

CT Summation Realtime Connection

The following CT Summation products can receive a realtime feed:

- Enterprise Mobile (or “Single User”)
- iBlaze Mobile (or “Single User”)
- LG Gold Mobile (or “Single User”)
- Blaze LG Mobile (or “Single User”)

Each of the above products effectuates a realtime connection using the same steps, outlined below under **CT Summation Realtime Connection Process**.

COMPATIBILITY:

CT Summation realtime has been successfully tested with all major CAT systems and can receive a text feed in either CaseView or ASCII format.

EQUIPMENT:

Below is a list of successfully tested USB-to-serial converters. This list is not exhaustive, as there may be other usable converters. Please note that the Enterprise product can accommodate two Belkin USB-to-serial converter models that the other products cannot.

Recommended USB-to-Serial Converters for CT Summation Software

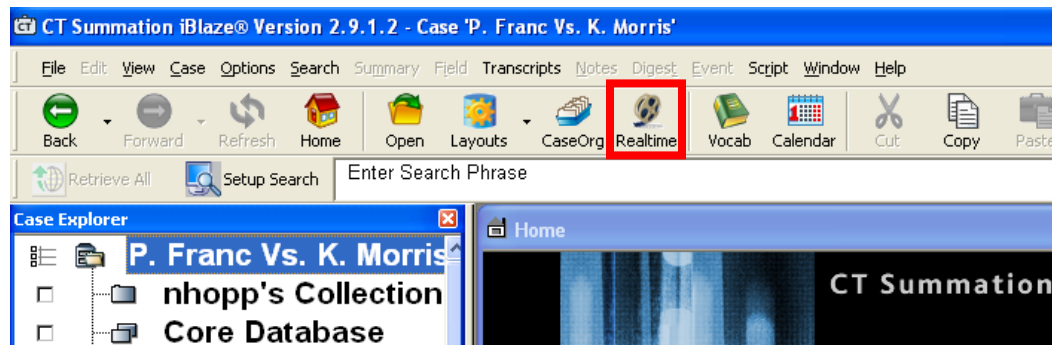
- Ambir NotePro 33001
- Aten UC-232A
- Belkin F5U 109 (*Enterprise Mobile only*)
- Belkin F5U 409 (*Enterprise Mobile only*)
- Hawking H-UC232S
- IOGear GUC232A
- Micro Innovations USB610A

It is recommended that Stenograph® brand realtime connection cables be used for optimal results. CT Summation software can also receive a realtime feed via the Stenocast® wireless connection products.

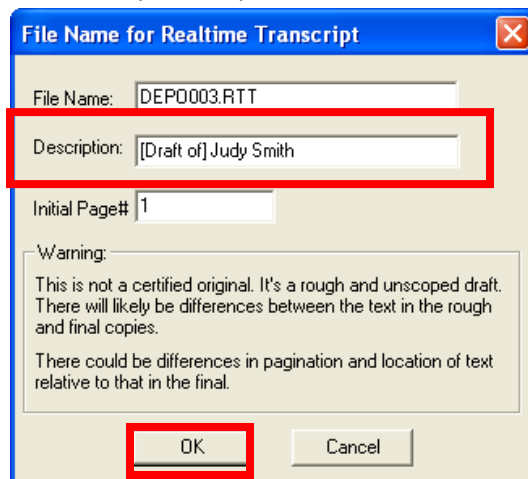
Note: CT Summation software does not accommodate a realtime feed either over a network or via the Internet.

CT Summation Realtime Connection Process

1. The court reporter connects his/her realtime computer, using a realtime hookup cable or Stenocast wireless device, to the attorney's computer.
2. Launch CT Summation and click the **Realtime** button.



