

Dictaphone

Walkabout 5210

ENGLISH

WALKABOUT 5210

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NOTES

Walkabout 5210 is a digital portable dictation machine which has also been developed as system component within the scope of the »**Walkabout Write**« transcriber workstation.

To simplify the revision editing of recordings, the machine has been provided with new functions, such as the insertion or deletion of text passages. Using a PC, dictations can be transmitted via a network.

Scope of delivery

- PC software »**Walkabout Transfer**«
- USB cable
- Batteries
- MultiMediaCard
(1MB corresponds up to 10 minutes recording capacity)
- Pouch

Accessories

- External microphone:
any commercial microphone with \varnothing 3.5 mm jack plug can be used. The built-in microphone is automatically disconnected.
- External headphone:
any commercial mono or stereo earphone or headset with \varnothing 3.5 mm jack plug can be used.
Impedance: min. 32 Ω .
The volume level at the headphone connector is limited to 85 dB (A) (with 32 Ω headphone). The built-in loudspeaker is automatically switched off.
- Power supply unit: Any commercial power supply unit with \varnothing 2.5 mm mono jack plug can be used.
Please respect the indications about voltage, current and polarity:
3 V $\overline{\text{---}}$ stabilized dc voltage
0.35 A current



Polarity of the jack plug:

- +

NOTES

In order to assure that this digital portable dictation machine will be able to provide you with good service and pleasure for a long time to come, it is important that you observe the following points:

Walkabout 5210

This digital portable dictation machine has been designed for the recording and playback of voice.

Make absolutely sure that the machine is protected against dampness (rain, water splashes).

Do not place the dictation machine close to the heating or in direct sunshine.

The manufacturer will offer no liability for damage resulting from unauthorized tampering. Open only the cover of the battery compartment.

Use only a dry cloth for cleaning. Never use chemical cleaning agents.

Environmental protection

The batteries – those free of heavy metals too – must not be disposed of in the domestic refuse. Used batteries must be taken to an old battery collection point at the dealer's and disposed of properly.

MultiMediaCard

Make absolutely sure that the electrical contacts at the bottom side of the MultiMediaCard are not exposed to strong mechanical stress.

The cards are insensitive to dirt and moisture but must nevertheless be introduced into the machine in dry and proper condition.

Note:

Never remove the MultiMediaCard during recording or the data transfer from a PC or to a PC. This could result in the loss of data.

CE This product complies with the EC regulations »89/336/CEE, 73/23/CEE, 93/68/CEE«.

THE CONTROL ELEMENTS



THE CONTROL ELEMENTS



Power supply

socket:

3 V $\overline{\text{---}}$ / 0.35 A

Headphone socket:

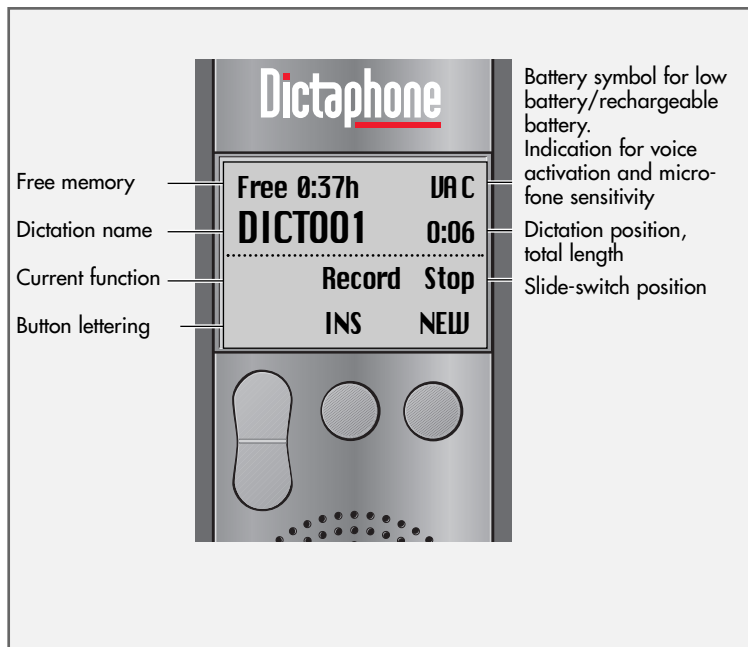
imped. $\geq 32 \Omega$ min

Card ejection slide-
switch

Battery compartment
cover



THE DISPLAY



PREPARATIONS

- 1 Open the battery compartment.
- 2 Insert the batteries (Mignon type, e.g. R6, UM3 or AA, 2 x 1.5 V). Observe correct polarity.



Note:

If the batteries are weak, a signal sounds (not when recording). The battery symbol in the right top corner of the display flashes. You can dictate still a few minutes until the dictation machine switches automatically off.

Mains operation

Note:

If the power supply/charging unit is connected to the dictation machine but not to the mains supply, the machine is automatically switched off. You need not switch off the machine by pulling the mains plug to save the batteries.

Fitting the MultiMediaCard

Insert the MultiMediaCard into the card compartment with its skewed side pointing in the direction shown in the display and at the rear of the dictation machine.

Note:

Do not apply force when inserting the card. A slight pressure is sufficient.

You may use any commercial MultiMediaCards of any capacity available.

MultiMediaCards must only be formatted via the »**Format card**« menu function (see chapter »**Menu functions - Format Card**«).

