

USER'S GUIDE

# Power Dictaphone

Version 2.0



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# 1. Power Dictaphone - an introduction

This user guide is for Power Dictaphone Windows Mobile application. The program is designed for recording of voice notes, interviews and comments and for quick navigation among them. Nowadays the common practice of dictaphones usage is to say current time and event, which should be commented, at the beginning of the record. Later it will help to understand what event this comment corresponds to. But it takes too much time: to make a record and than to listen it. This information is not visual – it cannot be received just looking at the screen and it cannot be used for records sorting and quick search.

Along with that fact a person usually faces enough number of easily predicted events and situations. They can be easily sorted, planned and entered into the program to connect an event with a record later.

Some data are connected to the record automatically, for example time. Some data are suggested to the user for choice on basis of the data analysis from other programs: calendar, address book, mail program, telephone. And some data are set by the user independently beforehand and is selected before the record beginning.

Data which is set by the user are called tags. The tag is any text information understandable for the user, usually it is one word. Tags are united into the groups. For example: “Projects” group includes tags “Project A”, “Project B”, “Project C”.

The program is especially useful at the stage of information search.

## 2. Getting started

### System requirements

**Platforms: Windows Mobile 5/6.**

**Screen resolution: 240x240, 320x240, 240x320, 640x480, 480x640.**

The program takes less than 1 MB in telephone memory. Also free memory is needed for voice notes and other necessary files.

### Installation

1. Connect your device with the computer using USB-cable.
2. Make sure that the device is recognized by ActiveSync.
3. Start installation clicking on “PowerDictaphoneInstall.exe”.
4. Launch the application on the device.

### 3. Navigation in Power Dictaphone

#### Main form

After application start you'll see the main form (Figure 1).

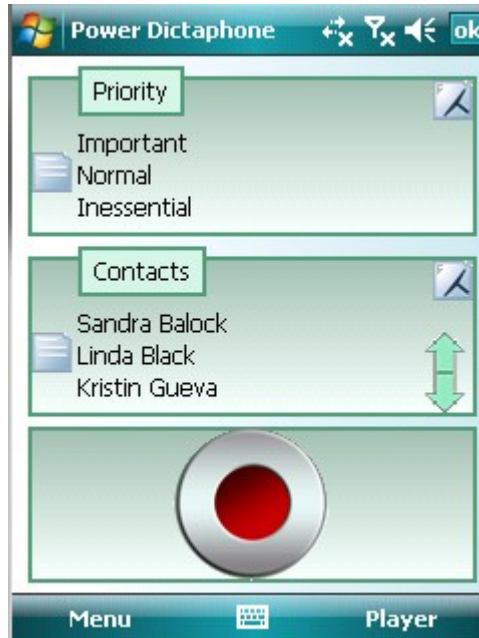


Figure 1. The main form.



This form contains “Start Record” button and slots for selection of additional tag information. Count of slots depends on screen resolution.



**When resolution is 240x240, 320x240 only one slot is possible,**

**When resolution is 240x320, 640x480 2 slots are possible, 480x640 resolution allows to display 3 slots.**

By default, when only one slot can be displayed, “Priority” is shown in it, when 2 slots are displayed – “Priority”, “Contacts” and when 3 slots are displayed – “Priority”, “Contacts”, “Tasks”.

Data for “Task” and “Contact” slots are taken from databases of standard PIM-applications.

	Starts recording of a voice memo
	Finishes recording

	Shows a list of all values in a slot (Figure 2)
	Clears selection in a slot

To add tags you can click the slot's name and enter a new tag's name. Then click in any place on the screen to confirm your decision.

Current date and time will be used as names of the created voice memo.

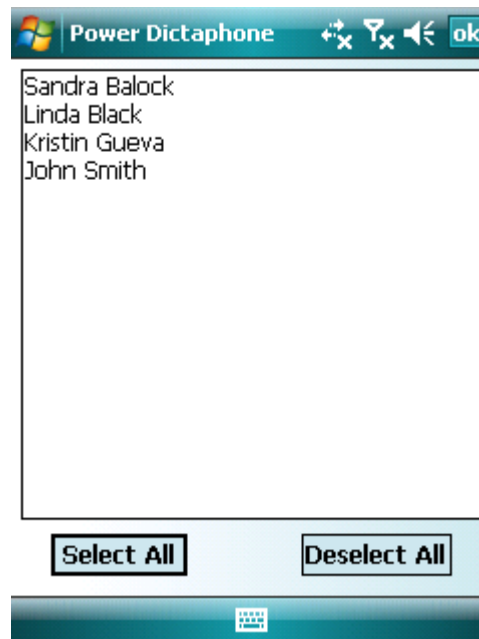


Figure 2. Full screen window with list of data from the tag

### Connection of voice memo with data

You can connect a voice memo with data, for example with “Contacts”, “Tasks” or other data tags.

