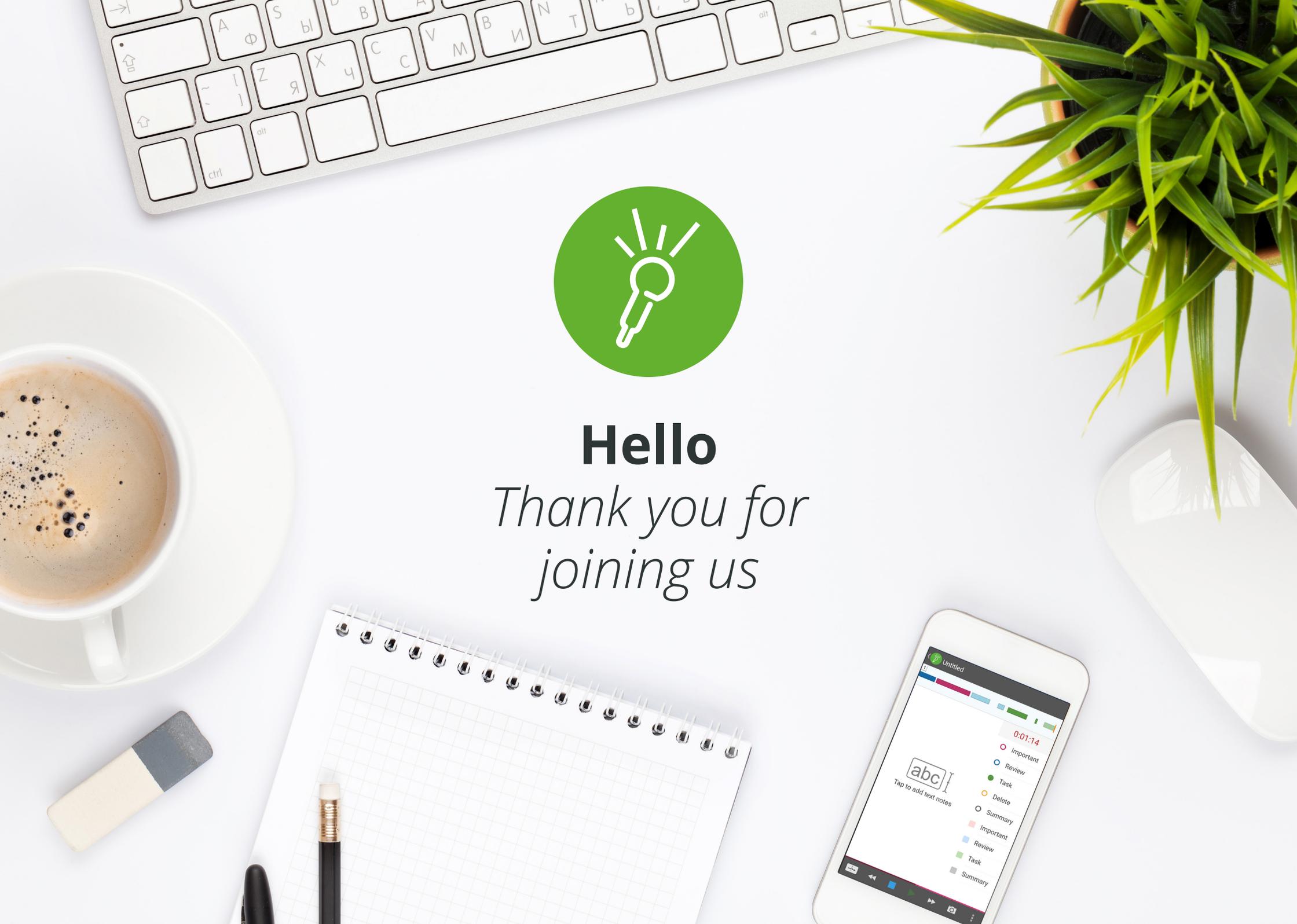




**Hello**  
*Thank you for  
joining us*



# Get up and running

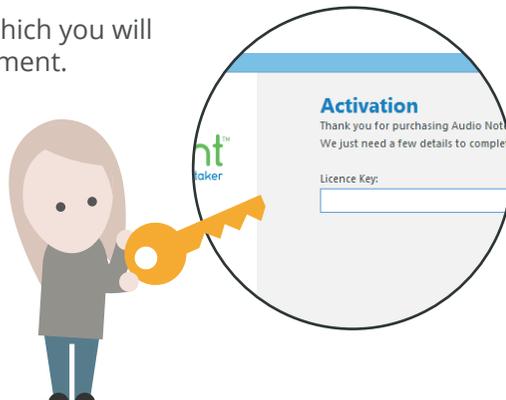


*My name's **Ida Bruun**.*

*I'm the Customer Experience Executive here at Sonocent. Let me walk you through the process of **installing and activating** our software on your students' computers. It's really simple.*