Formatting as removable disk drive with the PC is not correct.



SWITCHING THE MACHINE ON _____

Switching on and off



► Deutsch
English
Français
▼ OK

Switching on the first time

- 1 Press the »ON/OFF« button until the display is activated.
– The software is loaded.
- 2 Select the desired display language.
- 3 Use the up or down button »▲« »▼« to select the desired language, e.g. »English«.
- 4 Press the »OK« button.
– The dictation machine is ready for use.

Subsequent switching on

Press the »ON/OFF« button until the display is activated.

Switching off

Briefly press the »ON/OFF« button.

Safety lock

Push the »▲^{HOLD}« slide-switch up.

Note:

If the safety lock is activated, the message »Keys locked« appears in the display. If the machine is switched on inadvertently (e.g. when carrying it in a pocket), it is switched off automatically.

RECORDING

Dictation



Speak over the dictation machine.

The figure shows the optimum position of the dictation machine. The high-quality microphone allows also for recordings over greater distances.

New dictation

Free 0:37h
no dictations

MENU NEW

- 1 Press the »NEW« button. A new dictation with the next higher index number is created.
 - If the slide-switch is in the »⏏ STOP« position, the red recording indicator will flash.
 - The message »Record Stop« (recording-pause) appears in the display.
- 2 Set the slide-switch to »▶ START«.
 - The recording indicator is lit permanently.
 - The message »Record Start« appears in the display.
 - The dictation machine records the dictation.

RECORDING

Recording-pause

Set the slide-switch to » STOP«.

– The recording indicator flashes.

– The message »**Record Stop**« appears in the display.

Free 0:37h

DICT001

0:17

Record	Stop
INS	NEW



Free 0:37h

DICT001

0:17

	Stop
DICT± MENU	NEW

Ending the recording

1 Set the slide-switch briefly to » REW.« or » F.FWD«,
or

2 press the red recording button »▲«.

– »**Stop**« appears in the display.

Editing a dictation

When playing back a dictation, you may speak a new text from the current dictation position, or add a recording to the end of the dictation.

1 Select the desired dictation using the up/down button »**DICT±**«.

2 Set the slide-switch to » STOP« during playback.

3 Press the red recording button »▲«.

– »**Record Stop**« appears in the display.

4 Set the slide-switch to » START« and speak the new text.

– »**Record Start**« appears in the display.

5 Set the slide-switch to » STOP«.

6 Press the red recording button »▲« or set the slide-switch to » REW.« or » F.FWD«.

– Recording is stopped.

Free 0:37h


DICT001

0:05

Record	Stop
INS	NEW








RECORDING

Note:

If the dictation machine has been switched off with the »ON/OFF« button during the dictation, and then is switched on again with the »ON/OFF« button, the dictation will automatically be resumed from its end by pressing the recording button »«.

Inserting a recording

During playback you can insert a new recording at the current dictation position.

- 1 Set the slide-switch to » STOP« during playback.
- 2 Press the red recording button » «
– »**Record Stop**« appears in the display.
- 3 Press the »**INS**« button.
– »**Insert Stop**« appears in the display.
- 4 Set the slide-switch to » START« and speak the text to be inserted.
– »**Insert Start**« appears in the display.
- 5 Set the slide switch to » STOP«.
- 6 Press the red recording button » « or set the slide-switch to » REW.« or » F.FWD.«.
– Recording is stopped.

Free 0:37h

DICT001

0:14

Insert

Stop

NEW

PLAYING BACK A DICTATION

Selecting a dictation and playing back

Free 0:37h

DICT001

0:26

Stop

VOL ± MENU

NEW

- 1 Select the desired dictation using the up/down button »**DICT**±«.
- 2 Set the slide-switch to »▶▶ **START**«.
 - »**Start**« appears in the display. The dictation is played back from the beginning.
 - At the end of the dictation, »**End**« appears in the display.

Note:

If the dictation machine is switched off with the »**ON/OFF**« button, you can resume playback at the previous position after switching the machine on again with the »**ON/OFF**« button.

Fast skip to the beginning or the end of the dictation

- 1 Set the slide-switch to »▶▶ **START**«.
- 2 Briefly press the right function button to skip alternately to the end or the beginning of the dictation.

Volume control

Press the up/down button »**VOL** ±« during playback.

Fast playback

- 1 Press the »▶▶ **1.5** « button during playback.
 - The dictation will be played back with about 1.5 times the normal speed.
- 2 To return to the normal playback speed, press the »▶▶ **1.0** « button during fast playback.

Free 0:37h

DICT001

0:26

Start

VOL ± ▶▶ 1,5

DELETING DICTATIONS

Fast forward and rewind

Free 0:37h

DICT001

0:26

F.Fwd

- Set the slide-switch to »◀◀ REW.« or »▶▶ F.FWD«.
- »F.Fwd« appears in the display for fast forward,
 - »Rew« appears for rewind.

DELETING DICTATIONS

Deleting a dictation

- 1 Select the desired dictation using the up/down button »**DICT**±«.
- 2 Press the »**MENU**« button.
 - The first menu function »**Delete**« appears in the display.
 - Use the »▶◀« button to select delete.
- 3 Press the »**OK**« button.
 - »**Delete DICT002?**« appears, f. ex., in the display.
- 4 Press the »**OK**« button.
- 5 Press the »**ESC**« button, if you do not wish to delete the dictation.

