

EasyConverter - Offer your students the choice they deserve

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General

1. [What exactly is a DAISY book?](#)

A DAISY book is a digital talking book usually made up of both audio and text content. This content can be read and listened to simultaneously and users can navigate around the content to find specific places.

DAISY 2.02 and DAISY 3 'books' consist of a group of files. Both formats contain a control file, NCC (DAISY 2.02) or NCX (DAISY 3), which keeps the material together. The text in the material is stored in a HTML (DAISY 2.02) or an XML (DAISY 3) file. The audio is typically streamed in MP3 format and the synchronisation between text and audio is controlled by Smile (.SMIL) files.

2. [Why Choose Easy Converter?](#)

Having the tools in-house to convert your documents into accessible formats will save you both time and money. EasyConverter is also extremely easy to use, allowing the user to organise files by saving conversions as projects with a number of different output formats within them for different end-users. As such, you can convert your documents in a range of formats to meet the needs of your audience.

3. A student studying French (or any foreign language) would like learning materials in audio, how does this work with EasyConverter?

All that is required is a different speech synthesiser that is appropriate for your student's language studies ie: a French sounding synthesiser voice. A huge variety of languages and synthesisers are available.

4. Can EasyConverter remember different user profiles?

It is possible to install EasyConverter for all users on a PC. The settings which you input into EasyConverter's 'Settings' menu are saved to your own unique user profile. This means that EasyConverter will remember the settings when you login to your profile on the computer.

Hardware

1. I plan to scan lots of paper documents, can you recommend a scanner?

EasyConverter will work with any 100% TWAIN compatible scanner. For speed and performance we would recommend the following models which were tested at the time of release:

Fujitsu 4860C
Fujitsu 5120
Fujitsu 5120 C
Fujitsu 5530 C
Fujitsu 5650C
Fujitsu 5750C
Canon DR-2080 C
Canon DR-3080CII
Canon DR-5010C
Canon DR-7080C
Canon DR-9080C
HP 4670
HP Scanjet N6010
Xerox 623

2. Do I need anything in addition to the EasyConverter software to convert to Braille?

Version 3 of EasyConverter saw the introduction of EasyConverter's own integrated Braille engine. This means that no additional Braille creation software is required, although EasyConverter still remains compatible with Duxbury, WinBraille and other Braille applications for users that have experience of these applications. To then print the Braille output, you need a hardware Braille embosser.

3. What embossers are compatible with EasyConverter?

Any Braille embosser that supports Windows XP and/or Windows Vista.

Input

1. Can I input files created by the new Microsoft Save as DAISY XML plug-in?

The new Microsoft Save as DAISY XML plug-in allows users to create DAISY XML files that can then be input into EasyConverter to create useful alternative formats including DAISY talking books. Without EasyConverter the DAISY XML file that is created by Microsoft's DAISY plug-in is only one small element of a DAISY talking book.

2. Is there a maximum number of pages that I am able to scan with EasyConverter?

Yes, a single licence of EasyConverter allows the user to scan a maximum of 120,000 pages per year. There is no limitation to the number of pages EasyConverter outputs.

3. Which types of files can be converted with EasyConverter?

You can input both electronic (.txt, .rft, .doc, .docx, .html, .htm, .pdf, DAISY .xml or NIMAS .xml) and scan in paper-based documents into EasyConverter. As such, any documents originating in other programmes (e.g. Microsoft Excel, Powerpoint etc.) have to be copied and pasted into a compatible file format (e.g. into Microsoft Word). You can then continue the conversion process. Please note that audio files can not be input into EasyConverter.

4. Can EasyConverter handle locked PDFs?

Version 2 of EasyConverter introduced support for locked or protected PDFs, and these can be accessed by inputting the relevant password(s). Because there are a number of applications that enable people to create PDFs there are a number of types of passwords. These are sometimes described as "user passwords" or "owner passwords" and knowledge of both may be required.

5. Can EasyConverter convert hard copy documents, such as text books into accessible formats?

Yes. EasyConverter can convert scanned files using the 'Scan a paper document' option. To do so, you need a hardware scanner. Using Optical Character Recognition (OCR) software, EasyConverter recognises the scanned file as a Microsoft Word file, which can then be converted into the output of your choice.

6. What happens to font styles such as bold, italics and underlined text?

EasyConverter offers you the choice, maintain the input documents style settings, or replace specific style settings with your own preference.

7. What happens to pictures and images when converting to large print?

When scaling up the size of your input document, EasyConverter allows you to choose what to do with objects that no longer fit. Choose to Not Scale the object, Scale to the pages width, alter that page to landscape, create an appendix or create an insert, according to what suits your large print reader.

8. What are NIMAS files?

Developed in the US, NIMAS is a technical standard used by publishers to produce source files (in XML) that may be used to develop multiple specialized formats (such as Braille or audio books) for students with print disabilities. The source files are prepared using Extensible Markup Language (XML) to mark up the structure of the original content and provide a means for presenting the content in a variety of ways and styles using a tool such as EasyConverter. To learn more about NIMAS, visit the [NIMAS at Cast Website](#)

Installation

1. Can I install EasyConverter on a server?

No, EasyConverter must be installed and run from the local PC.

