Kurzweil 3000™ for Macintosh Network Installation and Administration Guide

Version 4.6

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Table of Contents

Chapter 1	Understanding the Kurzweil 3000 Network	
	Kurzweil 3000 Network Overview	
	Floating Licenses and How They Work	
	The Benefits of Floating Licenses	
	License Management Using the USB License Key	7
	Caring for and Replacing Your USB License Key	7
Chapter 2	Installing the Kurzweil 3000 Network	
	The Kurzweil 3000 Version 4 Product Package	10
	General Steps for Network Installation	11
	Network Engine and Client Requirements	
	Network Engine Requirements	
	Client Requirements	
	Kurzweil 3000 Administrator	
	Installing the Kurzweil 3000 Engine and Product Licenses	
	Designating the Kurzweil 3000 Network Engine	
	Installing the Network Engine Software and Licenses	
	The Kurzweil 3000 Network Folder	
	Installing Kurzweil 3000 on Client Computers	
	Verifying Client Connections	
	Installing the Cepstral Speaking Voices	
	Installing and Configuring the Firefox Browser	
	Installing the Firefox Browser	
	Installing the Kurzweil 3000 Read the Web Extension	
	Updating Firefox and Kurzweil 3000 Read the Web	
	Uninstalling the Kurzweil 3000 Network	
Chapter 3	Administering the Kurzweil 3000 Network	
-	About the Kurzweil 3000 Administrator	34
	Starting the Administrator	35
	Using the Kurzweil 3000 Administrator	
	The Administrator Menus	38
	The Administrator Status Area	
	The Administrator Task Area	

	Adding User Accounts	41
	Sending and Leaving Messages	
	Disconnecting Users from an Engine	45
	Deleting Users from an Engine	47
	Installing and Uninstalling Licenses	48
	Determining License Requirements	49
	Changing Engine Settings	
	Changing the Engine Name	
	Changing the Port Assignment	
	Changing the Client Login Method	
	Changing the Account Creation from Clients Option	
	Changing the Product Type Selection from Clients Option.	
	Collecting User Statistics	
	Changing the Remote Password	
	Uninstalling an Engine	59
Appendix A	Event Log Action Codes	61
Appendix B	Removing the USB License Key Drivers	63
Index		65

Preface

Welcome to Kurzweil 3000 for Macintosh Network Edition. A Kurzweil 3000 Network is a system that provides all of the features and benefits of the single-user Kurzweil 3000 product, but with the following added advantages:

- The Kurzweil 3000 Engine stores each student's Kurzweil 3000 settings and preferences. This allows students to access their customized settings from any Kurzweil 3000 client computer connected to the Kurzweil 3000 Network.
- System administrators can manage large, and changing, numbers of Kurzweil 3000 users and Kurzweil 3000 licenses from a central location using the Kurzweil 3000 Administrator.
- The Kurzweil 3000 client software may be installed on as many computers on your network as you want, regardless of the number of licenses you have purchased. As long as there is an available license on the Kurzweil 3000 Engine, it is available to any client on the network.
- Teachers can track each student's progress and daily interaction with Kurzweil 3000 via the Eventlog file.

About this Guide

This guide provides all the information you need to install and administer a Kurzweil 3000 Network. However, it assumes a knowledge of networking typically possessed by system administrators.

Besides this Preface, this guide contains the following chapters:

 Chapter 1, Understanding the Kurzweil 3000 Network provides an overview of how the Kurzweil 3000 Network works and its benefits.

- Chapter 2, Installing the Kurzweil 3000 Network, provides instructions for setting up the network.
- Chapter 3, Administering the Kurzweil 3000 Network, provides detailed information on Network administration tasks, including adding and deleting user accounts, managing floating licenses, and using the activity log.

1 Understanding the Kurzweil 3000 Network

This chapter contains the following main topics:

- Kurzweil 3000 Network Overview on page 4.
- Floating Licenses and How They Work on page 5.

Kurzweil 3000 Network Overview

The Kurzweil 3000 Network is a software application that consists of one or more computers running client software, and at least one computer running the Network Engine software.

While logged on to the Kurzweil 3000 Network, users can work with Kurzweil 3000 using their preferred Kurzweil 3000 settings, which are saved on the Kurzweil 3000 Network Engine.

The physical layout of a Kurzweil 3000 Network consists of the following:

- Kurzweil 3000 Network Engine computer. A computer on which the Kurzweil 3000 network engine software has been installed. This Macintosh must be running Mac OS X version 10.4 to 10.6. The Kurzweil 3000 network engine's primary functions are to store user preferences and to manage licenses.
- Kurzweil 3000 Client computers. One or more computers on which a network-aware version of Kurzweil 3000 Professional Color, Kurzweil 3000 Professional Black & White, or Kurzweil 3000 LearnStation™, has been installed. Client computers require Mac OS X 10.4 to 10.6.
- Kurzweil 3000 Administrator (Administrator). The Administrator is a software application that enables you to install the Kurzweil 3000 network engine software, and to perform Kurzweil 3000 Network tasks from a central location. The Administrator is typically installed on a Kurzweil 3000 network engine computer, but you can also install it, and use it from any supported Macintosh. Computers that run the Administrator require Mac OS X 10.4 to 10.6. See About the Kurzweil 3000 Administrator on page 34.

Floating Licenses and How They Work

A Kurzweil 3000 Network uses a system of floating licenses to help you support multiple users across a local area network (LAN). The licenses are stored on a **USB License Key**, which is included with the Kurzweil 3000 Network product package. You transfer licenses to and from the License Key as needed using the Kurzweil 3000 Administrator. For details, see *License Management Using the USB License Key* on page 7.

Important Note: Floating licenses are stored on the network engine computer in a file named **com.kesi.admin.bg.plist**, located in **/Library/ Preferences/**. Any attempt to tamper with this file will cause the licenses to be permanently disabled.

The Benefits of Floating Licenses

Kurzweil 3000 floating licenses are licenses that are associated with users, not machines.

Think of floating licenses as passes that let users access Kurzweil 3000 software over a network. When users log on to the network from a Kurzweil 3000 client, they are essentially borrowing licenses from the Kurzweil 3000 network engine to use the Kurzweil 3000 software.

Users can access Kurzweil 3000 from a client computer as long as there are available floating licenses. If all the licenses are in use, new users trying to access the software will not be able to do so; Kurzweil 3000 prompts them to try again later.

The main benefits of floating licenses are:

- Multiple users can access Kurzweil 3000 simultaneously as long as there are enough licenses.
- Teachers and system administrators can manage the licenses using the Kurzweil 3000 Administrator, which can be installed on any Macintosh running Mac OS X 10.4 to 10.6.
- Users can work from any Kurzweil 3000 client while maintaining their personal user settings.

 The Kurzweil 3000 client software may be installed on as many computers on your network as you want, regardless of the number of licenses you have purchased. As long as there is an available license on the Kurzweil 3000 network engine, it is available to any client on the network.

License Management Using the USB License Key

When your organization purchases a Kurzweil 3000 for Macintosh Version 4 Network product—Kurzweil 3000 Professional Color, Kurzweil 3000 Professional Black and White, or Kurzweil 3000 LearnStation—the floating licenses for the product(s) come on a USB License Key (License Key) included with the product package.