Note:

If you wish to delete several dictations, connect the dictation machine to your PC then use the »**Walkabout Transfer**« program to delete the dictations. After deleting all dictations, the administration data remains on the MultiMedia-Card. Not the entire memory space on the card then is available again for recording new dictations.

Free 0:37h

DICT001

0:26

Stop

UOL± MENU

NEW

DELETING DICTATIONS

Deleting a part of a dictation

- 1 Select the desired dictation using the up/down button »**DICT±**«.
- 2 Press the »**MENU**« button.
– »**Delete**« appears at the top of the menu in the display.
- 3 Press the »**OK**« button.
- 4 Press the »**PART**« button.
- 5 Search the beginning of the passage to be deleted using the playback functions.
- 6 Press the »**MARK1**« button.
- 7 Search the end of the passage to be deleted using the playback functions.
- 8 Press the »**MARK2**« button.
- 9 Press the »**DEL**« button.
– »**Delete []?**« appears in the display.
- 10 Press the »**OK**« button.

Free 0:37h
DICT002 0:14

Stop
MARK1 ESC

Free 0:37h
DICT002 0:14

Stop
MARK2 ESC

MENU FUNCTIONS

The menu

Free 0:37h
DICT001 0:03

Stop
DICT± MENU NEW

▶Delete
Voice Activ.
Mic. sensitivity
▼ OK ESC

Press the »MENU« button.

You can carry out the following functions:

- Delete Described in the chapter »DELETING DICTATIONS«.
- Voice Activ. Automatic interruption of the recording in the event of speaking pauses (Voice Activation).
- Mic. sensitivity Adjustment of the microphone sensitivity.
- PC microphone Dictation machine connected as microphone (without recording) to a PC sound card. This function is used for enrolment and direct dictation using a voice recognition system.
- Power off Automatic or manual switching off after several minutes.
- Dictation counter Reset dictation counter to zero.
- Version Indication of the machine's software version.
- Reset all The reset all is recovered and the MultiMediaCard is formatted.
- Format card The MultiMediaCard is formatted.
- Language Select a display language.

Use the up/down button »▲« or »▼« to mark the desired menu item. Press the »OK« button to activate the selected menu item.

The current setting is highlighted by a dark background.

Use the up/down button »▲« or »▼« to select the setting.

Press the »OK« button to confirm the setting.

Press the »ESC« button to abort the function without changes.

MENU FUNCTIONS

Delete

▶Voice activ.

Mic. sensitivity

▼ ▲ OK ESC

Voice Activation

If the »**Voice activ.**« function is activated, recording is interrupted when making pauses when speaking. Recording will be resumed when speaking again.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Voice activ.**«.
- 2 Press the »**OK**« button.
- 3 Use the up or down button »▲« »▼« to select »**VA off**« or »**VA on**«.
- 4 Press the »**OK**« button.

Microphone sensitivity

If the »**Mic. sensitivity**« function is switched to conference, the microphone will record already at low voice levels, e.g. when it is placed on the conference table.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Mic. sensitivity**«.
- 2 Press the »**OK**« button.
- 3 Use the up or down button »▲« »▼« to select »**Dictation**« or »**Conference**«.
- 4 Press the »**OK**« button.

Delete

▶Voice activ.

▶Mic. sensitivity

▼ ▲ OK ESC

MENU FUNCTIONS

Voice activ.
Mic. sensitivity
▶PC microphone
▼▲ OK ESC

PC microphone

With the help of the »**PC microphone**« you can carry out a dictation training (enrolment) or make direct dictations using a voice recognition system. You use the dictation machine as microphone by connecting the headphones socket of the machine with the microphone input of the PC's sound card using a cable fitted with two 3.5 mm mono jack plugs.

- 1 Use the up or down button »▲« »▼« to select the menu item »**PC microphone**«.
- 2 Press the »**OK**« button.
– »**Activate PC microphone?**« appears in the display.
- 3 Press the »**OK**« button.
– »**PC microphone mode**« appears in the display.
- 4 Use the »**VOL ±**« button to adjust the recording level.
- 5 To start dictating, press the Start/Stop button »▶**START**« on the dictation machine.
- 6 Press the Start/Stop button »⏏**STOP**« again to interrupt the connection with the PC sound card. In doing so, you prevent the voice recognition system from recording disturbing noise.
- 5 Press the »**ESC**« button to end the function.

MENU FUNCTIONS

Mic. sensitivity
PC microphone
▶Power off
▼▲ OK ESC

Power off

Using the »**Power off**« function, you can determine whether the machine switches off automatically after a few minutes, or must be switched off manually.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Power off**«.
- 2 Press the »**OK**« button.
- 3 Use the up or down button »▲« »▼« to select »**after 10 min**« or »**manually**«.
- 4 Press the »**OK**« button.

Dictation counter

Using the »**Dictation counter**« function, you can reset the dictation counter. The dictation counter is able to count till »**999**«. You should not reset the counter too often to avoid conflicts with dictations having the same name and being stored on the the PC.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Dictation counter**«.
- 2 Press the »**OK**« button.
 - »**Reset dictate count?**« appears in the display.
- 3 Press the »**OK**« button.
 - The next new dictation then has the lowest free number (e.g. DICT005)

PC microphone
Power off
▶Dictation counter
▼▲ OK ESC

MENU FUNCTIONS

Power off
Dictation counter
▶Version
▼▲ OK ESC

Version

Using the »**Version**« function, you can display the version of the machine's software.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Version**«.
- 2 Press the »**OK**« button.
 - The display indicates, for example,
»**SW-Version 1.00**« – machine's software.
»# **58144 009033**« – abbreviated serial number, the complete number is to be found on the type plate in the battery compartment.
»**PCB# 00009541**« – number of the machine's printed circuit board.
- 3 Press the »**ESC**« button.

