

Philips SpeechMike Quick Start Guide

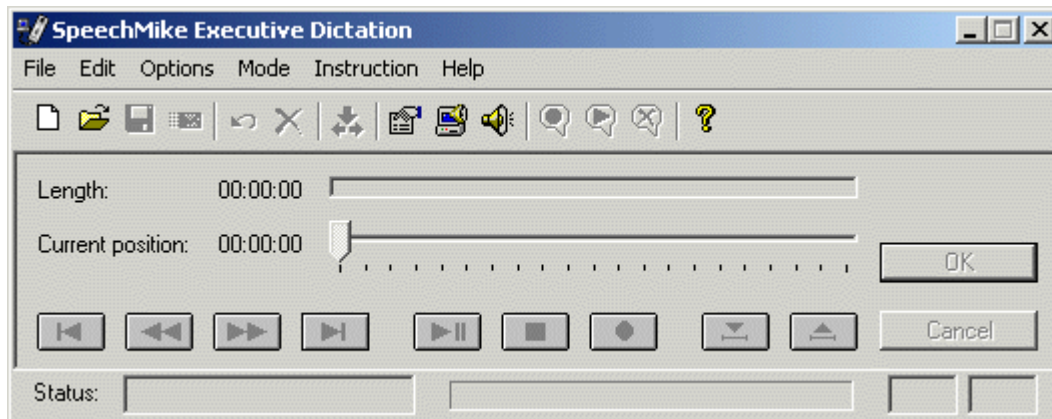
Introduction

The Philips SpeechMike Quick Start Guide provides information about configuring and using the Philips SpeechMike Executive software as well as the Philips SpeechMike itself.

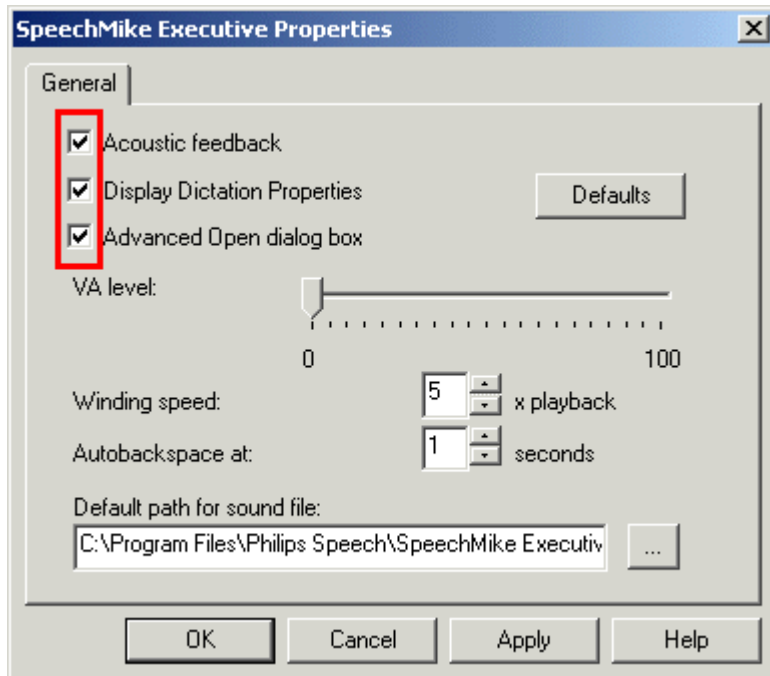
Configuring Philips SpeechMike Executive

To configure the Philips SpeechMike Executive:

1. Launch the Philips SpeechMike Executive by selecting **Start > Programs > SpeechMike Executive > Dictation**. The Philips SpeechMike Executive Dictation dialog is shown:

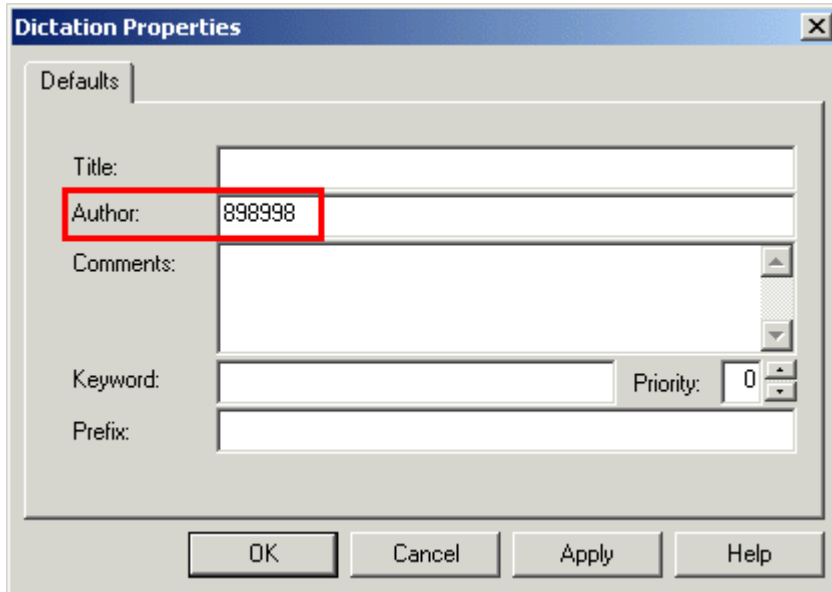


2. Select **Options > SpeechMike Executive Properties...** The SpeechMike Executive Properties dialog is displayed:



Philips SpeechMike Quick Start Guide

3. Make sure that the **Acoustic feedback**, **Display Dictation Properties**, and **Advanced Open dialog box** options are all checked. Click **OK**.
4. Click on Dictation Properties in the toolbar, or select **Options > Dictation Properties...** The Dictation Properties dialog is displayed:



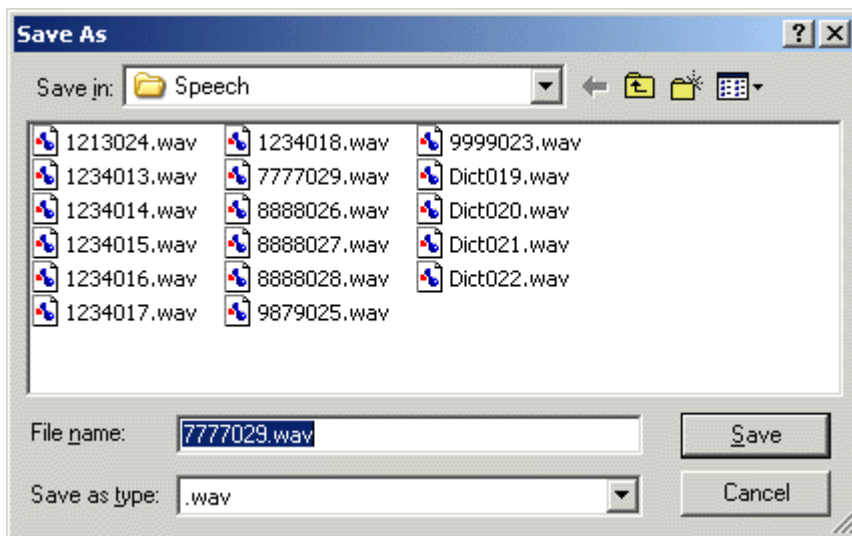
5. Set your Author ID (or Physician ID) by entering it in the Author field. Click **OK**.

Recording

Note: If you are not familiar with the Philips SpeechMike, see “The Philips SpeechMike” on page 3.

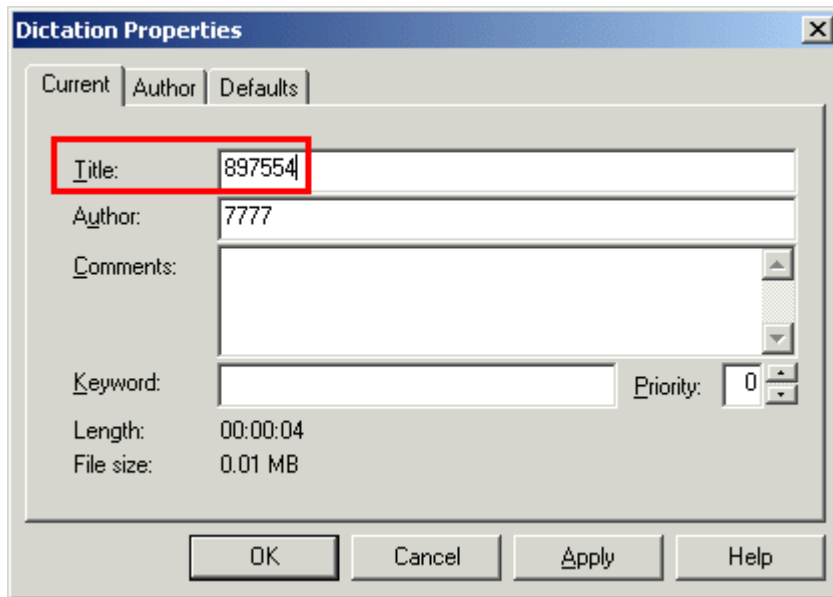
To record:

1. Press the Record button on the Philips SpeechMike. This automatically puts you into pause mode. To start recording, press the Play/Pause button.
2. To end the dictation, press the CMD/EOL button. The **Save As** screen is displayed:



Philips SpeechMike Quick Start Guide

- Press the CMD/EOL button again.
- You will be asked to enter the Patient ID. Patient ID is entered in the Title field:



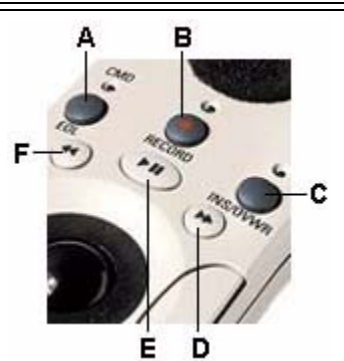
- Click **OK**.

The Philips SpeechMike

The Philips SpeechMike has several buttons, lights, and mouse/trackball controls, and may also be configured with an optional barcode scanner.

Philips SpeechMike Buttons

The six main dictation-related buttons include:

	Button	Function
	A. CMD/EOL	Press to end a dictation.
	B. Record	Press to enter record mode.
	C. INS/OVWR	Toggles between Overwrite and Append when recording over an existing dictation.
	D. Fast Forward	Move forward through the dictation.
	E. Play/Pause	Toggles between pause and play when listening to a dictation.
	F. Rewind	Move backward through the dictation.

Other Controls

The device also has a trackball and left and right mouse buttons as well as a microphone and an optional barcode scanner. There is also a left mouse “trigger” button on the underside of the device.