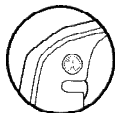


For parts, help, or service  
Call Toll-Free 1-888-811-9944



**SmartMic**  
for Speech Recognition



### Replacement and Expansion Part Numbers

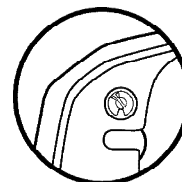
- SYFP1** Sylencer® Mouth-only Facepiece
- SYFP2** Sylencer® Over-the-nose Facepiece
  
- SYFM100** Sylencer® 10x Series Replacement Foam Set
- SYFM200** Sylencer® 20x Series Replacement Foam Set
- SMFM100** SmartMic™ 100 Replacement Foam Set
- SMFM200** SmartMic™ 20x Series Replacement Foam Set
  
- SMTT100** SmartMic™ Tuning Tool
  
- CC200** Sylencer® Double Carry Case (holds 2 units)
- USB100** Andrea Electronics® Mono USB Audio Adapter

# TalkTech®

## Silencing & Speech Recognition Solutions

### 1-888-811-9944

_____	First Name	<b>Fill and Return (Address on Other Side)</b>
_____	Last Name	
_____	Serial Number (Inside, behind the center foam)	
_____	Invoice Number	
_____	Purchased From	
_____	Purchase Date	



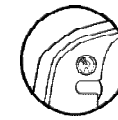
**SmartMic**  
for Speech Recognition



## INSTRUCTION MANUAL

**TalkTech** Talk Technologies Inc.  
Email: [info@talktech.com](mailto:info@talktech.com)  
<http://www.talktech.com>

**Contact Us**  
Phone: 1-888-811-9944 (toll free)  
Fax: 1-866-811-9944 (toll free)



# SmartMic for Speech Recognition **REMEMBER**

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## CONTACT US:

Toll-Free: 1-888-811-9944  
 Email: info@talktech.com  
 Web: www.talktech.com

## WARRANTY

Your new Sylencer® or SmartMic™ is engineered and designed to provide you with many years of reliable service. Talk Technologies Inc. (TalkTech®) warrants against defects in materials and workmanship for one year, from date of purchase, EXCEPT facepieces, carry cases and other accessory products. Accessory products carry a 90 day warranty. This warranty does not apply to physical damage, products that have been tampered with, misused or modified. If a product fails within the specified warranty period, TalkTech® will have the option of repairing or replacing the defective equipment.

If you experience problems with your Sylencer® or SmartMic™, call toll- free: 1-888-811-9944. If required to return your Sylencer® or SmartMic™ for replacement, TalkTech® will provide you with return or replacement instructions.

SmartMic® brand or series is a Registered Trademark of Talk Technologies Inc.  
 Sylencer® brand or series is a Registered Trademark of Talk Technologies Inc.  
 TalkTech® brand is a Registered Trademark of Talk Technologies Inc.  
 Nuance is a Registered Trademark of Nuance Communications Inc.  
 Dragon is a Registered Trademark of Nuance Communications Inc.  
 NaturallySpeaking is a Registered Trademark of Nuance Communications Inc.  
 PureAudio is a Registered Trademark of Andrea Electronics Corporation

**DO NOT BREAK THE SEAL** around the face WHEN SPEAKING.

**DO NOT TAKE LITTLE "SNIPS" AND "SNATCHES" OF BREATH** every few seconds. The person whose words you are repeating also has to stop talking to inhale - no one can talk and inhale at the same time! It takes half a second to inhale normally, the average speaker will only say two words in that half-second. You will not miss anything.

**DO NOT TAKE HUGE, DEEP BREATHS.** If you do, during pauses you will find yourself holding the air in your lungs in anticipation of the next word.

When not actually speaking into the Sylencer®, move it away from your chin slightly. This is more comfortable during pauses and will help you to relax. Do not remove it completely from your face; simply tilt it slightly upward at the bottom, away from your chin, so that it breaks the seal around your face. It is then, a simple matter to again press it snugly against your face to resume speaking.

## RECYCLING INSTRUCTIONS



### Product Recycling:

Help Talk Technologies Inc. protect the environment!

