

VoiceQ: User Guide

FOREWORD

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Language Dubbing Generic Workflow



WELCOME TO VOICEQ

VoiceQ is a streamlined yet powerful Post Production cueing application that gives todays professionals the ability to easily produce accurately synchronized dialogue in films, television programs and games. Through the use of intuitive workflows and simple easy-to-use features VoiceQ provides extremely accurate lip-synched processes and tools that makes producing international releases a breeze. This preface provides an overview of the features of VoiceQ and a list of resources for learning to use it.

Dialog recording and replacement is an integral part of making film, television, animation and games for international release. It is common practice to re-record and synchronize most dialogue and sound effects during the completion of projects. Additionally, most of these projects are translated into alternate languages for world-wide release. VoiceQ is a cueing application that expedites the dialogue creation and replacement process during audio production and post- production.

Working with ProTools and other Digital Audio Workstations (DAW's), VoiceQ harnesses the power of Apple Macintosh platforms and OSX providing an abundance of simple easy-to-use features for all production and studio professionals. VoiceQ uses PACE iLOK security to provide portability, added security and user convenience.

About VoiceQ

Synchronized scrolling text over video offers talent and technicians a frameaccurate cue making the ADR (Audio Dialogue Replacement) and language dubbing experience efficient, economical and effortless. VoiceQ features a selection of both traditional and innovative cueing methods including countdowns, beeps and streamers and is a great tool for ADR and dubbing Directors who handle a lot of film and television productions. Additional on-screen displays are at your fingertips including; timecode, subtitles, audio waves, mixing ruler and video mask overlays.

Powerful Script Processing

VoiceQ's Script Import Manager module is the first-ever software engine for importing and managing a multitude of different types of film and television scripts. Using advanced pattern recognition and rule-sets to extract the data from all types of script formats and layouts, VoiceQ's Script Import Manager module takes the pain away enabling your script to be imported into your VoiceQ session quickly and effortlessly – it really is that easy.

Your VoiceQ scripts and reports can be exported into several different file types, including HTML for online viewing, text and CSV formats, all compatible with today's most common word processing applications.

Easy to Use

Conventional gestures, features and keystrokes, already familiar to Apple and Pro Tools Users, makes VoiceQ a natural extension of the Apple and AVID Application families. With a clean user interface, ergonomically designed and logically arranged, post production members have commented on its intuitiveness, from Administrators through to Senior Audio Engineers.

Smooth Workflow

When you're under pressure to re-record lines with Actors before they fly out or have a language version of a Film completed before the imposing release date you need comfort that everything is under control and on track. VoiceQ steps you through its intuitive process, step-by-step, from importing the script, through to synchronization, translation, adaptation and recording.

Superior Performance

Accurate synch of dialogue is acutely important in any film, be it a foreign language version or the original - we don't want to see mouths opening without hearing the words or mouths closed when they should be open. Furthermore, we don't want static, monotone, sub-standard performances by Actors trying to follow on-screen lip movements. VoiceQ takes that pain away by allowing Actors to do what they do best – Act!

Technical Support & Software Maintenance

With the purchase of a VoiceQ License, licensees have the opportunity to subscribe to an annual support and maintenance service that guarantees in-version updates and major application upgrades for USD\$199.00.

Please refer to our website for more details.

Resources for Learning More

To get the most from VoiceQ, consult these resources:

VoiceQ User's Guide

This guide (what you're reading now) describes the features of VoiceQ and shows you how to use it in real-life situations. To get more information about VoiceQ, go to our website.

Chapters 1 through 6 of this guide describes the tools that are available in VoiceQ, and what you need to get up and going quickly. Chapters 7 through 14 shows you a step-by-step workflow for creating a VoiceQ Project and managing an ADR or Dubbing Session using VoiceQ. For more detailed information about each step, refer to Chapter 16 - Appendices 1 through 7. If you want to learn how to integrate VoiceQ with your own workflow and Digital Audio Workstation (DAW), read Chapter 16 – Appendix 4.

Onscreen Help

To see VoiceQ Help, choose Help from the Main menu. You can browse through the table of contents to find a specific topic, download a User Guide in both PDF and iBooks format or submit a new support request. It also provides access to the VoiceQ User Forum, FAQ and support sections of the website.

Note: To do many of the tasks in this guide you use menu commands. The instructions look like this:

Select File > Import > Import Text...

The first term after Select is the menu you click; the next term is the item you choose from that menu, as shown below.

Ú	VoiceQ3	File Edit Script View O	verlay Window Help	
	•	New #	N 0	Lovecraft-VQ-PAL
Num	Script	Open ೫	0	Character
3	Howar	Open Recent		O SARAH LOVEC \$
4	There'	Open Snapshot Folder	an't hurt you.	O SARAH LOVEC \$
5	lt It's	Close ೫	w	🔵 HOWARD 🗘
6	lt's jus	Save #	S in the bad place.	🔵 HOWARD 🗘
7	Oh, Ho	Save As 쇼울	S eing you. You are all he has left.	O SARAH LOVEC \$
8	Just he	Revert to Saved	e fine.	SARAH LOVEC \$
9	I don't	Import Media 쇼윎		🔴 HOWARD 🗘
10	l know	Import Conforming File		🔵 SARAH LOVEC 🗘
11	But y	AutoSynch Assistant 쇼 #	Jur father will want to eas you on his histhday	🔵 SARAH LOVEC 🗘
12	Good e son, or	Export	 Import Text (TxT, CSV) Import MS Office (DOC, DOCX, XLS, XLSX) 	• SARAH LOVEC \$
13	Mrs. Lo	Report	Import SubRip (SRT)	• DOCTOR \$
14	But Wi	nfield's mind is like a shattered loo		• DOCTOR 🗘
15	a sha	attered looking glass	Import Characters	• DOCTOR 🗘
16	But in a	all honesty, I'm more concerned ab	out Import Project state.	• DOCTOR 🗘
17	But ha	ven't the treatments shown any pro	gre Import(Merge) Sub Project	• SARAH LOVEC \$
18	Well do	on't expect him to tango. PROGRES	S is such an inexact term Mrs. Lovecraft.	• DOCTOR \$
19	Most a	assuredly we have done everything	vithin medical boundaries to assist - even a few things outside of those boundaries to	• DOCTOR \$

Help tags are also available for many onscreen items. To see a help tag, let the pointer rest over an item for a few seconds.



VoiceQ Tour

For an onscreen demonstration of what you can do with VoiceQ, view the various VoiceQ Multi-lingual Video Tutorials in the Support section of our <u>website</u>. These tutorials will continue to be added too and updated on a regular basis so please revisit and check our website for updates.

To join the tour: Select Help > Join VoiceQ Tutorial Tour, and then select the appropriate Video Tutorial. All Tutorials are available in English, French and Spanish.



VoiceQ Multi-lingual Video Tutorials

VoiceQ Demonstration Pack

VoiceQ comes with demonstration packs that provide VoiceQ Projects already prepared and ready for a recording session. Use these demonstration VoiceQ Projects to help you create your own Project. You can also use the VoiceQ features and functions in these demonstration projects to enhance your understanding of the various cueing aids available and tips on how to use other features. For more information, see Chapter 9 "Step 1: Creating a Project".

VoiceQ Quick Reference Guides

Chapter 16 lists Appendices covering VoiceQ menus, keyboard shortcuts, system integration instructions as well as other useful hints. You can also find related information by choosing Help > and selecting the appropriate "subject" in the onscreen help.

Web Resources

Go to www.voiceq.com/support to get the latest software updates and information. You can also purchase additional VoiceQ licenses should they be required. To find out more about VoiceQ and get up-to-date information: Choose Help > Visit VoiceQ Support Portal.

Technical Support

Online technical support options are available to VoiceQ users as outlined in Chapter 15 - Support. To keep up to date with real-life feedback, hints and updates we encourage all customers to register and contribute to the VoiceQ User Forum and FAQ section.

For more information, see the VoiceQ User Software Agreement that comes with your VoiceQ Application and other documentation or visit <u>VoiceQ Support</u> online.

Chapter 1: Overview of VoiceQ

This chapter introduces you to the windows and tools you'll use in VoiceQ.

The VoiceQ application has been developed to assist filmmakers and production companies with processing subtitles, audio dialogue replacement (ADR) and dubbing of movies for the purpose of broadcasting and theatrical release.

VoiceQ provides an automated cueing system for ADR and Dubbing. It scrolls the script across the screen (superimposed over the video) and the actor or voice-over artist reads the words when they hit the target line or trigger bar. The artist will be in sync with the lip movements of the actor on screen. VoiceQ caters for all languages; scrolling text for Left-to-Right languages (eg. English, French, German, Spanish) and Right-to-Left (eg. Arabic, Fasi, Hebrew, Urdu). VoiceQ also provides preview text, audio beeps and visual steamers as other cueing options. VoiceQ manages scripts in multiple languages, acting as an electronic script with the ability to view and report on all language scripts.

Requirements

This program will operate under Apple's OSX environment only – Maverick versions 10.9, Yosemite 10.10, El Capitan 10.11, Sierra 10.12 and High Sierra 10.13 are supported with VoiceQ.

Recommended Specifications

- □ Intel® Mac running Mac OS X 10.12.5/10.13.x+
- □ Intel® Core i5, i7 processor, Intel® Xeon
- BGB RAM
- □ Internet connection for installation
- □ Network connection for MIDI over WIFI/Ethernet
- □ 100mb disk space for installation
- □ USB-port for iLok 2/3 authorisation
- Display with 1080p resolution or higher.

Supported Specifications

- □ Intel® Mac with Mac OS X 10.9.5/10.10.5/10.11.5/10.12/10.13.x (Minimum 10.10.5 required to use with Blackmagic Device)
- □ Intel® Core i3, i5, i7 processor,Intel® Core 2 Duo, Intel® Xeon
- □ Minimum 4GB RAM (8GB or more recommended for larger videos)
- □ Minimum 1GB free disk space for general usage
- □ Minimum 2GB Video RAM
- □ Internet connection for installation
- □ Network connection for MIDI over WIFI/Ethernet
- □ USB-port for iLok 2/3 authorization
- Display with 1280-by-768 resolution or higher

Supported Apple Devices:

Mac Pro: Mac Pro 6,1 / Mac Pro 5,1 / Mac Pro 1,1 iMac: iMac 18,x / 17,1 / 15,x / 14, x / 13, x Mac mini: Mac mini 7,1 / 6,2 Mac Book Pro: Mac Book Pro 14,x / 13,x / 12,x / 11,x / 10,x / 9,x Mac Book Air: Mac Book Air 7,2 / 6,x

Additional Required Hardware iLok 2.0/3.0 Computer running Mac OS X 10.9.5 or higher, to use iLok License Manager Available USB port iLok account

MIDI Devices

VoiceQ uses Apples Core MIDI functionality and works with most MIDI interfaces supported under OS X. VoiceQ has been successfully tested with the Mbox 002 series and MIDI Sport Unitor 8 MIDI Devices.

Jog Wheel

The recommended Jog Wheel hardware is the ShuttleXpress and ShuttlePro series provided by Contour Design Inc. and is available in most countries. Other configurable jog wheel hardware products for Apple Mac may also be compatible.

Software Requirements

In conjunction with running VoiceQ on the recommended hardware platforms VoiceQ requires Mac OSX Mavericks 10.9 and OSX Yosimite 10.10 or more. Check our website for the latest OSX compatibility if you are unsure.

Pro Tools Software versions

VoiceQ works with any external Pro Tools system, via a MIDI Interface, irrespective of whether it's on a Windows or MAC based platform.

The minimum recommended Pro Tools version when interfaced with VoiceQ on the same machine is Pro Tools 11. Previous versions of Pro Tools may also be compatible so please let us know if you need any assistance at support@voiceq.com.

Media Formats & Codecs

The media formats and codecs supported by Apple Inc and VoiceQ are listed below:

Media type	File formats	Codecs or components
Video	QuickTime Movie (.mov) MPEG-4 (.mp4, .m4v) MPEG-2 (OS X Lion or later) MPEG-1 3GPP 3GPP2	MPEG-2 (OS X Lion or later) MPEG-4 (Part 2) H.264 H.263 H.261 Apple ProRes
	AVCHD (OS X Mountain Lion or later) AVI (Motion JPEG only) DV	Apple Pixlet Animation Cinepak Component Video DV DVC Pro 50 Graphics Motion JPEG Photo JPEG Sorenson Video 2 Sorenson Video 3
Audio	 iTunes Audio (.m4a, .m4b, .m4p) MP3 Core Audio (.caf) AIFF AU SD2 WAV SND AMR 	 AAC (MPEG-4 Audio) HE-AAC Apple Lossless MP3 AMR Narrowband MS ADPCM QDesign Music 2 Qualcomm PureVoice (QCELP) IMA 4:1 MACE 3:1 (Mac OS X v10.6.xonly) MACE 6:1 (Mac OS X v10.6.xonly) ALaw 2:1 ULaw 2:1 24-BitInteger 32-Bit Floating Point 64-Bit Floating Point

Table 1.1 – Media Formats and Codecs

Chapter 2: Licensing VoiceQ

Licensing your VoiceQ

Our licenses are designed to make using VoiceQ easier, no matter what project you're working on. Whether you're in film school, a small production team or an international localization corporation; choosing the right license is an important step in getting the most out of VoiceQ. Take full advantage of our Free Trial licenses, so you can see first-hand how VoiceQ can help you design and create your next blockbuster.

VoiceQ Licenses are available for purchase or lease. With a low cost of entry VoiceQ Licenses help productions get up and going quickly, to easily ramp up or scale down, while providing access to the latest tools and support.

About Your VoiceQ License

With the purchase and/or lease of your license you will receive the following items:

- · VoiceQ Software Application
- Access to VoiceQ User's Guide, Multi-lingual Video Tutorials and VoiceQ Support Forum,
- · VoiceQ Perpetual or Renewable License, and
- · Direct access to our Software Development Team

Each VoiceQ license is a single seat license that enables you to run VoiceQ on an Apple Mac computer. KIWA will also retain a record of your license for support purposes and additional licenses, should you require them.

All Software Renewable licenses expire annually. Renewable licenses require payment of a renewal fee in order to remain current and be eligible to receive complimentary in-version updates, bug fixes and patches. License-holders are notified in advance of the expiry date, as a reminder to renew the Software Renewable license before expiry. If you choose not to renew the license, the Software will stop functioning.

Contact information for updates, upgrades and user support is listed on our website.

Renewable License

The renewable license requires payment of an annual renewal fee in order to have access to the most up-to-date tools and technical support.

If your license is current at the time of a new version release, you will receive the new update software at no charge. A renewable license ensures that you are always working with the most current version of the VoiceQ software.

This type of license will appeal to Film and Television Dubbing Houses, Post Production Companies, Games Companies, Film Companies, Film Education Institutions, Recording Studios and Professionals engaged in the post production sector of their industry.

Leased License

Leased licenses are available for short to medium term projects. Our fully featured VoiceQ Application can be leased on a monthly basis. Whether your projects are temporary and/or irregular, you can keep software costs manageable and predictable. Pay only for the access you need, without an up-front investment or long-term commitment.

Up-to-date software means being ahead of the competition with the latest VoiceQ technology. Get the most up-to-date software releases with a low cost of entry and the level of technical support you need. You choose what license period is right for you:

- Quarterly: Get 3 months of access, with our lease option to renew. Great for small to medium productions, medium sized project teams, and mobile personnel requiring project status updates and transparency.
- Monthly: Access software one month at a time for the lowest up-front investment. Best for temporary staff and small short-term projects.

Educational Institution License

Educational institutions can now purchase VoiceQ at discounted prices. To order and receive our special educational prices, you must be a current student, teacher, lecturer or staff member of an accredited and degree-granting educational institution (high school, college, university or media school). Non-profit organizations and Acting Schools may also qualify so visit our <u>website</u> for more information or email <u>sales@voiceq.com</u> for more information.

Volume License

Volume licensing is a discount program open to anyone purchasing 3 or more licenses. Volume licensing saves you money and helps you get more out of your software investment than purchasing single user licenses.

If you need to equip three (3) or more of your team with VoiceQ then please contact us - you may be eligible for a <u>Volume License</u> discount.

Perpetual Licenses

Perpetual Licenses are life-time licenses and do not have an expiry date. The Licensee is entitled to uninterupted use of VoiceQ.

When purchasing Perpetual licenses it is highly recommended that the Purchaser subscribe to the VoiceQ Support and Maintenance Service in order to receive continuued In-version Software Updates and Major Upgrades at heavily discounted rates. Please refer to the Technical Support and Software Maintenance section below for more information.

This type of license will appeal to Film and Television Dubbing Houses, Post Production Companies, Games Companies, Film Companies, Film Education Institutions, Recording Studios and Professionals engaged full-time in the post production sector of their industry.

NOTE: Special licenses are available for other situations so please email <u>sales@voiceq.com</u> should you have any special licensing requirements.

Technical Support & Software Maintenance

With the purchase of a VoiceQ License, Licensees have the opportunity to subscribe to an annual support and maintenance service that guarantees Major Application Upgrades at a heavily discounted rate and FREE In-version updates.

Major Upgrades represent a significant enhancement to functionality and are currently set on a per License basis. Licensees who elect to subscribe to an annual support and maintenance service will receive ALL Major Upgrades throughout the year for a minimal annual fee. In effect the more Major Upgrades released in the year the larger the discount. This service allows Licensees access to the most up to date and advanced ADR and dubbing Tools available today at the lowest price.

Please refer to our website for today's current License pricing.

Chapter 3: Installing VoiceQ

When you create a VoiceQ Project, you first need to Install and License your VoiceQ Application.

Installation

If you haven't already done so please download the latest installer from our <u>website</u>.

To install the VoiceQ Application:

- 1. Unzip the downloaded file and drag or copy the VoiceQ Application to your Applications Folder
- 2. Launch VoiceQ by double clicking the application
- 3. You may be prompted to download and install the latest version of PACE's interlok extensions from ilok.com which is required for VoiceQ to run.
- 4. Press the 'Activate' button to activate the VoiceQ Application.



Figure 3.1 – VoiceQ Activation

Minor In-Version Updates (Recommended)

KIWA will periodically release new updated versions FREE to current Licensees. A Minor In-Version update represents enhancements, improvements and bug fixes to

the current software version and are recommended to all users. To receive notification and delivery of these updates select:

- VoiceQ Preferences>General>Auto Update and configure to your preference OR,
- □ You can also manually check for the latest version of VoiceQ by selecting VoiceQ>Check for Updates...

Major New Version Upgrades (Optional)

From time-to-time KIWA may also release Major Upgrades to the VoiceQ Application. A major upgrade will offer significant functional improvements, additional features and constitute a new major version release. Licensees who have elected to subscribe to the Technical Support and Software Maintenance Service will be offered major upgrades at an attractive discounted rate on the appropriate version base price. This is currently set at USD\$199.00 per annum valued at approximately 60% discount.

For those that have not subscribed to the Technical Support & Software Maintenance Service will be offered major upgrades at the applicable base price set at the time of release, currently set at USD\$599.00 per upgrade.

KIWA will notify current Licensees when major upgrades are available for purchase as well as publish and make them available for purchase on its website. Users that have subscribed to the Technical Support and Software Maintenance Service will receive major upgrades in advance and at no further charge.

NOTE: All VoiceQ Major Upgrades are optional.

Chapter 4: Authorizing VoiceQ

To authorize VoiceQ you will need to have an iLok User Account, USB Smartkey or an Internet connection to the computer you wish to authorize.

iLok USB Smartkey

The preferred and best method for authorizing VoiceQ is via an Interlok USB Smartkey. The USB Smartkey is widely used to authorize many other products, including Pro Tools. Smartkeys are portable and secure allowing users to control and manage their authorizations.



Figure 4.1 - iLok USB Smartkey

If you already have an iLok USB Smartkey and an iLok.com user account please indicate at the time of download or purchase that you want your license authorization credited to your iLok.com account. When you receive confirmation, simply authorize your USB Smartkey using the iLok.com interface - iLok License Manager. Complete instructions can be found on the iLok.com website. If you do not already have a USB Smartkey, you can purchase directly from the iLok.com website.

Note: iLOK License Manager allows you to authorize a First Generation iLok Key, Second generation iLok Key and a Computer.

Chapter 5: Setting Up VoiceQ

Setting up VoiceQ

VoiceQ can be configured and used to suit every process, project member and role within your postproduction team.

Standalone Configuration

This set up will suit ADR Assistants, Administrators, Translators and Adaptors, Engineers and ADR and Language Directors. Standalone mode is defined as VoiceQ being operated on a single Apple Mac machine without interaction with ProTools or any other external device or machine.

VoiceQ computer	
VoiceQ operates in standalone mode for preparation	
VoiceQ video output via 2nd DVI port directly to monitor or use adaptor for VGA or composite video	
	VoiceQ Output Monitor

Input via DVI, VGA or composite video

Figure 5.1 – Standalone Configuration

Typically, VoiceQ will be used in standalone mode for the purpose of creating a synchronized VoiceQ Project ready for recording in a studio. VoiceQ requires no additional hardware, which allows all preparation work to be completed outside the Recording Studio if required. Once the VoiceQ Project has been created, synchronized and checked it can then be loaded onto the Studio Machine.

Having the ability to complete all script preparation and synchronization tasks outside the Studio contributes towards the cost savings

Single Computer Configuration

A single computer configuration is when VoiceQ is on the same machine as ProTools.



Input via DVI, VGA or composite video

Figure 5.2 – Single Computer Configuration

Note: In a single computer configuration VoiceQ will work with many other recording applications including Logic Pro, Soundtrack and others. Check our website for the correct set up instructions and screen shots for these applications.

For further details refer Appendix 2 - VoiceQ & Pro Tools Integration Guide > Single Machine Setup (using IAC driver)

Dual Computer Configuration (Recommended)

A dual computer configuration is when VoiceQ is on a separate machine to that of the Digital Audio Workstation (DAW) eg. AVID Pro Tools. The VoiceQ and Pro Tools machines will communicate with MTC and MMC via a MIDI interface device. Both machines can be synchronized using MIDI Interfaces or via MIDI over a Local Area Network (LAN). This is the preferred configuration when a separate operator will be using VoiceQ in a recording session.

This is the preferred configuration when using VoiceQ in a recording session, as it provides superior picture playback and access to VoiceQ without disturbing the engineer. It also provides the added advantage of reducing the system load on the Pro Tools machine.

There are two types of Dual Computer configurations: MIDI over network and MIDI via hardware interfaces.

Dual Computer Configuration - MIDI over LAN

Using separate computers for Pro Tools and VoiceQ with MIDI information sent via the Local Area Network (LAN).



Figure 5.3 – Dual Computer Configuration (via LAN)

With a *Dual Computer Configuration* we can use Apples MIDI network feature to send MIDI via the Local Area Network. This setup does not require any additional MIDI hardware.

For further details refer Appendix 2 – VoiceQ & Pro Tools Integration Guide > Dual Machine Setup using Network (RTC-MIDI).

Dual Computer Configuration - MIDI via hardware

This configuration uses separate computers for Pro Tools and VoiceQ with MIDI information sent via MIDI hardware interfaces. This configuration requires a MIDI hardware interface on both computers, which are connected via a MIDI cable. Many AVID hardware boxes like the M-Box, Digi 001-003, Command 8, Control 24 feature MIDI output ports.



