



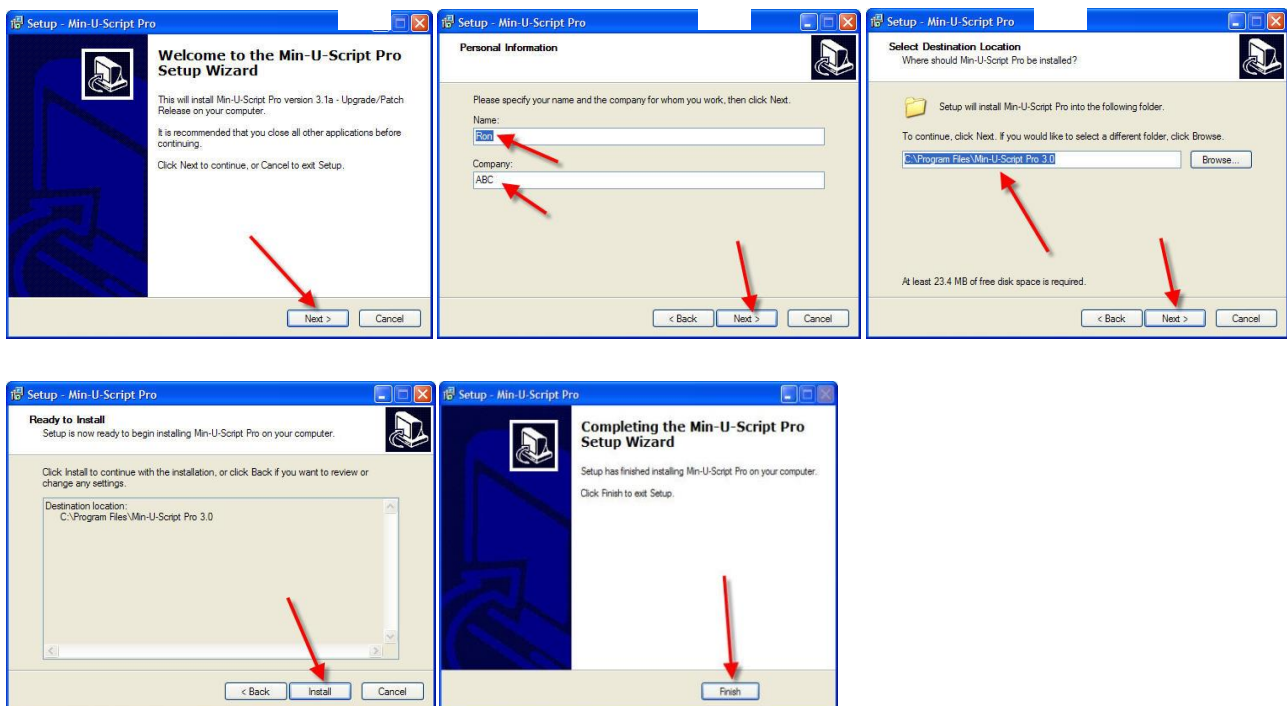
Installation Guide v4.0

The Min-U-Script Pro v4.0 software is a complete transcript production, delivery and file management system. It is very easy to use, and is designed to provide the absolute **best quality** in printed and electronically delivered transcripts and offers **outstanding features** for you and your clients... all of which you will find easy to master.

Installing Min-U-Script Pro

Note: Complete installation instructions can also be watched from the **Video Tutor** area of our website at www.minuscript.com/vtchapter3.html

We encourage you to *test drive* the Min-U-Script Pro Program using our full-featured Evaluation program. The Evaluation program offers unlimited use, and is protected by printing “*For Evaluation Only*” on every page of the transcript. Once you determine the program meets your needs, a simple Product Code will unlock the Evaluation without need for reinstallation or readjustment of any preferences you may have already set. To install the Min-U-Script Pro software go to www.minuscript.com and click on **Download Evaluation**, fill in the required information and then click **Submit**. Please note: Depending on your operating system or internet browser used the Min-U-Script software may NOT auto run. If the download does not auto run you will need to double-click the Min-U-Script setup file from your Downloads folder. Follow the online instructions to download the software and follow the prompts pictured below.



