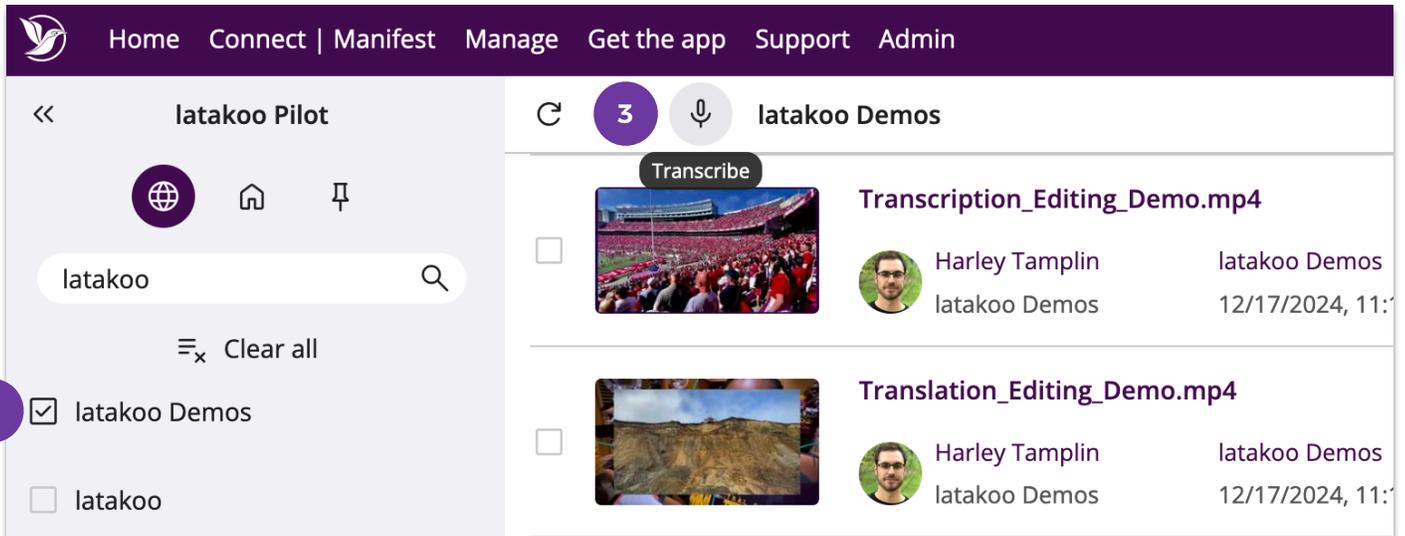


Live Audio Record & Transcribe in latakoo Pilot

1. Go to latakoo.com and **log in** on a **Chrome** or **Edge** browser
2. **Isolate the network(s)** you would like to live record audio to by clicking on it
3. Click on the **transcribe button** indicated by the microphone icon next to the network name at the top of the screen



You will be given two options to live transcribe audio from: **Microphone** or **Screen capture**:

Live transcribe audio from

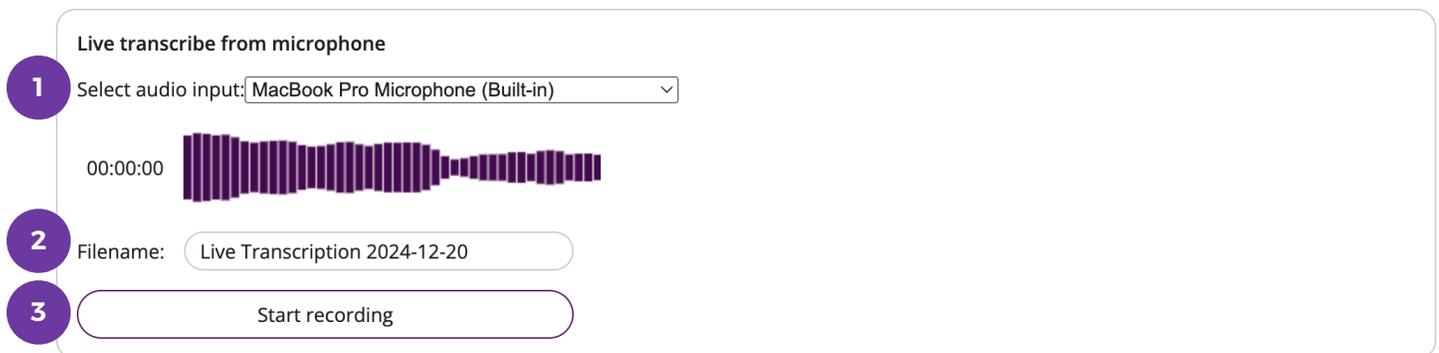
Microphone

OR

Screen capture

Microphone

1. Select your **audio input**
2. Set your **filename**
3. Click **Start recording** to begin live audio recording and transcribing



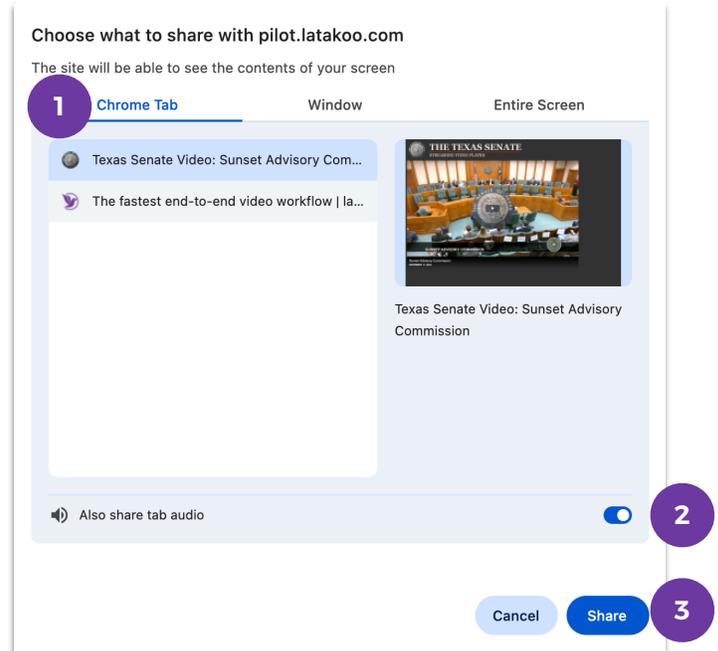
4. Click **Stop recording** to end the live recording & transcription. Once stopped, the file will behave like any other upload (be ingested through HUB, be searchable, be playable, etc...). The transcription for the finished recording will be run again to ensure the highest accuracy possible.

Please note: once you begin your live transcription, you can go about your business as usual and the transcription will continue to record as indicated by the red icon on the upper right corner. You can click on that icon at any time to be taken back to your live transcription.



Screen Capture

1. Select the **tab, window, or entire screen** you would like to record; please note, certain devices, including MacOS, set limitations preventing recording audio on windows or entire screens, but recordings are allowed on tabs
2. Make sure you have enabled **Also share tab audio**
3. Click **Share**; Pilot is now accessing the tab, window, or screen you have selected
4. Go back to the Pilot tab, and set your **filename**
5. Click **Start recording** to begin live audio recording and transcribing
6. **Play** the video in the tab being recorded



Live transcribe from screen capture

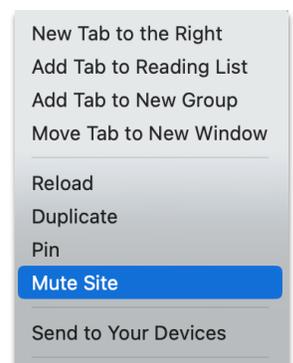
00:00:00

4 Filename:

5

You can mute the tab or window being recorded, by right clicking (Windows) or control+click/two finger click (MacOS) the tab and selecting **Mute site**. This will mute the site, so you do not have to hear the video being played, but the audio recording and transcribing will continue to run.

7. Click **Stop recording** to end the live recording & transcription. Once stopped, the file will behave like any other upload (be ingested through HUB, be searchable, be playable, etc...). The transcription for the finished recording will be run again to ensure the highest accuracy possible.



Transcription Efficiency: Transcribing Multiple Sources Simultaneously

You can record and transcribe **multiple sources at the same time**, by opening a new latakoo tab or window and repeating the steps above.