

Quick SD Access software

Manual

V4.0

VC2027



vidicode

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1 Introduction

When you insert an SD card in a suitable SD Card Reader that is connected to your Windows PC, you can browse the contents of the archive like any disk drive, using Windows Explorer. The recordings are stored on the SD card as regular **.wav** files that you can playback using an audio player, such as Windows Media Player (provided the files are not encrypted with a CryptoCard).

The Quick SD Access software is intended to view the recordings on the SD card in a comprehensive list, as an archive so to speak. The recordings in the list can be played back, attached to an e-mail, copied to the computer's hard disk etc.

2 Using the SD Access Software

As an alternative to manual access, you can use the SD Access Software to access recordings on a SD card. This has the advantage that it has functions to search for recordings on properties, such as date and time and telephone number, to copy recordings to hard disk, and to decrypt recordings using a CryptoCard. When you open an archive on a SD card, the software will scan the SD card and build a versatile database of the available recordings. Recordings on the SD card can be played back from within the software.

It is also possible to create an archive on your hard disk. Recordings in the archive on your hard disk can also be given a name. All recordings with the same remote number will acquire the same name automatically.

An extensive query screen allows for the definition of a query to be executed in the current archive. Queries can be made according to date and time, remote number, name, incoming and outgoing calls, answering machine messages and microphone recordings.

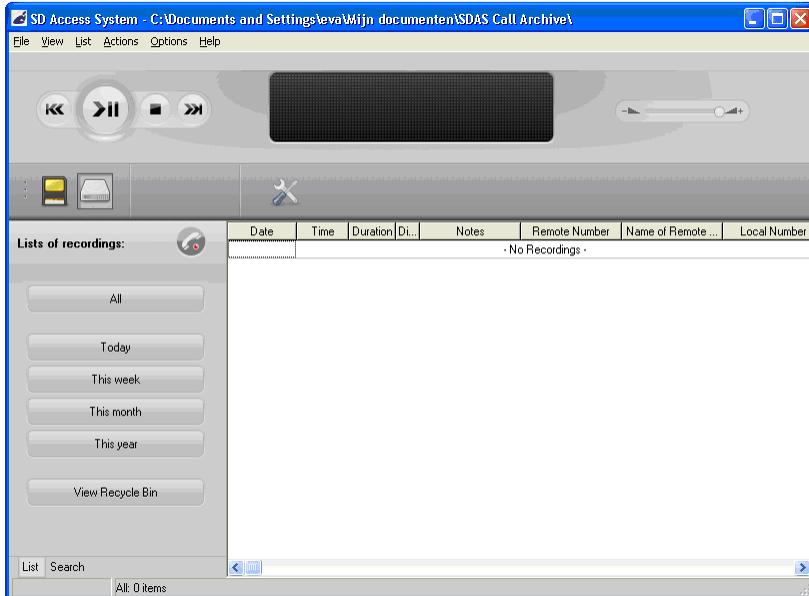
2.1 Install the software

Placing the product CD-ROM in your computer starts software installation. If the installation is not started automatically, locate the file setup.exe on the CD and start it by double-clicking. Follow the instructions on the screen.

2.2 Start

Click "Start" in the lower left corner on your desktop. Go to Programs/Vidicode and click on "Quick SD Access Software". The application will start right away.

The main dialog looks like this:

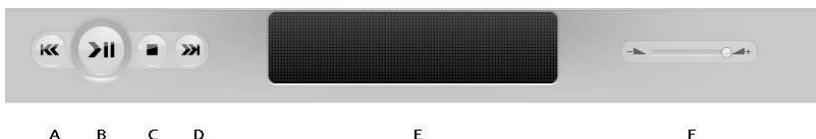


The main screen is divided in four parts:

1. The playback and recording department (at the top)
2. The toolbar
3. The two tabs: List and Search (left side)
4. The list of recordings (the large remaining area)

2.3 Playback and recording

Double-click on a recording to play it, or right click on it and select Play.



