Duxbury Braille Translator for Windows
Version DBT Win 12.2
Simple Installation and Setup

[August 31, 2017]
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E&OE

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Getting Support

Technical Support

To request product support from Duxbury Systems:

email: support@duxsys.com
Phone: +1-978-692-3000.
Fax: +1-978-692-7912

or send postal mail to:

Duxbury Systems, Inc.
270 Littleton Road, Unit 6,
Westford, MA 01886.
United States of America.

Please try to have your DBT license number and version available. If you are unsure of this information, it can be found under Help: About DBT...

NOTE: In many cases, particularly outside North America, your Duxbury Dealer may be able to provide support.

Internet Resources

Self Help and Internet Support Lists

The Duxbury website offers lots of information about our company, braille, and blindness issues. If our site does not have the information you need, it is very likely that it does have a link to another site where that information can be found:

http://www.duxburysystems.com

E-mail Lists

DBT - DuxUser Discussion Group

The DuxUser forum is an Internet email list service that is open to Duxbury users, or others interested in becoming Duxbury users, for sharing of ideas and to seek advice on "best practices" beyond routine technical support. Duxbury posts to this forum notices of interest to Duxbury users, including the electronic edition of its newsletter, and prompt detailed information about all releases, even minor updates.

To subscribe to DuxUser, send a blank message to duxuser-request@freelists.org with the word "subscribe" (without the quotes) in the subject line. Alternatively, you may visit www.freelists.org and subscribe, unsubscribe, or change subscription options at any time via the "login" page. List archives may also be viewed at that site.

For support messages to be answered by Duxbury, please do not use DuxUser but e-mail directly to Duxbury (see Technical Support above).

DuxNews - Duxbury's Email Newsletter

Receive news about Duxbury Systems and our products by signing up for DuxNews - Duxbury's email newsletter. This is a more limited email list than DuxUser. Here is how you can join.

To subscribe to DuxNews, send a blank message to duxnews-request@freelists.org with "subscribe" (without the quotes) in the subject line. Alternatively, you may visit www.freelists.org and subscribe, unsubscribe, or change subscription options at any time via the "login" page. List archives may also be viewed at that site.

Note: There is no need to join both DuxUser and DuxNews, because information posted to DuxNews is also posted to DuxUser.

Archives for DuxUser

Our archives are publicly available, and you do not need to be subscribed to DuxUser to view them.

http://www.freelists.org/archives/duxuser/

The archives date back to July 2002.

Older DuxUser messages are archived on Yahoo-groups at:

http://groups.yahoo.com/group/duxuser/messages

We also have archives of the old Dotty Duck advice columns on Yahoo-groups at:

http://groups.yahoo.com/group/dux101g/messages (for general users)

http://groups.yahoo.com/group/dux101t/messages (for transcribers)

Note: To view the Yahoo-group archives you need to sign up for a user account with Yahoo.

Installation of DBT Win 12.2

On Windows, DBT supports these types of installation:

1. Simple Installation is nearly automatic, and is sufficient for the needs of most users.
2. Custom Installation allows a greater degree of control over the installation, but is seldom needed in practice.
3. Network Installation allows network support personnel to easily install and maintain multiple DBT installations through a network.

To get started, choose the type of installation that fits your needs, click the link, and start reading. If you're unsure which to try, start with SimpleInstallation.

Related Topics

- End User License Agreement (EULA) - The **EULA** is a legal agreement between you and Duxbury Systems, Inc.
- Deactivating & Removing DBT - How to uninstall DBT from your computer, should that be necessary.

Installation Check List

To assist you with the installation of your software and the various options you may wish to address, you may wish to print this page and use it to check off items as completed.

Installation Check List

Item	Action	Section/Page	Required	Done
1	Install DBT	"Installation of DBT Win 12.2" on the previous page	Yes	
2	Install SWIFT	See "Working with Word: SWIFT"	Recommended	
3	Install Embosser	See "Global: Embosser Setup..."	Yes	
4	Install Printer	See "Document and Global: Printer Setup..."	Optional	
5	Register	"Registering" on page 20	Recommended	
6	Activate	"Activating this Computer" on page 17	Yes	
7	Check software is working for all users.		Yes	

The following items which the user may wish to configure, can also require ADMINISTRATIVE RIGHTS to change.

| Item	Action	Section/Page	Required	Done
8	Autosave options (Check Time)	"Global: Autosave Options"	For user	
9	Default Views	"Global: Default Views..."	For user	
10	Internationalization	"Global: Internationalization"	For user	
11	Fonts	"Global: Fonts..."	For user	
12	View Preferences	"Global: View Preferences..."	For user	
13	Shortcut Preferences	"Global: Shortcut Preferences..."	For user	
14	Word Perfect Importer	"Global: WordPerfect Importer..."	For user	
15	Word Importer	"Global: Word Importer..."	For user	
16	Formatted Braille Importer	"Global: Formatted Braille Importer..."	For user	
17	Hyperlink Settings	"Global: Hyperlink Settings"	For user	

Simple Installation

Chances are that you can install DBT with only the instructions in this topic, or even without any instructions at all. Installation of DBT should be as simple as inserting the CD and following the prompts. But this guide is included to help you as necessary along the way.

Note: The action and appearance of the DBT installer have not changed since the last release.

