

Interpretype®

the conversation piece™

User's Manual

REV. 2.6.0.2

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Note to Users:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Changes or modifications not expressly approved by Interprettype, LLC could void the user's authority to operate this equipment.

Regulatory Information

Declaration of Conformity

Trade Name:	Interpretype
Model No.:	the conversation piece
Modular Components Used: Model No.:	QuickPAD Pro
Responsible Party:	Interpretype, LLC
Address:	3301 Brighton Henrietta Townline Road Suite 200 Rochester, NY 14623
Telephone:	585-272-1155
This device complies with Part 15 of the FCC rules. Operation is subject to the following two conditions:	
(1) This device may not cause harmful interference, and	
(2) This device must accept any interference received, including interference that may cause undesired operation.	

About Interpretype® the conversation piece™:

Thank you for choosing Interpretype the conversation piece. Interpretype is an interactive communication technology that provides a means of communicating without using speech. It was originally designed as a tool to connect the non-signing hearing community with the Deaf, Hard of Hearing or Speech disabled communities. Since Interpretype uses text input from computer keyboards, there are no additional skills needed other than the ability to type and understand a common written language.

Interpretype hardware or ITY™ devices are pre-programmed laptop style computer devices that have the ability to communicate with other ITYs and/or Windows computers. Each device has the ability to send and display typed messages to the other device. Once you log on, you have the ability to have a conversation by simply typing and reading.

User friendly. Customer friendly. Deaf friendly. Interpretype was designed to aid in face-to-face communication. Each device utilizes a full size keyboard for speed and accuracy in typing, as well as a small, fixed LCD display that enables users to maintain eye contact for a more personal interaction.

Interpretype is configured to communicate through ITY cables and is powered by either alkaline or rechargeable batteries and/or AC power. This allows Interpretype to have the versatility to be placed in nearly any business environment. It can be accommodated by virtually any sales counter or professional desk and incorporate current IT infrastructure.

Interpretype also has the ability to translate languages between a Windows PC, running Windows XP or higher and attached ITY devices. This permits each user to read and type in their language. All input and output at each device is always displayed in the language selected.

Package Contents for single unit orders:

(For contents for a pair of units see page 7)

The ITY communication system is shipped in a single box with protective foam padding. Please check the package for the following contents:

- One Interpretetype device
- 4 AA rechargeable NiMH batteries
- One ITY PC cable
- One AC adapter
- One Interpretetype software installation disc
- User's Manual
- Creating a Deaf-Friendly Workplace booklet
- Let's Communicate sign language booklet
- ITY Countertop Sign
- ITY Window Decal
- ITY promotional poster

Each single unit order contains one Interpretetype device. Each device is a one-piece unit, consisting of a full size keyboard with a compact LCD screen. Software is already installed, and each unit is pre-programmed to communicate with other ITY units and properly configured Windows PCs via the supplied ITY PC cable. Each unit is then tested before shipping, to ensure proper operation and communication. Rechargeable NiMH (nickel metal hydride) Batteries are supplied and must be installed before units will operate unless using the supplied power adapter.

(f) Any assignment of this Agreement by Customer without prior written consent of the non-assigning party shall be void.

(g) Customer agrees that in the event there are discrepancies between the terms of this Agreement and the terms of any Customer purchase order related to the purchase of SOFTWARE, the terms of this Agreement shall prevail.

INTERRUPTION, LOSS OF BUSINESS INFORMATION, OR OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THIS SOFTWARE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

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8. NON-DISCLOSURE. Customer shall keep confidential the terms and conditions of this Agreement, and other non-public information and know-how disclosed to Customer by COMPANY. Customer shall not disclose, disseminate or distribute the SOFTWARE to any third party without COMPANY's prior written permission. Customer's obligation under this Section shall survive termination or expiration of this Agreement and shall extend until such time as the information protected hereby is in the public domain.

9. GENERAL.

(a) This Agreement shall be construed and controlled by the laws of the State of New York. Customer consents to exclusive jurisdiction by the state and federal courts sitting in the State of New York in Monroe County. Customer waives, to the fullest extent permitted by applicable law, any objection Customer may now or hereafter have to the laying of venue, as described in this paragraph, of any action, suit or proceeding brought in the described court as an inconvenient forum.

(b) Process may be served on either party by air express courier (e.g. DHL, Airborne Express, UPS) charges prepaid, return receipt requested. If either COMPANY or Customer employs attorneys to enforce any rights arising out of or relating to this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees.

(c) Customer agrees that it will not export or re-export SOFTWARE to any country, person, entity or end user subject to USA export restrictions.

(d) If any provision or portion of this Agreement shall be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions or portions shall remain in full force and effect.

(e) No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent, or subsequent breach of the same or any other provisions hereof, and no waiver shall be effective unless made in writing and signed by an authorized representative of the waiving party.

Package Contents for a pair of units:

The ITY communication system is shipped in a single box with protective foam padding. Please check the package for the following contents:

- One pair of Interprettype devices
- 8 AA rechargeable NiMH batteries
- One ITY Straight cable
- Two ITY to PC cables
- Two AC adapters
- Interprettype software as ordered
- One ITY Carrying Case
- User's Manual
- Creating a Deaf-Friendly Workplace booklet
- Let's Communicate sign language booklet
- ITY Countertop Sign as ordered
- ITY Window Decal
- ITY promotional poster

Each order contains one pair of companion Interprettype devices. Each device is a one-piece unit, consisting of a full size keyboard with a compact LCD screen. Software is already installed, and each unit is pre-programmed to communicate with other ITY units and properly configured Windows PCs via the supplied ITY to PC cables. Each pair of units is then tested before shipping, to ensure proper operation and communication. Rechargeable NiMH (nickel metal hydride) batteries are supplied and must be installed before units will operate unless using the supplied power adapter.

Equipment Set-up for peer to peer (pair of units) operation:

Please perform the following steps to begin using the Interprettype communication system.

1. Remove foam packing from edges of units and plastic protective sheets from LCD screens.
2. Open battery compartment door on bottom of unit by lightly prying up lower edge with a small coin or small screwdriver. Install 4 batteries that were included in your order into each unit as indicated. Snap battery compartment door back into place.
3. Connect ITY straight cable ends to each of the units near "Interprettype" nameplates.
4. For improved positioning, flip down legs on bottom of units so they'll rest at a better angle for typing.

*Note: The connection described above is for peer to peer conversations. Please see Chapter 12 –"Using Interprettype with a PC" for more advanced configurations.

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3. LIMITED WARRANTY AND CUSTOMER REMEDIES; NO OTHER WARRANTIES

(a) COMPANY warrants that the SOFTWARE will perform substantially in accordance with the accompanying written materials for a period of one year from CUSTOMER'S receipt of the SOFTWARE.

(b) COMPANY's entire liability and Customer's exclusive remedy shall be, at COMPANY's option, either (i) return of the price paid or (ii) repair or replacement of the SOFTWARE that does not meet the above Limited Warranty and which is returned to COMPANY. This Limited Warranty is void if failure of the SOFTWARE has resulted from accident, abuse, or misapplication. Any replacement SOFTWARE will be warranted for the remainder of the original warranty period or thirty (30) days, whichever is longer.

(c) The COMPANY warrants that it is not aware that the SOFTWARE infringes the intellectual property rights of another party. COMPANY DISCLAIMS ALL OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF NON-INFRINGEMENT, MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE, WITH RESPECT TO THE SOFTWARE AND THE ACCOMPANYING WRITTEN MATERIALS.

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5. **TERM.** COMPANY may terminate this Agreement at any time in the event that Customer fails to comply with the terms of this Agreement or if you fail to pay to COMPANY any amounts due to Company under this license or otherwise. From and after termination Customer shall erase or destroy all copies of the SOFTWARE on a solid state disk, floppy drive or hard drive or on a hard drive. Termination of this license shall be in addition to and not in lieu of any legal or equitable remedies available to Company.

6. **NO LIABILITY FOR CONSEQUENTIAL DAMAGES.** IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGES WHATSOEVER (INCLUDING, WITHOUT LIMITATION, DAMAGES FOR TORT, PERSONAL INJURY OR DEATH, LOSS OF BUSINESS PROFITS, LOSS OF PRIVACY, BUSINESS

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For future reference, a copy of the Agreement is included in the Documentation that accompanies the SOFTWARE.

This Agreement is between you (the "Customer") and Interpretype, LLC ("COMPANY").

1. GRANT OF LICENSE. COMPANY grants to Customer a non-exclusive, non-transferable license to use the Interpretype Software (the "SOFTWARE") (a) as installed on the Interpretype Device that Customer has purchased and (b) to install and use one copy of the SOFTWARE on the hard drive or in other nonvolatile form on Customer's computer system, both for Customer's own internal use only.

2. LICENSE RESTRICTIONS.

(a) Customer may not use, license, copy, modify, sell or transfer the SOFTWARE or any copy or any accompanying documentation in whole or in part, except as expressly provided in this license. Customer may not reverse engineer, decompile, or disassemble the SOFTWARE. All rights not expressly granted are reserved by COMPANY, including, without limitation, modification rights, translation rights, and rental rights and rights to source code. COMPANY shall retain title to the SOFTWARE. Customer will not remove, modify, or obscure any copyright, trademark, patent or other intellectual property notices included on the SOFTWARE.

