

# Case Notebook Application Suite

## System Requirements and File Import Types

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For assistance using Case Notebook, call 1-800-290-9378 or email [westlaw.softwaresupport@thomsonreuters.com](mailto:westlaw.softwaresupport@thomsonreuters.com).

For free reference materials, visit the Product support section at <https://legal.thomsonreuters.com/en/support>.

Our products also contain comprehensive, searchable instruction available via the **Help** menu in the application.

### System Requirements

#### SUPPORTED OPERATING SYSTEMS

##### Case Notebook and Case Notebook Administration Supported Operating Systems

###### Operating System

Windows 10 Home and Pro
Windows 11 Home and Pro
Windows Server 2016
Windows Server 2019
Windows Server 2022

**Note:** Case Notebook 5.8 does NOT support Windows RT.

##### Case Notebook Terminal Services Supported Operating Systems

You must install the current version of Citrix Virtual Apps and Desktops which is supported by Citrix. Refer to the Long-Term Service Release (LTSR) program for Citrix Virtual Apps and Desktops on the Citrix website for recent updates. Additionally, the version of Citrix you are using must be compatible with the supported operating system that is installed on your machine.

**Note:** Citrix Virtual Apps and Desktops is a virtualization solution that gives IT control of virtual machines, applications, licensing, and security, while providing access anywhere for any device. The Long-Term Service Release (LTSR) program for Citrix Virtual Apps and Desktops provides stability and long-term support for Citrix Virtual Apps and Desktops releases.

#### Case Notebook Repository and RAS Supported Operating Systems

##### Operating System

- Windows Server 2016
- Windows Server 2019
- Windows Server 2022

#### MINIMUM HARDWARE REQUIREMENTS FOR CASE NOTEBOOK

- Personal computer with 1GHz dual-core processor (3 GHz i3 or equivalent recommended)
- 4 GB of RAM
- 20 GB of available hard disk space (40 GB recommended)

#### MINIMUM HARDWARE FOR CASE NOTEBOOK REPOSITORY

- Personal computer with 1GHz dual-core processor (3 GHz i3 or equivalent recommended)
- 4 GB of RAM
- 50 GB of available hard disk space (100 GB recommended)

#### OTHER REQUIREMENTS FOR CASE NOTEBOOK

- Microsoft Edge, Google Chrome
- Windows Media Player 12 or later

#### File Import Types

You can import the following types of transcript files into Case Notebook:

- LiveNote 10 LEF (.lef): LiveNote evidence format that contains a transcript, its exhibits, links, and synchronized video information (if available).
- E-Transcript (.exe,.ptx): E-Transcript Manager file format. The file contains the text, and if the transcript is signed, signature details are included.
- Publisher 4 Bundle (Bundle.xml): Publisher bundle format. All transcript, exhibit, link, synchronized video information, as well as OCR information is contained (if available).
- E-Transcript Bundle (.ptz): E-Transcript Manager bundle format. All transcript, exhibit, link, synchronized video information, as well as OCR information is contained (if available).
- Portable Transcript Format (.ptf): Portable transcript format that contains the transcript and synchronized video information (if available).
- ASCII (.txt, .asc, .pr, .v\*): An ASCII text file (could be saved from Amicus, Page Image, Summation, or Custom). ASCII files only contain the transcript.
- XML (.xml): Extensible markup language format. XML files contain the transcript, linked exhibit files, and additional data about synchronized video, if it is available.
- CT Summation (.trn) files.
- Timaro Technologies Post-Production Time-Stamp (.pts) files.

You can import the following types of files for documents and pleadings into Case Notebook:

- Images (.tif, .tiff, .bmp, .jpe, .jpg, .jpeg, .gif, .png).
- Portable Document Format (.pdf).
- Microsoft Word (.doc, .docx).
- Corel WordPerfect (.wp, .wpd).
- Microsoft Outlook Message (.msg).
- Hypertext Markup Language (.htm, .html).
- LiveNote or Case Notebook Document (.pex)
- Plain Text (.txt).
- Rich Text Format (.rtf).
- Westlaw File (.wlx).
- Document Load Files. (If your load file is not one of the types listed, you still may be able to import it using the
- Custom options or by using conversion tools available for free on the Internet).
  - CaseCentral ASCII Load File (.txt).
  - Comma Separated Values Load File (.csv).
  - Concordance ASCII Load File (.dat).
  - IPRO ASCII Load File (.lfp).
  - Lextranet ASCII Load File (.txt).
  - Opticon ASCII Load File (.opt).
  - Summation ASCII Load File (.txt).

