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### **TECHNICAL BULLETIN from HTH Engineering, Inc.**

## **How to set up the Olympus DS-7000/DS-5000/DS-3400 Digital recorder (To convert existing .DS2 files to .DSS format – see below)**

The Olympus DS-7000 (<http://www.startstop.com/ds7000.asp> )

The Olympus DS-5000 (<http://www.startstop.com/ds5000.asp>)

and

The Olympus DS-3400 (<http://www.startstop.com/ds3400.asp>):

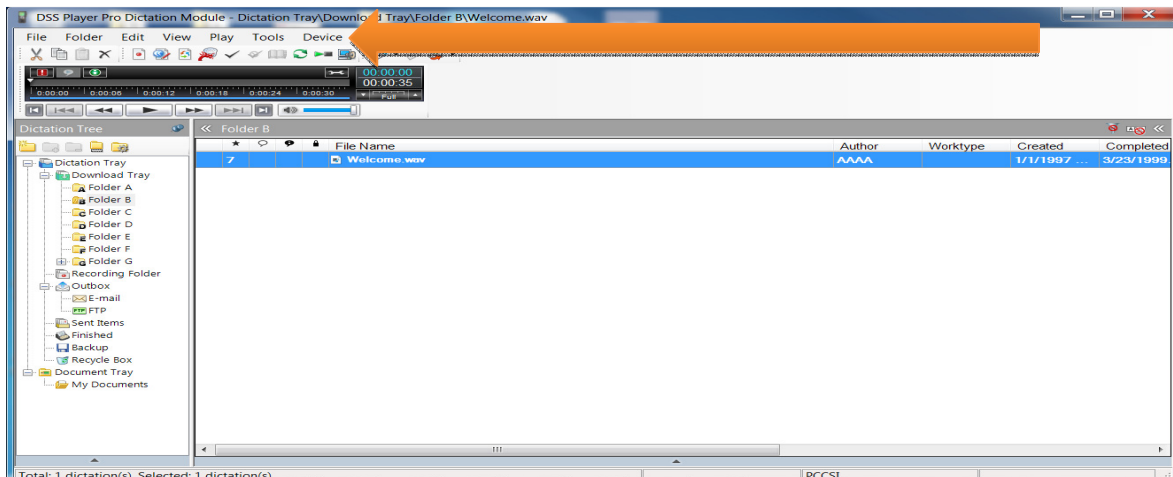
digital recorders can create files in .DS2 format, as well as .DSS (the industry standard). Out of the box, as installed, the DS-7000/DS-5000/DS-3400 recorders are configured by default to create “.DS2” format files. However, since “.DSS” format files are required for backward-compatibility with the Start Stop Universal Transcription System

(<http://www.startstop.com/sst2.asp>)

