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Olympus had to create a new address on the server for the Dictation Smartphone App so that the senders email address on emails received has now changed to <u>odp system2@dictation-portal.com</u> (has a "2" in it). So if you have been using routing rules in the Transcription Module to push the sound files through to a specific folder they won't and will just stay in the Inbox.

This can be fixed by adding a new rule in the Transcription Module. (I'd still keep the original rule as is.)

First you will need to save the email address as a new contact in Outlook.

Right click on the address in the email and select "Add to Outlook contacts". Then click "Save".

E	Inbox - andrew@officespecialists.co.nz - Outlook	e.				? क	/×
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In the Transcription Module got to "Tools" menu, select "Options".

"Workflow" tab, "Routing" on left.

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Folder Design Workflow User	Settings	E-mail / FTP	Device	Upda	ite			
[™] General -#→ Download -#→ Advanced Download -#→ Receive	Dictation Create (Inbox f alternat	Dictation Routing Create automatic routing rule for dictation received via E-mail / FTP to specified destination folder (Inbox folder by default). You can also specify return document option to the original sender or an alternate location.						
		Sender	Des	tination	Receive	er		
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Click "Add" to get this Routing Settings window.

	Routin	ng Settings		×
Dictation sender Specify the E-mail	address or FTP address	of dictation send	der.	
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Sender:			Address Book	
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Automatic documen	t creation and sending document creation and nscribed document to the	sending function	r	
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Protocol:	E-mail	\bigcirc	FTP	
Receiver:			Preset	
Notes: Document for th	ie reply will be created us	sing a matching t	emplate.	
			OK Cancel	

Click "Address Book ... "

Double click the new address from the Contacts list.

Click the Destination Folder: [...] button and select the Folder you want the files to go to.

