# Secure-Dictate

**Secure-Dictate** is a new, simplified dictation option that allows Physicians and Providers an easy way to dictate from any browser (PC, tablet, or smartphone) using their **Phone-in Dictation ID and Password.** No software download or App is required.  **Secure-Dictate** offers a superior alternative to the Toll-Free Phone-In system, designed to enhance your dictation experience with minimal training and no significant changes to your current workflow.

**Getting Started: Three Easy Steps to Dictate**

1.  Launch your Google Chrome or Edge browser and navigate to https://dictation.securexsoft.com; Enter your current Toll-Free **Dictation ID and Password.** Click on **Sign In.**

2.  Add Medical Record Number (MR#), Date of Service and Work Type, if available. Or you can leave them blank as these are optional fields.  Priority toggle is for STATs. Click '**Start Recording**' to start dictating.

| | |
|---|---|
| MR# | Enter the MR# number |
| Date of Service | 10/30/2024 |
| Work Type | Select work type |
| Priority | |

**Start Recording**

3.  You can click on the **Stop** button to pause and/or play audio.  Click the microphone icon again to continue dictation.  When done, click **Stop** and click **Save & Send.** You will get a message "**Your dictation saved successfully".**  The screen will automatically be ready for you to continue your next dictation.

| | |
|---|---|
| Voice Job# | 48 |
| MR# | |
| Date of Service | 10/30/2024 |
| Work Type | Select work type |
| Priority | |

Stopped   🎤   00:00:02

▶ ⦿ Last 3 Seconds ◯ Full Audio

**Save & Send**     **Cancel**

If you have any questions, call our Support team at **866-510-1111 ext. 11** or email to **support@medofficepro.com**