

README FOR MEDIALAB RESEARCH SOFTWARE™ v2004  
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www.empirisoft.com  
send questions to support@empirisoft.com

Note this file is located in the main MediaLab directory for future reference or in case you want to read it after the installation is complete.

This file contains important information regarding the installation and running of MediaLab. It is strongly recommended that this file be read before attempting to use the program.

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## 1. System Requirements for MediaLab

For most uses, MediaLab will run perfectly well on any PC system, running Windows 95/98/ME/NT/2000. At least 32 Mb of RAM is recommended. If large experiments and/or large multi-media files are going to be used frequently, then additional RAM is advisable though not necessary. Video cards with at least 2 Mb of video memory also are recommended.

It is recommended that you also install Microsoft Office on all machines that will be running MediaLab. These programs allow MediaLab to present documents fully formatted by Word and slide shows prepared in PowerPoint and allow you to execute a number of features using the conditional logic of Excel. Although MediaLab will work fine without them, these programs perform cooperatively with MediaLab to produce some very impressive functionality. Also Microsoft's Internet Explorer version 4 or later is required in order for MediaLab to present HTML formatted pages (whether stored locally or on the internet). Finally, it is necessary to have a spreadsheet application (e.g., Excel, Lotus, Quattro, SPSS) installed in order to view the data files produced by MediaLab (although the raw data can be viewed in any text editor).

## Installation

To install MediaLab, download and run ml2004.exe available from <http://www.empirisoft.com/download.htm>. If installing from the CD-ROM then simply double-click on the ml2004.exe file located on the CD. The installation program will guide you through the set-up procedure. After the setup is complete, follow the security instructions below to gain authorization for the workstation to run MediaLab.

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## 2. Security

To help control unauthorized distribution and use of MediaLab, it has been secured with ATX(tm) software protection. MediaLab will not run on any machine until this security has been disabled. To disable the security follow these steps:

1. Install and run MediaLab.
2. You will receive a message that the current workstation requires authorization to use the software, and a code number will be displayed.
3. E-mail the code to support@empirisoft.com.
4. If you are an authorized user, you will receive a translation of this code which will be a registration number unique for the machine on which you have installed MediaLab (usually the same day). Then, re-start MediaLab and enter the five digit code provided to you. MediaLab should now be fully functional. Important: ATX codes are unique to every machine. Be sure to get authorization for each machine that will be using the software. If you have any difficulty at all with this procedure, please contact us for assistance. Note that trial users may request a code that will enable MediaLab to run for 21 days.

## Reinstalling MediaLab

If for some reason you need to reinstall MediaLab, it is advised that you first uninstall your existing version.

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### 3. System Settings

The following are suggestions for your general system set-up. The only strong recommendation offered is for the first point (True Colors). The rest are just suggestions that are preferred by the author.

**True colors.** To allow for the full range of colors usable by MediaLab, it is recommended that you use 16, 24, or 32 bit color. Many systems are set by default to 8 bit, which provides for only 256 colors (colors or color ranges may appear as dots, patterns, or solid regions). To change these settings, open the Display properties in your computer's control panel, and select Settings. Select the highest color range possible. 24 and 32 bit color ranges are both capable of displaying close to the full range of colors detectable by the human eye.

**Show file extensions.** MediaLab frequently makes use of file extensions. These are the three-letters following the period on file names (e.g., .exe, .doc, .mpg). For this reason, it is advisable that you don't instruct Windows to hide these from you. To set this as a default:

- In Windows95, open any folder and select View from the pull down menu. Select Options, and then View again. Deselect the option to have Windows Hide MS-DOS extensions.
- In Windows98, open any folder and select View from the pull down menu. Select Folder Options, and then View again. Deselect the option to have Windows Hide File Extensions. It is also useful to have Windows Display the Full Path in Title Bar, as well as Smooth Edges of Screen Fonts.
- In WindowsME/2000/XP, open any folder and select Tools from the pull down menu. Select Folder Options, and then View. Deselect the option to have Windows Hide File Extensions. It is also useful to have Windows Display the Full Path in Title Bar as well as Smooth Edges of Screen Fonts. The latter setting can be found in Control Panel, Display, Effects in Windows ME, NT, 2000 and XP

**Task bar NOT always on top.** It is possible to have the windows task bar always on top so you can always see it. This is not recommended for use on machines that will be running MediaLab as it gives participants easy access to the system, and it can obstruct some important features of MediaLab. To deselect this option, right click on the task bar and then click on Properties. Make sure that Always on top is deselected. The key sequence Ctrl+Esc will make the task bar appear at any time.

**Screen Resolution.** Although MediaLab was designed to work in all screen resolutions, how things look will depend on the resolution you choose. Certain items may need to be repositioned with the left and top parameters when running in high resolution modes. In our experience, 1024x768 with large fonts looks best. To change these settings, open the Display properties in your computer's control panel, and select Settings. By clicking on Advanced, you can select Large Fonts.

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### 4. How to get started--the on-line tutorial

When you first run MediaLab successfully, press F1 to access the help documentation and an overview of how the program works. Be sure to take advantage of MediaLab's context sensitive help. Highlight any item on a pull-down menu, and press 'F1' while the item is still highlighted. You will get instant help on the highlighted topic. When you are in the experiment editor, put your cursor on any field and press 'F1' to get instant help on that topic as well. It's much easier to learn this way than by trying to read through the entire help file from start to finish (ick!).

If you find the help files overwhelming at first, run the 'On-line tutorial' from the 'Help' menu. These tutorial lessons were designed to walk you through the creation and execution of a basic MediaLab experiment. This is a very easy way to get started.

There is also a complete user's manual and reference guide located in the MediaLab help directory. This file can be printed if you prefer to have a hard copy of this sort of thing (approx. 100 pages, 8 1/2 x 11). It contains all the information located in the help and on-line tutorial files. It is called MedialabManual.pdf.

If you have questions you can't find the answers to, please feel free to contact us at support@empirisoft.com.

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