Recording a Verbal Comment

Verbal comments are recorded at any position in an audio file based on the need for instructions. A Transcriptionist will transcribe an audio file according to the verbal comments recorded in the file. They can be recorded with DSS Player Pro as well as with supported recorders.

With a recorder, they can be recorded only while the verbal comment recording button is being pressed during audio file recording. With Dictation Module, whenever the verbal comment recording button is being pressed, a verbal comment can be recorded, even when an audio file is not being recorded.

Verbal comments cannot have index marks inserted.

Verbal comments are displayed in light blue on the Play bar. They can be recorded as insert recordings or overwrite recordings.

To delete a verbal comment, use the partial deletion function for a recorded file.

=> Partially Deleting a File

   Verbal comment recording can be disabled.

=> [Workflow] - DirectRecording - Voice comment

 Procedure

1. On the Recording screen, move the Position control to a point for verbal comment insertion.

2. Select the recording mode.

Select for insert recordings and select for overwrite recordings.

3. Select the Microphone Sensitivity.

Select Conference mode or Dictation mode .

    When using models other than DS-5000 and DirectRec, Microphone Sensitivity cannot be selected on the Recording screen. WIth these models, the microphone input level is set via [Property of Sound and Audio Device] on the Control Panel of the OS.

4. Verbal comments can only be recorded while pressing .

During the recording of an audio file, a verbal comment can still be recorded while pressing the button. Releasing the button allows normal recording to resume.

Verbal comments are displayed in light blue. With or , the Position control can be moved to an index mark or to the edge of a verbal comment before or after the current position.

5. Exit the Recording screen.