Note

For information about new software versions, call up »**Configuration**« (the button on the left) in the PC software »**Walkabout Transfer**« and select there the function »**Update Server**«.

MENU FUNCTIONS

Dictation counter

Version

▶Reset all

▼ OK

ESC

Reset all

Using the »**Reset all**« function, you can restore the factory settings of the machine.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Reset all**«.
- 2 Press the »**OK**« button.
 - The display indicates, for example, »**Reset settings and all dictations?**«.
- 3 Press the »**OK**« button.

Factory settings: Voice Activation – off
Microphone sensitivity – Dictation
Power off – after 10 min.
Dictation counter – DICT001
All dictations are erased.
The card is formatted.
The language option is displayed.

Format card

Using the »**Format card**« function, you can format a MultiMediaCard. All dictations are erased.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Format card**«.
- 2 Press the »**OK**« button.
 - In the display appears, for example, »**Format card?**«.
- 3 Press the »**OK**« button.

Directories and files with administration data are created on the MMC. For this reason, not the entire memory space is available for recording dictations.

Note

It is not allowed to format the MultiMediaCard as removable disk using the format function of a PC.

Version

Reset all

▶Format card

▼ OK

ESC

MENU FUNCTIONS

Reset all
Format card

▶Language

▼▲ OK

ESC

Language

Using the »**Language**« function you can select the language for all display functions.

- 1 Use the up or down button »▲« »▼« to select the menu item »**Language**«.
- 2 Press the »**OK**« button.
- 3 Use the up or down button »▲« »▼« to select a language, e.g. »**English**«.
4. Press the »**OK**« button.

COMMUNICATION WITH THE PC _____

Walkabout Transfer

The »**Walkabout Transfer**« software is used to transfer your dictations to your PC. You obtain an immediate overview of your work and can also play back your dictations on a notebook. For example, transfer your dictations to your transcriber or send Voice Mails via your mail system.

System requirements for Walkabout Transfer

With USB connector: WIN 98/2000/ME/XP

With MMC drive,
e.g. at the parallel port: also NT from 4.0 and WIN 95

For e-mail connection: MAPI-compatible mailsystem
(e.g. Microsoft Outlook)

Connecting the dictation machine with the PC and disconnecting it

- 1 Connect the dictation machine via the USB interface with the PC.
- 2 Use the »**ON/OFF**« button to switch the dictation machine on and in PC mode.
 - During data transfer the red recording indicator is blinking.

Warning:

Disconnect the USB interface only via the task bar as otherwise the data transfer may be incomplete. You should not transfer dictations when the batteries are low as low batteries destroy the dictation.

Note:

Walkabout Transfer can be connected only to one dictation machine. If a 2nd dictation machine is connected to the USB interface, this is not recognized by the PC, that is, only one removeable disk drive appears under Windows.

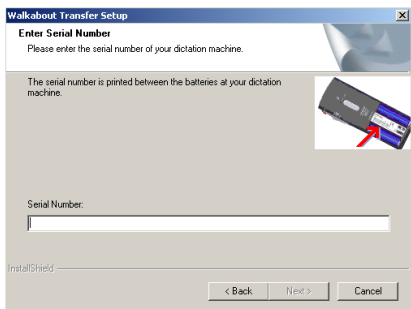
SOFTWARE INSTALLATION

Latest information

The latest information about the software is to be found in the »**README.TXT**« file.

Installing Walkabout Transfer

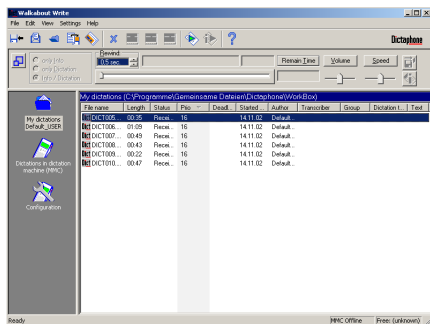
- 1 Insert the programme CD into the CD drive.
– The window »**Walkabout Transfer Setup**« pops up.
- 2 Follow the on-screen dialogue (»**Select dialogue language**«, »**Welcome**« and »**Licence Agreement**«).
- 3 Enter the serial number of your machine. This is to be found in the battery compartment below the bar code.



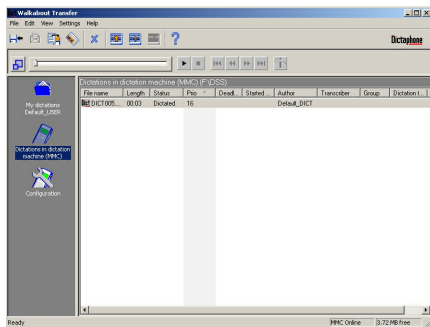
- 4 Click on the »**Next**« button.
- 5 Follow the instructions given in the following windows (»**Information**«, »**Choose Destination Location**«, »**Select Program Folder**« and »**Settings**«).
– The software is loaded.

