For product information and support, visit
www.philips.com/dictation

SPEECHMIKE PREMIUM

LFH3500

LFH3600
with integrated
barcode scanner

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PHILIPS

User manual

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1 Important

The manufacturer reserves the right to change products at any time without being obliged to adjust earlier supplies accordingly.

The material in this manual is believed adequate for the intended use of the system. If the product, or its individual modules or procedures, are used for purposes other than those specified herein, confirmation of their validity and suitability must be obtained.

Safety

- To avoid a short circuit, do not expose the product to rain or water.
- Do not expose the device to excessive heat caused by heating equipment or direct sunlight.
- Protect the cables from being pinched, particularly at plugs and the point where they exit from the unit.
- Back up your files. Philips is not responsible for any loss of data.

SpeechMike Barcode

Class 1 laser product

This product complies with:

- 21CFR1040.10 and 1040.11 except for deviations pursuant to Laser Notice No. 50, dated July 26, 2001.
- EN60825-1:1994 + A1:2002 + A2:2001
- IEC60825-1:1993 + A1:1997 + A2:2001

The laser classification is marked near the scanner window on the product.

Class 1 Laser devices are not considered to be hazardous when used for their intended purpose. The following statement is required to comply with US and international regulations:

Caution

Do not try to open the unit. Allow only authorized service technicians to repair the unit. Use of controls, adjustments or performance of procedures other than those specified herein may result in hazardous laser light exposure.

Small children

Your device and its enhancements may contain small parts. Keep them out of the reach of small children.

Compliance with EMF

Koninklijke Philips N.V. manufactures and sells many products targeted at consumers, which, like any electronic apparatus, in general have the ability to emit and receive electromagnetic signals. One of Philips' leading Business Principles is to take all necessary health and safety measures for our products, to comply with all applicable legal requirements and to stay well within the EMF standards applicable at the time of producing the products. Philips is committed to develop, produce and market products that cause no adverse health effects. Philips confirms that if its products are handled properly for their intended use, they are safe to use according to scientific evidence available today. Philips plays an active role in the development of international EMF and safety standards, enabling Philips to anticipate further developments in standardisation for early integration in its products.

Cleaning and disinfection

- Unplug the device from the computer before cleaning.
- Use a soft cloth, if necessary dampened with a minimum amount of water or diluted mild soap, to clean the product.
- Products for disinfection of surfaces in clinical

areas and patient care equipment, such as surface disinfectant wipes, can be used to clean the device.
- Do not use harsh chemicals or strong detergents.
- Do not rub or strike the surface with anything hard as this may scratch or damage the surface permanently.

Disposal of your old product

- Your product is designed and manufactured with high quality materials and components that can be recycled and re-used.
- When this crossed-out wheeled bin symbol is attached to a product, it indicates that the product is covered by the European Directive 2002/96/EC.

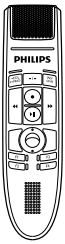
- Become informed about your local separate collection system for electrical and electronic products.
- Act according to your local rules and do not dispose of old products with normal household waste. The correct disposal of old products will help prevent potential negative consequences for the environment and human health.

2 Your SpeechMike

Congratulations on your purchase and welcome to Philips!

Visit our website for comprehensive support such as user manuals, software downloads, warranty information and much more: www.philips.com/dictation.

