

**Enterprise Express<sup>®</sup>**  
Enterprise-wide dictation and  
transcription management

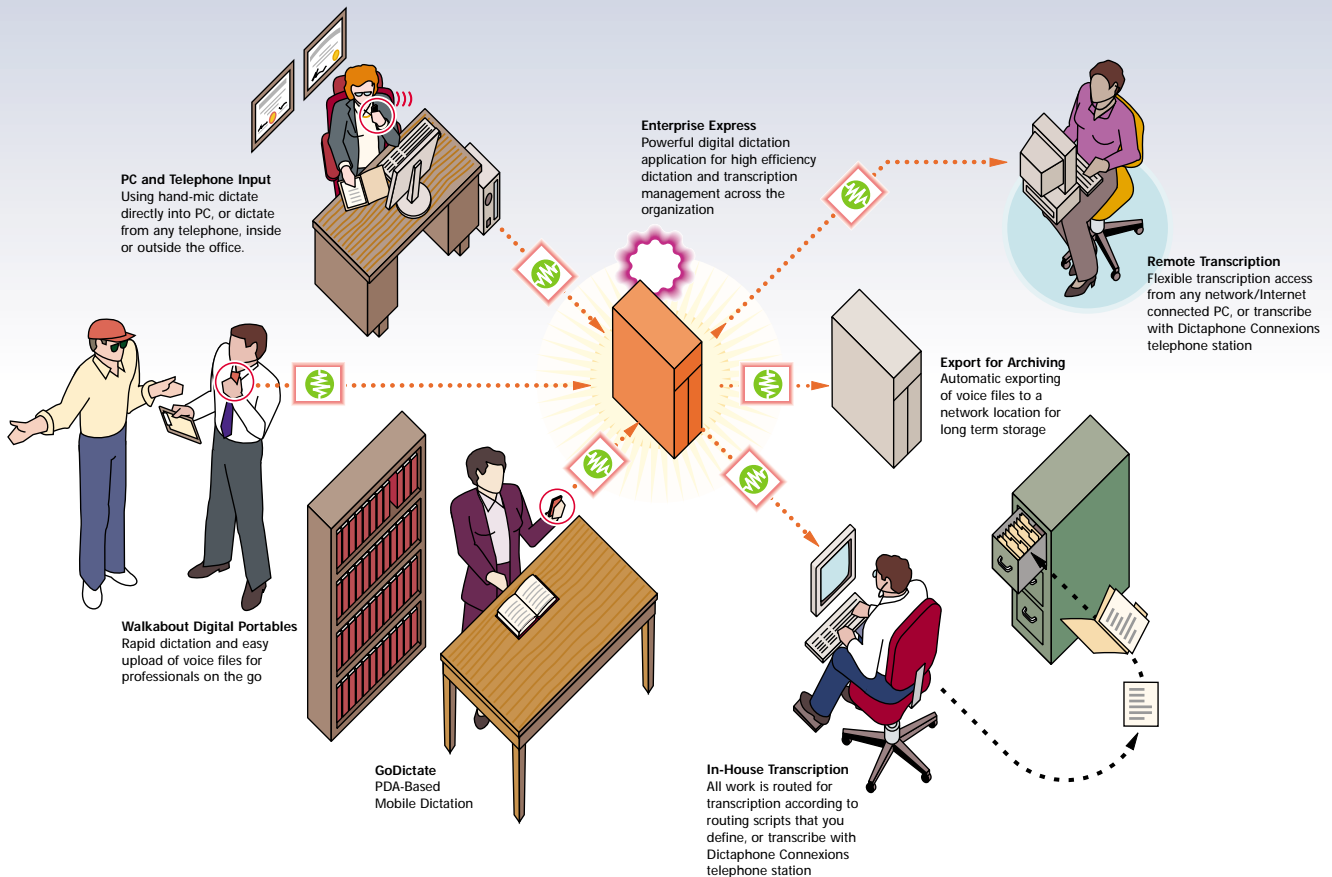




## Enterprise Express Network-Driven Centralized Dictation/ Transcription Management For Your Entire Organization....

Dictaphone offers today's professionals a family of intelligent enterprise-wide document creation solutions, that incorporate powerful digital dictation, transcription and document management capabilities, with digital portability, PC access, and Network/Internet distribution of voice and data.