To connect voice memo with data you should select necessary lines in the correspondent slot before the record creation.

Also it is possible to connect voice memo with several types of data. To do it, select all necessary data in slots before voice memo creation. The audio record can be connected only with one task. From other slots several values can be selected.

In this window you can select or deselect all list elements. To do it, use buttons “Select All” and “Deselect All” correspondently.

## Menu of the main form

To exit the program, select “Exit” menu item or press “Ok” button in the right upper corner.

To view the information about the program select “About” menu item.

To go to the Player window select “Player” menu item.

To go to the Tag manager select “Tag Manager” menu item.

## 4. Player window

The Player window (Figure 3) is used for listening and searching of voice memos.

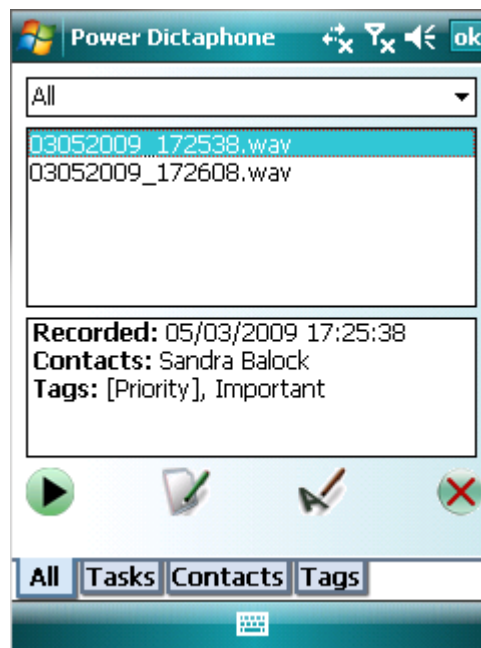







Figure 3. Window of records search and listening

Search of voice memos can be done in the device memory or on the storage card, in “Data” folder if it exists. As the result of the search general voice memo list is formed.

You can search voice memos by data of their creation, by contacts, tasks and tags, to which they are connected. The Player window has tabs “All”, “Contacts”, “Task” and “Tags” for it.

	Starts playing of the selected voice memo
	Finishes playing

	Opens the screen where you can edit tags of the selected memo (Figure 4)
	Opens the screen where you can change the memo's file name
	Deletes the record file. You'll be notified before removal

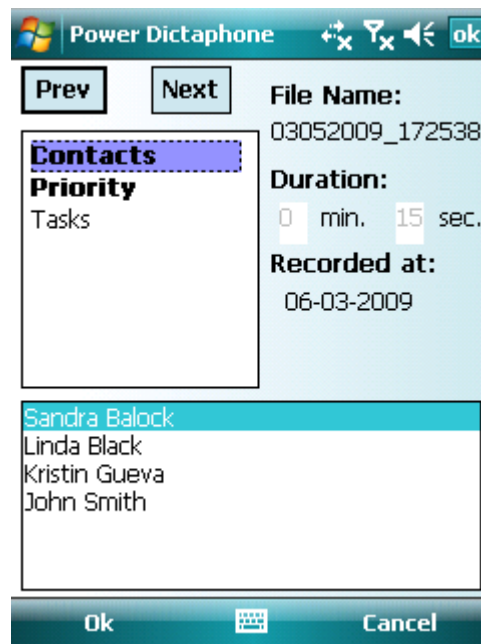


Figure 4. Window for records editing.

### “All” tab

When the “All” tab is selected, a list of all voice memos sorted by creation date will be displayed. There is a drop-down list with a filter by time of record creation at the top of the window:

- All
- Today
- Yesterday
- Current week
- Current month
- Custom

When a value from the list is selected, the voice memo list will be changed in compliance with the selected time.

