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# SPEECHLIVE

PCL1000

PCL1100



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EN Quick start guide for transcriptionists

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# PHILIPS



## Philips SpeechLive – Quick Start Guide for Transcriptionists

Dear customer,

Thank you for choosing Philips SpeechLive as your cloud based dictation workflow solution.

This guide gives you instructions on how to activate and configure your SpeechLive access. Please follow the instructions in this document only if you have received an invitation email from the SpeechLive system. The invitation email has the subject "You have been invited to use Philips SpeechLive".

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## 1. Install the software

As a SpeechLive transcriptionist you can create the documents from the sound file on your desktop computer. The dictation workflow will be securely managed via your SpeechLive user account.

Before activating your SpeechLive user account please **make sure** that you have **installed** the Philips **SpeechExec Pro Transcribe 8.1** software or later.

You can download the SpeechExec software from the link below:

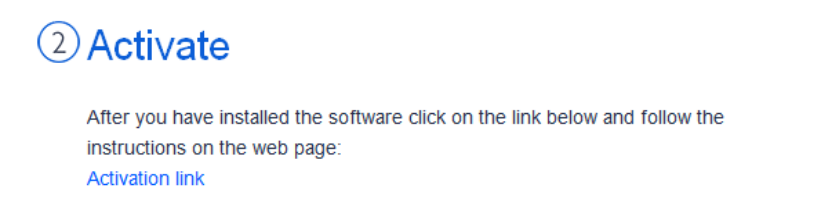
[Download SpeechExec Pro Transcribe](#)

**Note:** For SpeechExec software you need to have a valid license key available. License keys can be ordered in the SpeechLive online shop or at your preferred SpeechLive partner.

## 2. Activate your SpeechLive user account

### Invitation email

Open the invitation **email** that you have received from the SpeechLive system and click on the activation link mentioned in the Step 2 of the email:

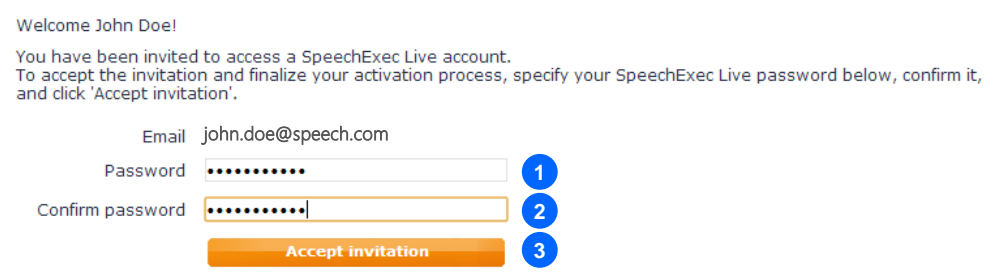


**Note:** If you cannot click on the link please copy the link into your browser's address bar and press the enter button on your keyboard!

### Activation page

For security reasons you will be forwarded to a website where you have to define a password for your SpeechLive user account (your e-mail address is filled in automatically):

- 1 Type in your password
- 2 Confirm your password by entering it a second time
- 3 Click on the **Accept invitation** button.



The final step is to connect your dictation application with your SpeechLive user account



### 3. Connect your application

#### Automatic configuration

After clicking 'Accept invitation' you are informed that you have successfully activated your SpeechLive user account.

Please follow the steps below:

- Click on 'Start SpeechExec configuration' to start the SpeechExec configuration wizard.

You have successfully activated your SpeechLive user account (John Doe ([john.doe@speech.com](mailto:john.doe@speech.com))) !

Click the button below to start SpeechExec and connect you to SpeechLive.

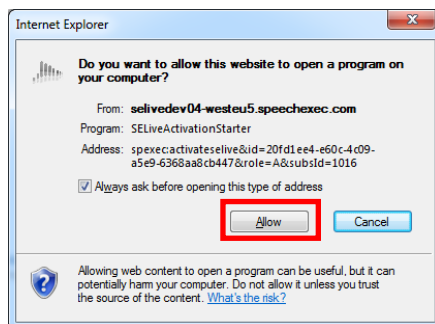
For manual configuration of your SpeechLive user account, refer to the [SpeechLive Configuration Guide](#)



User manual

Your Philips SpeechLive team


- You will be asked to allow this website to open a program on your computer
- Click 'Allow'



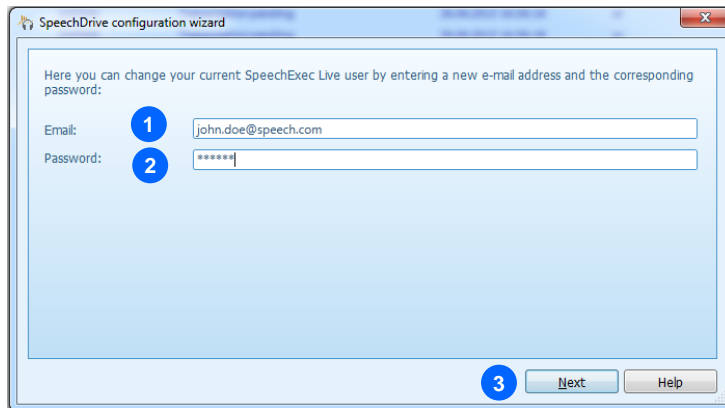
- Your SpeechExec software starts up and automatically connects to your SpeechDrive!

Congratulations you are connected to your SpeechDrive!

## Manual configuration (optional)

Alternatively you can also configure your SpeechLive access in your SpeechExec Pro Transcribe software manually. Therefore open the SpeechExec transcription software installed on your computer and click the  (Start my SpeechDrive) button in the toolbar.

- 1 Type in your e-mail address
- 2 Type in your password
- 3 Click "Next"



Congratulations you are connected to your SpeechDrive!

More information about SpeechDrive configuration options can be found the SpeechExec user manual or in the SpeechExec online help.

## Related information

More information for SpeechExec Pro Transcribe can be found in the user manual of [SpeechExec Pro Transcribe](#)



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