Enterprise Express is an integrated network based solution for your entire organization. Dictation, transcription, and all workflow are directed by a central Voice Server. Enterprise Express is accessible to any author or administrative assistant in your facility—even from outside the office. With Enterprise Express, you'll gain the ability to centrally control and manage hundreds of sophisticated features, customized to meet individual user and departmental needs.



## THE MANY BENEFITS OF THE ENTERPRISE EXPRESS® SOLUTION



- Scalable to any size organization, including multi-site facilities, individual departments, and remote users—anyone can be a “client” on the system, anywhere.
- Easily create work groups of any size—from a team to an entire organization—while efficiently distributing dictated voice files across your LAN, WAN, or Intranet.
- Create an environment where voice, and data are managed on an enterprise-wide level as part of a complete information management system.
- Achieve true productivity gain with an integrated digital dictation solution that lets you centrally control and manage hundreds of sophisticated features, customized to meet individual user preferences, and the unique needs of particular departments.
- Eliminate the chores of cassette systems with a centralized system that safely and securely records and manages individual voice files. No more delivering cassettes for transcription—no more cassette “winding and finding” to locate dictation and priorities.
- Reduce costs of long-term storage and retrieval by creating and archiving digital voice files instead of cassette tapes. Also, reduce time to store and retrieve voice files.
- Add value to your organization’s network by seamlessly plugging into existing computer investments.
- Gain enhanced access with more flexible dictation/transcription options, including telephone access, portable digital recorders, PDA-based dictation solutions, and PC-accessible dictation and transcription clients.



### **SIMPLICITY, PRODUCTIVITY, AND THE COMPETITIVE ADVANTAGE**

Enterprise Express takes a new approach to dictation, transcription, and information management. Built on the proven “industrial strength” Microsoft Windows NT® operating system, Microsoft SQL™ Server database software, and Windows® operating system, it represents a unique dictation and voice management solution.

### **ENTERPRISE EXPRESS®... THE LATEST WORD IN PRODUCTIVITY**

Enterprise Express software allows tailoring the system to individual work patterns, orchestrating work distribution, and accessing a variety of information on demand, using familiar user interfaces.

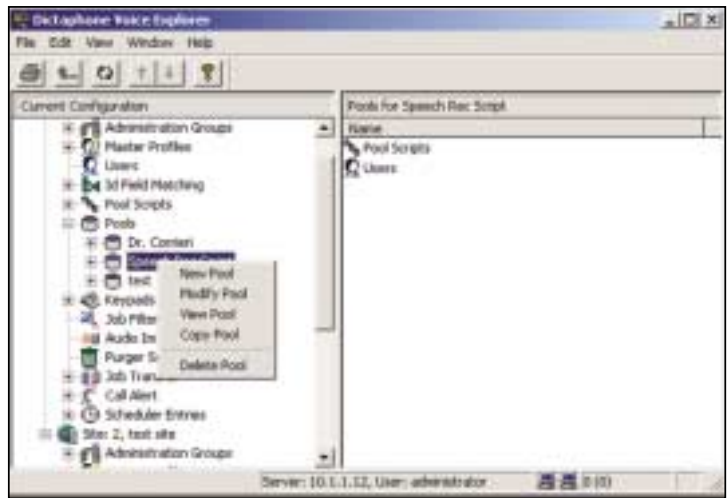


### VoiceSystem Explorer

Explorer manages the set-up of system parameters, creation and modification of user profiles, customization of individual profiles, set-up of security levels, and creation of job transfer scripts and pools for efficient management and distribution of dictation to transcriptionists by a variety of productivity-minded criteria.

### Client Viewer

Client Viewer offers direct view of author/transcriptionist clients accessing the system at any time, for complete activity monitoring and control.



Explorer Module

| Job ID | Author     | Transcriber | Reviewer   | Start Date | End Date   | Start Time | End Time | Status      | Priority | Case No. | Client ID | Department |
|--------|------------|-------------|------------|------------|------------|------------|----------|-------------|----------|----------|-----------|------------|
| 1001   | John Doe   | Jane Smith  | Mike Brown | 11/15/2008 | 11/15/2008 | 08:00      | 12:00    | Completed   | High     | 12345    | 67890     | Medical    |
| 1002   | Jane Smith | John Doe    | Jane Smith | 11/15/2008 | 11/15/2008 | 08:00      | 12:00    | In Progress | Medium   | 12345    | 67890     | Medical    |
| 1003   | Mike Brown | John Doe    | Jane Smith | 11/15/2008 | 11/15/2008 | 08:00      | 12:00    | Pending     | Low      | 12345    | 67890     | Medical    |

Job Lister Query

### Job Lister

Job Lister is designed for quick look-up of job information on the system, which is of particular benefit to transcriptionists for referencing dictation assignments and work completion.

