



SpeechLive Overview Quick Reference Guide:

**Authors
&
Transcriptionist**

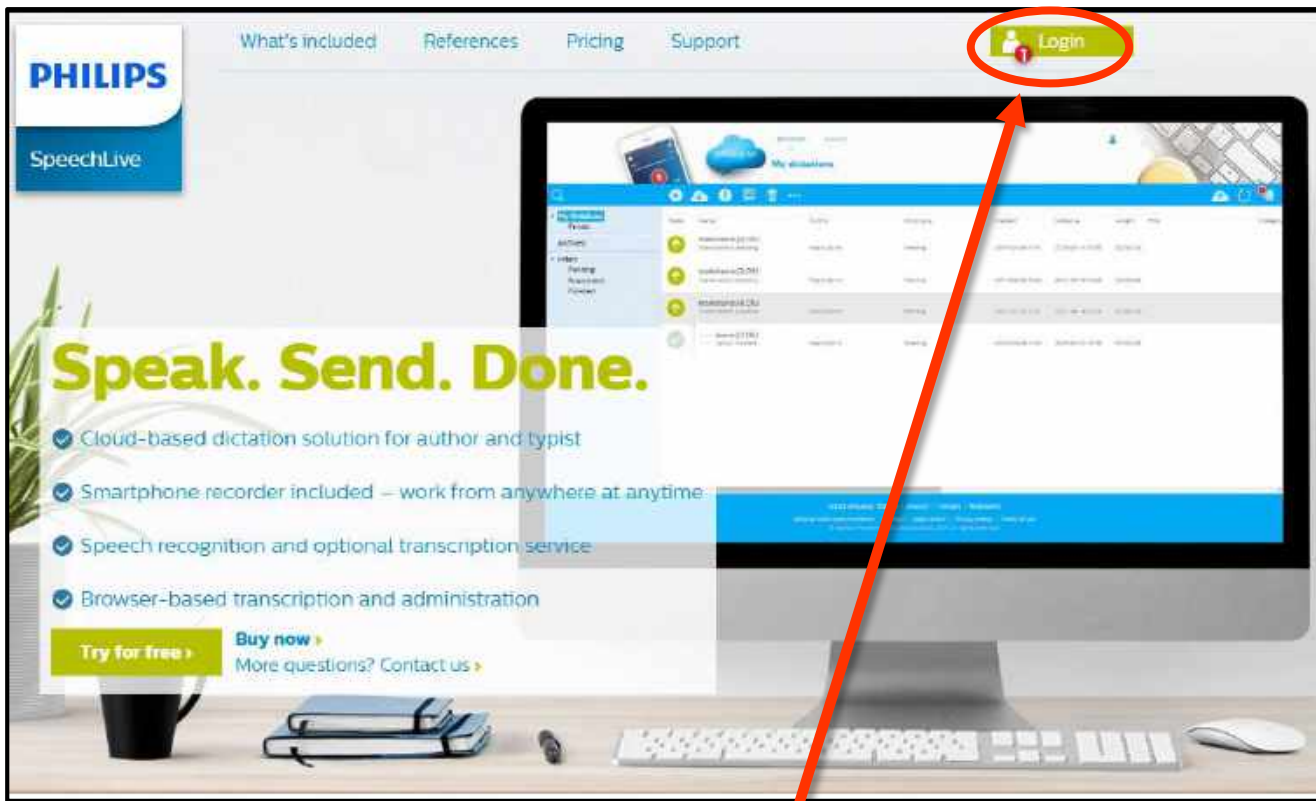


PHILIPS

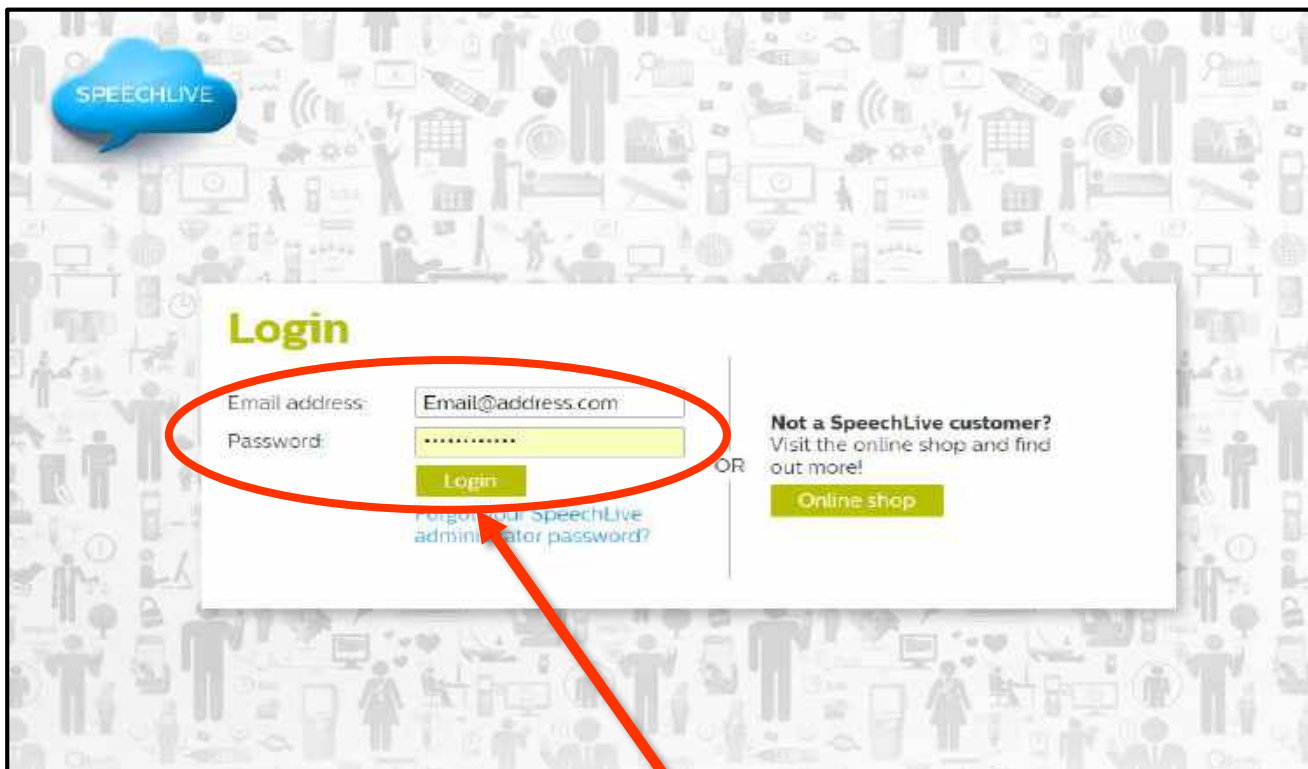
SpeechLive

Sign-in Process For SpeechLive Integrated Products





Navigate to www.speechlive.com and click the 'Login' box



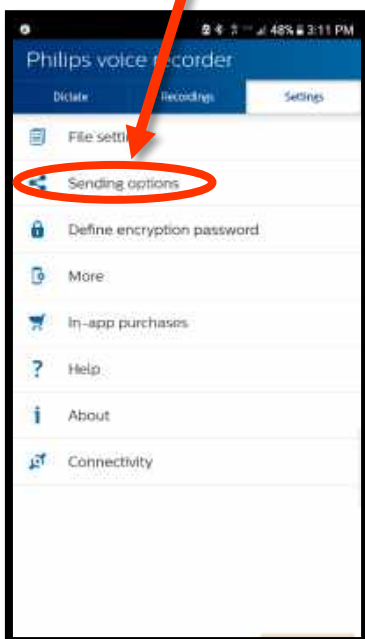
Enter user credentials and click 'Login'