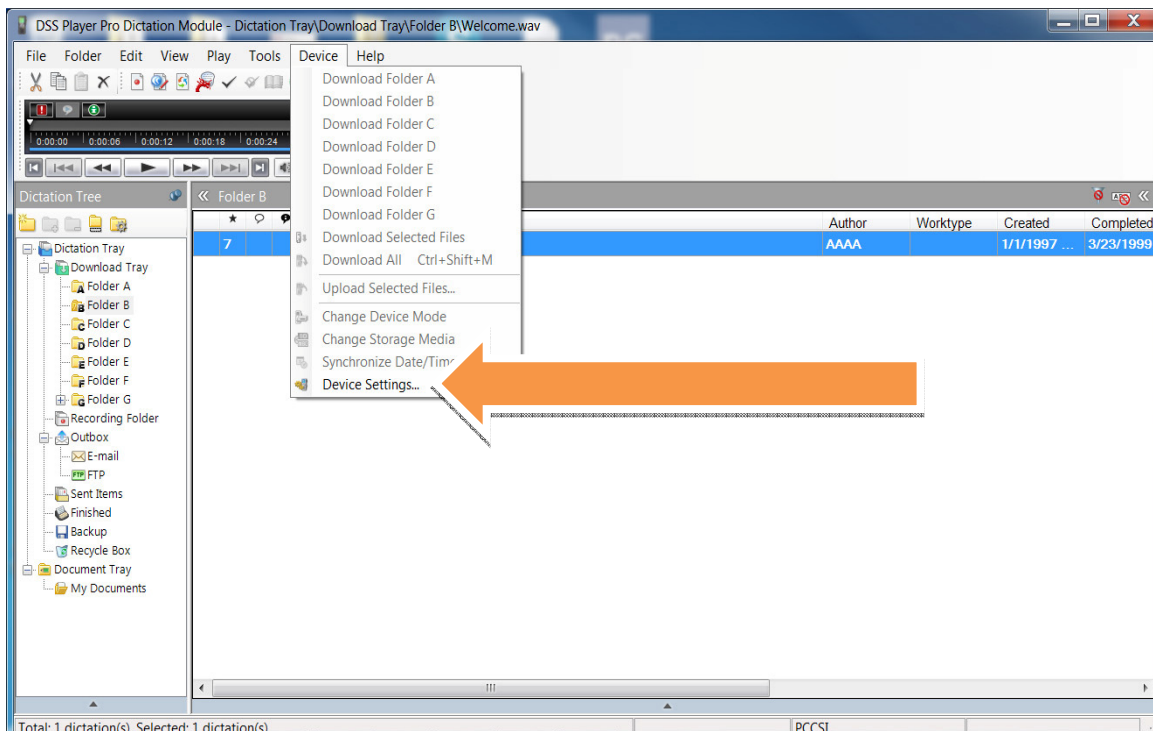
(and other products), we’ve created this “how-to” guide.

## To set the DS-7000/DS-5000/DS-3400 to record in .DSS format:

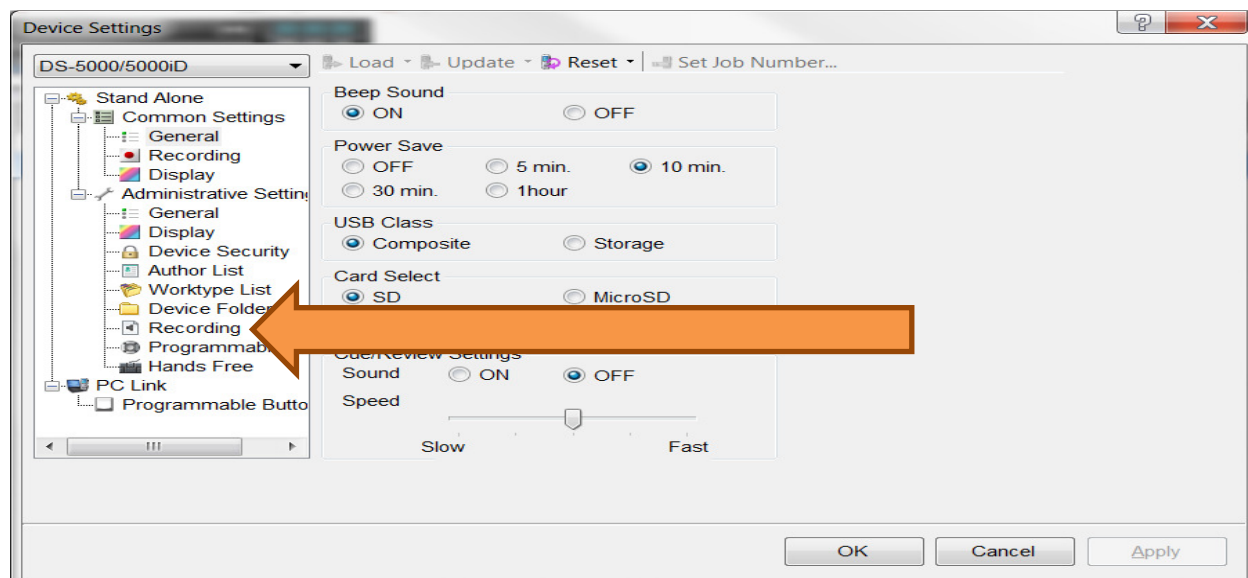
- 1) Connect the recorder to the PC.
- 2) In the Dictation Module click on Device.



