

## First-time Installation

DictaNet software installation should only be performed when all hardware and software components are already installed and the system requirements are fulfilled. The software has to be installed at each workstation separately, but only for the first time. Updates take place automatically from your in-house network and, optionally, from internet.

The workstation user requires administrator rights in order to install the software. This is, however, not necessary for the auto-update function.

You will need the installation program and license information to install DictaNet software. Without any license information, a 30-day evaluation version is installed.

### The installation software

The installation program **dnx.setup.exe** is approximately 38MB in size and installs a program that runs in a virtual Xenocode Spoon environment. Download available from:

<http://www.dictanet.co.uk/download.htm>


Please note that the “DictaNet WF”, “Workflow Manager” or “Mobile Player” are separate programs and available as different installation files.

### Installation on the first workstation

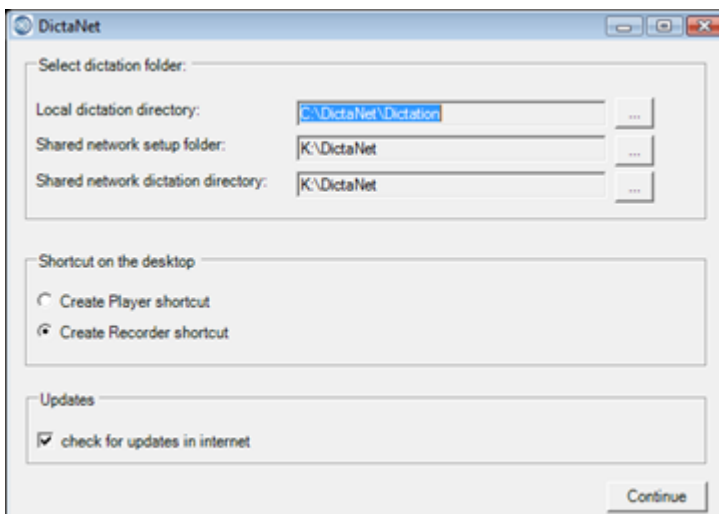
Install the software on one workstation, set the central parameters and use this as a template for the further installations on the remaining workstations.

Here is a guide to help you through:

If the InstallShield has successfully installed DictaNet, press "**<Finish>**" to continue.

Clicking on the desktop icon  will open the dictation program for the first time

### First there are 3 folders to set



The Local dictation directory is local for the program and back-up files - you can leave that on the default **C:\DictaNet\Dictations** or you can change or create the folder with the “...” button.

For the network operation where the shared, central parameters and license are stored is defined by the **Shared network setup folder** listed in the window. This folder contains the Master Control File DNMCF.ini and the central copy of the latest dnx.dictanet7.exe program.

Set that to a folder on a network drive, example here is **K:\DictaNet**. It is best to set it correctly once and then stick with that folder for all further installations. If you have no network, then it's fine to leave all paths on the local C: or D: drive.

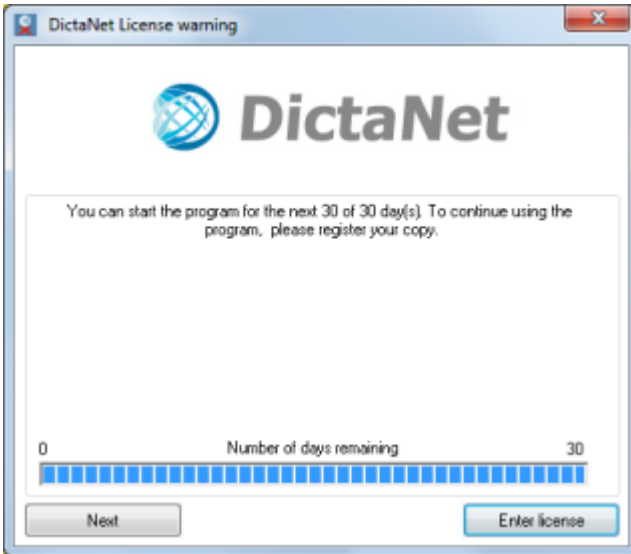
The **Shared Network Dictation Directory** listed is where the dictations themselves are stored. Leave that on **K:\DictaNet\Dictations**, or anywhere with several GBs of available storage. It can

be easily changed at a later date (under Options-Workflow). It does not need to be set in relation to the second path ("Shared Network Setup Folder"). Please keep this path-name as short as possible.