(b) COMPANY reserves all rights not expressly granted including, without limitation, modification rights, translation rights, and rental rights. COMPANY

Operation and Standard Features:

Powering the units:

Once the units are connected to each other and an appropriate power supply (batteries installed and/or power adapter plugged into an outlet), they may be turned on to begin use.

Turn on each device by pressing the **<Power ON/OFF>** key in the top row of keys (see note below). If the device fails to turn on (and you're sure you have connected a power supply) press the "Reset" button located on the left side of each device once with the point of a pen or pencil. Each unit will begin displaying information on the screen indicating a startup followed by:

Welcome to the conversation piece!TM

Once this message is displayed on both units, they are ready for use.

Note: Turn companion units on one at a time. Powering up both units simultaneously may cause an error in identifying a companion. If the units fail to communicate with each other after powering up, turn one unit off and then back on again. This should solve the identification problem.

Log in:

Each new conversation begins with the "**Please enter your name**" prompt being displayed. Type your name then press **<Enter>**. The name entered will be used throughout the conversation to identify each message.

Interactive typing:

Start typing on either unit. Typed text will be displayed on the bottom row of the screen. When the message is complete and ready to send to the other device, simply press **<Enter>**. The companion unit will not display that text until it has been deliberately sent to it or the message exceeded the length of one line. The message will be sent to the other device and appear as the last line of the scrolling text.

Wait for the other user to respond to the message. It will be displayed below the last line of scrolling text after that user presses **<Enter>**.

There are symbols at the beginning of each line of scrolling text which identify who typed that message.

- <** Indicates messages sent to another station - arrow points **away** from screen text.
- >** Indicates messages received from another station - arrow points **to** screen text.

As the interaction of messages progresses, the text will move upwards as more lines are added to the bottom. The text will eventually move off the screen and out of view at the top of the screen. Although the text may be out of view at the moment, it still exists in memory and can be recalled and reviewed. Also, when connected to a PC, your conversation can be saved and/or printed if desired (see screen navigation section).

SUCH OTHER WARRANTIES BEING HEREBY EXPRESSLY EXCLUDED.

In order to obtain service under this warranty, you must first call Interprettype, LLC, Technical Support department (877)345-3182 and obtain a Return Merchandise Authorization number (RMA). You must then deliver the product to, or ship the product freight prepaid, in either its original package, or packaging providing the product protection equivalent to its original packaging, to Interprettype, LLC.

Extended Warranty

Interpretype, LLC Extended Warranty warrants your product against defects in materials and workmanship, under normal use commencing upon expiration of the original limited warranty period and extending for an additional two (2) years, by the original purchaser. Upon written notice of any defects, Interpretype, LLC, at its sole option, will either repair or replace the faulty product or components thereof. Any warranty stated hereunder is extended to the original purchaser and is not transferable.

Interpretype, LLC products are manufactured using new materials or new and used materials equivalent to new in performance and reliability. Replacement parts may be new or equivalent to new. Replacement parts are warranted to be free from defects in material or workmanship for thirty (30) days or for the remainder of the Limited Warranty period, whichever is longer. All component parts or hardware products removed under this Limited Warranty become the property of Interpretype, LLC.

Interpretype LLC shall in no event be liable for any consequential, special, incidental, or indirect damages arising out of use of the product. Interpretype, LLC's liability extends, but does not exceed, the original selling price of the equipment. There is no assumption of liability as a consequence of any such events under the terms of this warranty, in the following:

- Shipment to or from Interpretype, LLC or the customer.
- Improper environment, temperature extremes, electrical power surges or failure or other misuse or negligence.
- Adjustment or repair by personnel not authorized by Interpretype, LLC.
- Improper installation or failure to follow installation instructions.
- Any use that is not in accordance with the instructions.

This warranty does not apply to any consumable or expendable parts (such as batteries) supplied with the product; cosmetic damages, or damages due to accident, misuse, abuse, negligence, improper operation or maintenance of this product or connection to improper voltage supply. This warranty does not extend to any product from which the serial number has been removed.

THIS WARRANTY IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ALL

Advanced features:

Using macro statements:

Interpretype devices and the PC program have the ability to store user defined sentences (Macros). This is convenient for storing questions or comments that need to be typed repeatedly while using Interpretype. Macros are saved and retrieved on the device or PC into which they are typed. Macros can also be transferred to or from any PC or ITY device using the tools in the ITY for Windows program (see section under Macro Button). To use a macro, be sure to use the device containing the preloaded macros. It may be helpful to designate a device by placing an identifying sticker on the bottom of the unit.

To load a macro into an address on an ITY device:

Press **Alt + F2**. This will bring up a prompt to select an address from F2 through F10. Once the address is selected, text can be entered into the selected address. Each macro is limited to one line of text each (55 characters). Since these statements will be used over and over again, it is important that these statements be concise so they are clearly understood by the recipient. Once the text has been typed, press **<Enter>** to save the macro. Each time "Alt + F2" is pressed, all previously stored macros and their addresses will be displayed. This is handy to determine which macro needs to be entered or changed. It can also be helpful in remembering which macro is in which address. To use it as a reference, press **Alt + F2** to view the list of macros; to return to the conversation, press **<Enter>**.

To use preloaded macros in conversation:

Press the Function key (F2 - F10) to display the macro saved in that address in the current line of text. When you're ready to send that text to the other device, press **<Enter>**. If you do not wish to send that macro, press **<Shift> + <left Arrow>** to clear the entire macro. Now you can either select a different macro or type your own new text.

ITY Keyboard Controls and Commands:

Esc	Sends "Go Ahead" to other station
F1	Display help screen / press any key to exit help
F2-F10	Displays user defined macros (preloaded statements) to send any of the macros viewed above to the other unit, simply press <Enter>
Power ON/OFF	Turn unit on / off (requires confirmation)
Alt + F2 or Calculator	Opens function key addresses to allow entry of user defined macros
Print File	Sends entire conversation to printing station for printing or archiving (only when attached to a properly configured PC)
Send File	Sends conversation to the PC where it is saved in a log file (only when attached to a properly configured PC)
Delete File	Clears current conversation content on all attached stations and prompts for new user name (requires confirmation)
Delete	Erases one character to the left
Backspace	Erases one character to the left
Enter	Sends text to other station
Home	Activates the ability to scroll using arrow keys and scrolls to beginning of current conversation.
PgUp	Scrolls conversation up one screen
PgDn	Scrolls conversation down one screen
End	Scrolls to end of conversation including input line
Arrow up	Scrolls up one line
Arrow down	Scrolls down one line
Left arrow	(not used)
Right arrow	(not used)
Menu Key	To prompt for a new user name on local station only
Windows key	Refresh current screen
Shift + Left Arrow	Erases current input line

This warranty does not apply to any consumable or expendable parts (such as batteries) supplied with the product; cosmetic damages, or damages due to accident, misuse, abuse, negligence, improper operation or maintenance of this product or connection to improper voltage supply. This warranty does not extend to any product from which the serial number has been removed.

THIS WARRANTY IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ALL SUCH OTHER WARRANTIES BEING HEREBY EXPRESSLY EXCLUDED.

In order to obtain service under this warranty, you must first call Interprettype, LLC, Technical Support department (877) 345-3182 and obtain a Return Merchandise Authorization number (RMA). You must then deliver the product to, or ship the product freight prepaid, in either its original package, or packaging providing the product protection equivalent to its original packaging, to Interprettype, LLC.

Standard Product Warranty Periods

Registration	Interpretype - the conversation piece
Included with original purchase	1-Year Limited Warranty
Please contact sales at 877.345.3182 for more information.	Extended 2-Year Limited Warranty

Limited Warranty

Interpretype, LLC warrants your product against defects in materials and workmanship, under normal use for a period of one (1) year from the confirmed date of purchase, by the original purchaser. Upon written notice of any defects, Interpretype, LLC, at its sole option, will either repair or replace the faulty product or components thereof. Any warranty stated hereunder is extended to the original purchaser and is not transferable.

Interpretype, LLC products are manufactured using new materials or new and used materials equivalent to new in performance and reliability. Replacement parts may be new or equivalent to new. Replacement parts are warranted to be free from defects in material or workmanship for thirty (30) days or for the remainder of the Limited Warranty period, whichever is longer. All component parts or hardware products removed under this Limited Warranty become the property of Interpretype, LLC.

Interpretype LLC shall in no event be liable for any consequential, special, incidental, or indirect damages arising out of use of the product. Interpretype, LLC's liability extends, but does not exceed, the original selling price of the equipment. There is no assumption of liability as a consequence of any such events under the terms of this warranty, in the following:

- Shipment to or from Interpretype, LLC or the customer.
- Improper environment, temperature extremes, electrical power surges or failure or other misuse or negligence.
- Adjustment or repair by personnel not authorized by Interpretype, LLC.
- Improper installation or failure to follow installation instructions.
- Any use that is not in accordance with the instructions.

Fn + Arrow up	Increase display intensity
Fn + Arrow down	Decrease display intensity
Fn + Menu Key	Toggle font size (normal/enlarged) Note: Scroll commands will not work in enlarged mode
Ctrl + Z	Clears both conversations and powers off both ITY units.

Note: This entire list of Keyboard Controls and Commands can be accessed on each device by pressing F1. Pressing any key other than up, down, page up or page down will return you to your current conversation.