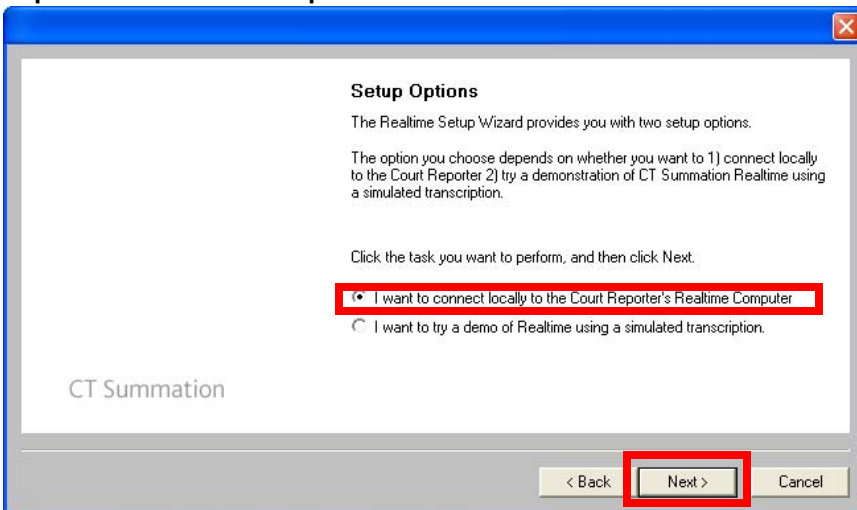
3. The **File Name for Realtime Transcript** window displays. Type a descriptive file name and then click **OK**. The Coding Palette screen will also appear. You can grab its title bar to move it off to the side while you complete the realtime connection process.



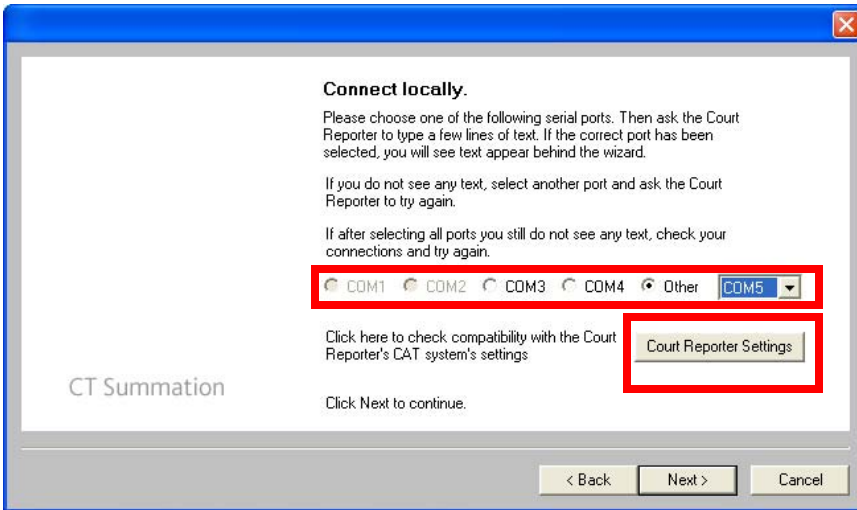
4. The **Get Connected!** screen appears. Click **Next** to continue.



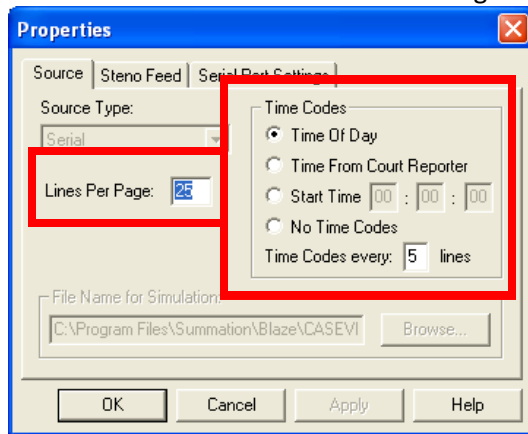
5. On the **Setup Options** screen, select the first option, **I want to connect locally to the Court Reporter's Realtime Computer**. Click **Next** to continue.