Step 1: Insert the CD

To start, insert the DBT product CD into a CD drive on your computer. After a moment, you should see a screen like the following:
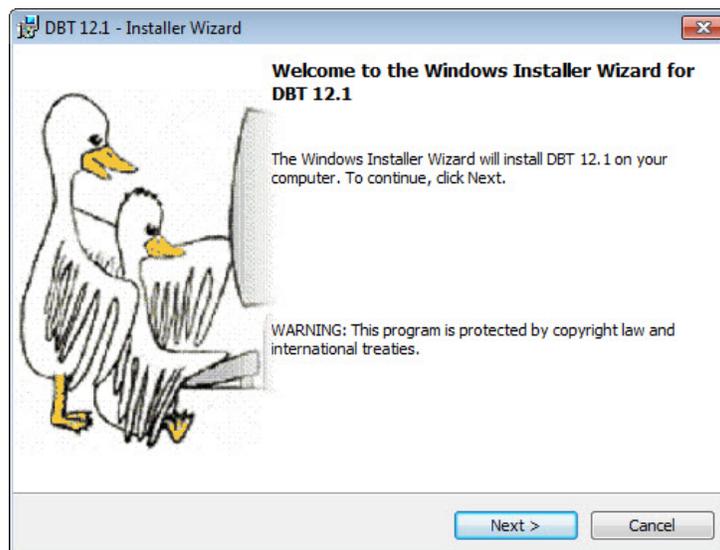

Simply click the Next button, or type **Alt+N** or **Enter**, to continue. If you wish to quit now, or when viewing any subsequent screen, click the Cancel button, or type **Escape**. Your system will not be changed regardless of when you choose to cancel the installation.

If inserting the CD does not cause the Installer Wizard to appear, then browse the CD contents for a file called dbt-12.02.msi and open it, then proceed as above.

Step 2: Read the License Agreement

You will see a screen like the following:
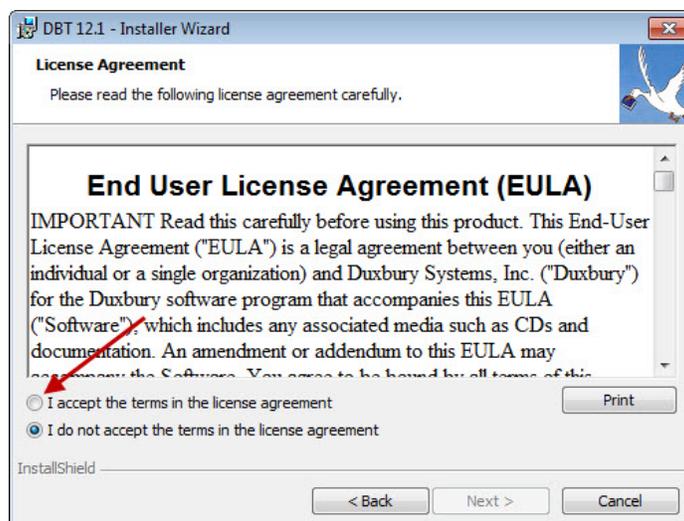
Notice that the Next button is initially disabled. In order to continue, you must accept the terms of the license agreement by selecting the radio button so labeled, or by typing **Alt+A. If this is your first time installing 12.2, we urge you to read the text first.** If you choose not to accept the agreement, you may cancel installation and contact your dealer or Duxbury Systems to return the software within 90 days of your purchase.

If you accept the license agreement, simply click Next, or type **Alt+N** or **Enter**, to continue.

Step 3: Personalize your Installation

The next screen looks like this:
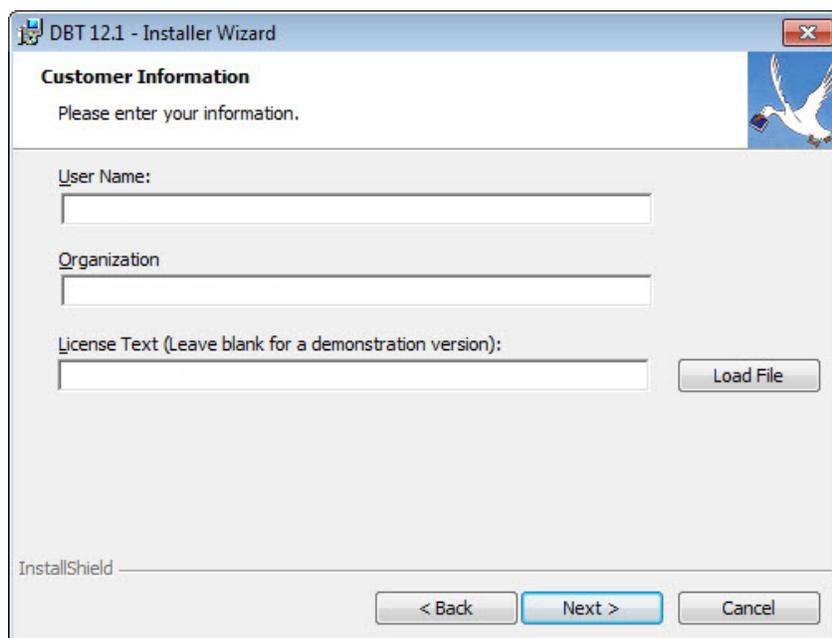
Some parts of the dialog, the User Name, Organization, and License Text fields, may already be filled in for you. Unless you hear otherwise from your network administrator or supervisor, simply fill in the User Name and Organization fields as you think best.

If you wish to enter (or correct) the User Name, type your name when the dialog first appears, then type the **Tab** key to move to the next field. Otherwise, just type the **Tab** key.

Now, if you wish to enter or correct the Organization entry, type your company name and **Tab** to move on. (Organization is often left blank.)

The License Text is the critical field of this dialog. If you are updating from an earlier installation, your License Text will usually be displayed. If this is a new installation from a CD, then you should find your License Text, in both print and braille, on card stock in the original shipping carton. Be sure to enter the License Text exactly as it appears on the card, paying attention to spaces and capital letters.

License Text usually looks like one of the following samples:

```
DBT H1234-12345678
```

or

```
Single-user license G1234-12345678
```

If you have any difficulty locating your License Text, please contact your dealer or Duxbury Systems.

Note: "Load File" - You should just skip over the Load File button unless directed by Duxbury Support, or unless you are familiar with its operation. (This is a mostly obsolete option used by an older version of DBT that could have a pre-stored license text.)

You may leave the License Text field blank if you are installing a demonstration version of DBT. You'll be given the chance to supply your license text later, should you decide that you wish to purchase a license.