Figure 5.4 - Dual Computer Configuration (via MIDI Hardware)

The VoiceQ computer can use any standard USB MIDI interface, with VoiceQ automatically recognizing and chasing incoming MIDI timecode when it is set to online/chase mode.

For further details refer Appendix 2 - VoiceQ & Pro Tools Integration Guide > Dual Machine Setup using MIDI hardware interface.

Chapter 6: VoiceQ Window Screens

VoiceQ is divided into three main windows; Script window, Character window and Timeline window. Each window allows you to add, edit or delete most data within the window that affects your project.

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Figure 6.1 - VoiceQ Main Window

Script Window

The script window is the main window for editing the script. It displays the lines of dialogue, which character speaks that line, the start and end of each line as well as a line and word count. It allows the user to add, edit or delete scenes, lines, characters and any other relevant information and comments.

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Figure 6.2 - Script Window

You can change the layout of the window by merely dragging each column to the preferred position. The `Done' check box is a great way to monitor where you are up to in your session, especially inbetween breaks, recordings and translations. If there's a note from the Director a `Comments' icon will alert you to it. You are also able to add information in the On Screen Comments field and display that information on screen.

Translation Drawer

The Script Window provides access to the Translation Drawer which allows you to manually input translations associated with each line, as shown below.

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got to w	atch that koro sometimes		2			Cliff Curtis \$		00:00:10:19	00:00:12:07	00:00:01:12	6
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								01:05:22	00:01:08:09	00:00:02:12	9
-								01:09:05	00:01:10:01	00:00:00:21	2
								01:10:23	00:01:13:11	00:00:02:13	2
							Close	e 01:14:05	00:01:19:24	00:00:05:18	20
		~				-			00.01.26.12	00.00.05.06	10

Figure 6.3 - Translation Drawer

Timeline Window

The Timeline Window allows you to change the timing of the start and end of a word, a group of words or an entire line. Its as simple as grabbing and dragging the start or end of a line or using the Quick Keys to arrange words within a line.

	00:00:12	00:00:13	00:00:14	00:00:15	00:00:16	00:00:17	00:00:18	00:00:19	00:00:20	00:00:21	00:00:22	00
۰e	pt/1000-00-00-00-00-00-00-00-00-00-00-00-00	00:00:13:00			•		•					
sor	neti	n ç							we	II -	3	k
				ł di	d m it	abo	out i					
	00:00:12	00:00:13	00:00:14	00:00:15	00:00:16	00:00:17	00:00:18	00:00:19	00:00:20	00:00:21	00:00:22	00

Figure 6.4 – Timeline Window

Project Settings Window

Accessable from the main menu the Project Settings allows the user to; import and manage multiple movies, set the frame rate of each imported movie (if not automatically detected), set the start time of the project and create additional languages.

Media Files	
Use Name Framerate	
Lovecraft-VQ-PAL : Video 23.976 fps S	
+ - C 23.976 fps ○ As feet+frames ○ 0.1% pull up ○ 0.1% pull down Start ○ 0.10:00:00:00	Use Live Feed
Audio Tracks	Project languages
Default Original Language Info Preferred Langu	Q Search
💿 English 🛛 AAC 2ch:Stereo (L R) (48000.0Hz) 🔹 None 🗘 😵 🕸	Default Name Code Detail
	Arabic ar Chinese (Simplified) zh_Hans Croatian hr Dutch (Netherlands) nl_NL English en French fr German de Listed

Figure 6.5 – Project Settings Window

Character Window

The character window allows the user to add, change or delete characters and is split into two halves; all characters within the project (Project Characters) and all characters associated with the current Scene (Scene Characters).

Cilara									
Projec	t Charact	ers		Q Search					+
Show	Color	Gende	r	Name	Actor	Talent	Letters		
		None	٥	CLOSED CAPTIONS			:	253	¢
\checkmark		None	٥	NARRATOR (V.O.)				118	¢
\checkmark		None	0	HOWARD				138	C
\checkmark		None	٥	SARAH LOVECRAFT			(655	C
\checkmark	_	None	$\hat{}$	DOCTOR			ę	936	C
		None	0	SCENE				12	C
0	01			0					
Scene	Characte	rs 🗌		Q Searc	h by name				
Scene Show	Characte	rs Gende	r	© Q. Searc Name	h by name		Altitude	,	
Scene Show	Characte Color	Gender None	r ¢	Q Searc Name SARAH LOVECRAFT	h by name		Altitude 0%	0	6
Scene Show V	Characte Color	Gender None None		Q Searc Name SARAH LOVECRAFT HOWARD	h by name		Altitude 0% 0%	0	000
Scene Show V	Characte Color	Gender None None None	000	Q Searc Name SARAH LOVECRAFT HOWARD CLOSED CAPTIONS	h by name		Altitude 0% 0% 0%	0	000
Scene Show V	Characte Color	Gender None None None None		Q Searc Name SARAH LOVECRAFT HOWARD CLOSED CAPTIONS SCENE	h by name		Altitude 0% 0% 0%	0 0 0	0000
Scene Show V	Characte Color	Gender None None None None None		Q Searc Name SARAH LOVECRAFT HOWARD CLOSED CAPTIONS SCENE DOCTOR	h by name		Altitude 0% 0% 0% 0%		00000

Figure 6.6 – Character Window

Within the Character Window you are able to:

- □ Add, edit or delete a character
- □ Search by character name
- □ Arrange columns in any order
- Sort the characters in ascending or descending order (Name/Gender/Actor/Talent)
- □ Change the color associated with a character (*Rythmoband/Text*)
- Display or hide lines associated with each character (Show check box)
- Adjust the altitude of the character's lines when scrolled on the movie
- □ Change Character Name associated with Multiple Lines Users can select multiple lines and associate one character to them all.
- □ Case sensitive characters Can use same character names in different cases. JOHN and John are now treated as different characters.
- □ Select Gender of Character
- □ Input Actor/Talent/Description and misc. into fields.
- □ See character count for each character for the entire project.
- Merge two Character's line In some cases Character Names are misspelt and treated as separate characters. Users can merge two characters into one using drag-and-drop.



Figure 6.X – Merging Characters

Note: Removing a character will delete all dialogue lines associated with that character.

Note: Changing the altitude of a character's lines will affect all lines for that character in the project. It is important therefore to check that characters, whose lines may overlap, are at different altitudes.

Hint: When recording a single character at a time tick the `Show' check box associated with that character only. This will hide all other character lines from being displayed.

Hint: Try creating a character specifically for audio mixing, foley and/or other special effects and tick the `Show' check box associated with that character only.

Movie Display Window

The output window displays the overlays configured in VoiceQ Preferences. In this example Timecode display is enabled, Scrolling text has been selected to provide prompts for each word, and Subtitle mode to provide the whole line of dialogue for reading purposes. The audio wave is enabled to indicate the intensity of delivery of that word(s) as well as fine tuning synchronization, where late changes to the script are often made.



Figure 6.7 – Movie Display

The Actor uses the scrolling text as prompts only, indicating when each word is to be spoken – *it's not for reading*. Scrolling text shows gaps between words and words are stretched or shrunk so Actors know exactly when and how that word is to be performed – this provides accurate lip-synch for the Actor. When enabled the Preview Text feature helps the Actor with memorizing and reading the line(s) before the cue arrives.

Advantages of Scrolling Text (Digital Rythmoband) and Preview Text are:

- □ Keeps Actor `On Mic' no need to look down at paper scripts
- $\hfill\square$ Avoids use of paper scripts, and associated noise

- □ Accurate target language script and synchronization reduces Editing time
- □ Highly configurable on-screen cues and displays
- □ Script changes can be made and displayed on-screen instantly

Apart from adjusting the configurations in VoiceQ Preferences you can also adjust them directly in the Movie Window. Click on the displayed feature you wish to adjust and make your changes as required.

	Wi	ndow
		01:01:00:15
	SARAH LOVECRAFT: Theres no need to be fright hut Show Digital Rythmo Band Font ArialMT Change Font Color Font Color at Trigger Scroll Direction Automatic © Altitude Automatic ©	htened, the storm can't Scroll Speed Trigger Position Trigger Vidth Data Transparency Bar Transparency Size (% of overall) 10%
, the storm car't hurt you.		
		It It's not

Playdeck

The Playdeck gives you control over your ADR or Dubbing project, from script entry through to the recording session – the cueing aids for Actors, are at your finger tips.

There is a sliding scale readily available to enlarge or decrease the timeline view. Switching between languages, along with a shortcut key, is handy when checking translations on the fly.



Figure 6.8 – Playdeck

Shortcut Icons (Quick Keys)

Shortcut icons are a great way of activating features quickly. Each feature has an associated `Quick Key' and are to be used in tandem with the Function Key (fn) for even quicker activation.



Figure 6.9 – Shortcut Icons

There are two states for some features; When an icon is illuminated the feature is set to activate on one line at a time. When an icon is illuminated with a `Tick or Number' imbedded the feature is set to activate on all lines. The Streamers Icon has an additional third state which can be triggered by a MIDI command when integrated with Pro Tools.

All these features have adjustable settings which can be set in VoiceQ Preferences and in the Movie Window.

Chapter 7: VoiceQ Workflow

Generic Workflow

This section explains the output view of VoiceQ and generic workflows.

The video output of the VoiceQ application is the movie with optional cueing symbols and visual displays superimposed. The VoiceQ scrolling text scrolls from the right hand side of the screen towards the 'target line' on the left. Actors read the dialogue when it hits this line to achieve lip sync. Other cueing methods such as streamers (also called wipes), visual aids and audible count-down (3, 2, 1 go) are also displayed over the video.

The output view has the following features:

- □ The VoiceQ scrolling text is overlaid on a live display of the movie associated with the project.
- □ The display may be in either a window on the main display of the computer, or full screen on a secondary display.

The following diagrams describe generic workflows when adopting VoiceQ into your Script Management, ADR and/or Dubbing processes. Integrating VoiceQ with your Digital Audio Workstation, such as AVID Pro Tools, allows for seamless implementation and interaction with your current processes.

Contact KIWA if you need additional information on integrating VoiceQ into your workflow or refer to Appendix 2 – VoiceQ & Pro Tools Integration Guide.

Audio Dialogue Replacement (ADR) Workflow



ADR Generic Workflow

Pre-Production

- Either input ADR script manually or import script in VoiceQ text format.
- 2 Associate relevant movie(s).
- Set up VoiceQ preferences as appropriate, including movie offset and other project wide parameters.
- Check script against movie and update as appropriate.
- Add any additional foley, notes, detection symbols etc.
 S synchronize as appropriate.
- Produce ADR and any other reports required for the ADR session. Schedule the Actors & Recording Studio Personnel.



Production

- Lock VoiceQ to Pro Tools. Filter VoiceQ by Actor(s) whose lines are to be replaced. Cue and record ADR lines. Select takes as appropriate.
- Edit, mix and layback as appropriate.
- Produce Export Scripts and other reports as required along with deliverables.



Figure 7.1 – ADR Workflow

Language Dubbing Workflow



Figure 7.2 – Language Dubbing Workflow
Chapter 8: Working with Scripts

Export Scripts come in all kinds of formats and layouts and need to be reformatted into a file format VoiceQ can read and import.

When you create a VoiceQ project, you must first enter or import a script. The script usually contains; timecode in, timecode out, line of dialogue and character name. VoiceQ will also accept director notes, comments or scene descriptions if required as well as multiple languages.

Where there is no timecode available VoiceQ will automatically enter an estimated timecode for you. That way, each line of dialogue will be retained in the same order as in the movie. It is possible to combine the two format options when only occasional timecode information or only start timecode values are available.

MS WORD Documents (DOC, DOCX)

MS WORD documents can be imported into directly into VoiceQ for placement. Follow this simple process:

Step 2: Open in VoiceQ

a) Open VoiceQ and create a New project

b) Select: **File > Import > Import MS Office...** navigate and select the script.rtf file. (This will open the VoiceQ Script Import Manager Window)

c) Configure Script Import Manager Window:

- □ Check Box: First line contains type information select
- Check Box: Extract On-Screen Notes with select () or [] (as appropriate)
- Column Headers: Will automatically be detected but are configurable. To configure Headers manually Click on each Column Header and select the appropriate Header from the drop down list.

The options are: Ignore, Character, Scene, Timecode In & Time format, Timecode Out and Time format, Script, Done, Comments, On Screen Notes.

d) Select: Import

Comma Separated Values Documents (CSV)

Text (.txt) or Comma separated values (csv) file format can be imported into VoiceQ. Follow this simple process:

Step 1: Open in VoiceQ

a) Open VoiceQ and create a New project

b) Select: **File > Import > Import Text (TXT,CSV)...** navigate and select the script.rtf file. (This will open the VoiceQ Script Import Manager Window)

Fil	е	Edit	Script	View	Overl	ay N	Window	Debu	g Help	0 3 3 3
1	Nev	N			жN				○ Lo	vecraft-23fps-NTS
	Ope	en			жо		Start		End	Duration
(Ope	en Rec	ent		►					
(Clo	se			жw					
5	Sav	e			жs	/.0.)≎	01:00:	10:18	01:00:21:14	00:00:10:19
5	Sav	e As			企業S					
F	Rev	ert to	Saved							
l	lmp Aut	ort Mo oSync	edia h Assista	int	ዕዤ∣ ዕዤJ	٥	01:00:	51:14	01:00:53:15	00:00:02:01
	mp	ort				lm	port Text	(TXT, (CSV)	
E	Exp	ort			Þ	lm	port MS (Office (DOC, DOCX, X	LS, XLSX)
F	Rep	ort			►	lm Im	port Subl port Fina	Rip (SR Draft	T) (FDX)	
hten can'	ned 't hi	, the urt you		SARA	H LOVE	lm	port Proj	ect		
can'	th	urt you				Im	port Proj	ect	_	

c) Configure Script Import Manager Window:

- □ Check Box: First line contains type information select
- Check Box: Extract On-Screen Notes with select () or [] (as appropriate)
- Column Headers: Will automatically be detected but are configurable. To configure Headers manually Click on each Column Header and select the appropriate Header from the drop down list.

The options are: Ignore, Character, Scene, Timecode In & Time format, Timecode Out and Time format, Script, Done, Comments, On Screen Notes.

d) Select: Import

Text Files (TXT)

You can format text files using Apple's Text Edit, Microsoft Word, Text Wrangler or any other similar word processing application. Please ensure the file is simple text and encoded using Unicode UTF-8. If your word processing application has an option to view invisible characters (tabs and carriage returns) you may want to turn it ON to help in the formatting process.

Convert all text files into Tab Delimited text files by saving the file accordingly.

Scripts With Timecode

VoiceQ will accept scripts with or without Timecode.

Format with Timecode:

Character [tab] Script [tab] Timecode IN [tab] Timecode OUT [tab] (Comments) [return]

Format without Timecode:

Character [tab] Script [tab] [tab] [tab] (Comments) [return]

VoiceQ will also accept and set the default language, additional languages, the frame rate of the associated movie and scene descriptions within the import file. The following table describes the format for providing this information.

HINT: Because the text file is TAB delimited you are able to `copy & paste' the script directly into the Script Window. You may have to manually add the Character Names in the Character Window.

Export Script Format Command Details

Detail	Action
25	Will instruct VoiceQ to set the frame rate at 25fps
[tab] en	Will instruct VoiceQ to set the Primary Language as English
*** [scene description]	Creates a scene in VoiceQ under the new project.
Character [tab]	Will insert the character's name in the character field.
[tab] [tab]	Will instruct VoiceQ there is no time code (TC IN or TC OUT) available for that line of dialogue
spoken line in primary language	Will insert the spoken line of dialogue
[tab] time [tab] time	Will insert the start and end timecode into the time

	code fields
#	Will insert a comment or note associated with that line
π	or scene
[return]	Will instruct VoiceQ it is the end of the spoken line

Table 8.1 – Export Script Format

Lines without a time code will have their times estimated based on a set of algorithms in the VoiceQ application. It is possible to change the time codes later.

Scenes without time codes are assumed to start at the end of the previous scene. Again, timings will be estimated based on a set of algorithms in the VoiceQ application.

Hint: Many database style software applications, e.g. Filemaker Pro, can output the required tab delimited .txt files to aid in this process. In Filemaker Pro select the records you wish to output. Select File > Export Records... and save the file as a tab delimited text file.

0 😑 🕒						Untit	led					
Num Script											10000	
	/var/folder	rs/px/31yh96l	ld2l7fkg2cbjryt09c0	0000gp/T/Love	ecraft demo M	lulti 23.97fps P/	AL 3 LANGUAGE.	CSV			Reload	THE REPORT
	🗹 First lin	e contains co	olumn type informat	ion	Split Sen	tences 🗌 Extra	act On Screen No	otes with				
	Framerate	25 fps 🔇	Feet+Frames	Default I	anguage E	Inglish			•	Detect Languag	e Rescan	
						Original	Data					
						Conginal						
	Incl.	Scene	Character	Timecode In	Timecode Out	Cue Number	On Screen Note	Comments	Script (en)	Script (fr)	Script (de)	
		Scene 1	NARRATOR	01:00:10:20	01:00:21:16				The oldest a	L'émotion la	Das älteste u	
		Scene 1	HOWARD	01:00:51:21	01:00:53:22	2		(Whimpers)	(Whimpers)	(Gémisseme	(Whimpers)	
		Scene 1	SARAH LO	01:00:54:15	01:00:57:15				Howard? Ho.	Howard? Ho	Howard How	
		Scene 1	SARAH LO	01:00:58:02	01:01:01:06				There's no n.	Il n'y a pas b	Es gibt keine	
		Scene 1	HOWARD	01:01:01:12	01:01:03:21				It It's not t.	Ce n'est pas	Es ist nicht s	_
		Scene 1	HOWARD	01:01:04:09	01:01:08:22				It's just to	. C'est juste	Es ist nur	
		Scene 1	SARAH LO	01:01:09:05	01:01:14:04				Oh, Howard.	Oh, Howard	Oh, Howard	
		Scene 2	SARAH LO	01:01:40:11	01:01:43:07				Just hold m	. Tiens-moi la	Halten Sie ei	
		Scene 2	HOWARD	01:01:45:19	01:01:47:06				I don't like t	. Je n'aime pa	Ich mag dies	
		Scene 2	SARAH LO	01:01:47:09	01:01:49:21				I know, darli	. Je sais chéri	Ich weiß, Lie	
	_	Scene 2	SARAH LO	01:01:50:02	01:01:54:19				But you kn	Mais vous	Aber Sie w	
	_	Scene 2	SARAH LO	01:02:03:09	01:02:11:11				Good evenin	Bonsoir, Doc	Guten Abend	
On Sereen Comr	_	Scene 2	DOCTOR	01:02:11:20	01:02:18:11			The doctor	Mrs. Lovecr	. Mme Lovecr	Mrs. Lovecra	
On Screen Conn		Scene 2	DOCTOR	01:02:18:11	01:02:24:07				But Winfield'	Mais l'esprit	Aber Winfiel	
		Scene 2	DOCTOR	01:02:24:08	01:02:28:13			The Doctor	a shattere.	un verre b	ein zersch	
		Scene 2	DOCTOR	01:02:28:20	01:02:35:20				But in all ho	. Mais en tout	Aber in aller	
00:00:00		Scene 2	SARAH LO	01:02:36:22	01:02:39:02				But haven't	Mais les trait	Aber haben	000
00.00.00		Scene 2	DOCTOR	01:02:39:14	01:02:45:02			The doctor	Well don't e.	. Eh bien ne v	Nun, erwarte	00.0
	Image: A start of the start	Scene 2	DOCTOR	01:02:45:09	01:02:53:04	F			Most assure.	Certes, nous	Sicherlich ha	
										Ca	incel Import	
00:00:00		00	:00:01		00:00:02			00:00:03		00:00	0:04	00:0
Timeline S	Scale	6				00.00	. 00 . 00	i (
		.9		• •	PI	00:00	:00:00			er -14	<u> </u>	•
English	0											

Figure 8.1 – Script Import Manager Window

Advanced Paste import

- New copying and pasting scripts feature. Getting your script into VoiceQ has now become a lot easier and much, much faster. Make sure your script, containing the lines of dialogue and associated character name, are separated by a TAB. The following is a simple guide on how to use Advanced Paste (*Paste with Option*) in VoiceQ 2.
- 1. Select your text (Using a word processor) then select Edit>Copy



2. Select 'Edit>Paste with Option' or 'Shift+Command+V'

🐇 VoiceQ File	Edit	Script	View	Window	Help	
	Und	ob		9	SZ	
Script	Rec	ю		09	SZ	
Vew Scene	Cut			9	X	
Thats what I call a r	Cor	21/		9	C	
And now I dont nee	Pas	te		9	SV her	re.
Wow! Its so cool t	Pas	te with C	ption	X a	8V	
Whoa!	Pas	te and M	atch Styl	e 飞企計	SV .	
"What a view! Our s	Del	ete ect All		9	one	e da

3. The 'Text Import Window' will open (Similar to the 'Import Window')

Insert new lines	 Replace text only 	Language	English
Split Sentences	Z Extract On Screen Notes with ()		
Character	English		Comments
YOUNG LUKAS	Thats what I call a real king size bed.		
YOUNG LUKAS	And now I dont need to always take the Kong-vat	or to get up here.	
YOUNG LUKAS	Wow!		
YOUNG LUKAS	Its so cool being up so high!		
YOUNG LUKAS	Whoa!		

4. Once you have reviewed your import, click 'Paste' to complete the process. Your text will then be inserted into the timeline.



Split lines when importing

- □ Automated `Split Lines' when pasting and importing scripts. This is especially relevant for scripts that have very long lines or paragraphs that need narrating (for ADR) or translating (for Dubbing). The shorter the line the quicker and easier it is to synch. The following guide is for splitting lines using Text Import. The same guide can also be applied when using Advanced Paste. If you are using text import please skip to step (3).
- 1. Open File>Import>
 - a. Import Text (TXT, CSV)... for CSV files.
 - b. Import MS Office... for .doc/.docx files.

Maur	92.51		
New	26 IN		
Open	жo		
Open Recent	· •		
Close	₩W		
Save	ЖS		
Duplicate	企業S		
Rename			
Move To			
Revert To	•		
Import Modio	<u></u>		
Import	•	Import T	ext (TXT, CSV)
Export	•	Import N	1S Office
Report	•	Import S	ubRip (SRT)

2. Select checkbox for 'Split Sentences'

~/Deskto	p/Recording/MANAGING YOUR SCRIPTS/Dialogue.csv					Reload
🗌 First li	ne contains column type information		Split Sentences	Extract O	n Screen Notes with	()
Framerate	25 fps 🗧 🗌 Feet+Frames 🛛 Default Language	English			Detect Language	Rescar
		Original Dat				
Inci.	Character	Sc	ript (en)			
	YOUNG LUKAS	Th	ats what I call a real king si	ze bed.		
	YOUNG LUKAS	Ar	d now I dont need to alway	s take the Ko	ong-vator to get up here	
	YOUNG LUKAS	W	ow! Its so cool being up so	high!		
	YOUNG LUKAS	W	hoa!			
	YOUNG LUKAS	W	hat a view! Our secret hided	out is awesor	me! (Very serious) But I	oromise
	YOUNG LUKAS	W	ith hi-tech camouflage, and	I III lay in eno	ugh banana chips and c	ther sur

3. Once you have reviewed your import, click 'Import' to complete the process. Your text will then be inserted into the timeline.

