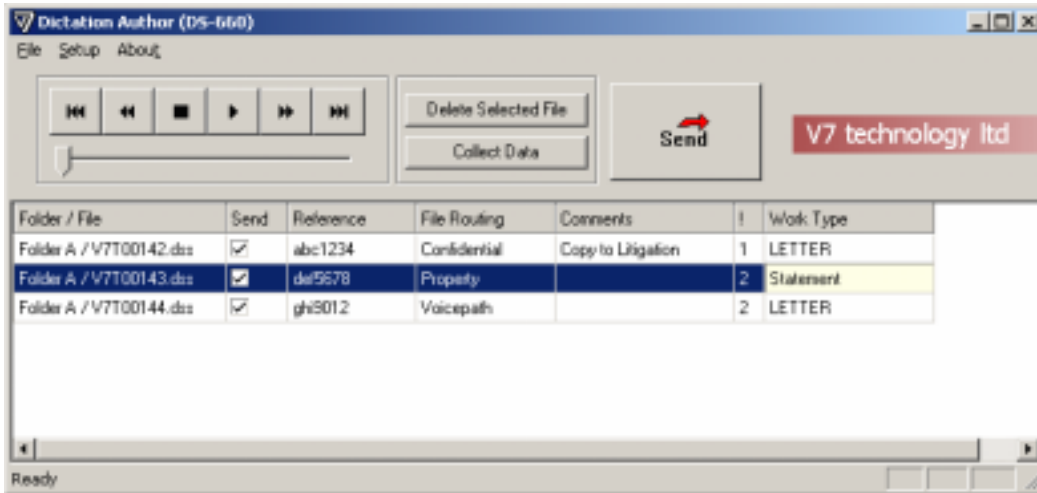




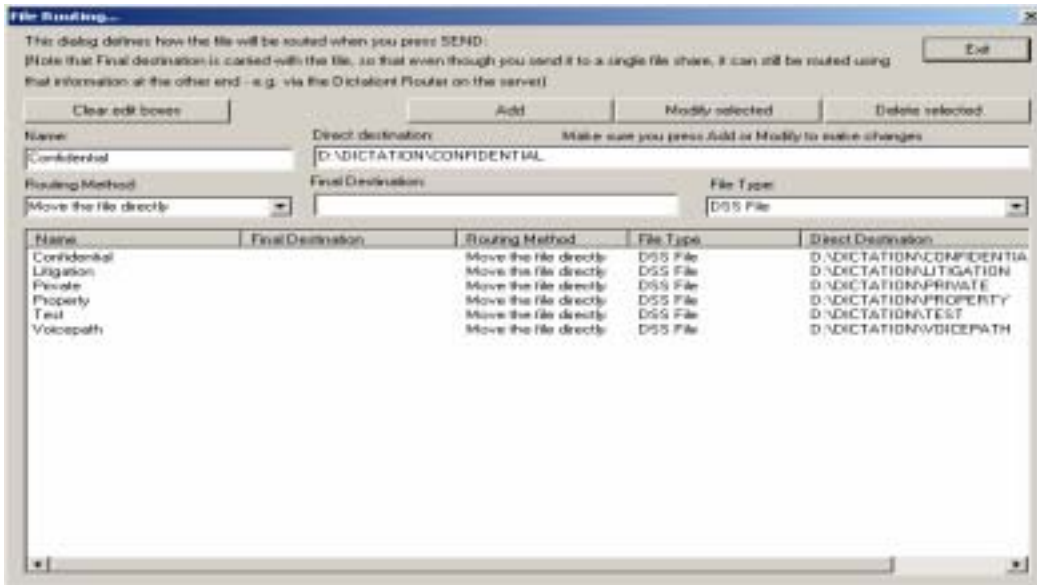
## V7 Digital Dictation System Screenshots

### 1. V7 Author

Connecting the recorder automatically brings up the V7 Author window. All the files are visible and can be prepared for transfer:



Pressing the 'send' button transfers the files to the desired destination using the pre-configured routing method. A backup copy may be retained on the local PC and the files on the recorder are erased once the process is completed. Routing tables allow a wide choice of destinations:



## V7 Screenshots

Default destinations for folders can be allocated:

The screenshot shows a 'Defaults' dialog box with the following settings:

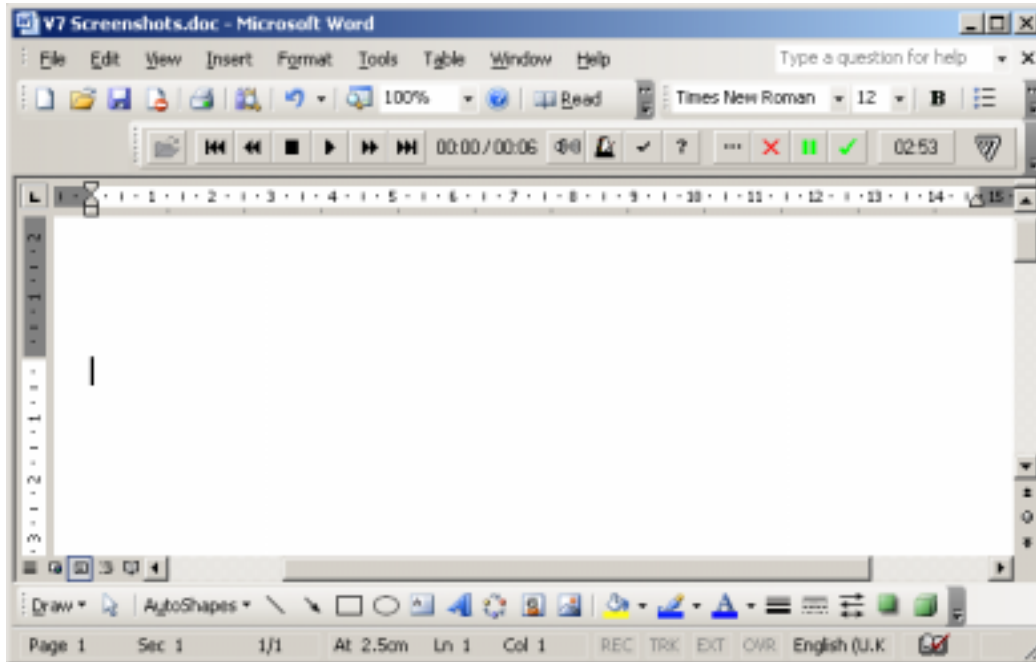
- Default Author: No Authors
- Default Priority: 2
- Default Work Type: LETTER
- Default Destinations:
  - Folder A --> Test
  - Folder B --> Test
  - Folder C --> Test
  - Folder D --> Test
  - Folder E --> Test
  - Folder F --> Confidential
  - Folder G --> Confidential
  - Folder H --> Confidential
  - Folder I --> Confidential
  - Folder J --> Confidential
- Account ID: 0
- Automatically Delete DSS Files from Recorder when sent
- Send Data File
- Generate a unique filename
- Request Email Receipt