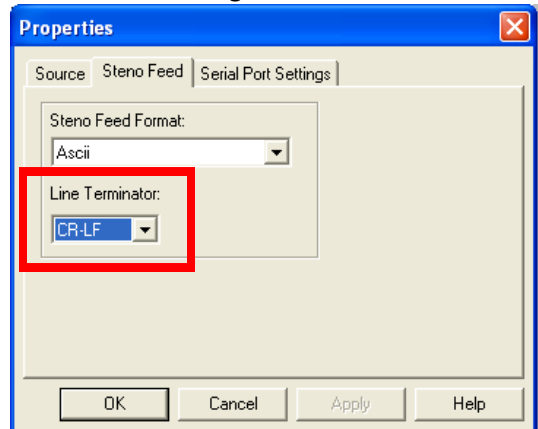
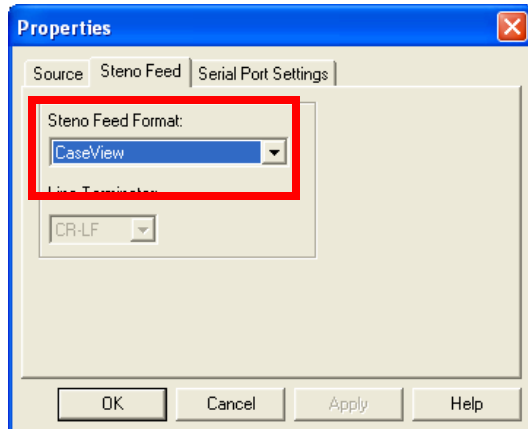
6. The **Connect locally** screen appears. Select a COM port by either clicking the appropriate COM port number radio button or **Other** to reveal a drop-down list of additional available COM ports. *Note:* The attorney's receiving COM port number does **NOT** have to match your CAT system's sending COM port number.



7. **VERY IMPORTANT:** Next click the **Court Reporter Settings** button. (*Note:* In CT Summation Enterprise, this button is called **Realtime Settings**.) The **Properties** window appears. (*Note:* In CT Summation Enterprise, the **Realtime Settings** window opens.)
 - a. Under the **Source** tab, the user can specify the number of lines per transcript page and also select the desired time code settings.

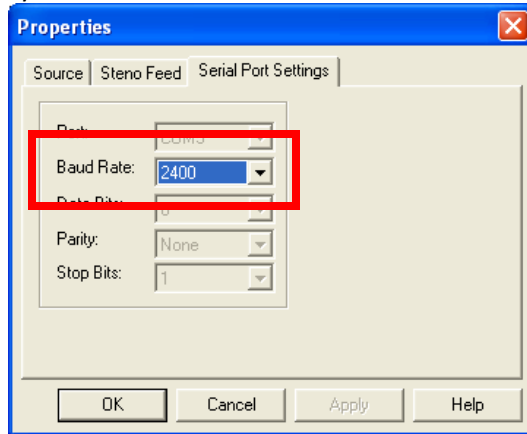


- b. Under the **Steno Feed** tab, the user can select the appropriate Steno Feed Format: **CaseView** or **Ascii**. It is recommended that the **CaseView** setting be used.



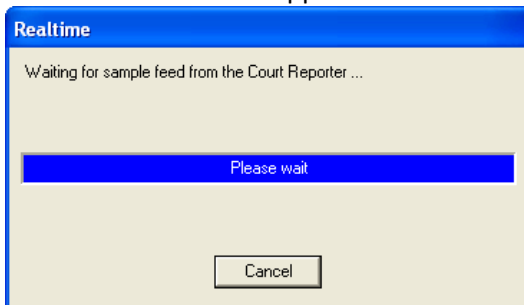
With the **Ascii** setting selected, the **Line Terminator** drop-down menu becomes active, allowing the user to adjust the settings to ensure successive lines of text wrap back to the left margin.