ITY Startup Commands

There are additional settings that can be used during the power up sequence of the ITY device. When the Power ON/OFF key is pressed, there are three different messages that appear as the unit powers up.

The first message to appear begins with "ITY Booting" followed by additional lines of computer text.

The second message appears immediately after the first screen clears. It is simply a "." (period) that displays in the upper left hand corner of the screen. It remains on the screen for 2 seconds. This is done intentionally to allow entry of the Startup Commands.

The third message that appears is "ITY Loading..." which indicates the Startup Command entry time has expired and the unit will finish the startup sequence with the information it has.

The list of Commands which are single letter entries that can be entered when the "." (period) appears are as follows:

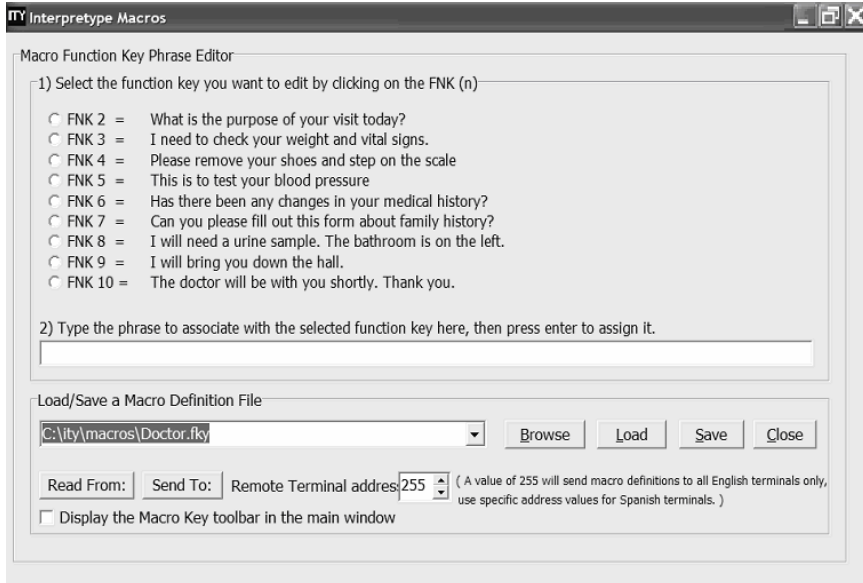
- A Sets a permanent ITY address. This will require an additional entry of a number between 1 and 120. Each time the ITY is powered up, it will set the address to this number. All ITY's and PC's that communicate with each other using ITY software must have a different number for an address. The default number for PC's is 20 unless it has been manually changed. ITY's will search for another device and set itself to a different number automatically if one has not been preset. This command allows each ITY device to have a permanent user defined address and eliminate the need to search. An entry of "0" will cancel the preset address.

- C Displays the Counters. This will display how many times the ITY device has been powered up and how many users have logged on.

PC Keyboard Commands and Controls:

Esc or Alt +A	Sends "Go Ahead" phrase to other station
F1	Display help screen / press any key to exit help
F2-F10	User defined macros (preloaded statements)
Delete	Erases one character to the right
Backspace	Erases one character to the left
Enter	Sends text to other station
Left arrow	Moves cursor one space to the left
Shift+Left arrow	Erases current input line
Right arrow	Navigates through text entered in the "Text Entry Window"
Left arrow	Navigates through text entered in the "Text Entry Window"

Saved Macro Files:



Saved Macro Files are located in the ITY/Macros directory by default. This location can easily be changed by typing the desired default address in the "Location to save macros" box.

- E Enables the English (United States) keyboard and screen.
- F Enables the French (Canadian) keyboard and screen.
- K Enables UK (United Kingdom) keyboard and screen. This is a toggled command. To return to an English (United States) keyboard, press the "k" when powering up again.
- S Enables the Spanish keyboard and screen.
- U Looks for "Updated" software on the Compact Flash disk if inserted. If there is no disk in the drive it will display an error message.
- R Resets the Counters. Both the Power Up and User counters will be reset to zero.

Installing PC software:

To begin using an ITY with a PC, the Interprettype software must first be installed. Insert the supplied installation CD for Windows PC into the CD drive of the computer to be used with Interprettype. If the autorun feature is enabled on the PC, the installation routine should begin and a prompt will appear to approve the installation. If the CD does not autorun, open the appropriate drive to view the files on the CD and select "SETUP". This will begin the installation routine.

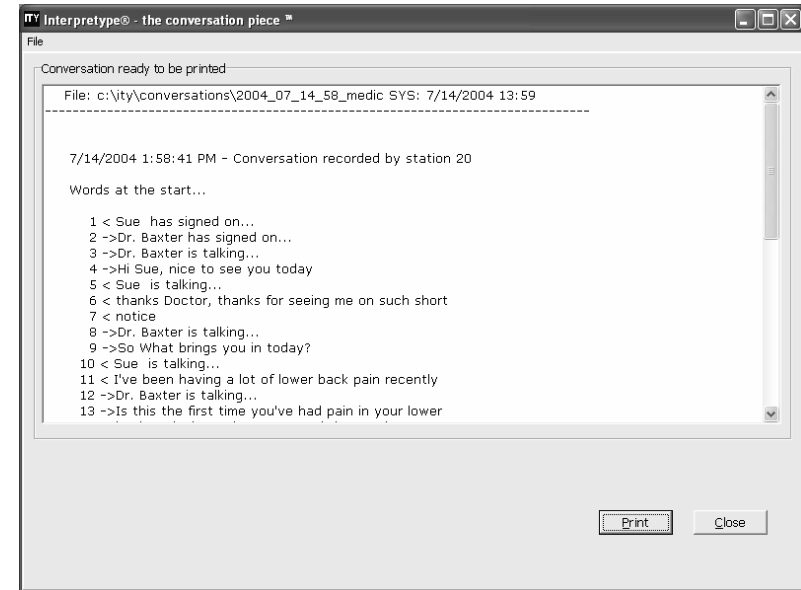
Once installation is complete, remove the CD. The installation routine will place two ITY icons on the desktop. The one entitled "Interprettype" is the program that allows the PC to communicate with the unit. The one entitled "ITY View" is a shortcut to open the folder in which saved conversations will be stored.

The first time you open "Interprettype", you will be prompted to enter the product registration code. This code is case sensitive so be sure to enter it correctly.

Connecting an Interprettype to a PC:

Only one ITY device can be connected directly to a PC at a time. To connect it, locate the round end (mini Din 8 connector) of one of the ITY PC cables and connect it to the Interprettype. Connect the other end (DB9 connector) to the PC. If your computer does not have a DB9 connection, a male DB9 serial to USB adapter (not included) can be used. **Note: Be sure to load the USB adapter driver software (included with adapter) before attempting to use the adapter.** If desired, plug the AC adapter into the Interprettype connector located in the smooth plastic panel near the cable connection. Next, plug the AC adapter into an outlet (batteries are not required when using this feature; however this will recharge the supplied rechargeable batteries – **DO NOT USE ALKALINE BATTERIES** with the AC adapter as injury can result (see warning included with batteries). Once connected to the PC you can either begin a new conversation, or send a Live

Saved Conversations:



Saved conversations are located in the default directory of ITY/Reports. This location can easily be changed by typing the desired default address in the "Location to save reports" box.

The second box entitled "**Macro File History**" lets the user select a number which adjusts how many different macro files will be kept in the drop-down list on the "Interpretype Macros" page. The number selected in this box will also determine the maximum number of macro files displayed in the Macro File Selection portion of the Macro Key Toolbar when displayed in the main window. Next to the selected number is a "Clear History" button which will remove all of the names of the macro files kept in history.

The third section of the "History/Directories" tab is called "**Directories.**" There are two windows here which identify the address where saved files are stored. The two types of files that Interpretype creates during use are saved conversations and macro files.

Conversation (a conversation that occurred between two Interpretype devices containing batteries* and is still on the screen of the device being connected) to the PC log file and printer if desired by using the "Send File" key or "Print File" key.

*Transferring conversations by disconnecting the ITY devices and reconnecting one of them to a PC, requires power to be maintained to keep the conversation intact. The best way to ensure that power is maintained during transferal is to be sure that your rechargeable batteries are always fully charged. You can do this by keeping your ITY's plugged in all the time.

Saving Conversations:

To send a Live Conversation to the PC log file, press the **<Send File>** key on the Interpretype or **<save/print/clear>** key in the ITY software. This will automatically open the log file folder and send a file using the current date and a log file number as the file name. You will then be prompted on the PC to save the file with the option to rename. Conversations are saved in the log file as ITY encrypted documents. They become files on the hard drive and can be opened, reviewed, printed or deleted. They can also be copied, pasted or attached to e-mails. They are stored in the "ITY" directory and have a suffix of ".ITY" (to change location of the default directory see section on "History/Directories").

To save a Live Conversation when using two Interpretype devices, DO NOT clear the conversation or shut off both units. With one of the devices still running and the conversation still visible, unplug this Interpretype device from the ITY straight cable and reconnect it to the ITY to PC cable connected to your computer. Open the Interpretype software on your PC. Then press the "Send File" key on the connected ITY device. This will begin the Live Conversation save routine described above and send the conversation to the PC. The conversation will be stored in the ITY Log file even though the original conversation did not involve the PC. It is possible to disconnect from the PC after sending or printing the file, reconnect to the companion device and continue the same conversation, or clear the current conversation and begin a new one.

