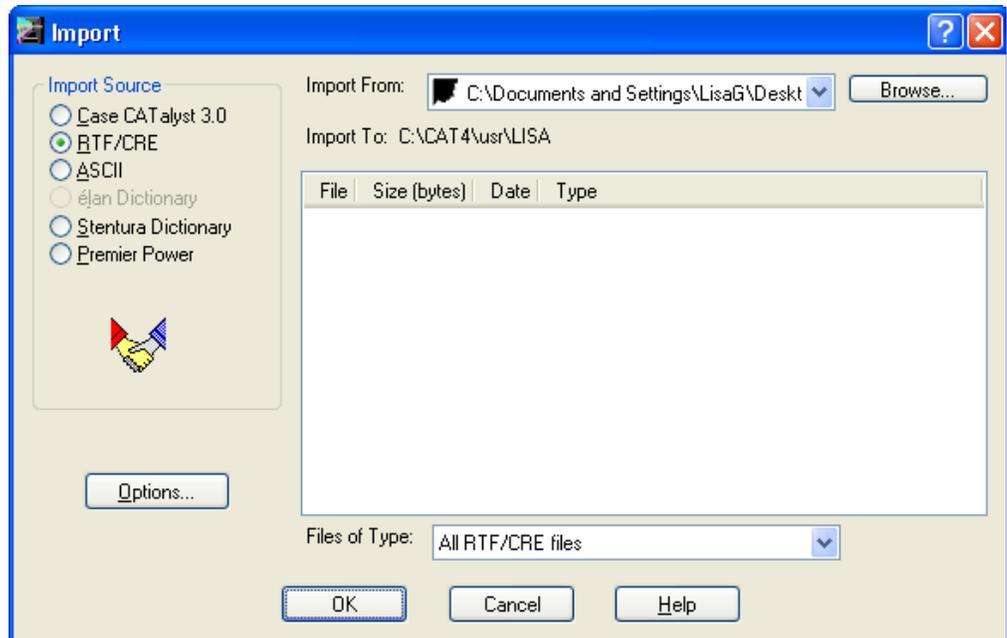


Case Catalyst - Importing Stylus RTF files to Case Catalyst 4 version 7

Note: The following are instructions **after** you have imported your jobs to your Case Catalyst User area.

1. Click on the Import button (From the Case Catalyst main menu)
2. Verify that **RTF/CRE** selected
3. "Import from" should be set for your user area in CASE. You will know that you have it set correctly because you will see that file to be imported is down in the selectable area.
4. Click on your file
5. Click on **Ok**.
6. When completed a message will be displayed



Open the Job

Click on **Tools**

Click on **Associate audio file**

You'll be prompted with a message, "The filename is already associated with this transcript. Are you sure you want to associate a new audio file"

Click **Yes**

3. Have the auto-pause feature turned OFF on the writer. This is absolutely key if you expect the audio to be in sync.

1. *With the Bonzai reader with the SD Data card still in your computer, use Windows Explorer and double click on the drive letter setup by the Bonzai reader.*
2. *Double click on the Audio folder. Select the WAV file (file001.wav), right click and rename it to the name you will give the job when you read in the notes. Then right click again and send the WAV file to your ProCAT user folder.*

3. *In Windows Explorer open your ProCAT user directory and find the .OPT file for the filename you just copied. Right click on the file and select Open With and choose Notepad. Find the line that says WAVE= and put in the number 2. It should read WAVE=2. Close Notepad and Save the file.*

*4. Open ProCAT and edit the file. The audio file should be perfectly in sync.
(Remember, Auto Pause should be turned off on the writer.)*