- c. Under the **Serial Port Settings**, select the appropriate baud rate to match that of the CAT system. It is recommended that the 2400 baud rate setting be used.



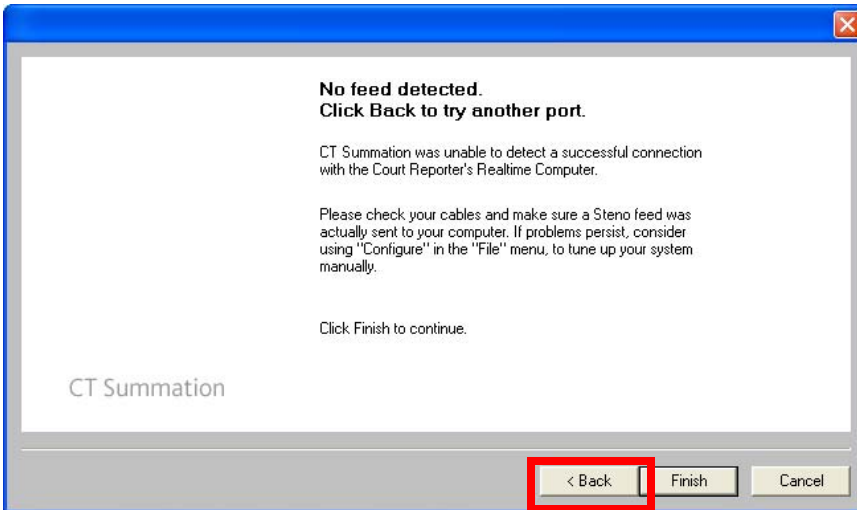
Click **OK**. Then click **Next** on the **Connect locally** screen. (*Note:* In Enterprise, you will see an additional window that confirms your settings. Click **Next** again.)

8. The **Realtime** window appears.



Write a test feed on your steno machine. If the settings are correct, the realtime feed will appear behind the wizard. Sample text will be removed when the **Finish** button is clicked.

9. If a realtime connection is not made, the **No feed detected** screen will appear. Click the **Back** button to return to the **Connect locally** screen. Select another COM port or click the **Settings** button to adjust the realtime settings.



CT Summation Troubleshooting Tips

Symptom	Possible Cause	Possible Solution
No feed detected	Com port setting	<p>Check that the correct com port has been selected within CT Summation software.</p> <ol style="list-style-type: none"> 1. Access Device Manager from the Control Panel>System>Hardware tab. 2. Double-click Ports to expand the listing. 3. Note the port number (e.g., "COM4") assigned to the USB-serial converter. 4. In the Realtime Wizard, on the Connect Locally screen, check that the appropriate com port number is selected. <p><i>Note:</i> The attorney's receiving com port does not have to be the same number as the court reporter's sending com port. Since the com ports are on different computers, they bear no relationship to each other.</p> <p><i>Note:</i> The USB-serial converter should always be plugged into the same USB port in which it was originally installed.</p>
	USB-serial converter	<p>Check that the USB-serial converter appears on the list below. Untested converters may or may not function properly.</p> <ul style="list-style-type: none"> ▪ Ambir NotePro 33001 ▪ Aten UC-232A ▪ Hawking H-UC232S ▪ IOGear GUC232A ▪ Micro Innovations USB610A <p><i>Note:</i> Belkin models F5U109 and F5U409 will not work with products in the CT Summation iBlaze family, although they will work with CT Summation Enterprise.</p> <p>Check that the USB-serial converter is installed with the proper driver.</p> <ol style="list-style-type: none"> 1. Access Device Manager from the Control Panel>System>Hardware tab. 2. Double-click Ports to expand the listing. 3. Double-click the desired USB-serial converter listing. 4. Check to see if the Properties window says "This device is working properly." If not, try reinstalling the device driver or install an updated device driver.

