



# encompass

## Networked digital recording, notes and management

### Key Advantages

- ▶ Simple, easy to use digital recording software
- ▶ Captures up to eight independent channels of digital audio
- ▶ Automatic synchronization to server(s) for immediate backup and centralized storage and access
- ▶ Recordings stored on servers can be accessed by any recording or playback workstation for playback, management or transcription
- ▶ Includes multiple language and interface profiles that can be customized to meet your specific terminology
- ▶ Customizable hotkeys and phrase lists for fast annotation
- ▶ Flexible solution that grows as your needs change: easily add video capture, integration with case management systems, or web-based access to recordings



## About VIQ Encompass

VIQ Encompass is an ideal way to make the move to a digital recording system. With simple recording and playback controls, VIQ Encompass' customizable graphical user interface is intuitive and easy to master. With VIQ Encompass, operators can record and monitor up to eight channels of audio, make synchronized text annotations, and automatically synchronize recordings to a server(s) for backup and remote use.

The synchronization process securely replicates the audio and associated recording information to the next tier in the system, providing automated redundancy and backup. Synchronization can occur in real-time for instantaneous redundancy, or can be scheduled to control utilization of network resources. The flexible, scalable synchronization process allows you to choose the number and configuration of servers that works for your environment. A single server can also be used for smaller sites.

VIQ's Easy Search function makes locating recordings on the network quick and easy.

VIQ Encompass' sophisticated feature set includes the ability to export to WAV or Windows Media (WMA) format for playback in standard disk players or digital media playback software. Multimedia attachments like presentations, documents or pictures instantly become a seamless part of the digital record. For security and privacy, VIQ Encompass allows you to seal or redact portions of recordings and provide only authorized users with access.

VIQ Encompass offers a range of sophisticated add-on features that can enhance your recording and be added at any time without changing the familiar interface, including multiple channels of video capture and integration with case management systems.

[www.viqsolutions.com](http://www.viqsolutions.com)



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VIQ Encompass is a networked, multi-channel digital audio recording software solution that is powerful and easy to use. Our customizable interface and hotkeys allow you to tailor the interface to match your specific needs, increasing your efficiency without disrupting your workflow.

## Audio Capture and Annotations

- Records up to eight separate channels of digital audio
- Integrated text annotations and multimedia attachments, like electronic presentations or documents, become an official part of the digital record
- Independent confidence monitoring on all audio channels
- "Easy Search" feature quickly locates recordings based on a range of criteria including date/time, case number, or annotation text
- Customizable profiles, speaker/event buttons, hotkeys and case lists to facilitate detailed annotations and aid transcriptionists
- User-friendly, customizable graphical interface means minimal training required

## Automatic Synchronization with Servers

- Provides immediate redundancy of recordings for security of captured record
- Recordings on servers can be accessed by any recording or playback station on the network, ideal for remote playback or transcription purposes
- Simultaneously records to local disk so network interruptions will not affect recording
- Synchronization can occur in real-time or on a scheduled basis to avoid excessive network taxation
- Synchronized recordings can be automatically deleted from workstations, efficiently managing disk space for you
- Mobile recording stations will synchronize immediately upon reconnection to network

## Security and Privacy

- Able to seal recordings and provide only authorized users with access
- Able to mark portions of the recording as inadmissible or redact sections for sharing or public use
- User ID/password-controlled access to administrative functions such as audio deletion and configuration settings
- Customizable administrative audit and synchronization logs detail all activity on the system

With VIQ Encompass, you can start with simple digital audio and video recording and add features and sophistication as you grow. Our flexible suite of digital recording solutions is scalable, with a clear migration path, allowing you to protect your investment.

## Available Add-ons\*

Enhance your Encompass software with the following upgrades:

- **Add Video:** Add six channels of 1080p video capture.
- **Case Management Integration:** Using your case management system data, create customized case lists in advance and start recording with no data re-entry required.
- **Remote Playback:** With VIQ Media Manager, you can easily access recordings for remote playback or transcription.
- **Web-based Access:** Secure online access to audio and notes through a standard web browser with VIQ AccessPOINT Portal.

\* Sold separately.

## SYSTEM REQUIREMENTS

### Recording Workstations

- Windows 7 Professional, Ultimate, or Enterprise (SP1) (64 bit)
- SQL Server 2008 R2 Express with Tools (SP1) (64 bit) installed
- IIS 7.5 installed
- Intel Core i5 2.0 GHz (Core i7 3.0 Quad or higher if capturing video)
- 4GB RAM (8GB RAM min. if capturing video)
- High capacity 7200 RPM (min.) hard drive (Disk space depends on storage requirements)
- 1 GB network card (connected to a Gigabit switch)
- 1024 x 768 display resolution (32-bit color depth min.)
- WDM-compatible audio device for playback
- ASIO-based digital recording device or Digigram card. USB 2.0 port or PCI slot may be required.

### Servers

- Windows Server 2008 R2 Standard (SP1) (64 bit) or Windows 7.0 Professional (SP1) (64 bit)
- SQL Server 2008 R2 (SP2) (64 bit)
- High-capacity fault-tolerant disk array (RAID 5) – SAN/ NAS
- 8 GB RAM minimum (higher recommended)
- 1 GB network card (connected to a GB switch)
- Pentium Dual-Core Xeon processor

Contact VIQ for full list of compatible recording devices. Additional hardware may be required for video capture.

VIQ Solutions Inc. 100 Allstate Parkway, Suite 200, Markham, ON L3R 6H3  
Phone: (905) 948-8266 or Toll Free: (800) 263-9947 Fax: (905) 948-8276 Email: info@viqsolutions.com