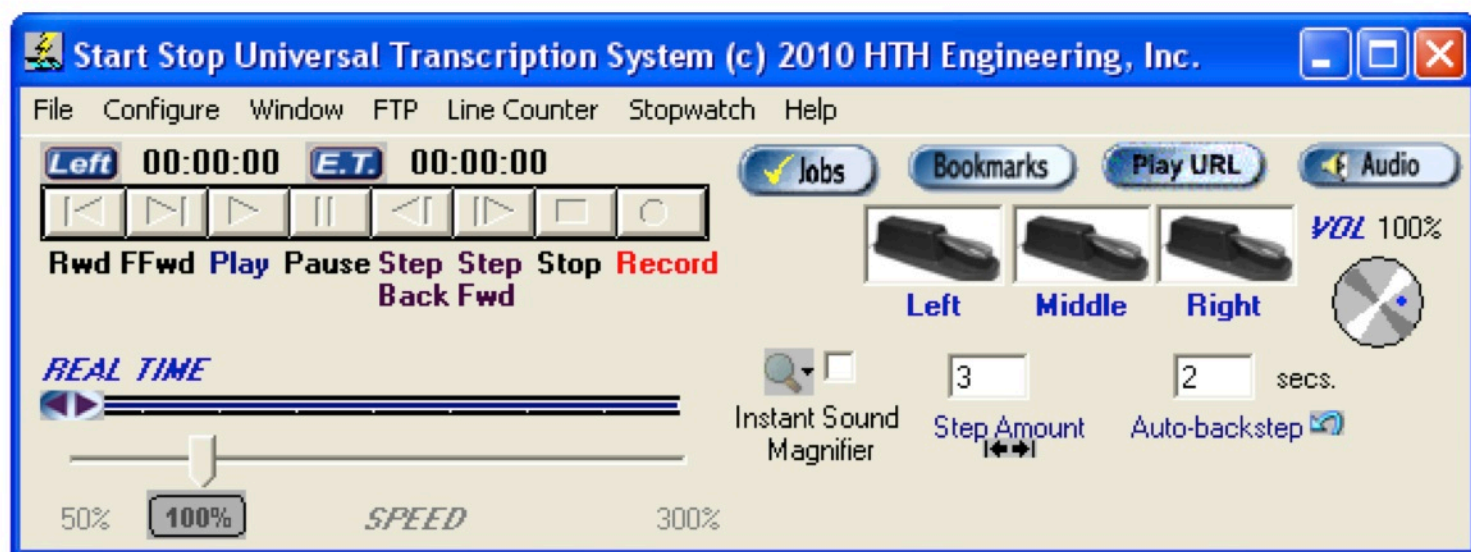
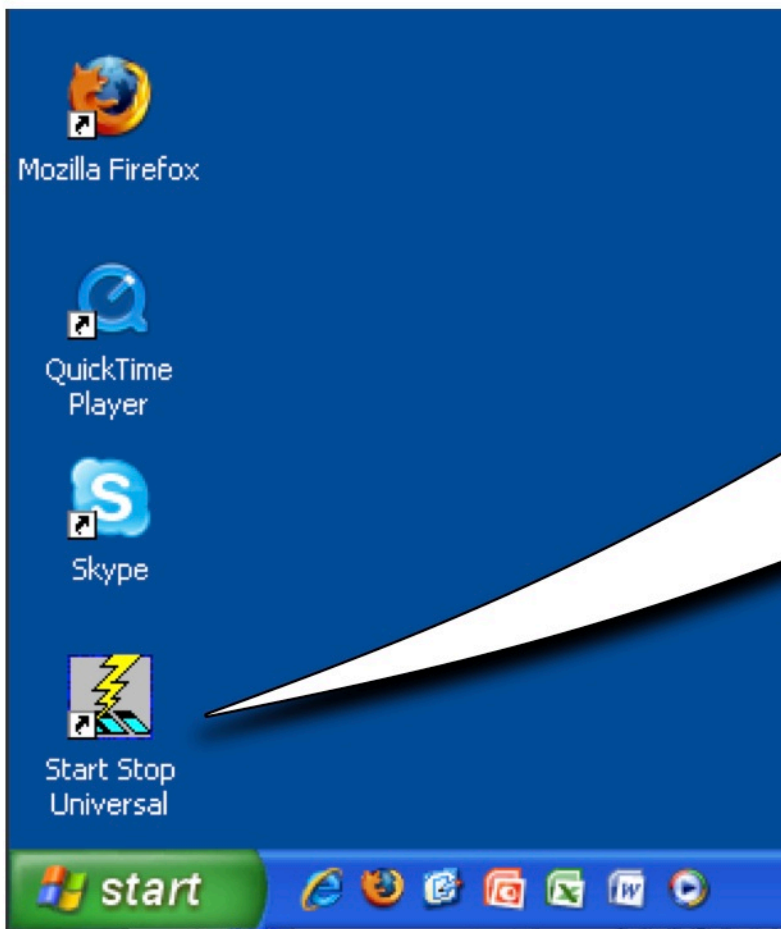