When done, click the Next button, or type **Alt+N** or **Enter**, to continue.

## Step 4: Select the "Typical" Setup Type

This step could not be simpler! You'll see a screen like this one.

:
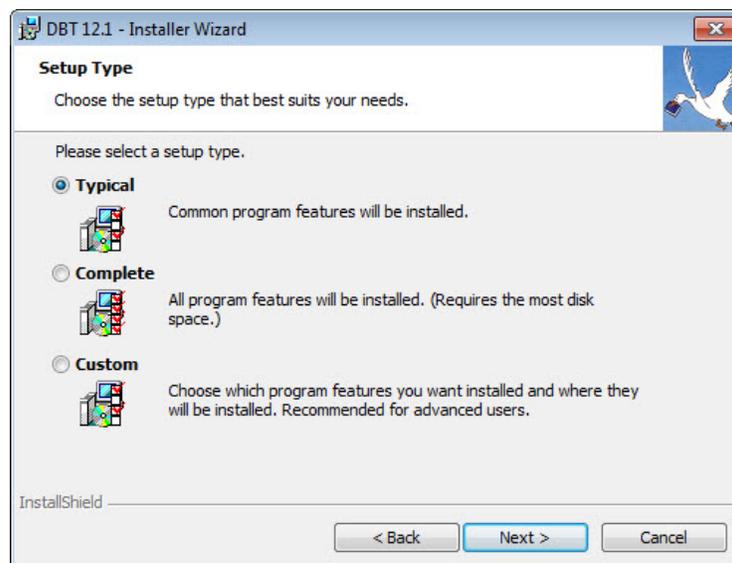
Just click Next, or type **Alt+N** or **Enter** to continue. Changing anything in this dialog before clicking Next starts you along toward a Custom Installation. We do not recommend that for most users.

Step 5: Confirm your Work

The next screen shows you the answers that you have chosen so far:
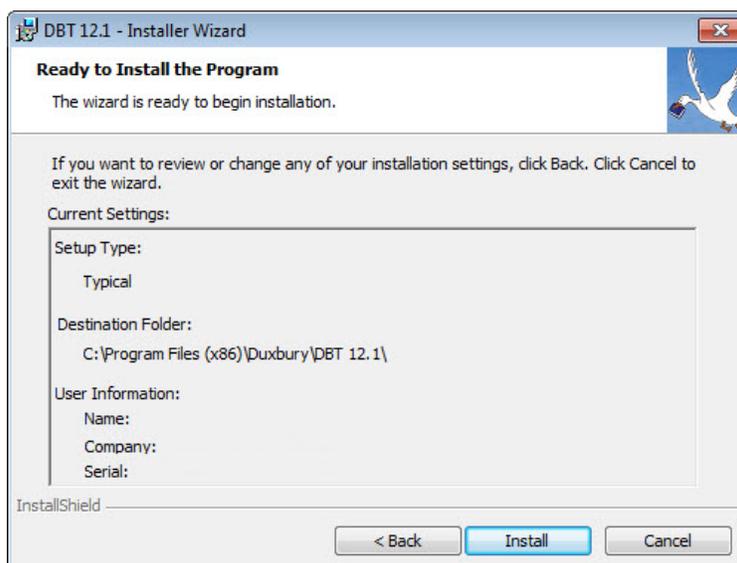
This is your chance to review the information you have given to the installer. If you want to make a change to any of your choices, click the Back button, or type **Alt+B** to return to the previous screen. That screen, in turn, will have a Back button, and so forth through to the first screen of the installer. Once you have made your corrections, use the Next button, or type **Alt+N**, in each dialog, until you have returned to this one.

Usually, though, there is no need to use that Back button. Just click the Install button, or type **Alt+I** or **Enter**, to let the installer go about its work. You'll see a screen like this:
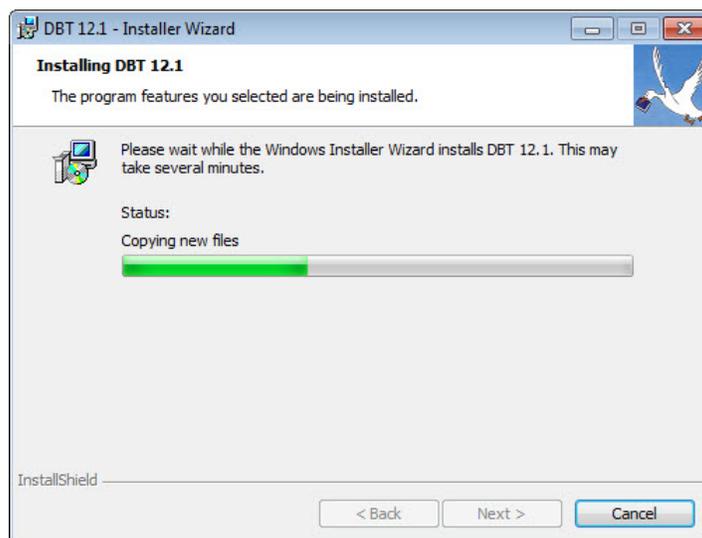
Even now, you can cancel the installation, though this will take longer than it would have before, because canceling now leaves the installer with (automatic) clean-up tasks to do in order to leave your computer unmodified.

The status bar will reset itself several times and progress again from the left to the right. This is perfectly normal for a Windows program installation.

Step 6: Finish the Installation

When the installer has finished installing DBT, you'll see one final screen:

It is often a good idea to check the "Launch 12.2" check box, or type **Alt+L**, before clicking Finish (**Alt+F** or **Enter**).

Only "Finish" is required, but if you check the "Launch 12.2" check box first, the Installer will start DBT for you. Not only does this allow you to quickly confirm that DBT is working, but it also allows you to activate DBT (under most circumstances) as well as install and configure embossers. If you are not the end user, and the end user does not have *administrative rights* on this machine, then you should perform these tasks before turning the computer over to the end user.