The License Key is essentially a memory chip that you insert into a USB port on the Kurzweil 3000 network engine computer.



USB License Key

You transfer the desired number of floating licenses from the License Key to the Kurzweil 3000 network engine (this can be a good way to "ration" the licenses) and transfer them back to the License Key as necessary. See *Determining License Requirements* on page 49.

Caring for and Replacing Your USB License Key

As the USB License Key is a small object, it's easy to misplace. Each License Key comes with an identifying keychain. We strongly suggest that you use it. Also, make sure to keep the License Key in a safe and secure place at all times.

You might also want to consider limiting access to the License Key to a small group of authorized persons. Make sure to keep track of the License Key's location when circulating it through your organization. DO NOT discard the License Key before contacting Kurzweil Educational Systems

If lost, a replacement License Key is available for a fee plus \$5.00 shipping fee. To request a replacement, call Customer Service at 1-800-894-5374 or 1-781-276-0600.

When or if you need changes to your licenses, this License Key can be reloaded with the new set at no charge. Call Customer Service at the above number for details.

2 Installing the Kurzweil 3000 Network

This chapter provides detailed instructions for installing and logging on to the Kurzweil 3000 Network. It contains the following main topics:

- The Kurzweil 3000 Version 4 Product Package on page 10.
- General Steps for Network Installation on page 11.
- Network Engine and Client Requirements on page 18.
- Installing the Kurzweil 3000 Engine and Product Licenses on page 14.
- The Kurzweil 3000 Network Folder on page 21.
- Installing Kurzweil 3000 on Client Computers on page 22.
- Installing the Cepstral Speaking Voices on page 26.
- Installing and Configuring the Firefox Browser on page 27
- What's Next? on page 30.

The Kurzweil 3000 Version 4 Product Package

The Kurzweil 3000 Version 4 Network product package includes:

 Kurzweil 3000 Version 4 Network CD-ROM. The CD-ROM includes the following files and folders:

Kurzweil 3000 Administrator software

Kurzweil 3000 Client software.

Read Me file.

A text file that contains last minute information about Kurzweil 3000 that didn't make it into the documentation.

Extras folder, which contains:

Cepstral folder.

Contains installer for high-quality speaking voices from Cepstral®.

Read the Web folder.

Contains the Mozilla Firefox Web browser version 1.0.7, and the Kurzweil 3000 Read the Web extension.

Sample Files folder.

Contains documents that you can use to try out Kurzweil 3000.

Documentation folder.

Contains PDF versions of the *Kurzweil 3000 for Macintosh Network Installation and Administration Guide*, and the *Kurzweil 3000 for Macintosh Quick Reference Guide*.

 One or more Kurzweil 3000 USB License Keys containing the licenses for the Kurzweil 3000 product types your organization purchased.

General Steps for Network Installation

There are four general steps to setting up a Kurzweil 3000 Network. They should be performed in the following sequence:

1. Make sure that the computer that is going to act as the Kurzweil 3000 Network Engine is accessible over the network, and that it is running Macintosh Version 10.4 (Tiger) to 10.6 (Snow Leopard).

Note: You do not have to install the Kurzweil 3000 Network Engine on the same computer as your primary Local Area Network (LAN) server software. The Network Engine should be installed on a Macintosh that is up and running at all times for users to access it. Also, the Network Engine machine should be in a location that is physically inaccessible to all but administrative personnel.

- Install the Kurzweil 3000 Network Engine software. For more information, see *Installing the Kurzweil 3000 Engine and Product Licenses* on page 14.
- 3. Install Kurzweil 3000 licences.
- **4.** Install the Kurzweil 3000 client software on each computer on which you want to run Kurzweil 3000. For more information, see *Installing Kurzweil* 3000 on Client Computers on page 22.
- **5.** Install the **Cepstral** speaking voices.
- **6.** Install and configure the **Mozilla Firefox** browser.

Note: It is recommended that a person with networking experience install the Kurzweil 3000 Network.

Network Engine and Client Requirements

This section details the minimum hardware and software requirements for a Macintosh running the Kurzweil 3000 Network Engine, client, and Administrator software.

Network Engine Requirements

- A Macintosh with a minimum of a G3 processor* that is running Mac OS X version 10.4 to 10.6.
- Minimum of 128 MB of RAM.
- Minimum 5 MB of hard disk space.

Client Requirements

- A Macintosh with a minimum of a G3 processor* that is running Mac OS X version 10.4 to 10.6
- 128MB RAM. (512MB RAM for Cepstral voices.)
- Minimum 300MB of hard disk space available. (500MB for Cepstral voices.)
- QuickTime 7.1.3 or later, free download from www.apple.com.
- Kurzweil Educational Systems, Inc. approved and tested, TWAIN-compatible scanner (if using Kurzweil 3000 Professional on a client computer). You may download a list of compatible scanners from http://www.kurzweiledu.com/downloads.asp or call Kurzweil Technical Support: 800-894-5374.

Kurzweil 3000 Administrator

- A Macintosh with a minimum of a G3 processor* that is running Mac OS X version 10.4 to 10.6
- 128MB of RAM
- Minimum of 10MB of hard disk space available.
- USB port.

^{* &}quot;Beige" Macintosh G3's are not compatible with Kurzweil 3000.

Installing the Kurzweil 3000 Engine and Product Licenses

This section provides details on using the Administrator to install and configure the Kurzweil 3000 network engine, and to transfer Kurzweil 3000 product licences to the network engine from the USB License Key.

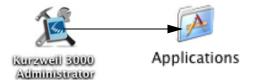
Designating the Kurzweil 3000 Network Engine

Any Macintosh (running Mac OS X 10.4 to 10.6) on your network can be a Kurzweil 3000 network engine; you just have to install the Kurzweil 3000 network engine software on it, and keep it up and running, and connected to the LAN.

Note: You may also have multiple Kurzweil 3000 Network network engine computers, each one serving different clusters of Kurzweil 3000 clients.

Installing the Network Engine Software and Licenses

- Place the Kurzweil 3000 Version 4 Network CD-ROM into the CD-ROM drive.
- **2.** Copy the **Kurzweil 3000 Administrator** to the **Applications** folder (recommended) or to another preferred location on the Macintosh.



- 3. Remove the Kurzweil 3000 Network CD.
- 4. Double-click the **Kurzweil 3000 Administrator** icon.
- **5.** Accept the License agreement.

The Kurzweil 3000 Administrator launches. A message appears, asking you whether you want to install the Kurzweil 3000 network engine software.

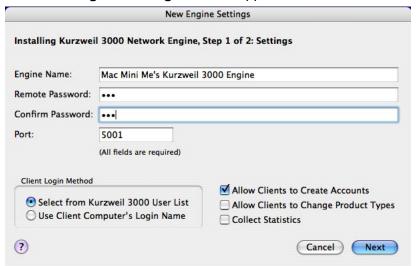
6. Click Install.

The **Authenticate** window appears.

- 7. Depending on the account privileges of the currently logged in Macintosh user, you need to provide the following information:
 - If the Macintosh account that you are currently logged in under does not have Admin privileges, you are prompted to enter both the User Name and Password for an account that does have Admin privileges.
 - If you are currently logged in to the Macintosh under an account that has Admin privileges, the User Name is already displayed, simply enter the Password for the current account.