2.1 What's in the box

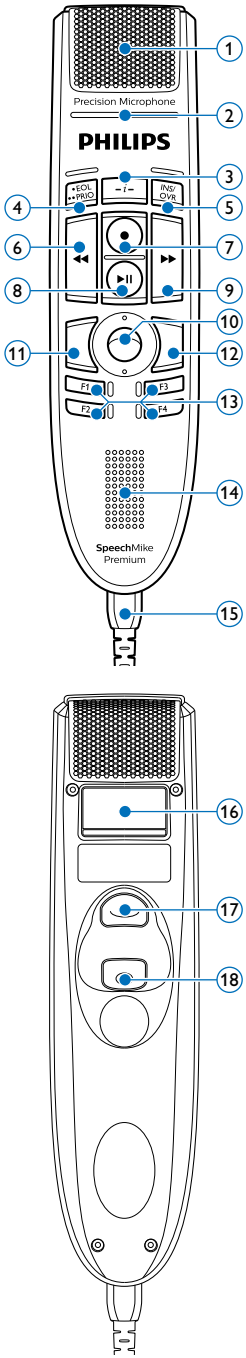


Dictation microphone

USB cable

Quick start guide

2.2 Overview



1. Microphone
2. Record indicator light
3. Instruction
4. • EOL end-of-letter key,
   •• PRIO priority key
5. INS/OVR Insert/overwrite key
6. ◀◀ Rewind key
7. ● Record key
8. ▶II Play/pause key
9. ▶▶ Fast forward key
10. Trackball, left mouse button
11. Left mouse button
12. Right mouse button
13. F1, F2, F3, F4 Programmable function keys
14. Speaker
15. USB cable
16. Barcode scanner (LFH3600 only)
17. Scan button (LFH3600 only)
18. Left mouse button

3 Get started

3.1 Installation

Recording and playback of dictations with the SpeechMike requires dictation software such as *Philips SpeechExec* to be installed on the computer. When third-party dictation software other than *Philips SpeechExec* is used, driver software must be installed before connecting the SpeechMike.

Important

Administrator rights are required to install the software. For more help, contact your administrator.

1. Turn on the computer.
2. Connect the dictation microphone to the computer using the USB cable.
3. The *New Hardware Found* message is displayed and installation will proceed automatically.

   Note

   If the message does not appear, verify if the USB port is enabled in the BIOS of the system. See the hardware documentation for details, or contact your hardware vendor.
4. Restart the PC when prompted by Windows.
5. Insert the installation CD in the CD-ROM drive. The set-up program should start automatically. If it does not, open the CD contents in Windows Explorer and double-click the *autorun.exe* file.
6. Click the Install button.
7. Follow the on-screen instructions of the set-up program.

4 Use your SpeechMike

This chapter describes how to use the SpeechMike with *Philips SpeechExec* dictation software. If the SpeechMike is used with third-party software other than *Philips SpeechExec*, some features may not be present or function differently. For detailed information, refer to the documentation delivered with the software.

4.1 Create a recording

1. The dictation microphone must be connected to the computer with the USB cable.
2. Start SpeechExec dictation software.
3. Press the ● RECORD key to create a new recording and enter *Record standby* mode.
   - *The recorder window is displayed.*
   - *The record indicator light flashes red (in overwrite mode) or green (in insert mode).*
4. Press the ▶II key and start speaking.
   The record indicator light glows in red (in overwrite mode) or green (in insert mode) while recording.
5. For short pauses, press the ▶II key. To continue recording, press the ▶II key again.
6. To stop recording, press the ● RECORD key.
7. Press the •EOL/••PRIO key to mark the recording as finished.
   - *The dictation file is moved to the Finished dictations folder.*
   - *The recorder window closes and the work list window is displayed.*
8. To assign priority status to the recording, press the •EOL/••PRIO key again within half a second.

Note

For best results, speak clearly and keep the microphone about 10 to 15 centimeters (4 to 6 inches) away from your mouth.

4.2 Use the bar-code scanner (LFH3600 only)

1. Press the scan button and scan the barcode. When a barcode is recognized, the SpeechMike will beep and the barcode information is inserted into the currently active application as if the barcode number is typed in digit by digit.

Note

The barcode scanner allows barcode scanning from a distance of up to 60 cm / 23 inches.

5 Use more of your SpeechMike

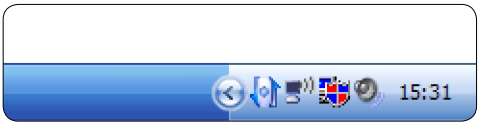
5.1 Customize the SpeechMike

Use the *Device Control Center* software to customize the SpeechMike to suit individual user needs.

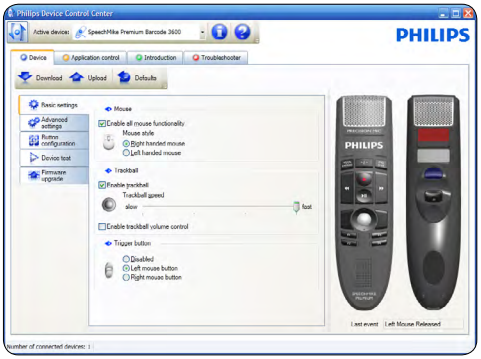
The software allows to assign different functions to each key, enable or disable certain features and also to start and control applications with the SpeechMike.