Buttons: Save, Cancel

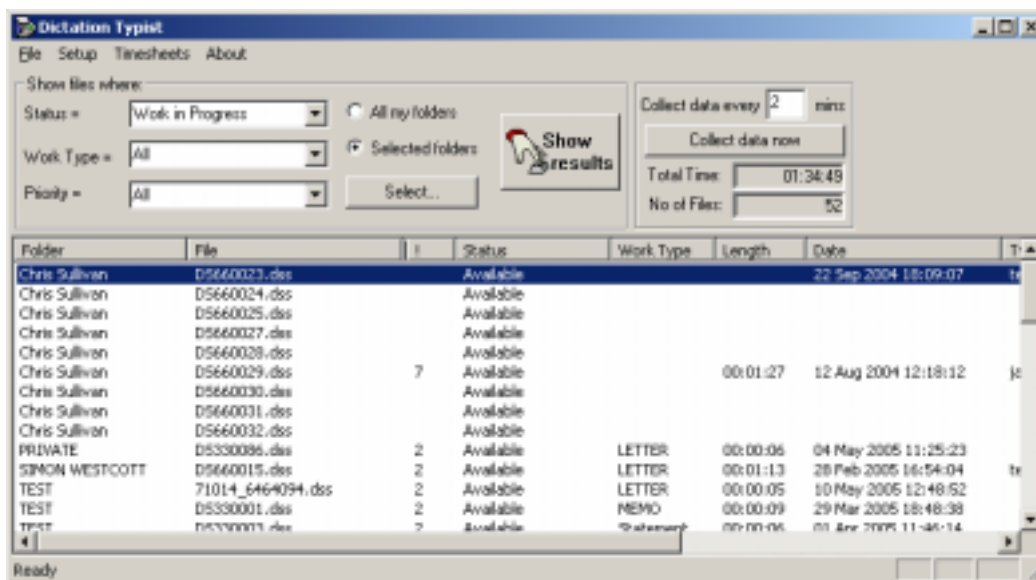
## V7 Screenshots

### 2. V7 Typist

The screenshot below shows the V7 transcription toolbar embedded within MS Word. No more floating transcription toolbars – all the controls for transcribing are in a single MS Word window.

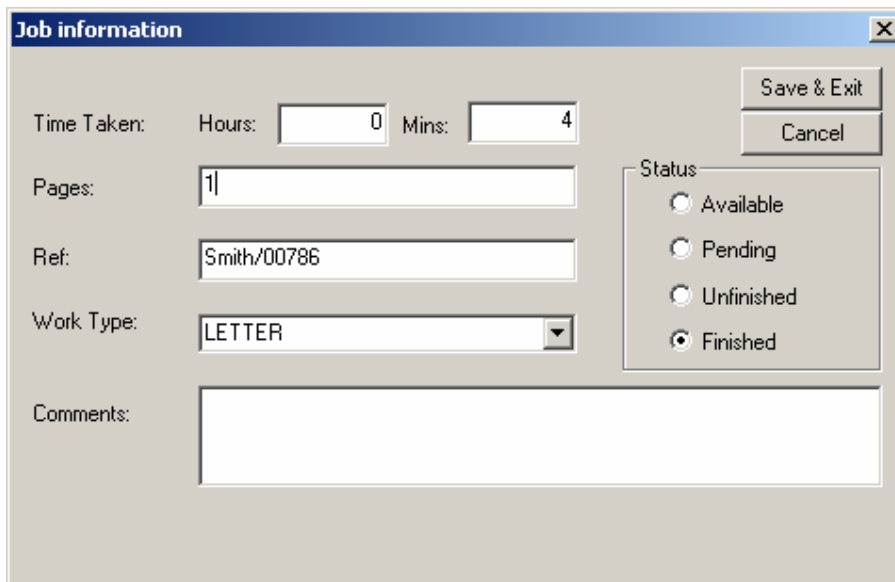


Selecting the 'file open' icon on the transcription toolbar shows the work available to the typist:



## V7 Screenshots

Once the file is selected, the selection window is closed and the work can be transcribed. With the transcription done, the typist can mark up the piece of work with the time taken and its amended status. A full history of each file is retained.



The screenshot shows a 'Job information' dialog box with the following fields and options:

- Time Taken:** Hours:  Mins:
- Pages:**
- Ref:**
- Work Type:**
- Status:**  Available,  Pending,  Unfinished,  Finished
- Comments:**
- Buttons:** Save & Exit, Cancel