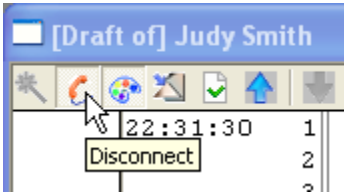
	Realtime cables	<p>The reporter should be using realtime cables of the cross-over variety, such as those sold by Stenograph Corporation. Reporters using CaseCATalyst software must use cross-over cables.</p> <p><i>Note:</i> To determine whether a cable is cross-over or straight, hold the plastic telephone connector-type tips side by side. If the wire colors within the cable ends are not in the same order left to right, the cable is cross-over. If the wire colors are in the same order left to right, the cable is straight.</p>
Feed begins but eventually stops	Attorney's Home Page links	<p>Disable the live Internet links on the CT Summation Attorney's Home Page.</p> <ol style="list-style-type: none"> 1. In the CT Summation News box, click options. 2. Select Disconnect from the CT Summation Live News. 3. Click Save.
	Other software	<p>Try disabling the following:</p> <ul style="list-style-type: none"> ▪ Anti-virus software ▪ PDA synchronization software (e.g., Palm Pilot, Blackberry). <p><i>Note:</i> To disable, locate the appropriate software icon in the System Tray (lower right-hand corner of Windows screen). Right-click the icon and select Close, Disable, Deactivate, Exit, etc.</p>
Symbols appear	Mismatched baud rates	<p>Change the baud rate to match that of the court reporter's CAT system.</p> <ol style="list-style-type: none"> 1. In Realtime Wizard, on the Connect Locally screen, click the Court Reporter Settings button. 2. Click the Serial Port Settings tab. 3. Select the appropriate baud rate from the Baud Rate drop-down menu. 4. Click OK. 5. Proceed with the Realtime Wizard.
Letters are doubled	USB-serial converter	<p>Use a USB-serial converter from the list below.</p> <ul style="list-style-type: none"> ▪ Ambir NotePro 33001 ▪ Aten UC-232A ▪ Hawking H-UC232S ▪ IOGear GUC232A ▪ Micro Innovations USB610A
Text doesn't wrap	Line terminator settings	<p>Change the line terminator settings.</p> <ol style="list-style-type: none"> 1. In Realtime Wizard, on the Connect Locally screen, click Court Reporter Settings button. 2. Click Steno Feed tab. 3. Select Ascii from the Steno Feed Format drop-down menu. 4. Select a setting from the Line Terminator drop-down menu. 5. Click OK. 6. Proceed with Realtime Wizard. <p>If the text still does not wrap, go back to Step 1 and try a different line terminator setting.</p>

± before each word	CAT software	The court reporter should upgrade to a more recent version of their CAT system software.
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Disconnecting and Reconnecting to CT Summation Realtime

LEAVING THE ATTORNEY'S COMPUTER ON

1. Click **Disconnect** on the toolbar.

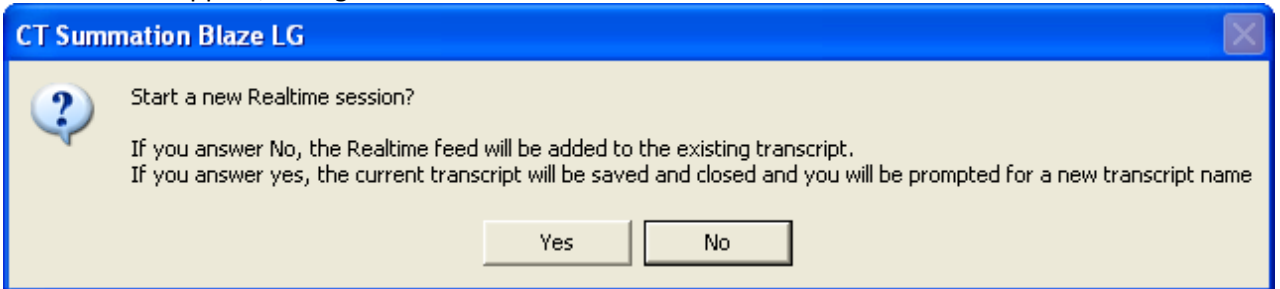


The attorney may now disconnect the realtime cable and take the computer to another location to review testimony.