Android

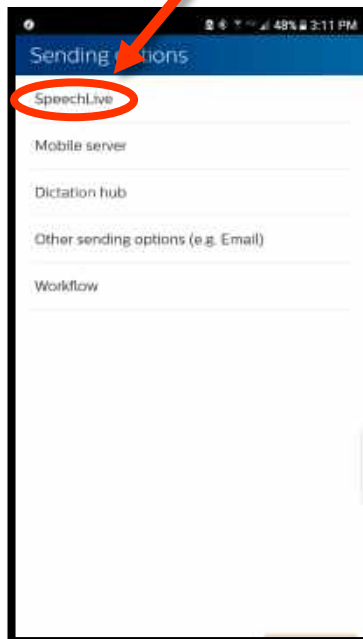
1. Launch app & tap settings



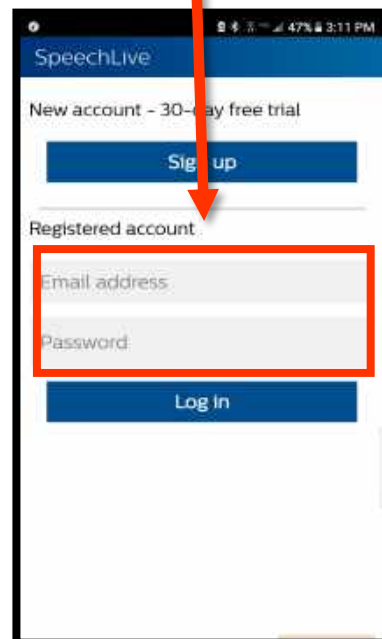
2. Tap sending options



3. Tap SpeechLive



4. Enter author's credentials

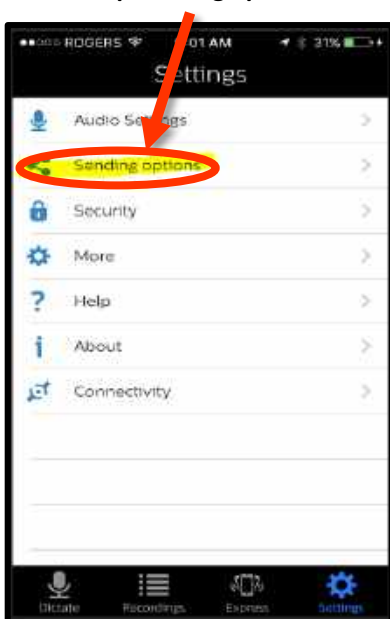


iPhone

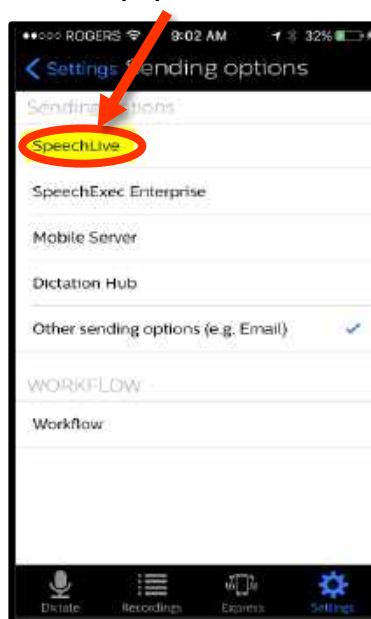
1. Launch app & tap settings



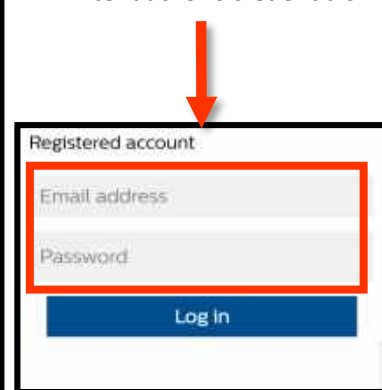
2. Tap sending options



3. Tap SpeechLive



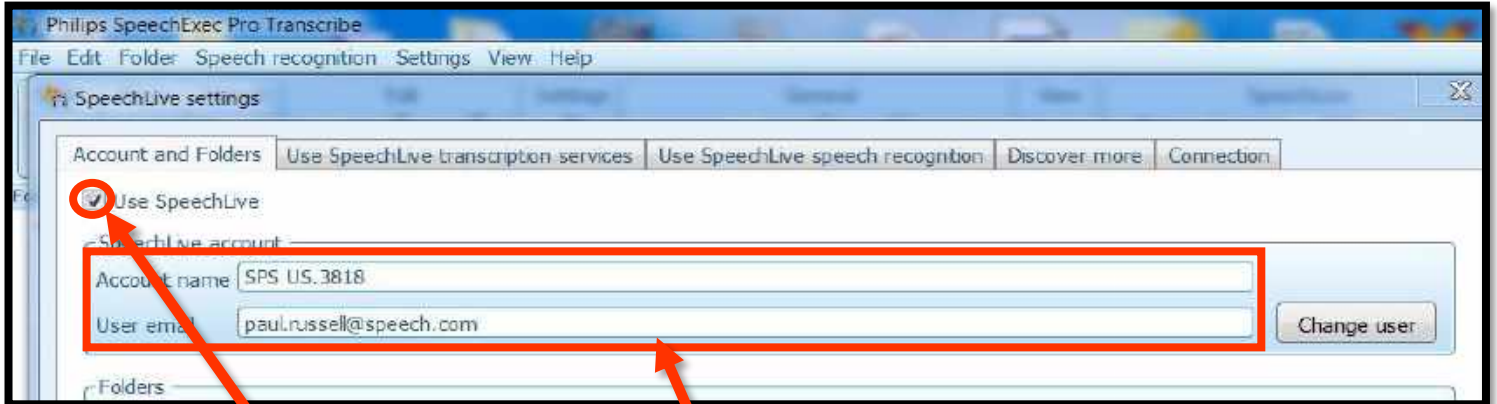
4. Enter author's credentials



Philips SpeechExec Pro



In SpeechExec Pro, click the cloud with the cogwheel icon



Check 'Use SpeechLive' & enter the user's login credentials



Overview:

Authors

Completed Document is Attached and available for download

