# To Import a Dictionary into DigitalCAT

Open Dictionary Maintenance. (Programs, DigitalCAT, Dictionary Maintenance.)
It will say "Table is not open."
Click on File, New.
Name the dictionary in the pop-up window.
Click Save.
It will say "Table is empty."
Click on File, Import RTF.
Browse to the RTF dictionary file.
Click Save.

** Note of caution: The formatting in the RTF file does not all come through. You have to browse through the dictionary and fix formatting. (That is why Stenovations does the dictionary conversion for new users; we want them to start out with a clean dictionary.)