SOFTWARE-INSTALLATION

- Click in the window »**InstallShield Wizard Complete**«, on the button »**Finish**«.
- Launch the »**Walkabout Transfer**« program.
 - The »**Walkabout Transfer**« window opens up.



- Connect the dictation machine via the USB interface with the PC and switch it on.
 - The dictation machine directory is shown.



If the dictations stored on the card of the dictation machine are shown, the installation was successful.

WALKABOUT TRANSFER

Play

You can play the dictations stored in the dictation machine or the PC.

- 1 Click on the desired dictation.
- 2 In the »**File**« menu, click on the »**Play**« command.
– You hear the dictation via the loudspeakers of the PC.

Or double-click on the desired dictation in the »**Dictations on dictation machine**« or the »**My dictations**« window.


The playback and positioning functions can be carried out with the buttons in the small window located between the dictation directories of »**Walkabout Transfer**«.

Play Info

All Dictaphone dictation machines equipped with the Info function mark the Info in order to play it separately of the dictation.

Click on the »« button.


– You hear the Info at the beginning of the dictation.

In order to hear further Infos, click repeatedly on the »« button.

Reduce window

You can reduce the »**Walkabout Transfer**« window to the size of the playback window.

Click on the »« button.

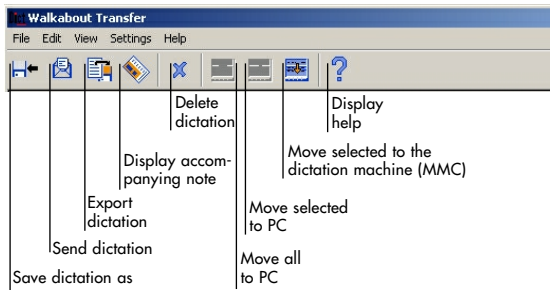
To restore the original window size, click on the »« button again.

MENU FUNCTIONS

In the menu functions windows, all functions which can currently be carried out are active. If there are dictations in the »My dictations« directory, most functions are available. The currently active functions can also be shown by clicking with the right mouse button on a dictation.

Meaning of the symbols

The most important functions can be carried out by clicking on the corresponding symbol in the symbol bar. If you move the mouse pointer on a symbol, its function will automatically be displayed.



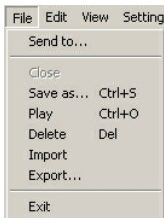
Keyboard shortcuts

»Walkabout Transfer« offers the following keyboard commands.

- »Ctrl + C« Copy into clipboard
- »Ctrl + O« Open dictation and play it back
- »Ctrl + S« Save dictation as ...
- »Ctrl + U« Insert from clipboard
- »F2« Rename dictation
- »F5« Refresh
- »Del« Delete
- »Ctrl + Ins« Copy into clipboard
- »Shift + Ins« Insert from clipboard
- »Ctrl + Tab« Switching to next directory

MENU FUNCTIONS

The File menu



In the »File« menu you can select the following commands: »Send to«, »Save as«, »Play«, »Delete«, »Import«, »Export« and »Exit«. The »Close« function is only active when the dictation is opened.

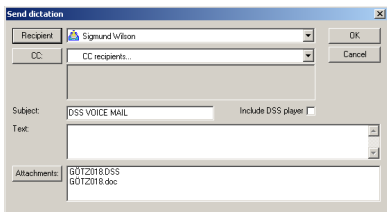
Note:

All Dictaphone dictation machines which are equipped with the clock function provide the dictation files with a time stamp. The date appears in the »Started« column of the dictation directories.

Send to ...

You can send dictations as .DSS file from the »My Dictations« directory. Depending on the dictation, the recipient is already assigned in the »Send dictation« dialog box. If you send several dictations at a time, no name is pre-assigned. If you wish to enter a different recipient, overwrite the pre-assigned name or select another via menu.

- 1 Click on the desired dictation.
- 2 Click on the »Send« command in the »File« menu.
– The »Send dictation« dialog box pops up.
- 3 Select a recipient or enter the desired e-mail address.
- 4 If desired, enter a subject.
- 5 Click on the »Include DSS player« box, if you wish to include this software.
- 6 Click on the »OK« button.



MENU FUNCTIONS

Close

With the »Close« function, the dictation will be removed from the player.

Save as ...

You can save (archive) dictations under a different name in any directory as »**.DSS**« or »**.WAV**« file.

- 1 Click on the desired dictation.
- 2 Click on the »**Save as**« command in the »**File**« menu.
– The »**Save as**« window pops up.
- 3 Select the desired directory.
- 4 Select the desired file format.
– The default setting is »**.DSS**«, meaning that the format is not changed.
- 5 Click on the »**Save**« button.

Play

You can play back the dictations via the loudspeakers of the PC.

- 1 Click on the desired dictation.
- 2 Click on the »**Play**« command in the »**File**« menu,
or double-click on the dictation to open it.

You can control the playback functions via the buttons below the Player.


Note:

To hear or open a new dictation, the player must be cleared from dictations.

MENU FUNCTIONS

Delete

You can delete one dictation or several dictations at a time.

- 1 Mark the dictations you want to delete.
- 2 Click on the »Delete« command in the »File« menu,
or on the »Delete button  « in the symbol bar.
 - A safety prompt appears.
- 3 Click on the »Yes« button.

Import

You can import dictations from any directory into the »My Dictations« directory.