Upload dictation file from a recorder, memory drive or local folder

Refresh dictation list for updated file status (automatically refreshes every 60 seconds)

State	Name	Author	Work type	Created	Added	Length	Title
	Paul Russell147.wav <u>Correction pending</u>	Paul - Author		2018-09-06 10:30	2018-09-06 10:30	00:00:47	Paul Russell147
	Paul Russell148.wav <u>Correction pending</u>	Paul - Author		2018-09-06 10:50	2018-09-06 10:50	00:00:05	Paul Russell148
	Paul Russell149.wav <u>Transcription in progress</u>	Paul - Author		2018-09-07 13:50	2018-09-07 13:50	00:00:00	Paul Russell149

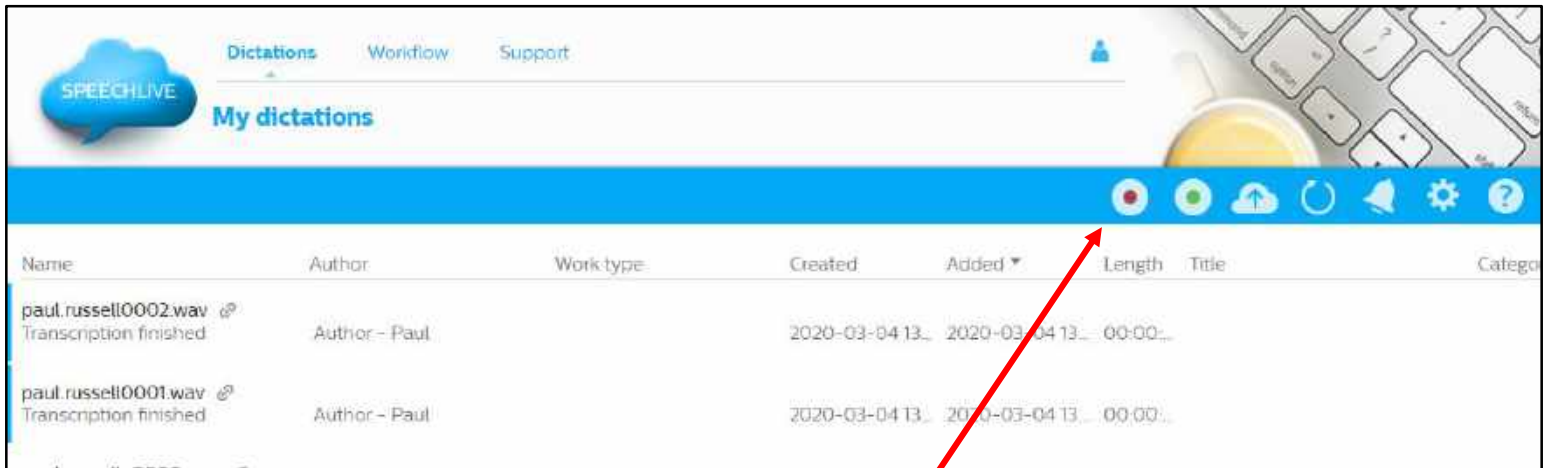
Current status of the dictation

Notification counter of new and untouched dictations that have been uploaded for transcription