## V7 Screenshots

### 3. V7 Administrator

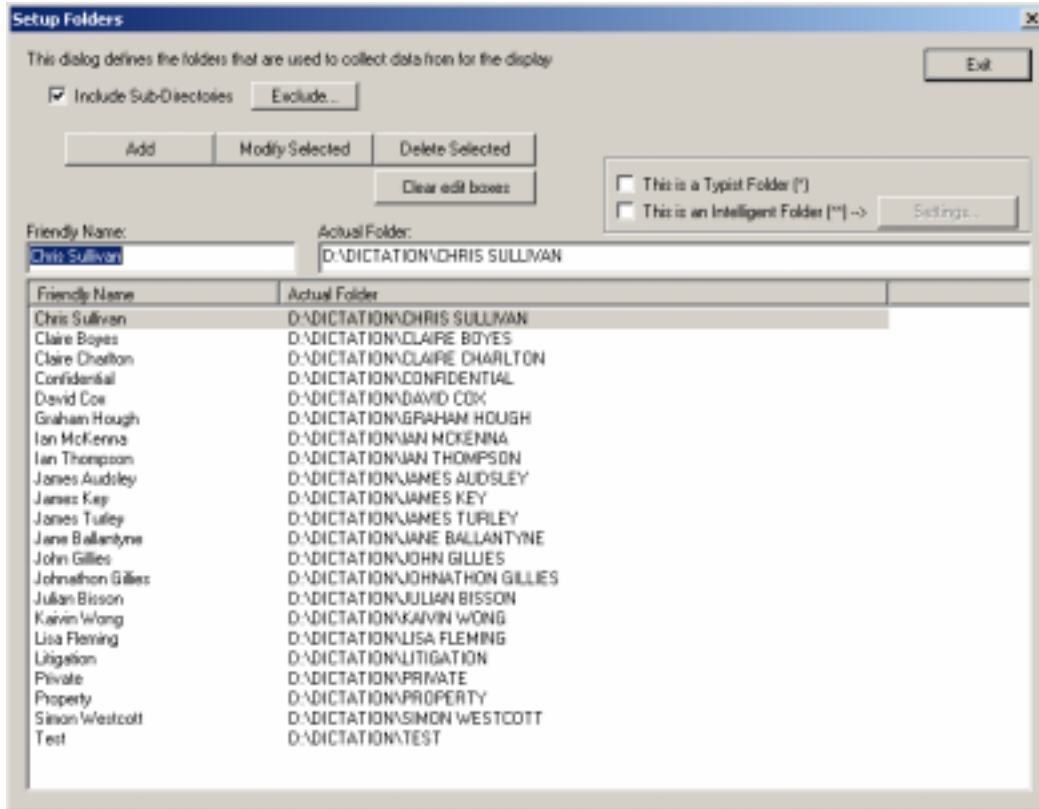
Provides fully filtered view of all work on the system, together with time and file quantity summary. Note also 'Export' button for ad-hoc reports to MS Excel:

The screenshot shows the V7 Administrator application window. The interface includes a menu bar (File, View, Archiving/Paging, Setup, Tools, About), a 'FOLDER VIEW' section with various filters (Status, Folder, Work Type, Priority, Author, Dates, Typist), and control buttons like 'Show results' and 'Export'. A summary box on the right shows 'Collect data every 2 minutes', 'Collect data now', 'Total Time: 01:50:11', and 'Number of Files: 68'. The main area is a table with columns: Folder, File, Status, Work Type, Length, and Date.