- 1 Click on the »My Dictations« directory.
- 2 Click on the »Import« command in the »File« menu.
 - The »Open« window pops up.
- 3 Select the desired directory and dictation.
- 4 Click on the »Open« button.

Export

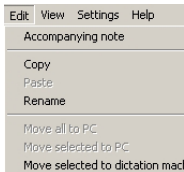
You can export dictation from DSS format to different WAV formats which e.g. are used for speech recognition.

Exit

Click on the »Exit« command in the »File« menu.

- »Walkabout Transfer« is ended.

The Edit Menu



In the »**Edit**« menu, you can select the following menu items: »**Accompanying note**«, »**Copy**«, »**Paste**«, »**Rename**«, »**Move all to PC**«, »**Move selected to PC**« and »**Move selected to dictation machine (MMC)**«.

Accompanying note

You can display and change any accompanying note.

- 1 Click on the desired dictation.
- 2 In the »**Edit**« menu, click on the »**Accompanying note**« menu item.
 - The »**Accompanying note**« window pops up.
- 3 Fill in your changes.
- 4 Click on the »**Save**« button.

Copy, Paste

You can copy dictations from any directory and paste it in any other directory.

- 1 Click on a dictation in the »**Dictation on the dictation machine**« window.
- 2 Click in the »**Edit**« menu on the »**Copy**« command.
- 3 Click on the »**My Dictations**« menu item.
- 4 In the »**Edit**« menu, click on the »**Paste**« command.

These functions can also be effected by drag-and-drop with the mouse as known from Windows.

Rename

You can change any dictation name.

- 1 Click on the desired dictation.
- 2 In the »**Edit**« menu, click on the »**Rename**« command.
- 3 Enter a new name in the »**Dictation name**« box.
- 4 Press the Enter key.

Copy and Move

»**Move all to PC**«, »**Move selected to PC**« and »**Move selected to dictation machine (MMC)**«.

Using these functions you can transfer dictations between the PC and the dictation machine.

- 1 Connect the dictation machine via the USB interface with the PC.
- 2 Use the »**ON/OFF**« button to switch the dictation machine on and in PC mode.

Note:

Disconnect the USB interface only via the task bar (from Windows 2000) as otherwise the data transfer can be incomplete.

Through the »**Move**« function the dictations are deleted in the source directory.

- 1 Click on a dictation in the »**Dictation on the dictation machine**« window.

MENU FUNCTIONS

- In the »Edit« menu, click on the »Move selected to PC« command.
 - The dictation is moved to the »My dictations« directory.
 - During data transfer the red recording indicator is blinking.

This function can also be carried by drag-and-drop with the mouse as known from Windows.

Note:

An interruption of the data transfer due to exhausted batteries destroys the dictations. We recommend therefore to carry out the data transfer only with full batteries or with the mains unit.

View

View	Settings	Help
	Refresh	F5
✓	Toolbar	
✓	Status Bar	
	Next Directory	Ctrl+?

In the »View« menu you can refresh the view of your directories. You can activate or deactivate the Toolbar and the Status bar. Via the »Next directory« or the keyboard command »Ctrl + Tab« you can display the next directory (e.g. »Sent dictations«).

These functions are handled as known from Windows.

Note:

Carry out the »Refresh« command, if the dictations on the dictation machine are not shown although the dictation machine is connected with the PC and the PC mode is switched on. If the view of the directories does not change after having carried out an edit function (e.g. »Copy«), press the »Refresh« key (»F5« on the PC keyboard).

The Settings menu

Settings Help

Dictation machine drive

PC dictation directory

General Settings

In the »**Settings**« menu, you can carry out the following commands: »**Dictation machine drive**«, »**PC dictation directory**« and »**General Settings**«.

Dictation machine drive

If the dictation machine is connected via the USB cable with the PC, it is handled like a removable disk drive.

- 1 Click on the »**Dictation machine drive**« menu item in the »**Settings**« menu.
 - The »**Select directory**« window pops up.
- 2 Click on the drive unit assigned to the dictation machine, e.g. »**Removable disk drive (G:)**« and then on the »**OK**« button.
 - The dictation machine directory is shown.

PC dictation directory

The »**PC dictation directory**« menu item allows you to select a directory for saving your dictations.

- 1 Click on the »**PC dictation directory**« menu item in the »**Settings**« menu.
 - The »**Select directory**« window pops up.
- 2 Click on the directory in which you wish to save your dictations, e.g. »**C:\Dictations\My dictations**«.
- 3 Click on the »**OK**« button.

Settings Help

Dictation machine drive

PC dictation directory

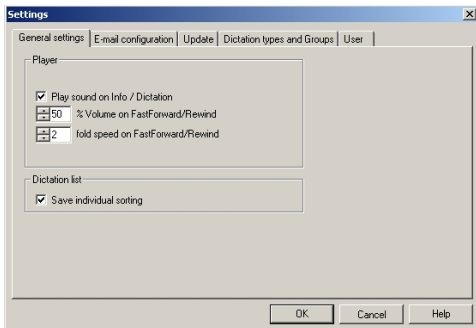
General Settings

General Settings

With the »**General Settings**« menu function, you can activate or deactivate the control buttons of the Player.

The default setting for the Info/Dictation sound signal is **on**. With the general settings function, it can be switched off.

The volume level at fast forward and rewind can also be changed with this function. The default setting is 50% and double speed. Using the arrow keys, you can adjust the volume from 1 to 100%, and the speed to 1 to 30 times the normal speed.