8. Click OK.

The **New Engine Settings** window appears.



9. Enter the following information:

Engine Name: By default, the Network Engine name is the Macintosh name with *Kurzweil 3000 Engine* appended. So, if the name of the Macintosh is *Jerry'sMac* the Engine name is *Jerry'sMac Kurzweil 3000 Engine*. If you don't like this name, enter a new name.

Remote Password: Enter a password for the Kurzweil 3000 Engine. The password is case-sensitive. The password is required when you want to administer an Engine that is installed on a Macintosh other than the one from which you are running the Administrator.

Port: By default, the Kurzweil 3000 Engine uses port 5001. In some cases this port assignment might conflict with another application. Initially, leave the port at 5001. If you encounter problems with the Engine you can change the port assignment.

Client Login Method: The options in this area determine how Kurzweil 3000 Network accounts are created and how users access Kurzweil 3000 Network from client machines.

Choose **Use Client Computer's Login Name** to direct Kurzweil 3000 to create accounts based on Macintosh account User Names. With this option, users are automatically logged on to the Kurzweil 3000 Network. When a new user tries to access Kurzweil 3000, the Engine automatically creates a new account (if the **Allow Clients to Create New Accounts** option is enabled). This selection is recommended in situations where each user has a unique Macintosh account.

or

Choose **Select from Kurzweil 3000 User List** (the default) to direct Kurzweil 3000 to prompt users for a User Name when they start Kurzweil 3000 on a client computer. If a user is not currently on the **User Name** list displayed in the **Log On** window, he or she enters a new name, and the Engine creates a new account (if the **Allow Clients to Create New Accounts** option is enabled).

This selection is recommended in situations where individual users do

not have unique Macintosh accounts, but instead all log on to the Macintosh under a single account, for example, **2ndPeriodStudents**.

Notes:

- If you want to change the default for this option, the best time to do it is now when you are installing the Kurzweil 3000 Network Engine software.
- For either of the Client Login Method options, you can disable automatic/manual account creation by deselecting Allow Clients to Create New Accounts. This may be preferable in situations where there are a limited number of licenses available. In this case you would create accounts using the Administrator's Add User function.
- If you deselect Allow Clients to Create New Accounts, and you select Use Client Computer's Login Name in the Client Login Method area, you must create accounts with the Administrator using each user's Macintosh account user name. See Adding User Accounts on page 41.

Allow Clients to Create Accounts: Select to allow the creation of new user accounts from any Kurzweil 3000 client computer. This option is enabled by default.

Allow Clients to Change Product Types: Select to allow users to choose the product type (Kurzweil 3000 Professional Color or Black & White, or Kurzweil 3000 LearnStation) that he or she wants to use when logging in to a Kurzweil 3000 client computer.

If this option is disabled, users cannot change the product type from its current selection.

Note: The ability to run a specific Kurzweil 3000 product depends on the current availability of a license for the selected product.

Collect Statistics: Select to direct the Engine to track and save each users interaction with Kurzweil 3000 to a log file. The log file is named **EventLog.log** and it is stored in the Kurzweil 3000 Network folder. See *The Kurzweil 3000 Network Folder* on page 21.

For more information see Collecting User Statistics on page 56.

10. Click Next.

The **Transfer** [licenses] window appears.

- **11.** Insert the **License Key** into a USB port on the Macintosh.
- 12. Enter the number of licenses for each product that you want to install on this Engine, and click **Transfer**. Click **Transfer All** to move all of the licenses on the License Key to the Engine. Click **Transfer None** to install and start the Engine, and display the Administrator window without installing any licenses.



The Administrator transfers the licenses to the Engine computer, starts the Engine, and then displays the Administrator window.



The Administrator shows one user — **Administrator** — logged in, and the number of licenses installed for each product type.

For more information about the Administrator's features and functions, see *Using the Kurzweil 3000 Administrator* on page 37.

13. Remove the **License Key** and return it to a safe and secure place.

Important Note: Keep the Kurzweil 3000 Network Engine computer turned on and connected to the LAN at all times. Also, to ensure against losing the connection between the Engine and clients, do the following:

To set the Energy Saver Preference:

- **1.** On the Engine computer, select **System Preferences** from the Apple menu.
- 2. Click Energy Saver.
- 3. Click Sleep.
- 4. Set the Put the computer to sleep when it is active for slider to Never.
- 5. Optionally, you might also want to deselect the **Put the hard disk(s) to sleep when possible** checkbox, as this will improve the response time of communications between the Engine and clients.
- **6.** Lock the **Energy Saver** preferences panel, so that these settings are not changed by accident.

The Kurzweil 3000 Network Folder

As part of the Kurzweil 3000 Network Engine installation, the Administrator creates a folder named **Kurzweil 3000 Network** on the top-level of the computer's hard drive. This folder contains various log files maintained by the Engine.

User Folders

Within **Kurzweil 3000 Network** folder there is another folder named **Users**. This folder contains a folder for each user account created on this Engine. The individual users' folders contain their personal settings file.

EventLog.log file

Among the files stored in the Kurzweil 3000 Network folder, the EventLog file is of special interest. This file keeps track of users' activities such as dictionary look ups, and changes to reading speed, and reading mode as they interact with Kurzweil 3000. See *Collecting User Statistics* on page 56.

Installing Kurzweil 3000 on Client Computers

Use the following procedures to install Kurzweil 3000 on each computer that you want to have access to a Kurzweil 3000 Engine.

To install Kurzweil 3000 on a client computer:

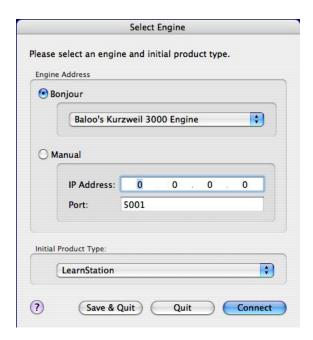
- Place the Kurzweil 3000 Version 4 Network CD-ROM into the CD-ROM drive.
- **2.** Copy the **Kurzweil 3000** application icon to the **Applications** folder (recommended) or to another preferred location on the Macintosh.



- **3.** Remove the Kurzweil 3000 Version 4 Network CD-ROM from the CD-ROM drive.
- 4. Double-click the Kurzweil 3000 application icon.

The **Select Engine** window appears.

The **Select Engine** window lets you select a Kurzweil 3000 Engine either from a list of available engines or by entering the IP Address of computer on which there is a running Kurzweil 3000 Engine installed.



5. In the Engine Address area, do one of the following:

Click the **Bonjour** button, and select the name of the Kurzweil 3000 Engine that you want this client to use from the list.

or

Click the **Manual** button, and enter the IP address of a Macintosh that is running the Kurzweil 3000 Engine that you want this client to use.

Note: The IP Address of the Engine must be a **static** as opposed to a dynamic IP Address.

To obtain the Engine's IP address, select **System Preferences** from the **Apple** menu, and click **Network**. The IP address is listed next to the **Built-in Ethernet** entry.

- **6.** In the **Initial Product Type** area, select the Kurzweil 3000 product that you want this client to use.
 - If the **Allow Clients to Change Product Types** option is deselected, users will not be able to switch between product types when they log in from a client (see page 17).
- 7. Click Save & Quit to save your configuration settings. Or, click connect to test the connection.
- **8.** Repeat this procedure on each Macintosh that you want to be a Kurzweil 3000 client.

or

To test the connection, see Verifying Client Connections on page 25.