how to work:

# start stop transcribing system!



# getting started



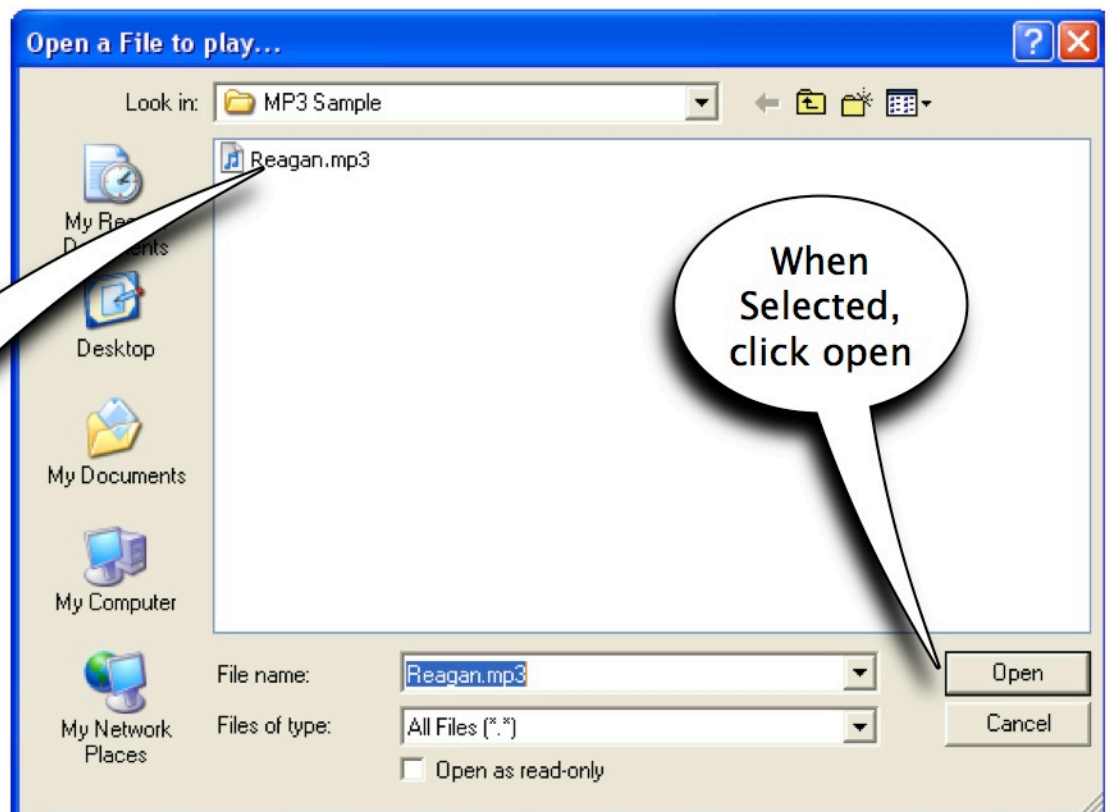
TO START YOUR  
START STOP  
EXPERIENCE,  
DOUBLE CLICK ON  
ITS ICON IN THE  
LOWER LEFT HAND  
CORNER OF THE  
SCREEN

