EXPRESS SCRIBE FOR MAC

	Dictation Name	Sender	Date	Time	Duration	Priority	Dead
	Have You Ever Seen the Rain	Unknown	2011-10-24	17:52:47	2:14	Normal	

Speed (100%)

0:00:00.0

Express Scribe v 5.10 © NCH Software

connect transcriber pedal

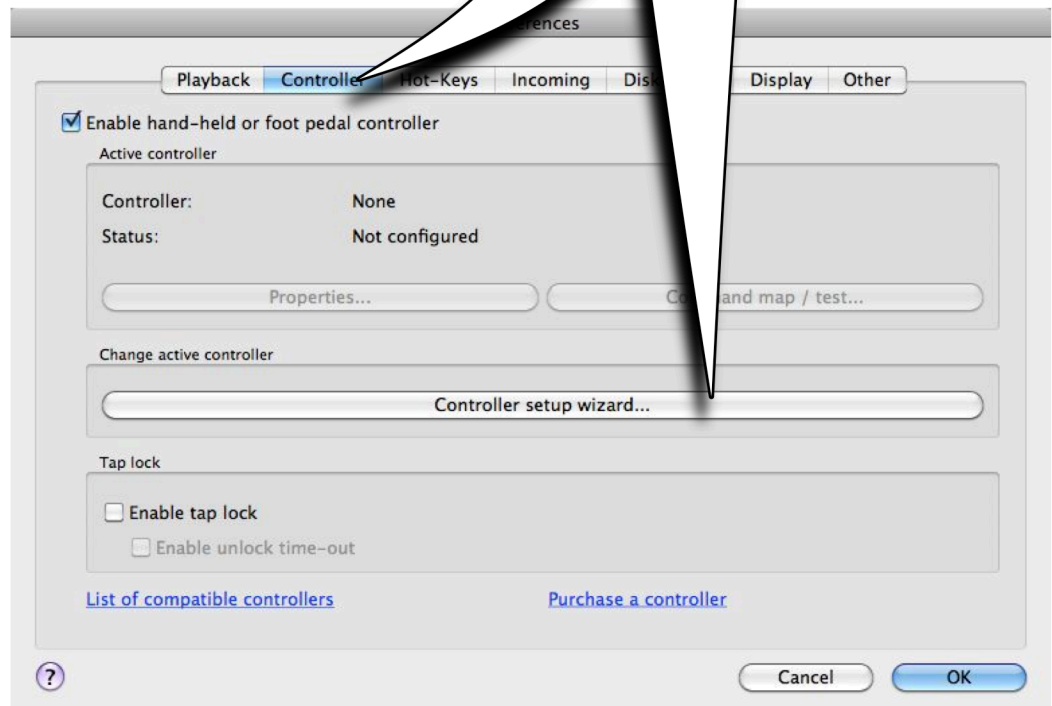connect your transcribing pedal to the computer via the usb port and cable

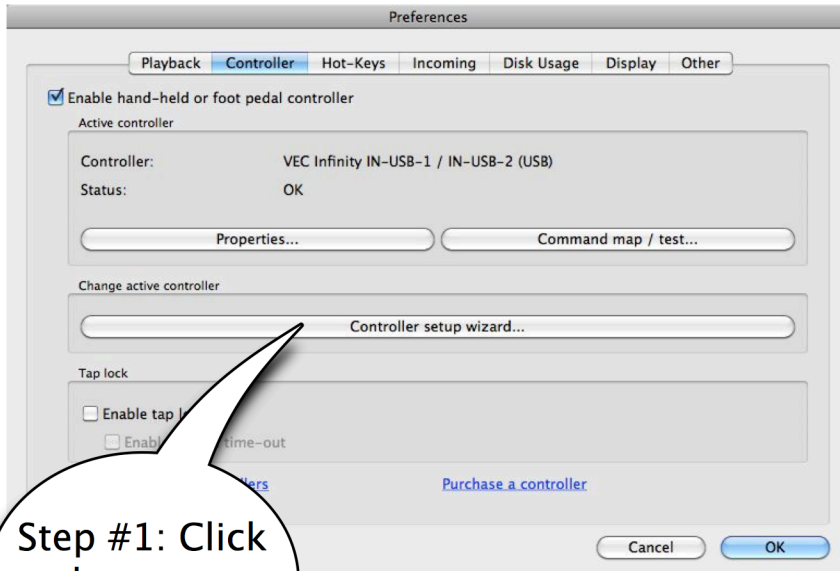place your transcription pedal on the floor

setting up the pedal

Sync | Load | Load & Delete | Dock | Scribe Mini | Preferences

First click on Preferences and then click on the Controller tab. Finally, click 'Controller setup wizard'

Playback | **Controller** | Hot-Keys | Incoming | Dis... | Display | Other

☑ Enable hand-held or foot pedal controller

Active controller

Controller: None
Status: Not configured

Properties...   C...and map / test...