/var/folde	rs/vj/1z0k6swd22sf7q9b25d7mkph0	000gn/T/Dialogue.c	sv		Reload
First lin	e contains column type information	Split	Sentences 🗹 Extract	On Screen Notes with	()
ramerate	25 fps 🖸 🗌 Feet+Frames	Default Language	English	Detect Language	Rescan
		Original	Data		
Incl.	Character		Script (en)		
	YOUNG LUKAS		Thats what I call a rea	king size bed.	
	YOUNG LUKAS		And now I dont need t	o always take the Kong-	vator t
	YOUNG LUKAS		Wow! Its so cool being	up so high!	
	YOUNG LUKAS		Whoa!		
	YOUNG LUKAS		"What a view! Our sec	ret hideout is awesome!	(Very
	YOUNG LUKAS		"With hi-tech camouf	age, and III lay in enough	bana
	YOUNG LUKAS		"So no matter what ha	ppens, no one from dow	n ther
	YOUNG RICHARD		"Check it out, Dad! I n	ade it so it can crush an	ything
	DR. LEO REMY		"Very impressive. Well	, Im proud of you, son."	
	YOUNG RICHARD		"Thanks, Dad, but its :	still not right. If I could ju	st use
	DR. LEO REMY		"Out of the question, I	Richard. You know my las	sers ar
	YOUNG RICHARD		I dont see whats the b	ig deal! Ive watched you	use th
	DR LEO REMY		No - theyre too dange	rous (Softening) But ma	whe w

Extract Comments

- Extract comments when pasting and importing scripts. This allows users to add comments via script import. Any text in brackets can be ommited if user choose to do so during the text import process.
- 1. Open File>Import>
 - a. Import Text (TXT, CSV)... for CSV files.
 - b. Import MS Office... for .doc/.docx files.

ile Edit Script Vie	w Overlay	Window	Debug	Help	🖸 💿 🖸 🕯
New	жN				Untitled
Open	жо	Start	E	End	Duration
Open Recent					
Close	жw				
Save	жs				
Save As					
Revert to Saved					
Import Media	企業日				
AutoSynch Assistant				_	
Import	>	Import Text	(TXT, CS		
Export	•	Import MS	Office (DC	C, DOCX	, XLS, XLSX)
Report	•	Import Sub Import Fina	Rip (SRT). I Draft (FD)X)	
		Import Proj	ect		
	-				

2. Select checkbox for 'Extract On Screen Notes' and the appropriate bracket.

~/Desktop	/Recording/MANAGING YOUR SCRIPTS/Dialogue.csv					Reload
First lin	e contains column type information		🗹 Split Sentences	🗹 Extract	On Screen Notes with	≮ []
Framerate 25 fps 📀 🗌 Feet+Frames Default Langua		English		0	Detect Language	()
		Original	Data			()
Incl.	Character		Script (en)			
	YOUNG LUKAS		Thats what I call a real king size bed. And now I dont need to always take the Kong-vator to get up here. Wow! Its so cool being up so high!			
	YOUNG LUKAS					
	YOUNG LUKAS					
	YOUNG LUKAS		Whoa!			
	YOUNG LUKAS		What a view! Our secret hide	out is awes	ome! (Very serious) Bu	t I promise
	YOUNG LUKAS		With hi-tech camouflage, and	d III lay in er	nough banana chips an	d other sur
	YOUNG LUKAS		So no matter what happens,	no one fron	n down there, or anywh	ere, will ev
	YOUNG RICHARD		Check it out, Dad! I made it s	o it can cru	sh anything that gets i	n our way!
	DR. LEO REMY		Very impressive. Well, Im pro	oud of you, s	son.	
	YOUNG RICHARD		Thanks Dad but its still not	right If Loo	uld just use your laser	I know I co

3. Once you have reviewed your import, click 'Import' to complete the process. Your text will then be inserted into the timeline.

/var/folder	rs/vj/1z0k6swd22sf7q9b25d7mkph0	000gn/T/Dialogue.c	sv		Reload
First lin	e contains column type information	Split	Sentences 🗹 E	ktract On Screen Notes wit	th ()
ramerate	25 fps 🖸 🗌 Feet+Frames	Default Language	English	Detect Language	Rescan
		Original	Data		
Incl.	Character		Script (en)		
	YOUNG LUKAS		Thats what I call	a real king size bed.	
	YOUNG LUKAS		And now I dont r	need to always take the Ko	ng-vator t
	YOUNG LUKAS		Wow! Its so cool	being up so high!	
	YOUNG LUKAS		Whoa!		
	YOUNG LUKAS		"What a view! O	ur secret hideout is aweso	me! (Very
	YOUNG LUKAS		"With hi-tech ca	mouflage, and III lay in end	ough bana
	YOUNG LUKAS		"So no matter w	hat happens, no one from	down ther
	YOUNG RICHARD		"Check it out, Da	ad! I made it so it can crus	h anything
	DR. LEO REMY		"Very impressive	. Well, Im proud of you, so	m."
	YOUNG RICHARD		"Thanks, Dad, b	ut its still not right. If I coul	d just use
	DR. LEO REMY		"Out of the ques	tion, Richard. You know m	y lasers ar
	YOUNG RICHARD		I dont see whats	the big deal! Ive watched	you use th
	DR LEO REMY		No - theyre too	dannerous (Softening) But	t mayhe w

Chapter 9: Working with Administrators

Workflow for Administrators

The Administrator is typically responsible for creating the VoiceQ Project and making it available for loading onto the Studio VoiceQ Machine. The following process outlines tasks associated with creating a VoiceQ Project and should be used as a guide only.

Step 1: Create a VoiceQ Project

1.1 Create Your Project

From the Main Menu select:

File > New ($\Re N$) to create your VoiceQ Project.

In the Drop-down window name your project, tag and save it in an appropriate directory. All updates to this file will be saved to this directory. When Locked no changes will be allowed to the VoiceQ Project.

Character	Conut
Name:	NEW PROJECT NAME HERE
Tags:	Oreen
Where:	Desktop ‡ Locked

Figure 9.1 Project Header

1.2 Configure Project Settings

The Project Settings Window Drawer allows you to Import the associated Movie(s), set the Frame rate (if not automatically detected by VoiceQ) and set the Project Languages:

From the Main Menu select:

View > Project Settings (\Re 9) to open the Project Window.

	Project Window	· 5 Ø Q
Media Files Use Name Video #1 (English) + - 25 fps ; As feet+frames 0.1% pull up 0.1% pull down Start 00:00:00:00		
Audio Tracks	Project languages	
Original Language Info Selected Language English LPCM 2ch:Stereo (L R) (48000.0Hz) English : O	Q. Default Name Cerman French English Arabic (United Arab Emirates) + -	Code de fr en ar_AE
		Close

Figure 9.2 – Project Settings Window

1.2 Import the Movie

VoiceQ accepts the same media formats and codecs as most Apple Mac computers, as listed in Table 1.1 – Media Formats and Codecs.

From the Main Menu select: File>Import Media... and select the Movie.

1.3 Set the Frame Rate

In most cases VoiceQ will automatically detect and set the frame rate of the movie for you. If you need to manually set the frame rate, select the appropriate frame rate of the movie from the drop down menu.

23.976 fps	
24 fps	
✓ 25 fps	
29.97 fps	
29.97 fps DF	
30 fps	n
30 fps DF	0.00

Figure 9.3 – Frame rates

1.4 Set Pull Up / Pull Down

When the timing of cues doesn't match the movie, due to changing frame rates in the conversion process, use the pull up and pull down options to compensate.

You may not need to use this setting at this time, however It may become more noticeable during the synchronization process so keep this option in mind.

25 fps	* *
As feet	t+frames
🗌 0.1% p	ull up 🗌 0.1% pull down
c	00.00.00.00

Figure 9.4 - Pull Up / Pull Down

Pull up will add 0.1% of the time to the start, end and duration of all the lines. This effectively moves all lines forward and reduces the duration timing of the lines.

Pull down will subtract 0.1% of the time to the start, end and duration of all the lines. This effectively moves all lines backward and accordingly increases the duration timing of the lines.

1.5 Set the Start Timecode of the Movie

An offset can be applied to the session. This is applicable for different specifications held by various international film industries. For instance, if the first frame of the movie file starts at 01:00:00:00 (1 hour) then enter this value in the offset field and also in the scene start time. These parameters may change for each project and VoiceQ allows the values to be set accordingly.

Note: A negative offset can also be applied by entering a negative symbol preceding the offset time code.

1.56 Set the Default Primary Language

VoiceQ gives the user the option of selecting one primary (default) language and as many additional languages as required for the purpose of dubbing film into other languages.

Project	languages		
٩			
Default	Name		Code
0	German	(le
0	French	f	r
۲	English	e	en
+ -		And Andrew Street Stree	
			Clos

Figure 9.5 - Project Languages

To add a primary language use the search option and select the appropriate language. Select the Default button next to the primary language.

1.7 Create the Target Language

To add a target language, use the search option and select the appropriate language.

Hint: You can also use VoiceQ to set the same primary language as a target language e.g. for recording in another dialect or accent. It may also be used to rerecord lines of dialogue (ADR) where the original sound track was impaired (erroneous noise, overhead airplane etc.).

You can also add and rename the same primary language for the purposes of producing a `subtitle' script.

Note: All languages will also appear in the Translation Drawer window as in Figure 6.3 - Translation Drawer.

Step 2: Add a Script

If you don't have an electronic version of your script you will need to input it manually into VoiceQ otherwise you can Import your script, provided it is in the correct format.

2.1 Manually Enter Script into VoiceQ

To input the script directly into the VoiceQ application:

- 1. Create a Scene: select Script > Add Scene (\Re Y) and Name the scene
- 2 With the Scene highlighted create a Line: select Script > Add Line (HL) and

enter the line of text, OR

3. Click in the Timeline Window where you wish to add the line and right click to select `add a line' or (HL) and enter the line of text.

Note: You can also use <u>Apple's `Start Dictation'</u> (fn fn) speech-to-text feature after adding a line to dictate the text and have it automatically entered in the Line Field.

Hint: You can also use VoiceQ to transcribe a script quickly and easily using this process. Watch-down the movie and progressively add lines and text in the Timeline Window where appropriate. Synch the beginning and end of each line by dragging the appropriate end of each line. Once completed your able to produce an accurate Script Report and/or export the completed script using VoiceQ's report builder.

2.2 Import Script directly into VoiceQ

To import a script, ensure your script is in the correct VoiceQ format. If not, use the Script Import Manager (SIM) Application to convert your script into the required format. SIM will create this `VoiceQ import ready' file from any text, word or excel (recommended) file.

Full instructions are contained within the SIM User's Guide in Appendix 15 – Script Import Manager User's Guide.

To import a text file of the script directly into the VoiceQ application select:

- 1. File > Import > Import XML ... or Import TXT... or Import MS Office...
- 2. Navigate to the desired file and choose 'Open'.

Note: VoiceQ will accept script files whether they contain timecode or not. It can also accept scripts with both the primary and target languages in the one file.

2.3 Associate a Project Character(s)

If you have imported your script the Characters will already have been created in the Project Character Window. If you input the script manually you will need to create them.

To create characters manually:

1. In the Project Characters Window select the Plus Sign (+) to create a character and name it.

You now need to associate a character with each Line of dialogue:

- 2. In the Script Window highlight the Line and select the appropriate Character from the drop down list.
- 3. For newly created Characters not in the drop down list you may need to drag a character from the Project Character window onto that Line.

Note: A color will automatically be assigned to that Character, which can be changed using the OSX color palette.

To set the Altitude of the Character's Lines:

4. In the Scene Characters Window select the Altitude increment for each Character.

Hint: To resolve any conflicts of multiple character lines being overlaid make sure they are at different altitudes when in the same scene.

2.4 Import a Movie(s)

VoiceQ must have a script and an associated Movie in order to synchronize the script with the movie.

If you haven't already done so import a movie:

- 1. File > Import Media (\hat{U} #i),
- 2. Navigate to the desired movie file and choose 'Import'.

You can import more than one movie by selecting:

- 3. View > Project Settings (3) to open the Project Window,
- Under Media Files > Select the Plus Icon (+) to add an additional movie at a time.

Step 3: Synchronize your Project

To synchronize the script with the imported movie just follow these steps:

- 1. Select the **Start of the Line** in the Timeline Window and drag it to the appropriate location use the audio wave form and timecode values displayed for accuracy,
- 2. Select the **End of the Line** in the Timeline Window and drag it to the appropriate location,
- To synchronize the Words within the Line, drag it to the appropriate location. You can also use the QuickSpot and other relevant Quick Keys as described in Appendix 4 – Quick Keys Reference Guide,
- 4. Repeat step 3 for every Line.

Hint: To enhance this process you can use a Jog/Shuttle Wheel device eg. ShuttlePRO or Shuttle Xpress, and program the appropriate Keys to perform these functions.

Hint: For advanced VoiceQ Users you can play segments of the movie and use the QuickSpot Keys to synchronize the start and end of each line in real-time.

Step 4: Set Up Translation & Adaptation

Once the VoiceQ Project has been finalised it can be delivered to the Director, Translator and/or Adaptor, depending on your own processes, for translation and adaptation. Once the translation and adaptation has been completed and approved by the Language Director it can then be sent back to the Adminstrator to set display parameters and produce the necessary reports for scheduling.

Step 5: Configure Visual Display Parameters

Within VoiceQ Preferences $(\mathfrak{B},)$ you are able to change various settings in the VoiceQ application. These are categorized into General, Display and Cue windows.

These peramaters can be set depending on the experience of the Actor(s), the Director's preferences and the Audio Engineer's systems and workflow.

Refer to Appendix 1 – VoiceQ Menu Guide for a detailed description of each feature.

Step 6: Scheduling & Reporting

VoiceQ provides an abundance of standard reports to schedule Actors and produce the necessary Scripts, including: character line progress and summaries, export script reports, character script reports, ADR cue lists and much more. If you want to extract and create your own reports, just use the Report Builder provided.



Figure 9.6 - Standard Reports and Report Builder

Scheduling Actors has never been this easy - the Character Line Report provides all the information you need to determine how much time is needed to record an Actor; number of Lines, number of Words, number of Loops, Time duration per Line and Total time duration of all Lines. Weigh this information up with the experience of the Actor and you have a pretty good idea of how long you need to book the Actor in for. If Actors require a script to rehearse their lines the standard Character Line Report is the most appropriate to email them.

Chapter 14 explains everything you need to know about VoiceQ's Reporting facilities.

Step 7: Set Up Audio Recording Studio

The Engineer is responsible for ensuring the technical environment is in place, including integration with the studio Digital Audio Workstation (eg. Pro Tools) and VoiceQ Application. The Engineer will also ensure the VoiceQ Project is loaded, the environment tested and everything is ready for recording. If any VoiceQ display settings need to be refined the Engineer can run through them with the Director and Actor before the start of the recording session. The Administrator may also be present at the recording session(s) and maybe called upon to make last minute changes in VoiceQ eg. Change a line, toggle a display on and off etc.

Chapter 10: Working with Translators & Adaptors

Workflow for Translators & Adaptors

Translation is the process of translating words or text from one language into another. It comprises the interpretation of the meaning of a text in one language (source language or text) and the production of a new, equivalent text in another language called the target language or text, or the translation.

The goal of <u>translation</u> is to ensure that the source and the target texts communicate the same message while taking into account the various constraints placed on the translator.

The <u>adaptation</u> component is selecting the appropriate translation to best match the lip sync of the movie without compromising the context of the source text or the linguistic and cultural integrity of the secondary language or target text.

Step 1: Creating Additional Languages

The target language(s) are typically set up by the Administrator when creating the VoiceQ Project. The Translator is often responsible for both the translation and the adaptation of the script. Reports can be produced at any time to provide an up-to-date progress status of the translation. You can also use the `Done' box next to each Line to keep track of your translation.

Step 2: Translating & Adapting with VoiceQ

The greatest advantage of translating and adapting directly into VoiceQ is the instant feedback the Translator and Adaptor receives in play back mode to verify their translation; word choice is immediately apparent, lip sync is instantly noticeable and explosives and labials are discernible.

The translator will try to make the "labials"—the consonants that cause the mouth to close, such as M, B, and P—match up with the labials in the original language version (usually English).

The use of `explosives' or `labials' provide additional authenticity to the translation:

- Words chosen in the target language that best match the mouth movements of the original language egg. Mouth closed or open, particularly at the beginning and end of a line,
- Names, when placed in the same position as the original dialogue,

- Number of words chosen in the target language that best match the number of words of the original language.

The use of direct or literal translation techniques may also be employed, particularly by experienced Translators and Adaptors:

Borrowings: borrowing from the source language a term or concept to overcome a lacuna in the target language or to create a stylistic effect eg. Sushi, Pizza, Sauerkraut.

Calque: a special type of borrowing, consisting of borrowing an expression from the source language and translating literally each element Calque can be either lexical – Carburator, or structural Mayo 5 instead of 5 de Mayo.

Literal Translation: the direct transfer of the source language into the target language in a grammatically and idiomatically proper way eg. Good morning

Transposition: replacing words from one grammatical word class with another without changing the meaning of the message eg. "Reconstruction of the city is very important" – "To reconstruct the city is very important".

Modulation: changing the view point without changing the meaning of the message. Eg. "It is not difficult" – "It is easy".

Hint: If your unable to use a word in your translation for the beginning or end of a line, that best matches the mouth movements of the original text, try using a gesture or sound effect before/after the translation eg. Argh, Ha ha, Mmmm, Oooo etc.

To translate and adapt in VoiceQ:

2.1 Switch the Language to the target language you wish to translate into, as in figure 10.1 below:



Figure 10.1 - Project Languages

2.2 Select a Line and open the Translation Drawer next to it. This allows you to manually input translations associated with that line, as shown below.

Translation Drawer

• •	•					 Lovecraft-23 	fps-	-NTSC-ML												
Num	Script				Secondary Language		Cł	haracter		St	ai	Charac	er Filter				All			
	▼ Opening Scene			***						(D	Project	Characte	ers		Q. Search				+
2	The oldest a mankind is fe strongest kir unknown.	nd stronges ear, and the ad of fear is	it emotion of oldest and fear of the		La emoción más antigua humanidad es el miedo, antiguo y más fuerte es desconocido.	y más fuerte de la v el miedo más Il miedo a lo	•	NARRATC	DR (V.O.)	0	0	Show	Color	Gende None None	NaCLNA	me OSED CAPTI RRATOR (V.C	Acto DNS	r Talo	ent	
6	(Whimpers)				(Gimoteos)			HOWARD		0	0		-	None	С HC	WARD				
7	Howard? How	ward dear, a	are you scared?		¿Howard? Howard, carif	, ¿tienes miedo?		SARAH LO	OVEC	0	0	H		None	C SA	RAH LOVECR	AFT			
8	Line #7: English	P				Scene 1, Loop 3	•	SARAH LO	DVEC	0	D			None	0 SC	ENE				
9	Howard? Howard	dear, are yo	ou scared?					HOWARD		\$	C°.									
10								HOWARD		0	0	Scene	Characte	rs		Q Sea				
							H					Show	Color	Gende	Na	me		Alt	itude	
11							•	SARAH LO	OVEC	0	0			None	C DC	OCTOR			0% 0	0
														None	© NA	RRATOR (V.C	.)		0% 0	0
18	Language	Share start	Script				•	SARAH LO	DVEC	ç	C		-	None	C HC	WARD			0% :	G
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INT. H A KNC	Chinese (Simp		霍华德?霍华德	亲爱的	的,你害怕吗															
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						Close	mo	ot It	's just	tonigi	nt's I	the nig	nt we vis	sit fathe	r in		-			_
	01:00:5	4:15																		
	Ho H	lo d i	3 scar	There	s no need to be frightened,											Oh, Howa	ırd. He's re	ally looking	forwa	rd t
01:0	0:57 01:00:58 0	1:00:59 01	:01:00 01:01:01	01:0	11:02 01:01:03 01:01:04	01:01:05 01:01:06	01	1:01:07 01	:01:08	01:01	:09	01:01	:10 0	1:01:11	01:01:	12 01:01:13	01:01:14	01:01:15	01:	01:16
	Timeline Scale		_																	
•0		- 6	QK	•	- > + H	01:00	:5	54:15				=	Θ	P	-11-	<u>A</u>	111		*	
En	glish	0				3														

Figure 10.2 - Translation Drawer

Input the target language in the field provided, taking note of the source language, number of words and delivery of the line by the Actor in the movie. Adapt your translation to best match the original mouth movements, timings, and the use of explosives, labials and other translation techniques.

You can test your translation by playing that segment of the movie and turning Scrolling Text ON. Scrolling the translated text over the movie helps with timing, adaptation of the text and lip synchronization.

Hint: Reverse translation or back-translation of the target text into the source text helps to retain the meaning and context of the original text.

Step 3: Reviewing with VoiceQ

Once the translation and adaptation have been finalised you can play the movie, with scrolling text and/or subtitle mode enabled, to validate and make any final script changes before submitting the VoiceQ Project and/or Script Report to the Language Director for approval.

Verification of the translation beforehand avoids disruptions to the recording session later allowing the Actor(s) and Engineers to focus on their tasks at hand.

Chapter 11: Working with Actors

Workflow for Actors

Voice actors or actresses are called speakers, performers, voice artists, voice talent or simply actors. Each have their own preference when it comes to voice acting, particularly in being cued or prompted their lines for recording. Some prefer to voice one line of dialogue at a time, others prefer to voice more than one line, particularly when they're `in-the-zone'.

Some prefer paper scripts, others to have their lines displayed on-screen. They also have their own cueing preferences; the 3 Beeps method, streamers or wipes method or Rythmoband technique

Step 1: Cueing for Actors

Actors are spoilt for choice when selecting a cueing aid to use in VoiceQ.

When it comes to cueing (a prompt for when the beginning of the next line is to be spoken) there are a number of options available to the actor within VoiceQ:

- Scrolling Text (Rythmoband): A technique favored in France where dialogue is scrolled across the bottom of the screen, in synch with the movie and when each word hits a vertical trigger bar it is the cue point for that word to be spoken.
- □ Three Beeps: a series of 3 beeps played a second apart through the Actor's headphones; the 4th imaginary beep is the cue point.
- □ Streamers or wipes: A vertical line travels across the screen from left to right at a predetermined speed. The start point is reached when the line reaches the right side of the screen.
- 3,2,1 Countdown: a visual prompt to the beginning of the first word in the line
- □ 1,2,3 Count up: as above, a visual prompt to the beginning of the first word in the line
- Screen Mask: More common in Germany the movie screen is blackened and is not uncovered until the immediate beginning of the line to be recorded, that being the prompt to start.

The disadvantage with the most common dubbing processes ie. Beeps and streamers, is that it only cues the start of the line and doesn't allow for gaps or silences in the line. The major advantage of using VoiceQ scrolling text is that it cues every word and thus overcomes this issue.

