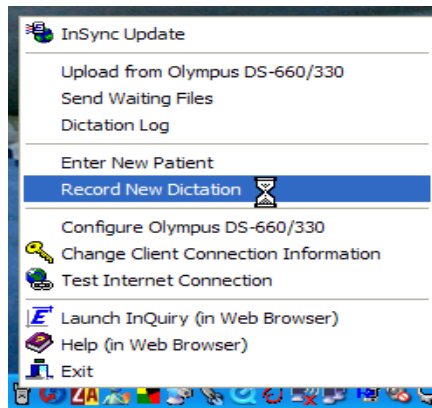


USING INSYNC TO DICTATE NON-PACS REPORTS

1. Left click on the Insync Icon in the lower right corner of the computer screen.



2. Left click on Record New Dictation.



3. Select your name from the drop list and check off stat if this is a stat report.



4. Dictate as normal.
5. When finished with the dictation if this is the only dictation you are doing click complete. Otherwise Click the New Dictation button to start a new dictation.

