

# 41 How the System Works-Page 1

*The RecordCall system has been designed to allow you to use different ways, to control the identification of the voice recordings. Those files all look the same. They are different from each other in their size, and in the date and time, when they were produced. The only other way to distinguish information about the files is to listen to their voice, when the file is played.*

*This system goes beyond that, in that it lets you prepare in advance, before the recordings are made, the setting of certain data fields, that are searchable in the future, and those fields permanently live with the actual recorded voice files. There are different types of information that is used for this purpose.*

*Here's how this works.*

*Before we do the recordings, we open up our options report.*

*This report, allows you to enter a Category, Chapter, and a Description that will be appended to the upcoming voice recordings.*

*In addition we introduced the concept of Temporary, Redundant Passwords. Anybody who knows your Account Number, and your Main Default Password, can listen to, and can download, any, and all of your recorded voice information.*

*The purpose for the temporary password is that it only allows the person using that password, to download and listen to the selected voice recordings, that they have permission for.*

*RecordCall includes three types of voice recordings.*

*The first type is where you call the phone number, YesRecords.*

*That will record everybody that is talking near, or on your phone.*

*There will not be any dialing, and there will not be a phone call involved. It behaves just like a tape recorder. You can call it a phone recorder.*

*The second type is where you make a recorded call.*

*To begin, you dial RecordCall. Then, you will be prompted to enter the 10 digit number, of the call that you want to make. The system will make the call for you, and you will be on the recorded call.*

*The third type is when you receive a call, and, you want to record that call. This type of recording only works if your phone has the feature to merge two calls together. The iPhone and Android phone have this feature. If you have the merge feature, then you add a line by dialing Yes Records.*

*That will cause the second line to appear, which is a recorded line.*

*Next, you merge the second recorded line, with the original call, by using the merge button on your phone.*

*Our next step is to get a report that shows the Voice Record Files*

*To begin, we go to the Order Page.*

*Here we select the Options and the Date Range that we want.*

*If you leave the date range off, or with the word Skip in the date fields, the search will examine the entire Voice Record File Next we go to the Report Page On the report itself you'll be able to all the information. Here you can listen to and download recordings.*

*Other things that you can do on that report are:*

*a) Print an Excel that summarizes all the detail and*

*b) The RecordCall system has been designed to allow you to use different ways, to control the identification of the voice recordings. Those files all look the same. They are different from each other in their size, and in the date and time, when they were produced. The only other way to distinguish information about the files is to listen to their voice, when the file is played*

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*Next we go to the Report Page*

*On the report itself you'll be able see all the information. Here you can also listen to and download recordings. Other things that you can do on that report are:*

- a) Make changes to Descriptions.*
- b) Make changes to Categories*
- c) Make changes to Chapters*