Depending on the Actor's abilities, it is occasionally preferable to not use any cueing aid at all and to rely on the screen. This method involves the line being played repeatedly (dialog looping), and immediately after, performing the line with reference to on-screen pictures. The disadvantage of this method is that each new line needs to be fitted manually into place and synched with the film later - a labour intensive, costly and time consuming task.

Step 2: Performing for Actors

While actors using the most common processes (3 beeps and streamers) record about 10 lines per hour, those using VoiceQ Scrolling Text (Rythmoband) record two, three or more times as many and are more in sync with the character's lips. New Zealand dubbing houses (television and films) using the VoiceQ scrolling text method have recorded over 500 loops per hour when dubbing into Maori, the indigenous language of New Zealand. Speed, accuracy, pronunciation and performance are key attributes for actors to attain in dubbing.

Whatever the actor's cueing preference, the use of visual aids, in combination with the chosen cueing option is just as important. Actors may want to see the wave form onscreen, timecode, visual countdown or count up or even hear audible beeps. Whatever cueing and display aids are used VoiceQ is flexible enough to provide in any combination as well as being able to be turned on and off as appropriate.

Chapter 12: Working with Directors

Workflow for Language & ADR Directors

Language, ADR (Audio Dialogue Replacement), Voice or Dubbing Directors are responsible to the Producer for the overall management of the new language version and may include; actor recruitment, direction and performance, language translation and adaptation, sound editing and mixing and the final deliverables.

Script Changes in the Studio

Another advantage of VoiceQ is that it allows script changes to be made on-the-fly and to be displayed onscreen immediately for recording. These changes can be made by a proficient VoiceQ user (Director or Administrator) and does not necessarily need to be undertaken by the Engineer.

Adjusting Cueing Aids & Visual Displays

Providing the right mix of on-screen displays, cues and cue speeds as well as preroll timings is a process best done with the Actor prior to commencement of the recording session. Actors will have their own preferences which need to be taken into account and included in the workflow. The use of background and text colours also help differentiate between each character's lines as well as making them clear to read onscreen.

VoiceQ provides both Quick Keys and Shortcut Icons that are readily available for users to use. These are all configurable in VoiceQ Preferences tailored to the needs of Actors, Engineers and Directors alike.

Managing Recording Sessions & Deliverables

When recording `Loop groups' or crowd scenes the groups should be set up in VoiceQ as separate characters e.g. Female Loop Group, Male Loop Group, Monsters Group etc. They can either be recorded separately or together depending on what the Director and/or Engineer decide for each scene. Looping voices over each other is a good way of creating the right amount of density.

You can also cue and record two actors together to enhance performances, particularly when there is intense interaction between them that you wish to capture.

As the Director you may also be responsible for the quality of the audio recording, editing and final mix of the film or television program. The Sound Engineer(s) is

tasked to ensure the Audio Recordings, Edits and Final Mix are completed to the Directors and Producers requirements.

Producers and Film companies may require further information to be provided along with the delivery of the new Language Version:

- □ Export Scripts and other Reports in both source and target languages,
- □ Translator and/or Adaptor Release Forms or Contracts consenting to the use of their translations and adaptations,
- Actor Release Forms and/or Contracts consenting to the use of their voice recordings,
- Music Licenses granting permission to use music not used in the original movie,
- Permission to use Songs and Lyrics created for the new language version,
- □ Synopsis of the movie or television episode for the new language version in both the source and target language,
- DVDs of the new language version with and without embedded timecode

Chapter 13: Working with Engineers

Workflow for Engineers

This chapter describes the configurations and procedures used within VoiceQ and Digital Audio Workstations and are intended for use by Audio Engineers to understand the operation and configuration of both systems.

During the recording process VoiceQ takes over the role of playing back the movie file from Pro Tools. You can leave the movie file loaded in your Pro Tools session, but the track should be disabled, to avoid competing with the VoiceQ Application.

VoiceQ superimposes the scrolling text on the movie and outputs it via the second DVI port of your Apple Mac video card (or the external DVI port on laptops). VoiceQ uses the Graphics Processing Unit (GPU) and the Memory on the video card to process the video, which reduces the load on the CPU of your computer.

VoiceQ will chase and scrub with Pro Tools while you work in Pro Tools. VoiceQ also has an option to cue Pro Tools when you select a line in VoiceQ. This will locate the Pro Tools session to the record location for the selected line with an adjustable pre-roll value. VoiceQ does not control Pro Tools in any other way, at this time.

Actual recording of audio and management of playlists still takes place in Pro Tools using your normal process.

Note: In a single computer configuration VoiceQ will work with many other recording applications including Logic Pro, Soundtrack and others. Check our website for the correct set up instructions and screen shots for these applications.

Note: In a dual computer configuration the Digital Audio Workstation may be any device that will output MIDI Time Code (MTC) and/or MIDI Machine Control (MMC).

Step 1: Setting Up VoiceQ in the Studio

Configuring VoiceQ and integrating it with the Studio DAW Machine eg. Pro Tools is quick and simple.

For detailed instructions on integrating VoiceQ and Pro Tools refer to Appendix 2 - VoiceQ & Pro Tools Integration Guide.

It is possible to alter a number of preferences for the application: the scroll speed of the text, the trigger point of the text, display a preview of the line, whether or not the text is displayed in the Movie window and whether the output is displayed in a window or on an external display.

These preferences are discussed in Appendix 1 – VoiceQ Menu and Preferences Guide.

Note: any changes in the Script Window are automatically updated in the Timeline Window in real time.

Timecode Offsets

An offset can be applied to the session. This is applicable for different specifications held by various international film industries. For instance, if the first frame of the Movie file is 01:00:00:00 then enter this value in the offset field and also in the scene start time. These parameters may change for each project and VoiceQ allows the values to be set accordingly. A negative offset can also be applied by entering a negative symbol preceding the offset time code.

Hint: To change the movie offset click in the offset box in the Project Settings drawer and change as appropriate.

Pre-rolls

On occasions when the Actor needs time to review and prepare to deliver a line the Pre-roll feature is provided specifically for this reason and can be pre-set. The Engineer also has the ability to set pre-roll values and initiate them when required, in either VoiceQ or when integrated with Pro Tools.

In the VoiceQ Preferences Window select:

- General>Movie> Play Movie Audio>Pre-roll to set the duration of the preroll command (control spacebar) in milliseconds. When set these Keys will start the line with the pre-roll value.
- General>MIDI Locate>Output MMC Port> Pre-roll sets the Pre-roll value for MMC locate command in milliseconds. When set Pro Tools will start the line in VoiceQ with the pre-roll value.
- Preview Text>Preview Line Appearance Pre-roll sets the number of milliseconds for the Line to appear prior to the arrival of that line.

Cueing Aids & Visual Displays

VoiceQ provides an array of cueing and visual options at the users disposal. These features are all configurable in VoiceQ Preferences and can be initiated through the use of Quick Keys or shortcut Icons in the Application.

It is highly recommended that Actors, Directors and Engineers become fully familiar with these options and that the agreed configuration be set prior to recording.

Adding and Changing Scripts

There may be occasions where it is easier for the Engineer to make subtle changes to the script as required by the Director. This may also necessitate a word or words to be resynched.

VoiceQ allows scripts to be changed on-the-fly and displayed onscreen in real time. With the Language selected click on the Translation Drawer icon next to the line you want to change and make the appropriate changes in the Translation Drawer window.

Adding a new line is as easy as spotting (click) in the Timeline Window where you want to add the start of a new line, use Quick Keys $\Re L$ to create a new line and enter the text. All you need do now is synch each word using the audio wave and playback audio as a guide.

Step 2: Integrating & Recording with VoiceQ and AVID Pro Tools

There are two configurations to integrate VoiceQ into your workflow:

- Single Computer Configuration, where VoiceQ is on the same machine as Pro Tools, and
- Dual System Studio Configuration (Recommended), where VoiceQ and Pro Tools are on separate machines.

A dual computer configuration is when VoiceQ is on a separate machine to that of Pro Tools. This is the preferred configuration when a separate operator will be using VoiceQ in a recording session. The VoiceQ and ProTools machines will communicate with MTC and MMC via a MIDI interface device. Both machines can be synchronized using MIDI Interfaces or via MIDI over a Local Area Network (LAN). This configuration also provides the added advantage of reducing the system load on the Pro Tools machine.

Refer to Appendix 2 - VoiceQ & Pro Tools Integration Guide for detailed instructions.

Step 3: Managing Edit Decision Lists (EDL)

An edit decision list or EDL is used in the post-production process of film editing. The list contains changes to the film (picture and audio) in an ordered list of reel and timecode data representing what and where each movie clip can be affected. These EDLs are used to reconform the film and output a new version. Films go through a series of such edits or cuts before they are finalized.

In same day-and-date film release situations the dubbing is often underway when new edits are received. These need to be quickly assessed as to the impact of that change on the original dialogue and the resulting translation, adaptation and recordings. The EDL will typically list where these changes are and what they are so that the VoiceQ script can be amended, timings revised and if need be the actor(s) returned and recorded.

There are a number of Auto Conform Applications on the market today that will handle EDLs and re-conform the film. Once digitized the new video of the film can be imported into VoiceQ and the necessary changes (as outlined in the EDL) made to the script and re-recorded.

Step 4: Managing Deliverables

To finish the process, the studio takes the film's main soundtrack and strips out the original voices, creating what is called an M&E—music and effects track. Once the foreign actors' voices are recorded, sound editors take the M&E and place the foreign dialogue in the right places. The sound mixers then blend the dialogue with the music and sound effects so that everything sounds fluid.

In some cases music, songs and other audio changes are included to further enhance the authenticity of the new language version.

Chapter 14: Reporting

VoiceQ Reports

VoiceQ provides an abundance of standard reports as well as a Report Builder facility to produce customized reports.

Standard Reports

VoiceQ provides standard reports including: export script reports, character script reports, ADR cue lists and many other useful reports. Character line progress and summary reports are also available to aid in voice recording, actor scheduling and billing. Film Companies may request export script reports, readily available as a standard report, in both the source and target language(s).

You are able to export a Loop Count Report, used mostly for accounting purposes, in csv, HTML and txt format. For the purposes of this report a Loop is defined as 20 Seconds of film containing spoken dialogue. Where there is no dialogue during a 20 second segment it is not counted as a Loop. This report assists in determining the amount of `voicing' work required by each Actor, and is used primarily for billing purposes.

Custom Reports

Report Builder is a reporting facility that enhances the overall efficiency and effectiveness of the production. The Report Builder provides the ability to:

- □ Add a report Header, Logo or Image and Footer
- Define file data attributes, fields and to sort the data in the chosen order
- □ Export reports in Text, CSV and HTML formats
- □ Save report templates for future use

Your VoiceQ scripts and reports can be exported into several different file types, including HTML for online viewing, text and CSV formats, all compatible with today's most common word processing applications

Chapter 15: AutoSync Assistant

What is AutoSync Assistant

'The AutoSync Assistant' is a built in script processor designed to minimise the time it takes for users to import text along the VoiceQ timeline. The AutoSync Assistant has a built in voice recognition engine that can match your imported script text to a supported media file. The recognition engine finds appropriate audio segments and matches the imported text using an advanced system; Once done users can use a simple structure to check that segments match up and make changes to the text. *(Users can also opt out of using recognition and match segments manually).*

Advanced Scare Mily, Moly and the Tree Hut We may look different tun ne feel 0 Mily and Moly's fried Matter was Sory	a TV Junkis. 2 a TV Junkis. 2 a TV Junkis. 3 Autof r File Import Test File	Ignob Office No Spr	Project Filter 9-0 Project Darasters Bears Darasters Brow Pater Name		 Barch by name Barch by name Barch by name 	Annude ON () 4
Mity, Molty and the Tree Hull We may test different toot we feel 0 Mity and Molty's friend Master was set of Molty's friend Master was been been been been been been been been	a tri janka. 3 a tri janka. 3 a tri janka. 3 in File import Text File	In Namator	Project Characters		 General by nerve Beneral by nerve General by nerve 	Athute ON 11 4
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		Mily and Muly's hierd Master was a Tr	jama. Naratar 🔒		100000 AR	< 8 (Re)
and C. Brend & Impact Solid		Marter watched TV in the long-toon.	Nerster 🔒	•	0000W10.020	4 X 194
ancel Neset & Import Script		The wetched TV in bed.	Namatar 🔒	•	00.0010.24.01.48	4 X 194
		The matched TV before school;	Naratar 🔒	•	00003102.038	2 X 198
		after school,	Nerster 🔒	•	00.00.27.07 (1.58)	X X 199
		ar weldeps,	Naratar 🔒	•	60.00.00 m (1.52)	2 8 198
		and, worst of all, on survey days.	Narrator 🔒	•	00.00.02.24 (3.04)	4 H 196
	Auto	Synch Assistant			00.00.08/10 (4.4%)	2 R 198
		,				
Matching scripts						

Setting up Scripts

'The AutoSync Assistant' requires the text to be edited in a simple line by line format for audio recognition to work correctly.

The script feature import feature will only accept the following file types:

Microsoft Excel or OpenOffice Calc. CSV "comma-separated values" (.csv) files. Microsoft Word XML Format DOC "Document file" (.docx, .doc) files. Default text editor TXT "text files and binary file" (.txt) files.

Note: The AutoSync Assistant does not support .xls, .xml import

Examples of script formatting

Tab delimitated format file example - Includes notes (.csv, .txt, .doc, .docx)

Mother Go outside and exercise. (Angry tone) Maxter Exercise how? (Young boy voice tone) Mother Exercise anyhow you like. (angrily) Mother The TV's going off and I don't want to see you until it is almost dark. (angrily)

'Character [TAB] Script'

Singular line format file example - Includes notes (.csv, .txt, .doc, .docx)

Go outside and exercise. (Angry tone) Exercise how? (Young boy voice tone) Exercise anyhow you like. (angrily) The TV's going off and I don't want to see you until it is almost dark. (angrily)

'Script'

Supported media files

For the best results with our built-in auto-recognition please supply the narration/voice track without background noise or SFX added to the track. This will allow the auto-recognition engine to find each line and segment the audio file more accurately than a track that includes background audio. If this is not possible we recommend turning off auto-recognition and manually selecting each segment for a better line by line sync.



(Above) Example of an appropriate media file, notice the visible gaps between lines signalling clean audio without background noise or abnormalities.

Supported media file types

Apple supported codecs: QuickTime Movie (.mov), MPEG-4 (.mp4, .m4v), MPEG-2 (OSX 10.0-10.6 are exclusive), MPEG-1, 3GPP, 3GPP2, AVCHD (OSX 10.0-10.7 are exclusive), AVI (Motion JPEG only), DV;

Mac supported video codecs: MPEG-2, MPEG-4, H.264, H.263 H.261, Apple ProRes, Apple Pixlet, Animation, Cinepak, Component Video, DV, DVC Pro 50, Graphics, Motion JPEG, Photo JPEG, Sorenson Video 2, Sorenson Video 3, H.263, H.261, Apple ProRes, Apple Pixlet, Animation, Cinepak, Component Video, DV, DVC Pro 50, Graphics, Motion JPEG, Photo JPEG, Sorenson Video 2, Sorenson Video 3

Mac supported audio file formats: M4A, m4b, .m4p (all are iTunes audio), MP3, Core Audio (.caf), AIFF, AU, SD2, WAV, SND, AMR

Mac supported audio codecs: AAC, HE-AAC, Apple Lossless,MP3, AMR Narrowband, MS ADPCM, QDesign Music 2, Qualcomm PureVoice (QCELP), IMA 4:1, MACE 3:1 (Mac OS X 10.6.x only), MACE 6:1 (Mac OS X 10.6.x only), ALaw 2:1, ULaw 2:1, Integer (24-bit, 32-bit), Floating Point (32-Bit,64-Bit)

Set up AutoSync Assistant

Step 1. Open the VoiceQ 3.0.x application.

Step 2. In the welcome window select 'Create a new VoiceQ project'



Step 3. Navigate to File > AutoSync Assistant...

	File	Edit	Script	View	Overlay	Windo	w He	elp
	Ne	w			ЖN			
	Op	en			жo	Num	OnScr	Cmts
1	Op	en Rec	ent		•			
	Clo	se			жw			
	Sav	/e			ЖS			
	Du	plicate			ዕ ሄ S			
	Rer	name						
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L	Rev	vert To			•			
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	Aut	toSync	h Assista	nt	☆ 縄 J			
L	Imr	ort						
	Exp	port			•			
	Rep	port			•			

Import a media file

Step 1. With the **AutoSync Assistant...** window open the user will then be prompted to select a media file. click **'Import media...'** to continue.

Chocee Media File			Add Character
D Partorn Visica I	Recognition		
Gercel		(Contrast)	

Step 2. Select a supported media file (See supported media files list on Page 07) and click **'Open'**.

	AutoSynch Assist	art .			
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		Received Accel Parties Constructions Constructio	Analysis Annue Constant		Anonyme Handber Anonyme Handber New Bill Cherk

Step 3. Review the media file and select the appropriate audio track *(if applicable)* Then click **'Import'.**



Step 4. You will then return to the AutoSync Assistant main window view. Users will notice both drop-down menus are now populated with their imported data.

0 🔸 🗣 👘	AutoSynch Assistant	
	Script File	
	Import Text File Import MS Office	Vo Script
	Media	
	Choose Media File	Add Character
	Dialogue	•
	Choose Audio Track	
	Audio #1 ((null)	
	Perform Voice Recognition	
	Cancel	Continue
Cancel Reset & Import S	cript	Import

Optional. Users can use the drop down menus to change their media file and audio track to suit the import preference. *Note: For use with multi-track media files only.*

a. Select drop down to select the correct 'Media File'.

Choose Media File	
/ MM0001_en_story_audio	
Choose Audio Track	
Audio #1 ((null))	6

b. Select drop down to select the correct 'Audio Track'.

Choose Media File		
MM0001_en_story_audio		0
Choose Audio Track		

Importing a script

Next we will Import a script file, users can import any of the supported script formats (see *section 1a*) This part of the process is the most important part to get correct as all sync will be based on how the script is set-up in the .

Note: For this import demonstration we will be importing a **Word Document File (.docx, .doc)**

Step 1. To Import a file click 'Import MS Office...'

Script
0
0
ntinue

Step 2. Select a script file and click 'Open'.

AutoSynch Assistant					
	0 🖩 👻 🛅 Scripts	•		Search	
Favorites	Name		Date Modified		
Recents MM-Comma-Separated.csv		Yesterday, 2:44 PM			
-	MM-Excel.xlsx		Yesterday, 2:42 P	PM	
iCloud Drive	MM-Word.doc		Yesterday, 2:46	PM	
	MM-Word.docx		Yesterday, 2:46	PIM	
Applications					
Desktop					
Documents					
O Downloads					
Movies					
Pictures					
			Cancel	Open	

Using the Script Editor

Step 1. Review the text file and make selections in the text import window shown. The text import window has a range of functions for users to edit their scripts before import. *(Shown below)*

First line contains column type information Split S			I Sentences 🖸 Extract On Screen Notes with 👘 🛛			0	
Framerate	25.6x 0	- feet-Franse	Default Language	English		Detect Language	Descare
			Original	044			
and.	character .			Sorigt (in)			
0	Nevator			Mily, Molly an	d the Tre	e Hut	
0	Namator			We may look d	different	but we feel the same.	
	Nerrator			Milly and Molly's friend Maxter was a TV jurkle-			
	Nervator			Maxter watched TV in the living room.			
•	Nevrator		He wat		He watched TV in bed.		
	Nemator		He w		He watched TV before school,		
2	Narrator				after school,		
	Narriator			on wet days,			
	Nerrator			and, worst of all, on sunny days.			
	Namator			Until one survey day his mother snapped.			
0	Nevrator			Maxter, she beliowed, "go outside and exercise			e." (Mo
	Nervator			Exercise how? sulked Maxter. (Young boys voice tone)			a tone)
1.00	Macontro			Exercise anote	me small	ke. (Mothers unice trose-	. Ann
						Cancel	import
					-		_

a. Users can select 'Split Sentences' to shorten longer lines.

Select the 'Split Sentences' check box to enable or disable this function.

Split Sentences

b. Users can select 'Extract On Screen notes' to easily create comments.

Select 'Extract On Screen notes' via the check box to enable or disable this function.

c. Users can edit 'On Screen notes' they wish to include via a pop-over window.

Select the 'Bracket button' next to the 'Extract On Screen notes' check box to access the 'Extract On Screen notes editor'



Note: The button changes visual look depending on brackets selected for omission.

d. Users can use the 'Extract On Screen notes editor' to set the bracket type.

Select then click the box next to the item to select which bracket type they wish to remove from script.

And the second s				
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	. (†) (Reset	Close	ite" (Mo.,
A Narrator 1	karcies hos	of subacts	Abster. (Young boy	Voice tone)
Re Saraha	Second and	none source	the inferthered strikes.	toos - soor
		_	Ce	ncel (Import)

All extracted comments are shown in the comments section in the timeline view once import is completed.

f. Choose the 'Default Language'

Default Language	English	Detect Language

Select the dropdown menu next to the title *(below)* to edit/change the language selection. You can also select 'Detect Language' to let the editor determine the text in the script editor.

Step 2. To complete the script, import click 'Import'


Running AutoSync Voice Recognition

Next we will perform the Voice Recognition. Currently the voice recognition engine only works on english scripts & media files. For use with other languages, users are advised to uncheck the '**Perform Voice Recognition check box'** to skip automatic recognition, and use the engine manually for better results. By doing so the user can manually assign their chosen text to the appropriate audio block after import.

For this example we will be using the automatic recognition function:

Step 1. Be sure the 'Perform Voice Recognition check box' is selected



Continue

Step 3. Wait for voice recognition to complete. Depending on the length of the media file and text will decide the length of time it will take to sync the project.



Examples shown: 'Voice recognition running' (above) & 'Matching scripts...' (below)

		AutoSynch Assis	stant	
Matching	scripts			
_				

Note: larger text files can sometimes take longer than usual to show visually, please be patient.

Step 4. Once recognition is completed a new window view will appear. *Move onto next section.*

AutoSync Assistant window

The AutoSync Assistant window allows the user to assign text from the script to audio segments created from your media file We will start by explaining the timeline view and the options included in this section.

•		AutoSynch Assistant		
n <mark>allen hende heen en t</mark>			₩*₩₩ ₩	
20-01:34:15 Timeline Scale	Audio Minimum Dap	Treshold		Add Character
Milly, Molly and the Tree Hut	Narrator 📴 🔸		00:00:00:02 (2.36)	X X Pay
We may lock different but we feel the same.	Narrator 📴 🔶		00-00-03-07 (2.93)	X X Pay
Mily and Molly's friend Maxter was a TV junkle.	Narrator		00-00-09-02 (4.99)	Z X Pay
Maxter watched TV in the living room.	Nerrator		00:00:14:13 (3.20)	V X Pay
He watched TV in bed.	Narrator		00-00-18-24 (2.49)	X X Pay
He watched TV before school,	Narrator		00-00-23-02 (3.23)	Z X Pay
after school,	Narrator		00-00-27-07 (1.59)	V X Pay
on wet days,	Narrator		00:00:30:14 (1.52)	< X Pay
and, worst of all, on surray days.	Narrator		00:00:32:34 (3.58)	X X Pay
Until one surrry day his mother snapped.	Narrator		00-00-38-16 (4.47)	Z X Pay

Timeline view

The timeline view shows the audio segments created during the automation process. The following options will help users edit and fine tune the audio to better match their script.