Verifying Client Connections

To test a new client connection:

- 1. Go to a Kurzweil 3000 client computer.
- 2. Double-click the Kurzweil 3000 icon.

A message appears stating that the client is connecting to the Engine you designated during the installation procedure.

Depending on the selected Engine options, Kurzweil 3000 either starts up, or the **Log In** window appears.

3. In the **Log In** window, again depending on the selected Engine options, you will need to supply one or both of the following pieces of information:

User Name: As you are adding a new user, click **Select a User**, and select **New User**

Type a name in the **User Name** box, and click **Add**. Kurzweil 3000 adds the name to the **User Name** list, and on subsequent log ins, you can just select it.

Remember, **New User** only appears if **Allow Clients to Create Accounts** is selected in the Engine's **Settings** window.

Product Type: Choose a Kurzweil 3000 product from the **Product Type** menu.

Remember this menu only appears if **Allow Clients to Change Product Types** is selected in the Engine's **Settings** window.

4. Click Log In.

The selected Kurzweil 3000 product type launches. If you now check the Administrator, you will see this user in the **User** list.

Installing the Cepstral Speaking Voices

The Kurzweil 3000 CD-ROM contains the additional Cepstral David and Cepstral Callie English-speaking voices from Cepstral. Although it is optional, we recommend that you install these voices on each Client as they produce excellent results.

To install the voices:

- 1. Log in to the Macintosh using an **Admin** account.
- 2. Insert the Kurzweil 3000 CD-ROM into the drive.
- 3. Double-click the Extras folder.
- 4. Double-click the **Cepstral** folder.
- **5.** Double-click a Cepstral voice package.

The installer launches.

- **6.** Follow the installer prompts.
- 7. Repeat steps 4 to 6 for the second Cepstral voice package.
- **8.** When the installation has finished, restart the Macintosh.

Installing and Configuring the Firefox Browser

The Kurzweil 3000 **Read the Web** feature lets you use Kurzweil 3000 reading and lookup tools with Web browser content. If you want to use this feature, you must install the Mozilla Firefox (Firefox) Web browser version 1.0.7 or later, on each Macintosh that will run Kurzweil 3000. Currently, Kurzweil 3000 for the Macintosh only supports the Firefox Web browser.

If you do not have Firefox you can either install it from the Mozilla Web site or from the Kurzweil 3000 CD. We recommend that you install it from the Mozilla Web site, as that ensures that you get the latest version.

If you already have a supported version of Firefox on your Macintosh, go to *Installing the Kurzweil 3000 Read the Web Extension* on page 28.

Installing the Firefox Browser

If you do not have Firefox you can install it from either the Mozilla Web site or from the Kurzweil 3000 CD. We recommend that you install it from the Mozilla Web site, as that ensures that you get the latest version.

If you already have Firefox on your Macintosh, go to *Installing the Kurzweil* 3000 Read the Web Extension on page 28.

To install Firefox from the Mozilla Web site:

- **1.** Open your current Internet browser.
- 2. Type in the URL for the Firefox download page http://www.getfirefox.com.
- 3. Click the Free Download link.

The download starts.

- 4. In the window that appears, click Continue.
- **5.** When the download is complete, copy the Firefox application icon from the Firefox disk image on your Desktop to the desired location on your Macintosh, for example, the **Applications** folder.

Now go to Installing the Kurzweil 3000 Read the Web Extension on page 28.

To install Firefox from the Kurzweil 3000 product CD:

- 1. Insert the **Kurzweil 3000** CD into the CD drive.
- 2. Double-click the Extras folder.
- 3. Double-click the **Read the Web** folder.
- **4.** Drag the **Firefox** application icon to the desired location on your Macintosh.

Now go to Installing the Kurzweil 3000 Read the Web Extension on page 28.

Installing the Kurzweil 3000 Read the Web Extension

The **Kurzweil 3000 Read the Web** extension enables the **Read the Web** feature to work with Firefox.

To install the extension:

- 1. Log in to the Macintosh using an Admin account.
- 2. Launch Firefox.

If this is the very first time you have ever run Firefox, you are asked some questions related to making Firefox your default system browser. How you answer these questions has no effect on the functionality of the Read the Web feature.

- 3. Insert the Kurzweil 3000 CD into the CD drive.
- 4. Double-click the Extras folder.
- 5. Double click the **Read the Web** folder.
- **6.** Drag the **Kurzweil 3000 Read the Web** Extension file onto a Firefox window.

The **Extension Installer** window opens, prompting you to install the extension.

- 7. Click Install Now.
- 8. Close the Extensions window.

9. Restart.

10. Restart and **Quit** Firefox again to complete the installation of the extension.

Updating Firefox and Kurzweil 3000 Read the Web

As with most applications, Firefox is updated from time to time. If you update Firefox, you might also need to update the **Kurzweil 3000 Read the Web** extension. However, even if you don't need to update the extension, you must still perform the following update procedure for the new version of Firefox

To update Firefox for use with Read the Web:

- 1. Log in to the Macintosh using an **Admin** account.
- 2. Install the new version of **Firefox**.
- 3. Launch Firefox.
- **4.** From the **Tools** menu, choose **Extensions**.
- **5.** In the **Extensions** window, select the extension.
- 6. Click Uninstall.
- 7. Quit and restart Firefox. Then Quit it again.
- 8. Start Kurzweil 3000.
- 9. From the Kurzweil 3000 menu choose Check for Updates.
 - Determine whether or not there is a new version of the extension. The updated extension might either be part of a general Kurzweil 3000 patch or as a specific Kurzweil 3000 Read the Web update.
- **10.** If *there is* an update available, download it, and then launch Firefox. Then perform steps **6-10** as detailed in the procedure *Installing the Kurzweil* 3000 Read the Web Extension on page 28.

If *there isn't* an update, perform the entire Kurzweil 3000 Read the Web extension installation procedure detailed on page 28.

What's Next?

After you have installed the Kurzweil 3000 Network Engine and clients, and verified that you can access the Engine from the clients, go to *Administering the Kurzweil 3000 Network* on page 33 for information about using the Kurzweil 3000 Administrator.

Uninstalling the Kurzweil 3000 Network

If you ever have to uninstall the Kurzweil 3000 for Macintosh Network software, use the following procedure:

- 1. On each Client computer, **Quit** Kurzweil 3000, then drag and drop the **Kurzweil 3000** application icon into the **Trash**.
- 2. On the computer on which the Engine is installed, run the Administrator, and uninstall the Engine following the instructions in *Uninstalling an Engine* on page 59.
- 3. Quit Kurzweil 3000 Administrator, then drag and drop the Kurzweil 3000 Administrator icon into the Trash.

3 Administering the Kurzweil 3000 Network

In a Kurzweil 3000 Network, you perform administration tasks using the Kurzweil 3000 Engine Administrator (Administrator).

The information in this chapter is arranged into the following main topics:

- About the Kurzweil 3000 Administrator on page 34.
- Starting the Administrator on page 35.
- Using the Kurzweil 3000 Administrator on page 37.
- Determining License Requirements on page 49.
- Uninstalling an Engine on page 59.

