Using the PowerMic II

Default Settings in PowerScribe® 360 | Reporting

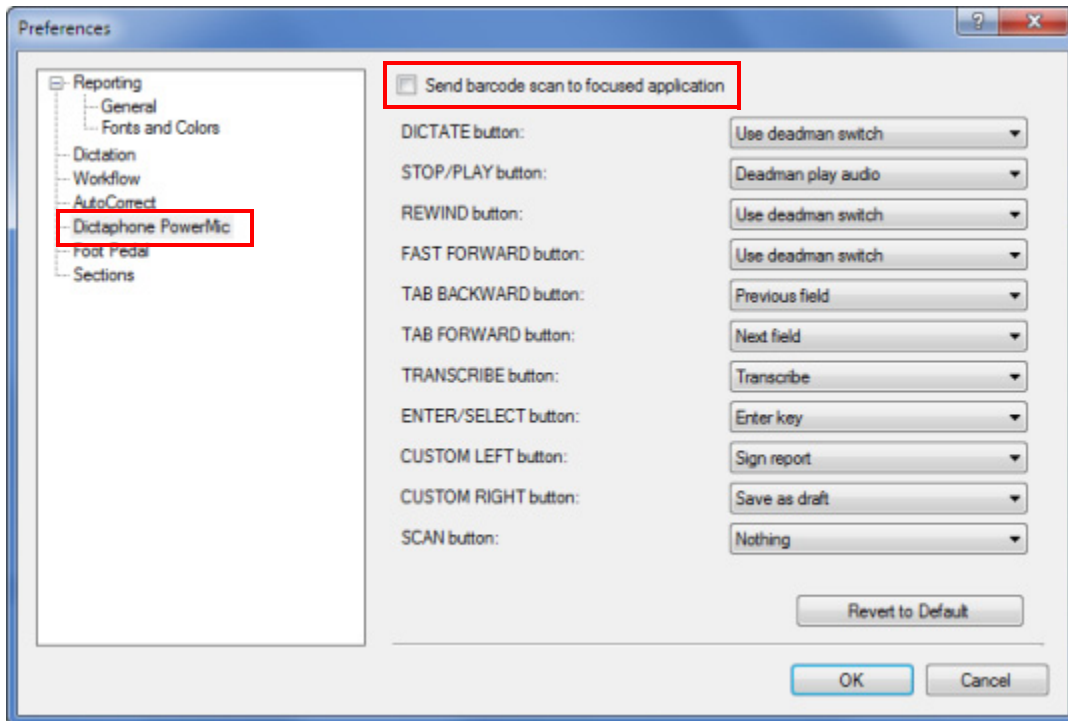| PowerMic II	Button	Default Setting
Labels: Microphone, LED, Dictate, Tab Backward, Rewind, Enter/Select, Custom Left, Left mouse, Pointing device, Speaker, Transcribe, Tab Forward, Fast Forward, Stop/Play, Custom Right, Right mouse, Scan	**LED**	The LED turns on when you activate recording (for example, by pressing the **Dictate** button) and turns off when you stop recording.
	Transcribe	**Transcribe**: Transcribes the dictation (assumes you are in Press to Transcribe dictation mode as opposed to Text Streaming mode)
	Dictate	**Use deadman switch**: Press and hold to begin dictating your report. Release to stop recording your dictation.
	Tab Backward	**Previous field**: Selects the previous field.
	Tab Forward	**Next field**: Selects the next field.
	Rewind	**Use deadman switch**: Press and hold to move backward in the audio playback.
	Fast Forward	**Use deadman switch**: Press and hold to move forward in the audio playback.
	Stop/Play	**Deadman play audio**: Press and hold to play back audio.
	Enter/Select	**Enter key**: Same as pressing Enter key on your keyboard.
	Custom Left	**Sign report:** Allows user to sign the report.
	Custom Right	**Save as draft:** Saves report to user's Draft queue.
	Scan	**Nothing** (by default): Available only on the scanning version of this microphone
	Left/Right mouse	Performs the same functions as the standard computer mouse buttons.
	Pointing device	Use to position the mouse insertion point and select objects.
	Trigger	Same function as the left mouse button. (Located on back of microphone.)

Optional Settings in PowerScribe® 360 | Reporting

Programmable Button	Optional Settings
Transcribe, **Enter/Select**, and **Scan** buttons	Toggle play audio on off; Toggle visibility; Save as draft; Deadman play audio; Transcribe; Enter key; Backspace; Correct report; Sign report; Normal report; New line; New paragraph; Delete key; Delete last word; Delete last utterance; STAT; Nothing
Dictate button	Toggle dictation on off; Use deadman switch
Tab Backward and **Custom Left** button	Previous field; Select backward; Toggle play audio on off; Save as draft; Deadman play audio; Enter key; Backspace; Correct report; Sign report; Normal report; New line; New paragraph; Delete key; Delete last word; Delete last utterance; Previous discrepancy; STAT; Nothing
Tab Forward and **Custom Right** button	Next field; Select forward; Toggle play audio on off; Save as draft; Deadman play audio; Enter key; Backspace; Correct report; Sign report; Normal report; New line; New paragraph; Delete key; Delete last word; Delete last utterance; Next discrepancy; STAT; Nothing
Rewind button	Toggle rewind on off; Previous field; Use deadman switch; Select backward
Fast Forward button	Toggle fast forward on off; Next field; Use deadman switch; Select forward
Stop/Play button	Toggle microphone on off; Deadman microphone; Toggle play audio on off; Deadman play audio

Click Tools > Preferences > Dictaphone PowerMic to Change Preferences

- **Send barcode scan to focused application**: Select this check box to send scanned barcode information to the currently selected (focused) window.

Nuance® PowerScribe® 360