Set up for automatic uploads from digital recorders



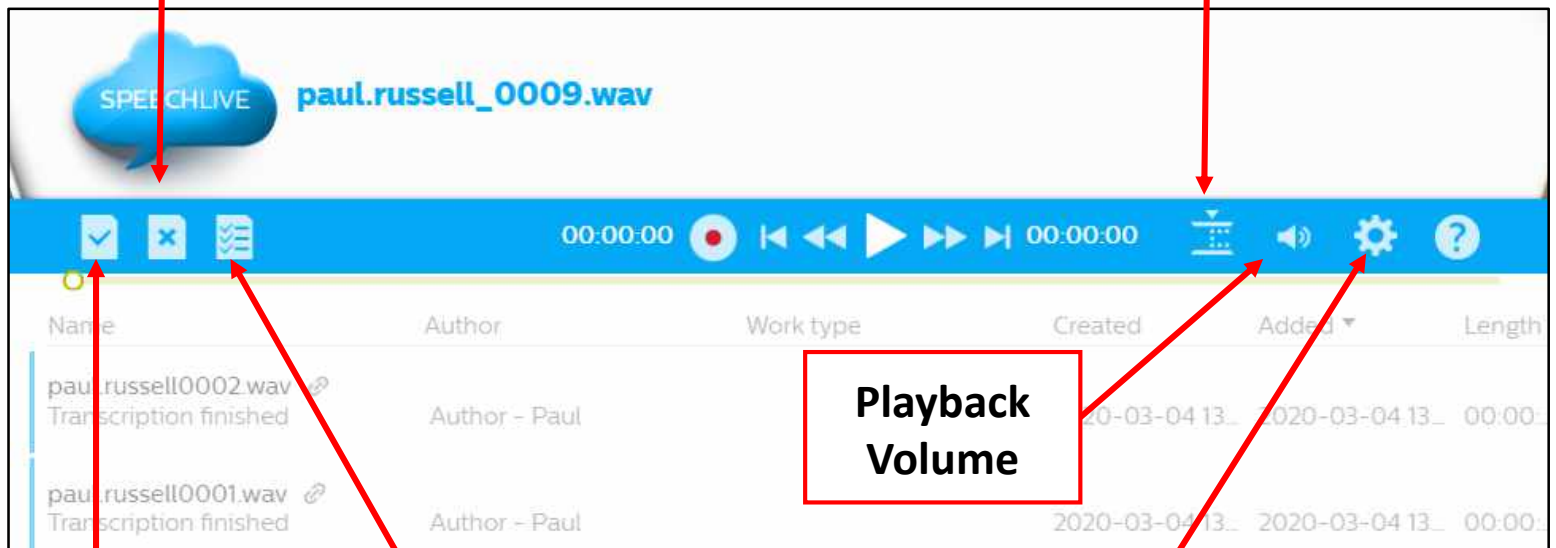
Dictating With Philips SpeechMike



Click the red record button to access the direct recording screen

Cancel Dictation

Insert | Overwrite | Append Option



Finish Dictation

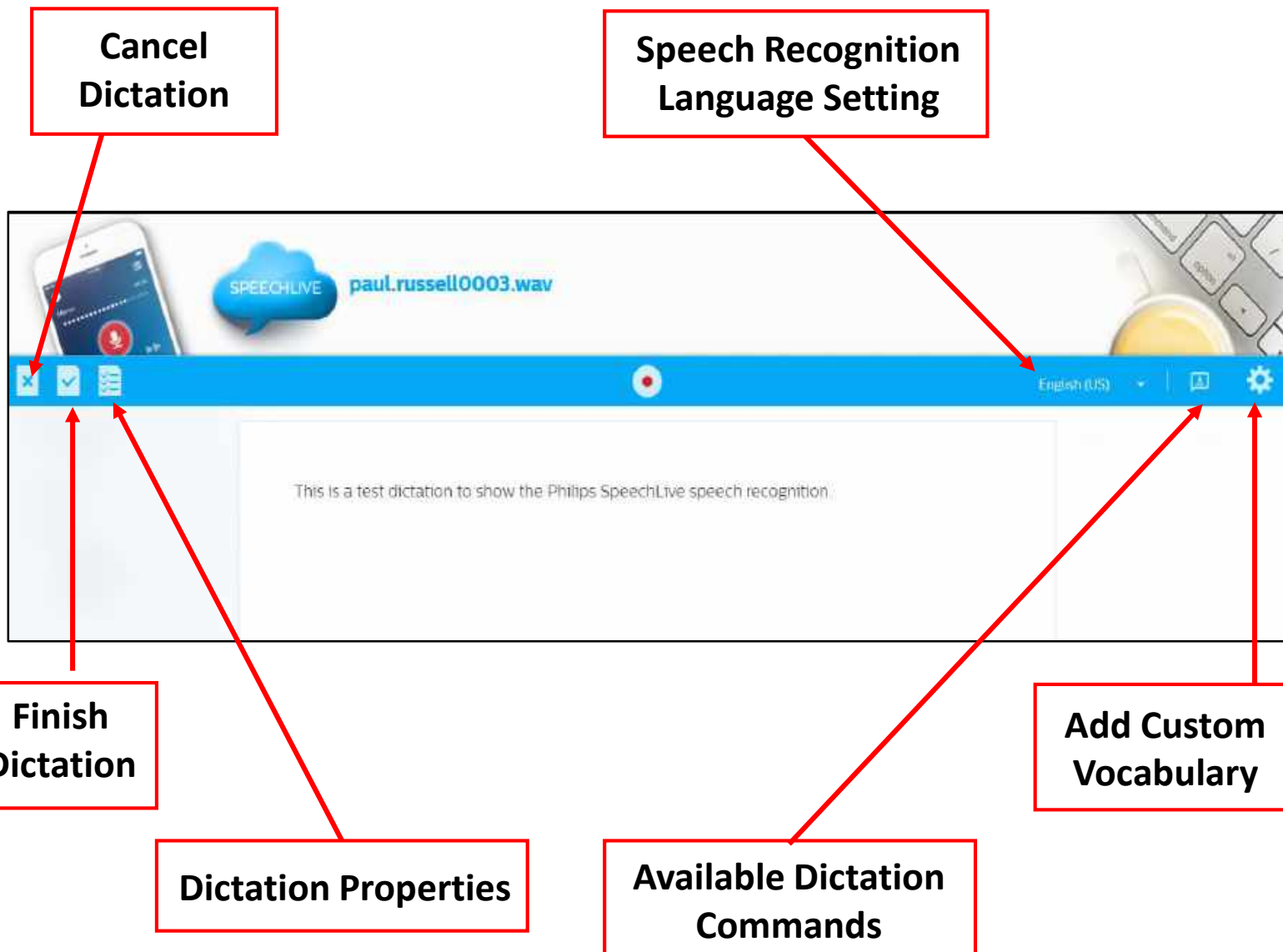
Dictation Properties

Playback Volume

Playback Settings



Dictating With Philips SpeechMike + Speech Recognition