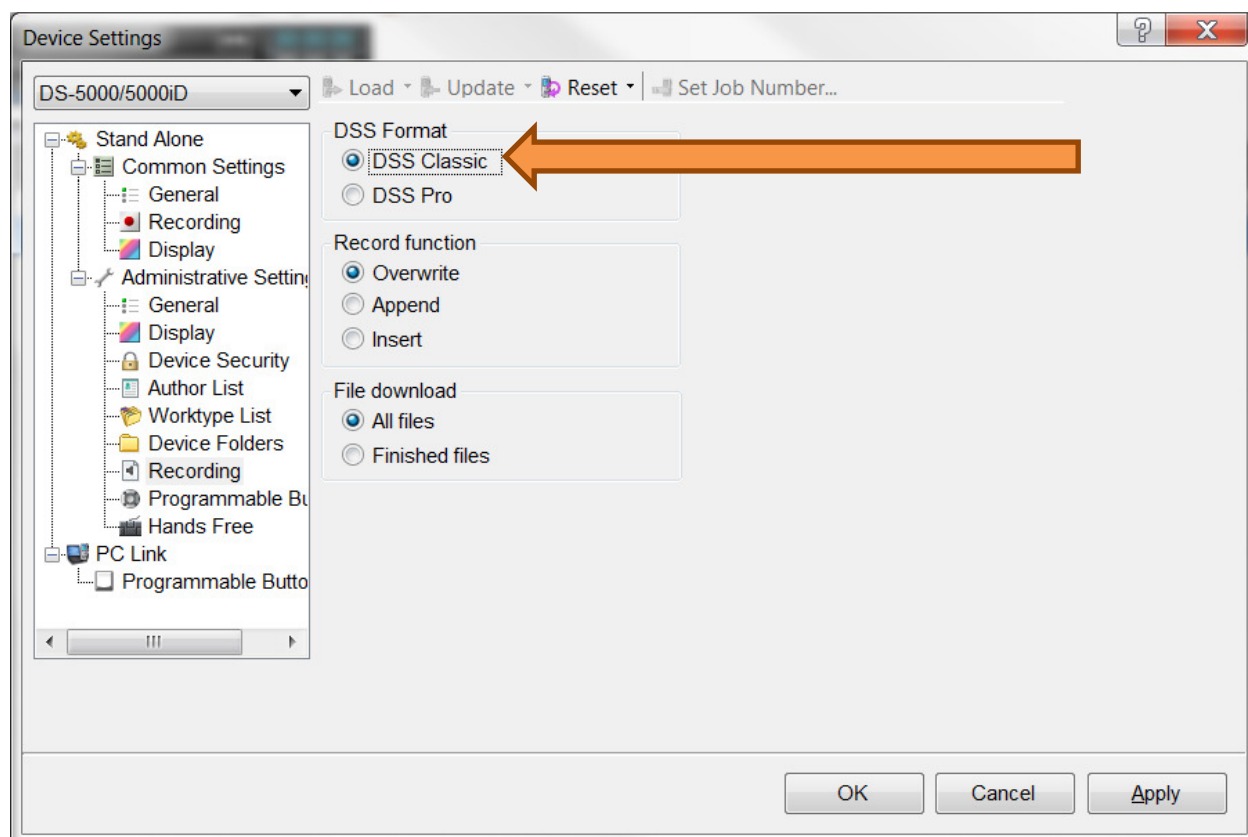
Click on Device Settings.