Change active controller

Controller setup wizard...

Tap lock

☐ Enable tap lock
    ☐ Enable unlock time-out

List of compatible controllers   Purchase a controller

(?)   Cancel   OK

setting up the pedal (cont)

Preferences

Playback | **Controller** | Hot-Keys | Incoming | Disk Usage | Display | Other

☑ Enable hand-held or foot pedal controller

Active controller

Controller: VEC Infinity IN-USB-1 / IN-USB-2 (USB)

Status: OK

(Properties...)   (Command map / test...)

Change active controller

(Controller setup wizard...)

Tap lock

☐ Enable tap l...

☐ Enabl... time-out

Purchase a controller

(Cancel)   (OK)

Step #1: Click the setup wizard

Controller Setup Wizard

Connect Controller
Is your controller connected and working?

Please ensure that:

– Any drivers provided with the controller have been installed according to the controller manufacturer's instructions.

– The controller is connected to the computer.

Click Next when complete.

(Next >)

Step #2: Click Next

Controller Setup Wizard

Detection Method
Has your controller been automatically detected, or does it need to be manually configured?

⦿ Use a detected controller

VEC Infinity IN-USB-1 / IN-USB-2 (USB)

Show plug and play controller diagnostics

◯ Select controller type manually

(Cancel)   (Back)   (Next >)

Step #3: Choose the detected controller and click next

Controller Setup Wizard

Controller Command Map / Test
Map buttons / pedals to program commands, and test the controller state.

Button / Pedal	Command
Left pedal	Fast forward *
Middle pedal	Play *
Right pedal	Rewind *

* indicates a command that is affected by the...

(Reset to default comm...)

(?)   (Cancel)   (Back)   (Finish)
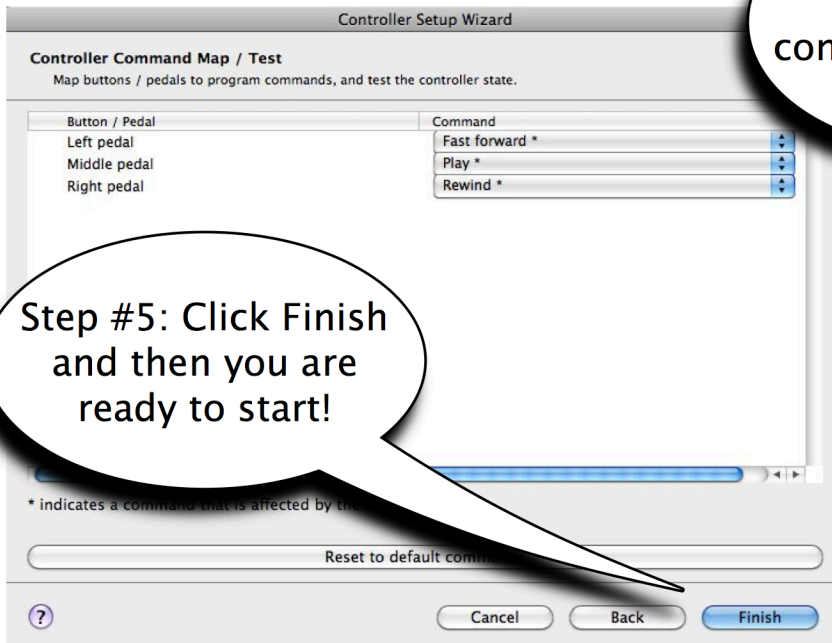
Step #5: Click Finish and then you are ready to start!

Controller Setup Wizard

Controller Properties
View and configure properties of the selected controller.