SpeechLive Web Speech Recognition allows for front end recognition. Users will be able to create a typed draft as they dictate. SpeechLive speech to text is currently a beta version.



SPEECHLIVE

Dictations Workflow Support

My dictations

State	Name	Author	Work type	Created	Added
✓	Paul42.wav Transcription finished	Paul - Author	Memo	2018-05-22 16:08	2018-05-22 16:08

Click the icon of cloud with the up arrow

SPEECHLIVE

Upload dictation

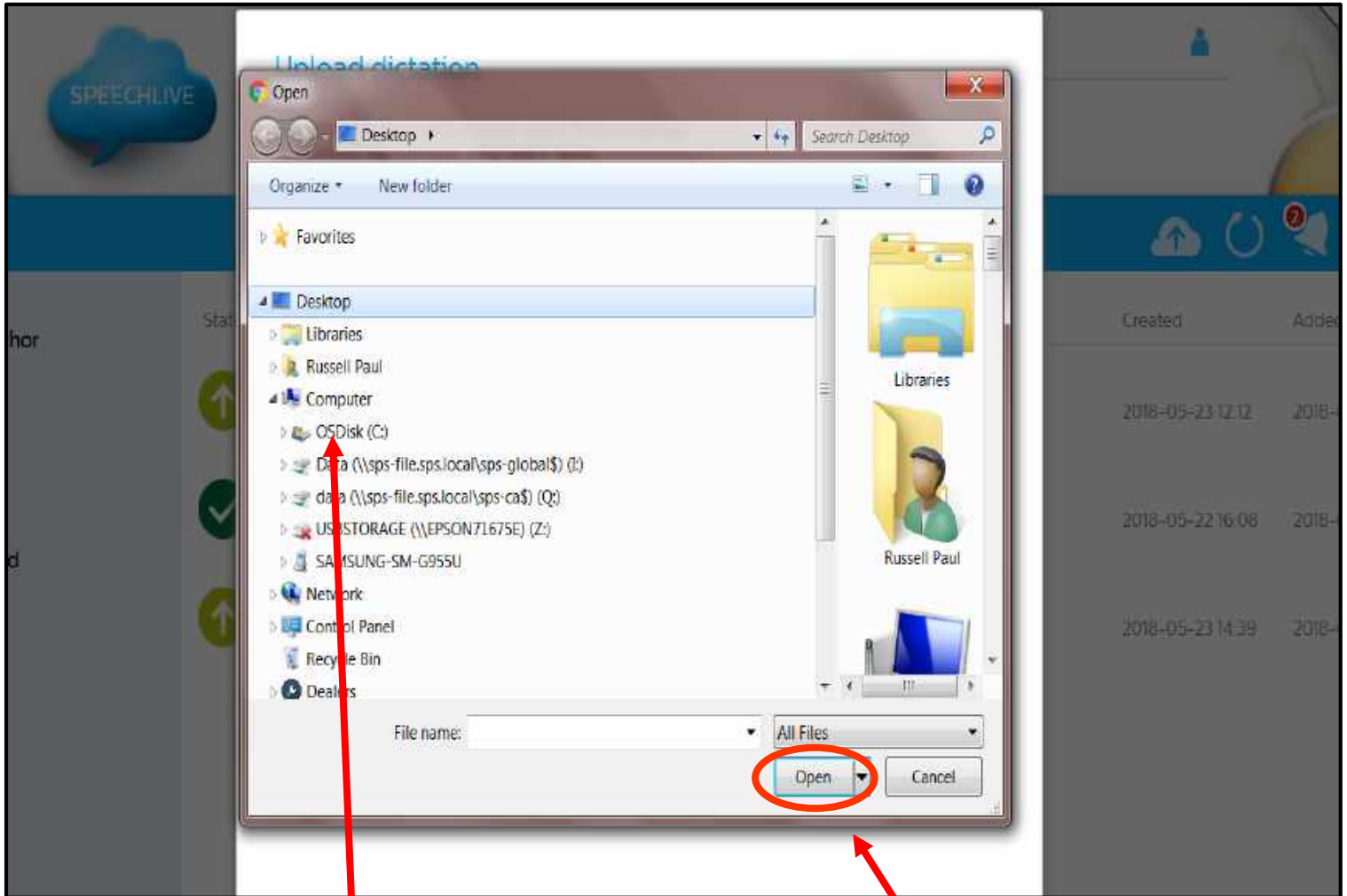
Select the author and choose audio files to upload.
Supported file formats: DS2, MP3, WAV.