In case the “Custom” item is selected, a special screen for selection of the time period will be displayed. You can indicate the data range.

When a voice memo is selected information about it will be displayed: creation time and data it is connected to, such as Contacts, Tasks and Tags.

### **“Tasks” tab**

The voice memo list will display memos that are connected with system tasks.

The drop-down list with a filter box is placed at the top of the window. It works in the same way as the filter in the “All” tab, but filtration is done by start date of the task.

When one task from the list of tasks is selected, all connected with it memos will be displayed.

### **“Contacts” tab**

The voice memo list will display memos that are connected with system contacts.

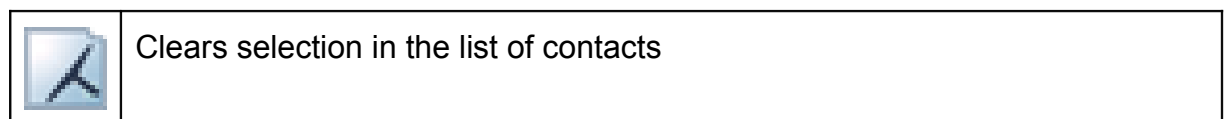
For search of voice memos by contacts, select one or several contacts, to which required voice memos are connected.

When one contact from the list of contacts is selected, those voice memos, that have connection with the selected contact, are displayed in the list of voice memos.

When several contacts are selected, only those voice memos, that have connection with every selected contact simultaneously, are displayed in the list of voice memos.

If in Contacts list nothing is selected, all existing voice memos, which have connection with at least one contact, will be displayed.

If you want to find a contact, write its name in the field that is placed at the top of the window. If indicated contact exists, it will be displayed in the contacts list. Also you can enter the part of the name. For example, if you want to find “John”, you can enter “J” or “Jo”.



### **“Tags” tab**

The “Tags” tab helps with filtering of voice memos that contain tags. The special tag groups’ tree is formed to display all available tags. Tag groups that don’t contain tags connected to voice memos won’t be displayed in this tree.

For search of voice memos by tags, select those tags, to which required voice memos are connected.

By default the voice memos list contain all possible records that are connected to displayed tags. You can reduce this list clicking on tags that you are interesting in.

### Voice memo editing

The voice memo editing screen offers you to view and change information about the current voice memo.

There are two lists in the screen. The first list contains tag groups; the second list shows groups' items. If the current memo is linked with some tags, you'll see them selected in the second list. In this case the corresponding group will be marked by bold font.

If you want to change tags select or deselect them in the second list. And confirm your decision pressing "Ok".

You can move forward and back through the list of memos using buttons "Prev" and "Next".


To return back to the player screen without any changes, press "Cancel".





## 5. Tag manager

To work with tag groups select the "Tag Manager" menu item in the main menu. The window with two lists will appear: "Tag Group" and "Tags" (Figure 5). In this screen you can add, delete, rename and copy tag groups and tags.



Figure 5. Tag Manager window

	Adds new tag groups and tags
---	------------------------------

	Deletes tag groups and tags
	Renames tag groups and tags
	Copy the selected tag group. By default a new group will have the same name as original one but prefixed by number.
	Moves tags up and down through the list, so you can change the order if it's needed.

## 6. Setting

After «Settings» menu item is selected the Settings form will appear (Figure 6).

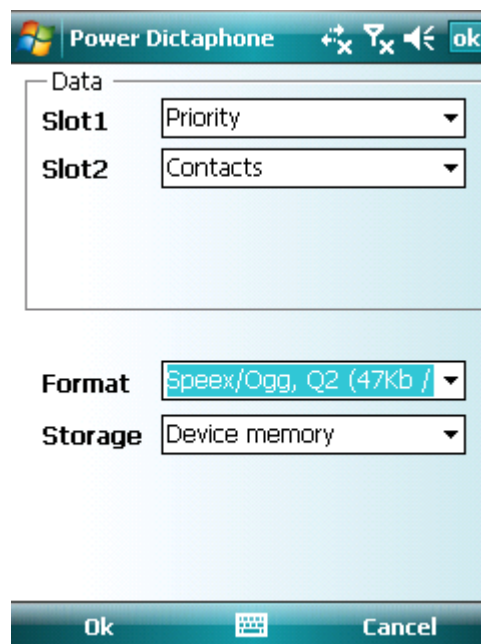


Figure 6. Settings window

Data types, which will be displayed in slots in the main Power Dictaphone program window such as Task, Contact, Priority and tags groups, can be selected in Slot1...SlotX drop-down lists. Also, tags groups, created by user, can be selected.