2. The attorney can later reconnect the realtime cable and click **Connect** on the toolbar.



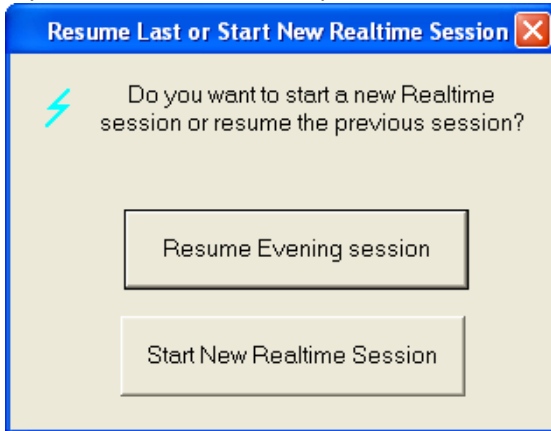
3. A window will appear, asking if the user wishes to start a new realtime session.



To continue with the previous realtime session, click **No** and the current transcript's realtime feed will continue. To start a new realtime session, click **Yes**. The current transcript will be saved and closed, and you will be prompted to name the new realtime session.

TURNING THE ATTORNEY'S COMPUTER OFF

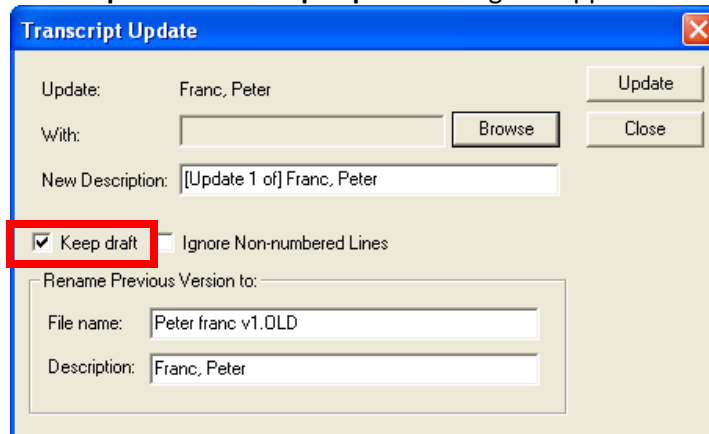
1. To exit CT Summation, click **Disconnect** on the toolbar. Exit CT Summation, turn off the computer and disconnect the realtime cable.
2. To resume a session, reconnect the realtime cable, restart the computer, open CT Summation, open the desired case and click the **Realtime** button on the toolbar. A window will appear, asking if you want to resume the previous session or start a new session.



3. Click **Resume Evening Session** to continue with the previous realtime transcript. Click **Start New Realtime Session** to create a new realtime transcript. You will then be prompted to name the new session.

Updating a CT Summation Realtime Draft Transcript

1. Open CT Summation to the desired case.
2. Drag the transcript file from the navigation window to the **[Draft of]** transcript that you want to update in the Transcripts folder in the Case Explorer.
3. By default, **Update Existing Transcript** (for example, Realtime Draft) is selected. Click **Update Transcript**. The **Transcript Update** dialog box appears.



4. It is highly recommended that you select the **Keep Draft** option so a backup of the draft transcript is kept in case should any problems arise during the update process or if discrepancies appear in the final transcript. When you select **Keep Draft**, the options in the **Rename Previous Version to:** section are available. You may want to change the filename so you will know what the file is for, should you have to refer to it in the future.
5. Click **Update** to load the transcript.
6. The **Update Transcript** window is displayed. Click **OK** when the load is complete.
7. Click **Close** on the **Transcript Update** dialog box. The transcript will be updated and added to CT Summation's index.