This function provides you also with the additional possibility to save the individual order of your dictations list.

- 1 Activate/deactivate the function or select the new settings using the arrow keys.
- 2 Confirm with »**O.K.**«.

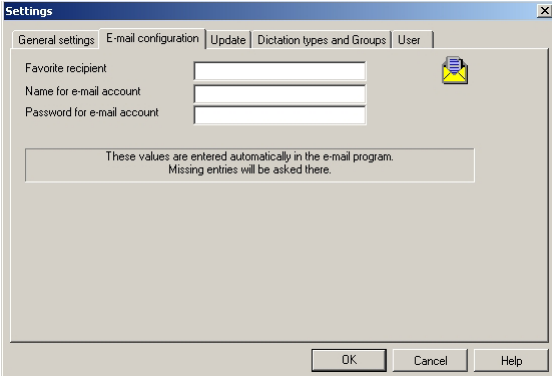
Note:

The sound signal is only active if »**Sound**« is selected in the general settings of your PC.

MENU FUNCTIONS

E-Mail configuration

Here you can define your preferred e-mail recipient and if needed your e-mail account data.

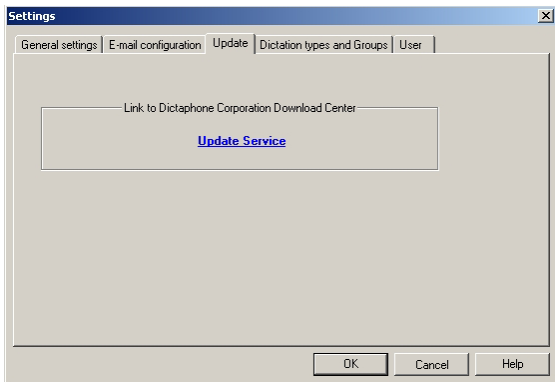


The screenshot shows a 'Settings' dialog box with a blue title bar and a close button (X) in the top right corner. The dialog has several tabs: 'General settings', 'E-mail configuration' (which is selected), 'Update', 'Dictation types and Groups', and 'User'. The 'E-mail configuration' tab contains three input fields: 'Favorite recipient', 'Name for e-mail account', and 'Password for e-mail account'. To the right of these fields is a yellow envelope icon. Below the input fields is a text box containing the message: 'These values are entered automatically in the e-mail program. Missing entries will be asked there.' At the bottom of the dialog are three buttons: 'OK', 'Cancel', and 'Help'.

MENU FUNCTIONS

Update

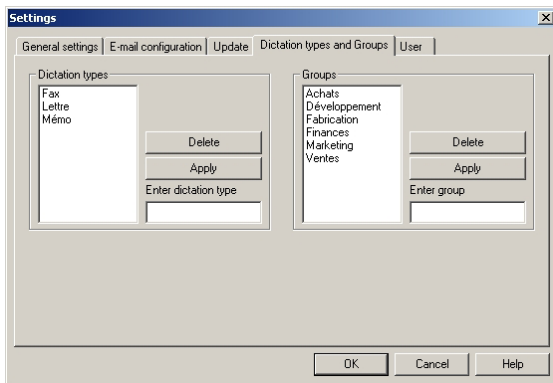
If you click on the »**Update Service**« button, you are linked with the **Dictaphone Corporation** Download Center in the Internet. From there you can download current information and software updates.



The changes made in the »**Settings**« menu are retained until they are changed again, even if »**Walkabout Transfer**« is ended.

Dictation types and Groups

Under »**Settings - General settings - Dictation types and Groups**« up to 10 different dictation types and groups can be edited.

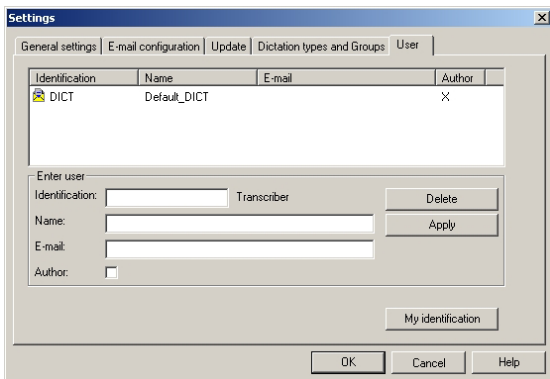


Edit new dictation types or groups in corresponding fields and press to »**Apply**«.

Under »**Configuration - Accompanying note**« one of edited dictation types and groups can be selected and transferred into digital dictation machine.

User

Under »**Settings - General settings - User**« it is possible to create transcribers and authors with related e-mail addresses.



Within send dialogue these users are displayed in pull down menus as e-mail recipients and cc recipients and can be selected directly.

Only one author and one typist of created users can be transferred into digital dictation machine via standard accompanying note. These users are necessary to identify dictations.

Note:

The Default_DICT user cannot be modified or deleted. Both identifications and user name will be loaded into digital dictation machine. The dictation machine creates the beginning of dictation name out of first 4 characters of identification. The application determines the complete user name out of identification and displays the complete user name within dictation directories.

MENU FUNCTIONS

My identification

Identification: Author

Name:

E-mail:

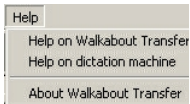
Author:

After changing the identification the program will be terminated!

Under »**My identification**« the author or the typist can configure their own identification and name. This name automatically appears in the program below symbol of working directory »**My dictations**«.