De-activating and Removing DBT

If you no longer wish to use DBT on a system, you **must** deactivate it and remove it from the computer in order to restore your user count.

Prior to removing DBT, use the De-activate button in the "Help: About" box to de-activate your DBT.

If you have an Internet connection we recommend using that as the easiest and quickest method of deactivating. Provided you are connected to the Internet without firewall restrictions, deactivation normally adjusts your activation count automatically, ensuring that you can activate later on another system.

If you do not have an Internet connection, deactivation allows you to save the deactivation data in a file on your desktop or documents folder. This file may be e-mailed or printed and faxed to Duxbury Systems whereupon your License count will be adjusted accordingly. (Note: The deactivation file name may differ slightly depending on the version you are removing.)
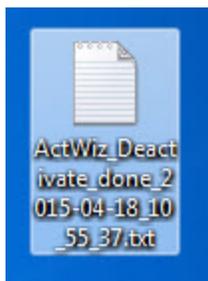
Once you have deactivated you can remove DBT from your computer via the Windows "Add/Remove Programs" or "Programs and Features" function accessible from the Control Panel.

Registration and Activation

What are these steps? **Registration** provides your contact information to Duxbury Systems, connecting you with your license, which allows you to receive customer support.

Activation is something different. **Activation** turns on the full feature set of your DBT. For example, you cannot produce actual, valid Braille output without activating first. In order to activate, you need your license, and you need to have administrative privileges on your computer. If you do not, you will need help from your IT department.

Both Registration and Activation can be done using the Activation Wizard.

DBT provides two places where you can enter the Activation Wizard. If you have installed and not yet activated12.2 you will see the following splash screen when you start the program.

(NOTE: The License Number shown in the screen shot is for illustrative purposes only!)
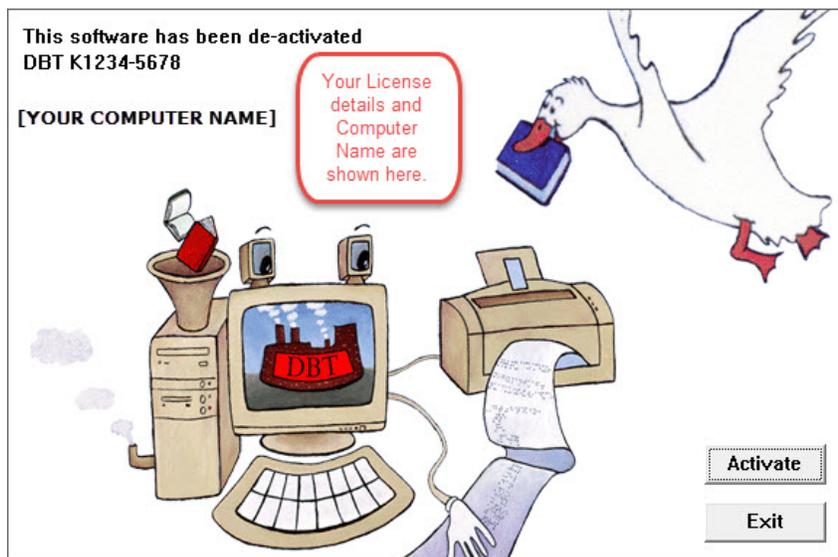
The second access point for activation is from the Help: About DBT... dialog, which likewise provides an Activate button. ("Help: About DBT" on page 26.)

When you click on the Activate button, you will be taken to the Activation Wizard.

Notes: (1) DBT also provides a Registration... item under the Help menu, but registering using the Activation Wizard is easier. In fact, if you activate first, the wizard will give you the option to register at the same time.

(2) For a new installation, DBTdoes allow a 45-day grace period before activation must be done on a permanent basis. Duxbury recommends you proceed to normal activation right away, regardless of the grace period, so as to avoid confusion later.
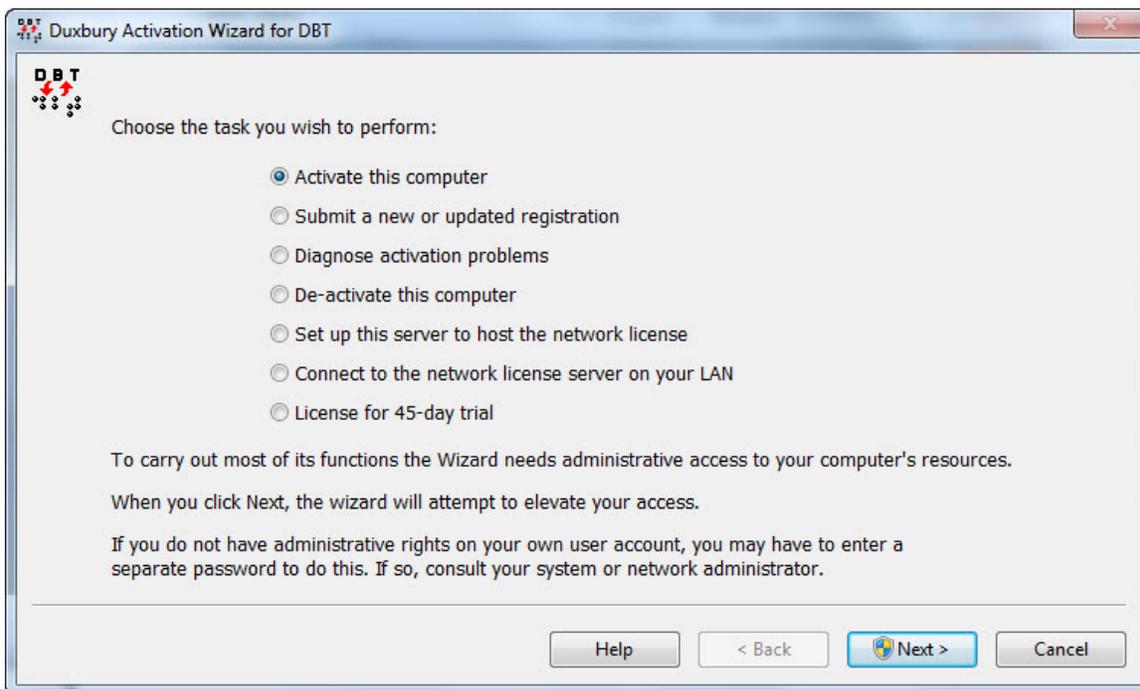
The Activation Wizard

You will now see the Duxbury Activation Wizard "Welcome"screen:

When you click "Next", a screen similar to the following will appear.