# OPENING A FILE TO TRANSCRIBE



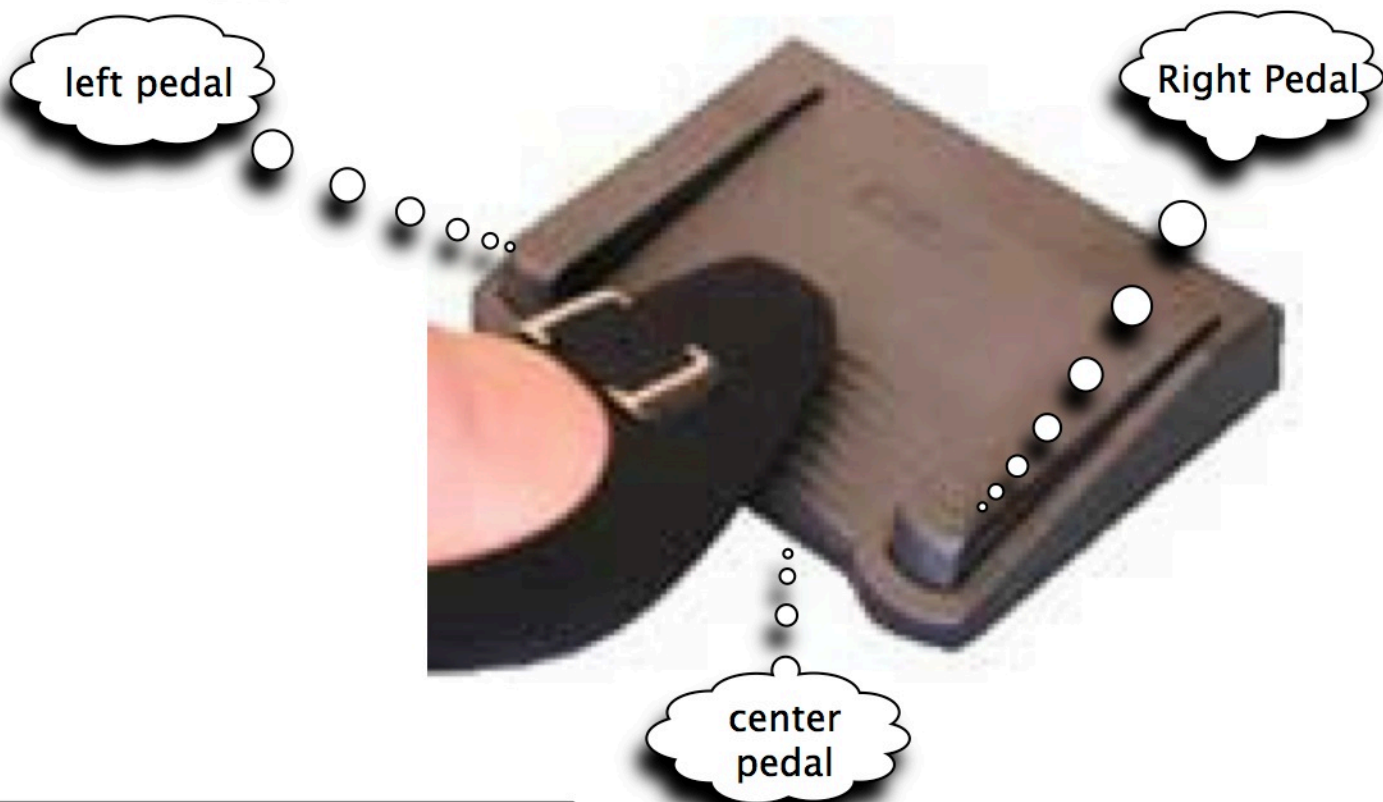
in order to  
open a file,  
click on file >  
open