Please take time to dispose of your equipment properly.

Please DO NOT dispose of your equipment in the household trash. Please take the equipment to an electronics recycling center; OR, contact us to return the product to the factory for proper disposal. 1-888-811-9944

INSTRUCTIONS

# TalkTech®

Warranty Registration  
 250 H Street  
 Blaine, WA  
 98231

www.talktech.com



For example, pretend you want to talk without disturbing a sleeping child. You will automatically lower the loudness of your voice and speak in a soft undertone.

Speaking softly also has these additional advantages:

- You can speak more clearly.
- You can talk faster.
- You can talk for a longer period of time with one breath.
- You will be better able to hear others speaking.

Using the Sylencer® or SmartMic™ may seem a little unusual at first but this feeling will vanish rapidly with just a little bit of practice.

Hold the Sylencer® snugly to your face and begin reading these instructions aloud in your **normal** voice. **DO NOT SHOUT!**

If you feel air escaping around your face, press the facepiece more snugly against your face and try again.

Now, select any printed matter available -- newspaper, book or magazine -- and, for the next few minutes, read out loud into the Sylencer®. Inhale by tipping the mask up or through the mask breather assembly whenever you feel the need. Don't hurry. Speak deliberately. Do so until you are comfortable with the use of your Sylencer®.

### Repeating What You Hear

Your concentration is now going to be directed along a new line -- **repeating what you hear spoken**. But first, be sure you have perfected your breathing and speaking techniques to the point where they are automatic reflexes.

### Lagging Behind The Speaker

The secret to professional-sounding simultaneous repetition or interpretation is: Wait for the speaker to say several words before YOU begin repeating. This technique enables you to eliminate "false starts."

For example: "Now, does --uh--let's see--where did I--er--ah--oh, yes, here it is--Now does everyone here have a copy of our agenda tonight?" You should not begin to repeat until at least the words "Now, does everyone here have..." Wait until the speaker has definitely launched into the presentation and then start repeating. You will catch up immediately.

Lagging behind offers is another advantage. You will have more of a feeling for the "sense" of the question, answer or statement and will be able to inject more inflection, giving it some meaning, as opposed to simply mouthing each word as it is uttered.



**SmartMic**  
for Speech Recognition

## INTRODUCTION

The Sylencer®, SmartMic™, or Stenomask® are our *patented, patent pending*, and ergonomically designed, hand-held microphones used to contain or silence the user's voice. The Sylencer® series is available in a variety of different configurations and is for use with any recording device. The SmartMic™ series is designed and certified for use with speech recognition software.

Both the Sylencer® and SmartMic™ series allow the user to speak without being overheard by others. In essence, the Sylencer® and SmartMic™ series function like *portable sound booths* allowing quiet and private communication.

## A Brief History

The Stenomask has been employed for military applications since the 1950s! Horace Webb (created the original Stenomasks), Harold Steinman and Frank Kenny's first military interaction seemed to be one of luck.

After a tour at sea, Frank's ship came in for repairs to Newport, RI, the home of the Naval Justice School. Frank headed straight for the office of Captain Mott, the base executive officer, to ask for leave. While there, Captain Mott told Frank that he had a directive from the Chief of the Bureau of Naval Personnel to evaluate and test all known systems of court reporting, to recommend the one the Navy should adopt, and to set up a school to train naval personnel as court reporters. Captain Mott said, "I wish someone could tell me how I'm supposed to go about carrying out a directive like this."

"I have the answer, Captain." Frank let it all out. "I know of a new system for reporting that's been developed within the last couple of years. It's more accurate than the manual systems, and you can train reporters in a relatively short time as opposed to years."

Frank said the captain looked absolutely incredulous. He then arranged for us to meet the next morning, and after a day's demonstration and discussion, the Navy set up a test of "all known systems of verbatim reporting." The Stenomask won hands down and we were on our way.

(Source: [NVRA website](#) Dec 2009)

Since that initial event, the Stenomask has been used in many other areas than court reporting. In 1997, Horace's son, Stephen developed and patented a smaller, more practical version of the Stenomask called the Sylencer® under the company name Talk Technologies Inc.



