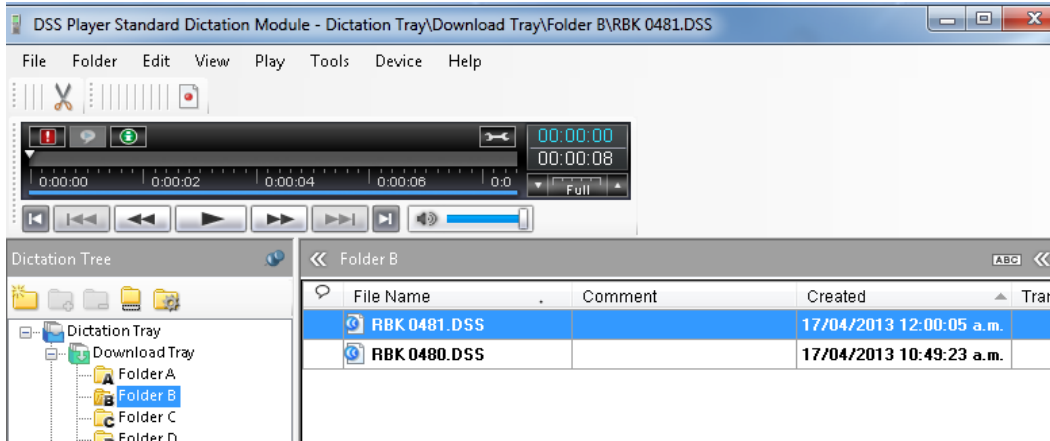
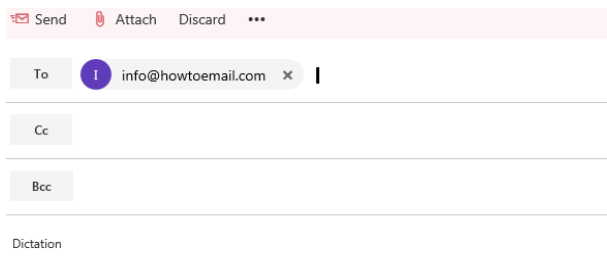


DSS Player Standard “How to email a file”

- **Open your DSS Player Standard Dictation or Transcription Module**
Select the folder with the file you require (file will be visible in right pane)



- **Open a new email message or log into your web mail and create a new message**



- **Click on the File (within the blue line of the example above) then “Drag and Drop” the selected file over the body of the email**

Alternatively; you can click on Attach File (in your email) and then browse to the dictation. The default location for dictation are located is

C:\Users\”username”\Documents\DSSPlayer\Message