About the Kurzweil 3000 Administrator

The Administrator is a tool that lets you accomplish Kurzweil 3000 Network administration, and license management tasks.

Administrator Quick Facts:

- You can install and run the Administrator on any Macintosh running Mac OS X 10.4 to 10.6.
- A Kurzweil 3000 Engine does not have to be installed on the same Macintosh as the Administrator. This allows you to install the Engine in a secure location, and still have the ability to administer it.
- You can use the Administrator to administer a Kurzweil 3000 Engine on the computer that the Administrator is installed on (local computer), or on Kurzweil 3000 Engines that are installed on other computers (remote computers).

Starting the Administrator

This section details starting the Administrator. It covers starting up the Administrator to administer both local and remote Engines.

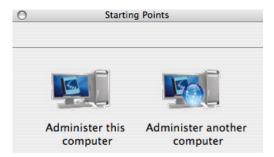
To start the Administrator:

1. Double-click the Kurzweil 3000 Administrator icon.



If the Macintosh from which you are running the Administrator does not have an Engine installed, *and* this is the first time you are running the Administrator on this Macintosh, you are prompted to install an Engine. This is optional. If you don't want to install an Engine click **No** to proceed. If you want to install an Engine, see *Installing the Kurzweil 3000 Engine and Product Licenses* on page 14.

The **Starting Points** window appears. It contains two options.



2. Click the appropriate Administration option.

If you choose **Administer this computer**, the Administrator window appears, displaying information for this Engine. See *Using the Kurzweil 3000 Administrator* on page 37, for information about Administrator features and functions.

Note: If there is no Engine installed on the local computer, the **Administer this computer** option is unavailable.

If you choose **Administer another computer**, go to the next step.

- 3. In the **Choose Engine** window, choose the Engine you want to administer from the **Bonjour** menu. If the Engine you want to administer is on a different subnet, it will not appear on the **Rendezvous** menu. Click the **Manual** button, and type in the IP address of the remote Engine.
- 4. Click Connect.
- **5.** In the **Kurzweil 3000 Engine Password** window, type the password that you chose during the initial installation and setup of this Engine.

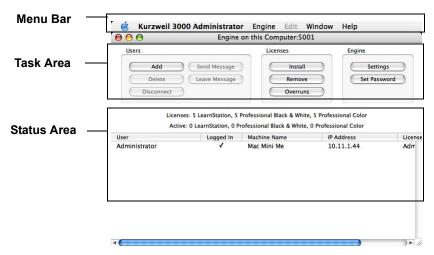
Note: If you forget the password for a remote Engine, you cannot administer it from another computer. You must administer it locally from the computer on which it is installed.

6. Click OK.

The Administrator launches. See *Using the Kurzweil 3000 Administrator* on page 37, for information about Administrator features and functions.

Using the Kurzweil 3000 Administrator

The Administrator window consists of the following functional areas: **Menu Bar, Task area**, and the **Status area**.



- The Menu Bar includes the Administrator, Engine, Edit, Window, and Help menus. See The Administrator Menus on page 38.
- The Task Area provides access to all of the Administrators network and license management functions. This area also displays the number of licenses for each product type that are currently installed on the Engine.
- The Status Area lists the number of licenses for each product type that
 are installed on the Engine, and how many of those licences are in use.
 The lower part of the Status area lists each user account name, its
 current login status, the name of the Macintosh that it is logged in from, its
 IP address, and the product type it is using.

The Administrator Menus

The Engine Administrator has four menus:

The **Kurzweil 3000 Administrator** menu contains the following items:

- About Kurzweil 3000 Administrator. Select to display information about the version of the Administrator you are using, as well as useful telephone numbers for contacting Kurzweil Educational Systems.
- Register Through Web Site. Select to connect to an area of the Kurzweil Educational Systems web site where you can register your Kurzweil 3000 Network product. It is highly recommended that you register so that we can keep you informed about product updates.
- Quit Administrator. Select to close the Administrator.

The **Engine** menu contains the following items:

- **Remove/Install Engine** on this computer. Select to remove or install an Engine on the local computer. See *Uninstalling an Engine* on page 59.
- Close. Closes an Administrator window.
- Administer the Engine on this or another computer. Select to open another Administrator window to administer a different (local or remote) Kurzweil 3000 Engine. See Starting the Administrator on page 35.

The Window items are: Minimize, Zoom, Cycle through Window and Bring All to Front.

The **Edit** menu is unavailable and not used by the Administrator.

The **Help** menu contains the following items:

- Administrator Help. Select to open Online Help.
- Send Email to Technical Support
- Kurzweil Educational Systems Web Site
- Kurzweil 3000 for Macintosh Web Site
- Kurzweil 3000 for Macintosh Current Version. Connect to the product download site to check for downloadable updates.

The Administrator Status Area

The Status area displays the following information:

- Number of licenses installed on the Engine, the product type, and how many are being used.
- User name of each person assigned to this Engine.
- · Login status of each user.
- Machine name and/or the IP address of each logged in user.
- License type each logged in user is using.

The Administrator User

The Administrator user always appears as logged on, enabling you to perform system administration tasks. You cannot disconnect or delete the Kurzweil 3000 Administrator.

Note: The person(s) designated to administer the Kurzweil 3000 Network must have access to a Macintosh account with Admin privileges for performing such tasks as installing and uninstalling licences.

The Administrator Task Area

The Administrator Task area provides the following functions to help you manage your network and licenses:

User Management and Engine Functions				
Function	Use to	See		
Add	Add user accounts to the current Engine.	Adding User Accounts on page 41.		
Delete	Delete user accounts from the current Engine.	Deleting Users from an Engine on page 47.		
Disconnect	Disconnect users from the current Engine.	Disconnecting Users from an Engine on page 45.		
Send Message	Send a message to selected users who are currently logged on to the network.	Sending and Leaving Messages on page 44.		
Leave Message	Send a message to selected users that they will not see until the next time they log in.	Leaving Messages on page 50.		
Settings	Display and edit Engine settings.	Changing Engine Settings on page 50.		
Set Password	Change the password that permits administration of a remote Engine.	Changing the Remote Password on page 58		
License Management Functions				
Function	Use to	See		
Install	Transfer licenses from a USB License Key to a Kurzweil 3000 Engine.	Uninstalling an Engine on page 59.		
Remove	Transfer licenses from a Kurzweil 3000 Engine to a USB License Key.	Uninstalling an Engine on page 59.		
Overruns	Displays license usage.	Determining License Requirements on page 49.		

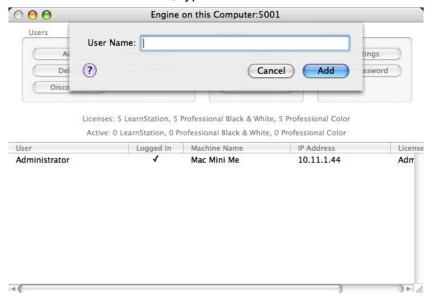
Adding User Accounts

Depending on the status of the **Allow Clients to Create Accounts** option, adding user accounts with the Administrator will either be optional or required. If the option is selected (the default), new users can create accounts the first time they start Kurzweil 3000 on a client computer (see page 42). If the option is deselected, you must add new accounts using the Administrator before users can log in for the first time.