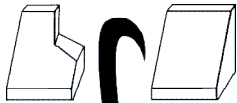
SmartMic  
for Speech Recognition

The Sylencer® series is now used throughout the world for noise isolation in voice communication systems, as a mobile sound-booth for language interpreters, voice silencing in medicine and, in classic court reporting.

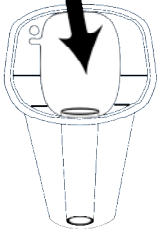
In 2006, a revolution in the Stenomask timeline happened! The first specialized Stenomask for Speech Recognition was created, the SmartMic™ series. Utilizing the SmartMic™ series, anyone who knew what speech recognition was and how to use it could cut more than half their workload.

Suddenly transcriptionists, captioners, court reporters, office workers, and investigators could speak to their computer in any environment and instantly have a printable document ready.

### Foam Placement



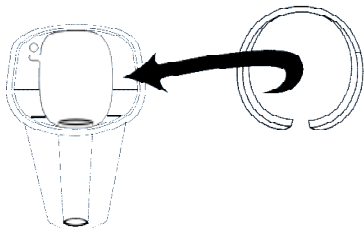
- The wide base of the wedge shaped foam should be squeezed and pushed down into the center of the mask.
- Then you simply push back the top of the foam and tuck it in behind the top ledge of the mask.



- Turn the long strip foam so that the narrow part faces you.



- Make sure the slanted edges taper towards the top.
- Bend the ends into a circular shape and push into the mask.
- Normally the edges of the tapers are placed to either side of the breathing tube.



"Four score and seven years ago, our fathers brought forth on this continent a new nation, conceived in liberty and dedicated to the proposition that all men are created equal. Now we are engaged in a great civil war, testing whether that nation or any nation so conceived and so dedicated, can long endure. We are met on a great battlefield of that war. We have come to dedicate a portion of that field as a final resting-place for those who here gave their lives that that nation might live. It is altogether fitting and proper that we should do this. But in a larger sense, we cannot dedicate, we cannot consecrate, we cannot hallow this ground. The brave men, living and dead, who struggled here have consecrated it far above our poor power to add or detract. The world will little note nor long remember what we say here. But it can never forget what they did here. It is for us, the living, rather, to be dedicated to the great task remaining before us. That from these honoured dead, we take increased devotion to that cause for which they gave the last full measure of devotion; that we here highly resolve that these dead shall not have died in vain, that this nation under God shall have a new birth of freedom, and that government of the people, by the people, for the people, shall not perish from the earth."

### Proper Speaking Technique

The second most important technique you will learn is how to speak clearly into the Sylencer® or SmartMic™.

We have all formed individual patterns of speech in our everyday conversation. When speaking with friends and family, conversation is easy. No effort is made to speak with clear enunciation or grammatically correct precision. Words flow out in a stream and run together, with words beginning and ending either slurred or completely missing.

For example, how many of us say "as a matter of fact," pronouncing five separate words distinctly? Few of us! We say "smatteruhfac." This is **lazy talk**. The lips hardly move. You will need to speak clearly especially if you are using speech recognition software.

**Remember:** Each-time-you-speak-into-the-Sylencer®, you-are-going-to-speak-each-syllable-of-each-word-clearly-and-distinctly.

The correct speaking voice is a soft one--as though speaking to a child. Speak softer than your normal voice but well above a whisper. Whispering is noisy! It often produces a high-pitched hissing sound as we speak. Whispering will distort the microphone's reception unless you are using the SmartMic and have adjusted for whispering.

The key to speaking in the proper voice lies in lowering the volume (loudness) of your voice but maintaining the same voice level by softening the sound (pitch). In other words, speak in an undertone.



## Proper Breathing Technique

It is very important you learn how to expel used air as you speak and how to inhale fresh air while using the Sylencer® or SmartMic™.

Breathing while speaking into the Sylencer® is done the same way as in ordinary conversation... we inhale through nose and/or mouth and then expel air through the mouth as we speak. Do exactly the same thing when speaking into the Sylencer®.

### Do Not try to hold your breath while speaking!

When you run out of breath, you must stop talking to inhale.