Output

1. How can I protect my DAISY book content?

DAISY 2.02 materials can generally be protected by the [PDTB \(Protected Digital Talking Book\) scheme \(external link\)](#).

[Dolphin EasyReader](#) can open materials that are protected with PDTB version 1.

You can also ["tie" your DAISY content to the EasyReader player](#).

2. How can my readers access a DAISY book?

DAISY books can be read using any hardware or software DAISY player such as [Dolphin's EasyReader](#).

It is possible to ["tie" your DAISY content](#) to a [Dolphin EasyReader player](#) so that readers who do not already have DAISY playing hardware or software can access your DAISY book.

3. Which types of files can be produced with EasyConverter?

EasyConverter can convert your text into Large Print, Braille, MP3 audio, DAISY digital talking books, Audio CDs (CD-A) and Text files.

4. Can I produce CD-A audio with EasyConverter?

Yes, the save as MP3 and DAISY options both give you the choice to save the audio to CD-A.

5. What is DAISY?

DAISY offers synchronised audio and text in a size and colour contrast that suits the user. DAISY is specifically recognised for its accessibility benefits for low vision and blind people, as well as for its literacy benefits for dyslexic people and those with learning difficulties. To learn more about DAISY visit the www.AltFormat.com website.

6. Can I produce DAISY 3 with EasyConverter?

No, currently the DAISY output is in DAISY 2.02 format.

7. Can I protect my DAISY content so it can't be copied?

No, although this is possible with the Dolphin Publisher DAISY creation tool.

8. How do I know that my DAISY output looks as I expect it to look?

With EasyConverter the DAISY player EasyReader is included. EasyReader shows directly how your source document is produced and presented to a user on the screen. You can very easily and quickly go back and edit your source document and then make a new output for another look in the DAISY player until you are satisfied with your content.

9. What can a text output be used for?

Within text outputs, there is no reliance on formatting (as there is in the other output formats). Everything is equally important and as such, the document is simple to view. This is an advantage when linear navigation is required (e.g. for reading stories), but it can also be disadvantageous when you need to navigate through the document to read certain parts of it. Also, the text output is compatible with a number of different external devices; such as PDAs and Smartphones. Because the files are smaller in size (in terms of bytes), they are easily transferred onto and stored on these devices also. Finally, the text output contains no inaccessible material (such as tables and images), and so the whole document is entirely accessible to screen readers.

10. Is Large Print output merely a matter of increasing the font size?

No – increasing the font size will change the layout of the whole document, meaning that the document becomes extremely difficult to navigate. For instance, large spaces may appear between paragraphs, the position of images may be altered and the page numbering will bear little resemblance to the original document. The Large Print output produced by EasyConverter keeps all of the formatting of the document consistent with the original document, including the page positioning, image positions and the page numbering (as 1a, 1b, 1c, 2a, etc.) Fundamentally, this means that the document remains easy to navigate.

11. Can I change the font size and styles for my Large Print output?

Yes, EasyConverter allows you to choose any of the font styles and colours that are included in Word, you can also select the font size that you need, whether that is 18 point or 60 point.

12. Do I have to install Duxbury to produce Braille output?

No, version 3 of EasyConverter marked the inclusion of an integrated Braille engine. However users who have a production history with Duxbury or WinBraille may prefer to continue using another Braille application, although this is in no way a requirement.

13. What does the voice of audio formats sound like (in MP3 and DAISY books)?

EasyConverter includes a male and female synthesiser, so you can choose a voice to suit. Alternatively if you already have a SAPI5 synthesiser on your PC, EasyConverter will be able to use this to create the speech.

14. How can I use the MP3 files generated by EasyConverter?

EasyConverter detects all removable devices you have installed on your computer including MP3 players, USB Pens, etc. You can copy the MP3 files to these devices or burn them to a CD for playback on a CD player.

15. I need to convert some long documents; will the MP3 file be really big?

EasyConverter enables you to choose whether you create a one track MP3 file or split the document into multiple tracks.

16. My visually impaired students are used to listening to high speed speech, what control do I have over the audio speed?

When creating MP3 or DAISY outputs you can choose the synthesiser voice, synthesiser speed, synthesiser volume and synthesiser pitch to suit your listener. These settings are all customisable within EasyConverter.

17. How easy is it to navigate around EasyConverter outputs?

The navigation of a document is highly dependent on the formatting of the intermediate document in Microsoft Word. Regardless of the output format, EasyConverter runs a "Heading detection" process both before and after the "intermediate" stage of the conversion (please ensure this option is selected within the input section in the settings menu). This process is identifying the headings which are subsequently used to navigate through the file. As such, the navigation of the output is dependent on the formatting of the input document in Microsoft Word. Headings are added within Microsoft word under the 'Styles and formatting' menu, or alternatively the keyboard shortcut to input a heading into a Microsoft Word document is Ctrl + alt + 1 or 2 or 3 (dependent on the style type) For DTB OUTPUT; each heading within DTB outputs is placed into the table of contents. This means that you can move quickly and easily to any headed section you wish to. You can also change the 'detection level' for a DTB within the 'Settings' menu in the EasyConverter interface. This refers

to whether you prefer the DTB to highlight the word, the sentence, or the paragraph with is being read at the time. FOR MP3 OUTPUT; Again, to ensure that an MP3 output is navigable you need to ensure that appropriate headings are formatted in the document before the output is produced (in the same way as described above). Every detected heading will become a separate track on the MP3 output. FOR LARGE PRINT OUTPUT; Large Print outputs remain navigable primarily by their page numbering, which is kept consistent with the original input document (as 1a, 1b, 2a etc.) You can decide how you would like the large print document to be presented in the 'Settings' menu to ensure that you can navigate the large print output.