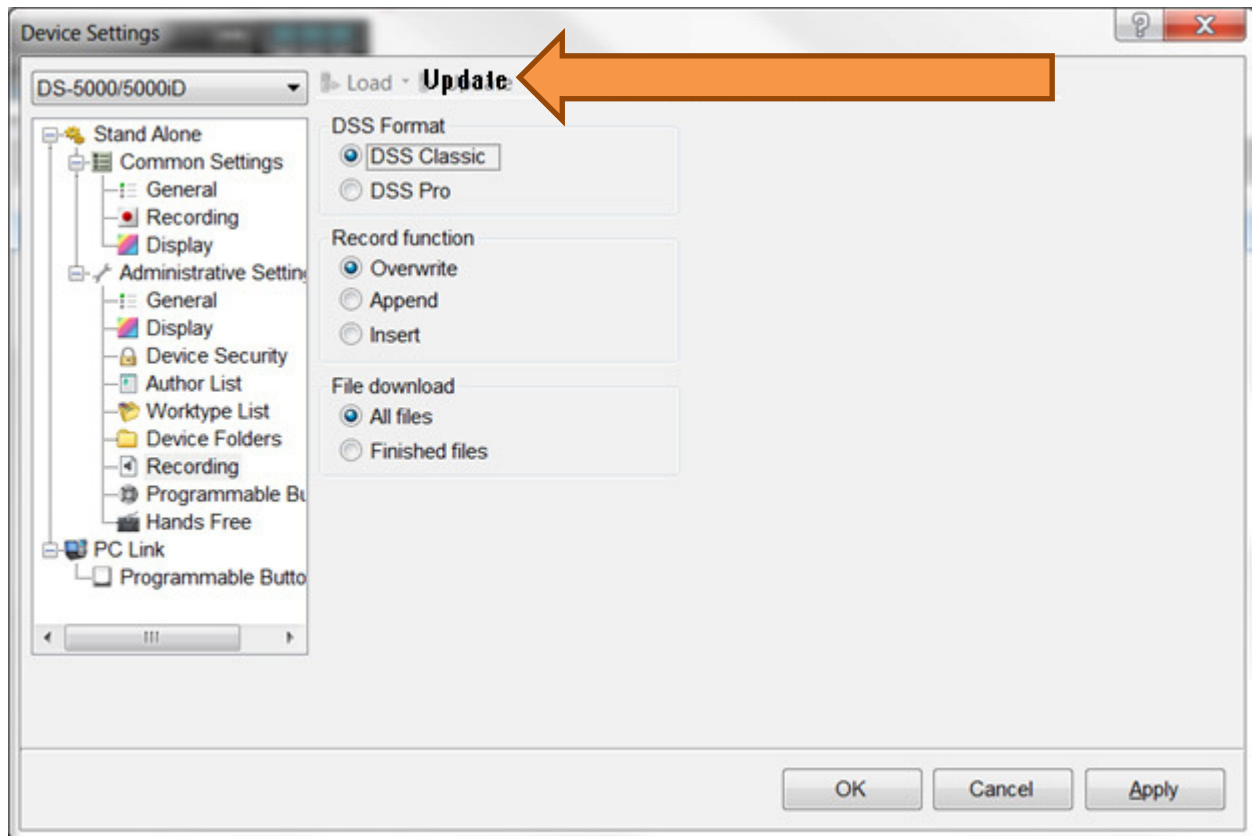
- 3) In the Device Settings window click on Recording on the left under Administrative Settings.



- 4) On the right side of the screen near top select DSS Classic.



