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SearchMaster Update Alert & Newsletter
November 10, 2014

There are 19 updated glossaries for you today!

Click the "News & Updates" tab at the bottom of SearchMaster's main screen!

On the right side of this page, I've been talking to you about how to create a wildcard-searchable ASCII database from your transcripts and how to create various types of indexes from ASCII files you save in your SM.

Well, guess what? SM can also create wildcard-searchable indexes from PDF files, from e-Tran files, from Word files, from text you copy from the Internet -- and/or any combination of those file types!

Interested? For details, stay tuned for the next SM update alert and newsletter! And if you just can't wait, feel free to call me, and I will be happy to walk you through the process.

(888.461.7475)

One of the oldest file formats in PC history is the ASCII format (1963), and one of the most powerful things you can do with ASCII files is save them in SM's ASCII folder. "Why is that?" you ask? Here's why:

1) Because SearchMaster can *simultaneously* search *thousands* of ASCII transcript files for *any* name, word, term, phrase, or number you need to find in your previous transcripts.

2) Because SearchMaster can create proofreading indexes not only from a *single* ASCII file but from a dozen, a hundred, or even *thousands* of ASCII files.

3) Because SearchMaster can create a multiple-wildcard-searchable Career Index of every word and every name in all of the ASCIIs you save in SM's ASCII folder. For instance, my wife has saved 15 years' worth of ASCIIs in her SM ASCII folder, and she can find any word or any name in those thousands of transcripts in -- are you ready for this? -- two seconds flat.

4) Because, if you save your ASCIIs in SearchMaster, you can then create proper nouns indexes of single and/or multiple ASCII transcript files that index only the proper nouns in selected transcript(s) as shown below:

Aaron and Daniel Delfino
Aaron Schilling
Adelaide Johnson
Alaska Administrative Procedures Act

Aren't you tired of manually creating proper noun lists

Are you using the *latest* version of SearchMaster **(12.0.0.3)?** If not, and your subscription is current, click **HERE**.

Note to Avast Users!

Right-click the Avast globe and turn **off** the Avast Shield **before** downloading and installing. Avast, unfortunately, *very* often identifies files as viruses that are *not* viruses.

Are you right-clicking?

Every reference in SM can be *right*-clicked and sent either to *Google* for more information or to *One-Look Dictionaries* for definitions. **Every** reference in SM!

You've looked up a *drug name*, and now you want to know what that drug is *for*? *Right*-click that drug name in SearchMaster, send it *Google*, and you'll know what that drug is used for!

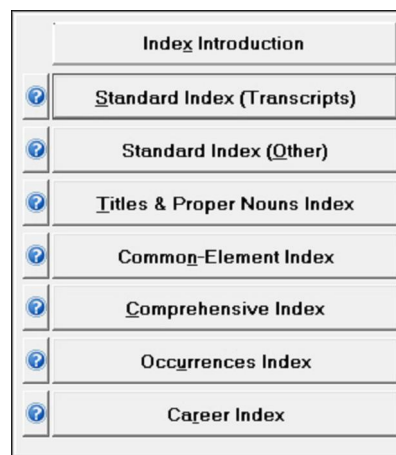You've looked up an *attorney* or a *doctor's*

for yourself and for others working on the same case(s)? Why not let an SM proper nouns index do that for you! Going out tomorrow to take a depo in a case you've already worked on in the past? Create a proper nouns index, in SM, of those previous ASCII transcript files, and you'll ensure that all the proper nouns in all of those transcripts are spelled correctly and consistently.

Your CAT program, whichever one it may be, can't do any of the things mentioned above, and neither can any commercially available software program currently available to the reporting community.

So, then, are you ready to get started creating your own ASCII transcript database in SearchMaster so that you can search all of your ASCIIs at the same time and create any of SM's powerful, time-saving, face-saving indexes? Okay, then. Let's get started! First, click the "Transcripts & Indexing" tab at the bottom of SM's main screen, and you will see the box below. Before doing anything else, double-click, at the top, the "Index Introduction" button to get an overview of how SM's various indexes work.

Once you've done that, double-click the little question mark buttons to the left of each index type to view narrated videos that will explain to you what each index type does, which index type is most appropriate for your needs, and how to quickly and effortlessly create the type of index that best serves your purposes.

| Index Introduction |
| Standard Index (Transcripts) |
| Standard Index (Other) |
| Titles & Proper Nouns Index |
| Common-Element Index |
| Comprehensive Index |
| Occurrences Index |
| Career Index |

"How do I get my ASCII's into SM's ASCII folder?" you may ask. Click **HERE** for a two-minute, narrated movie that will show you how to do that. Or **call 888.461.7475.**

name, and you want more information than just the spelling -- like an address, a firm affiliation, or a phone number? *Right*-click the name and send it straight to Google for that info!

You've looked up a word like "*anthropomorphize*," and now you want to know what that word *means*? Right-click it, send it to the *One-Look Dictionaries. One-Look* will search over a *thousand* dictionaries at the same time for that definition. It's like having an entire *library* of dictionaries built right into SearchMaster!

Don't be Too Shy to Ask for Help!

Do **not** hesitate to call me for **any** assistance you may need. I'm here, I'm ready to help, the call is **free**, and my toll-free phone number is displayed at the very top of the screen in SearchMaster and at the bottom of this update alert and newsletter.

Like us on Facebook

Facebook Groups I've Set Up for You!

Court Reporting Professionals Group HERE
(Focus is on punctuation of transcripts)

SearchMaster Group HERE
(Focus is on SearchMaster, of course.)

Windows 7 & 8 Group HERE
(Focus is on all things Windows 7 & 8)

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Keep 'em Coming, Friends!

Your contributions to SM's glossaries are very, *very* much appreciated, friends; so if you had to go to some *other* source to find what you *didn't* find in SearchMaster, please send me that reference so I can add it to the next update! Either to click the little white tech support envelope in the extreme lower right corner of SearchMaster's main screen or send an email to me at searchmaster.jim@gmail.com

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Has Your Subscription Expired? You do not need to repurchase SearchMaster; just renew your subscription by clicking HERE!
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Remote, toll-free support, right on your PC!
Monday through Saturday
Jim Barker / 888.461.7475

Want to tell your friends about SearchMaster, but you just don't have the time? Send 'em to searchmaster.tv and have 'em click "About" and then click "Video Previews"! After all, seeing is believing!

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