



# Service Specifications

## Olympus ODDS

Beyond the basic functions of the free Olympus Dictation App, the Olympus Dictation Delivery Service (ODDS) offers users with professional requirements advanced workflow and routing options for their dictation needs.

ODDS provides the following functions:

- Support for DSS & DSS Pro audio formats (industry standard for professional speech processing)
- Password protection for dictations when using the DSS Pro audio format (256 bit AES encryption)
- Secure data transfer via HTTPS, FTPS and SFTP; option to transfer dictations via own FTP server
- Automatically share and send large dictations (files)
- Central administration via the Olympus Dictation Portal (access via web browser), including:
  - Generating and managing keywords in so-called “*worktype lists*” and allocating them to users (groups)
  - Establishing and managing recipients (lists)
  - Selecting transmission methods and recording formats
  - Setting security features (e.g. encryption and password protection)
  - Allocating meta information (e.g. author ID)