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TrialDirector Training

GETTING STARTED IN TRIALDIRECTOR

- Open the TrialDirector Application Window
- Creating a New Case
- Using a Manual Load of New Items
- Scanning Items into Your Case

USING CASE LIBRARY

- The Workbooks Explorer
- The Document Manager
- Edit Document Description
- Finding an Item
- Editing in the Case Explorer Tree

THE ANNOTATION (MARKUP) TOOLS

- Using the Annotation Tools
- Saving Annotations as New Revisions
- Using Annotations as Layers
- Deleting Annotations

PRINTING ITEMS AND VIEWING MEDIA AND OLE

- Printing Items
- Viewing Digital Video Transcripts
- Viewing Multimedia Files
- Viewing Native File Types (OLE)

WORKBOOKS

- Creating Workbooks
- Using Folders to Create Exhibit Outlines
- Exporting Items from Folders
- Printing Items from Folders
- Send to Workbooks Feature

CODING DATABASE

- Coding Database
- Importing into the Coding Database
- Searching the Coding Database
- Creating Folders from Coding Database Searches

TRIAL PRESENTATION

- Using the TrialDirector Presentation Module
- Using the TrialDirector Presentation Zones
- Using the TrialDirector Presentation Toolbar
- Removing Annotations in Presentation Mode
- Saving Presentation Display
- Using Presentation Preview



TIMECODER

- Opening the TimeCoder Application Window
- Creating Digital Video Transcripts in TimeCoder
- Synchronizing Transcripts
- Exporting the Synchronized Transcripts
- Integration

TRANSCRIPT MANAGER

- Opening the Transcript Manager Application Window
- Loading Transcripts
- Opening and Viewing Transcripts
- Searching Transcripts
- Creating Clips
- Editing Clips
- Synchronizing Exhibits
- Presenting Clips
- Using Issue Codes
- Designation Clip Creation from Issue Codes