



roducing real-time
daily transcripts and
transcript delivery re
and consistent meth
Reliability is as muc
industry as p

A tradition of recording and
transcription excellence

Case Study The Federal Magistrates Court of Australia

The Federal Magistrates Court (FMC) hears matters concerning family law, child support, administrative law, bankruptcy, unlawful discrimination, consumer protection and trade practices, privacy, migration, copyright, industrial law and admiralty law.

The court shares these jurisdictions with the Family Court of Australia and the Federal Court of Australia, but operates with the dual objectives of providing a simpler and more accessible alternative to litigation in the superior courts and of relieving their heavy workloads.

Along with fixed court locations, the FMC conducts regular circuit hearings in 40 regional and metropolitan locations throughout Australia.

The court requires all hearings to be recorded. Given the geographic isolation of circuit court locations and the absence of fixed recording equipment at these sites, the FMC required a portable easy-to-use recording solution that was:

1. Easy to set up (set-up is often undertaken by court administrative staff);
2. Easy to operate;
3. Compact; and
4. Transportable.

In mid 2008, Spark & Cannon worked with the FMC to package a highly portable solution that could be setup on a temporary basis during FMC circuits.

The VIQ Shuttle DRA was the recording device of choice as it is an all-in-one mobile digital unit.

Features of the DRA include:

- ✧ Portability;
- ✧ Reliability;
- ✧ Quality audio recording;
- ✧ Simple set-up and recording commencement; and
- ✧ Ability to upload audio via the Internet progressively, allowing immediate transcription.



Spark & Cannon has successfully used this device in a pilot study over recent months with the Federal Magistrates Court in Melbourne which included onsite demonstrations for one-week circuit court hearings in Shepparton and Geelong, Victoria.

The contents of the portable recording kit utilised by the FMC with the VIQ Shuttle DRA are outlined below:

Portable Kit Contents	Features/Benefits
Protective Pelican Carry Case	Heavy duty case with: <ul style="list-style-type: none"> ▪ Double throw latches; ▪ Waterproofing seals; ▪ Wheels for easy movement; ▪ Foam interior to protect contents; and ▪ Durability ideal for road or air freight.
VIQ Shuttle DRA	The unit: <ul style="list-style-type: none"> ▪ Is portable and lightweight (dimensions L x W x H – 29.5 x 20.5 x 19 cm); ▪ Is loaded with VIQ Encompass recording software; ▪ Operates on the Windows XP system; ▪ Provides up to eight channels of audio; ▪ Has an in-built CD/DVD burner allowing burning of audio during or after recording; ▪ Ensures duplication of recordings by utilising RAID HDD; ▪ Features easy-to-use analog recording controls; ▪ Runs a 160GB hard drive – the equivalent of 30 days of recording time; ▪ Delivers instant playback and review of audio; ▪ Has video capability; and ▪ Can be connected to a LAN, WAN or the internet for transportability of audio allowing almost immediate production of transcript.
Touch Screen Monitor	Allows: <ul style="list-style-type: none"> ▪ Easy operation of the Shuttle DRA; ▪ One touch to start recording and one touch to stop; and ▪ Efficient entering of case information and associated log notes.
Hard-wired and Wireless Microphones	Up to eight microphones and leads can be connected to the DRA, or alternatively the kit can be set-up utilising the MiPro ACT wireless microphone system, avoiding the need for microphone leads.
Monitoring Headphones	Can be used to listen to audio or check on the quality of the recording without causing disruption to the proceedings.
Recording Kit Manual	The recording kit comes with a comprehensive operating manual, providing full instructions and screenshots demonstrating the use of the components.

Set-up and Training

Spark & Cannon provided training to judiciary staff both prior to and during the circuit court hearings.

Training for the pilot included:

1. An introduction to the components of the recording kit;
2. Setup of the equipment, including microphone placement to obtain optimal sound quality;
3. Operation of the equipment, including playback of audio;
4. How to connect to the internet and upload the audio for immediate transcription if required;
5. Use of the operating manual;
6. Trouble shooting; and
7. Who to contact for assistance.

The Court's personnel indicated the trial was successful and that they were very comfortable operating the VIQ Shuttle DRA.

Their feedback included:

- ✧ *“Easy to set up”*
- ✧ *“An all-encompassing solution, no need to worry about a mixer and a recording computer”*
- ✧ *“Easy to use with clear indication that the system was recording”*
- ✧ *“No need to worry about mic leads creating a hazard within circuit court locations”*
- ✧ *“The ease of operation and the knowledge of the trainer were great”*