Printing Conversations:

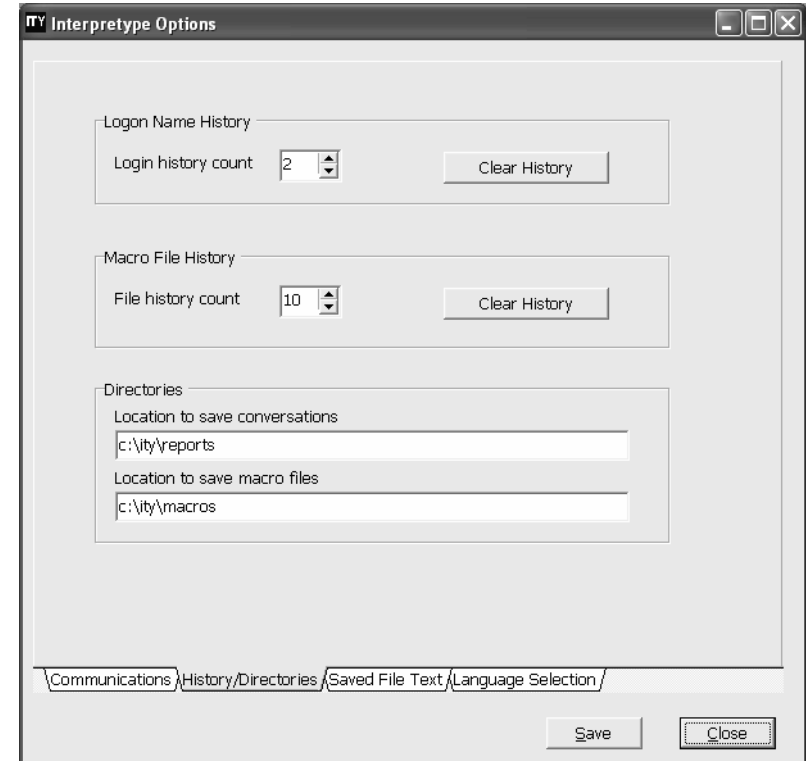
To print a Live Conversation between a PC and Interprettype, press the <Print File> key on the Interprettype.

This will do two things. It will begin the save routine described previously and prompt you to save the file. Once you confirm the file saving, it will automatically bring up the Print screen and offer the standard printing options in windows. If you select "Cancel" instead of "Save", you will be returned to the conversation without saving or printing. Files cannot be printed without first being saved.

To print a Live Conversation between two Interprettype devices, DO NOT clear the conversation or shut off both units. Open the Interprettype software on your PC. With one device still running and the conversation still visible, unplug that Interprettype device from the ITY Direct connect cable and reconnect that device to the ITY PC cable connected to your computer and press the "Print File" key on that Interprettype device. This will begin the Live Conversation print routine described above and send the conversation to the PC. The conversation will be stored and printed even though the original conversation did not involve the PC. It is possible to disconnect from the PC after sending or printing the file, reconnect to the companion device and continue the same conversation.

History/Directories:

Interpretype also has the ability to keep a history of the names of people that have Logged On to the PC. It can also keep a history of the most recently used Macro files. To adjust these features, or clear the current history on these items, open the "Interpretype Options" window and click on the "History/Directories" tab near the bottom of the window.



The first box entitled "**Logon Name History**" lets the user select a number which adjusts how many different names will be kept in the drop-down box next to the "**Log On**" button on the main screen. Next to the selected number is a "**Clear History**" button which will remove all of the names stored in history. Whenever names are typed in, it will store those names in the drop down box until the selected value is reached.

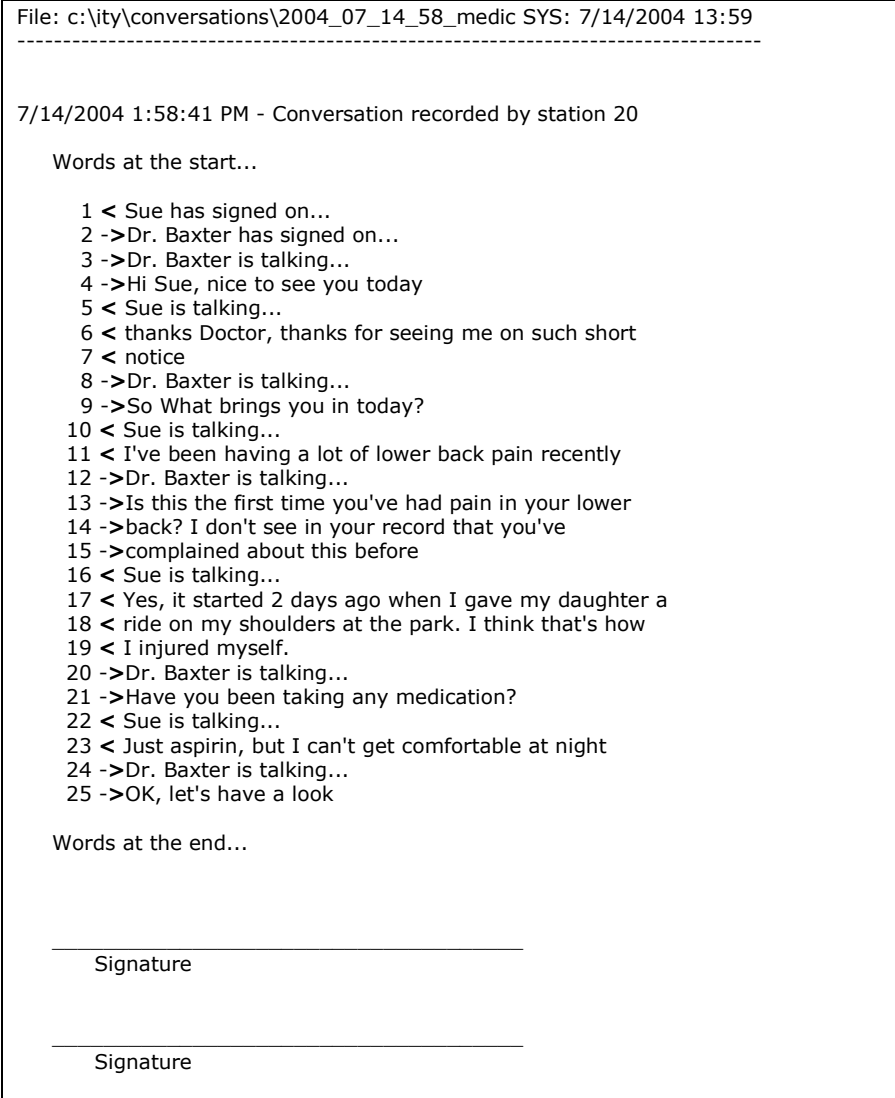
[name] has signed on...
to read:
[name] has signed on [date] at [time]



Advanced terms:

[day] shows the day of the week as Monday, Tuesday, etc.
[ampm] shows the current time as hh:mm:ss followed by am or pm
[wuser] shows the user name of the Windows user running Interprettype
[addr] shows the address of the Interprettype station as in "station=xx"

The Printed Conversation:



Each conversation that prints will be identified by its file name at the top of the first page. The pages will contain line numbers to help keep your conversation in order. They will also contain signature lines. These are crucial for authenticating your documentation.

Note: All saved conversations are stored using secure encryption so that the conversations cannot be altered at a later time. However, as additional security, Interprettype automatically adds signature lines to every printed document. To insure proper documentation it is recommended, when appropriate, to print two copies, have both parties sign each one, and give each party their own copy.

Adjusting display contrast on Interprettype:

The display intensity is adjustable on each Interprettype device. The character display contrast can be increased (darkened) by pressing **<Fn> + <Arrow Up>**. To decrease the contrast (lighten) of the display press **<Fn> + <Arrow down>**. Holding down the **<Fn>** key while pressing either the up or down arrow key will adjust the display contrast one increment per key stroke. To change the display rapidly, hold down the **<Fn>** key and press and hold the up or down arrow key for a sustained period. The display will change rapidly. Release the keys when the desired intensity is achieved.

Adjusting the font size on Interprettype:

The font size can be adjusted to an enlarged size (double size characters) for easier reading. After powering up a device, the font size is automatically in Normal mode. To switch to Enlarged mode simply press **<Fn> + <Menu>** key (the Menu key is on the bottom row between the Windows key and the Left arrow). To return to normal mode press the **<Fn> + <Menu>** key again.

Note: The scrolling features are inoperative during enlarged mode. To be able to scroll, switch back to normal Font mode and this feature is restored.

Screen Navigation:

Navigating through text that has disappeared from the top of the screen can be done by using the Navigation keys (See Keyboard Commands and Controls on page 13).

John Anderson is talking...

If you changed the "[name] is talking..." phrase to "[name]:" it would appear as:

John Anderson:

With some experimentation, it's easy to find an identifier that is comfortable to use.

The third is the "**User has logged on**" phrase. This is very similar to the "User is talking" phrase but only appears at the beginning of each conversation when the users first log on. This phrase is changed the same way the "User is talking" phrase is changed. It also uses "[name]" to insert the actual name the user typed when logging in. Whatever phrase is entered after "[name]" will appear as a phrase after the log on name is displayed.