- A. Moves the playback position **backward**. Keep the key pressed for repeated and increased speed.
- B. **Start** or **pause** the playback of the currently selected recording.
- C. **Stop** the playback or recording.
- D. Moves the playback position **forward**. Keep the key pressed for repeated and increased speed.

- E. **Information** about the current playback or recording is displayed here. Click on the progress bar to move to a specific position in the playback.
- F. Controls the playback **volume**.

2.4 The toolbar

A description of the toolbar buttons is displayed when hovering over the buttons with the mouse. The toolbar contains the following buttons (from left to right):



- A. Archive on SD card: Switches the view to the archive on SD card
- B. Archive on hard disk: Switches the view to the archive on hard disk
- C. Copy selected recordings to hard disk: Copies the selected recording from the SD archive to the hard disk archive. This option is only available when the SD archive is selected.
- D. Copy all recordings to hard disk: Copies all recordings in the SD archive to the hard disk archive. This option is only available when the SD archive is selected.
- E. Setup: Opens the Set up screen

2.5 The tabs List, Search

The tabs List and Search are situated at the left of the window.



In the **List** tab, you can view All recordings, or recordings within a predefined timeframe (Today, This week, This month, This year) or recordings in the Recycle Bin, from earlier saved Search Queries or recordings by a specific device.

In the **Search** tab, you can define a Search Query based on a recording's Date, Week, Time of day, Device, Duration, Telephone number, Name, and Notes.

2.5.1 Search in the database

The SD Access Software has a comprehensive database and query function.

See § 2.8 for a detailed description of the database.

All queries are executed for **the current archive**.

To switch between the SD card and hard disk archive, use the View menu, or the first two Toolbar buttons.
To open an archive that is located in another directory, use the File menu.

2.5.2 Standard queries

The **List tab** at the left of the screen contains several shortcuts to standard database queries. These include Today, This week, This month, This year or the Recycle Bin, earlier saved Search Queries or a specific device.

These queries will display the recordings of the chosen period.

2.5.3 Custom queries

The SD Access Software allows for the composition of custom queries in the **Search tab**.

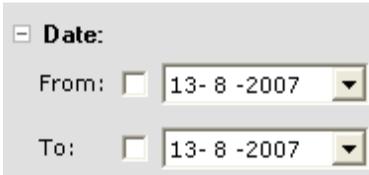
- Click on the Search tab an the bottom left of the main screen.

The Search tab displays a list of properties on which you can search.

- Click on a property to expand it, and fill in the required value or range of values.
- Finally, click on the **Search button**, to execute the query.
- The result will be displayed in the main screen.

Date and Time

Four properties are related to time: Date, Week, Time of day, and Duration. A value will taken into account only when the checkbox is enabled (checked).



Date:

From: 13- 8 -2007 ▼

To: 13- 8 -2007 ▼

Device, Telephone number, and Name

When selecting a Device,

- either use the drop-down box to select any of the devices which have made recordings
- or type a part of a device's name, to search for recordings by any device that includes the typed text in its name.

The same is possible for telephone numbers and names.

To search for a telephone number that starts with a number,

- type ^ followed by the number.

For example: ^0031 searches for telephone numbers that start with 0031. This is useful when searching for certain international calls.

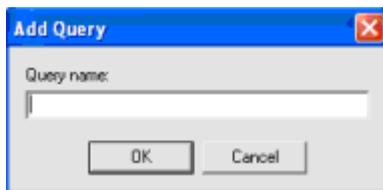
Notes

You can fill in text to search for recordings that include the requested text in their notes.

Save the query

It is possible to save a custom query for regular execution. The query will be executed before it is saved. The query will not be saved if it is empty.

- Click the Add Query button to save the query.



- Enter a relevant name for the query
- Click OK.