5.1.1 Customize SpeechMike keys and settings

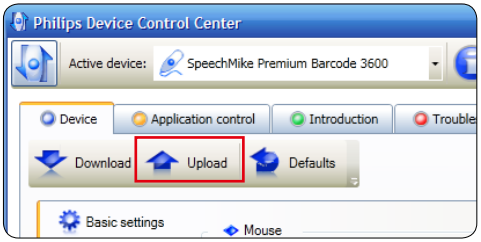
1. The dictation microphone must be connected to the computer with the USB cable.
2. If the option to start the *Device Control Center* automatically was selected during installation, open the program by clicking the icon in the notification area of the Windows task bar. To manually start the program, open the Windows start menu in Windows and select All Programs > Philips Speech Control > Philips Device Control Center.
   The current settings are automatically downloaded from the connected SpeechMike.



3. On the *Device* tab, configure device settings and select the function to be assigned to each key.



4. Click the Upload button to save the new settings.



Note

The SpeechMike can be reset to its factory default configuration by clicking the Defaults button. Click the Upload button to save the default settings.

Tips

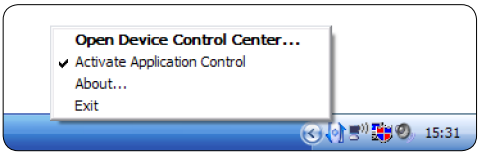
- To test settings and key functions, use the *Device test* section on the *Device* tab.
- Press and hold the left and right mouse button on the SpeechMike simultaneously until the LEDs flash to activate and deactivate all mouse functions.

5.1.2 Use application shortcuts

The *Device Control Center* software allows to start and control other applications with the keys on the SpeechMike.

The *Device Control Center* software includes pre-installed profiles that make the SpeechMike ready for immediate operation with Dragon NaturallySpeaking speech recognition software and Microsoft Powerpoint. Additional profiles for other applications can be programmed.

1. If the option to start the *Device Control Center* automatically was selected during installation, the application icon appears in the notification area of the Windows task bar. To manually start the program, open the Windows start menu in Windows and select All Programs > Philips Speech Control > Philips Device Control Center.
2. Right-click on the application icon in the notification area of the Windows task bar and verify that 'Acitvate application control' is enabled. If the option is disabled, the configured settings and buttons will not function for any of the target applications.



Note

Exit *Philips SpeechExec software* when using application shortcuts to prevent unintentional recording when controlling other applications.

Default profile

The default profile is applied automatically when there is no profile assigned to an application in focus. This profile is set up to control Dragon NaturallySpeaking with your SpeechMike. The following settings are defined:

SpeechMike key	Assigned shortcut
● Record	Record (push to dictate)
▶II Play/Stop	Play from cursor position
◀◀ Rewind	Move cursor backwards
▶▶ Fast forward	Move cursor forwards
•EOL/•• PRIO	Mark backwards
INS/OVR	Open correction window

Powerpoint profile

Use this profile to control Powerpoint presentations with the SpeechMike. The following settings are defined:

SpeechMike key	Assigned shortcut
● Record	Black screen
▶II Play/Stop	White Screen
◀◀ Rewind	Go to previous slide
▶▶ Fast forward	Go to next slide
•EOL/•• PRIO	End slide show
INS/OVR	Show/hide cursor

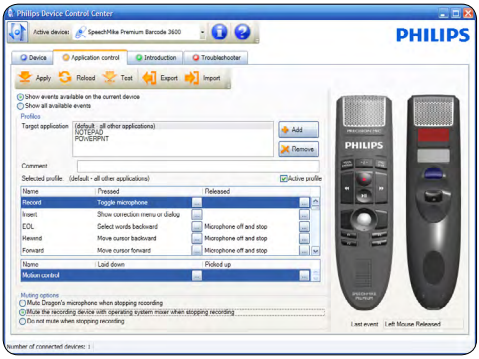
Note

Philips cannot guarantee the proper function of all assigned shortcuts, since shortcuts can differ among versions and languages.

Program a custom profile

It is possible to program shortcuts for other applications to control application functions with the keys of the SpeechMike.