Phrase Editor Additional Terms:

Date and Time Stamping:

For time sensitive conversations such as Crisis Communication recording, it is highly recommended that each user's login be date and time stamped, and that each line entered be time stamped.

To change the login and line entries, return to the "Setup Options" screen again by clicking on the "File" menu in the upper left hand corner of the main window to reveal the drop down menu. Next, select "Setup Options". This will open the "Interpretype Options" window. Check to see that you are viewing the screen that has the "Communications" tab at the bottom.

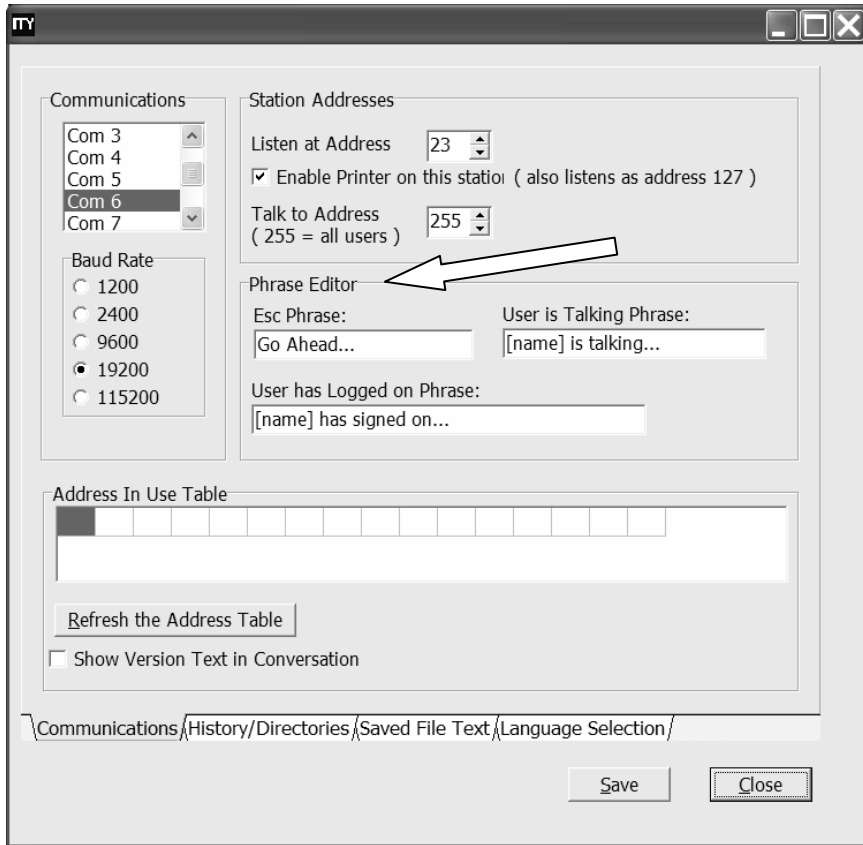
In the middle of this window is a box called "Phrase Editor." In the "User is Talking" box, change the words:

[name] is talking...

to read:

[name] [date] [time]:

be sure to leave a space between the brackets. Next in the "User has logged on" box, change the words:



The first is the **"Esc Phrase."** To change this phrase, simply click inside the box and change the text. Maximum length of "Go Ahead Phrase" is limited to 55 characters (one text line on an ITY device).

The second is the **"User is talking"** phrase. This phrase appears whenever a different person responds to the conversation. It is the identifier so that each person knows who said the next section of text. It is also used throughout the printed document as an identifier. The default phrase is "[name] is talking...". This will insert the Logon Name where [name] exists followed by "is talking...". So if John Anderson were to Log on, each time he responded, his remarks would start with a new line that appears as:

Note: To begin navigating text, **the <Home> key must be pressed first** to activate the scrolling feature. This will display the beginning of the conversation and activate the other scrolling keys. Scrolling up or down one page or one line at a time can now be accomplished. Once the "End" key is pressed, the text will scroll to the end of the conversation, the scrolling keys will be deactivated, and text entry can continue.

Using Interpretype with a PC:

To begin using Interpretype with a PC, double click the "Interpretype" icon on the computer. This will launch the ITY for Windows application and display the Main Screen. Next, turn on the connected ITY device.

Verify communication settings:

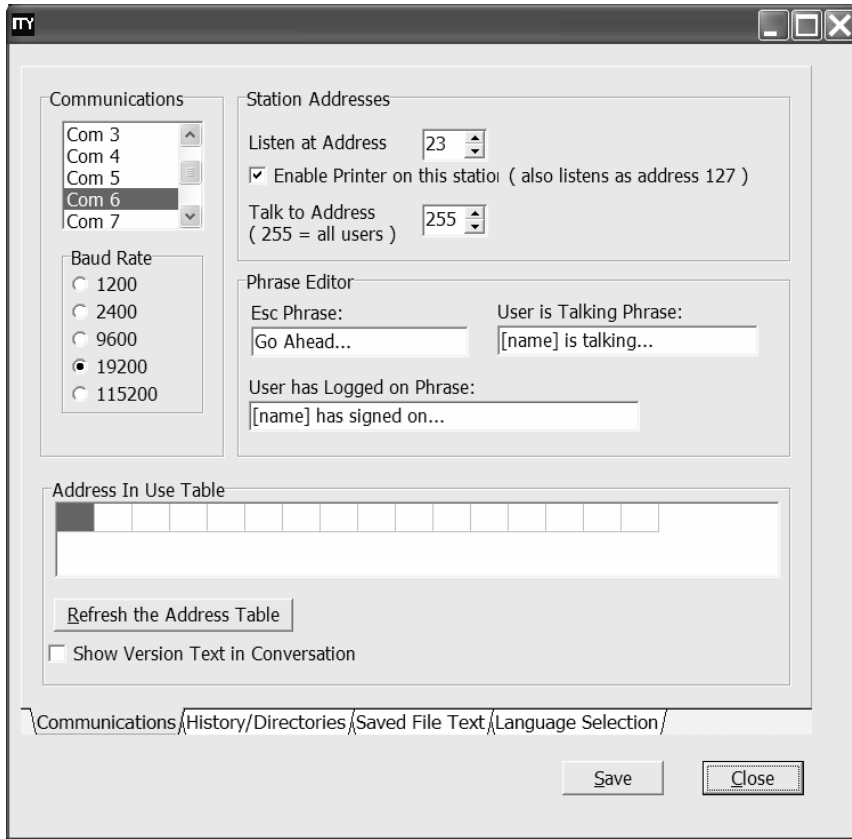
The Interpretype software will try to establish communication with the ITY device when launched. If a valid Communications port is found, no warnings will appear and you may begin a conversation.

Note: If there is a communication failure, it will display the following message highlighted in red: "The Communication Port is not working. Please check Setup Options for Com X."

X represents the Com port that the program is testing. If this occurs, then the selected Com port needs to be changed.

The Com port selection can be changed in the "Interpretype Options" window with the "Communications" tab selected. This window will open automatically if there is a Com Port failure. If you do not see the Options window, click on the "File" menu in the upper left hand corner of the main window to reveal the drop down menu. Next, select "Setup Options". This will open the "Interpretype Options" window. Check to see that you are viewing the screen that has the "Communications" tab at the bottom. If the Communication port is not working, the same message will be

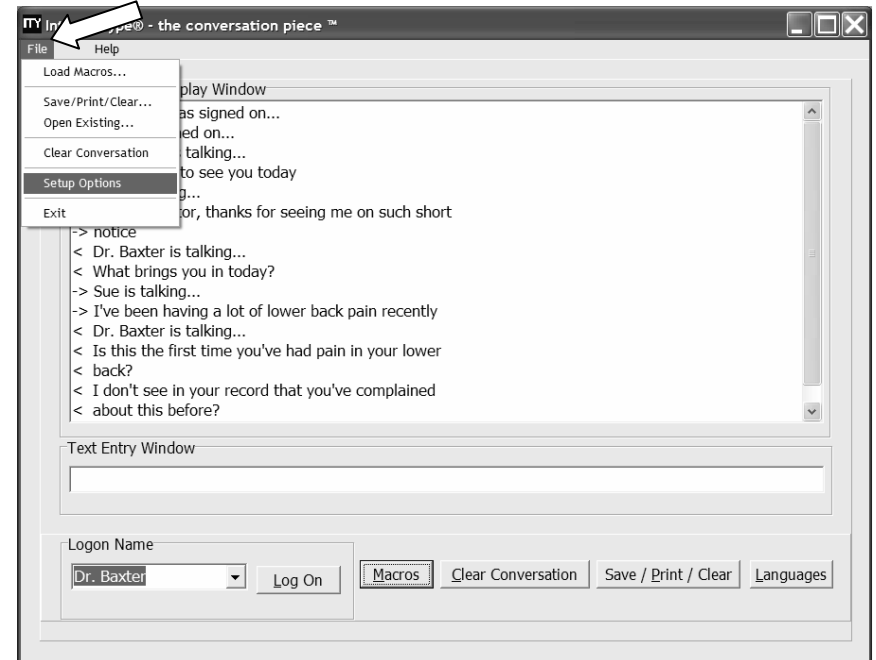
highlighted in yellow with the Com port selection area also highlighted in yellow.