Paul - Author (paul.russell@speech.com)

Choose files

Enable automatic upload of dictations from your voice recorder and delete them after upload.

Click 'Choose Files' button

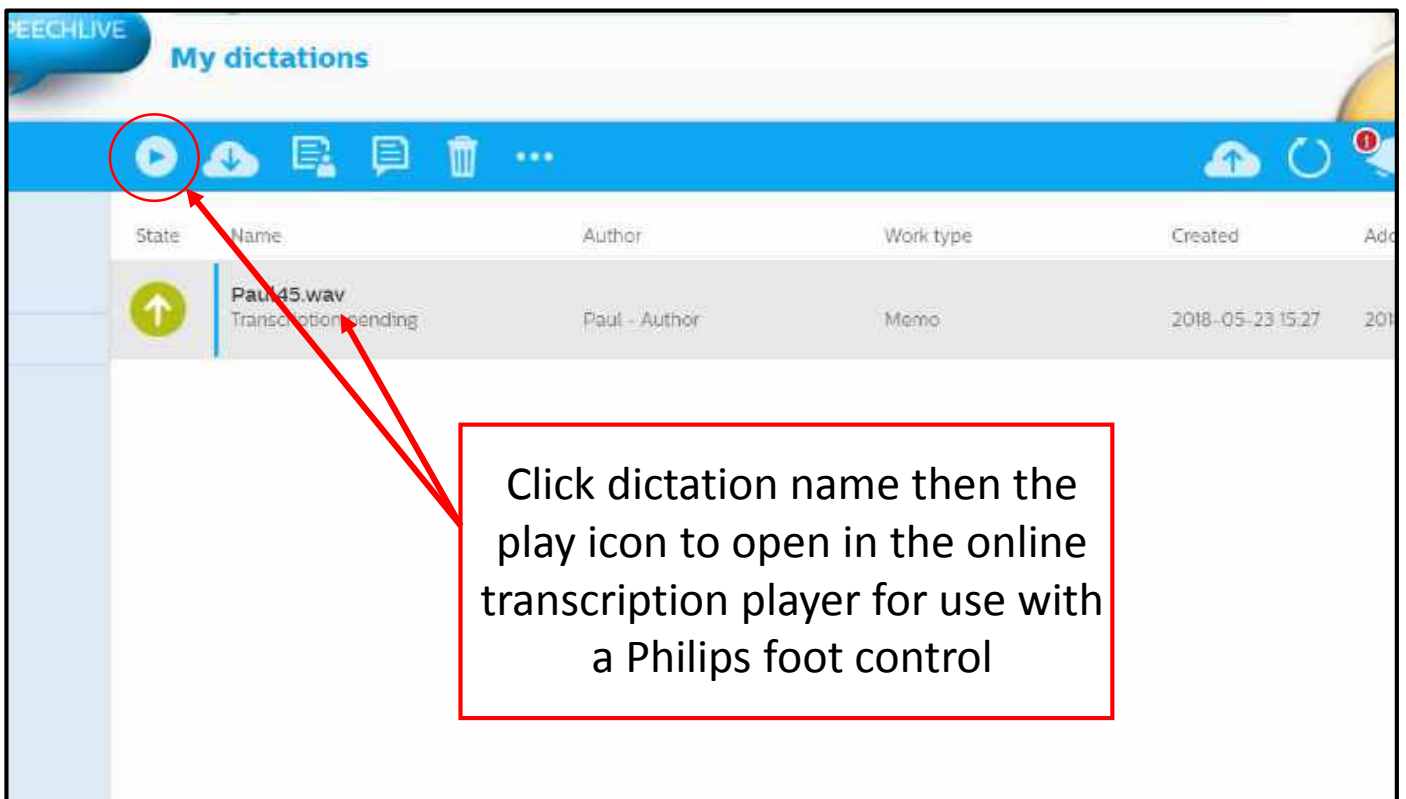


Choose recorder
from available
drives

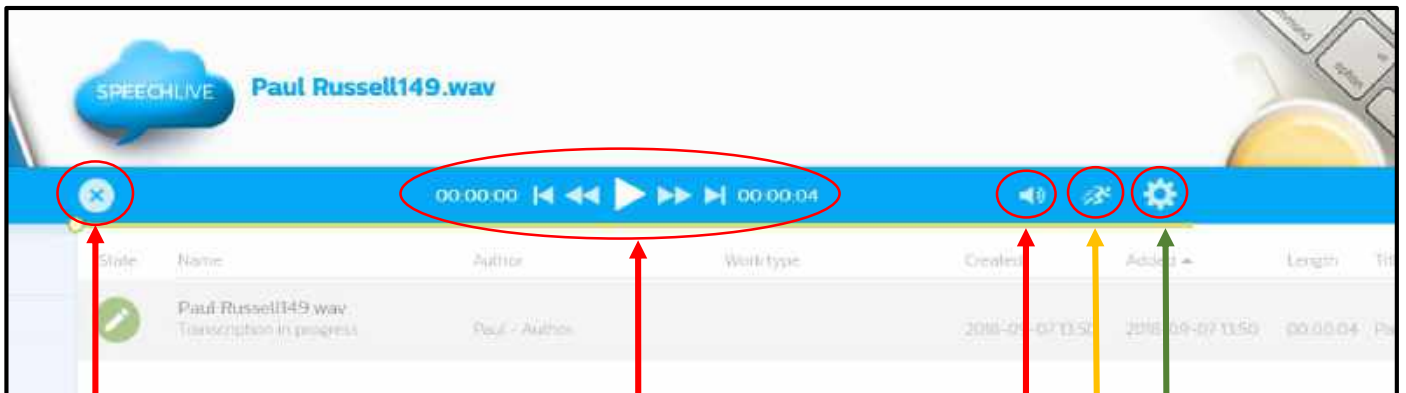
Click the 'Open'
button to begin
the upload