The preferred method of inhaling air is to tilt the mask upward at the bottom, away from the chin, thus breaking the seal around your face. Breathe in fresh air and again press the facepiece snugly against your face, and resume speaking.

Of course, you also can breathe in fresh air through the air tube without removing the Sylencer® from your face, however, breathing only through the Sylencer® for an extended period of time is not recommended.

During most breathing pauses, you will find it more relaxing to tip the Sylencer® away from your chin. During longer pauses, you can remove the Sylencer® completely.

Hold the Sylencer® snugly against your face and speak the following paragraph without stopping to take a breath:

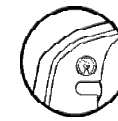
"Four score and seven years ago our fathers brought forth on the continent a new nation, conceived in liberty and dedicated to the proposition that all men are created equal."

The paragraph in the box on the next page is definitely going to be too much for you to speak in one breath.

- Speak until you feel the normal desire to inhale
- tip the Sylencer® away from the chin,
- inhale normally,
- press the mask back in place and continue speaking.

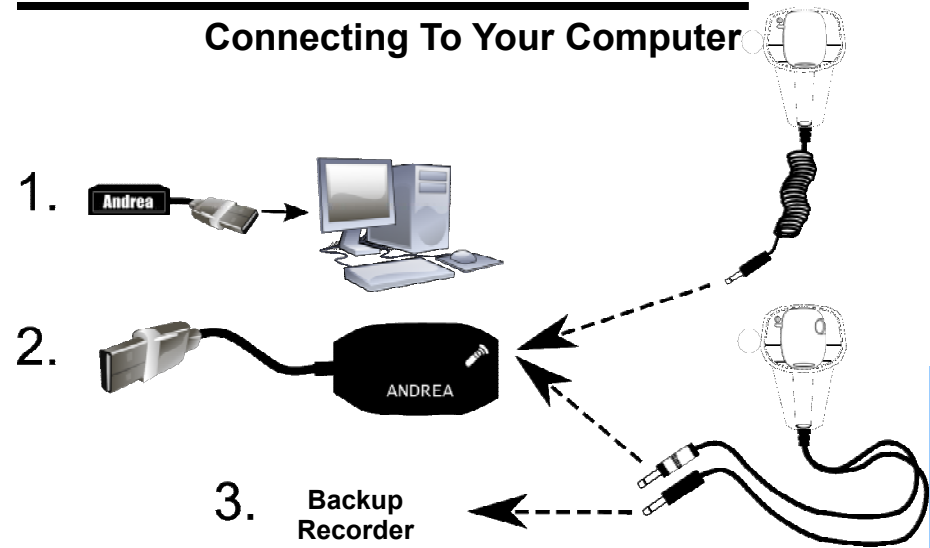
This should be a smooth, fluid, movement that, with practice, will become automatic.

Keep in mind that trying to speak and breathe normally with something over your nose and mouth is a totally new experience. Before long, you won't even think about it. It is vital that proper breathing technique be mastered before proceeding. Improper breathing will be reflected in difficulty with speaking.



SmartMic  
for Speech Recognition

## Connecting To Your Computer

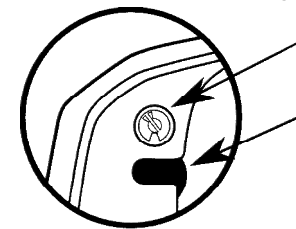


1. Plug your USB adapter into your computer.
2. Plug your mask into the microphone port of your USB Adapter.
3. If you have a 20x series microphone (optional), plug your second plug into your backup device.