In the Communications window, there are 9 choices; Com 1 through Com 9. The Com port highlighted in blue is the currently selected Com port. If this port is not working, select a different port. Try the lowest numbers first (Com 1 then Com 2 and so on) until the yellow highlighted warning disappears. Once the warning disappears, a valid Com port has been selected and communication with the ITY device should be established. If you still cannot communicate with the ITY device and the warning has disappeared, try another Com port selection that doesn't cause the yellow warning to appear. When finished selecting a valid Com port click "Save" to save your new setting(s). The program will

Phrase Editor:

From the Main Screen click on **File** menu, then **Setup Options**.



Once the "Interpretype Options" window is open click on the Communications tab and you will see "Phrase Editor" in the center of the window. There are three customizable phrases.

The "ESC" button:

<Esc> will send a single message (default is "Go Ahead") to the other user to indicate that it is their turn to respond. The message sent will also be displayed on the local device and become part of the conversation.

Note: The "Esc" button can only be used after text has been sent to another device. It cannot be used as a response to text that just arrived from the other device(s).

The message sent using the "Esc" button can be customized to send any phrase. To change the phrase, see the "Phrase Editor" section of this manual (page 32).

The ITY devices use the **<Esc>** key as the "Go Ahead" button. This phrase is preprogrammed into each ITY device and cannot be changed except by special request. This key is similar to the "GA" key on TTY or TDD telecommunications devices. Its use is purely optional due to the fact that ITY users can use visual cues to determine whose turn it is to respond.

use the same port settings next time you open it. Click "Close" to close the Interprettype Options window.

Interactive typing:

Log in:

Each new conversation must begin by the users identifying themselves. On the PC, enter a Logon Name in the space provided and click the "Log On" button or press **<Enter>**. The name entered will be used throughout the conversation to identify each individual.

Start typing on either unit. Typed text will be displayed on the bottom row of the screen. When the message is complete and ready to send to the other device, simply press **<Enter>**. The companion unit will not display that text until it has been deliberately sent to it or the message exceeded the length of one line. The message will be sent to the other device and appear as the last line of the scrolling text.

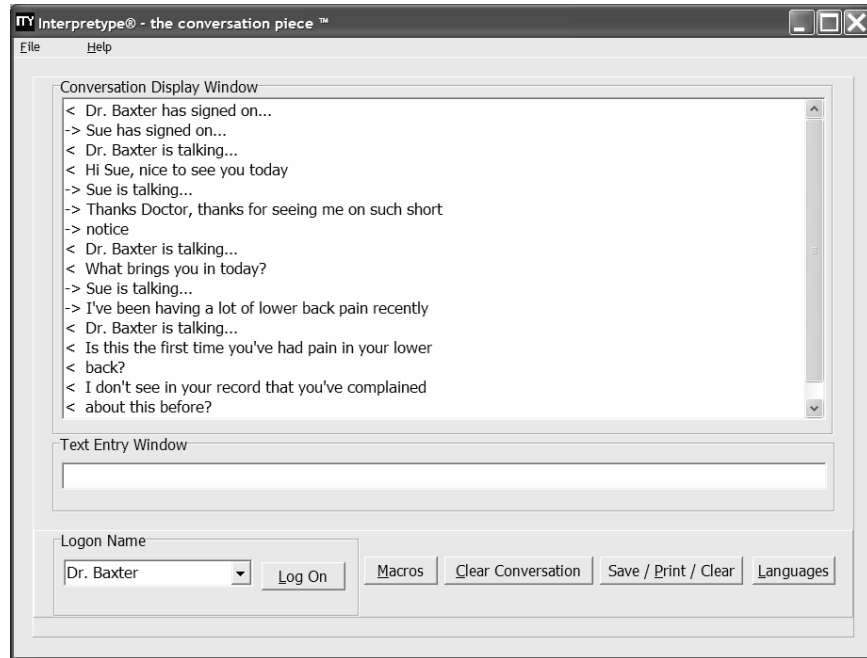
Wait for the other user to respond to the message. It will be displayed below the last line of scrolling text after that user presses **<Enter>**.

There are symbols at the beginning of each line of scrolling text which identify who typed that message.

- <** Indicates messages sent to another station – arrow points **away** from screen text.
- >** Indicates messages received from another station - arrow points **to** screen text.

As the interaction of messages progresses, the text will move upwards as more lines are added to the bottom. The text will eventually move off the screen and out of view at the top of the screen. Although the text may be out of view at the moment, it still exists in memory and can be recalled, previewed and, if and when connected to a PC, saved and/or printed if desired (see screen navigation section).

Main Screen Descriptions for Windows:



The Main Interpretype Screen is where conversations will be entered, displayed and controlled.

The **“Conversation Display Window”** is the largest window and will contain each line of the conversation as well as identifiers for the people involved in the conversation. As the conversation progresses, each line sent to the other device(s) will be displayed in this window. Depending on the length of the conversation, the text will scroll up and out of view from the Conversation Display Window but can be retrieved by scrolling upwards. Once text is displayed in this window, it cannot be changed.

The **“Text Entry Window”** is the smaller single line window below the Conversation Display Window. This is where text is entered to communicate to the other device(s). Once text is entered, press **<Enter>** to send that text to the other device(s) and to display it in the Conversation Display Window. If you enter enough text to exceed the limit for one line, the text entered will be automatically sent, and the current word being typed will wrap to the beginning of the next line in the **“Text Entry Window”**.

Note: Interpretype will communicate with attached devices only in the same language unless ITY Language Translation has been installed. ITY will communicate in any same language pair without installing the translation software (i.e. English-English, French-French, Spanish-Spanish). It will not communicate without translation software if the devices are set to different languages (i.e. English-Spanish). If the devices fail to communicate and Language Translation was not installed, check the settings to be sure they are communicating in the same language.

Language Translation Control enables or disables language translation for installed languages. If there are no translation languages installed, the “Disable Language Translation” button will be locked with no other choices. If language translation is installed, other boxes will be available to select which language to translate to/from.

If a language is selected, the “Dictionaries” button will become available. For details about using the ITY Translation Dictionary please see the ITY Language Translation manual.

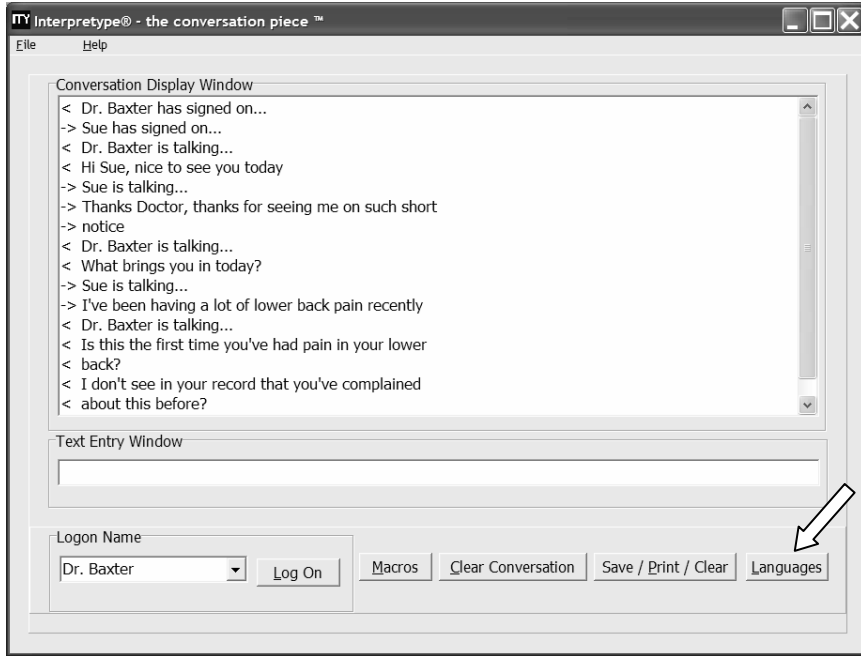
Translation Into Other Languages:

Interprettype has the ability to translate languages between a Windows PC, running Windows XP or newer and attached ITY devices. This permits each user to read and type in their own language. All input and output at each device is always displayed in the language selected.

To operate in translation mode, open the “Interprettype Options” window and select the “Language Selection” tab. There will be message in the center of the screen to indicate if this option is installed and if so, which language(s) are available. English is always the default language and is not listed in this message.

To use the Interprettype Translation features, please see the “Interprettype Translation Manual” supplied with the translation software.

The "Languages" button:



The "Languages" button will open the "Language Setup" window. This window allows the PC user to control three elements of language controls. All controls can be selected and will take effect when the "Set" button at the bottom of the screen is clicked.

Local Terminal Language controls the language displayed on the PC being used. Click the radio button next to the desired language. The language of all ITY windows on the PC will change to the selected language. To change PC keyboard mapping for selected language, use Windows Language Options settings to change.

Remote Terminal Language controls the keyboard mapping and language displayed on the ITY device being used. Click the radio button next to the desired language. Next, click one of the two boxes above the language selection buttons to either set the remote terminal's language without rebooting the ITY device, or set the remote terminal's language and simultaneously reboot the ITY device.

This feature allows the person you're conversing with to continue to read so that the conversation doesn't lag. This interactivity not only allows you to correct mistakes before you send them but allows the recipient to be closer to a real time interaction.

The "**Logon Name**" window is highlighted in blue and is the first item needed to begin a conversation. Whatever name is used to log on will be used as an identifier throughout that conversation. You may use whatever name is appropriate, including first and last names if desired.