Below in «Storage» drop-down list you can select location for voice memos storing. «Device memory» is selected by default. You can select Storage if it is available on device.

You can choose audio formats (in brackets you can see space that will be filled for a minute):

- PCM / WAV
- Speex / Ogg

PCM / WAV format is unzipped raw data that is recorded directly from a microphone. Files' extension is "wav".

Speex is an Open Source/Free Software patent-free audio compression format designed for speech. This encoder has a high compression rate. Files' extension is "ogg". You can choose recording quality. Q1 is the worst quality; your voice will be distorted. Q3 should be appropriate for your needs. With Q5 you can try to record not only your voice.

To return to the main form with saved changes, press "Ok". To return without the changes saving press "Cancel".

## 7. How Power Dictaphone Integrates with Other Applications

### Where Data are Stored

Power Dictaphone creates «Data» folder in the folder to which «Power Dictaphone.exe» file was placed. Voice memo is recorded to «Data» folder. Power Dictaphone doesn't change data in PIM-bases (Contacts, Calendar, Memos, Tasks), it only import already existing data.

### Using of external players

You can play recorded files on all popular desktop and mobile players, e.g. Windows Media Player, WinAmp, Foobar2000, mplayer. Embedded tags are omitted by them. But for Speex-encoded files you usually need to install a decoder, because it isn't provided by Windows system.

## 8. Product registration

### Steps to register our application

1. You transfer us money via the payment system [www.moneybookers.com](http://www.moneybookers.com). The recipient's e-mail address is [powerdictaphone@mobileeffort.com](mailto:powerdictaphone@mobileeffort.com). You can see the example of forming in at the figure 7. Please, mention your full name in an explanation note.
2. We send back our confirmation that money is transferred.
3. You open the "About" screen in the application. Notice that currently you're using the demo version.
4. Press the "Generate Key" button. You'll get the "ProductKey.txt" file in the same directory where Power Dictaphone is installed.
5. Reply us with attached "ProductKey.txt". Don't be shy to add any comments or proposals about our product.

*Notice, we don't include any private information in the private key file. Feel safe to send it to us.*

6. As quick as possible you'll receive an answer with the attached file "Signature.txt".
7. Save this file in the directory of your mobile device where Power Dictaphone is installed.
8. Open the "About" screen.
9. Press the "Verification" button. Make sure that now you're using the registered version.
10. You can repeat the whole registration procedure with files if it's necessary, for example in case your device is hard-reset, of course, without payment.
11. Don't share your keys with anyone, because your device may be blocked in future versions.

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SEND MONEY SHOPPING SERVICES MY ACCOUNT UPLOAD FUNDS WITHDRAW

Email: [REDACTED]  
Customer ID: [REDACTED]  
Balance: [REDACTED] LOG OUT

• Send money  
• Make a mass payment  
• View limit  
• Email support

**BEST GAMING PROMOTIONS**

01 SET AMOUNT 02 SET DETAILS 03 SEND 04 STATUS

Recipient's email address\*: powerdictaphone@mobileffort.  
Email subject: Power dictaphone registration  
An explanation note: My name is John Smith. Proposals: I'm in first top 10, so make me discount for 10%.

\*Mandatory field

Back Cancel Next

Pay anyone with an email address - even if they don't have a Moneybookers account!

Figure 7. Filling of fields for money transfer

## Comparative table of demo and registered versions

	Demo version	Registered version
<b>Filters</b>	Only one tab with all records in the "Player" screen is accessible; you cannot filter records using tags	Tabs "Tasks", "Contacts", "Tags" are available for records filtering and quick navigation among them
<b>Slots</b>	Only one slot is available in the main screen	Up to three slots can be used depending on your screen resolution
<b>Formats</b>	- PCM/WAV - Speex/Ogg with the worst quality	- PCM/WAV - Speex/Ogg with five predefined levels of quality
<b>Storage</b>	- Device Memory	- Device Memory - Flash Storages

## 9. Our contacts

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