(Note: If you use a CAT or CART system, please follow their instructions)

QUICK GUIDE

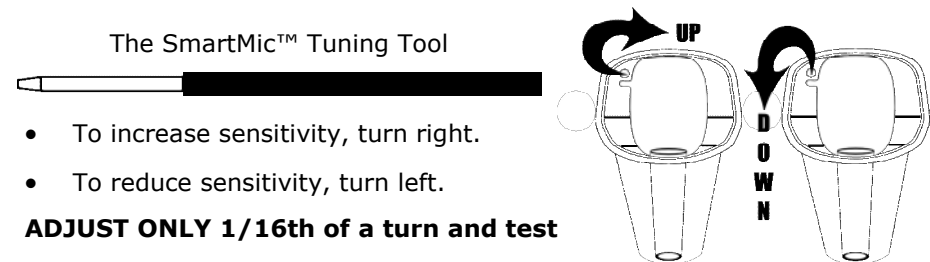
## Adjusting your SmartMic™



Adjustment screw at the default position (roughly 11 o'clock)

Location of the SmartMic™ Microphone

## SmartMic™ Sensitivity Directions



- To increase sensitivity, turn right.
- To reduce sensitivity, turn left.

**ADJUST ONLY 1/16th of a turn and test**

INSTRUCTIONS



## Care and Maintenance

**Be sure your Sylencer® or SmartMic™ is disconnected from your recorder, transmitter or computer.**

To remove the facepiece from the handle, place your thumb and finger on the inside and outside of the facepiece where it meets the handle—lift up gently and peel the facepiece away.

**Note:** To keep the facepiece clean and sanitary, it should be removed and washed regularly.

Inside the handle you will find fitted pieces of absorbent, acoustic foam. Always re-install the foam in the same way. The foam absorbs the moisture in your breath while speaking into the Sylencer® and also assists in keeping the Sylencer® sanitary. The foam also helps to deaden the sound of your voice. Like the facepiece, the foam should be removed and washed regularly. If you prefer, you can use 5-6 facial tissues or nursing pads instead of the foam, or some combination of these.

To reseal the facepiece on the handle, the lines on the handle and facepiece should align exactly. Then press around the outside edges of the facepiece where it meets the handle to ensure it is properly seated. Finally, check inside where the facepiece overlaps the handle to ensure the lip is seated all around the inside slot of the facepiece. The facepiece can be fitted on the handle upside down, but most prefer the facepiece fitted the way it is shipped.

## Moisture Dripping

During periods of long, continuous use of the Sylencer® or SmartMic™, some users may experience a build-up of condensation in the breathing tube. In extreme situations this moisture may drip out of the tube. Most users do not experience this situation, but if this does happen, there is a simple solution:

Take a small piece, about one-quarter of a facial tissue (Kleenex), fold it over 1-4 times and place it over the top of the tube, even stuffing it **loosely** into the top of the tube.

Discard and replace the tissue when it gets wet. The amount of tissue and how it is situated in the tube depends on your individual comfort and how much back-pressure you experience while speaking. Experiment a bit to find what is comfortable for you.

Finally, keep in mind that the moisture that collects in the mask and tube **is not spit or saliva**. Rather, it is simply the normal water moisture from your breath.



**SmartMic**  
for Speech Recognition

## Cleaning

**Important: Do Not use Alcohol to clean the inside of your mask.**

To prolong the life of your facepieces, wash them regularly in warm soapy water. The foam can be washed at the same time.

Do not allow dirt or cosmetic stains to accumulate on the facepiece. If you use facial tissues in your mask replace them after each session.

While the foam is removed, wipe the interior walls of the handle as well as the other interior parts to keep them clean and sanitary.

**CAUTION:** Do not wet the microphone. While the microphone is moisture-proof under normal speaking conditions, no assurance can be made that it will function properly if the microphone is saturated with liquid.

## INSTRUCTIONS FOR USE

### Holding the Sylencer®

The ergonomic design of the Sylencer® allows you to hold the mask **naturally** for comfort and minimum effort.

Hold the Sylencer® naturally in either hand with your thumb on the side and fingers lightly around the handle (see photo on front).

Place the facepiece snugly against your face... move it around slightly to find the most comfortable fit. You are now in the proper position to begin speaking into your Sylencer® or SmartMic™ microphone.

The breathing tube on your mask allows the air you expel naturally, while speaking, to escape without permitting the sound of your voice to be heard.

**It is very important that the air does not escape between your face and the facepiece. If air escapes, sound escapes!**

### To Test

- Hold the Sylencer® **SNUGLY** against your face and blow sharply.
- If you feel air escaping **AROUND YOUR FACE**, hold it more snugly or re-position the facepiece.