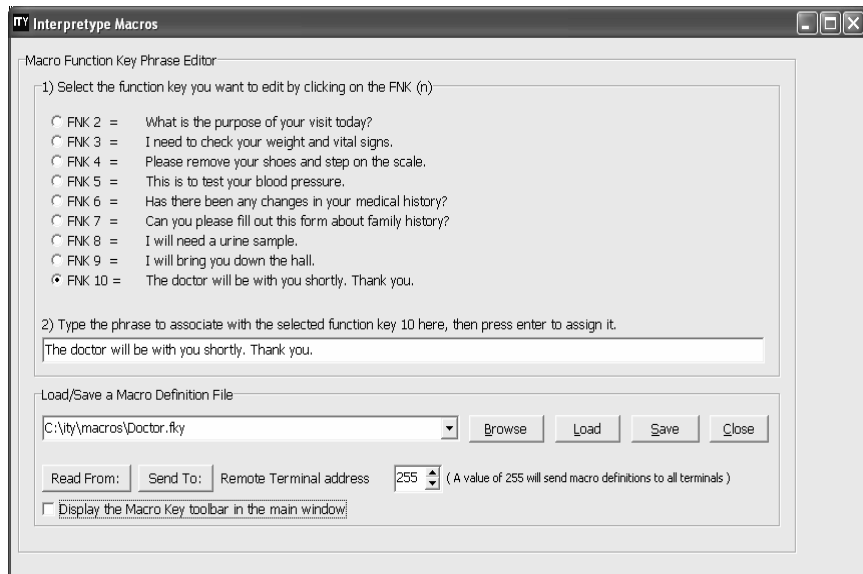
Once a name is typed click the "**Log On**" button, or press **<Enter>**. The name entered will appear in the Conversation Display Window followed by the phrase "has signed on". The flashing cursor will then move to the text entry window allowing text to be entered and the conversation to begin. An interactive conversation can now take place between the Interpretype device and the PC.

- The phrases that appear in the conversation window, indicating the name of the person that signed on, can be changed using the Phrase Editor (see page 32).

Conversation Control Buttons:

There are four conversation control buttons located to the right of the Logon Name.

The "**Macros**" button (or **Alt+M**) opens the Interpretype Macros window. This window allows the user to add or change the predefined Macro statements which are loaded into nine function keys (F2-F10).



To add or change a Macro:

In section 1, select a radio button to the left of the desired Function key address. Click in the text entry window of section 2 and type in the desired phrase. When finished, press Enter. The entered text is now loaded into the desired Macro address.

Saving the Macro file:

Once a group of Macros have been entered into their respective Function key addresses, the entire group can be saved as a file. Enter a file name for the group in the "Load/Save a Macro Definition File" box and press Enter or click the "Save" button. Now this group of Macros is saved and can be reloaded, used or changed in the future.

There are an unlimited number of Macro files that can be created and loaded to be used by any users.

To use preloaded Macros in conversation:

While in the Text Entry Window on the Main Screen, press the Function key (F2 - F10) to display the macro saved in that address in the current line of text. When you're ready to send that text to the other device, press **<Enter>**. If you do not wish to send that macro, press **<Shift> + <left Arrow>** to clear the entire

windows that allow the user to change what appears on all printed conversations.

The first window is called "Text added to date-time title in saved files." This message is preset to record the phrase "Conversation recorded by station x" where x is the address number used by the PC. This message can be changed to indicate any desired phrase with or without using the station number identifier. If the identifier is lost during editing, or to reinstate the default message, simply press the reset button next to this window to reinsert the "Conversation recorded by station x" message.

The next two windows on this screen allow input of text that will appear on all saved and printed conversations immediately before (header) and/or immediately after (footer) the body of the conversation.

To add or modify text in these sections, click in the box and type the desired text. These sections will accommodate any length of text and will wrap to the next line on a screen or printed document as necessary.

signature lines. These are crucial for authenticating your documentation.

Note: All saved conversations are stored using secure encryption so that the conversations cannot be altered at a later time. However, as additional security, Interprettype automatically adds signature lines to every printed document. To insure proper documentation, it is recommended when appropriate to print two copies, have both parties sign both copies, and give each party their own copy.

Header, Footer and Date-Time messages:

Interprettype allows the user to set up customized header, footer and date-time messages that will appear in all saved and printed conversations. These are useful for identification, disclaimers or just including a friendly message.



To modify the header, footer and/or date-time messages, open the Interprettype Options window. Click on the tab near the bottom of the window entitled "Saved file text." There are three

macro. Now you can either select a different macro or type your own new text. Since you have the ability to change loaded Macro files during a conversation, you are not limited to one group of loaded Macros during a conversation. You can ask one group of questions from one Macro file, load a new Macro file and continue asking another group of questions while in the same conversation.

To Load a saved Macro file:

Once they are saved, Macro files can be loaded for use at any time before or during a conversation. To view the saved Macro files click on the "Browse" button to open up the file folder containing the saved Macros. Select the desired Macro file by clicking on it and it will place that file name in the Load/Save window. If this is the correct file, click the "Load" button. This will open the file and place the Macros into their pre-selected addresses. Once the Macros are loaded, they will be visible in Section 1 of the window. Click the "Close" button to close the "Interprettype Macros" window and return to the Main Screen.

To change a saved Macro file:

Load the desired Macro File as previously described. Once the macros are visible in Section one, select the Macro that you wish to change and click on the corresponding radio button. Next, click in (or tab to) the text entry window of Section 2 and type in the desired phrase. When finished, press **<Enter>**. The entered text is now loaded into the desired Macro address. When all changes are complete, click on the "Save" button and the newly updated Macro(s) will be saved in that file. The previous Macro(s) that you changed will no longer be available.

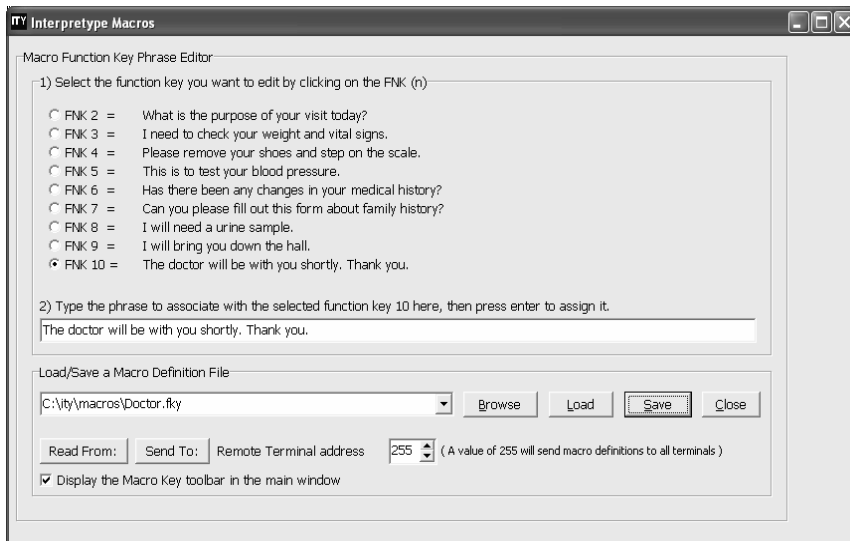
Note: If you want the old Macro(s) to remain, then you must type a new name in the Load/Save window BEFORE pressing the "Save" button. This will create and save an entirely new Macro file while leaving the originally loaded Macro file intact.

Sending and receiving Macro files to/from an ITY device:

Interprettype has the ability to exchange loaded Macro files with a connected computer.

While the "Interprettype Macros" window is displayed, the "Read From" and "Send To" is used to initiate the transfer of

Macro files to or from the connected ITY device. To do so, the address number of the Interprettype units must be known ahead of time. These address numbers can easily be obtained by looking in the “**Interprettype Options**” window with the “**Communications**” tab selected. This window is found under the Main Screen menu under “**File**” then “**Setup Options**”. Once the “**Interprettype Options**” window is open, look at the “**Address In Use Table**”. To be sure the correct addresses are displayed click the “**Refresh the Address Table**” button once. The address number of the PC in use is listed in the first box and is highlighted. The address numbers of all connected ITY devices will be displayed in the remaining series of boxes. Identify the address of the device you would like to send to, or receive Macros from, and close this window. Open the “**Interprettype Macros**” window and enter the address of the connected unit(s). As indicated, if a value of 255 is entered, all attached ITY devices will receive the Macro file.



To send the loaded Macro file from the PC, first find that Macro file from the drop down menu or the “**Browse**” button and click the “**Load**” button. Be sure to verify the listed Macro statements are correct. Next click the “**Send To**” button.

The Printed Conversation:

File: c:\ity\conversations\2004_07_14_58_medice SYS: 7/14/2004 13:59

7/14/2004 1:58:41 PM - Conversation recorded by station 20

Words at the start...