(Above) Timeline view

Step 1. Once sync has completed adjust the '**Audio Minimum Gap**' slider to get the best automatic match. (*Details below in sync view*)



Step 2. Then adjust the 'Threshold' slider to edit out background noise.

~	1	•	1	1	1	1	•	•	•	1	1		1	•	•					
Threshold																				

Step 3. The above options are the only two options you should need to use if automation ran successfully. Once you are satisfied with the synchronisation outcome move onto the next section. (See 'Sync view')

a) Timeline view descriptions

Visual Timeline

The visual timeline is designed for users to visually see the waveform of their imported media file. The following options will allow users to accurately sync their media with their imported script.



Timecode

The Time code shows your progress reference below the timeline view.



The Timeline scale

This option adjusts the zoom level of the timeline view. Move the slider '**right**' to increase the zoom level and '**left**' to decrease the zoom level.



Audio Minimum Gap

This option adjusts how the automation process finds each audio segment by setting the gap width. User can click the '+' to increase the minimum gap size, click the '-' to decrease the gap size and/or drag the slider to perform each function.



Threshold

The Threshold allows users to choose the audio level that the automation process reads or skips. Moving the slider left will allow more audio to be included in the synch process. Moving the slider right will remove audio based on 'Db". *Example: If background noise is 0.5db set then set threshold slider to tier 2 to disallow audio in synch.*

Threshold																	
)-)-)	-	T	Th	Thre	Three	Threst	Thresh	Thresho	Threshok	Threshold	Threshold	Threshold	Threshold	Threshold

Add Character

To add a character click the 'Add Character' button, which allows users to add characters to assign with their text segments. Fill in the Character name and click 'Done' or 'Cancel' if you do not wish to add.

	Autosynch Assistant						
	New Character Name						
	Cancel	Done					
Add Character	Fe Minimum Dap						

Split Audio Block

Right click on an 'Audio Segment' to split the audio at the point that your cursor is located. If user chooses to split the segment it will create a new audio block shown below in the sync view.



Delete Audio Block

Right click on an 'Audio Segment' to delete the audio. Note: If user changes the 'Audio Minimum Gap' in anyway the segment will reappear as the auto-recognition creates a new segment.



Sync view

Once you have adjusted the 'Timeline view' options you can begin to associate your script blocks with the correct audio. The sync view allows the user to assign text to audio using a simple ' \checkmark ' and ' \mathbf{X} ' format. The VoiceQ development team have included many editing tools to use to help get the best synchronisation possible with the user's script to audio.

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NTS, BUTY and The Transit	free la	-		******	2 H 194
No tao interpreta no no hai tao anto	- Incore La	-	-		(d. 1). (b)
The property is from the set of the set.	Constant and				C (8) 189
Name and the location	teres 1	-	-		(4.14) (Ave
No and the Control of the Control	ferrer 🖬				(r) + 104
and a second fit many second.			-		1.0
Pre-series)			-	10-10-11-11-11-11-11-11-11-11-11-11-11-1	G 11 199
+ ++ Max.	The second second		-		 (1) 100
		-	-	distance in the	(2) (4 - 10)
	- Annal -				11.01.000
			1.0		

(Above) Sync view region highlighted.



He watched TV before scho Narrator 🗘 00:00:23:02 (3.23) Play	He watched TV in bed. Narrator	••	00:00:18:24 (2.49) 🗸 X	Play
	He watched TV before schc Narrator		00:00:23:02 (3.23)	Play

Step 2. Select a 'Audio block'

He watched TV in bed. Narrator	٥	•• (00:00:18:24 (2.49)	✓ X Play
He watched TV before schc Narrator	٢		00:00:23:02 (3.23)	Play



He watched TV in bed.	Narrator ᅌ	•• (00:00:18:24 (2.49) 🗸 X	Play
He watched TV before schc	Narrator ᅌ		00:00:23:02 (3.23)	Play

Step 4.	If selection	matches,	select '√'	to confirm
---------	--------------	----------	------------	------------

He watched TV in bed. Na	larrator 😒	•• (00:00:18:24 (2.49)	V X Play
He watched TV before schc Na	larrator ᅌ		00:00:23:02 (3.23)	Play

Step 5. Repeat for all lines until sync is complete and all lines are checked and associated correctly.

He watched TV in bed.	Narrator 😳	•• (00:00:18:24 (2.49)	V X Play
He watched TV before sch	Narrator	•• (00:00:23:02 (3.23)	X Play

Step 6. Click 'Import' once sync is completed.



Step 7. You will then see all data imported into VoiceQ's main window view timeline.

•				 Love 	craft-23fp	s-NTSC-ML								
Num	Script	Seco	ondary Language			Character	Sta	c	haracter Filter		A	1		
	husband could see his son, on his birthday.	en s	su cumpleaños.					P	roject Characte	ers	Q. Search by r			+
23	Mrs. Lovecraft I wish I could tell you that seeing his son would be theraped for your husband.	itic Sra. esp	. Lovecraft Ojal a su hijo sería ter oso.	lá pudiera decirte apéutico para tu	e que	DOCTOR	\$	0	how Color	Gender	Name CLOSED CAPTIONS	Actor	Talent	
24	But Winfield's mind is like a shattered looking glass. Hmm that's a good or	Per	o la mente de Wir o. Hmm eso es	nfield es como ur bueno.	n espejo	DOCTOR	0	c		None (HOWARD SARAH LOVECRAFT			
25	a shattered looking glass	u	n vidrio roto m	irando		DOCTOR	\$ 0)		None (DOCTOR			
26	But in all honesty, I'm more concerner about the harm it could do to the boy see his father in this state.	to pred muc	o con toda hones ocupado por el da chacho ver a su p	tidad, estoy más año que podría h adre en este esta	acer al ado.	DOCTOR	¢ 0	•			0 0			
								S	cene Characte	rs	Q Search by			
27	But haven't the treatments shown any progress?	Pero	o, ¿no han mostra aún progreso?	ado los tratamien	tos	SARAH LOVEC	0 0	S	how Color	Gender	Name		Altitude	
	Wall dep(t support him to top on Doors	Due	gun progreso.					15		None (DOCTOR		0% 0	0
28	is such an inexact term Mrs. Lovecraf	un t	ero, no lo esperes rérmino tan inexa	cto la Sra. Loveci	so es raft.		~ (None (NARRATOR (V.O.)		0% 0	0
20						Doctor	~ `	1		None :	HOWARD		0%	0
			0					17		None (CLOSED CAPTIONS		0% 0	0
On Se	creen Comments:									None (SARAH LOVECRAFT		0% 🗘	0
INT. H A KNO	HOWARD'S BEDROOM - SAME OCK at the door. The door creaks open, in slides Sa	rah Lovecraft, 3	0s, Howard's worris	some mother.										
<u> Mahilikin</u>	01:02:43 01:02:44 01:02:39:14		01:02:45		01:02:46	-do(6Junija-	01:02:	47		01	02:48	01:02:49) }	Referen
	Well don't expect	him	to tango.	Progress	is	such an inex	xact		term	Mrs.	Lovecraft.	M	ost assu	red
	01:02:43 01:02:44		01:02:45		01:02:46		01:02:	47	_	01	:02:48	01:02:49)	
E	Timeline Scale	н —	+ +	01	:02:	39:14			≡ ©	1	₩		₩	

b) Sync view descriptions

Automatic recognition

If automatic recognition was used, the tool will associate the script and audio block with a visual yellow line. Users can leave the lines as is as it will import into your project as shown. It is however advised that users select the ' \checkmark ' to confirm the link as configuring the Timeline options can disassociate lines. (discussed further under 'Associating blocks').

He watched TV in bed.	larrator 🔉	•• (00:00:18:24 (2.49)	V X Play
He watched TV before sch	larrator 🔅	•• (00:00:23:02 (3.23)	X Play

In some cases if the automatic recognition does not recognise the script matching with the audio it will not link it. Users will need to configure '**Timeline options'** to set the appropriate minimum audio gaps and threshold.

Reset & Import a new script

To reset and import a new script click 'Rest & Import Script...'. You will then return to the import selection screen. (See section 'Importing a script')

Associating blocks

To assign text to audio, select the text block on the left, then select the audio block to match on the right.

Select a 'Script block'

He watched TV in bed. Narrator	••	00:00:18:24 (2.49)	V X Play
He watched TV before schc Narrator		00:00:23:02 (3.23)	Play
Select a 'Audio block'			
He watched TV in bed. Narrator	••	00:00:18:24 (2.49)	X Play
He watched TV before schc Narrator		00:00:23:02 (3.23)	Play
Select ' Play ' to playback audio bloc	k		
He watched TV in bed. Narrator	••	00:00:18:24 (2.49)	X Play
He watched TV before schc Narrator		00:00:23:02 (3.23)	Play

If selection matches select ' \checkmark ' to confirm

Once you have connected a text block to a audio block it will appear green (Shown below)

He watched TV in bed. Narrator	••	00:00:18:24 (2.49)	X Play
He watched TV before sch Narrator	••	00:00:23:02 (3.23)	X Play

Assign Character

To assign a character case the drop down located on each text block. The user can select the drop down then select their chosen character.

Note: Character choices reflect in main timeline after import.

He watched TV in bed. H	\checkmark	Narrator
		Narrator 1
		Narator 2
fter school,	1	Narrator

Audio options

Right-clicking a text block will bring up a range of options for users to use to edit their script correctly to best match audio.

Merging audio blocks

In some cases audio maybe split incorrectly. Users have the option to merge audio blocks. Select multiple audio blocks (Command+Selection), right-click one of the chosen audio blocks and select '**Merge Scripts'** to merge multiple blocks together. There is a minimum of two blocks that must be selected.



Delete audio blocks

Right-click a text block and select 'Delete Block' to delete a text block.



Text options

Right-clicking a text block will bring up a range of options for users to use to edit their script correctly to best match audio.

Add Script

Right-click a text block and select 'Add Script Here...



Add Text: Using text editor

A text edit view will appear where users can add their line/s.

Users can add Line Breaks to create multiple lines.

Click 'Done' to confirm input.

Click 'Cancel' to exit without saving.

Putto Sylicit Assis	Adm.
Use Line Break to Create Multiple Lines	
	-
Cancel	Done
Aax Narrator U	00:00:09:02 (4.99)

Note: New lines appear after selected script block.

Split/Edit Script text

Right-click a text block and select 'Split/Edit Script...' to edit.



Split/Edit Script text: Using text editor

A text edit view will appear where users can edit their line/s.

Users add Line Breaks where they want the script to split.

Click 'Done' to confirm input.

Click '**Cancel**' to exit without saving.

He watched TV in bed.		
Cancel	Do	ne

Note: New lines appear after selected script block.

Delete Script

Right-click a text block and select 'Delete Script' to delete a text block.



Merge Scripts

Select multiple text blocks (Command+Selection), right-click one of the chosen text blocks and select '**Merge Scripts'** to merge multiple blocks together. There is a minimum of two blocks that must be selected.

ne watched i v in pe	Add Scrint Here		
He watched TV bef	Split / Edit Script		
	Merge Scripts	He watched TV in bed. He	Narrator

Example of merged script. (Image right)

Hot Keys

Add Script: 'A'

Adds a new Script block for users to add in new lines for synchronisation.

Split and Edit: 'S'

Allows user to edit the selected text block in a text editor field. Users can make multiple lines using this function.

Merge Scripts: 'C'

User can select multiple script blocks and merge them into a single block.

Delete Block: 'Delete'

User can select multiple script/audio blocks and delete them very easily.

Merge audio: 'M'

User can select multiple audio blocks and merge them into a single block.

Up/Down: '↑' / '↓'

Move selection in the imported script lines blocks section

Left/Right: ' \leftarrow ' / ' \rightarrow '

Move selection in the audio blocks section

Command + Up/Down: 'ℋ+↑' / 'ℋ+↓' Expand

selection in the imported script lines

Return (Enter): 'ຝ'

Toggle connection (only works with 1:1 selection)

Space: '_'

Play the (last) selected audio block.

Chapter 16: Appendices

APPENDIX 1. VoiceQ Menu and Preferences Guide

This appendix explains the Main Menu and Preferences Items and their use within the VoiceQ application.

VoiceQ Menu > About VoiceQ

"About VoiceQ" will inform you of the version of VoiceQ installed on your computer as seen below.



Figure 15.1 – About VoiceQ

VoiceQ Preferences

VoiceQ Preferences allows you to change various settings within the VoiceQ application.

Preferences > Global

The Preferences Global window allows you to change certain settings that will apply across the whole project.

The Global Window enables the user to set the size of the movie screen, its aspect ratio and to compensate for any display lag or latency in the delivery of the movie over MIDI or Network. You are also able to set the Default language and schedule automatic software updates.

•	0	•	Pref	ferences		
Glo	bal	Project				
	Mo	vie				
	IVIO					
	✓ M	Play Movie Audio ovie Audio Volume	Playhead(Inse	rtion) Follows Playback		- 26%
	Vid	eo Playback Window				
	Pre	eview Window Size	Force window si	ze ᅌ 🗸	Mainta	in Aspect Ratio
	Ν	lanual	0	843	609	
	V	Keep Video Window or	п Тор	Brightness -		
	MIC	0I/ReWire				
	U	Ising MIDI				\$
	 Image: A start of the start of	Output MMC Port	VoiceQ MMC/N	ИТС		\$
	Lat	tency Compensate				Oms
		Preroll (Same as DAW)	C)		3000ms
	 Image: Construction 	Postroll	-0			1000ms
	~	Mute Sound when Rec	ording	Recording Starts b	efore	1000ms
	Def	ault Language				
	E	nglish (en)				\$
	Cha	aracter Options				
	v	Use most recently ass	igned character v	vhen adding new lines		
	Pro	mpt				
		Show Welcome Dialog Notify About High Peri	When VoiceQ La formance Mode P	unches Ilayback		
	Aut	o Update				
	~	Automatically check fo	or updates	Veekly		\$

Figure 15.2 – Preferences > Global

Preferences > Project > Text

The Text window provides access to Scrolling Text (Digital Rythmo Band), Preview Text (Subtitles) and default options for your project settings.

Prefer	ences
D 🕉	
Text Cue Progress Telepromy ✓ Show Done Lines ✓ Reserve bottom spand Digital Rythmo Band Show Digital Rythmo Band Font ArialMT Use Colored Text Change Font Color Font Color at Trigger Scroll Direction Automatic	pterMaskInformationEditorace for two Rythmo BandsScroll Speed
Preview Text	
Off Cline + Cor	mment 🗘 Subtitle Mode
Width 80% Transparency 30% Maximum Font Size 25 3 Minimum Font Size 25 3 Minimum Font Size 25 3 Minimum Font Size 25 3	Horizontal 0% C Altitude 20% C Background Color From Character Custom
Default Setting Restore User Default Save as User D	efault Restore to Factory Default
Last Default Saved At: 29/06/2017, 2:39:37 P	M

Figure 15.3 - Preferences > Project > Text

Show Scrolling Text

This window provides the ability to select and configure the Scrolling Text Cue (Digital Rythmoband) for use in the recording process.

Text	Cue	Progress	releptompter	IVIdSK	mornation	Eultor
Show Do	ne Lines	Reserve	bottom space fo	r two Ryt	hmo Bands	
igital Rythr	no bano					-
Show I	Digital R	ythmo Band	Sci	roll Speed	I	1652ms
Font Ari	alMT		Tri	ager Posi	tion	30%
Use Co	olored To	ext C	Change T-1			0
				gger wiat	.n - <u></u>	брх
Font Colo	r		Tri	gger Colo	r 📕	
Font Colo	r at Trig	ger 📃	Bar	r Transpa	rency 🔾 —	0%
Scroll Dire	ection	Automa	tic 📀 Siz	e (% of o\	verall) 10%	
Altitude	10	Automa	tic 🙆			

Figure 15.4 - Preferences > Project > Scrolling Text

Preferences > Project > Text > Scrolling Text Commands Table

Item	What this will do:
Show done lines	Toggles the visibility of lines ON/Off that are checked as
	"done" in the Script window
Reserve bottom space for	Toggles visibility of lines appearing below video output.
two Rythmoband's	Video is shrunken to fit Rythmoband's below video.
Text	
Show scrolling text	Displays the scrolling text on the output window
Font	Sets the scrolling text font
Use Colored Text	This inverts Character Rythmoband
Font color	Sets the color of the scrolling text
Font color at trigger	Sets the color of the scrolling text as it hits the trigger
Scroll Direction	Sets the direction of the scrolling text (Automatic, R-L and
	L-R)
Altitude	Sets the Altitude of the scrolling text (Automatic or manual)
Scroll speed	Sets the scroll speed of the scrolling text
Trigger position	Sets the position of the trigger bar
Trigger width	Sets the width of the trigger bar
Trigger color	Sets the color of the trigger bar
Bar transparency	Sets the transparency of the scrolling text bar

Size (% of overall)	Sets the size of the scroll bar and text

Table 15.2 - Preferences > Display Commands Table

Preferences > Project > Text > Preview Text

The Preview Text window allows you to enable and configure the Preview Text feature. This feature is generally used to provide a line of dialogue able to be read and delivered in time for an Actor to perform that line. The Pre-roll feature allows the Actor to read, comprehend and prepare to perform that line before it is due to be acted.

Preview Text					
All Lines	0	Line + (Comment 📀	🔽 Subtitle	Mode
Preview Line Preroll		0		- 1000ms	
Width)	54%	Horizontal	5%	0
Transparency		0%	Altitude	40%	0
Maximum Font Size	50	:	Background Color	O From Char	acter
Minimum Font Size	20	0		Custom	
Show Character Na	ame				

Figure 15.5 – Preferences > Project > Text > Preview Text

Preferences	>	Display >	>	Preview	T	ext	Command	Т	able
-------------	---	-----------	---	---------	---	-----	---------	---	------

ltem	What this will do:
Preview Text	
	Off: No preview lines are displayed
Preview Text	Current line: Activates preview text on the currently selected line only
	All Lines: Activates preview text on every line
Subtitle Mode	Displays the current line in subtitle mode ie. displays
	each line on/off as a subtitle using preview text settings.
Preview Line Appearance Pre- roll	Sets the Pre-roll of the preview line in milliseconds
Width	Sets the width of the preview line box
	Sets the horizontal position of the preview line box as a
	percentage of the output window
Transparency	Sets the transparency of the preview line box
Altitudo	Sets the altitude of the preview line box as a percentage
Allitude	of the output window
Maximum Font Size	Sets the maximum size of the font
Minimum Font Size	Sets the minimum size of the font
	From character: uses the color associated with the
Background color	character as the background color
	Custom: allows you to select a background color
Show Character Name	Displays the character name with the preview text

Table 15.3 – Preferences > Project > Text > Preview Text

Default Setting

Common in all the **Preferences > Project** Windows are options to set or restore Default Settings for your projects.

Restore to Default	Allows you to restore default project settings to your current project
Set to Default	Allows you to retain all settings as your default setting
Restore to Factory Default	Allows you to restore your settings to factory default settings

Table 15.4 – Preferences > Project > Default Setting

Preferences > Project > Cue

This window provides the ability to select and configure cues for use in the recording process that include Audible beeps, visual countdown and count up and streamers (Wipes). When integrated with Pro Tools VoiceQ is also able to receive MIDI events to trigger streamers.

Tex	t Cue Mask Information Editor
Show Done Lines	
All Lines	Olume6
	Frequency 500hz
	Duration 500ms
	Timing 3000ms
	 Enable Visual Countdown Enable Visual Countup
Streamers	
Streamers All Lines	Altitude 0% Color From Character
Streamers All Lines	Altitude 0% Color From Character
Streamers All Lines	 Altitude 0% Color From Character Custom Height 100%
Streamers All Lines	 Altitude 0% Color From Character Width 16px C Height 100% C Timing 3000ms
Streamers All Lines	 Altitude 0% Color From Character Width 16px C Height 100% C Timing 3000ms MIDI 90 3C 00
Streamers All Lines	 Altitude 0% Color From Character Width 16px C Height 100% C Timing 3000ms MIDI 90 3C 00
Streamers All Lines	 Altitude 0% Color From Character Width 16px C Height 100% C Timing 3000ms MIDI 90 3C 00

Figure 15.7 – Preferences > Cue

Preferences > Project > Cue Commands Table

ltem	What this will do:
Show done lines	Toggles the visibility of lines ON/Off that are checked as
	"done" in the Script window
Веер	
	Off: No beeps
	Current Line, Activates sudible been on the surrently
Веер	current Line: Activates audible beep on the currently
	All Lines: Activates the audible beep on every line.
Volume	Sets the volume of the audible beep
Frequency	Sets the frequency (pitch) of the beeps
Duration	Sets the duration (length) of the beeps
Timing	Sets the timing (space) between the beeps
Disable Visual Countdown	Disables visual countdown and count up displays on the
and Count up	output window
Enable Viewal Countdown	Displays a visual countdown on the output window i.e. 睥
	│ □ 陝
	Displays a visual count up on the output window i.e.
Enable Visual Count up	
Streamers	
	Off: No streamers
Streamers	Current Line: Activates visual streamer on the currently
Olicamens	selected line only
	All lines: Activates visual streemer on every line
	Sots the altitude of the streamers on the output window as
Altitude	a percentage of the output window
Width	Sets the width of the streamer bars in pixels
	Sets the height of the streamer bars as a percentage of the
Height	output window
Timing	Sets the speed (duration) of the streamer
	From character: Uses the color assigned to the character
Color	for the streamer bars.
	Custom: Sets a custom color for the streamer bars
MIDI	Sets the MIDI/GPI event sequencer to trigger streamer
	events from an external source

Preferences > Project > Mask

The Mask feature allows you to cover up irrelevant text and images embedded in the movie so as not to distract Actors, Directors and Engineers during the recording process.

The Screen Mask feature, used by Actors in Germany, is another type of cue or prompt for an Actor to start performing their line(s).

Preferences	
Global Project	
Text Cue Mask Information Editor	
Picture Mask	
Upper Picture Mask Size	20%
Transparency O	0%
✓ Lower Picture Mask Size	20%
Transparency	0%
Screen Mask	
All Lines Transparency	0%
Color • From Character Custom	
Duration	3000ms
Default Setting	
Restore to Default Set to Default Restore to Factor	ry Default
Last Default Saved At: 3/07/2015 10:43:43 am	

Figure 15.5 – Preferences > Project > Mask

Preferences > Project > Mask Command Table

Item What this will do:		
Picture Mask		
	ON: Sets the display of a mask over the movie from the top down.	
Upper Picture Mask	Size: Sets the percentage of the window the mask will cover up to 50%	
	Transparency: Sets the transparency of the mask	
	ON: Sets the display of a mask over the movie from the bottom up.	
Lower Picture Mask	Size: Sets the percentage of the window the mask will cover up to 50%	
	Transparency: Sets the transparency of the mask	
Screen Mask		
	Off: No screen mask	
Screen Mask	Current Line: Activates screen mask on the current selected line only	
	All lines: Activates screen mask on every line.	
Transparency	Sets the color transparency of the screen mask	
Color	From character: Uses the color assigned to the character for the screen mask	
	Custom: Sets a custom color for the screen mask	
Duration	Sets how long the screen mask will appear in milliseconds	

Table 15.4 – Preferences > Display > Mask

Preferences > Project > Information

The Information window allows you to display additional information onscreen to assist in the synchronization, recording and mixing processes.