Navigate to,  
and select, the  
file you wish to  
transcribe



When  
Selected,  
click open

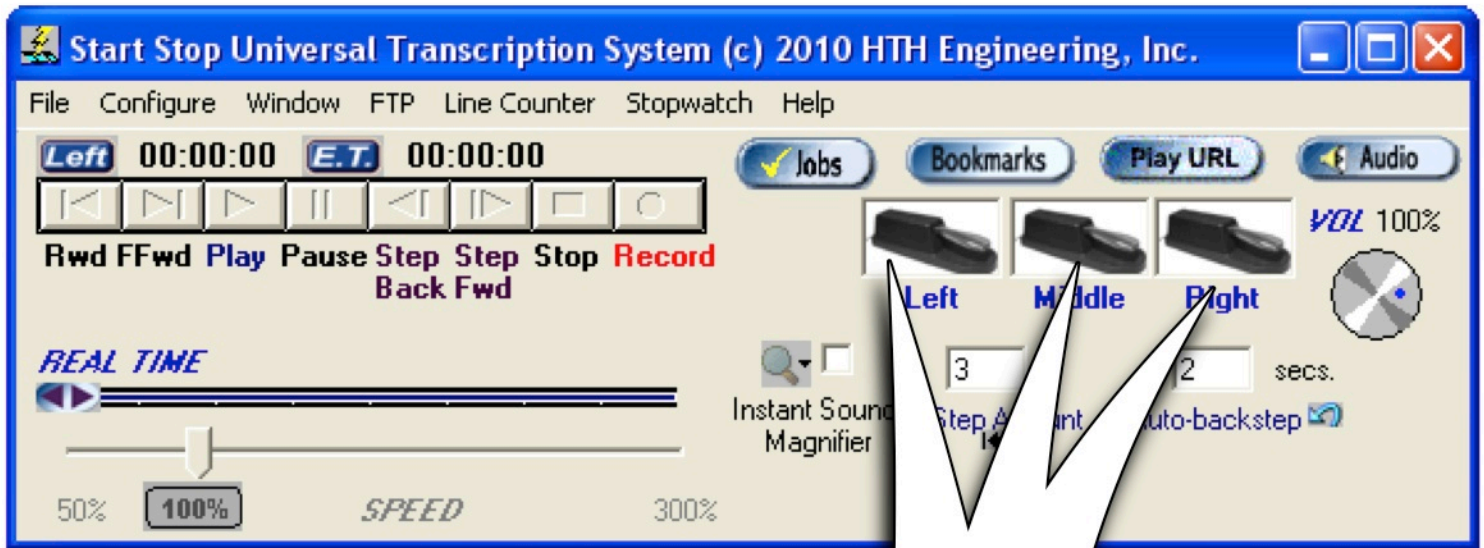
# using the pedals



you can use the transcriber pedal to navigate your sound file that you are transcribing



# using the pedals in the program



when using the pedals manually,  
they will likewise move along  
with your feet in the program  
itselt