Note: You can only delete users with the Administrator.

To add a new user with the Administrator:

- 1. Start the **Administrator** and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Add.
- 3. In the Add User window, type the new user's name.



Valid user names can consist of the characters Aa-Zz, 0-9, hyphen (-), and (space).

If the **Use Client Computer's Login Name** option is selected in the **Settings** window, you must use the user's Macintosh account user name. However, you still must follow the character restrictions listed above.

4. Click Add.

The Administrator creates the account, and adds the new user's name to the **Users** column in the **Administrator** window.

To add a user from a client computer:

1. Double-click the Kurzweil 3000 icon.

Depending upon the selected Engine options, one of the following happens:

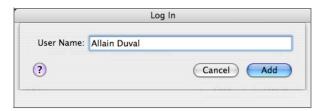
- A preselected version of Kurzweil 3000 starts up.
 - In this case, the **Use Client Computer's Login Name** option is selected causing the Engine to create a new account, based on the current Macintosh account's user name. The **Allow Clients to Change Product Types** option is deselected causing the Engine to launch the Kurzweil 3000 product type that was selected during the client installation. See *Installing Kurzweil 3000 on Client Computers* on page 22.
- The **Log In** window appears, displaying the **User Name** menu.

Note: The **Log In** window might also display the **Product Type** menu if the **Allow Clients to Change Product Types** option is selected. See *Installing Kurzweil 3000 on Client Computers* on page 22.

2. If the Log In window appears, select New User from the User Name menu.

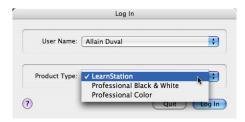
The **User Name** window appears.

3. Type the desired user name.



Valid user names can consist of the characters Aa-Zz, 0-9, hyphen (-), and (space).

- **4.** Click **Add** to add the new name, and close the sheet.
- **5.** If the **Product Type** menu is available, select a Kurzweil 3000 product type.



6. Click Log In.

Kurzweil 3000 starts up, and the new user name will appear on the **User Name** menu the next time you launch Kurzweil 3000.

Sending and Leaving Messages

To send a message:

The Send Message feature allows you to send a message to any user who is currently logged on to the network.

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the **Administrator** window, select the names of currently logged in users to whom you want to send a message. To select multiple users, hold down the **Command** key, and click the desired names.
- 3. In the Users area, click Send Message.
- **4.** In the **Message** window, type your message, then click **Send**.

The message appears on the display of each recipient's computer.

To leave a message:

The Leave Message feature allows you to leave messages for selected users, whether they are currently logged on to the network or not.

Message recipients receive the message the next time they log on to the network. The message appears on each recipient's computer monitor.

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the **Administrator** window, select the names of currently logged in users to whom you want to send a message. To select multiple users, hold down the **Command** key, and click the desired names.
- 3. In the User's area, click Leave Message.
- **4.** In the **Message** window, type your message, then click **Send**.

Disconnecting Users from an Engine

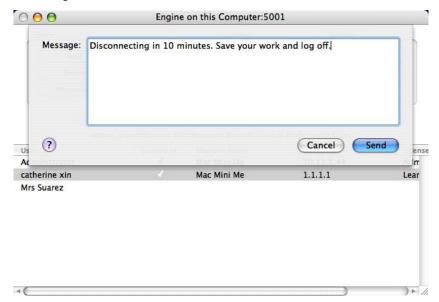
You must disconnect a user before you can delete their account, or when you want to transfer a license that is currently in use back to a USB License Key. You might also want to disconnect users when you have to do maintenance on software or hardware that is located on the same computer as the Kurzweil 3000 Network Engine.

To disconnect users from an Engine:

- 1. Start the **Administrator** and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the **Administrator** window, select the names of the currently logged in users that you want to disconnect from the Engine. To select multiple users, hold down the **Command** key, and click the desired names.
- 3. Click Disconnect.

The **Message** window appears.

4. Type a message informing the selected users why they have been disconnected. They can save any work on which they are currently working. All other Kurzweil 3000 functions are now unavailable.



If you do not type a message and you just click **Send**, users receive a standard disconnect message.

5. Click Send.

Deleting Users from an Engine

Deleting a user from an Engine deletes their account and their personal preference settings, both of which are stored on the Kurzweil 3000 Network Engine computer. No other files are deleted or altered. See *The Kurzweil* 3000 Network Folder on page 21.

To delete a user from an Engine:

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the **Administrator** window, disconnect any user that you want to delete from the Engine. See *Disconnecting Users from an Engine* on page 45.
- Select the names of the users that you want to delete from the Engine. To select multiple users, hold down the Command key, and click the desired names.
- 4. Click Delete.

Installing and Uninstalling Licenses

Use the following procedures to transfer additional licenses to an Engine from a USB License Key, and to move licenses back to a USB License Key from an Engine.

To transfer licenses to an Engine:

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Install.

The Transfer licenses to Engine sheet appears.

- 3. Insert the USB License Key into a USB port on the computer.
- **4.** Enter the number of licenses for each product that you want to install on this Engine, and click **Transfer**.

The Administrator transfers the specified licenses to the Engine.

5. Remove the **License Key** and return it to a safe and secure place.

To transfer licenses back to a USB License Key:

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Remove.

The Transfer licenses from Engine sheet appears.

- 3. Insert the **USB License Key** into a USB port on the computer.
- **4.** Enter the number of licenses for each product that you want to move back to the USB License Key, and click **Transfer**.

The Administrator transfers the specified licenses to the USB License Key.

5. Remove the License Key and return it to a safe and secure place.

Determining License Requirements

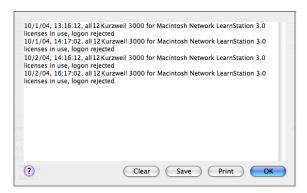
You may want to check on your license usage in the following situations to help you determine if and when your organization needs to purchase additional licenses:

- When users begin to receive a message indicating that a license type is not available.
- When you launch the Kurzweil 3000 Administrator and the Overrun window appears.

To determine license usage and requirements:

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the **Administrator** window, click **Overruns**.

The **License Overruns** window appears, displaying overrun information.



In the above example, you can see that there was a shortage of Kurzweil 3000 LearnStation licenses on October 1st and 2nd between the hours of 1:16 and 2:16 PM. If this overrun condition persists, you might consider either adding licenses (if you have them), moving licenses from another, less used, Engine, or purchasing additional LearnStation licenses.

3. Click **Print** to print a copy of the report, **Save**, to save a copy of the report to a file, or **Clear**, to clear the overrun report.

Changing Engine Settings

The **Engine Settings** window enables you to determine the following settings:

- Engine Name. See Changing the Engine Name on page 51.
- Port. See Changing the Port Assignment on page 52.
- Client Login Method. See Changing the Client Login Method on page 52.
- Allow Clients to Create Accounts. See Changing the Account Creation from Clients Option on page 54.
- Allow Clients to Change Product Types. See Changing the Product Type Selection from Clients Option on page 55.
- Collect Statistics. See Collecting User Statistics on page 56.
- Set Password. See Changing the Remote Password on page 58.

Changing the Engine Name

When you initially install a Kurzweil 3000 Engine, an Engine Name is assigned. The name can be either the default name, which is automatically derived from the name of the Macintosh on which the Engine is installed, or a more preferred name which you entered manually.