		Preferen	ces		
Blobal Project					
Text	Cue Progress	Teleprompte	er Mask	Information	Editor
🗹 Display	Waveform				
Altitude	-0	10%	Color		
Size	0	5%	Transparen	cy - O	17%
🗹 Display	Time Code				
Position	Top Right	\$	Transparen	cy ()	0%
Altitude	0	0%	Color		
Horizontal		50%	Border Colo	r 🗖	
Size		100%	Font P	TMono-Regula	Change
🗹 Display	Ruler				
Altitude	———————————————————————————————————————	72%	Transparen	су — — —	43%
Size		8%			
Recording In	dicator				
🔽 Display	Recording Indicator	r			
Position	Top Left	🔶 C	Color		
Size		5% т	ransparenc	у ()	0%
Default 2 ut					
Default Setting					
Restore Us	er Default Sa	ve as User Defa	ault	Restore to Fac	tory Default
Last Default	Saved At: 29/06/20	17, 2:39:37 PM			

Figure 15.6 – Preferences > Project > Information

Preferences > Project > Information

ltem	What this will do:
Display Waveform	
Display waveform	Displays a scrolling waveform on the movie
Altitudo	Sets the altitude of the scrolling waveform as a
Allitude	percentage of the output window
9i70	Sets the size of the scrolling waveform as a percentage
Size	of the output window
Color	Sets the color of the waveform
Transparency	Sets the transparency of the scrolling waveform
Display Time Code	
Display time code	Displays the time code on the movie
Desition	Sets the position of the time code on the movie i.e. top,
Position	bottom, left or right of screen
Altitudo	Sets the altitude of the time code as a percentage of the
Allitude	output window
Horizontal	Sets the horizontal position of the time code as a
Honzontai	percentage of the output window
Sizo	Sets the size of the time code font as a percentage of the
5126	output window
Transparency	Sets the transparency of the time code
Color	Sets the color of the time code font
Border Color	Sets the border color of the time code font
Font	Sets the time code font
Display Ruler	
Display Ruler	Displays a scrolling ruler in feet and half feet as a
	percentage of the output window
Altitude	Sets the altitude of the ruler as a percentage of the
	output window
Size	Sets the size of the ruler as a percentage of the output
	window
Transparency	Sets the transparency of the ruler
Recording Indicator	
Display Recording indicator	Displays the recording indicator
Position	Sets the position of the indicator on the video window i.e.
	top, bottom, left or right of screen
Color	Sets the color of the indicator
Size	Sets the size of the indicator
Transparency	Sets the transparency of the indicator

Table 15.4 – Preferences > Display> Information

Preferences > Project > Editor

The Editor window allows you to set the width and height of the Translation Drawer and configure the behavior of the Timeline Window and Play-head.

Text Cue P	rogress Teleprompter Mask Information Editor
Script Popup Window Edi	tor
Popup Editor Width	x1.2
Popup Editor Height	8 rows
Timeline View	
Window Follows Play	lead
Auto Scroll	
Show Detected Sp Auto Align Lines to	eech Regions on Timeline Speech Regions when Dragging
Show Detected Sp Auto Align Lines to New Line Placement N External Character Color Use External Chara	eech Regions on Timeline Speech Regions when Dragging Node Manual Contractions Cter Color Table
Show Detected Sp Auto Align Lines to New Line Placement M External Character Color Use External Chara	eech Regions on Timeline Speech Regions when Dragging Mode Manual cter Color Table New Open
 Show Detected Sp Auto Align Lines to New Line Placement M External Character Color Use External Chara Misc. Automatically Selection Show Multiple Line 	eech Regions on Timeline Speech Regions when Dragging Mode Manual Cter Color Table New Open Ct Next Line when Done s in Script View

Table 15.5 – Preferences > Project > Editor

Preferences > Project > Editor Command Table

Script Popover	
Popup Editor Width	Adjusts the width of the Translation Drawer window.
	The higher the number the wider the window.
	Adjusts the height of the Translation Drawer
Popup Editor Height	window. The higher the number the higher the
	window.
Timeline View	
	No Follow – the display in the Timeline Window and
	Script Window will remain static and will not follow
	the Play-head.
	No Scroll - the display in the Timeline Window will
	remain static while the Script Window will follow the
Window Follows Dlov hood	Play-head.
window Follows Play-nead.	Auto Scroll - will scroll the Play-head Timeline
Window Follows Play-head:	Window and Script Window in synch with the
	movie
	Auto Scroll (Fixed Play-head) - will scroll the
	Timeline Window and Script Window in synch with
	the movie while the Play-head remains centered.
Script Detection Assistant	
Show Detected Speech	Allows users to see audio selections on the timeline
Regions on Timeline	view.
Auto Alian Lines to Speech	Will spap lines to speech regions when dragging on
Regions when Dragging	the timeline.
New Line Placement	When importing non timecoded scripts it will import
	your text into timeline based on speech regions.
External Character Color	
Use External Character Color	
Table	
Misc.	
Automatically Select Next	When line is completed (recorded) it will move to
Line when Done	next line in script view.
Show Multiple Lines in Script	This allows the user to see larger lines in a row
View	based on column size.

VoiceQ Main Menu

The VoiceQ Main Menu follows Apple's standard User Interface Guidelines and protocols.

VoiceQ Menu Commands Table

Menu Item	What this will do:
About VoiceQ	Displays the about info box
Preferences ಱ,	Displays the preferences window
Check for updates	Checks for any in-version VoiceQ Application updates
Services	These are the standard Apple Macintosh commands
	Allows you to hide VoiceQ from sight – i.e. minimizes
	the window
Hide Others ⁴⁴ H	Will hide any other programs running at the same time
Hide Others Carl	as VoiceQ
Show All	Will reveal all programs currently running
Quit VoiceQ	Shuts down the VoiceQ application.

Table 15.6 – VoiceQ Menu

File Menu Commands Table

Menu Item	What this will do:
New 光N	Creates a new VoiceQ project file
Open 光O	Opens an existing VoiceQ project file
Open Recent	Presents most recently opened files for selection
Close	Closes the current file and quits the application.
Save ℋS	Saves the current file
Duplicate î	Saves a copy of the current file
Rename	Renames the current file
Move to	Moves the current file to a nominated directory
Revert to	Reverts back to the file version you last saved
Import Media î	Imports a movie to be associated with the file
Import	Imports a Text, CSV, XLS, XLSX, SRT, FDX formatted
	Script file(S).
Export	project
	ADD Cup List Depart produces on LITML printchlo
	ADR Cue List Report – produces an HTML printable
Report	report for managing ADR Takes. Contains the following
	attributes: Line start timecode, Character, line (in all
	languages), comments, line (Cue) number, Preferred

Take box and Empty Take Boxes for scoring. It is sorted by character based on the order as it appears in the character project window and line (Cue) number.

Character Line Progress Report – produces an HTML report listing all 'Incomplete Lines' for all characters and a summary count. Contains the following attributes: Character, line number, Total line count per character, total timecode duration per character, total line count for all characters and total timecode duration for all characters. It is sorted by character based on the order as it appears in the character project window.

Character Line Summary Report – produces an HTML report with the following attributes: Character, line number, line (in all languages), line comments, start and end timecode, Total count of all incomplete lines per character, total timecode duration of all in- complete lines per character, summary total count of all incomplete lines for all characters and total timecode duration for all characters. It is sorted by character based on the order as it appears in the character project window.

Character Script Report – produces an HTML report with the following attributes: Character, line number, line (in all languages), comments and start and end timecode. It is sorted by character (with page break between each character) based on the order as it appears in the character project window.

Export Script Report – produces an HTML report as above with the following additional attributes; scene comments, line comments and duration time codes. It is sorted numerically by line number.

Script Report – produces an HTML report with the following attributes: Scene description, line number, character, line (in all languages), start and end timecode. It is sorted numerically by line number.

Loop Count Report – Primarily used for billing purposes it provides a loop count (20 second segments of dialogue) per Actor in csv, txt and html format. It

	contains the following attributes; Loop count per Actor and summaries, language, scene, line, character and header.
Report Builder	 Produce customized reports: Ability to; add report Header, Logo or Image and Footer (VoiceQ logo is default image), Ability to define file data attributes, fields and to sort the data in the chosen order Ability to export reports in Text, CSV and HTML formats Ability to save report templates

Table 15.5 – File Menu

Edit Menu Commands Table

Undo 光Z	Undo the previous action
Redo î₩Z	Redo the previous action
Cut	Cuts selected text
Copy 光C	Copies selected text
Paste 光V	Inserts cut or copied text
Paste And Match Style ~û ℋV	Inserts cut or copied text and associated style
Delete	Deletes highlighted text
Select All	Selects all highlighted text
Find…	Find options
Spelling and Grammar	Spelling options
Substitutions	Substitution options
Transformations	Transformation options
Speech	Speech options
Start Dictation	Enables speech to text option
Emoji & Symbols ^ Space	Inserts special characters, symbols etc.

Table 15.6 – Edit Menu

Script Menu Commands Table

Add Scene	Allows you to manually insert a scene at the selected point
Delete Scene î∺Y	Allows you to delete a scene
Split Scene	Allows you to split an existing scene into two scenes at the selected point

Add Line 光L	Allows you to manually insert a line at the selected point
Delete Line ûℋL	Allows you to delete a line
Delete Selected Items \mathbb{H} \square	Allows you to delete selected items
Spot Line Start [^] i	Spots the start of a line
Spot Line End [^] o	Spots the end of a line
Previous Line é	Goes back to the previous line for spotting
Next Line ê	Goes to the next line for spotting
Increase Scroll Speed	Increase the scrolling speed of the text
Decrease Scroll Speed 光[Decrease the scrolling speed of the text
Go To Timecode 光G	Locate to the timecode point as entered in the transport
Locate To Start ℋ୶	Locate to start of the movie

Table 15.8 – Script Menu

View Menu Commands Table

Show Toolbar ~	Hides and shows the Toolbar
Customize Toolbar	Allows you customize the Toolbar
Project Settings…	Opens the Project Settings drawer

Table 15.9 – View Menu

Window Menu Commands Table

Minimize	Minimizes the window to the Dock
Zoom	Enlarges the window to fill the screen
Show Video Window	Brings the video window to the forefront
Keep Video Window on Top	Keeps the video window on top
Clean Display	Removes all information displayed on output window - toggles ON/OFF
Bring All to Front	Brings all the VoiceQ windows to the front of the screen

Table 15.10 – Window Menu

Help Menu

Will take you to the Support Facility on the VoiceQ Website by default. This VoiceQ User's Guide, in pdf format, is located under the `Downloads' section. Please refer to the FAQ and User Forum sections, which contain up to date user information.

Note: You must have a connection to the Internet to access the Support Facility and download the VoiceQ User's Guide and other support material.

APPENDIX 2. VoiceQ & Pro Tools Integration Guide

VoiceQ and Digital Audio Workstations

This guide describes the configurations and procedures used within VoiceQ and Digital Audio Workstations and are intended for use by Audio Engineers to understand the operation and configuration of both systems.

During the recording process VoiceQ takes over the role of playing back the movie file from Pro Tools. You can leave the movie file loaded in your Pro Tools session, but the track should be disabled, to avoid competing with the VoiceQ Application.

VoiceQ superimposes the scrolling text on the movie and outputs it via the second DVI port of your Apple Mac video card (or the external DVI port on laptops). VoiceQ uses the Graphics Processing Unit (GPU) and the Memory on the video card to process the video, which reduces the load on the CPU of your computer.

VoiceQ will chase and scrub with Pro Tools while you work in Pro Tools. VoiceQ also has an option to cue Pro Tools when you select a line in VoiceQ. This will locate the Pro Tools session to the record location for the selected line with an adjustable pre-roll value. VoiceQ does not control Pro Tools in any other way, at this time.

Actual recording of audio and management of playlists still takes place in Pro Tools using your normal process.

Note: In a single computer configuration VoiceQ will work with many other recording applications including Logic Pro, Soundtrack and others. Check our website for the correct set up instructions and screen shots for these applications.

Note: In a dual computer configuration the Digital Audio Workstation may be any device that will output MIDI Time Code (MTC) and/or MIDI Machine Control.

Single Machine Setup (using IAC driver)

The Apple Inter Application Communication (IAC) Bus is used to send all MIDI information when VoiceQ and Pro Tools are on the same computer – we refer to this as a **Single Computer Configuration**.

A MIDI interface or Network Session is used when the Digital Audio Workstation (DAW), in this case Pro Tools, and VoiceQ are on separate machines (dual computer configuration). If you are using a **Dual Computer Configuration** you do not need the IAC Bus and can skip directly to the next section.

 Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.



2. Select IAC Driver. Double click it to open the IAC Driver Properties window.

0	IAC Driver Prope	ties	
	Device Name:	IAC Driver	
	Manufacturer:	Apple Inc.	~
	Model:	IAC Driver	~
		Device is online	
		Less Inform	nation
You can set up the MIDI dev the device, then indicate th	vice's port structure h e number of MIDI in a	ere. First, set the number nd out connectors for each	of ports on 1 port.
You can set up the MIDI dev the device, then indicate th Ports VQ & PT	vice's port structure h e number of MIDI in a C V	ere. First, set the number nd out connectors for each onnectors for: Q & PT	of ports on a port.
You can set up the MIDI det the device, then indicate th Ports VQ & PT	vice's port structure h e number of MIDI in a C V	ere. First, set the number nd out connectors for each connectors for: Q & PT MIDI In: 1	of ports on a port.
You can set up the MIDI det the device, then indicate th Ports VQ & PT + - Add and Re	vice's port structure h e number of MIDI in a	ere. First, set the number nd out connectors for each onnectors for: Q & PT MIDI In: 1 MIDI Out: 1	of ports on a port.

- 3. Add Ports by **selecting '+' button** and **give the port a name**. In this example, we named it **VQ & PT**.
- 4. Click the checkbox 'Device is online' to enable this virtual MIDI device.
- 5. Launch Pro Tools application and select Pro Tools>Preferences... from the menu.
- 6. Go to Synchronization tab and check both 'Machine Chases Memory Location' and 'Machine Follows Edit Insertion/Scrub' checkboxes.

		Pro Tools Preferences				_		
Display	Operation	Editing	Mixing	Metering	Processing	MIDI	Synchronization	
Aachine Co	ontrol							
Machi	ne Chases Mem	ory Location						
Machi	ne Follows Edit I	nsertion/Scrub	e l					

- 7. **Select Setup>Peripherals...** from the menu to open the peripherals setup window.
- Go to Synchronization tab and Select the IAC Driver added in Step 3 for MTC Reader and Generator ports. In this example, it is named: IAC Driver, VQ & PT.

ynchronization	Machine Control	MIDI Controllers	Ethernet Controllers	Mic Preamps	Satellites	VENUE
	MTC Reader And	1 Generator				
		MTC Reader Port	t: IAC Driver, VQ & PT	*		
		MTC Generator Port	t: IAC Driver, VQ & PT	-		

9. Go to Machine Control tab and enable both Master and Slave, select the IAC Driver under the Master, and give the Master's ID = 120 so as not to cause a conflict when you Set ID of the Slave to 127.

Synchronization	Machine Control	MIDI Controllers	Ethernet Controllers	Mic Preamps	Satellites	VENUE
	MIDI Machi	ne Control (Master)				
	M Enable	IAC Driver, VQ & PT	ID 120 P	reroll: 90 frame	s	
	MIDI Machi	ne Control Remote (Si	ave)			
	S Enable	e ID 127				

10. Select Setup>MIDI>MIDI Beat Clock... from the Pro Tools main menu to open the MIDI Beat Clock window. Enable MIDI Beat Clock and select the IAC Driver.

	MIDI Beat Clock	
Enable MIDI Beat Clock for	en e	Offset (samples
AC Driver, VQ & PT		
USB MS1x1 MIDI Interface		

GEN MTC

We recently added GEN MTC support from Pro Tools into VoiceQ. In the Transport window or Synchronizations options via the transport, you need to select 'GEN MTC'. Once activated both PT and VQ will be in Sync.



11. Launch VoiceQ and select VoiceQ>Preferences... from VoiceQ main menu.

	Pi	references		
bal Project				
Movie				
Play Movie Audio Movie Audio Volume	V Playhead(In:	sertion) Follow	s Playback	100%
Video Playback Window				100%
		- las		
Preview Window Size	Force window	size	Mainta	iin Aspect Ratio
Manual	-	600	480	
Keep Video Window c	in Top	Brightness		
/IIDI/ReWire				
Using MIDI				0
Output MMC Port	VoiceQ MM0	C/MTC		0
Latency Compensate		0		Oms
Preroll (Same as DAW)	· · · · ·		3000ms
Postroll				2000ms
Mute Sound when Re	cording	Record	ing Starts before	2000ms
Default Language				
English (en)				0
Character Options				
Use most recently as:	signed characte	r when adding	new lines	
Prompt				
Notify About High Per	formance Mode	Playback		
Auto Update				
_				

12. Enable Output MMC Port and select the IAC Driver by name. In this example it is VQ & PT.

VoiceQ and Pro Tools are now ready to communicate through a virtual MIDI device.
The Dual Computer Configuration is when Pro Tools and VoiceQ are on separate computers with MIDI information sent via the Local Area Network (LAN).

With a **Dual Computer Configuration** we can use Apple's MIDI network feature to send MIDI via the Local Area Network. This setup does not require any additional MIDI hardware. First configure your LAN (if required) so the 2 machines can communicate and 'see' each other on the local network. Contact your Systems Administrator for assistance if required.

On the computer running Pro Tools

 Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.



2. Select Network. Double click it to open the MIDI Network Setup window.

	in or retrieve or top		
My Sessions	Session		
Session 1	?	C Enabled Port	5004
	Local name:	Session 1	
	Bonjour name:	Yosemite iMac	
+ -		Name	Latency adj.
Directory	Participants:	172.20.105.2	0 ms
			Disconnect
	Latency:		Disconnect
	^{ms} 1,000	500 100 50 10 3	0 -3 -10 -50
	Address: 172.20	.105.37:5004	
+ -	Connect		
	Live Netv	work Session 1	0 → @
Who may connect to me:	routings		

- 3. Add a session by selecting '+' button under My Sessions. Enable the session by clicking the Enabled check box under Session and name it. We are using the default name 'Session 1' in this example.
- 4. **Select 'Anyone'** from the drop down list under 'Who may connect to me:' section.
- 5. **Select this Network Session** from the first drop down list under the 'Live routings' section.

On the computer running VoiceQ

 Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.



2. Select Network. Double click it to open the MIDI Network Setup window.

My Sessions	Session
Session 1	? Enabled Port: 5004
	Local name: Session 1
	Bonjour name:
+ -	Name Latency adj.
Directory	Participants: Yosemite iMac 0 ms
	Latency: ms 1,000 500 100 50 10 3 0 -3 -10 -50 Address: 172.20.105.2:5004
	172.20.105.33:5004
/ho may connect to me:	Live routings

- 3. Add a session by selecting '+' button under My Sessions. Enable the session by clicking the Enabled check box under Session. You must give the exactly same name and port used in Step 3. Again, we are using the default name 'Session 1' in this example.
- 4. Now you can see the Mac runs Pro Tools from the Directory list. In our example, its name is Yosemite iMac. Select the Mac runs Pro Tools from the list. Connect to it by clicking the 'Connect' button.

On the computer running Pro Tools

- 1. Launch Pro Tools application and select Pro Tools>Preferences... from the menu.
- 2. Go to 'Synchronization' tab and check both 'Machine Chases Memory Location' and 'Machine Follows Edit Insertion/Scrub' checkboxes.



- 3. **Select Setup>Peripherals...** from the menu to open the peripherals setup window.
- 4. **Go to 'Synchronization' tab** and **Select the Network port** for both MTC Reader and Generator ports. In this example, it is Network, Session 1.

	Marking Control		THE REAL PROPERTY AND		(Desta Ultran	MEANIF
Synchronization	Machine Control	MIDI Controllers	Ethernet Controllers	Mic Preamps	Satellites	VENUE
	MTC Reader Apr	i Generator				
		-	(H. 1. 0			
		MIC Reader Port	Network, Session 1			
			Constant and a second s			

5. Go to Machine Control tab and enable both Master and Slave: select the IAC Driver under the Master, and give the Master's ID = 120 so as not to cause a conflict when you Set ID of the Slave to 127.

			Peripherals			
ynchronization	Machine Control	MIDI Controllers	Ethernet Controllers	Mic Preamps	Satellites	VENUE
	MIDI Machi	ne Control (Master)				
	🗹 Enabl	Network, Session 1	ID 120 P	reroll: 90 frame	s	
	MIDI Machi	ne Control Remote (Si	ave)			
	Toob	10 127				

6. Select Setup>MIDI>MIDI Beat Clock... from the Pro Tools main menu to open the MIDI Beat Clock window. Enable MIDI Beat Clock and select the Network port.

	INIDI DOUL OIOCK	
Enable MIDI Beat Clock f	or	Offset (samples)
Network, Session 1		0
	a sea a s	

On the computer running VoiceQ

1. Launch VoiceQ and select VoiceQ>Preferences... from VoiceQ main menu.

Movie			
I Play Movie Audio	Preroll () Om:	5
/ideo Playback Window			
Preview Window Size 50% of v	ideo size	🗘 🗹 Maintian Aspe	ect Ratio
Manual	\$ 640	480	
MIDI Locate			
Output MMC Por Session 1			\$]
Preroll		0ms	
Latency Compensate		0ms	- 1
Default Language			
English (Malawi) (en_MW)			\$
Velcome Dialog			
Show Welcome Dialog When V	/oiceQ Launches		
Auto Update			

2. Enable Output MMC Port and select the Network session by name. In this example it is Session 1.

VoiceQ and Pro Tools are now ready to communicate through your network (RTC-MIDI).

Note: RTC-MIDI protocol used for this configuration is stable in most cases but it does not guarantee zero packet loss. The latency and the possibility of packet loss may vary under your network conditions. Especially when the network is congested, which may cause the latency and packet loss to increase.

Dual Machine Setup using MIDI hardware interfaces

Using separate computers for Pro Tools and VoiceQ with MIDI information sent via MIDI hardware interfaces.

This configuration requires a MIDI hardware interface on both computers, which are connected via a MIDI cable. Many AVID hardware boxes like the M-Box, Digi 001-003, Command 8, Control 24 feature MIDI output ports.

The VoiceQ computer can use any standard USB MIDI interface, with VoiceQ automatically recognizing and chasing incoming MIDI timecode when it is set to online/chase mode.

On both computers running Pro Tools and VoiceQ

- 1. Connect both computers with the MIDI Device using the appropriate MIDI cables. The actual configuration maybe different from the screen shots.
- 2 Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.