**YOU MAY ALSO  
CLICK THESE  
PEDALS IN THE  
PROGRAM AND  
APPLY THEM  
JUST AS YOU  
WOULD USING  
YOUR FEET**

# adjusting speed



BY MOVING THE SLIDING SPEED BAR LEFT AND RIGHT, YOU MAY EITHER SLOW DOWN OR SPEED UP YOUR SELECTION



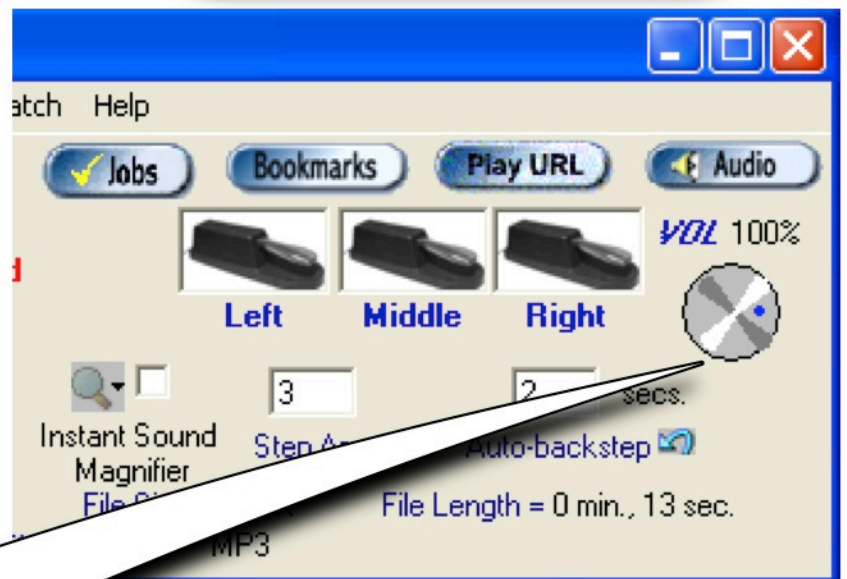
YOU MAY ADJUST YOUR SPEED FROM 50% TO 300%. NORMAL SPEED IS SET AT 100%

# REAL TIME SLIDER



YOU MAY JUMP TO ANYWHERE IN YOUR RECORDING BY USING THE REAL TIME SLIDER

# VOLUME



YOU MAY ADJUST YOUR VOLUME FROM 0 TO 100%

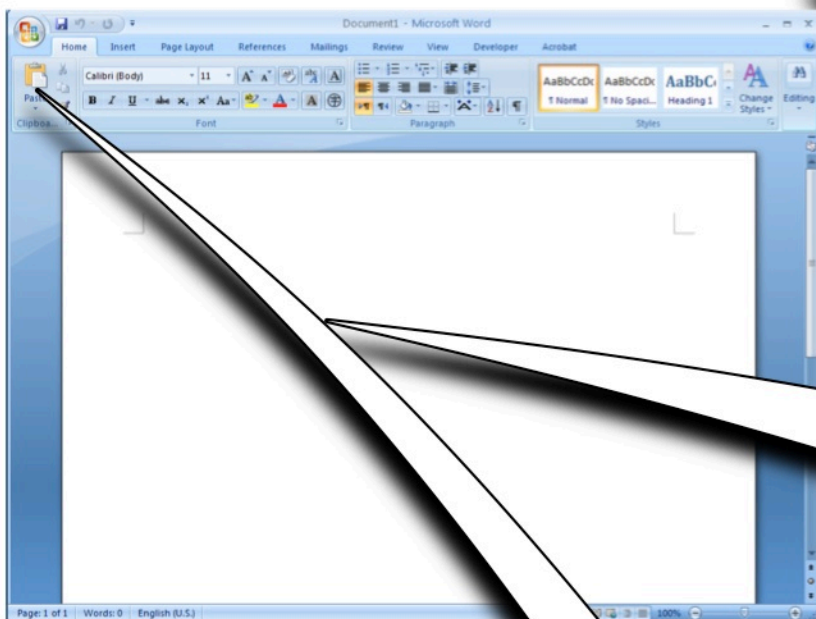


# WORD

NOW THAT YOU KNOW HOW TO  
USE START STOP, YOU ARE  
READY TO START TYPING UP  
WHAT YOU ARE TRANSCRIBING!



TO OPEN WORD,  
LOCATE THE "W" ICON  
ON THE BOTTOM  
LEFTHAND CORNER OF  
THE SCREEN

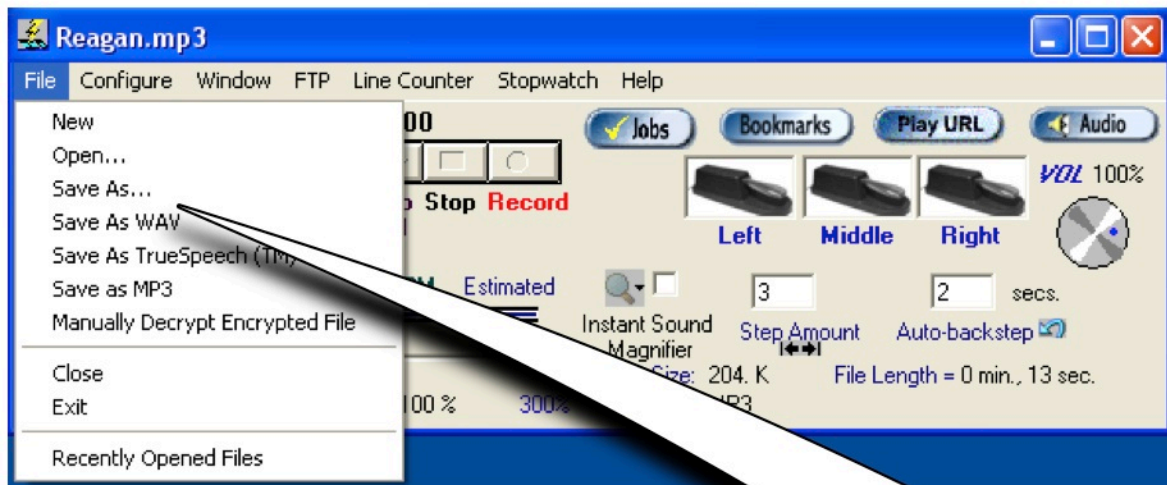


when word  
opens, you are  
ready to  
transcribe

BE SURE TO SAVE  
YOUR WORK!



# saving



BY GOING TO FILE > SAVE AS, YOU MAY SAVE THE PROJECT YOU ARE WORKING ON FOR CONTINUATION IN THE FUTURE

# the end!