The identification will be used to authorize changes of name and e-mail address. For example the private e-mail address can be used to send dictations to the home office.

The Help menu



In the »**Help**« menu, you can select the following menu items: »**Help to Walkabout Transfer**«, »**Help to dictation machine**« and »**Info about Walkabout Transfer**«.

These functions are handled as known from Windows.

CONFIGURATION

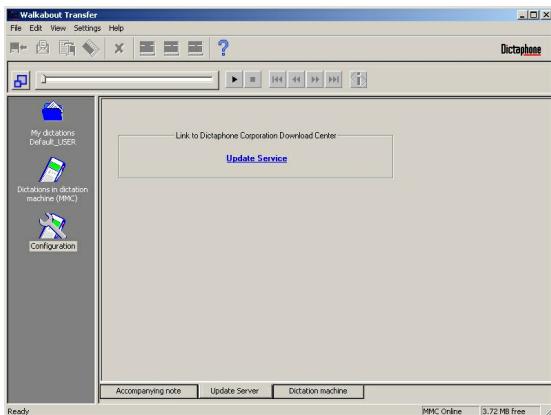
Configuration

Run the »**Walkabout Transfer**« program.

Click on the »**Configuration**« icon to call up the »**Accompanying note**«, the »**Update Server**« and the »**Dictation machine**« functions.

If you click on the »**Update Service**« button, you are linked with the **Dictaphone Corporation** Download Center in the Internet. From there you can download current information and software updates.

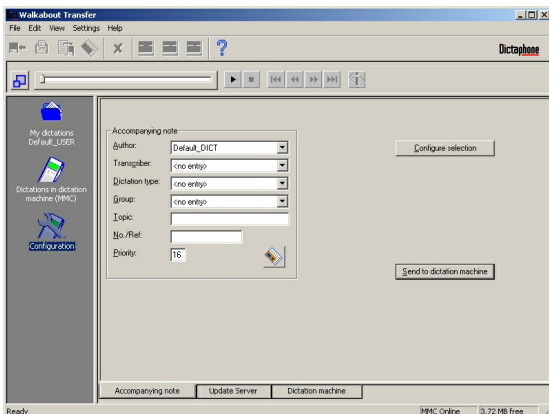
It is not necessary to connect the dictation machine for this function.



CONFIGURATION

For the following functions, the dictation machine must be connected.

If you click on the »**Accompanying note**« button, you can change the settings of the accompanying note in the dictation machine.



If you click on the »**Dictation machine**« button, information about the current configuration of your dictation machine is displayed. Your authorized dealer needs possibly this information in the event of service.

WARRANTY, SERVICE, SALES _____

Please contact your supplier if you wish to register the guarantee of this product or make a claim.

If there is no specialized dealer in your region, please contact the following address.

Dictaphone European Headquarters

VoiceCom AG
Ifangstrasse 91
8153 Rümlang
Switzerland
Tel. +41 (0)1 817 76 76

Dictaphone International Headquarters

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Chalk Hill Road,
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Tel: +44 (0)20 7878 5000

Dictaphone World Headquarters

Dictaphone Corporation
3191 Broadbridge Avenue
Stratford, CT, 06614-2559
USA
voice.systems@dictaphone.com
Tel: +1 203-381-7000

WARRANTY FOR USA

Limited Hardware and Software Warranty

Dictaphone Corporation warrants to the original consumer or other end-user purchasers that this product is free from defects in materials or workmanship for a period of one (1) year for the hardware and a period of 90 days for the software from the date of purchase. During the warranty period, and upon proof of purchase, the product will be repaired or replaced (with the same or similar model) at our opinion, without charge for either parts or labor. This warranty shall not apply if the product is modified, tampered with, misused, or subjected to abnormal working conditions, (including, but not limited to lightning and water damage).

Repair or replacement as provided under this warranty is the exclusive remedy of the purchaser. This warranty is in lieu of all other warranties, express or implied, including any implied warranty of merchantability or fitness for a particular use or purpose, and Dictaphone shall in no event be liable to purchaser for indirect or consequential damages of any kind or character.

Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages or allow limitations on how long an implied warranty lasts, so the above limitations or exclusion may not apply to you. This warranty gives you specific legal rights, and you may also have other rights that vary from jurisdiction to jurisdiction.

This warranty applies to the United States only. All other countries, please refer to your dealer's warranty policy.

SUPPORT FOR USA

Walkabout Products – Support and Services

Software and Operational Support

Dictaphone shall provide at no-charge, product support by telephone on the Walkabout products for a period of 90 days initiated from the day of shipment to the customer. The no-charge period of support assumes a PC with a functioning sound card and access to the shared directory used to pass dictation to the software system. It does not include the setup or support of other vendor's products, sound cards, mail programs, Internet access or networking issues.

The Walkabout model and serial number is required to obtain the initial 90 days of telephone support. The Walkabout serial number is located either on the back or inside the battery compartment of the product. Product support will be provided via a toll-free call. To contact the initial 90-day-no-charge Walkabout Support Center in the United States, dial (800) 677-7928.

Support after the first 90 days from the date of shipment will be provided on a per minute charge basis unless an Assured Performance Plan (APP) contract is purchased.

This support applies to the United States only. All other countries, please refer to your dealer's support policy.

WALKABOUT 5210 User Guide_____

Visit Dictaphone Corporation on the Web at:
www.dictaphone.com

L-2765-001