Folder	File	Status	Work Type	Length	Date
Chris Sullivan	V:\CHRIS SULLIVAN\05660025.dss	Available			
Chris Sullivan	V:\CHRIS SULLIVAN\05660027.dss	Available			
Chris Sullivan	V:\CHRIS SULLIVAN\05660028.dss	Available			
Chris Sullivan	V:\CHRIS SULLIVAN\05660030.dss	Available			
Chris Sullivan	V:\CHRIS SULLIVAN\05660031.dss	Available			
Chris Sullivan	V:\CHRIS SULLIVAN\05660032.dss	Available			
0	Kevin Wong	D:\DICTATION\KAVIN WONG\05660048.dss	Finished	00:09:28	22 Sep 2004 18:09:16
0	test	D:\dictator\test\AAAA0001_09.dss	Finished	00:00:38	29 Mar 2005 17:58:20
0	test	D:\dictator\test\AAAA0006_05.dss	Being-Typed	00:01:19	29 Mar 2005 17:58:20
0	Test	D:\DICTATION\TEST\05330026.dss	Available		15 Dec 2004 13:13:42
1	TEST	D:\DICTATION\TEST\05330095.dss	Available	LETTER	00:00:06
1	TEST	D:\DICTATION\TEST\07T00120.dss	Available	LETTER	00:00:06
1	TEST	D:\DICTATION\TEST\07T00123.dss	Finished	LETTER	00:00:06
1	TEST	D:\DICTATION\TEST\07T00137.dss	Being-Typed	Statement	00:00:06
1	TEST	D:\DICTATION\TEST\07T00138.dss	Finished	LETTER	00:00:06
2	LITIGATION	D:\DICTATION\LITIGATION\05330039.dss	Finished	LETTER	00:00:26
2	LITIGATION	D:\DICTATION\LITIGATION\05660007.dss	Being-Typed	LETTER	00:00:34
2	PRIVATE	D:\DICTATION\PRIVATE\05330040.dss	Finished	LETTER	00:00:09
2	PRIVATE	D:\DICTATION\PRIVATE\05330086.dss	Being-Typed	LETTER	00:00:06
2	PRIVATE	D:\DICTATION\PRIVATE\05660016.dss	Pending	MEMO	00:01:35
2	PROPERTY	D:\DICTATION\PROPERTY\05330002.dss	Being-Typed	MEMO	00:00:05
2	PROPERTY	D:\DICTATION\PROPERTY\05330002.dss	Pending	LETTER	00:00:33
2	SIMON WESTCOTT	D:\DICTATION\SIMON WESTCOTT\05660013.dss	Pending	MEMO	00:00:11
2	SIMON WESTCOTT	D:\DICTATION\SIMON WESTCOTT\05660015.dss	Available	LETTER	00:01:13
2	TEST	D:\DICTATION\TEST\71014_6464094.dss	Available	LETTER	00:00:05

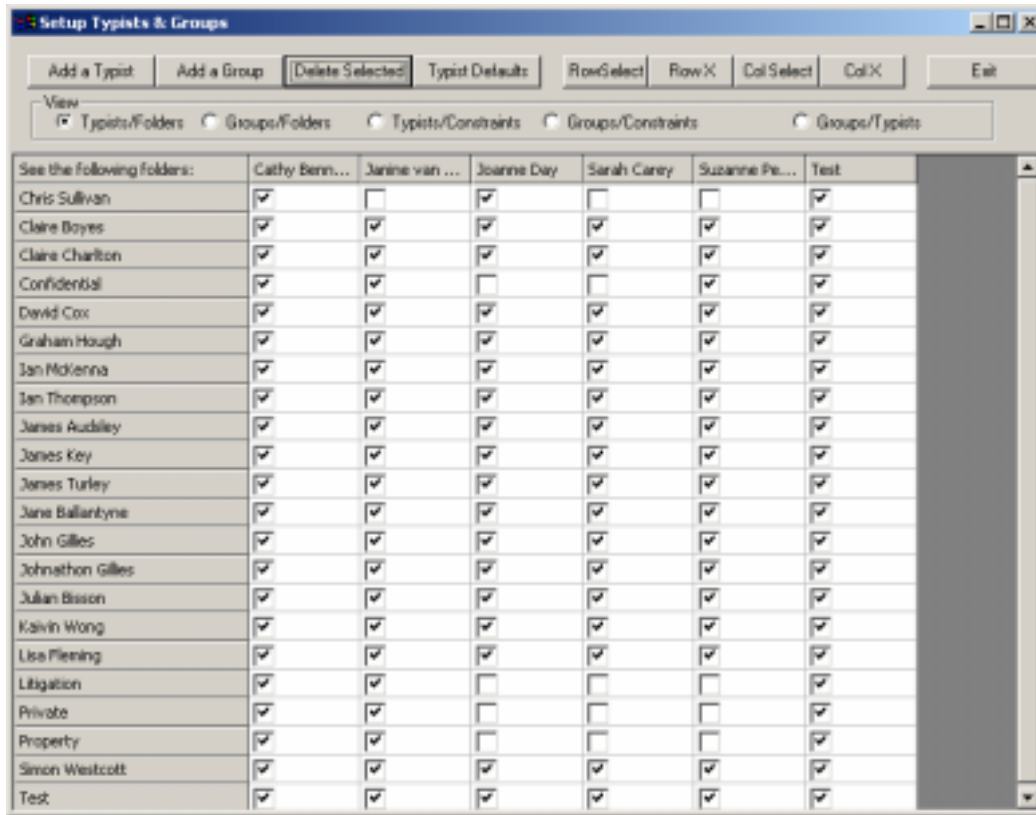
## V7 Screenshots

Allows creation of individual folders for authors:



## V7 Screenshots

Folders are allocated to typists using matrix format:

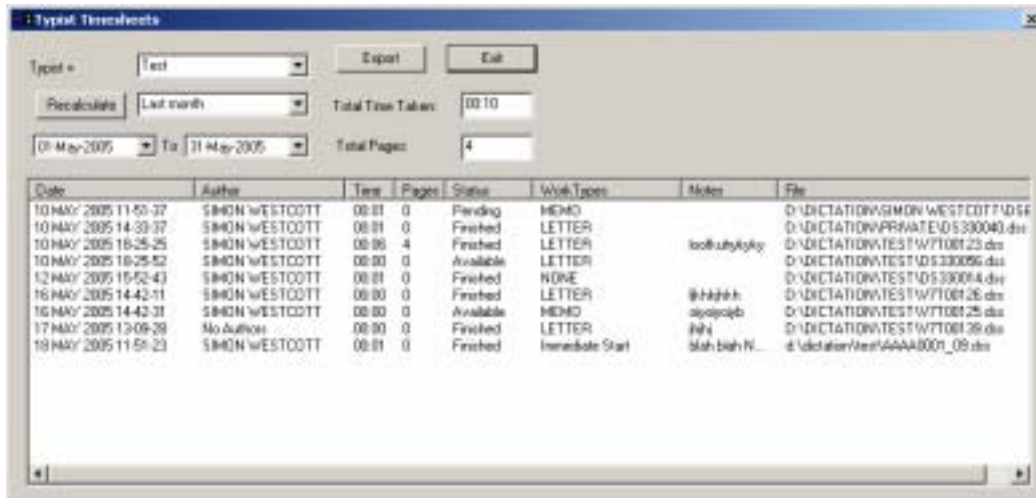


The screenshot shows a software window titled "Setup Typists & Groups". At the top, there is a menu bar with buttons: "Add a Typist", "Add a Group", "Delete Selected", "Typist Defaults", "RowSelect", "RowX", "ColSelect", "ColX", and "Exit". Below the menu bar is a "View" section with radio buttons for "Typists/Folders" (selected), "Groups/Folders", "Typists/Constraints", "Groups/Constraints", and "Groups/Typists". The main area is a matrix table with the following data:

See the following folders:	Cathy Benn...	Janine van ...	Joanne Day	Sarah Carey	Suzanne Pe...	Test
Chris Sullivan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Claire Boyes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Claire Charlton	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Confidential	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
David Cox	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Graham Hough	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Jan McKenna	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Jan Thompson	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
James Audibley	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
James Key	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
James Turley	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Jane Ballantyne	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
John Gilles	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Johnathon Gilles	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Julian Bason	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Kalvin Wong	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lisa Fleming	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Litigation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Private	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Property	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Simon Westcott	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Test	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## V7 Screenshots

Timesheets are available to the manager:

