

# Introduction to TrialDirector (The Basics)

**This course is one (1) day.** This course provides the student with an introduction to TrialDirector and its features. We recommend this course for casual users and those who want to have a basic understanding of the application and its capabilities

## Cost

**\$1100.00 for up to 4 people at Z-Axis on-site training facility, plus travel expenses.**

**\$1500.00 for up to 4 people at your location (U.S. Only) , plus travel expenses.**

## Course Outline

### Introduction to TrialDirector 6.0

- ❖ Case Library
- ❖ Document Manager
- ❖ Transcript Manager

### Transcript Manager

- ❖ Page Layout
- ❖ Importing & Exporting transcripts
- ❖ Basic Search options
- ❖ Creating & Editing video clips

### Case Library

- ❖ Page layout
- ❖ Adding documents to your case
- ❖ Creating and organizing Workbooks
- ❖ Toolbar Layout
- ❖ Printing Options

### Presentation Mode

- ❖ Displaying items
- ❖ Using Annotation Tools
- ❖ Presentation Options
- ❖ Working with Multiple Zones
- ❖ How to create and save a Custom Toolbar

**To schedule a class or for more information please contact Z-Axis at 800-827-2947 or email [info@zaxis.com](mailto:info@zaxis.com). Please visit our website [www.zaxis.com](http://www.zaxis.com)**

*\*Add 10% for training provided at locations in California.*