18. What software do end-users need to access converted files?

This is entirely dependent on the output source you have converted the document to. DAISY Digital Talking Books can be played on any computer using a software DAISY player (such as Dolphin [EasyReader](#)), sent directly to a hardware DAISY player or burnt onto a CD and played using a hardware DAISY player or regular CD drive. A text output can be read with many different applications, most commonly; Microsoft Notepad within Windows 'Accessories'. If the output file is large print, the end-user will need access to Microsoft Word or the document can be printed onto paper. If the output format is MP3, the end user requires a media player on their computer (such as Windows Media Player) or a portable MP3 device (like an iPod). If the output is Braille either you or the end-user will need a Braille embosser to print the output. CD-A or Audio CD's created by EasyConverter can be played on most ordinary stereos.

Try before you Buy

1. How can I be sure EasyConverter will be beneficial to me?

You can try it out for yourself. You can request a 30 day demo free of charge from. You can also refer to the [user reviews](#) and [case studies](#) to see how EasyConverter has fitted into the lives of other users.

2. How long will it take to download a Free trial version of Dolphin's Software?

The following times are approximately only. For the broadband download time Dolphin has used the broadband speed of 1.5Mb to be classed as the average broadband connection.

EasyConverter

1 hour on an average broadband connection

19 hours on 56k dialup connection

3. Does the EasyConverter demo version have any restrictions?

The EasyConverter demo runs for 30 days, after which you will need to purchase an unlock code to be able to continue using the EasyConverter functionality. The demo download only includes one synthesiser, however

if you receive or request to be sent an EasyConverter demo CD this includes both synthesisers. The EasyConverter demo is also restricted to scanning 50 pages of paper or PDF documents.

4. If I buy Dolphin Software on CD how many times can I install it?

A single user licence is just that - it is licensed to be used by only one person. For example, in a school, if two students each with their own laptop require access then a copy would be needed for each. However, if there is a computer suite at the school, where all the students go for computing, Dolphin does offer multiple user licences, which are discounted from the standard price, and offer exceptional value for money.

Using EasyConverter

1. Is EasyConverter really easy to use?

Yes, the user interface for EasyConverter is both inviting and easy to use. The website and the user manual also contain informative tutorials, exemplifying the capabilities of EasyConverter.

2. Do I need training to use EasyConverter?

Training is available for EasyConverter, but is not essential as the software has been designed to be logical and easy to use. The help guide is very thorough.

3. If a word is mis-pronounced in my audio output, can I correct this in EasyConverter?

You can easily correct mispronounced words or names in EasyConverter in the lexicon included in the program. You build your own dictionary with corrected words which is saved for next time you want to produce audio output. For each lexicon entry you can also decide if it should be applied on the whole or only part of a word as well as if it should be case sensitive or not.

4. Can I store documents that I know I will need to access in future?

You can save your conversion project at any point during the conversion process. This is especially important when you have input your source document and will need to make various types of Altformat outputs, ie a large print copy and a Braille copy.

5. Is EasyConverter suitable for a student to use to create their own Altformat materials?

Yes, but EasyConverter has been designed to create a range of Altformat materials and not just the specific options that one student might choose. EasyConverter empowers teaching professionals, corporate organisations, and any other organisation that needs to cater for people with a range of Altformat needs and that are looking to comply with the growing legislation. Where the end user may wish to use EasyConverter to create their own alternative formats, it is fully compatible with Dolphin's range of

screen readers and screen magnification tools including Supernova, Hal, Lunar and LunarPlus. In addition a script file has been created for JAWs users that improves the accessibility of JAWs with EasyConverter.

6. I regularly say to my students, "turn to page 5". How will this work for my large print reader?

EasyConverter includes a setting option to include the input documents original page numbers in a location that you choose,(top right, bottom right, top left, bottom left) and with your preferred numbering scheme, ie: 1a, 1b, 1c.

7. If I convert a document that I have scanned, do I have to scan it again to make different output formats?

This is the real beauty of EasyConverter, after scanning your document, you can output to any format you like, without having to recreate your input document.

8. Are EasyConverter outputs too complicated for primary level students to use?

No, EasyConverter only creates AltFormat output materials based on your input documents. So if you input a primary age group book, you'll get that same content back in your students preferred format.

9. Can I use the speech synthesiser installed on my computer?

Yes, if your speech synthesiser is SAPI 5 compatible it can be used by EasyConverter to generate the audio for DAISY or MP3. Some synthesisers are included within the price of EasyConverter.