Overview: Transcriptionist



Click dictation name then the play icon to open in the online transcription player for use with a Philips foot control



Close transcription player and mark dictation as 'Suspended' or 'Finished'

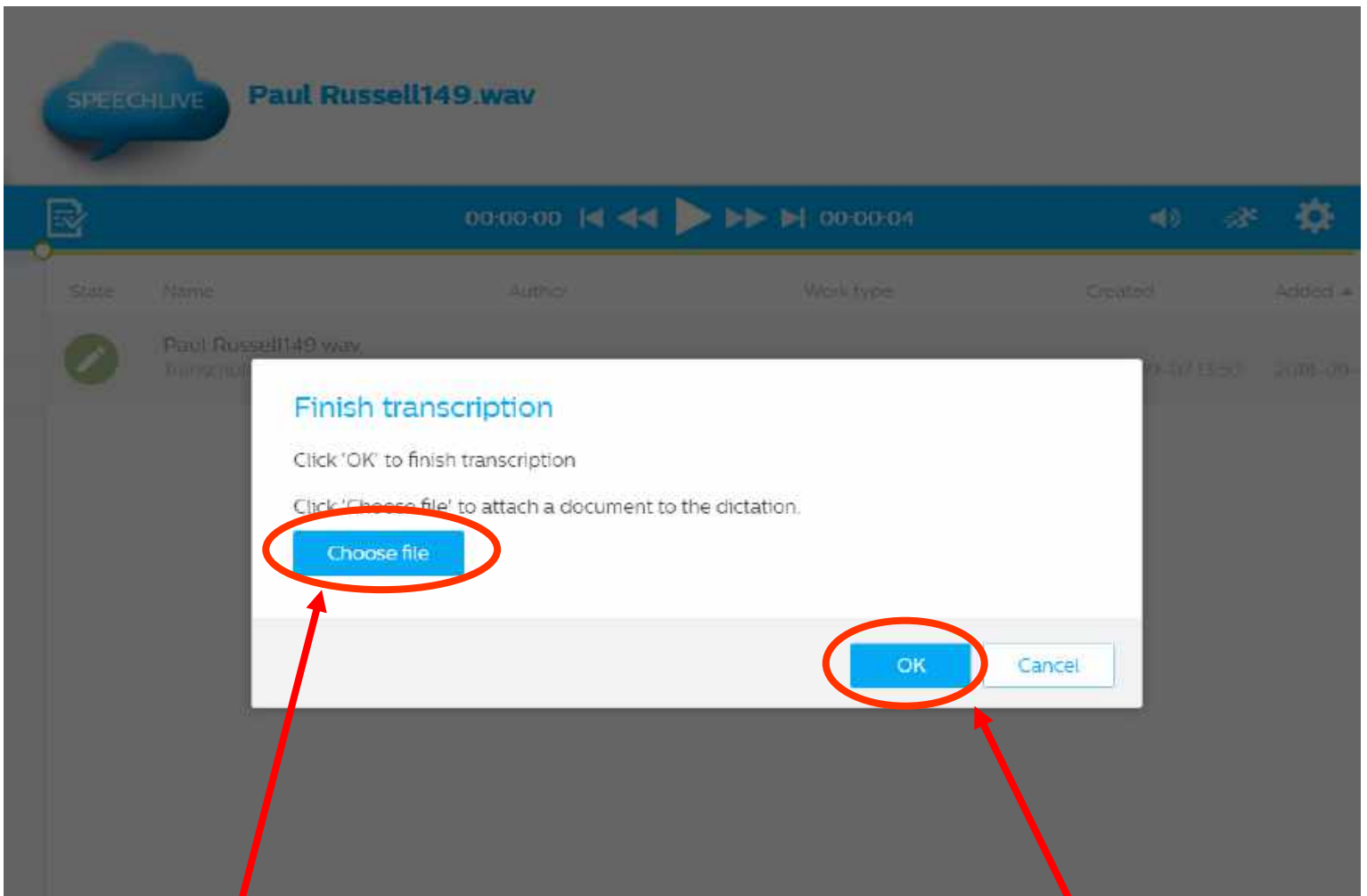
Controls for dictation playback (can be controlled with mouse clicks or Philips foot control)