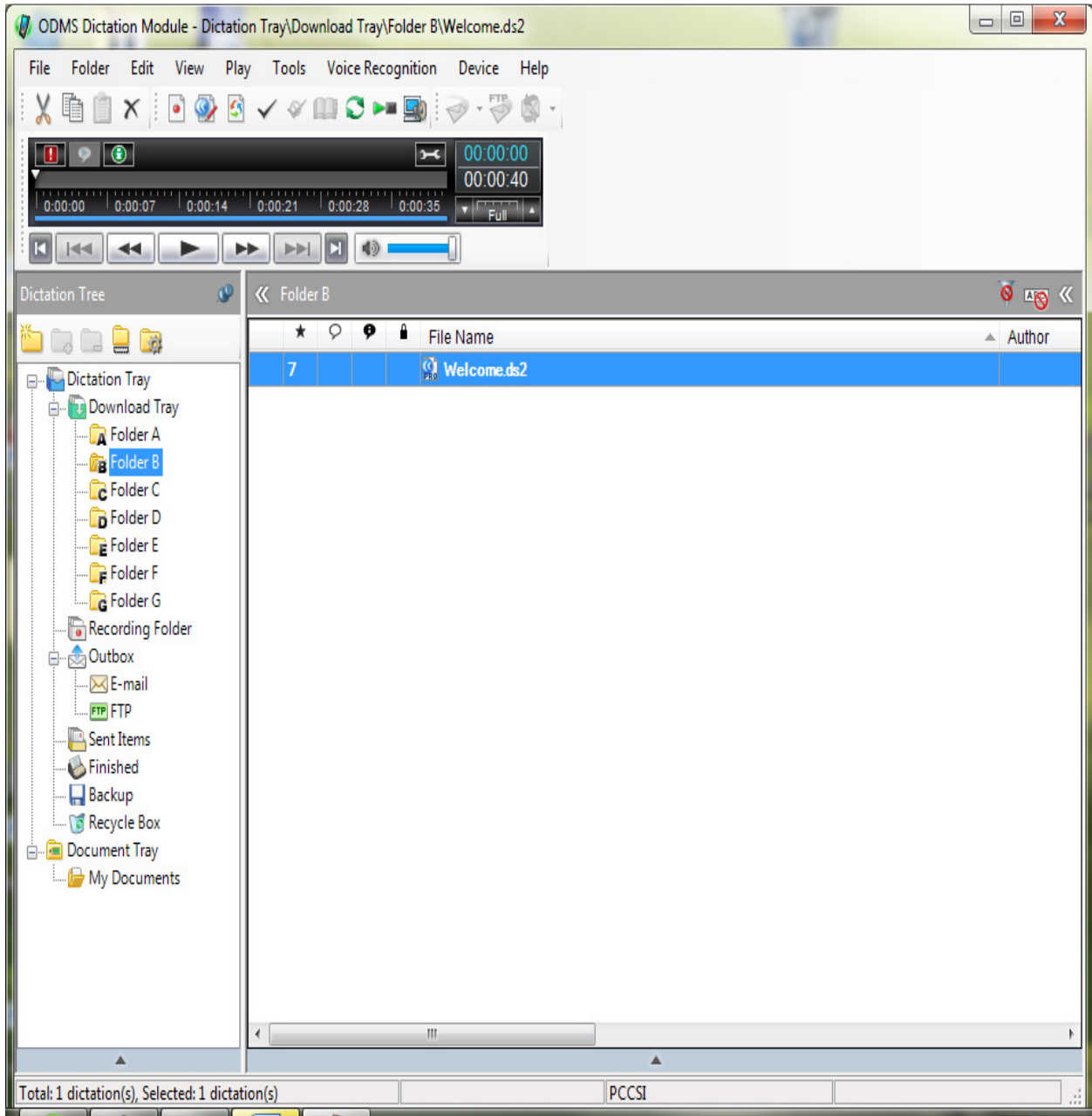
- 5) Click the Update button at the top of window and choose This Page Only which will update the setting change to the recorder.



