

# professional conduct hearings

**Full and complete records of proceedings created easily and at a low cost.**

The DigiTake solution offers full and accurate records of proceedings.

DigiTake have developed an all-in-one solution that will create complete and accurate records of oral hearings without incurring the expense of transcription. It offers the complete solution to clients whose files may be subject to discovery or review at any time.

Many organisations spend a large percentage of their budget on stenography-based recordings of oral hearings. The DigiTake recording system allows you to obtain a full record at a fraction of the cost of a stenography-based system.

The DigiTake digital recording system will record your entire hearing directly to your computer hard disk or network. Developed specifically to create official records, our software will automatically create an archive of your proceedings and store them according to title and date for easy retrieval and access.

The DigiTake system cuts out the delays and costs incurred in having the proceedings printed and published.



The recording can be easily copied to CD-ROM for immediate distribution to interested parties at a fraction of the time and at a fraction of the cost required to generate paper-based reports. Over 20 hours of digital audio and associated text logs can be stored on a standard CD-ROM.



For more information please contact us at:  
T: 353 1 4542877 F: 353 1 6184385

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As the hearing has been recorded in digital format, the recording can be uploaded to your in-house network or conveyed by e-mail attachment to other parties for instruction or review.

The DigiTake software is extremely user-friendly. It will run on standard PC hardware thus eliminating the need for expensive or customised hardware.

The package can be easily modified to suit each specific hearing as it contains selectable options giving users the flexibility to record the hearing based on each individual circumstance. The package can easily be set to record the entire hearing or to divide the recording into individual slots of any duration, allowing the hearing to be recorded in segmented even lengths.

The DigiTake system also contains a digital annotation system that allows users to create reference points and attribution during the proceedings. This facility then allows users to locate specific areas of interest when playing back the recording of the hearing. By simply clicking on a specific text entry, the corresponding audio will play. With this facility users do not have to listen to entire proceedings, exact locations within the recording can be accessed with the click of a button!

Our digital recording package offers superior recording quality to other methods of recording. Furthermore, digital recording allows for multiple access to the recording at any one time.

The DigiTake recording solution is a reliable, cost effective and accurate method of recording and archiving proceedings that are of an official nature and as such may be subject to discovery or review.

**“ Create complete and accurate records of oral hearings without incurring the expense of transcription ”**

DigiTake have been providing professional services, audio equipment and recording software since 1976, serving such clients as the Irish Parliament, the Royal College of Surgeons in Ireland, the Chartered Institute of Personnel Development and Dublin City Council.



For more details as to how we may cater to your individual needs please contact us at:

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