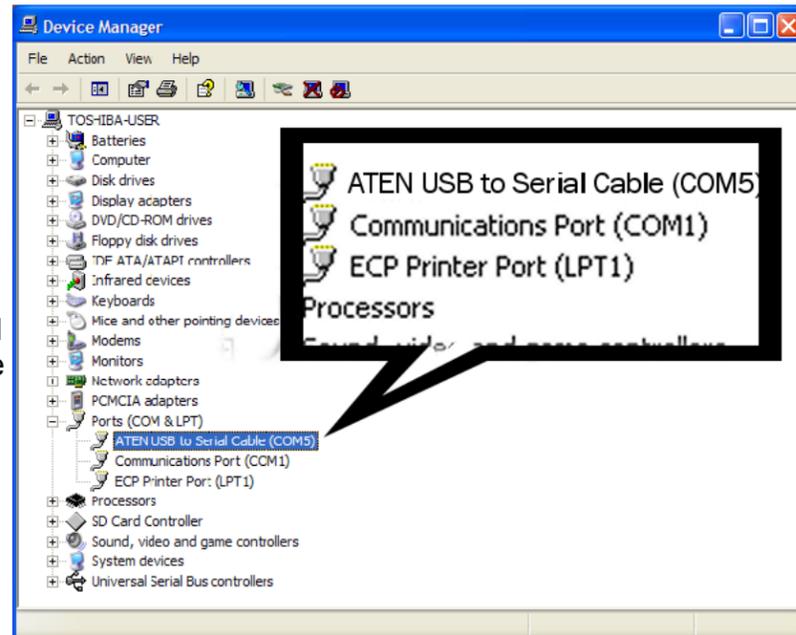
If you installed a cable for your writer, enter the COM port number under the Tran Options tab in your information file. If you installed a cable for sending out the testimony, enter the COM port number in TotalView Port Nbr. on the real-time options screen.

Testing the COM ports

To make sure both COM ports are installed and working, do the following:

1. Connect your writer to the writer COM port and make sure the real-time is working. If you are not able to establish communications, then follow the trouble shooting guide in the AristoCAT user's manual or the real-time help file. If you are still unable to establish communications and you have installed a new USB

or PC Card cable, contact the manufacturer of the cable.

2. After successfully establishing a real-time session, connect your real-time cable to your second serial port. When you get to the real-time options screen, change the Writer COM port to the same port number as the second serial cable. Note that changing the writer COM port on the real-time options screen, will not change it permanently in your information file, but will only change it this one time. If you are able to establish a real-time session through this second serial port, then you know that both ports are working.

Connecting the Hardware

If you are connecting your computer directly to the attorney's computer (ie: you are not using a serial splitter) you will require a single-viewer cable with nine-pin female (holes) connectors at each end. These ends fit into the 9-pin male connectors on the attorney's and your computer. **Note:** If one or both serial ports on the computers is a 25 pin male, you will need to purchase a 25-pin female to 9-pin male adapter which can be found at most computer stores or at your local Radio Shack.

If you are connecting your computer to a serial splitter, you will need a cable with a nine-pin female adapter on one end and a telephone jack adapter on the other end. The nine pin female adapter (**Reporter**) connects to your serial port and on the other end are five telephone female ports (**serial splitter**). In addition, you will need one or more cables which connect the viewer's (**Attorney**) PC to the serial splitter. These cables also have a nine pin female adapter on one end and a telephone jack on the other end. The telephone jack end of the attorney's cable connects to any one of five ports on the serial splitter.

Note: Although the cable connecting the reporter to the digital splitter looks the same as the cable which connects the attorney to the splitter, internally they are different. They will be labeled "Reporter" and "Attorney" so you can differentiate between the two.

Starting the Software

On the real-time options screen, choose the CaseView or Compatible option, as almost all viewer software (TotalView, LiveNote, etc.) is CaseView compatible.

Practicing

It is important to set up and practice a TotalView session before trying it for real.

Trouble Shooting

Probably, the biggest problem with setting up a TotalView session will be determining which serial ports are available for use. The second biggest problem will be connecting the cables correctly. Note that many computers will have a built-in modem with a telephone jack. You cannot connect the telephone jack end of a cable into the modem jack. It just will not work.