

# STENO-S 4

## CONFERENCE & RECORDING SOFTWARE

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# STENO-S STORES YOUR MEETING DIGITAL, RELIABLY AND SAFELY

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**steno-s is a software for audio recording and playing meetings or conferences with a standard Windows PC. steno-s features a simple and comprehensible user interface, which allows navigating quickly and easily through your conference recording.**

In business, the digital storage and easy retrieval of information is more and more important. Intuitive software considerably simplifies and accelerates the preparation and evaluation of a meeting or conference such as the creation of an agenda or protocol. The steno-s software has been developed for exactly this purpose. With just one mouse click steno-s will easily record all discussions during your meeting.

Before, during and after the recording you can mark important events (e.g. different speakers, agenda items or decisions) and in this way you can structure the course of your meeting. Simply embed used files (such as presentations, tables, pictures) into your recording and store them on a network or storage media. For processing the stored meetings on other PC's you can use the licensefree steno-s player mode.





Designed for Windows® 7 / 8

### 1. Create or import an agenda / speaker's list

With steno-s you can easily import your agenda from other programs with copy and paste to prepare markers before the meeting or conference.

### 2. Start a recording and place markers

During the discussion or meeting, the items of the agenda are dealt with, questions will be asked, various topics will be discussed and decisions will be made. These and other important items within the recording can be logged and highlighted with markers.

### 3. Minute-taking and / or filing

To play recorded meetings, steno-s can be installed on as many PCs as you wish. In this way several people can work with a meeting, even when the meeting is still being recorded. For taking the minute you can use the optional STA 44 foot switch and navigate through the meeting with your feet while your hands are free for typing. Save the recording on external media or save the data on your server.

At [www.steno-s.com](http://www.steno-s.com) you will find a demo version for download.

## Your advantages at a glance

- Sustainable, maintenance-free software solution for recording your meeting
- Multi-lingual, intuitive user interface for maximum ease of use
- Simultaneous recording of multiple channels
- Connection of several MPC 70 USB boundary microphones possible
- Listening into individual tracks for optimal speech intelligibility
- Allocation of markers with webcam snapshots
- Saving of speaker profiles with photos
- Embedding of any file (e.g. Excel or PowerPoint)
- Direct scanning of documents via TWAIN-compatible scanner
- Import and export of markers and lists of speakers
- Full text search for prepared and placed markers
- Selective access to relevant speeches
- Connects to beyerdynamic conference systems
- Integration of e-government applications
- Time compression – increase of the playback speed without shifting the tone pitch
- Read after write – playback of the meeting while recording
- Convenient control of the playback via optional USB foot switch
- Import of meetings recorded in previous steno-s versions
- Export meetings to other storage locations
- For archiving purposes burn meetings on CD / DVD
- Export audio data of meetings in WAV or WMA format
- Free steno-s player mode for the playback of recorded meetings on other PCs
- Licensing via USB dongle for easy installation of backup systems
- Without a license dongle, steno-s will start in the player mode – in this mode the stored meetings are protected against accidental changes
- Designed for Windows® 7 and 8

## Versions



### steno-s 4 Conference

The professional solution for recording, processing and archiving of meetings and discussions.

For use with PC audio devices and MPC 70 USB microphones. Connection to beyerdynamic conference systems and e-Government applications.

- Session-specific recording of meetings
- Recording of up to three audio tracks (1 x sound card + 2 x MPC 70 USB or 3 x MPC 70 USB)

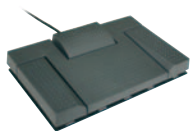


### steno-s 4 Court

Enhanced functionality for complex conference situations and for the special needs of the judicial system.

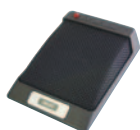
- Includes all features of steno-s 4 Conference
- Recording of meetings depending on the event
- Unlimited number of audio tracks from the software side
- Integration of session management solutions for the judicial system

## Accessories



### STA 44 Art.No. 484954

Foot switch to control the playback functions. Supplied with a 1.5 m [4.9 ft] long cable and USB connector.



### MPC 70 USB Art.No. 475548

Acoustical boundary microphone to record meetings via PC. Supplied with a 3 m [9.8 ft] long cable and USB connector.



### DT 3 Art.No. 484598

Neckworn microphone, 32 Ohms, cable length 1.6 m [5.3 ft], mini stereo jack

## GERMANY

Administrative district of Oder-Spree, Beeskow  
Academy of Sciences and Humanities, Berlin-Brandenburg  
Centre of Commerce in Berlin  
CSS Conference & Show Service, Berlin  
DIHK, Berlin  
ESWE, Wiesbaden  
Heilbronn Marketing GmbH  
Local Authorities Association of Saarbruecken  
Medical insurance organisation of Bavaria, Munich  
Municipality of Aalen  
Municipality of Bretten  
Municipality of Essen  
Municipality of Forst (Lausitz)  
Municipality of Heidelberg  
Municipality of Heikendorf  
Municipality of Heilbronn  
Municipality of Karlsruhe  
Municipality of Leutkirch  
Municipality of Luedenscheid  
Municipality of Ribnitz-Damgarten  
Municipality of Ruedersdorf near Berlin  
Municipality of Sassnitz  
Municipality of Tuebingen  
Municipality of Wesel  
Municipality of Wuppertal  
New Apostolic Church in North Rhine-Westphalia  
Public Utility in Seesen  
Regional administration of Muenster  
Technical University Mining College of Freiberg  
The diocese of Wuerzburg  
Town hall in Karlsruhe  
Trade corporation of Schwerin  
TSF Training Systems Friedrichshafen GmbH  
Virchow Hospital, Berlin  
Wort- und Bildverlag, Baiersbrunn

## INTERNATIONAL

University of Queensland, Woolloongabba - Australia  
Burdekin Shire Council, Ayr - Australia  
Chamber of Labour, Klagenfurt - Austria  
Municipality of Radfeld - Austria  
Municipality of St. Johann / Tirol - Austria  
Municipality of Zurndorf - Austria  
Power station of Vorarlberg, Bregenz - Austria  
TV5 Québec - Canada  
Marquee Audio Ltd., Shepperton - England  
Ben Gurion University, Beer Sheva - Israel  
Comune di Inzago Essedi s.r.l., Gessante - Italy  
Comune de Sovico - Italy  
Waimakariri District Council, Rangiora - New Zealand  
Tumi Tau Consultancy - South Africa  
University of Pretoria - South Africa  
Public University of Navarre, Pamplona - Spain  
Gemeente Beek, KA Beek - The Netherlands  
Gemeente Dantumadeel,  
R/Damwoude - The Netherlands  
Gemeente Menaldumadeel,  
MS Menaldum - The Netherlands  
Gemeente Slochteren - The Netherlands

For further references and project reports visit  
[www.beyerdynamic.com/references](http://www.beyerdynamic.com/references)

[www.steno-s.com](http://www.steno-s.com)  
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