Not all options shown below appear under all circumstances. Do not be concerned if your wizard display differs slightly.

Note: When you select activation (or de-activation), the Activation Wizard automatically invokes the User Account Control prompt, where you can enter a user name and password as needed.

The Activation Wizard leads you through activating and registering your DBT. The easiest method is through an internet connection, but the wizard offers you other ways to activate if you do not have, or cannot use, your internet connection.

Here is a list of the wizard operations, with links to more detail.

Activate this computer - unlocks the full functionality of your DBT, including Braille output.

Submit a new or updated registration - registers your software and enables you to receive technical support.

Diagnose activation problems - allows sending diagnostics to Duxbury if you are requested to do so.

Deactivate this computer - a necessary function before making any major hardware change or BIOS update.

Set up this server to host the network license - allows this computer to act as a server to share activations on a multi-user license.

Connect to the network license server on your LAN - allows you to activate this computer as a client of the license server on your local area network (as set up in the previous item).

License for 45-day trial - appears only if you did not supply your license when you installed your DBT.

NOTE: There is additional Help information available within the Activation Wizard itself.
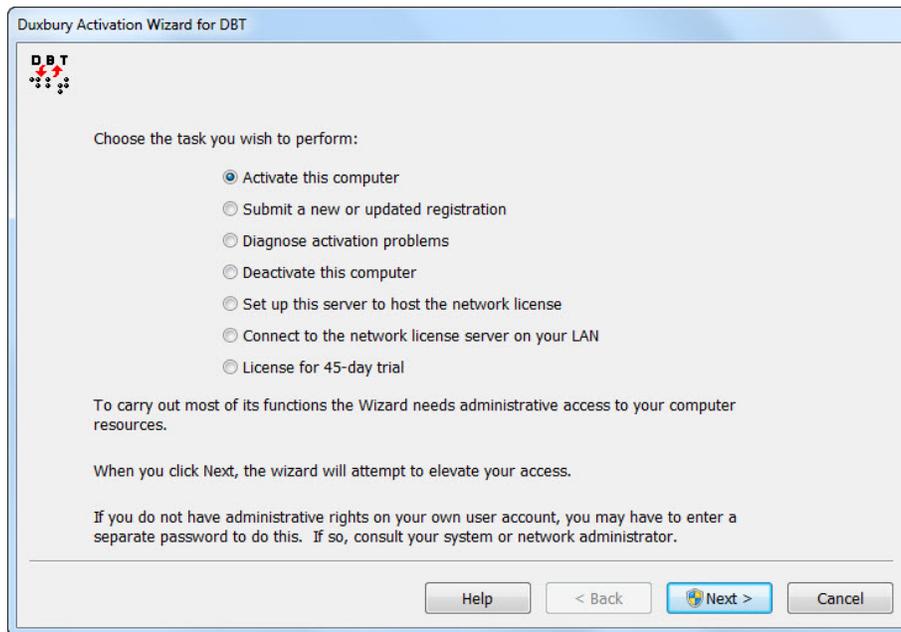
Activating this Computer

The essential steps through the activation wizard are summarized below, commencing with the Main page where all wizard operations begin.

NOTE: If major hardware changes are planned or it is proposed to re-image the system, deactivating DBT beforehand will generally prevent activation problems after the change or update is complete. **The failure to deactivate before such a change will generally *cause* a failure to re-activate. See "Common Activation Problems" on page 23.**

Please advise your IT staff that DBT should be deactivated and removed per the instructions at "Deactivating This Computer" on page 24.

When you select the button labeled either "Activate this computer" or "License and activate", you are presented with the following dialog from which you select activation using the Internet (automatic, one step) or without the Internet (manual, two steps).
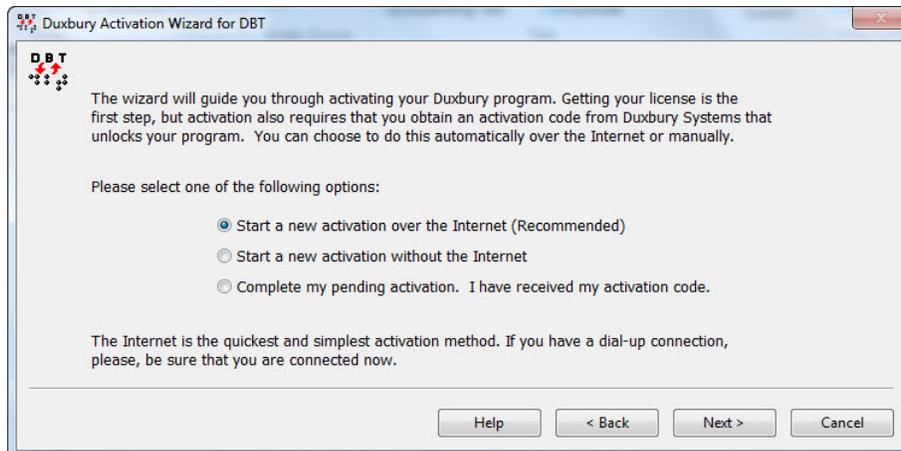
Once you have chosen your option, press Next. The radio buttons and the options they represent are explained below.

