SPEECHTRACK™ Outbound Call User Guide

RECORD CALLS ANYTIME, ANYWHERE!

Call 1-866-454-7670

You will hear:
"Welcome to SpeechTrack. Allowing you to record calls anytime, anywhere."
"Please enter your UserID, followed by the pound sign."

Enter your four digit UserID, found under the My Account section on the Speech-Track website.

You will hear:
"Please enter your Personal Identification Number, or PIN, followed by the pound sign."

Enter your Personal Identification Number, also found under the My Account section on the SpeechTrack website.

You will hear:
"To have SpeechTrack dial a number and then begin recording press 1, or if you wish to begin recording press 2."

To record your outbound call choose 1 and the IVR will prompt you to enter the number you wish to dial.

You will hear:
"Please enter the 10 digit number you wish to dial, area code first."

Enter the 10 digit number you want to dial and record and the IVR will repeat it back to you

You will hear:
"You have entered…. (Phone Number is Repeated Back) Is this correct? Press 1 for yes, or 2 for no."

Confirm the number that is repeated back to you and you're ready to go.

You will hear:
 "The recording will now begin, please hold while we connect you."

The SpeechTrack Service will now start recording and dial your number!

Tip:
The SpeechTrack IVR Tree does allow interrupts of the prompts, once you become used to using the SpeechTrack system you can interrupt the prompts with your answers

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