General

Company: VEC
Model: Infin...
Interface: USB
Buttons / pedals: 3

USB

Vendor ID: 0x05F...
Product ID: 0x00FF
Product revision: 0x0120

(Cancel)   (Back)   (Next >)
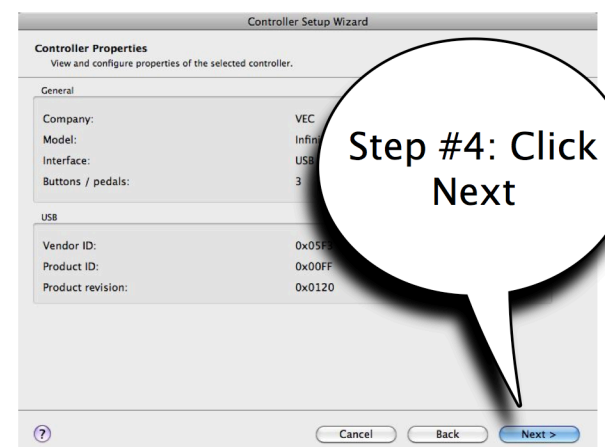
Step #4: Click Next

Loading a File to transcribe

Sync Load Load & Delete Dock Scribe Mini Preferences

Click load to select a file to transcribe

Load Dictation File(s)

/Users/user/Documents

File	Dictation Name	Sender	Date	Time	Priority	Notes
Microsoft User Data						
test-DVD.dvdproj						
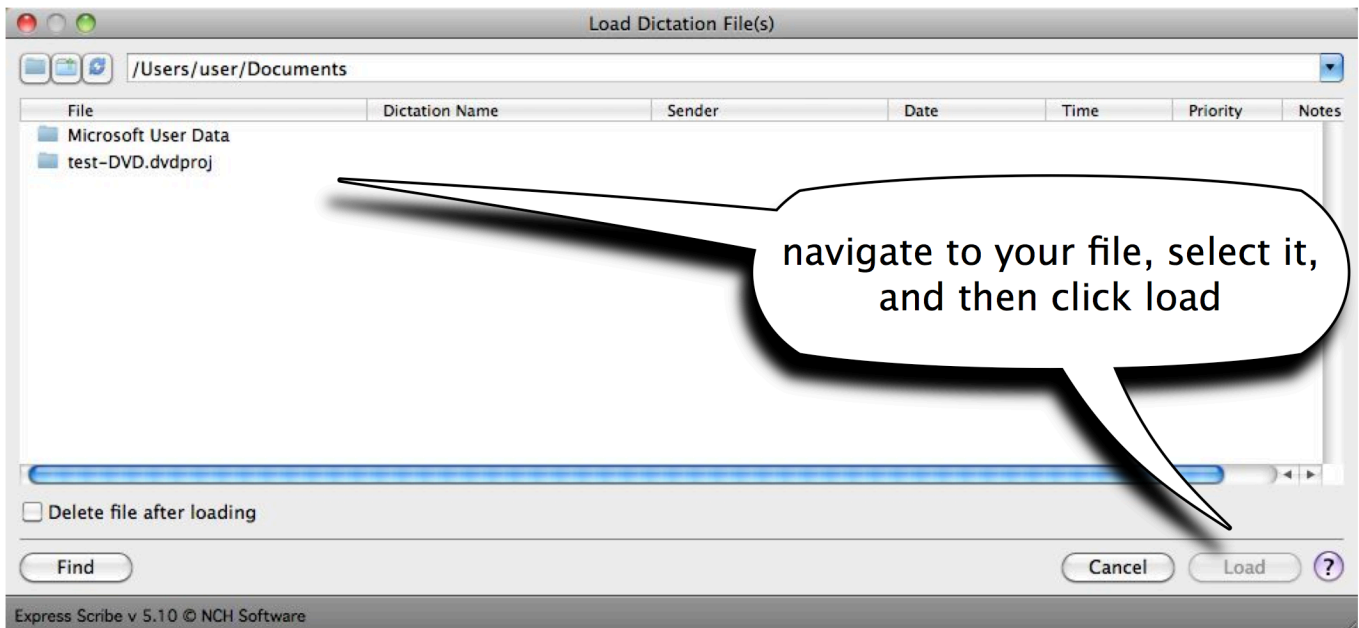
navigate to your file, select it, and then click load

☐ Delete file after loading

Find   Cancel   Load ?

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using the transcription pedals
and adjusting the speed