Network Installations and Upgrades

- **Network Installation:** Installing Min-U-Script Pro on a multi-user network requires a different installation than the Evaluation. Upon purchasing the network version a link to download the Network version and instructions will be provided. When installing the Min-U-Script Pro Network version you will be prompted for a location to install the program files locally (on the c:\) and a location to install the database on a shared drive on the server. You will need to install the network version of the software at each additional workstation individually and direct that workstation to the location of the shared Database already on the server.
- **Installing Min-U-Script Updates/Upgrades:** Updates/Upgrades to the Min-U-Script Pro software can be found under the Support page of the Min-U-Script website. Updates are available to all customers on Annual Maintenance/Support. To request an upgrade simply click on the link from the Support page and submit your Upgrade Request Form. An email with a link to download the most current version will be sent to you.

Note: Do not install the Evaluation program on a PC already containing the Min-U-Script Pro software as it may affect existing Min-U-Script Library and Setting Files. The Evaluation program is intended for first time installation ONLY .

Registering Min-U-Script Pro

After purchasing Min-U-Script Pro online you will receive an email with your Product Registration Code.

- **Register Min-U-Script Pro:** For Win 7 or Win 8/8.1 users it is recommended that you register Min-U-Script by right-clicking on the Min-U-Script icon from your desktop and selecting *Run As Administrator*. If Min-U-Script is NOT already registered you will receive a dialog box asking if you would like to register Min-U-Script, click *Yes* to proceed to the Registration window. You may also select *Register Min-U-Script Pro* from the *Help* menu at any time to register. If you are registering a multi-user network version you will need to follow the Registration process at each workstation using the same Product Code you were provided.
- **Enter Product Code:** Copy and paste your Product Code from your Registration email onto the Product Code field and then click on *Register Now*.


Once you have registered, your Min-U-Script Pro software will no longer display Evaluation Mode across the top title bar and all documents will be clear of the “*For Evaluation Only*” watermark. When moving your Min-U-Script Pro software from one PC to another you will need to remove your Min-U-Script Pro registration in order to use your Product Code at the new computer.

- **Locate Product Code:** From the *Help* menu, select *About* and write down the Product Code displayed. You will NOT need to write down the User Code.
- **Removing Min-U-Script Pro Registration:** Select *Remove Min-U-Script Registration* from the *Help* menu. Click on *Remove Now*.

- **Transferring Transcript Library and Settings:** For information on transferring your current Transcript Library, Formats, Company Information, Reporters and other settings to a new computer, please contact Min-U-Script support for assistance.

The Video Tutor

To assist you in maximizing your use and understanding of the Min-U-Script Pro software, a complete video on-line manual, the **Video Tutor** is provided. The **Video Tutor** contains a library of step by step instructional videos on using your Min-U-Script Pro software. The Video Tutor is separated into chapters outlining each of the main functions and features offered. It is accessible directly from within

the program by clicking on *Tutor* from the toolbar menu or clicking on the Tutor Icon  visible on most pages of the program. Clicking on the Tutor Icon from any open window will take you directly to the corresponding chapter. The **Video Tutor** can also be accessed from the Min-U-Script Website at <http://www.minuscript.com/videotutor.html>

Contacting Support

Min-U-Script support provides a high level, very responsive technical support to it's users. Your initial purchase of Min-U-Script Pro comes with 6 months of Support/Maintenance, after that time you may choose to extend your Support/Maintenance in yearly installments. Although Support/Maintenance is optional it is recommended that you remain under a Support/Maintenance contract to receive free updates, technical support and assistance with transferring Min-U-Script software to a new computer if needed. Typically, most support issues involve a problematic ASCII file(s). If so, please email your file and a description of the problem to support@minuscript.com and attach the ascii file to your email. You may also use the form found on the Support page of our website to submit your support inquiry. Min-U-Script support will make its best effort to analyze the problem and respond by phone or email as quickly as possible. You may also contact support at 888-877-1187 (option 3).

Our Support Page also offers a "Frequently Asked Questions" section that contains answers to many common issues. The Frequently Asked Questions page can be accessed by clicking on the link found on the right hand side of the Support Page. If you have a question not found on this page, please submit a Support request using the form online.