The effect of changing the Engine Name is that you will need to reselect the new Engine Name on client computers.

To change the Engine Name:

- 1. Start the **Administrator** and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Settings.
- 3. In the **Settings** window, type a new name into the **Engine Name** text box.



- 4. Click **OK** to close the **Settings** window.
- **5.** Go to each Kurzweil 3000 client computer and startup Kurzweil 3000. When the **Set Engine** window appears, select the new Engine name from the **Rendezyous** menu.

Changing the Port Assignment

By default the Kurzweil 3000 Engine uses port 5001 to communicate with its clients. In some instances, you might have another software application on the Engine computer that also uses this port, and this may cause erratic operation. If you think you have a problem with the port assignment, please contact Kurzweil 3000 Technical Support for assistance, at 1-800-894-5374.

Changing the Client Login Method

The Client Login Method setting determines how Kurzweil 3000 Network accounts are created and how users access Kurzweil 3000 Network from client machines.

By default, the **Select from Kurzweil 3000 User List** is selected. This method causes Kurzweil 3000 clients to display the **Log In** window each time the application starts up. Users then select their name from the **Users** menu.

This selection is recommended in situations where individual users do not have unique Macintosh accounts, but instead all log on to the Macintosh under a single account, for example, **2ndPeriodStudents**.

New users can be added using the Administrator's **Add** command, and, if the **Allow Clients to Create Accounts** option is selected, from client computers.

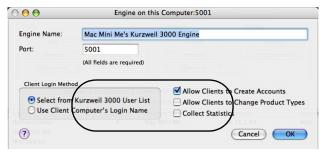
If you select **Use Client Computer's Login**, the Engine creates accounts based on Macintosh account User Names. With this option, users are automatically logged on to the Kurzweil 3000 Network.

When a new user tries to access Kurzweil 3000, the Engine automatically creates a new account, if **Allow Clients to Create Accounts** option is selected

If the **Allow Clients to Create Accounts** option is deselected, you must enter each user's Macintosh account name using the Administrator's **Add** command. This selection is recommended in situations where each user has a unique Macintosh account.

To change the Client Login Method:

- **1.** Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Settings.
- **3.** In the **Client Login Method** area of the **Settings** window, select the desired option.



Changing the Account Creation from Clients Option

By default, users are allowed to create new accounts from client computers. You might want to disable this feature if you want to have more control over how and when accounts are created.

To change the Allow Clients to Create Accounts:

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Settings.
- 3. In the Settings window, deselect/select Allow Clients to Create Accounts as desired.



Changing the Product Type Selection from Clients Option

By default, the **Allow Clients to Change Product Types** option is deselected, which causes client computers to use the product type (Kurzweil 3000 Professional Color or Black & White, or Kurzweil 3000 LearnStation) that was specified during the client's installation. If this option is disabled, users cannot change the product type from its current selection.

When you select this option, each user can select the product type that he or she wants to use when logging in to a Kurzweil 3000 client computer.

You might want to disable this option if your site has a limited number of Kurzweil 3000 Professional licenses and you want to ensure their availability to specific clients machines, most likely ones that have a scanner attached.

Note: The ability to run a specific Kurzweil 3000 product depends on the current availability of a license for the selected product.

To change the Allow Clients to Create Accounts:

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Settings.
- 3. In the **Settings** window, select/deselect **Allow Clients to Change Product Types** as desired.



Collecting User Statistics

You can record each network user's interactions with Kurzweil 3000. These user statistics are saved to a tab-delimited text file named **EventLog.log**, which is stored in the **Kurzweil 3000 Network folder**.

To collect user statistics:

- 1. Start the **Administrator**, and choose an Administration option from the **Starting Points** window. See *Starting the Administrator* on page 35.
- 2. In the Administrator window, click Settings.
- 3. In the Settings window, select Collect Statistics.



The Eventlog file

The Engine records each user action, such as changing Reading Speed, Mode, and Unit, word lookups, and spell checking as a single line (event) in the Eventlog file. Actions are identified by a three-digit code. Each code is followed by a variable appropriate to the action. For more information, see *Appendix A, Event Log Action Codes*.

Each event provides the following information:

Date | Time | User's Computer | User Name | Action Code | Action Related Variable

10/4/04	15:46:58 TViMac	Griffin Thomas	101	
10/4/04	15:46:58 TViMac	Griffin Thomas	318	Griffin Thomas
10/4/04	15:47:37 TViMac	Griffin Thomas	300	Panther:Users:Shared:Sample Files:Social Studies:
History	Textbook.kes			
10/4/04	15:48:20 TViMac	Griffin Thomas	305	History Textbook.kes
10/4/04	15:58:30 TViMac	Griffin Thomas	306	History Textbook.kes
10/4/04	15:58:32 TViMac	Griffin Thomas	307	Isolation
10/4/04	15:58:35 TViMac	Griffin Thomas	308	Isolation
10/4/04	15:59:38 TViMac	Griffin Thomas	319	Griffin Thomas

For example, in the above Eventlog fragment:

A user named Griffin Thomas logged in (318),

Opened a document (300) named History textbook.kes.

Began to read (305) History textbook.kes.

Read for about ten minutes.

Stopped reading (306).

Looked up the definition (307) of the word Isolation.

Looked up the synonyms (308) for the word **Isolation**.

Logged Out (319).

Keep in mind, that in an actual Event log that is tracking numerous users, you would not see a contiguous series of events as shown in the above example. Rather the log file records each event as it happens, so that you would see a more complex (and a bit harder to interpret) ordering.

As the Event log is formatted using standard tab-delimiting, you can import it into most databases (including the database included with Kurzweil 3000 for Windows), where you can reformat the information and produce more concise activity reports, based on criteria of your choosing.

Changing the Remote Password

A password is required when you want to administer an Engine that resides on remote computer.

To change the remote password:

- **1.** Go to the computer on which the Engine whose password you want to change resides.
- 2. Start the Administrator.
- 3. In the Administrator window, click Set Password.
- **4.** In the **Set Password** window, type the new password, and then re-type it.

Uninstalling an Engine

Use the following procedure to uninstall a Kurzweil 3000 Engine.

You must run the Administrator on the computer on which the Engine is installed. You cannot uninstall an Engine that is installed on another computer.

You must also have the USB License Key available in order to complete this procedure.

Uninstalling the Engine software does not remove the **Kurzweil 3000 Network** folder, as some of its contents, such as the **EventLog** file, and the **User** folder's files may be of continuing use to you. For example, if you are uninstalling the Engine as a troubleshooting procedure, and plan to reinstall it immediately, you will probably want to keep all of the **User** folder's information intact. See *The Kurzweil 3000 Network Folder* on page 21.

Also, when you uninstall the Engine, the **USB License Key drivers** are not removed from the Engine computer. If you intend to reinstall the Engine on this computer, this is not an issue. If you want to uninstall the drivers, see *Appendix B, Removing the USB License Key Drivers*.

To uninstall the Engine software:

- 1. Start the **Administrator** and choose **Administer this computer** from the **Starting Points** window. See *Starting the Administrator* on page 35.
- **2.** Disconnect any users that are currently logged on to the Engine. See *Disconnecting Users from an Engine* on page 45.
- 3. Insert the License Key into a USB port.
- Select Remove Engine from this Computer from the Engine menu.
 An Authenticate window appears.
- **5.** Enter the **Name** and/or **Password** for a Macintosh account with Admin privileges.
- 6. Click OK.