1. The dictation microphone must be connected to the computer with the USB cable.
2. If the option to start the *Device Control Center* automatically was selected during installation, open the program by clicking the icon in the notification area of the Windows task bar. To manually start the program, open the Windows start menu in Windows and select All Programs > Philips Speech Control > Philips Device Control Center.

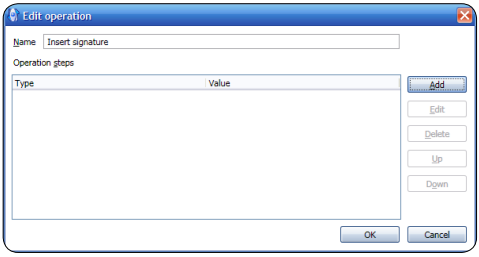


3 On the tab *Application control*, click the Add button to create a new profile.

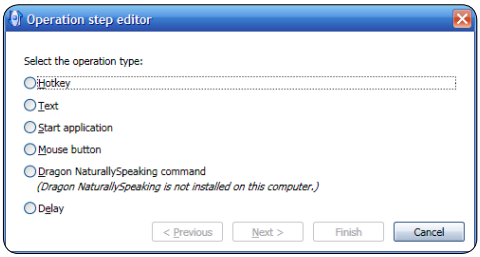
4 Browse and select the application executable and click on OPEN.
A profile for the selected application will be added to the list of profiles.

Note
Exit the target application during configuration. Open the application when the device configuration settings are saved.

5 Select a button from the button colum and click the ... icon to assign a shortcut. You can assign different shortcuts for pressing and releasing a key.
The shortcut editor window is displayed.



6 Enter name for the shortcut and click the Add button add an opertion for the shortcut. The following options are available:
- Hotkey: Assign a keyboard shortcut
- Text: Enter the text to be inserted when a key on the SpeechMike is pressed
- Start an application by pressing a key on the SpeechMike
- Mouse button
- Dragon NaturallySpeaking command
- Delay



7 You can add one operation or a sequence of operations for every shortcut.

8 Click the Apply button to save the new settings.

Note
The *Device Control Center* cannot be used to program application shortcuts for *Philips SpeechExec* software. Shortcuts for *Philips SpeechExec* can be configured in the *General settings* menu of *SpeechExec*. See the *SpeechExec* application help for more information.

Tip
Application control configuration settings can be saved into files and imported later to apply the same configuration settings to several devices.

5.1.3 Use the motion sensor

The SpeechMike features an integrated motion sensor that detects when the device is put on the table and is being picked up again. The motion sensor can mute and unmute the microphone automatically or custom functions can be programmed, e.g., to pause and to continue recording. Use the *Device Control Center* software to enable automatic muting of the microphone (*Device* tab > *Advanced settings*) or to program custom functions (*Application control* tab).

Tip
Press and hold the F2 and F4 keys on the SpeechMike simultaneously until the record

indicator light flashes to activate and deactivate the automatic muting of the microphone using the motion sensor.

5.2 Update the firmware

Your SpeechMike is controlled by an internal program called firmware. Newer versions of the firmware may have been released after you have purchased the SpeechMike.

1. Download the firmware update for your SpeechMike model from www.philips.com/dictation.
2. The dictation microphone must be connected to the computer with the USB cable.
3. If the option to start the *Device Control Center* automatically was selected during installation, open the program by clicking the icon in the notification area of the Windows task bar. To manually start the program, open the Windows start menu in Windows and select All Programs > Philips Speech Control > Philips Device Control Center.
4. On the *Device* tab, click on Firmware update.
5. Click the Import button and select the folder with the firmware files to be imported.
6. Click the Upgrade button to install the new firmware.
   - *The firmware upgrade takes about 30 seconds.*
   - *During firmware upgrade the indicator lights of the SpeechMike will be flashing.*

Warning

Do not disconnect the dictation microphone from the computer during firmware upgrade. This might damage your product.

5.3 Configure the bar-code scanner (LFH3600 only)

The SpeechMike barcode scanner is pre-configured with the keyboard language US English and the suffix “carriage return” (CR). Before using the barcode scanner for the first time, it is necessary to adapt it to your local keyboard language. To change the scanner configuration, start the application *Barcodeconfig.exe* on the installation CD.

For information about customizing the barcode module, refer to the Advanced Barcode Scanner Configuration manual on the installation CD provided with your SpeechMike.