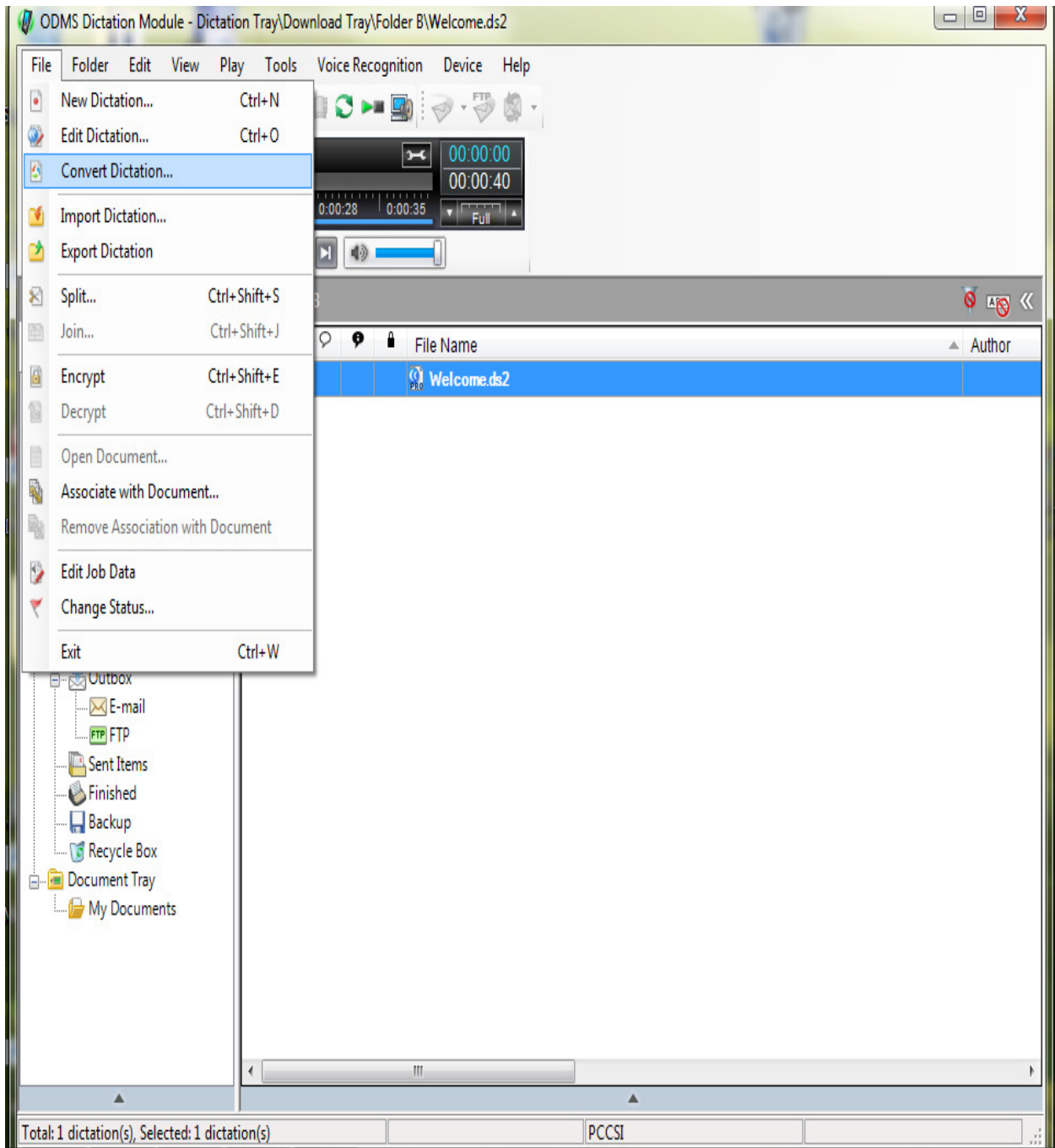
Now the DS-7000/DS-5000/DS-3400 will record in .DSS format which Start-Stop can play.