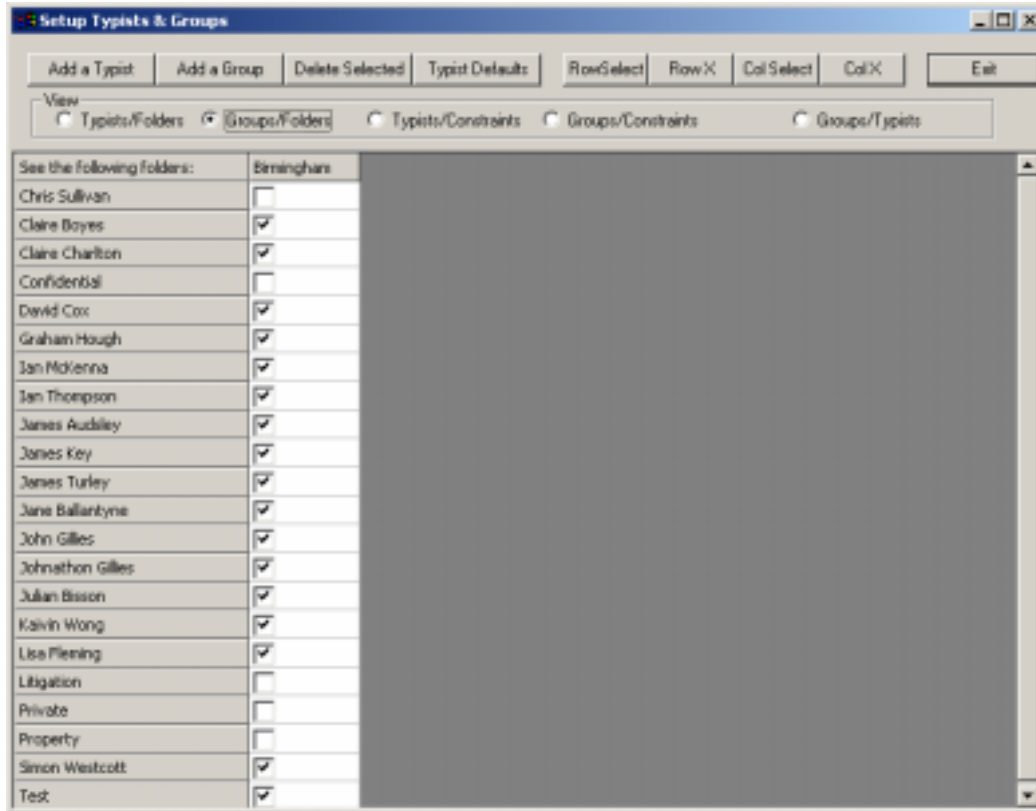


The screenshot shows a window titled "Typical Timesheets" with a table of timesheet entries. The window includes a "Type" dropdown set to "Text", "Export" and "Cut" buttons, a "Recalculate" button, a "Last month" dropdown, a "Total Time Taken" field showing "00:10", a date range from "01-May-2005" to "31-May-2005", and a "Total Pages" field showing "4".

Date	Author	Time	Pages	Status	Work Types	Notes	File
10 MAY 2005 11:50:37	SIMON WESTCOTT	00:01	0	Pending	MEMO		D:\DICTATION\SIMON WESTCOTT\1056
10 MAY 2005 14:39:37	SIMON WESTCOTT	00:01	0	Finished	LETTER		D:\DICTATION\PRIVATE\10530040.dct
10 MAY 2005 18:25:25	SIMON WESTCOTT	00:05	4	Finished	LETTER	look up ykyky	D:\DICTATION\TEST\W7108123.dct
10 MAY 2005 18:25:52	SIMON WESTCOTT	00:00	0	Available	LETTER		D:\DICTATION\TEST\10530056.dct
12 MAY 2005 15:52:43	SIMON WESTCOTT	00:01	0	Finished	NONE		D:\DICTATION\TEST\10530014.dct
16 MAY 2005 14:42:11	SIMON WESTCOTT	00:00	0	Finished	LETTER	@high h	D:\DICTATION\TEST\W7108126.dct
16 MAY 2005 14:42:31	SIMON WESTCOTT	00:00	0	Available	MEMO	apopojeb	D:\DICTATION\TEST\W7108125.dct
17 MAY 2005 13:09:28	No Author	00:00	0	Finished	LETTER	hjh	D:\DICTATION\TEST\W7108128.dct
19 MAY 2005 11:58:23	SIMON WESTCOTT	00:01	0	Finished	Immediate Start	blah blah N...	d:\dictation\test\AAAA8001_09.dct

## V7 Screenshots

Typists can be allocated to Groups (for example by Department or location) for rapid administration:



**V7 Technology Ltd**  
**[www.v7technology.com](http://www.v7technology.com)**

**Tel: 0845 434 9992**  
**Support: 0845 434 9993**