Duxbury Braille Translator - ACTIVATION

1) Start a new activation over the Internet (Recommended)

Provided your system has an Internet connection, this is the simplest and quickest method of activating your software. Please note, however, that some organizations use security measures which can prevent this process from working. If this occurs, you will need local IT assistance or you will need to use the non-Internet option.

Whichever option you choose, you will next be asked to enter your basic information as shown below.

Notes:

Duxbury License Text: appears here automatically if it was entered during installation.

Computer Name: It is not useful to change the normal system name that appears unless there is another computer which shares your same Duxbury license and which *already uses the same name*. (Using the system name is very helpful if you later contact Duxbury about an activation problem.)

User: Your login ID is provided as your default name. You may change this to something more meaningful if you wish.
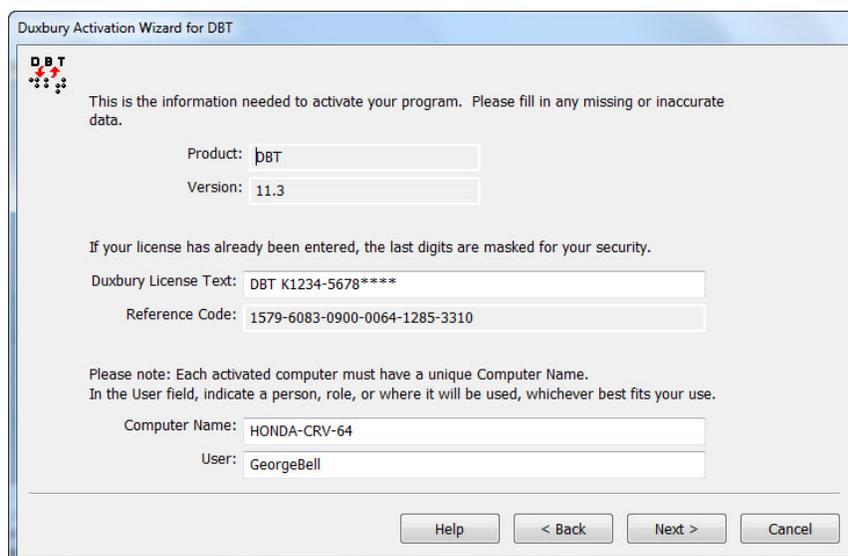
2) Start a new activation without the Internet

If your system is not connected to the Internet, or if you prefer for any reason, you may use one of the manual options to activate your DBT.

You can activate by e-mail, in which case an e-mail message will be raised. You can telephone Duxbury's Customer Support in the USA: +1 (978) 692 3000, or you can fax: +1 (978) 692 7912 or even mail the resultant form.

Whichever method you select, you will be guided through the two-step process.

3) Complete my pending activation. I have received my activation code.

If you have used a manual option to request activation, you return to the wizard and select this radio button to complete the task. You will see the following dialog into which you enter the activation code, maximum version number, and confirmation code supplied by Duxbury Systems. If you received this information by email, we suggest you use cut and paste from the email to this dialog to avoid errors.

Notes: 1. If the "Maximum Version" you received from Duxbury does not match the version you are activating, this is not an error! It indicates that your license is also valid for a later version of DBT. Do not change it. Please enter the maximum version number as you received it.

2. It rarely happens, but if no Reference Code is shown, that indicates the first step of manual activation was Canceled instead of Finished, which means your work was not saved. To activate, you will need to start over.
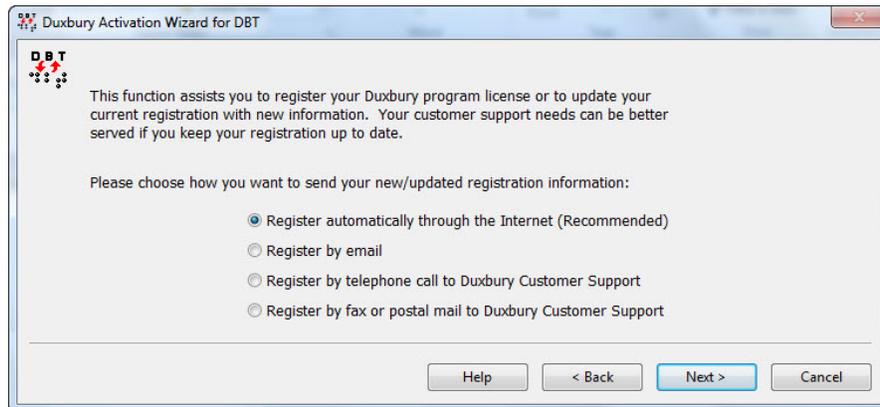
Registering

We cannot stress enough the importance of Registering your copy of the Duxbury Braille Translator. Among other benefits, registering ensures your eligibility to receive free updates via the Internet.

On the Windows platform, assuming you have an internet connection, the "Help: Registration..." menu item opens your browser and presents you with a Duxbury web form. However, you may find it more convenient to register using the Activation Wizard instead.

Registration is most commonly done via the Activation Wizard. You have four options: register automatically, by e-mail, by telephone, or by fax or post. Registering automatically is the easiest.

Whichever method you select, you supply your contact information on the following screen.

PLEASE NOTE:

In order to avoid future problems if the software is transferred, carefully consider who the registered owner of the software should be. For example, if the software has been purchased by an Education Authority for use in a school, or with a specific student, does the software belong to the authority, the school, or the student?

There are occasions when you may be asked for registration details, particularly when upgrading your software.

If a future change of ownership or registration is requested, we will require written confirmation from the original Registered Owner.

Diagnosing Activation Problems

The screen below shows the result of running diagnostic tests. In addition to the test results, this screen provides these two commands:

View Log: This button opens Windows Notepad and displays the activation log, which may assist Duxbury Technical Support staff to identify the problem you are having.

Send Email: If you have an e-mail program installed, this button creates an e-mail message addressed to Duxbury with the log file attached. You will need to then manually "send" the message as normal.