## How to Convert already downloaded .DS2 files to .DSS format

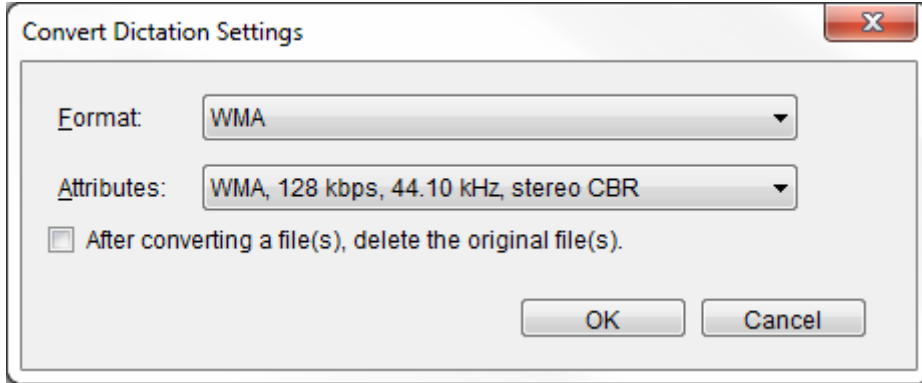
### 1. Open the Dictation Module



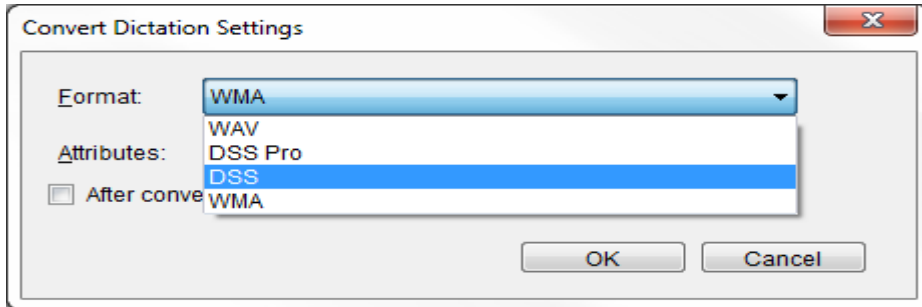
2. Select the Audio .DS2 file you want to convert. Then Right-Click it with your mouse or select "File" from the toolbar tabs and click on "Convert Dictation."  
*(Multiple files can be selected for conversion)*



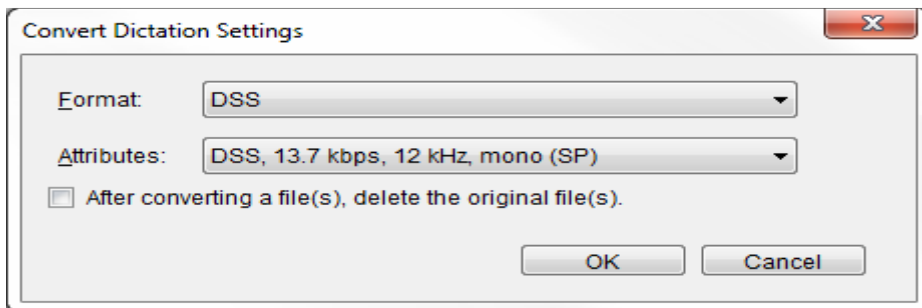
3. The following window will appear, to set up Conversion:



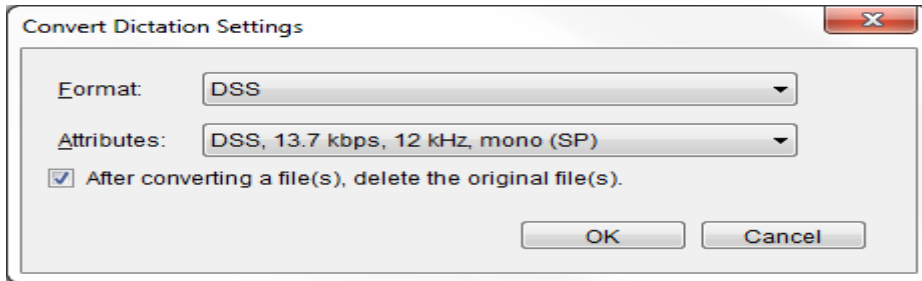
4. For the “FORMAT” Option, select “DSS.”



5. Keep the default setting for the “ATTRIBUTES” option.



6. If you want to delete the .DS2 file originally created, click to put a checkmark in the box labeled “After Converting a file(s) delete the original file(s).”



7. Click OK. The file(s) will now convert.

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