The query will now be saved with the entered name and a shortcut to the saved query will be added to the **List tab**. To run that query again, select the button in the List tab. New recordings will be included when the query is executed again.

2.5.4 View all

The list of recordings changes according to the Search, or view a of predefined List. To view a list of the complete database, click the **All-** button in the **List tab**.

2.6 Menu

The menu has six options, File, View List Actions, Options and Help. The menu options will be described in this chapter.

2.7 File

The File menu has 3 options:

Open archive on SD card: Opens a dialog screen where you select the drive and directory of the SD card archive that must be opened.

Reopen archive on SD card: Opens a sub menu, where you can select a previously opened SD archive

New archive on hard disk: Opens a dialog screen, where you can choose a directory to create a new archive on hard disk.

Open archive on hard disk: Opens a dialog screen, where you can select the drive and directory of the archive on hard disk that must be opened.

Reopen archive on hard disk: Opens a sub menu, where you can select a previously opened hard disk archive

Exit: Closes the software

2.7.1 View

List: Moves to the List tab

Search: Moves to the Search tab

Archive on SD card: Selects the SD card archive.

Archive on hard disk: Selects the hard disk archive.

Telephone book: Opens the telephone book of the selected archive that contains a list of telephone numbers and associated names.

Move to system tray: Moves the program to the system tray

2.7.2 List

All: Displays all recordings in the archive.

Today, This week, This month, This year: Displays the recordings in the selected time frame.

View Recycle Bin: Displays the content of the recycle bin of the archive. Recordings that are deleted are moved first to the recycle bin. To delete recordings permanently, use Shift+Del, instead of Del.

2.7.3 Actions

Copy selection to hard disk: Copies the selected recording from the SD archive to the hard disk archive. This option is only available when the SD archive is selected.

Copy all to hard disk: Copies all recordings in the SD archive to the hard disk archive. This option is only available when the SD archive is selected.

Export: Displays the Export dialog screen. See § 2.10. for an explanation or Exporting recordings.

Email: Composes a new email with the default email software, with the selected recording added as an attachment.

Recycle Bin: Each archive has a "recycle bin" where deleted recording are listed until they are permanently deleted. It is similar, but not equal, to the Windows Recycle Bin.

Restore: Moves the selected recordings from the recycle bin back to the archive.

Empty recycle bin: Permanently removes all recordings in the recycle bin of the selected archive.

Admin

Compact & Repair database: Compacts the database, and attempts to repair errors in the database.

2.7.4 Options

Language: Opens a sub menu, where the interface language can be selected.

Setup: Opens the Options window See § 2.12 for more detailed information on the Options. .

2.7.5 Help

Contents: Open this help file.

Check for update: Checks online for updates of the software, and provides an option to download and install an available update.

About: Displays the version number of the software.

2.8 The database

The SD Access Software has a comprehensive database that contains call information about the archive. There is only one archive selected at the same time. You can quickly switch between the SD card archive and the Hard disk archive using the **Toolbar**.

Properties of recordings

The following properties of recordings can be stored in the database:

- Date and time
- Duration
- Remote, local, and connected number (*)
- Call Recorder ID
- CryptoCard number (**)

In addition, the following properties can be filled in by the user:

- Notes regarding a recording
- Name, that is associated with a telephone number
- Call recorder name, that is associated with a call recorder ID

These properties are displayed in the corresponding columns in the database. It is possible to sort the recordings according to the recording properties by clicking the headers of the according columns, except on the Note column.

(*) The availability of the remote, local and connected numbers depend on the type of telephone line (analogue or ISDN), and the availability of a detectable caller ID.

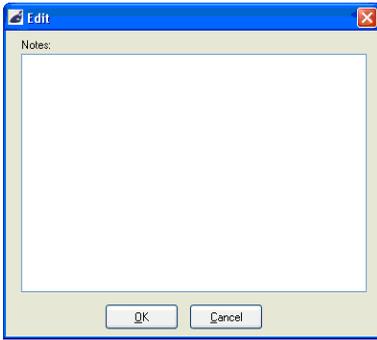
(**) when the recording is encrypted

Edit Names

You can edit the names that are associated with a telephone number directly in the main recordings view. Alternatively, you can view and edit telephone names by choosing menu View, Telephone Book.