utilize the pedals to navigate your recording

fastforward

play

rewind
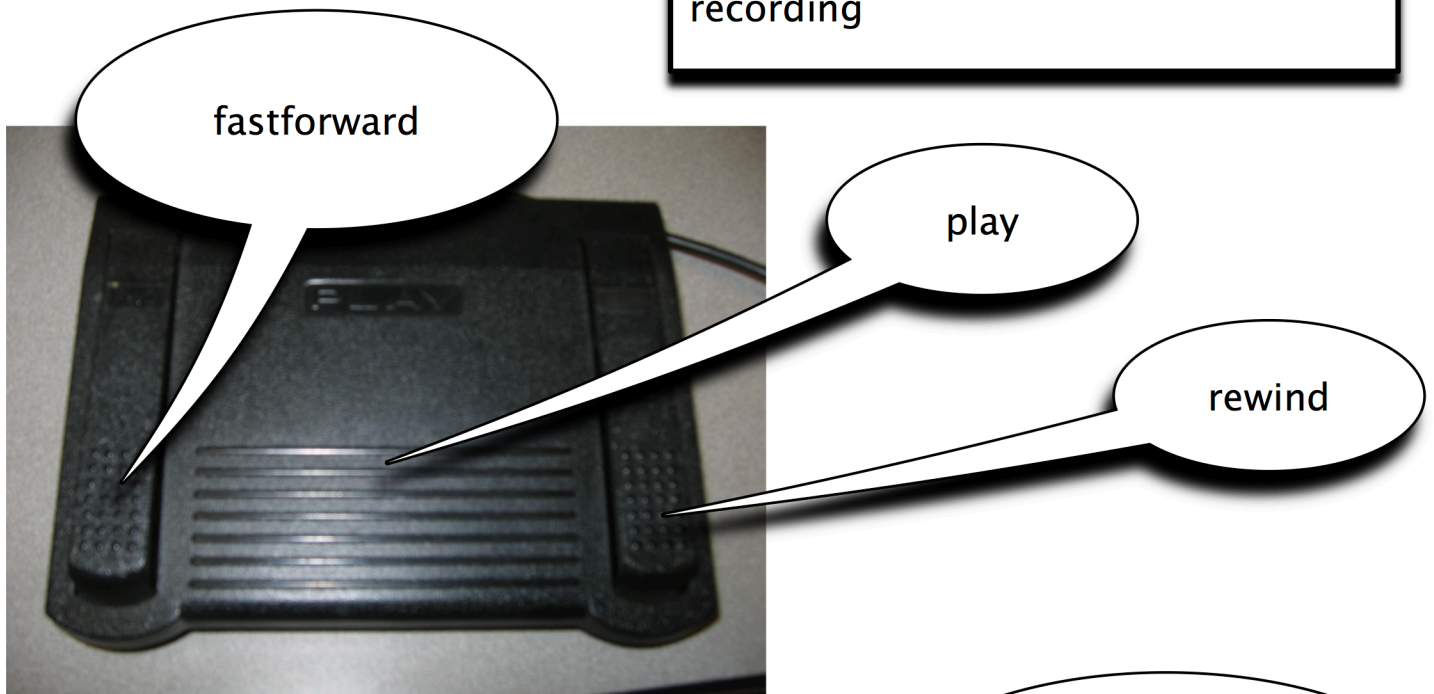
you can slow down or speed up your recording by using the sliding speed bar

Speed (100%)