 Check all your MIDI interfaces are shown in the windows of both machines. If not, click 'Rescan MIDI' button to rescan MIDI ports. In this example, we used USB MS1x1 MIDI Interface from M-Audio for Pro Tools machine, and USB Uno MIDI Interface from M-Audio for the VoiceQ machine.

On the computer running Pro Tools

- 1. Launch Pro Tools application and select Pro Tools>Preferences... from the menu.
- 2. Go to 'Synchronization' tab and check both 'Machine Chases Memory Location' and 'Machine Follows Edit Insertion/Scrub' checkboxes.



- 3. Select Setup>Peripherals... from the menu to open the peripherals setup window.
- 4. Go to 'Synchronization' tab and Select the MIDI interface connected to the machine for both MTC Reader and Generator ports.

ynchronization	Machine Control	MIDI Controllers	Ethernet Controllers	Mic Preamps	Satellites	VENUE
	MTC Reader And	Generator				
		MTC Reader Por	t: USB MS1x1 MIDI Inter	face		
		MTC Generator Por	t: USB MS1x1 MIDI Inter	face		

5. Go to Machine Control tab and enable both Master and Slave, select the IAC Driver under the Master, and give the Master's ID = 120 so as not to cause a conflict when you Set ID of the Slave to 127.

			Peripherals			
Synchronization	Machine Control	MIDI Controllers	Ethernet Controllers	Mic Preamps	Satellites	VENUE
	MIDI Machi	ne Control (Master)				
	M Enable	USB MS1x1 MIDI In	iterface 👕 ID 🚺 120 Pi	reroll: 90 frame	IS	
	MIDI Machi	ne Control Remote (Si	lave)			
	S Enable	e ID 127				

6. Select Setup>MIDI>MIDI Beat Clock... from the Pro Tools main menu to open the MIDI Beat Clock window. Enable MIDI Beat Clock and select the MIDI interface.

	MIDI Beat Clock	
Enable MIDI Beat Clock for		Offset (samples)
USB MS1x1 MIDI Interface		0

On the computer running VoiceQ

1. Launch VoiceQ and select VoiceQ>Preferences... from VoiceQ main menu.

Play Movie Audio		Preroll 🔾		Oms
Video Playback Window				
Preview Window Size	50% of video size	1	🗘 🗹 Main	tian Aspect Ratio
Manual	\$]	640	480	
Preroll Latency Compensate	• <u> </u>			0ms 206ms
Preroll Latency Compensate	· · · · · · · · · · · · · · · · · · ·			0ms 206ms
Default Language				
Default Language English (Malawi) (en	_MW)			÷
Default Language English (Malawi) (en Welcome Dialog	MW)			\$
Default Language English (Malawi) (en_ Welcome Dialog ✔ Show Welcome Dia	MW) log When VoiceQ L	aunches		\$
Default Language English (Malawi) (en Welcome Dialog ✓ Show Welcome Dia Auto Update	_MW) log When VoiceQ L	aunches		\$

2. Enable Output MMC Port and select the MIDI interface connected to the VoiceQ machine.

VoiceQ will now chase the incoming MIDI timecode from Pro Tools through your hardware MIDI interface.

VoiceQ will also scrub the video and scroll text in response to the MIDI machine control. MIDI Beat clock is used for additional synchronization accuracy. The transport controls in VoiceQ can also be used, even when VoiceQ is waiting for external MTC. To have VoiceQ chase incoming MTC from Pro Tools click on the `Chase External Timecode' button in the transport section or use the Quick Key \Re J.

Automatic Streamer

VoiceQ can display visual streamers automatically with a Pre-roll value set in Pro Tools during Recording. This section explains how to configure both Pro Tools and VoiceQ to output and display Visual Streamers in synch.

On the computer running Pro Tools

1. In Pro Tools, open menu Setup>Click>Countoff...

Click During pl Only duri	ay and rec ng record ng counto	cord	
Accented	Note C#3	Velocity	Duration
Unaccented Output	C3 USB MS	99 1x1 MIDI Int	10 ms erface-1
Countoff	ng record	2 E	lars
	Car	ncel	ОК

- 2. Click the 'Only during record' selector.
- 3. Enter the appropriate MIDI note settings in Unaccented.
- 4. Select the appropriate **Output** interface.

Eg. In this screenshot, Pro Tools machine is connected to VoiceQ via a USB MS1x1 MIDI interface (hardware interface).

5. In Pro Tools, Set Up '**Pre-roll**' time to 3000ms, being the industry standard used in most cases.

	Count Off 2 bars Meter 4/4 Tempo 120.0000
Pre-foil 00:00:03:00 Start 00:00:05:13 Post roll 00:00:00:00 End 00:00:05:13 Fade-in 0:00:250 Length 00:00:00:00	II 🛛 🔬 🔤

When in Record, Pro Tools applies the Pre-roll value eg. 3000ms, and sends MIDI notes via the Output port to VoiceQ.

GEN MTC

We recently added GEN MTC support from Pro Tools into VoiceQ. In the Transport window or Synchronizations options via the transport, you need to select 'GEN MTC'. Once activated both PT and VQ will be in Sync.



On the computer running VoiceQ

1. In **VoiceQ>Preferences >Global>MIDI Locate** set the Post-roll time to (3000ms).

Te	xt Cue Mask Information Editor
Beep	
Off	Volume
	Frequency 500hz
	Duration 500ms
	Timing 3000ms
	 Disable Visual Countdown and Countup Enable Visual Countdown Enable Visual Countup
Streamers	
MIDI	titude 0% 🗘 Color OFrom Character
	Width 16px
	Height 100% 🗘
	Timing 3000ms
	MIDI 90 3C 63

- 2. In VoiceQ>Preferences >Project>Cue>Streamers select MIDI from the drop down list
- 3. Set the **Timing** value to the same value as the Pre-roll time in Pro Tools (3000ms).
- Select the MIDI note to invoke streamer to the same note value of the 'Unaccented' note of the click in the first step. NB: The default value 'C3 99 10' is '90 3C 63' in the raw MIDI message. (this means C3 note on in the first channel with 10ms)

Now whenever Pro Tools starts to record, both Pro Tools and VoiceQ will apply the Pre-roll value set in both applications eg. 3000ms. VoiceQ will display the visual streamer in synch with Pro Tools MIDI commands.

Hint: If your going to use this set up in future please save this as your `Default Setting' by clicking **Set to Default** at the base of the Preferences Window.

Please contact <u>VoiceQ Support</u> if you require further information on how to implement any of these configurations.

Thank you

Your VoiceQ Support Team

APPENDIX 3. VoiceQ & Logic Pro X Integration Guide

This guide describes the configurations and procedures used within VoiceQ and Digital Audio Workstations and are intended for use by Audio Engineers to understand the operation and configuration of both systems.

During the recording process VoiceQ takes over the role of playing back the movie file from Logic Pro X. You can leave the movie file loaded in your Logic Pro X session, but the track should be disabled, to avoid competing with the VoiceQ Application.

VoiceQ superimposes the scrolling text on the movie and outputs it via the second DVI/HDMI port of your Apple Mac video card (or the external DVI port on laptops). VoiceQ uses the Graphics Processing Unit (GPU) and the Memory on the video card to process the video, which reduces the load on the CPU of your computer.

VoiceQ will chase and scrub with Logic Pro X while you work in Logic Pro X. VoiceQ also has an option to cue Logic Pro X when you select a line in VoiceQ. This will locate the Logic Pro X session to the record location for the selected line with an adjustable pre-roll value. VoiceQ does not control Logic Pro X in any other way, at this time.

Actual recording of audio and management of playlists still takes place in Logic Pro X using your normal process.

Note: In a single computer configuration VoiceQ will work with many other recording applications including Pro Tools, Soundtrack and others. Check our website for the correct set up instructions and screen shots for these applications.

Note: In a dual computer configuration the Digital Audio Workstation may be any device that will output MIDI Time Code (MTC) and/or MIDI Machine Control.

Single Machine Setup (using IAC driver)

The Apple Inter Application Communication (IAC) Bus is used to send all MIDI information when VoiceQ and Logic Pro X are on the same computer – we refer to this as a **Single Computer Configuration**.

A MIDI interface or Network Session is used when the Digital Audio Workstation (DAW), in this case Logic Pro X, and VoiceQ are on separate machines (dual computer configuration). If you are using a **Dual Computer Configuration** you do not need the IAC Bus and can skip directly to the next section.

 Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.



14. Select IAC Driver. Double click it to open the IAC Driver Properties window.

0	IAC Driver Prope	rties	
	Device Name:	IAC Driver	
	Manufacturer:	Apple Inc.	~
	Model:	IAC Driver	~
3		Device is online	
		Less Informati	ion 🔺
You can set up the MIDI the device, then indicate	device's port structure h the number of MIDI in a	ere. First, set the number of p nd out connectors for each po	oorts on rt.
You can set up the MIDI the device, then indicate Ports VQ & PT	device's port structure h the number of MIDI in a	ere. First, set the number of p nd out connectors for each po onnectors for: Q & PT MIDI In: 1 0 MIDI Out: 1 0	oorts on rt.
You can set up the MIDI the device, then indicate Ports VQ & PT + - Add and	device's port structure h the number of MIDI in a C V Remove Ports	ere. First, set the number of p nd out connectors for each po onnectors for: Q & PT MIDI In: 1 0 MIDI Out: 1 0	oorts on rt.

- 15. Add Ports by **selecting '+' button** and **give the port a name**. In this example, we named it **VQ & PT**.
- 16. Click the checkbox 'Device is online' to enable this virtual MIDI device.
- 17. Launch Logic Pro X application and select Logic Pro X>Preferences>MIDI from the menu.

Logic Pro X File Edit Track	Navigate Record Mix View Window
About Logic Pro X	
PreferencesControl SurfacesKey Commands	General Audio MIDI
Sound Library Provide Logic Pro Feedback Download Logic Remote Learn About MainStage	Score Movie Automation My Info
Services	Advanced Tools
Hide Logic Pro X #H	Initialize All Except Key Commands
Hide Others ℃ #H Show All	Plug-in Manager
Quit Logic Pro X 光Q	► Track: Audio Track

18. Select the **Sync** tab from the menu and ensure your settings match those in the image below. Once completed close the window.

O O Preferences Image:	
General Reset Messages Sync	
All MIDI Output	
Delay: 💌 0.0 🔺 ms	
MIDI Time Code (MTC)	
MTC Pickup Delay: 🔍 0 🔺 Frames	
Delay MTC transmission by: 💌 0 🧥 ms	
MIDI Machine Control (MMC)	
MMC Uses: MMC standard messages	
Output ID (Transport):	
Input ID (Transport): V All V 127	
Transmit locate commands when: V Pressing Stop twice	
Victorial continuando mana victorial contractorial contrac	
Transmit record-enable commands for audio tracks	
MIDI Sync Project Settings	



19. Next select File>Project Settings>Synchronization

20. Under Synchronization we will set the Sync Mode to '**Internal**'. You can also choose to control the MIDI sync externally.

00						🔄 My	Projec	t.logic	x	
<u> </u>	Synchronization	Metronome	Recording	ب Tuning	Audio	MIDI	Score	Movie	Assets	
					Ge	eneral	Aud	lio I	MIDI	
	Sync Mode	Internal		\$			٦			
		MTC Manual		al Sync	and Ta	p Temp	00			
	Frame Rate:	25 🖌 Auto dete	ect format	fps of MTC						

21. Next set the **Frame rate** to match the video in your project using the **drop down menu**.

	_		🔮 My	Project	t.logic:	x		
General Synchronization	Metronome Recordin	g Tuning Audio	MIDI	S core	Movie	Assets		
			eneral	Aud	io N			
Sync Mode: Frame Rat∉ ✔	Internal 23.976 24 7 25	≑ al Syr c and Ta ≎ fps	ip Temp	00				
alidate MTC	29.97d 29.97 <i>30d</i> 30	of MTC	IDTE		- (1.00.00.	00.00	
Bairositio	50 59 94d	MPTE view Off	set		· ·	1.00.00.	.00.00	
Bar Positior	59.94 60d 60	disblayed a	s SMPT	ΓE				

22. Go to MIDI tab and enable Destination 1 under the MIDI clock, select the IAC Driver under the drop down menu to enable connection to VoiceQ

MIDI Cloc	ck				
	Transmit to	o: 🗹 Destination 1		Destination 2	
		✓ Off	ŧ	Off	
	Mada	All	tipuo	at Cycle Jump	
	wode	VQ IAC Driver VQ & PT	inue		T
	Start	Network Session 1			
Delay tra	nsmission by	r: 🔽 0.0 🔺 ms 📄 Auto-compensat	e Plug-	in Latency	

23. For the best possible sync enable 'Auto-compensate Plug-in Latency' next to transmission delay options.

MIDI Clock							
Transmit to:	Destination 1					Destination 2	
	VQ IAC Drive	er VQ & PT			\$	Off	
Mode :	Song - SPP	at Play Start an	d Stop/	/SPP/	Continue	at Cycle Jump	*)
Start :	at position	v 11	1 1				
Delay transmission by:	🔻 0.0 🔺	ms 🗹 Au	ito-com	pens	ate Plug-i	n Latency	

24. Next enable the **MIDI Time Code (MTC)**, then under the drop down menu **select the IAC Driver**.

MIDI Time Code (MTC)	
	✓ Transmit MTC VQ IAC Driver VQ & PT ‡	

25. Finally under MIDI Machine Control (MMC) enable 'Transmit MMC' and 'Listen to MMC Input'



For step-by-step instructions on setting up a MIDI interface in Logic Pro X <u>click here</u>. You can use these settings to synchronize Logic Pro, which acts as the master, to VoiceQ, which acts as the slave.

For specific information on Logic Pro X please visit Apple's Support section: <u>click here to view</u>. It provides an extensive library of information including; User Guide, Video Tutorials and a Forum.

26. Launch VoiceQ and select VoiceQ>Preferences... from VoiceQ main menu.

Mar. 14				
🗹 Play Movie Audio		Preroll		500ms
Video Plavback Window				
Preview Window Size	Force window	size	😒 🗹 Maintia	n Aspect Ratio
Manual		640	480	
MIDI Locate				
🗹 Output MMC Por	/Q & PT			
Preroll		0	5	000ms
Latency Compensate)		o	ms
Default Language				
English (en)				0
Welcome Dialog				
Show Welcome Dialog	When Voice	Q Launches		
Auto Update				

27. Enable Output MMC Port and select the IAC Driver by name. In this example it is VQ & PT.

VoiceQ and Logic Pro X are now ready to communicate through a virtual *MIDI* device.

Dual Machine Setup using Network (RTC-MIDI)

The Dual Computer Configuration is when Logic Pro X and VoiceQ are on separate computers with MIDI information sent via the Local Area Network (LAN).

With a **Dual Computer Configuration** we can use Apple's MIDI network feature to send MIDI via the Local Area Network. This setup does not require any additional MIDI hardware. First configure your LAN (if required) so the 2 machines can communicate and 'see' each other on the local network. Contact your Systems Administrator for assistance if required.

On the computer running Logic Pro X

 Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.



7. Select Network. Double click it to open the MIDI Network Setup window.

	MIDI Network Setup		
My Sessions	Session		
Session 1	?	Enabled	Port: 5004
	Local name:	Session 1	
	Bonjour name:	Yosemite iMac	
+ -		Name	Latency adj.
Directory	Participants:	172.20.105.2	0 ms
	Latency:		Disconnect
	Ms 1,000 Address: 172.20	500 100 50 10 .105.37:5004	3 0 -3 -10 -50
+	Live	work Session 1	

- 8. Add a session by selecting '+' button under My Sessions. Enable the session by clicking the Enabled check box under Session and name it. We are using the default name 'Session 1' in this example.
- Select 'Anyone' from the drop down list under 'Who may connect to me:' section.
- 10. **Select this Network Session** from the first drop down list under the 'Live routings' section.

On the computer running VoiceQ

 Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.



6. Select Network. Double click it to open the MIDI Network Setup window.

0.0	MIDI Network Setup
My Sessions	Session
Session 1	? Enabled Port: 5004
	Local name: Session 1
	Bonjour name:
+ -	Name Latency adj.
Directory	Participants: Yosemite iMac 0 ms
Yosemite iMac	
	Disconnect
	Latency:
	ms 1,000 500 100 50 10 3 0 -3 -10 -50
	Address: 172.20.105.2:5004 172.20.105.33:5004
+ - Connec	
Who may connect to me:	Live - + +
Anyone	

- 7. Add a session by selecting '+' button under My Sessions. Enable the session by clicking the Enabled check box under Session. You must give the exactly same name and port used in Step 3. Again, we are using the default name 'Session 1' in this example.
- Now you can see the Mac that runs Logic Pro X from the Directory list. In our example, its name is Yosemite iMac. Select the Mac running Logic Pro X from the list. Connect to it by clicking the 'Connect' button.

On the computer running Logic Pro X

1. Launch Logic Pro X application and select Logic Pro X>Preferences>MIDI from the menu.

	Logic Pro X File	e Edit	Track	Navigate	Record	Mix	View	Window	
	About Logic Pro	х						_	
	Preferences Control Surfaces Key Commands	S	•	General Audio MIDI					
Sound Library Provide Logic Pro Feedback Download Logic Remote Learn About MainStage			Score Movie Automation My Info						
	Services		•	Advanced Tools					
Hide Logic Pro X %H		Initialize All Except Key Commands							
Hide Others て第日 Show All			Plug-in Manager						
	Quit Logic Pro X		ЖQ		▶1	frack:	Audio Tr	ack	

2. Select the **Sync** tab from the menu and ensure your settings match those in the image below. Once completed close the window.

Preferences Image: Im						
General Reset Messages Sync						
All MIDI Output						
Delay: 0.0 🔺 ms						
MIDI Time Code (MTC)						
MTC Pickup Delay: 0 A Frames						
Delay MTC transmission by: 0 ms						
MIDI Machine Control (MMC)						
MMC Uses: MMC standard messages 🗧						
Output ID (Transport): 🗹 All 💦 127						
Input ID (Transport): 🗹 All 💿 127 🔺						
Transmit locate commands when: 🗹 Pressing Stop twice						
✓ Dragging regions or events						
Transmit record-enable commands for audio tracks						
MIDI Sync Project Settings						



3. Next select File>Project Settings>Synchronization

4. Under **Synchronization** we will set the Sync Mode to '**Internal**'. You can also choose to control the MIDI sync externally.

00						🖸 My	Projec	t.logic	x	
B General	Synchronization	Metronome	Recording	ب Tuning	Audio		S core	Movie	Assets	
					Ge	neral	Auc	lio N		
						enera	Auc			
	Sync Mode 🗸	Internal		÷						
		MTC Manual		al Sync	and Ta	p Temp	ю			
	Frame Rate:	25		🕴 fps						
	8	🖌 Auto dete	ect format	of MTC						

5. Next set the **Frame rate** to match the video in your project using the **drop down menu**.

			📓 My Proje	ct.logic:	x	
General Synchronization	Metronome Recording	Le Audio	MIDI Score	Movie	Assets	
			aneral Au	dio N		
Sync Mode: Frame Rat∉ ✓	Internal 23.976 24 25	al Syrc and Ta	up Tempo			
alidate MTC Bar Positior	29.97d 29.97 <i>30d</i> 30	of MT C	IPTE	• (01:00:00:00.00	
	50 59.94d	MPTE /iew Off	set			
Bar Positior	59.94 <i>60d</i> 60	odisolayed a	S SMPTE			

6. Go to MIDI tab and enable Destination 1 under the MIDI clock, select Network Session 1 under the drop down menu to enable connection to VoiceQ

MIDI Clock Transmit to	Off All VQ IAC Driver VQ & PT ✓ Network Session 1
Mode :	Song - SPP at Play Start and Stop/SPP/Continue at Cycle Jump +
Start :	at position 🔍 111 1 🔺
Delay transmission by:	🔍 0.0 🔺 ms 🗹 Auto-compensate Plug-in Latency

7. For the best possible sync **enable** 'Auto-compensate Plug-in Latency' next to transmission delay options.

MIDI Clock		
Transmit to:	Destination 1	
	Network Session 1	
Mode :	Song - SPP at Play Start and Stop/SPP/Continue at Cycle Jump	÷
Start :	at position 🔍 111 1 🔺	
Delay transmission by:	🔻 0.0 🔺 ms 🛛 🗹 Auto-compensate Plug-in Latency	

8. Next enable the **MIDI Time Code (MTC)**, and then under the drop down menu **select Network Session 1**.

MIDI Time Code (MTC)						
	🗹 Transmit MTC					
	Network Session 1 +					
l I						

9. Finally under MIDI Machine Control (MMC) enable 'Transmit MMC' and 'Listen to MMC Input'

MIDI Machine Control (MMC)					
	✓ Transmit MMC ✓ Listen to MMC Input				

For step-by-step instructions on setting up a MIDI interface in Logic Pro X <u>click here</u>. You can use these settings to synchronize Logic Pro, which acts as the master, to VoiceQ, which acts as the slave.

For specific information on Logic Pro X please visit Apple's Support section: <u>click here to view</u>. It provides an extensive library of information including; User Guide, Video Tutorials and a Forum.

1. Launch VoiceQ and select VoiceQ>Preferences... from VoiceQ main menu.

Aovie				
Play Movie Audio Movie Audio Volume	Playhead(Inserti	on) Follows Playback		0 100%
/ideo Playback Window				
Preview Window Size	Force window size	e 📀 🖸	Mainta	in Aspect Ratio
Manual	0	600	480	
Keep Video Window on	Тор В	rightness		
/IDI/ReWire				
Using MIDI				0
🕗 Output MMC Port	VoiceQ MMC/M	ſĊ		
atency Compensate	-	0		Oms
Preroll (Same as DAW)				3000ms
Postroll			_	2000ms
🕗 Mute Sound when Reco	ording	Recording Starts b	oefore	2000ms
Default Language				
Faclish (an)				
English (en)				<u> </u>
Character Options				
🕗 Use most recently assig	gned character wh	en adding new lines		
rompt				
Tompt	When VoiceQ Laur	nches		
Show Welcome Dialog		de se ste		
Show Welcome Dialog ' Notify About High Perfect	ormance Mode Pla	ураск		
Show Welcome Dialog ' Notify About High Perfo	ormance Mode Pla	ураск		

2. Enable Output MMC Port and select the Network Session by name. In this example it is 'Session 1'.

VoiceQ and Logic Pro X are now ready to communicate through your network (RTC-MIDI).

Note: RTC-MIDI protocol used for this configuration is stable in most cases but it does not guarantee zero packet loss. The latency and the possibility of packet loss may vary under your network conditions. Especially when the network is congested, which may cause the latency and packet loss to increase. To account for this you may use the 'Latency Compensate slider' in VoiceQ until sync is perfected.

Dual Machine Setup using MIDI hardware interfaces

Using separate computers for Logic Pro X and VoiceQ with MIDI information sent via MIDI hardware interfaces.

This configuration requires a MIDI hardware interface on both computers, which are connected via a MIDI cable. Many AVID hardware boxes like the M-Box 003, Digi 001-003, Command 8, Control 24 feature MIDI output ports.