2.9 Notes

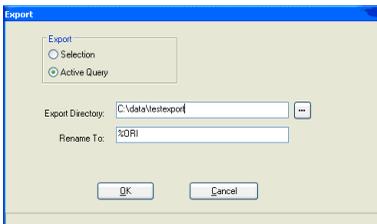
The Note field of a recording can be edited directly when in the main screen. To edit the Note field in large window, double click on the Note filed. The following dialog will appear:



Click **OK** to save the changes to the notes.

2.10 Export recordings

Individual recordings and groups of recordings can be exported from the selected archive to a user-specified destination directory. To open the Export dialog, select the Actions menu, and choose Export. The following dialog opens:



Select if you want to export the current selection or the whole query.

The Export directory is the location where the files will be stored. This location can be changed to your convenience.

The following recording properties can be preserved in the filename of the recordings:

- %ORI is the original name of the recording as used on the call recorder. Use %ORI.wav to get a playable audio file.
- %FN is the current file name
- %I is the number of the recording
- %D is the date of the recording
- %T is the time of the recording
- %X is the duration of the recording
- %P is the remote telephone number of the recording
- %N is the remote name associated with the recording

Press OK to execute the export.

Note: Encrypted recordings are exported decrypted and can be played back by anyone without using a CryptoCard.

2.11 Technical database information

The database is stored in a file named recinfo.mdb in Microsoft Access compatible format. It can be accessed with an SQL interface using DAO/ADO and the MS Jet driver. The individual files are stored as regular .wav audio files. The encoding of the audio files is the encoding that is used by the Call Recorder.

2.12 Option window

The Options are divided into two sections.

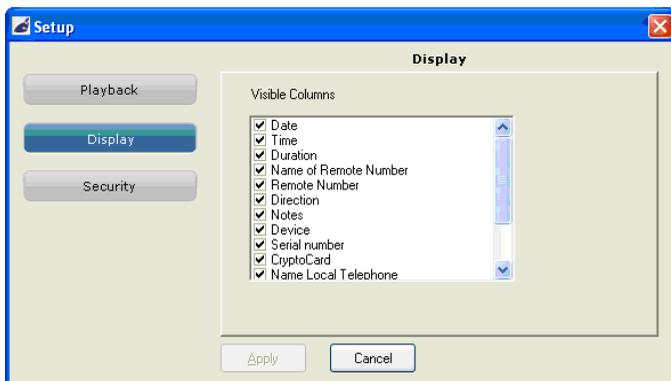
- Playback: In this section playback settings can be made.
- Display: In this section the visible columns of the database can be configured.
- Security: In this section you can set password and CryptoCard options

2.13 Playback settings



Select the audio device for play-back. In most cases the sound card of the computer is used for playback. For the channel selection of the sound card the Wave or PC Speakers channel must be selected.

2.14 Display settings



Choose here which columns must be visible in the main screen.

2.15 Security settings



- **Password to delete:** A password must to entered before recordings can be deleted.
- **Password for options:** A password must to entered before settings can be changed.
- **Password:** Enter here the password that must be entered.

When the password has been entered during a session, the application will not ask again for the password for some time. If you want to reactivate the password after entering the password, restart the application.

- **Use CryptoCard reader:** Enable this option if you want to play encrypted recordings by using a CryptoCard.
- **PIN timeout:** The number of minutes that the PIN-code is remembered by the software.

2.15.1 Acknowledgements

The software may use one or more components from the JEDI Library.

The JEDI Library is available in source code form under the terms and conditions of the Mozilla Public License version 1.1.
PNG Library by Gustavo Daud.