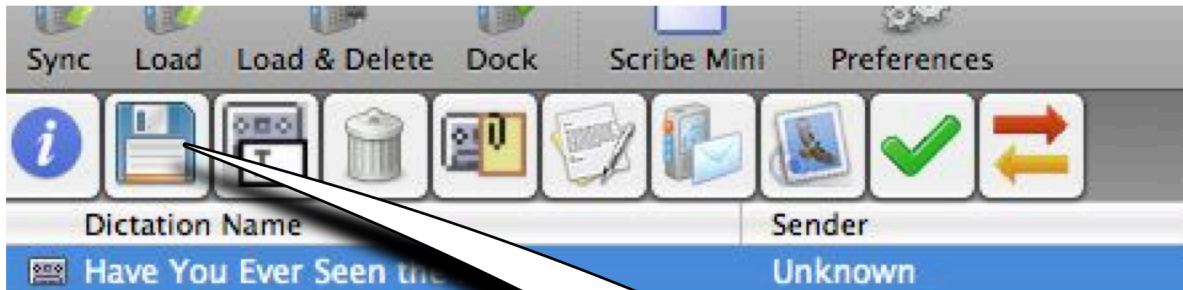# typing your transcription
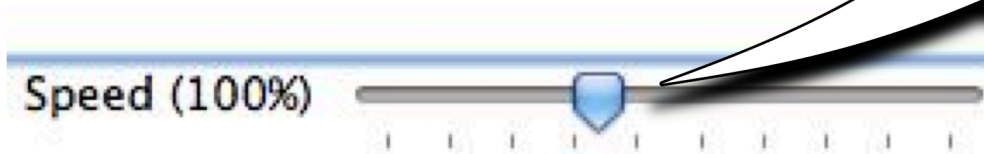
you can begin typing your transcription here
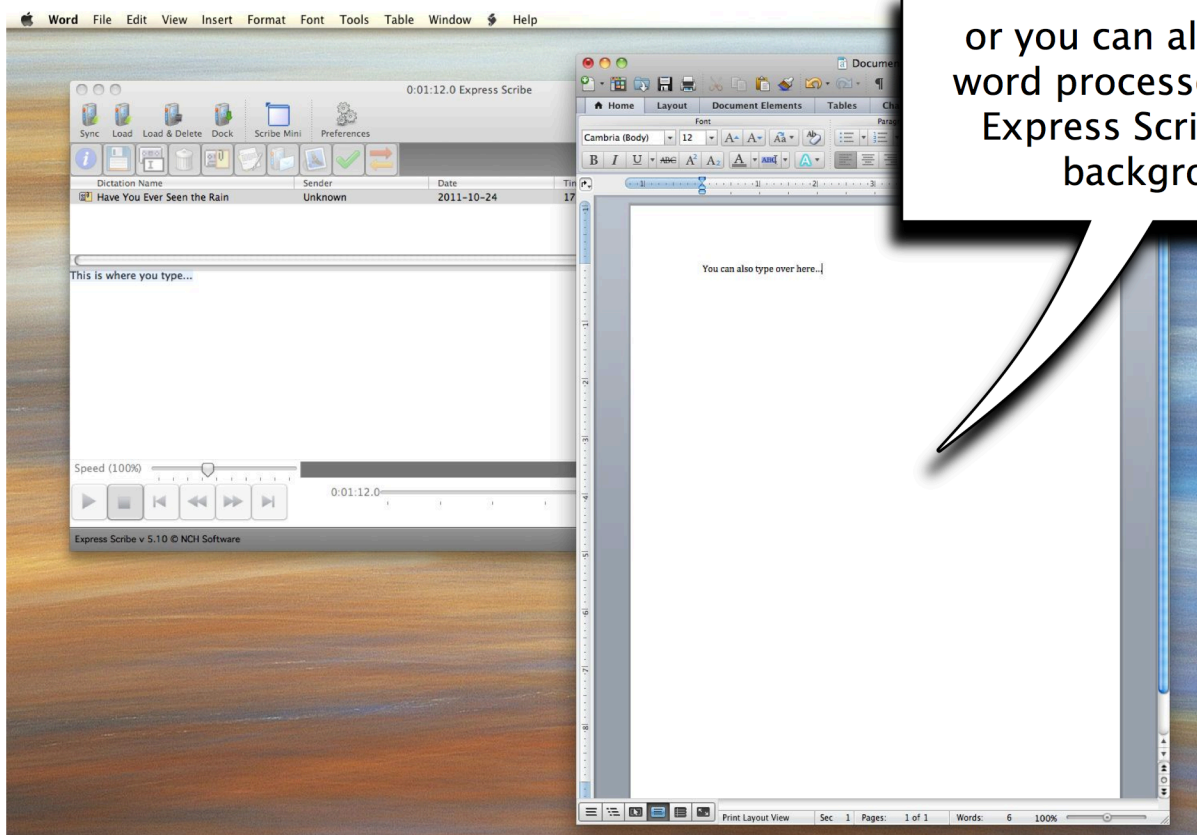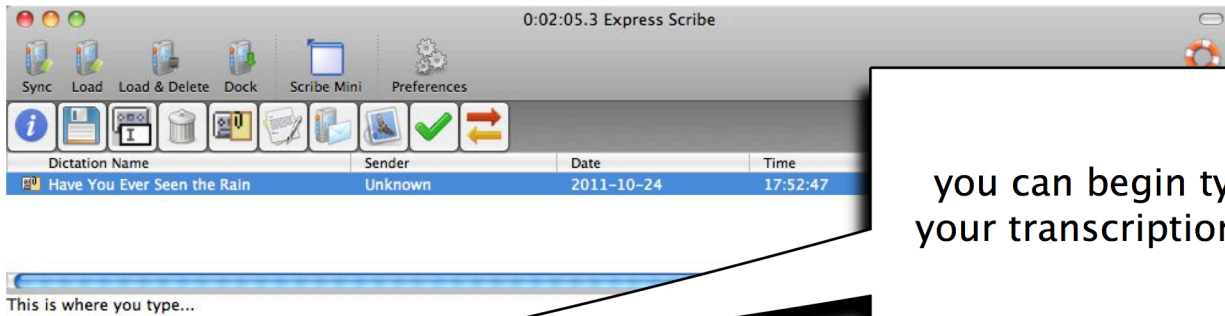
or you can also open a word processor and use Express Scribe in the background

saving

Be sure to save your work by clicking the floppy disk sign icon