

# EclipseVox™ A-Z Plus



## THE PROGRAM AND WHO CAN BENEFIT FROM ECLIPSEVOX™ Plus

- EclipseVox™ A-Z *Plus* is a comprehensive training covering advanced features of the EclipseVox™ CAT software;
- EclipseVox™ A-Z *Plus* is appropriate for seasoned users who have a solid working knowledge of the basic fundamentals of the software.

## WHAT YOU'LL LEARN AND PRE-REQUISITES

- The EclipseVox™ A-Z *Plus* program objective is to provide the trainee with a comprehensive understanding of working with the software in order to achieve excellent output results and more efficient transcript production. *See class content included herein.*
- **PRE-REQUISITES**
  - Dragon 15 or higher; EclipseVox™ CAT software (a 90-day free student trial is available)
  - A working knowledge of Dragon Professional speech recognition software and a pre-built voice model established. While the program does work with Dragon as it interfaces with EclipseVox™, this is NOT a Dragon training
  - A solid working knowledge of the Windows environment and intermediate to advanced computer skills. Windows 10 Professional or higher is recommended
  - A solid working knowledge of the basic features of the EclipseVox™ software to begin a realtime session and produce a transcript and/or completion of the *Get up and Go!* or *EclipseVox™ Basic* program.

## THE DETAILS

- *Length* – The program contains six (6) live sessions of virtual instruction.
- *When* – Sessions are held one evening per week (TBD) beginning at 7 pm EST. Each session is recorded for unlimited reference and playback throughout the program length and for a period of 60 days thereafter.
- *Where* – Via online meeting platform, currently Zoom.

## FEES & COSTS

- **\$599.** The cost of the program does NOT include software and/or equipment. Payment in full or 3 monthly payments of \$208 (includes a \$25 convenience fee)

### ***PAYMENT METHODS***

Cashier's check, credit card\* or PayPal/Venmo/Zelle accepted. (Zelle is preferred).

\*A 3.5% fee will be added to all payments via credit card.

***Disclaimer: The Vox Academy is not a school and does not accept financial aid of any kind. Payment arrangements are subject to all parties fulfilling their respective duties. Any agreements can be terminated at any time for failure to comply and access to recordings and class content, past and future, will be forfeited.***

***The Vox Academy does not guarantee employment, job placement, or successful passing of national and/or state skills certification examinations.***

***Once an application has been completed, submitted, and accepted, the terms and fees are locked in. Up until that time, all information including, but not limited to, costs, fees, and class content is subject to change.***

## *EclipseVox™ A-Z Plus Content*

EclipseVox advanced customization and user management - Working with multiple users and settings files, advanced file location management.

Advanced dictionary management – Importing and exporting dictionaries, special dictionary entries, working with conflict entries, creating and activating user dictionaries, working with job dictionaries.

Working with audio - Windows/Dragon/Eclipse audio. Identifying audio sources, audio settings and set up, testing and troubleshooting audio issues. Recording, playback, and synchronization. Working with multi-channel recording. Importing and exporting audio.

Working with number conversion – Optimal settings, working with special dictionary entries for number conversion. Identifying problematic entries.

Advanced editing - Using Eclipse's advanced editing tools and utilities. Globaling and working with Eclipse's artificial intelligence. Working with keystrokes, adding, deleting and modifying. Working with autoreplacements, autobrief and autoblocks.

Working with an editing team – Shared editing.

Working with Macros and Plugins

Transcript production – Advanced printing options. Delivery.

## *About Me*

*I have been in the legal industry since 1987, where I began my legal career as a paralegal. I went on to become a court reporter in 1993. With voice writing schools being few and the need being great, I co-founded the first voice writing court reporting school in South Carolina in 2000.*

*For close to three decades, I have served the profession as a court reporting firm owner, court reporting instructor, and freelance court reporter. I am a Certified Verbatim Reporter - Master with the National Verbatim Reporters Association, as well as a Certified Court Reporter with the state of Georgia.*

*I have served in numerous leadership capacities, including President of the SC Court Reporters Association, and I'm a long-standing member of NVRA, SCCRA, and GCRA.*

*Known as one of the court reporting industry experts and leaders in voice recognition, I conduct private training as well as online webinars and programs. I'm a certified advanced-level EclipseVox™ trainer and frequently speak and present at technology seminars and association conferences.*

*Eclipse Seminar/Conference/Trainees include:*

*Advantage Software*

*Eclipse Software Professionals Network*

*South Carolina Court Reporters Association*

*North Carolina Court Reporters Association*

*Georgia Court Reporters Association*

*Arkansas Court Reporters*

*Missouri Court Reporters*

*Virginia Court Reporters Association*

*Court Reporting School of South Carolina*

*The Vox Academy*

*United States Army*

*United States Air Force*

*United States Marine Corps*

*United States Coast Guard*