TheRecord Manager

TheRecord Manager™ is a software solution designed for courts that desire more control over the management of their digital content (recordings and associated log sheets). When combined with either FTR Reporter™[1] or FTR Reporter™ A/V[1], TheRecord Manager delivers a rich feature set that offers maximum versatility and convenience, and enables simple yet effective management of all FTR content.

Valuable features of the combined TheRecord Manager/FTR Reporter solution include:

- Real-time or post-sealing of select proceedings to CD/DVD or a protected network folder
- Scheduled[2] creation of duplicate recordings in industry-standard MP3 format
- Concurrent dual archiving to both optical media and a network location
- Migrating or copying recordings to another location on the network, local disk or removable media
- Save selected portions of recordings in MP3 format

TheRecord Manager can also be used independent of FTR Reporter to manage pre-recorded content generated using FTR court recording solutions. When implemented as a standalone solution, it includes all of the capabilities listed above with the exception of real-time sealing of proceedings and concurrent dual archiving.

Benefits of TheRecord Manager

Simple and reliable access control

- On-demand, real-time sealing of select proceedings ensures that access to that content is restricted to authorized personnel only
- Alternatively, post-sealing of specific content enables isolation of, and restricted access to, those select previously recorded proceedings
- Options to also place log sheets under seal, and either remove them from the general archive or redact the general archive copy, provides an additional level of flexibility and security

Improved redundancy & convenience

- Maintaining duplicate recordings in industry-standard MP3 format mitigates any concerns regarding future dependence on FTR review applications, as well as allowing for broader content access options
- Simultaneous dual archiving to a network location as well as optical media provides an increased level of redundancy & expanded access convenience

Enhanced user experience

- Efficient & integrated user interface streamlines the overall content management process
- Dedicated application for effectively managing a multitude of recordings and log sheets provides time savings and workflow improvement

[1] Version 5.3 or later

[2] Requires the use of Microsoft Windows Task Scheduler (included with Microsoft Windows)

[3] Requires FTR Reporter or FTR Reporter A/V - version 5.3 or later

KEY FEATURES

- Seal proceedings

- Dual archive[3]

- MP3 format conversion

- Content management

FTR Gold®
The Best Made Better.

TheRecord Manager

Recommended System Requirements
Version 5.4

TheRecord Manager with FTR Reporter™

Use the specifications found on the FTR Reporter Recommended System Requirements Card.

TheRecord Manager with TheRecord Player™

Windows® XP Professional SP3 with:
- 2.4 GHz Intel® Celeron® processor (small video), or
- 3.2 GHz Pentium® 4 with HT processor (large video)
- 512 MB memory

Windows Vista® Business SP1, Windows® 7 Professional / Ultimate 32-bit or 64-bit with:
- 3.2 GHz Pentium® 4 with HT processor
  (small or large video)
- 1 GB memory(32-bit) / 2GB memory (64-bit)

- 800 x 600 (small video) / 1024 x 768 (large video)
  High color (16 bit) display
- Network connection for access to online archive
- CD or DVD recordable drive or removable storage drive
  for offline storage

Compatible with Novell® NetWare® 6.5 SP7 using Novell® Client™ 4.91 SP4 for Windows® XP/2003 or Novell® Client™ 2.0 SP1 for Windows Vista® and Windows® 7.

NOTE: As with any software there are hardware and software requirements which need to be in place prior to installing and using FTR Gold® software. While this list shows the recommended system requirements, it is important to be aware that using additional programs may require a higher specification.

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How TheRecord Manager helps your court function more effectively

Court Clerks and Electronic Court Reporters (ECR)

- Seal select proceedings in real-time[3], or post-recording, at the push of a button

- Optionally, also seal log sheets that are associated with specific sealed recordings

- Copy all recordings and log sheets associated with a case to a single CD/DVD for convenient transcription

- Seal proceedings to either optical media or a protected network folder

- Simultaneously[3] archive proceedings to both optical media and a network folder for additional redundancy

Judges and Hearing Officers

- Confidence in knowing that any current[3] or previously recorded proceeding can be sealed on-demand for restricted access

- Flexibility of storing sealed recordings either to a protected network folder or to physically isolated optical media

- Elect to include log sheets under seal, and either remove or redact the generally archived log sheets in order to restrict access to potentially sensitive notes

IT/Network Administrators

- Quickly and easily copy or distribute content through a consolidated and streamlined interface

- Easily restrict access to recordings and log sheets at the push of a button

- Enjoy the convenience of being able to manually migrate or back-up content to offline storage

- Mitigate concerns regarding future dependence on FTR review applications by automatically maintaining a duplicate of recordings in industry-standard MP3 format

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[3] Requires FTR Reporter or FTR Reporter A/V - version 5.3 or later

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