## How to get up and running on a Windows computer

- 1 Download the software here: [www.sonocent.com/get](http://www.sonocent.com/get)
- 2 Navigate to the **Sonocent Audio Notetaker** file and double click to install the software. Follow the Windows' installation steps
- 3 Double click on the Sonocent Audio Notetaker icon to open the software.
- 4 Enter your **License Key**, which you will find on your license agreement.



## How to get up and running on a Mac

- 1 Download the software here: [www.sonocent.com/get](http://www.sonocent.com/get)
- 2 Navigate to the **Sonocent Audio Notetaker** file and double click to install the software.
- 3 Drag the Audio Notetaker logo from left to right - into **Applications**
- 4 Once installation is complete, browse to your applications folder and open Audio Notetaker.
- 5 Enter your **License Key**, which you will find on your license agreement.

### *Where to go for more help?*

*In the unlikely event you have any issues, please get in touch with your account manager or reseller. Alternatively, you can find answers at [www.sonocent.com](http://www.sonocent.com) or by emailing myself, David and the team at [support@sonocent-usa.com](mailto:support@sonocent-usa.com).*

### *Extending your students' access*

*If you have chosen a Loan License, your students will automatically get 14 days' access to the software when they install and activate. You can approve and extend their access from the Loan License Manager.*



# A reminder of how Sonocent improves learning outcomes



*Hi. My name's Amer Latif. I'm Vice-President of Sales here at Sonocent.*

*Before you go, I thought I would quickly run you through our **CARE process** for creating brilliant notes from class. It turns listening from a passive into an active learning process that will help your students understand more, remember more, and perhaps even boost their grades. What's more, almost any student can do it independently, without support from human note takers.*

## 1 Capture



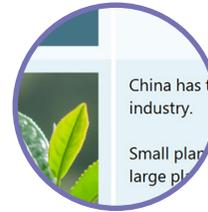
- **Open** the software on a laptop or download our Sonocent Recorder app for iOS and Android
- **Import** the professor's slides if they've been made available (desktop only)
- Hit the **record** button when the professor starts speaking

## 2 Annotate



- When you hear something important **mark it up** in color (Sonocent visualizes phrases of recorded speech as editable chunks)
- Break the recording into **sections** whenever the professor moves on to a new topic
- **Listen** and engage: there's no need to take written notes at the time

## 3 Review



- **Open** the file with our desktop software
- Go **straight** to the moments highlighted in class - no fast forwarding or rewinding
- Type notes alongside your recording or **summarize** the material as a dictation
- Add links to **reference** material, make further color highlights, and add images of diagrams, experiments, samples, and more

## 4 Engage



- **Extract** highlighted audio, text, and images into new projects and utilize for revision and assignments
- **Export** audio, text, and images into other file formats: text documents, videos, music albums...

### **Don't forget!**

*Sonocent is not just for taking notes in class. Your students can also use the software to capture and edit audio and images from online videos and podcasts, and to create records of tutorials, seminars, practicals, and work placements*



# Do stay in touch....

Rest assured that we will be on-hand with free support throughout the process of getting our software up-and-running at your institution - and throughout your time with us.

You can get in touch with us by calling your account manager or reseller, or messaging [better-notes@sonocent-usa.com](mailto:better-notes@sonocent-usa.com).

## Additional contacts and handy resources:

Contact the technical support team: [support@sonocent-usa.com](mailto:support@sonocent-usa.com)

Hit us up on social media:

 [www.twitter.com/sonocent](https://www.twitter.com/sonocent)

 [www.facebook.com/audionotetaker](https://www.facebook.com/audionotetaker)

 [www.linkedin.com/company/sonocent-ltd](https://www.linkedin.com/company/sonocent-ltd)

 [www.youtube.com/sonocent](https://www.youtube.com/sonocent)

You can find the team on social media too. We'd love to connect with you. Bye for now.

*Dave*