The VoiceQ computer can use any standard USB MIDI interface, with VoiceQ automatically recognizing and chasing incoming MIDI timecode when it is set to online/chase mode.

On both computers running Logic Pro X and VoiceQ

- 4. Connect both computers with the MIDI Device using the appropriate MIDI cables. The actual configuration maybe different from the screen shots.
- Open MIDI Studio. It is located in Applications/Utilities/Audio MIDI Setup.app. Launch this app and select Window>Show MIDI Window (Command + 2) from the menu to open it.





6. Check all your MIDI interfaces are shown in the windows of both machines. If not, click 'Rescan MIDI' button to rescan MIDI ports. In this example, we used USB MS1x1 MIDI Interface from M-Audio for Logic Pro X machine, and USB Uno MIDI Interface from M-Audio for the VoiceQ machine.

On the computer running Logic Pro X

1. Launch Logic Pro X application and select Logic Pro X>Preferences>MIDI from the menu.

Logic Pro X	File	Edit	Track	Navigate	Record	Mix	View	Window	
About Logic	Pro X								
Preferences Control Sur Key Comma	faces ands		•	General Audio MIDI					
Sound Library Provide Logic Pro Feedback Download Logic Remote Learn About MainStage			Display Score Movie Automation My Info						
Services			•	Advanced Tools					
Hide Logic	Hide Logic Pro X		Initialize All Except Key Commands						
Hide Others て第日 Show All		Plug-in Manager							
Quit Logic F	Pro X		жQ		▶ 1	frack: /	Audio Tra	ack	



2. Next select File>Project Settings>Synchronization

3. Under **Synchronization** we will set the Sync Mode to '**Internal**'. You can also choose to control the MIDI sync externally.

			My Project.logicx							
B General	Synchronization	Metronome	Recording	ب سرح Tuning	Audio	MIDI	Score	Movie	Assets	
					Ge	eneral	Aud	lio I	MIDI	
	Sync Mode 🗸	Internal MTC Manual		ŧ al Sync	and Ta	p Temp	00			
	Frame Rate: 25 fps									

4. Go to MIDI tab and enable Destination 1 under the MIDI clock, select USB MS1x1 MIDI under the drop down menu to enable connection to VoiceQ

MIDI Clock Off All Transmit tc VQ IAC Driver VQ & PT V USB MS1x1 Mode : Song - SPP at Play Start and Stop/SPP	Continue at Cycle Jump +
Start: at position 💌 111 1 🔺	
Delay transmission by: 💌 0.0 🔺 ms 🗹 Auto-compens	sate Plug-in Latency

5. For the best possible sync **enable** 'Auto-compensate Plug-in Latency' next to transmission delay options.

MIDI Clock	
Transmit to: 🗹 Destination 1	Destination 2
USB MS1x1	Coff t
Mode : Song - SPP at Play Start and	Stop/SPP/Continue at Cycle Jump
Start : at position v 111	1 1 🔺
Delay transmission by: 🔻 0.0 🔺 ms 🛛 🗹 Auto	o-compensate Plug-in Latency

6. Next enable the **MIDI Time Code (MTC)**, then under the drop down menu **Select the USB MS1x1 MIDI**.

	MIDI Time Code (MTC)		
Z	Transmit MTC		
	USB MS1x1		

7. Finally under MIDI Machine Control (MMC) enable 'Transmit MMC' and 'Listen to MMC Input'



For step-by-step instructions on setting up a MIDI interface in Logic Pro X <u>click here</u>. You can use these settings to synchronize Logic Pro, which acts as the master, to VoiceQ, which acts as the slave.

For specific information on Logic Pro X please visit Apple's Support section: <u>click here to view</u>. It provides an extensive library of information including; User Guide, Video Tutorials and a Forum.

On the computer running VoiceQ

3. Launch VoiceQ and select VoiceQ>Preferences... from VoiceQ main menu.

🗹 Play Movie Audio		Preroll 🔾		Oms
Video Playback Window				
Preview Window Size	50% of video size		🗘 🗹 Maint	tian Aspect Ratio
Manual	\$	640	480	
VIDI Locate				
Preroll	0			0ms
Preroll Latency Compensate Default Language	•••••••			0ms 206ms
Preroll Latency Compensate Default Language English (Malawi) (en	MW)			0ms 206ms \$
Preroll Latency Compensate Default Language English (Malawi) (en Velcome Dialog	 ~ 			0ms 206ms \$
Preroll Latency Compensate Default Language English (Malawi) (en Velcome Dialog ✔ Show Welcome Dia		aunches		0ms 206ms ÷
Preroll Latency Compensate Default Language English (Malawi) (en Welcome Dialog ✓ Show Welcome Dia Auto Update	 log When VoiceQ Li	aunches		0ms 206ms \$

4. Enable Output MMC Port and select the MIDI interface connected to the VoiceQ machine in this example the USB MS1x1 MIDI

VoiceQ will now chase the incoming MIDI timecode from Logic Pro X through your hardware MIDI interface.

VoiceQ will also scrub the video and scroll text in response to the MIDI machine control. MIDI Beat clock is used for additional synchronization accuracy. The transport controls in VoiceQ can also be used, even when VoiceQ is waiting for external MTC. To have VoiceQ chase incoming MTC from Logic Pro X click on the `Chase External Timecode' button in the transport section or use the Quick Key \Re J.

Recording triggered by VoiceQ

- 1. Configure MIDI connection between Logic Pro X and VoiceQ
- **2.** Next set pre-roll time settings so both are the same in Logic Pro X and VoiceQ eg. 3000ms (3.0 seconds) is a common setting.
- a. To configure the pre-roll in Logic Pro X, select the **recording settings** by **right-clicking the record icon** in the top view as shown below.



b. Under Recording Settings.... set the **Record pre-roll** under General settings to the desired time as **Shown in Figure 1** below.

Note: Logic Pro X only uses seconds for time measurement.

Genera	ป			
When Beginning:		Count-in 1 Bar :		1
MIDI		 Allow tempo chai Auto-colorize tak 	nge recording es	
		Auto demix by ch MIDI data reducti	nannel if multitrack recording ion	

Figure 1. Pre-roll time setting in Logic Pro X

c. In VoiceQ, set the **Record pre-roll** under Global settings to the same time set in Logic Pro X, as **shown in Figure 2** below:

	Pref	erences		
Global Project				
Movie				
🗸 Play Movie Audio		Preroll		Oms
Video Playback Window				
Preview Window Size	Force window size	•	🗹 Maintiar	Aspect Ratio
Manual	• • • • • • • • • • • • • • • • • • •	600	480	
Keep Video Window	ı on Top			
MIDI Locate				
Output MMC Port	VQ & PT			\$
Preroll			30	000ms
Latency Compensate			31	180ms
Default Language				
English (en)				\$
Welcome Dialog				
Show Welcome Dia	log When VoiceQ La	unches		
Auto Update				
Automatically check	< for updates	aily		

Figure 2. MIDI and Pre-roll settings in VoiceQ.

3. In Logic Pro X, add an audio track (if required) and enable recording. When recording is enabled, the **Record Icon** flashes red in colour.

00				My Project -	Tracks
	†≟† - % -	↔ ₩ ►	•	70 2 1 212	120 C maj 4/4
▶ Movie	t Edit T Functions T	View 🔹 🚅 🛤 📷			
♥ Region: MIDI Thru Mula: Loop: Ouantos 3 off O-Swing: Transpose: Velocity: More Frack: Classic Vocal	Movie Classic Vical M s R Audio 3 M s R		49 65 8	1 97 113	4 29 145 161 17
Classic V Classic V C Bus 2 DeEser Channe EO Compressor Channe EO Austo F.X Tapo Delay Pedalboard					

4. In VoiceQ, turn on MIDI chase (MIDI connection) by clicking the icon.



Figure 4. VoiceQ MIDI connection icon

- 5. In VoiceQ, select a line.
- 6. Select 'Record' button (îr-space bar) to initiate recording.
- **7.** Logic Pro X will shift to the selected lines' start timecode and record with pre-roll configured in Logic Pro X and VoiceQ.
- 8. Command + Down (or Up) to select next (previous) line and repeat step 6.

Please contact <u>VoiceQ Support</u> if you require further information on how to implement any of these configurations.

APPENDIX 4. Glossary of Terms

Term	Description		
Application	Refers to VoiceQ program		
Character	Part played in movie		
Dialogue	Spoken lines from a script		
Episode	A set of scenes		
Export Script	A document containing scene descriptions, characters, dialogue		
	lines and time codes for each completed film project.		
Fps	Frames per second. A measure of the film or video display rates		
Frm	Frames		
Hardware	Computer equipment and accessories		
Hrs	Hours		
ISO	International Standard Organization		
Lines	Dialogue – speech of character		
Loon	A segment of dialogue. Film and Television terminology for a		
	spoken line or group of lines within a time frame eg. 20 seconds.		
MIDI	Musical Instrument Digital Interface		
Min	Minutes		
	National Television Standards Committee. The group that		
NTSC	established the color television transmission system used in the		
	Untied States. The standard calls for 525 lines of information		
	scanned at a rate of approximately 30 fps		
PAI	Phase Alternating Line. A color television standard used in many		
	countries. PAL consists of 625 lines scanned at a rate of 25 fps.		
	A set of scenes containing script data and an associated movie.		
Project	A project maybe anything from feature or short film, television		
	series, episode or special to a commercial or advertisement.		
Scene	A logical segment of a script		
Sec	Seconds		
SMDTE	Society of Motion Picture and Television Engineers. One of the		
	principal standards organizations for the film and video industry		
Software	Computer program		
UI	User Interface (aka GUI)		
Unicode	A two alpha code that differentiates international languages		
Waveform	Graphic representation of sound		

APPENDIX 5. Quick Keys Reference Guide

LEGEND

Alt or option key	τ
Command key	Ħ
Control key	٨
Shift key	Û
Function key	fn

Feature	Quick Key	Function	
Add line	<u>ﷺ</u> ا	Allows you to manually insert a line at	
	00-	the selected point	
Add Scene	ЖY	Allows you to manually insert a scene	
	001	at the selected point	
Add Space Between		Allows you to add and adjust space	
Consecutive Words	^ drag	between two consecutive words within	
		a line	
Advance 1 frame	û 光+	Forward one frame	
Advance 1 second	∽=ૠ+	Forward one second	
Advance 10 seconds	^~=₩+	Forward ten seconds	
Audible Reeps	fn F6	Play audible beeps countdown on a	
		selected line or all lines	
Back 1 frame	¥-	Backward 1 frame	
Back 1 second	~∺₩-	Backward 1 second	
Back 10 seconds	^₩-	Backward 10 seconds	
Chase Ext Time- code	ま1	Enables VoiceQ to chase external MTC.	
		Toggles On and Off	
Clean Display	ዓ ዋ 1	Removes all information displayed in	
Olean Display	ታ I	the Movie output window	
Close	ЖW	Closes the current file	
Conv	ч. С	Copies highlighted sections of text and	
Сору	њC	lines	
Cut	ዋ v	Cuts highlighted sections of text and	
	መላ	lines	
Decrease Scroll Speed	¥[Decrease the speed of the scrolling text	
Delete Line	ΰℋL	Deletes a line	
Delete Scene	ΰℋY	Deletes a scene	
Co To Timocodo	കറ	Moves Play-head to timecode location	
	њ с	as entered	
Import Media (movie)	ΰ ℋ Ι	Imports media file (movie)	
Increase Scroll Speed	¥]	Increases the speed of the scrolling text	
Locate to Start	₩return	Locates Play-head to the start of the movie	
-------------------------------------	-----------------	---	
Move a Line	∽click	Moves a selected line in the timeline and changes timecode and line order in script window	
Move All Consecutive Lines	ûdrag or ûclick	Moves all consecutive lines selected in the timeline and changes timecode and line order in script window	
Move all words within a Line	ûdrag	Dragging a word in the timeline will affect all words <u>before and after</u> the one selected in the current line	
Move following words within a Line	û∽drag	Dragging a word in the timeline will affect all words <u>after</u> the one selected in the current line	
Move previous words within a Line	û^ drag	Dragging a word in the timeline will affect all words <u>before</u> the one selected in the current line	
Move individual words within a line	drag	Dragging a word within the timeline will affect that word in the current line	
Move individual word within a line	^ drag	Dragging a word will create a Gap between each word without affecting other words in the line. Allows the user to synchronize individual words within a line.	
Movie Window	fn F9	Toggles movie window on/off	
New Project	ЖN	Creates a new VoiceQ Project	
Open Project	жо	Opens an existing VoiceQ Project. Also used to import a text file.	
Paste	жv	Inserts cut or copied sections of text and lines	
Play / Mute Audio	fn F8	Play or mute audio. Toggles On and Off	
Play with Pre-roll	^space bar	Plays selected line with the pre-roll value set in preferences	
Play/Stop	space bar	Plays and stops movie	
Preferences	¥,	Opens VoiceQ Preferences Window	
Preview Line	fn F1	Displays a static preview of the highlighted line or all lines.	
Project Settings	爰9	Opens Project Setup window	
QuickSpot line end	^0	Spots the end of a highlighted line to the time- line	
QuickSpot line start	^j	Spots the start of a highlighted line to the timeline	

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Redo	ΰ ℋΖ	Redo previous actions
Save	ЖS	Saves the current file
Scrolling Ruler	fn F3	Outputs feet and half feet Ruler onto the display. Toggles On and Off
Scrolling Text	fn F5	Toggles the text On and Off on the display
Scrolling Waveform	fn F4	Toggles the scrolling waveform On and Off on the display
Select next line	▼ (arrow down)	Selects next line for spotting
Select previous line	(arrow up)	Selects previous line for spotting
Select Multiple Lines	爰drag or	Moves all selected lines in the timeline and changes timecode and line order in script window
Special Characters	^ಱ space bar	Displays the Special Character Palette
Streamers or Wipes	fn F7	Toggles the streamers On and Off on the display
Timecode	fn F2	Toggles the VoiceQ Timecode On and Off on the display
Undo	ЖZ	Undo selection of previous actions
Record	û~=space bar	Initiates record when synched to DAW

Note: When using any of the Quick Keys (F3, F5, F9 etc) some computers require that you also use the Function key (fn) at the same time.

Appendix 6. ReWire

1. Install from installer file Bundle



VoiceQReWireDevice.bundle

2. Check install is correctly placed in directory:

~/Library/Application Support/Propellerhead Software



3. Delete Pro Tools Plug-in Preferences "**InstalledAAXPlugIns**" – This will allow Pro Tools to re-scan all installed plug-ins (note: This will only need to be done once).

~/Library/Preferences/Avid/Pro Tools/



4. Run Pro Tools and wait for Plug-ins to be recognised



- 5. Insert Instrument track
 - a. Track>New...

	New Tracks		
Create 1 new Mono	 Audio Track Aux Input 	Samples	
	Master Fader VCA Master MIDI Track	Cancel	Create
TASA AF	Instrument Track	and the	A

- 6. Add the ReWire plug-in to Pro Tools
 - a. INSERTS A-E



7. Open VoiceQ and Create a New Project



- 8. Insert a media file and script file
- **9.** Open View>Project Settings... (Cmd+9) and check that the project framerate matches the imported media file.

	Files				
Use	Name	Framerate			
•	PB ADR practice : Video	24 fps	000		12002 (1
23.97 23.97 25 fp 29.97 29.97 30 fp	re fps 5 5 5 7 fps 7 fps 7 fps 5 5 5	n		Use Live Feed 🕏	
30 ip	S DF	1		e Project languages	
Audio Tr	racks			Flojectialiguages	
Audio Ti Default	Original Language Info		Preferred Langu	Q Sea	
Audio Ti Default	Original Language Info English AAC 2	ch:Stereo (L R) (Preferred Langu 48000.0 None C 🔇 🕯	C Sea	rch Code Detail
Audio Ti Default	original Language Info English AAC 2	ch:Stereo (L R) (Preferred Langu 48000.0 None 🗢 🔇 🐇	Octoart Name Offault Name Offault Name Offault State	rch Code Detail en
Audio Ti Default	racks Original Language Info English AAC 2	ch:Stereo (L R) (Preferred Langu 48000.0 None ≎ ⊗ ¥	Contrainguages Q Sea Default Name English	Code Detail en
Audio Ti Default	racks Original Language Info English AAC 2	ch:Stereo (L R) (Preferred Langu	Octoally Name English	rch Code Detail en
Audio Ti Default	acks Original Language Info English AAC 2	tch:Stereo (L R) (Preferred Langu 48000.0 None C 🔇 🛠	Project languages Q. Ses Default Name English + -	rch Code Detail en

10. Navigate to VoiceQ>Preferences>Global (Tab)>MIDI/ReWire (Section)



11. Select ReWire from the dropdown menu and close Preferences

MIDI/ReWire		
 Using MIDI Using ReWire 		
Preroll (Same as DAW)	•	3000ms
Latency Compensate	O	180ms

12. In Pro Tools navigate to *Setup>Session* and set Timecode/Feet+Frames Rate to match the Frame-rate from VoiceQ.

0		Se	ssion Setup		
Format					1:00
Sample Rate:	44.1 kHz	Audio Format:	BWF (.WAV)	Session Start:	00:00:00:00
Clock Source:	See Control Panel	Interleaved:		Session Length:	23.976 FPS
System Delay:	1.63 ms			Timecode Rate:	✓ 24 FPS 25 FPS
Pan Depth:	-3.0 dB			Feet+Frames Rate:	29.97 FPS 29.97 FPS Drop 30 FPS
SYNC Setup &	Timecode Offsets		External Timecode	ffsets MMC:	30 FPS Drop Auto Match Pull Facto
			Link: 💋		
			22	Satellite:	-00-00-00
				Sample Offset:	0

13. Be sure the 'Chase External' icon is selected and select a line

00:02:56		
Timeline Scale	6	6

You should have synched chase between Pro Tools and VoiceQ

14. Test playback on both VoiceQ and Pro Tools. If playback does not initiate, check that you do not have any other MIDI/ReWire devices connected to the active DAW.



Chapter 17: Video Output

Blackmagic Output

VoiceQ 3.1 supports a wide range of video hardware devices from Blackmagic Design. This plug and play feature enables VoiceQ to output video through Blackmagic hardware, increasing the number of supported output devices and enhancing interactive rythmo-band precision. This solves the problems of changing workflows and adding further hardware and cabling to studios, reducing setup time.

The following Blackmagic devices have been tested for compatibility with VoiceQ 3.1:

- Intensity Shuttle for USB 3.0
- UltraStudio for Thunderbolt™ 4K
- Decklink 4K Extreme card
- Decklink 4K Extreme 12G card
- Decklink HD Extreme 2, 3

VoiceQ was created with the latest API from Blackmagic Design, we support all hardware currently supported by Blackmagic Design. Please update to the latest Blackmagic drivers if you have issues with connectivity.

Visual features active in Blackmagic output:

- Waveform
- Rythmoband
- Ruler
- Streamers
- Visual count down/up
- Script preview

The next VoiceQ update will include:

- Recording indicator
- Support for AJA video devices
- Support for industry third-party cards
- Dynamic latency detection

Blackmagic set-up

Steps:

- □ Run VoiceQ
- Open a previous project (that includes a video file) or Create a new project (Import a video)
- □ Navigate to Window>Video Output Configuration... (See image)
- □ Select your 'Video Output Method' using the dropdown
- □ Select your resolution and frame rate under 'Video Mode' (See image)
- □ Set your buffering time (Recommended 300ms)
- □ Set your Display Latency (Recommended 200ms)

Note: Due to latency between an external device and VoiceQ we have added a 'Buffering Time' slider to allow users to adjust for the best possible sync between the external device and VoiceQ.

Video Output Method	External Device	\$
Video Device	Intensity Shuttle (Intensity Shuttle	e) ᅌ
Video Mode	720p60: 1280.0 * 720.0, 60.000	\$
Buffering Time	-0[100ms
Display Latency	O[0ms
		Close

OpenGL set-up

VoiceQ now has the ability to Run using OpenGL rendering to take advantage of later model graphics cards. This allows for smoother playback. (*Note: 10.9 is not supported*)

Steps:

- Run VoiceQ
- Open a previous project (that includes a video file) or Create a new project (Import a video)
- □ Navigate to Window>Video Output Configuration... (See image)
- □ Select your 'Video Output Method' using the dropdown.

Video Output Method	OpenGL	\$
Video Device	-	٢
Video Mode	-	٢
Buffering Time	0	0ms
Display Latency	0	0ms
		Close

Chapter 18: Support

System Information

This option helps us better understand any issues you may have by providing our support team with a snapshot of your system. The following is a simple guide on how to send us your information about your system.

1. Open 'Help>System Information...' VoiceQ will now review your system.



2. Once VoiceQ has reviewed your system you will be able to view all of your systems data

			0011
Export	Name	Value	СРО
\checkmark	VoiceQ	2.0.7.1	Intel(R) Core(TM) i5-2400S CPU @ 2.50GHz
\checkmark	Model	iMac12,1	
 Image: A set of the set of the	CPU	Intel(R) Core(TM) i5-2400S CPU @ 2.50GHz	
\checkmark	OS	Mac OS X 10.11.4	
\checkmark	Memory	24.0 GB	
\checkmark	Graphics/Displays		
\checkmark	Audio		
\checkmark	MIDI	VoiceQ Reciever	
\checkmark	MIDI Preroll	Oms	
\checkmark	MIDI Latency	180ms	
\checkmark	Peripherals		
\checkmark	Number of Languages	1	
\checkmark	Language Names	English	
\checkmark	Number of Characters	3	
\checkmark	Number of Scenes	1	
\checkmark	Number of Lines	15	
\checkmark	Project Start Time	00:00:00	
\checkmark	Project End Time	00:01:20:07	
\checkmark	Project Framerate	25.000	
Live Feed	false		

3. Once you review your system data, simply click 'Copy to Clipboard' and paste it into your support email with your query.



Customer support

The following procedures should be used when requesting warranty, contracted and billable services from KIWA:

Step 1: If you have a problem with your KIWA Product, you must send an email to support@voiceq.com or log a `support ticket' on our website in the first instance.

For a quick response please complete the appropriate Support Form accessible on the website under `Support'. These forms are specifically designed to allow KIWA to capture all the information required for a quick response.

Standard Business Hours: 09:00am – 17:00pm NZST, weekdays excluding statutory and regional public holidays.

All responses from KIWA will be by email or by posting releases on the website. Extended support beyond these hours can be provided if required at KIWA's standard rate applicable at the time.

Step 2: Be prepared to provide an accurate description of the problem in your email or support ticket on our Website.

Step 3: The Service Delivery Manager will acknowledge receipt of your support request by return email and manage your resolution. Please keep this acknowledgement for any future reference to this case.

Step 4: Depending on the type of problem and priority level, your problem will be assigned to a VoiceQ Engineer for resolution.

Step 5: After the service has been delivered, KIWA's Service Delivery Manager will confirm with you that the problem is resolved and close the case.

For all enquiries and technical support contact KIWA Digital Ltd.:

Email Enquiries: support@voiceq.com

Website: www.voiceq.com

Thank you for choosing VoiceQ - for further information please subscribe to our User Forum as well as refer to our FAQ, Downloads, Tutorials and other areas of our website.