6 Technical data

Connectivity
- USB: Mini-USB 2.0

Audio recording
- Microphone type: electret condenser microphone
- Microphone cartridge: 10 mm
- Characteristic: uni-directional
- Frequency response: 200–12000 Hz
- Sensitivity: -37 dBV @ 1 kHz
- Signal-to-noise ratio: > 70 dBA

Sound
- Speaker type: built-in round, dynamic speaker
- Speaker diameter: 30 mm
- Acoustic frequency response: 300–7500 Hz
- Speaker output power: > 200 mW

Barcode scanner (LFH3600)
- Compatible bar codes: EAN, UPC, Code 11 / 39 / 93 / 128, Codabar, MSI Code, RSS, Interleaved 2 of 5, Discrete 2 of 5
- Laser class: class 1 laser product

System requirements
- Processor: Intel Pentium 4, 1.0 GHz or equivalent processor
- RAM memory: 1 GB (2 GB recommended)
- Hard disk space: 10 MB for Speech Control, 100 MB for SpeechExec (optional), 250 MB for Microsoft .NET Framework
- Operating system: Windows 8/7, Mac OS 10.10/10.9
- Free USB port

Green specifications
- Compliant to 2011/65/EU (RoHS)
- Lead-free soldered product

Operation conditions
- Temperature: 5°–45° C / 41°–113° F
- Humidity: 10 %–90 %

Dimensions
- Product dimensions (W × D × H): 45 × 175 × 32 mm / 1.8 × 6.9 × 1.3 inch
- Weight: 0.200 kg / 0.441 lbs
- Cable length: 2.5 m / 8.2 ft

Design and finishing
- Material: antimicrobial surface
- Color(s): dark grey pearl metallic

Accessories
- USB cable
- Quick start guide

7 Frequently asked questions

The operating system stops responding after restart

Using the Philips SpeechMike together with certain USB hubs may cause the operating system to stop responding when the computer is started.

Unplug the SpeechMike before starting the PC and reconnect it afterwards. We recommend replacing the USB hub or connecting your SpeechMike directly to the USB port of the computer.

The SpeechMike is completely without function

Some computer providers limit the output power of USB ports to 100mA. These ports may not provide enough power for the SpeechMike to function properly.

Connect the SpeechMike via a self-powered hub.

The SpeechMike is connected to the computer but sound will play on the computer's speaker only

Windows XP can support only one playback device at a time and may require setting the playback device back to "SpeechMike" if another playback device was enabled after the SpeechMike was installed.

- Set via Start > Control Panel > Sound and Audio Devices > Audio (tab)
- Or, right-click the speaker icon if it's in the toolbar and select Adjust Audio Properties

Windows Vista and Windows 7 can support more than one playback device at a time, but if you disable the device for playback it is also disabled for recording. You may need to right-click and select "Show disabled devices" to change the setting.

- Set via Start > Control Panel > Sound > Playback (tab)
- Or, right-click the speaker icon if it's in your toolbar and select playback devices

Federal Communications Commission Notice

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation.

Modifications

The FCC requires the user to be notified that any changes or modifications made to this device that are not expressly approved by Philips may void the user's authority to operate the equipment.

Cables

Connections to this device must be made with shielded cables with metallic RFI/EMI connector hoods to maintain compliance with FCC Rules and Regulations.

Canadian notice

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations.

Avis Canadien

Cet appareil numérique de la classe B respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

Declaration of Conformity

Model Number:	LFH3500, LFH3510, LFH3520, LFH3600, LFH3610, LFH3620
Trade Name:	Philips SpeechMike Premium
Responsible Party:	Speech Processing Solutions USA Inc
Address:	10745 Westside Way, Suite 225, Alpharetta, GA 30009, USA
Telephone number:	888-260-6261
Website:	www.philips.com/dictation

LFH3500, LFH3510, LFH3520,
LFH3600, LFH3610, LFH3620

Tested to comply with FCC standards

FOR HOME OR OFFICE USE

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: 1) This device may not cause harmful interference. 2)This device must accept any interference received, including interference that may cause undesired operation.

CE Declaration of Conformity

Philips confirms that the product corresponds to the relevant guidelines of the European Union.

Discover the comprehensive range of professional dictation products from Philips
www.philips.com/dictation

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