Select: the **Shortcut on the desktop** "Create Player shortcut" or "Create Recorder shortcut". This can be changed later on the General options tab.

Select the **Updates** to "check for updates in internet".

Once you are satisfied with the selection then press "**Continue**"



This is **followed by the license**.

"30Tage" is for a free, full-feature 30-day trial with Workflow in your network.

Keep pressing "**Next**" to continue using the program for the next 30 days or

"**Enter license**" if you have one.

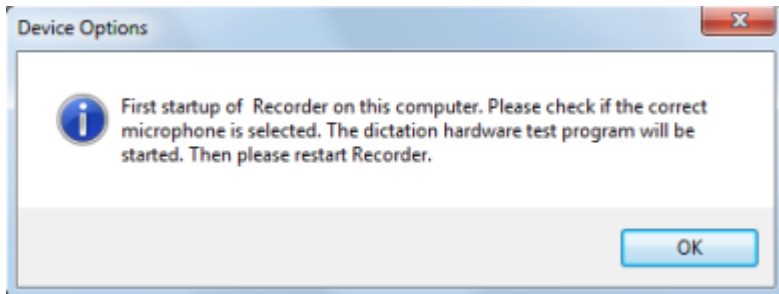


Enter details from your license agreement. It is important to enter all information exactly as it appears on the license form, or else you cannot proceed. The licensee name, reference number and no. of seats (licensed workstations) are encoded into the 25-character license key.

Click "**Save + Start**" and the software will start.

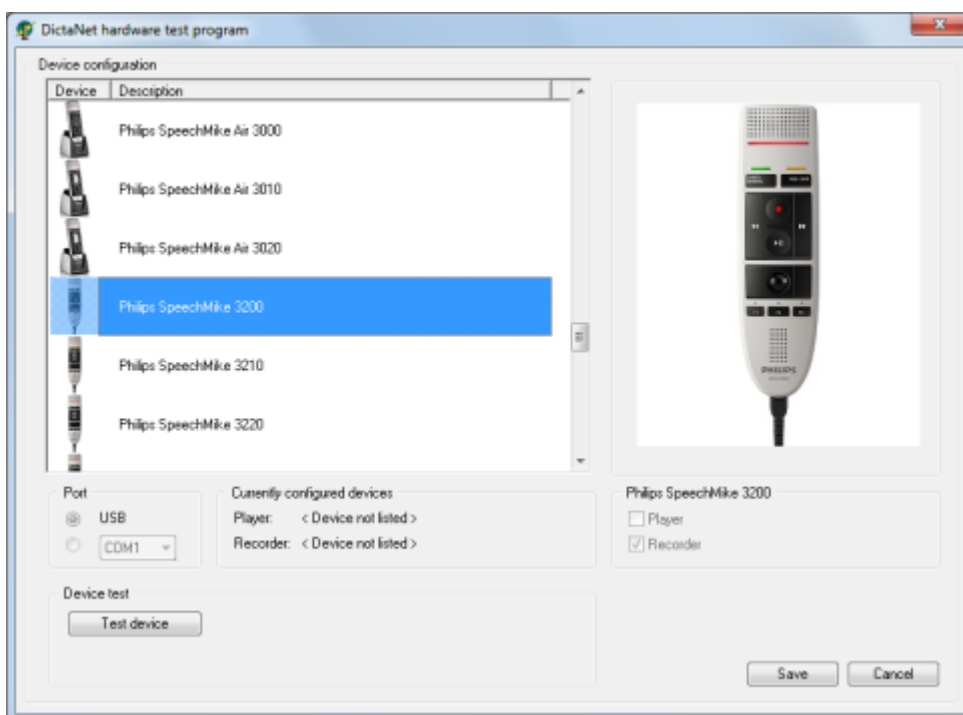
## Using the Hardware Test Program after the first start

When installed for the first time, and then Recorder (or Player) is started, a message comes to inform you that no audio devices are selected and then that dictation hardware has not been set up for this installation. Click **OK** to continue.



The “**hardware test program**” starts automatically to help select and test your recording (or playback) controlling.