1 < Sue has signed on...
2 ->Dr. Baxter has signed on...
3 ->Dr. Baxter is talking...
4 ->Hi Sue, nice to see you today
5 < Sue is talking...
6 < thanks Doctor, thanks for seeing me on such short
7 < notice
8 ->Dr. Baxter is talking...
9 ->So What brings you in today?
10 < Sue is talking...
11 < I've been having a lot of lower back pain recently
12 ->Dr. Baxter is talking...
13 ->Is this the first time you've had pain in your lower
14 ->back? I don't see in your record that you've
15 ->complained about this before
16 < Sue is talking...
17 < Yes, it started 2 days ago when I gave my daughter a
18 < ride on my shoulders at the park. I think that's how
19 < I injured myself.
20 ->Dr. Baxter is talking...
21 ->Have you been taking any medication?
22 < Sue is talking...
23 < Just aspirin, but I can't get comfortable at night
24 ->Dr. Baxter is talking...
25 ->OK, let's have a look

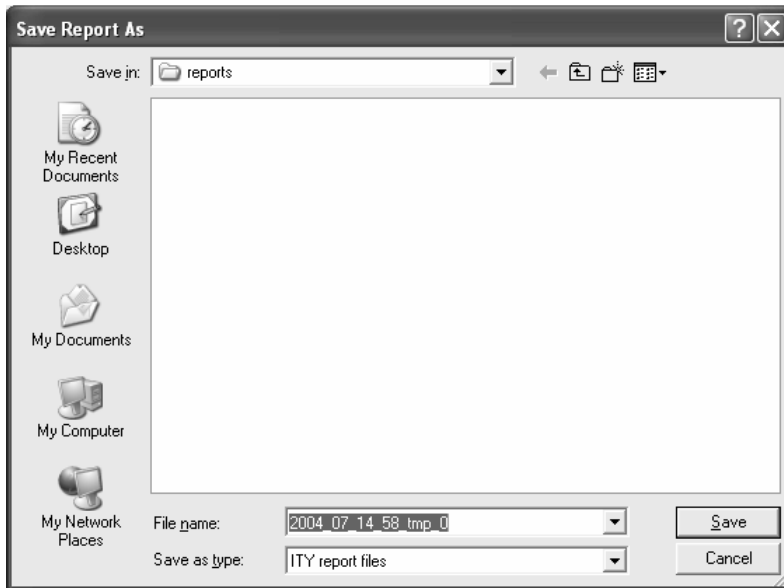
Words at the end...

Signature

Signature

Each conversation that prints will be identified by its file name at the top of the first page. The pages will contain line numbers to help keep your conversation in order. They will also contain

to "Print the saved conversation" so that a check mark appears. If the box is left unchecked, the conversation will be saved but, not be printed at that time. Click the "Proceed" button to perform the desired actions and the conversation will be saved in the default directory, the screens on all attached stations will be cleared and the conversation will be printed if the printing option was selected (to change location of the default directory see section on "History/Directories"). The printing option will display the Print window and offer the standard Windows printing options so that the correct printer can be selected or the print job itself can be cancelled.



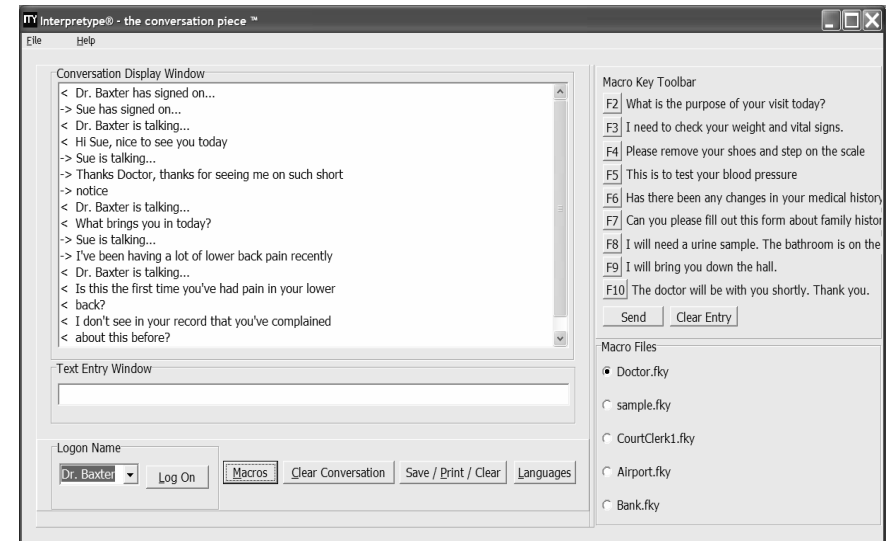
Note: Since the conversations are always stored after proceeding with "Save/Print/Clear", they can always be printed at a later time.

To Receive Macros from the ITY device, click the "Receive From" button. Verify the Macro file arrived by reading the list in the Macro Window. Enter a new file name and click the "Save" button. The newly received Macros are now saved in this file.

Displaying the Macro Key Toolbar:

At the bottom of the Interprettype Macros page is a checkbox next to the phrase: "Display the Macro Key Toolbar in the main window." When this box is checked, the current Macro (set of 9 items) will be displayed in a toolbar pane attached to the right side of the main screen. To remove the Macro Key Toolbar from the main window, uncheck this box.

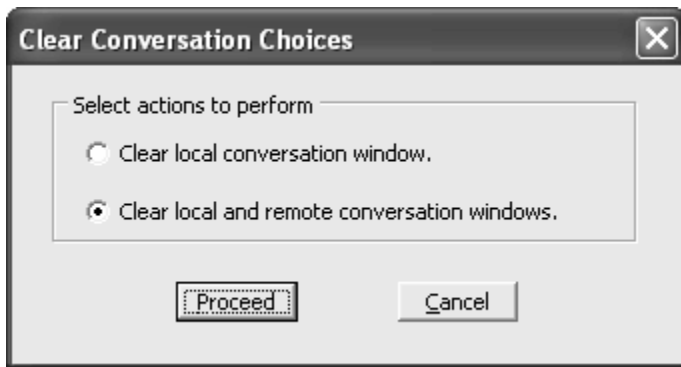
The Macro Key Toolbar contains nine buttons and the corresponding description for each macro. To insert a macro into the conversation simply click the button or the phrase itself once, and the macro will be placed in the Text Entry Window. To send the entry into the conversation click the "Send" button or press <Enter>. To remove the entry from the Text Entry Window without sending it to the conversation, either click the "Clear Entry" button, press the **Backspace** key repeatedly or press <Shift> + Left Arrow.



The lower portion of the Macro Key Toolbar is the "Macro File Selector." This contains a list of the current Macro files contained in the File History Count. Each time a new Macro file is used, it is added to this list. The radio buttons adjacent to each Macro file name are used to load a different Macro file instantly. Simply click the radio button next to the desired Macro file and that file will be loaded and the Macros for that file will be displayed in the Macro Key Toolbar.

The "Clear Conversation" button (or Alt+C):

Is used to clear conversations on the screens and in the memory of the PC and the connected ITY devices. Once you have completed a conversation, you can click the "Clear Conversation" button. A dialog box will appear entitled "Clear Conversation Choices." This will give you the option of "Clear local conversation window" or "Clear local and remote conversation windows." Local refers to the PC being used and remote refers to the connected ITY device(s). Once you've chosen local, or local and remote, press "Proceed" to clear the conversation. This will clear all screens and memory of the conversation shown and display the opening screen on all devices so that a new conversation can begin. You may also select "Cancel" to abort the process.

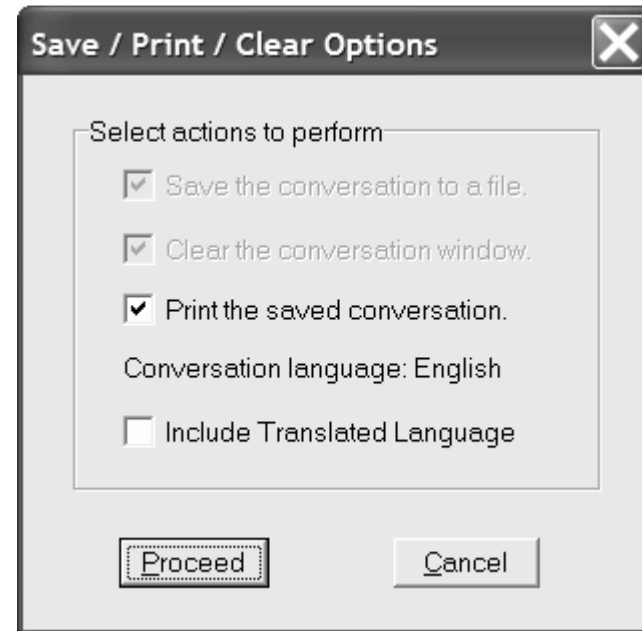


Warning: Once you select "Proceed" and click the "Yes" box in the following confirm window, it will clear the conversations from both the local and remote conversation windows and a log on prompt is shown. If that conversation was not saved before hand,

it cannot be saved or retrieved any longer. Therefore, it is highly recommended that if this conversation needs to be retained, you should use the "Save/ Print/ Clear" button and save the conversation on the PC, before clearing it.

The "Save/ Print/ Clear" button:

(or Alt+P) will save the current conversation first, then clear the conversation from all attached devices and offer the option to print the conversation if desired. After clicking the "Save/ Print/ Clear" button, the Save/Print/Clear window will appear and display the options. Two of the three options in that window have been pre-selected and cannot be changed. "Save the conversation to a file" and "Clear the conversation" are pre-selected and grayed out.



These actions will always occur once the "Proceed" button is clicked. Clicking the "Cancel" button will cancel the Save/Print/Clear command and return to the conversation in process. The only option which requires a choice is "Print the saved conversation." To print the conversation, click the box next