Dictation volume

Dictation speed

Foot Control Settings



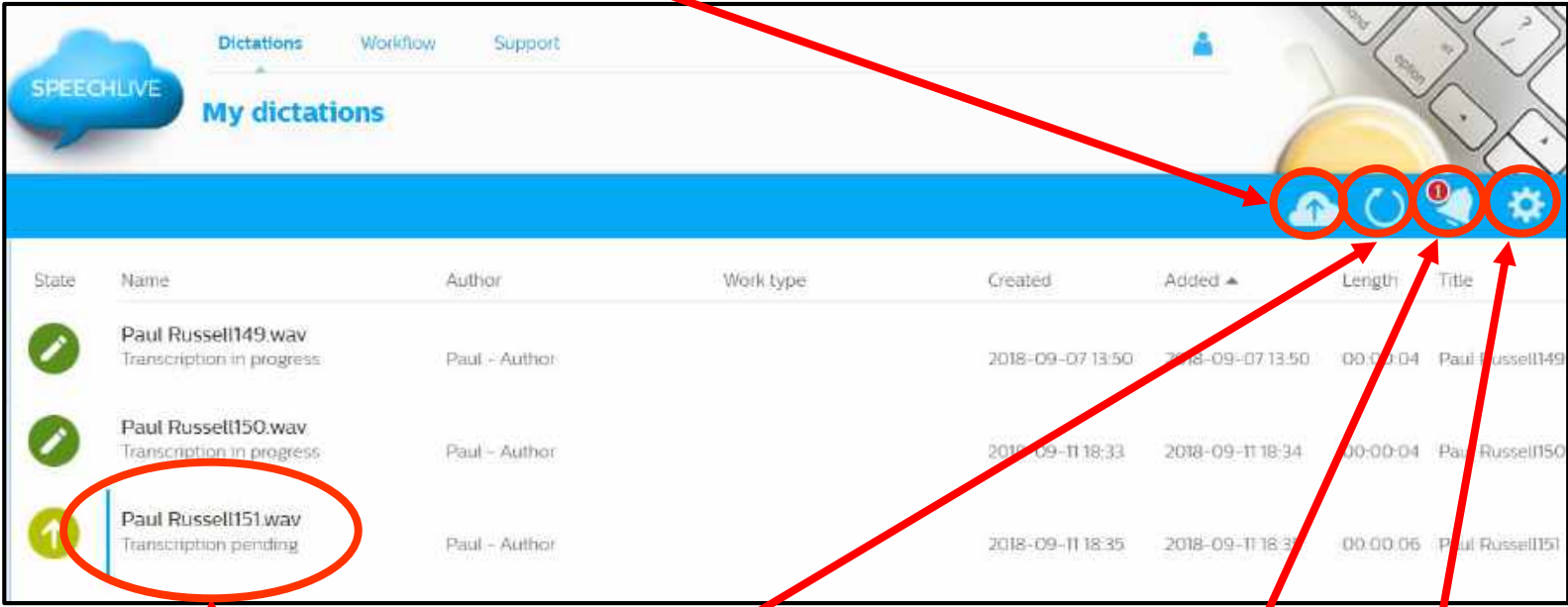


Once a dictation has been marked as 'Finished', a document can be attached to the dictation

Click the 'Choose File' button to select the file from your local folders

Click the 'OK' button to upload the transcribed document

Upload a dictation file by clicking the cloud with the up arrow



New and untouched dictations are marked with a blue line

Refresh dictation list for updated file status (automatically refreshes every 60 seconds)

Notification counter shows the number of new and untouched dictations. By clicking the bell icon notification settings can be adjusted

Set up for automatic uploads from digital recorders

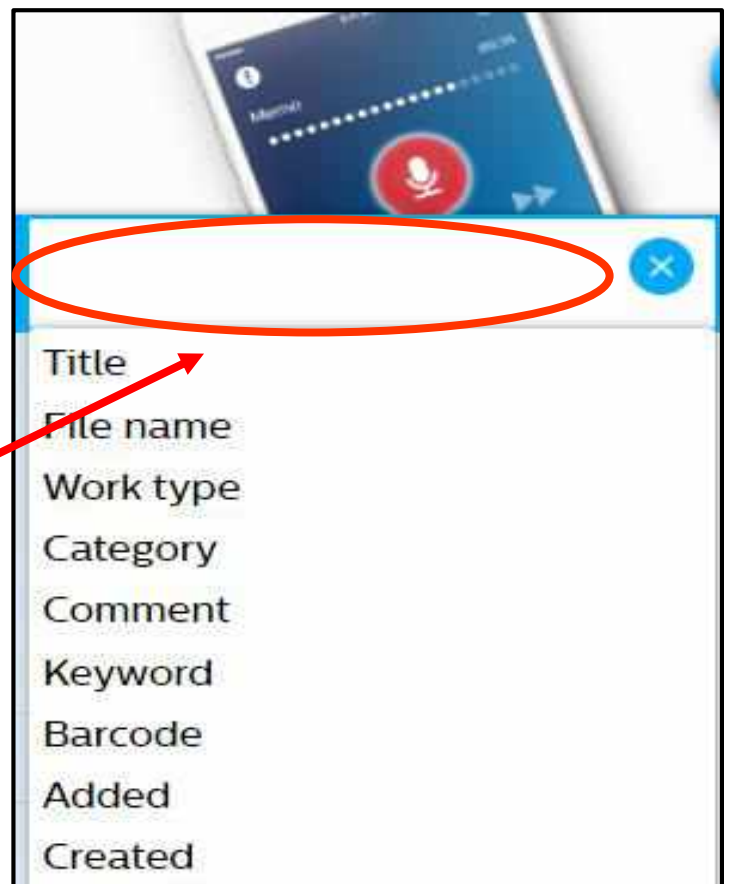




To see all dictations from all connected authors click 'Intray'

To see dictations from a specific authors click the author's name

To search for a specific dictation file, click the magnifying glass icon then search by any of the options presented





From the no. 1
in professional dictation

PHILIPS