The Administrator removes the Engine, and the message **Lost Connection to Engine** is displayed.

A Event Log Action Codes

The following table lists action codes together with their associated Kurzweil 3000 actions as they appear in the EventLog.log file. For more information, see *Collecting User Statistics* on page 56.

Action Code	Action
300	Open File
302	Save File
303	Close File
304	Scan Page
305	Start Reading
306	Stop Reading
307	Definition
308	Synonyms
309	Syllables
310	Spell Word
311	Spell Check
312	Word Prediction Enabled
313	Word Prediction Disabled

314	Reading Speed Changed
315	Reading Mode Changed
316	Reading Unit Changed
318	Login
319	Logout
323	New Text File
324	New Image File
325	Save As File
326	Definition Not Found
328	Synonym Not Found
329	Replace Spelling Error
330	Skip Spelling Error
331	Spelling Error No Suggestions
337	Insert Word from Word Prediction
338	Insert Word from Word Prediction that is also on a Vocabulary List

B Removing the USB License Key Drivers

Whenever you install a Kurzweil 3000 Network Engine, you also install Aladdin Knowledge Systems HASP 4 driver software. This software enables the Administrator to transfer licenses to and from the USB License key. Without the drivers, the Administrator cannot access the license key.

The drivers are also installed when you use the Administrator on a computer that does not have an Engine installed, to transfer licenses to or from a remote Engine.

When you uninstall an Engine, the driver software is not removed. This is intentional, as you might have other software that uses these drivers, and removing them could make that software inoperable. So, if you have other software that uses a USB key, you should determine whether it also uses HASP 4 drivers before uninstalling the drivers.

While there is no harm in leaving the drivers installed, you still might want to uninstall them in accordance with routine maintenance procedures.

If you do uninstall the drivers and find that you actually did need them, for another application, you will need the proper installer program to reinstall them. You can either refer to the other application's documentation, for information on reinstalling the drivers, or you can go to the Aladdin Knowledge Systems Website (http://www.aks.com) and download the latest installer.

The following script uninstalls the USB license drivers and saves them in a folder named **AladdinBackup** in the home directory. As detailed previously, to reinstall the drivers, you must have an installer.

To uninstall the license key drivers:

- 1. Open a Terminal window.
- **2.** Run the following script.

```
dpid=$(ps axh | grep aksusbd | sed 's/ *\(.*\)/\1/' | cut -f1 -d\ | head -1)

if [ -n "$dpid" ]; then

sudo kill $dpid

fi

mkdir AladdinBackup

sudo my /usr/libexec/aksusbd /System/Library/StartupItems/Aladdin/
```

sudo mv /usr/libexec/aksusbd /System/Library/StartupItems/Aladdin/ AladdinBackup

Index

A	adding new users from 42
accounts, adding 41	blocking user creation from 44
adding	hardware and software
accounts 41	requirements 12
users from Administrator 41	installing 11, 22
users from Client 42	software 10
users from the Engine 22	testing network connection 25
Administrator	Client Login Method option 16
adding new users from 41	Collect Statistics option 17
Admininstrator account 39	compatible scanners 12
Administrator User 39	connection broken 19
menus 38	connection, testing 25
Quick Facts 34	
required account privileges 39	D
Status area 39	deleting
window 37	personal preferences 47
Allow Clients to Change Product Types	users 47
option 17	determining
Allow Clients to Create Accounts option	license requirements 49
17	license usage 49
Applications folder 14	disconnecting users 45
authentication, and account privileges account privileges 15	documentation, PDF 10
. •	E
В	Energy Saver 20
blocking user creation from clients 44	Engine
broken connection 19	basic layout 4
	deleting users from 47
C	designating 14
Cepstral voices 26	disconnecting users from 45
folder 10	ensuring connection using Energy
Client	Saver System Preference

19	Н
hardware and software	hardware and software requirements
requirements 12	Client 12
installing 14	Network Engine 12
sending messages from 44	Help menu 38
transferring licenses to 48	
uninstalling 59	1
Engine Name option 16	installing
Engine options 16	additional licenses 48
Allow Clients to Change Product	Cepstral voices 26
Types 17	Client software 11
Allow Clients to Create Accounts 17	client software 22
Collect Statistics 17	Firefox Web browser 27
Engine Name 16	Kurzweil 3000 Network 9
Event Log 17	Kurzweil 3000 on Client computers
Remote Password 16	22
Select from Kurzweil 3000 User List	Kurzweil 3000 Read the Web
16	extension for Firefox 28
Use Client Computer's Login Name	Network Engine 14
16	IP address
Event Log	determining 23
Action Codes 61	••
Engine option 17	K
event(s) 57	Kurzweil 3000
file 21, 56, 57, 59	Kurzweil 3000 Client (see Client)
importing into databases 58	Kurzweil 3000 Engine (see Engine)
event(s) 57	Network Folder 21, 59
_	Network overview 4
F	Network product package 10
Firefox 27	product updates 38
installing from Mozilla Web site 27	Kurzweil 3000 Read the Web extension
installing from product CD 28	for Firefox
Kurzweil 3000 Read the Web	installing 28
extension 28	overview 27
updating 29	updating 29

L	product package 10
license key 5, 10	setting up 11
drivers 59	Network (see Kurzweil 3000 Network)
lost 7	Network setup 11
overview 7	new accounts, adding 41
securing 7	-
transferring licenses to 48	P
uninstalling 63	password, remote 16
License Overruns window 49	PDF documentation 10
licenses 5	personal settings, location 21
benefits 5	preferences, user 21
determining requirements 49	product package 10
explained 5	Product Type menu 42
installing additional 48	product updates, downloadable 38
management functions 40	product apacitos, de miliodadolo 30
number installed 39	R
overruns 49	Read the Web 27
removing 48	folder 10
transferring 63	installing extension for 28
transferring to Network Engine 48	updating Extension 101 28
transferring to USB license key 48	Remote Password option 16
uninstalling 48	removing licenses 48
usage 49	replacing lost license key 7
Log In window 25, 42	_
	\$
M	sample files 10
Macintosh	scanners, compatible 12
Beige G3 13	Select from Kurzweil 3000 User List
menus, Administrator 38	option 16
messages	sending messages 44
sending 44	Server
	software 10
N	uninstalling 59
Network	setting up, Kurzweil 3000 Network 11
basic layout 4	statistics 17
CD-ROM, contents 10	supported Web browser 27
folder 17, 21, 59	system administration tasks 33

```
Т
transferring licenses 63
   back to USB license key 48
   to Nework Engine 48
U
uninstalling
   license key 63
   licenses 48
   Server 59
updating
   Firefox 29
USB key
   transferring licenses 63
USB License Key (see license key)
Use Client Computer's Login Name
option 16
user
   files 47
   folders 21
   management functions 40
   preferences 21
   valid names 43
users
   adding from Administrator 41
   adding from Client 42
   blocking user creation from clients
          44
   deleting from Network Engine 47
   disconnecting from Network Engine
          45
users, adding 41
V
valid user names 43
voices, installing 26
```