Note: In network installations of DBT, the Diagnostics report will differ depending on whether it is run on the network license host or on a client of the license host. Duxbury Technical Support can interpret the diagnostics in each of these two cases. For most network activation issues, diagnostics from the license host provide the more useful information.

Common Activation Problems

The two most common problems which occur are:

DUPLICATE LOCATION

This error means that the system you are attempting to activate, or a computer with the same name, has already been activated. If you see this error, you normally also see this message, "Two different computers on the same license cannot use the same computer/location name."

If there is another computer that uses your Duxbury license and that has the same name as the current machine, you will get this error. Computers that use the same Duxbury license must have unique names. You will need to give your machine a different name to activate it.

Otherwise, this error can occur if you have upgraded your system in some major way without deactivating DBT first, perhaps by an update to the BIOS or by replacing your hard disk drive. In this case, the system upgrade causes your machine to appear (to the activation process) to be a new machine with the old name. In such cases, you should first uninstall and then reinstall your program. Then you will need to call your dealer to resolve the issue or contact Duxbury to clear your old activation. You can e-mail Duxbury at activation@duxsys.com. Please ensure you include your License Number, Computer Name, and the full details of your problem.

INVALID MACHINE CODE

This error normally occurs when a system has been "imaged". It is quite common for technicians to prepare an organization-wide master version of a computer system and copy it onto a number of other systems. If DBT has been installed on the master image, the copy protection system will fail when you attempt to activate locally.

The solution is to remove DBT from the local system you are attempting to activate, and reinstall.

If DBT is required on more than one computer, you will require multiple single-user licenses or a network license (available on Windows systems). Please contact Duxbury Systems or your local dealer for more details.
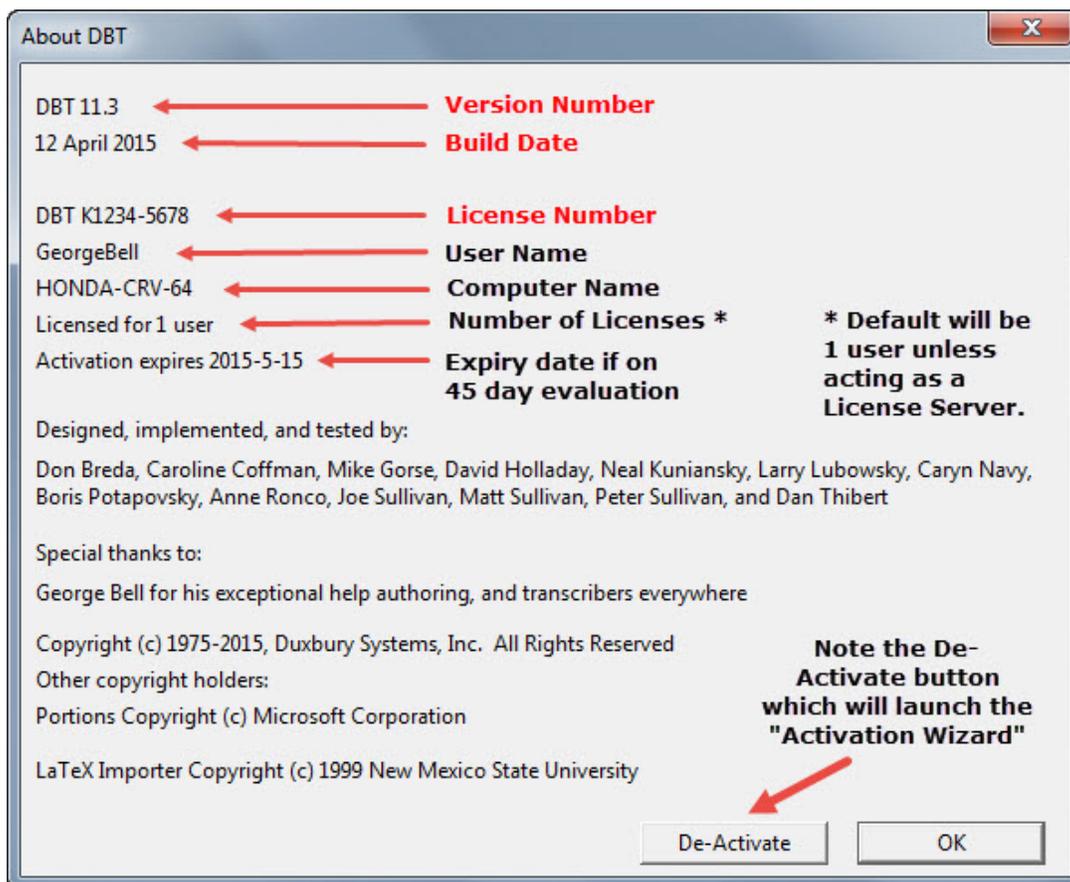
Deactivating This Computer

Note: Network users must consult their system administrator before attempting to use this process.

If for any reason you wish to remove DBT from your system, perhaps to install it on a different system, you should deactivate DBT first.

Access to this process is via the De-activate button found in DBT's Help: About DBT dialog shown below.

You should ideally deactivate while connected to the Internet. This will ensure that your activation count is immediately adjusted on the Duxbury Activation Server.
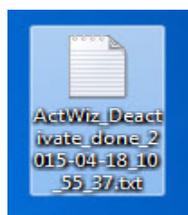
If you do not have an Internet connection available, please proceed anyway. Deactivation will create a deactivation text file for you and allow you to save it to your desktop or documents folder. This text file may then be e-mailed, faxed, or the details relayed by telephone to Duxbury Systems. The adjustment to your user count will then be done manually.