N.B: This test program does NOT set the audio recording/playback device or a mobile voice recorder for importing dictations; those are set separately on the Recorder and Hardware (under ‘Premium voice recorder’) tabs respectively. DictaNet setup will automatically select the input/output audio device that is the standard device already set for Windows multimedia.



**You MUST select a device** on either a USB, serial COM or Game-port Interface.

The “**Test device**” button can be used to check the functionality of the buttons.

You **MUST** click on the “**Save**” button to proceed.

If your mike/headset has no control keys then select the first line “**device not listed**” and check the boxes for “Recorder” or, if you have no footswitch, for “Player”.

In any case, you **MUST** click on the “**Save**” button or else the Hardware Test Program will always come back when starting DictaNet until a device is selected and saved. Now click the “**Cancel**” button to close this Window.

N.B: Each PC can have the Recorder/Player software - the audio/control hardware defines if the workstation is actually for recording or typing-up dictations.

When Recorder has re-started, click on the yellow folder symbol (right) to open up the Dictation Manager overview and further functions. Use the "**Options**" button to check the audio device selection, hardware, Workflow and other settings.

### **Central parameters**

Go to the Options and Advanced. The standard **4711** PIN code is displayed for reference. You could check the "\* Options" setting in order to set the language for further workstations. Save this and any other central parameters you have set.

These settings are saved in the **DNMCF.ini** file in the Shared Network Setup Folder (e.g. K:\DictaNet) and will be used by all further workstations.

You may also wish to change the title caption for the "File" and "Finish by" columns in the Dictation Overview to your personal choice. Do this with a left-click on the appropriate column title and use the option under "Columns and rows". You can also set the column selection to be applied to all following workstations using the "Dictation overview layout" option on the Advanced tab.

The **User ID** is set to be the Windows login Name as default. You can change this to some relevant initials for this user now if you wish.

The **Help** function is highly recommended! It is, in effect, the user handbook.

### **Installation on additional workstations**

Start the file Dnx.Setup.exe from any folder. By the first start, check that the **Shared Network Setup Folder and Shared Network Dictation Directory**, which were specified during the installation on the first workstation (e.g. K:\DictaNet), are the same. This ensures that the central parameters, network setup folder and license details saved during the first installation are applied as default.

- Confirm the license details given.
- Confirm the 3 paths suggested for local, shared network and dictation folders respectively.
- Select the program components required.
- Select the correct hardware when the Hardware Test Program starts.

Installation is now complete!

### **Restricting write permissions for Users**

If the 3 folders selected during Setup only have read-only permission then an error message is shown. If you organize various access rights for different users (non-Administrators) then please be aware that the local program directory (and all its sub-folders) **MUST** have full-access permission, as well as dictanet.ini in Windows (to change the Options), and the special \_dnrec, \_dndata, & \_log folders in the network. The network dictation folders can have restricted write permission for various Server Users.

### **Installation on a Terminal Server or Citrix network**

Please ask Support for our additional document *DictaNet under Citrix*.

### **Please avoid the following:**

- using more than one Shared Network Setup Folder
- changing the system date to avoid license expiry
- installing the local program in the network
- setting the Local Dictation Directory in the network
- installing on computers when they are temporarily not in the network
- changing to a non-administrator user *before* DictaNet has been started and configured.

### Check-list for DictaNet installation

Customer: ..... Windows Version: .....

Date: ..... Audio Hardware: .....

Task	Comment	Done
<b>Preparation:</b>		
Systems technical requirements		
Audio device installation		
Hand-held PC mike setting		
Footswitch set-up		
Grundig driver for older devices		
Network connection		
Network users access-rights		
E-mail account		
Virus-protection program settings		
<b>DictaNet:</b>		
License information correct?		
Latest software from web-site?		
DN - Philips Pocket Memo setup		
Install and set central parameters		
Test file system on Advanced tab		
Set-up dictation folders		
Change PIN code from <b>4711</b>		
<b>For each workstation:</b>		
Set record and playback volume levels in Control Panel "Sound and Audio devices"		
Record test dictation		
Playback test dictation with footswitch		
Set user access-rights for local files	optional	
Install any mobile recorder software		
<b>Dragon for DictaNet:</b>		
V11 installation and enrolment		
Set audio mike-level for device		
Analyze "My documents"		
Back-up User-Profile vocabulary		
Enable Server Profile and Roaming Users/Delegated correction		