### Personal Job Lister

Allows individual authors to view their dictations within the system, with the ability to review the status of each job, and edit demographic information such as Case Number, Client ID, Department, etc., used for pooling and routing of work. In addition, the Personal Job Lister will interface with Dictaphone digital dictation devices and download voice files from these devices to the author's PC as well as to the Enterprise Express system.

### Prompt Generator

Prompt Generator allows extremely flexible creation and modification of all the Enterprise Express phone prompts, allowing complete customization of the system, down to the individual user level.

### Dashboard

The Dashboard application offers built-in system monitoring capabilities. Dashboard provides detailed information on the total number of dictators, transcribers, and reviewers using the system at any time, as well as system backlogs and memory used/memory remaining.

### Reporter

Reporter allows the SQL Server database to be accessed on an as-needed basis, providing detailed, information-rich reports on system activity and productivity measurements.

### Archive Manager

Manages the archiving, network routing, and purging of audio files.

**DICTAPHONE ENTERPRISE EXPRESS® OFFERS FLEXIBLE OPTIONS...**



**TELEPHONE INPUT**

Enterprise offers telephone dictation input from any touch-tone phone. In addition, the Dictaphone Connexions® station

offers a host of specialized dictation (and transcription) features, easily accessible throughout your organization.

**DIGITAL RECORDER INPUT**

Dictaphone offers a wide range of digital portable recorders



offering all of the latest dictation features. The Walkabout digital portable line provides durable ergonomic designs and clear digital displays built for day-in-day-out professional use. Features include expandable standard memory cards for longer recording time, automatic time and date stamping, the ability to manage voice files in multiple folders, and to attach frequently used information such as Author ID and Work Type to voice files. Digital insert lets you record edits or comments directly at the desired location in the voice file for seamless playback. USB compatibility and advanced compression technology

allow minutes of dictation to be uploaded in seconds directly from the hand-held recorder to the Enterprise Express System.

**DICTAPHONE GODICTATE™**

Dictaphone GoDictate is a new dictation software application that leverages the mobility of today's Pocket PCs with seamless, secure and rapid two-way transmission of voice, text, and data with Dictaphone digital dictation systems.



Once dictation is complete, GoDictate automatically transfers dictated voice files and associated demographic information to the Dictaphone Enterprise Express system for rapid transcription processing.

**MICROPHONE INPUT**

USB compatible hand microphone and specialized dictation software lets you dictate directly from network-connected PCs. The advanced



hand microphone includes easy controls for record, rewind and playback, as well as soft-keys for additional functionality and control.

**ENTERPRISE EXPRESS WILL DRAMATICALLY IMPACT YOUR PRODUCTIVITY**

- Flexible network access—anyone can be a client on the system, anywhere.
- Fully scalable architecture lets you strategically locate components for optimum organization, performance and cost efficiencies.
- Flexible voice input options combine with innovative transcription solutions.
- Easily create decentralized work groups, or distribute work to centralized transcription centers.
- Proven reliability, performance, and user friendliness.

**VISIT [WWW.DICTAPHONE.COM/PRODUCTS/EE250/INPUT.ASP](http://WWW.DICTAPHONE.COM/PRODUCTS/EE250/INPUT.ASP) FOR MORE INPUT INFORMATION.**

**Customized Solutions, Guaranteed Satisfaction, Unmatched Customer Support.**

A great product is nothing without great support. So we've backed the Enterprise Express with the most comprehensive training and service support in the industry. Before we recommend a solution, we conduct a thorough evaluation of your needs. The right solution is developed in unison between you and Dictaphone. The system is then installed by Dictaphone trained technicians who are completely familiar with your particular application. The end result is a system that perfectly matches your needs.



*Dictaphone offers specialized support to its customers.*

If you are an organization planning a system for 20 or more users (authors/transcriptionists) please call **866-727-7803**. If you are considering a system for fewer than 20 users please call **877-208-2970**. You can also e-mail us at [voice.systems@dictaphone.com](mailto:voice.systems@dictaphone.com) or visit us on-line at [www.dictaphone.com/products/ivs](http://www.dictaphone.com/products/ivs).

# Dictaphone

*Giving  
New Meaning  
To Voice...*

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## **Additional offices in Australia, Brazil, Germany, Hong Kong, Ireland, and Mexico**

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