GLOBAL: (Menu)

Note: This topic has been included as part of the overall personalizing of your installation and provides useful additional information. Look for it and its sub-topics in the on-line DBT Help.
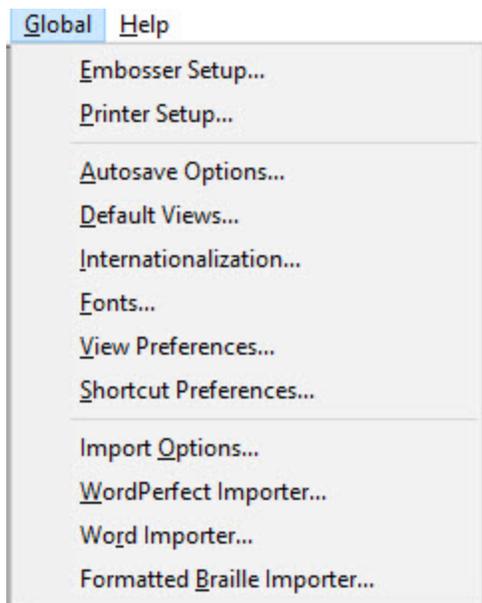
Keystroke: **Alt + g**

After you have installed DBT for the first time, you will need to attend to a few "house-keeping" exercises, such as setting up your braille embosser and ink printer.

```
Global   Help
         Embosser Setup...
         Printer Setup...

         Autosave Options...
         Default Views...
         Internationalization...
         Fonts...
         View Preferences...
         Shortcut Preferences...

         Import Options...
         WordPerfect Importer...
         Word Importer...
         Formatted Braille Importer...
```

When you select the GLOBAL menu, the above screen appears which contains a list of twelve items.

1. Embosser Setup (or **e**)
2. Printer Setup(or **p**)
3. Autosave Options (or **a**)
4. Default Views (or **d**)
5. Internationalization (or **i**)
6. Fonts (or **f**)
7. View Preferences (or **v**)
8. Shortcut Preferences (or **s**)
9. Import Options (or **o**)
10. Word Perfect Importer (or **w**)
11. Word Importer   (or **r**)
12. Formatted Braille Importer (or **b**)

Help: About DBT

Keystroke: **a** from Help menu
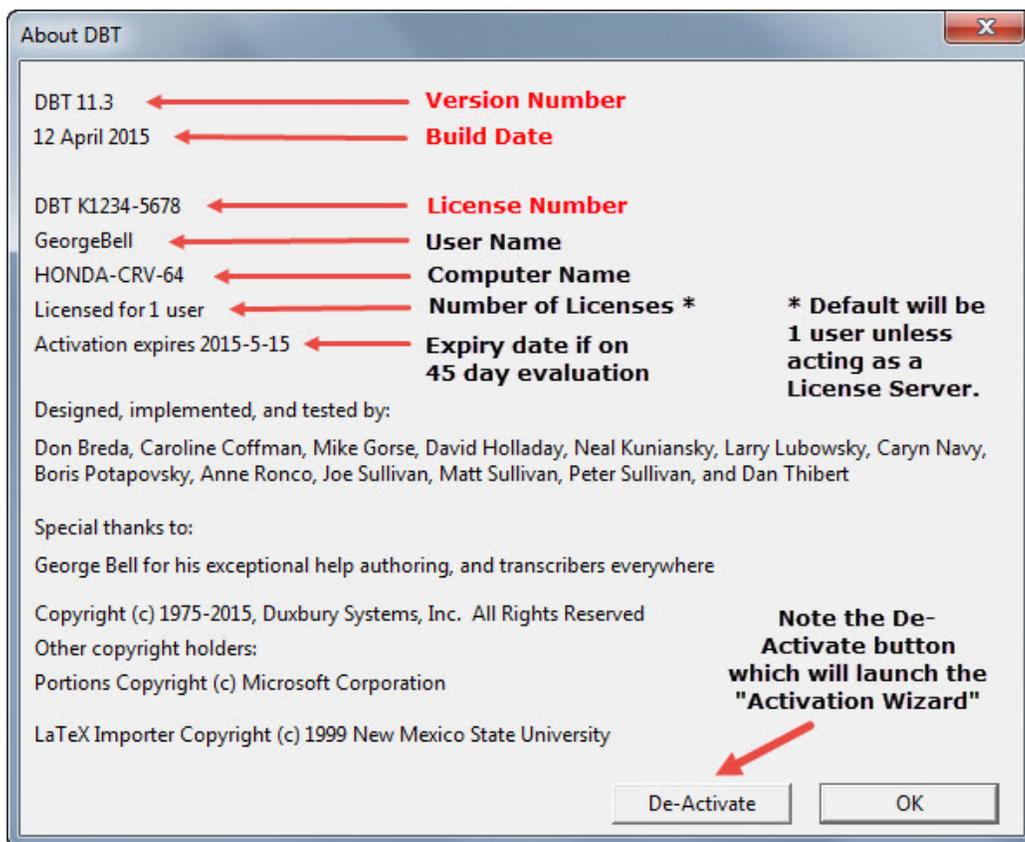
There are two very important items on this screen which you will require if you contact Duxbury or your Duxbury dealer for any reason. The Version number and date which may follow, and the license number.

If you are using a screen reader, simply pressing the tab key will allow you to hear the Version and License Number.

Please Note: The example license number "DBT K1234-5678" is purely for illustrative purposes.

End User License Agreement (EULA)

IMPORTANT Read this carefully before using this product. This End-User License Agreement ("EULA") is a legal agreement between you (either an individual or a single organization) and Duxbury Systems, Inc. ("Duxbury") for the Duxbury software program that accompanies this EULA ("Software"), which includes any associated media such as CDs and documentation. An amendment or addendum to this EULA may accompany the Software. You agree to be bound by all terms of this EULA by installing, copying, or using the Software. If you do not agree, do not install, copy, or use the Software; you may return it to your place of purchase for a full refund within ninety (90) days of purchase.

Ownership of the Software

1. The Software is owned by Duxbury and is protected by United States copyright laws, by laws of other nations, and by international treaties. Duxbury retains ownership and all rights not expressly granted to you by this EULA. The software may include materials developed by third parties, which retain the copyright on those materials.

Grant of License

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