



# Windows 7

## Computer Configuration Guide

SoniClear requires that the computer be configured correctly to ensure error-free operation. Follow the instructions on this Configuration Guide to set up the system. The following click-by-click directions are specific to Windows 7. These instructions apply to the 32bit and 64bit versions of Windows 7.

Additional configuration steps are provided in the SoniClear Installation Guide (for Meeting Recorder 9, Gov Recorder 9, and Interview Recorder 9), or the Court Recorder Installation Guide (for Court Recorder 9).

For the steps that involve selection from the Control Panel, the click-by-click instructions assume that you are viewing all of the control panels in a list. When you open the Control Panel, the controls may be grouped by category, instead of an alphabetically sorted list of small icons. This can be adjusted by setting the “View by:” field to “Small icons”.

### Automatic Updates

Turn off Windows Automatic Update service.

1. Click Start -> Control Panel -> Windows Update.
2. Click the link “Change settings” on the left.
3. Under “Important updates” select “Check for updates but let me choose whether to download and install them”.
4. Under “Recommended updates” select “Give me recommended updates the same way I receive important updates”.
5. Click OK.

NOTE: You must regularly apply Windows updates on your computer to ensure security of the system. Failure to update Windows can lead to the computer being attacked by a virus. This recommended setting will ensure that the user will be alerted to perform an update at a time that will not interfere with the recording processes. End users should be instructed on how to perform this update operation.

### Microphone Settings

These instructions apply to the standard computer microphone supplied with SoniClear. If using some other type of microphone, follow the instructions supplied with the microphone, or the instructions in the SoniClear Installation Guide or Court Recorder Installation Guide.

For hardware configurations using the internal sound card (and some USB devices), there may be a problem with low audio level. This may be the result of an incorrect setting in the Windows sound card control panel. Verify that the microphone setting for Microphone Boost is set to maximum. How this is done will vary depending on the type of sound card.

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The generic method for setting the Microphone Boost is:

1. Click Start -> Control Panel -> Sound
2. Click the Recording tab
3. Select the microphone input and click the Properties button.
4. Click on the Levels tab.
5. If the sound card supports a Microphone Boost setting, it may be shown here. Select the highest boost option given.

On computers using the Realtek chip, it is necessary to set up the microphone options from the special control panel specific for Realtek, in addition to the steps listed above:

1. Click Start -> Control Panel -> Realtek HD Audio Manager.
2. Click on the Microphone tab and disable the Noise Suppression and Acoustic Echo Cancellation options.
3. Click on the Microphone Boost option button (next to the speaker icon) and select maximum boost (such as +20db or +30 db).
4. Close the Microphone Boost dialog and the Realtek control panel using the window close button.

NOTE 1: Some Realtek control panels will be slightly different from this description. If you need assistance with these settings, contact SoniClear Support.

NOTE 2: Some systems containing the Realtek audio chipset will not perform properly. In some cases the audio level will be too low and in other cases the Noise Suppression setting cannot be disabled, even though it is shown as disabled in the control panel. If this happens you will have to record using an external USB audio interface device, such as the Griffen Technology iMic.

NOTE 3: Some laptop and netbook computers have a single audio jack that is designed for use with headsets that have both an ear piece for listening and a microphone for talking. This type of jack may not be compatible with standard computer microphones. If you have this type of jack and it does not work with the supplied microphone, you will have to use a USB microphone or a USB adapter (such as the Griffen Technology iMic).

## Power Options

Adjust power management options so that recording will run at maximum speed, and also ensure that the USB ports will not be turned off while recording. This setting prevents glitches in audio, and also prevents erratic behavior of the optional SoniClear USB Foot Pedal.

Configure the power options for proper SoniClear operation with these steps:

1. Click Start -> Control Panel -> Power Options
2. Click "Create a power plan" (the link in left column of this control panel).
3. Select the "High performance" power scheme.
4. Enter in the Plan name field: "SoniClear."
5. Click Next button.
6. Set the value "Dim the display" fields (for On battery and Plugged in columns) to "Never".
7. Set the "Turn off the display" fields (for On battery and Plugged in columns) to "Never".
8. Set the "Adjust plan brightness" to the desired brightness level. This is not shown immediately, so you may have to adjust this again later after the SoniClear plan is created.
9. Click the Create button.
10. Click "Change plan settings" (the link to the right of the new SoniClear power plan).
11. Readjust the brightness to the desired value.
12. Click the link "Change advanced power settings"
13. Open the USB settings section by clicking on the + sign next to that label.
14. Open the USB selective suspend setting by clicking on the + sign.
15. Select Disabled option for "On battery" and the "Plugged in" combo box fields.
16. Click the OK button.
17. Click Cancel to close the Edit Plan Settings display (the advanced power settings have already been saved, so it is OK to click Cancel at this step).

## Technical Support

View the SoniClear Support Page at [www.soniclear.com](http://www.soniclear.com) for current release and technical support information.