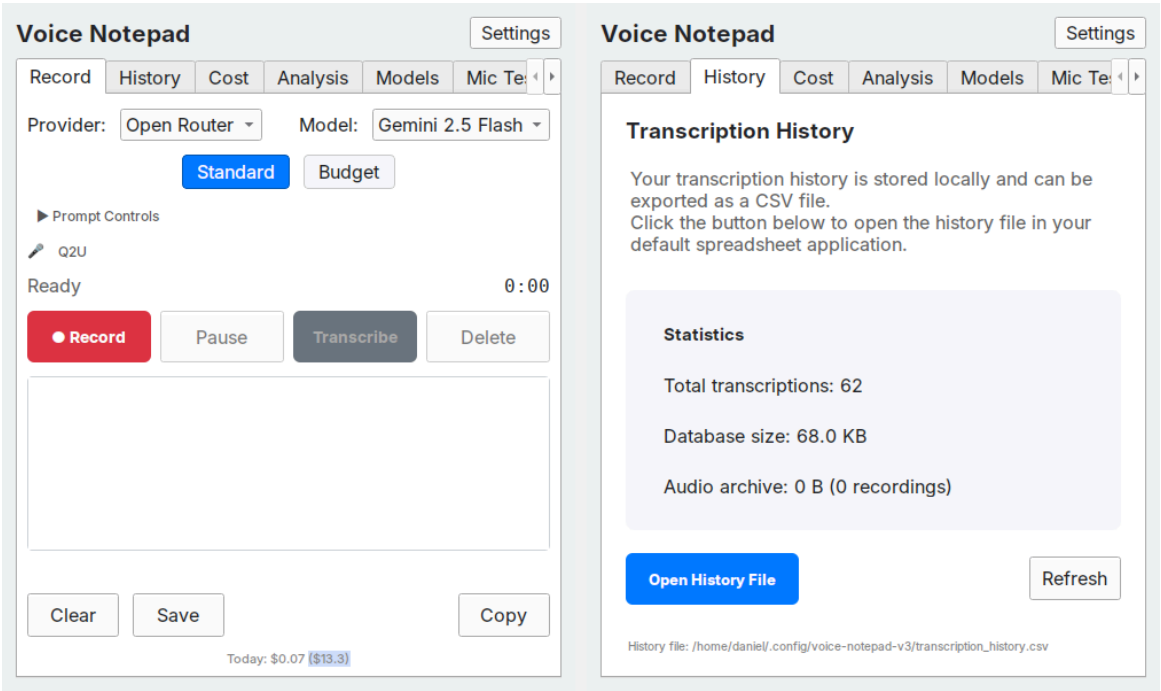


# Voice Notepad

## User Manual

Version 1.3.0



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**Repository:** [github.com/danielrosehill/Voice-Notepad](https://github.com/danielrosehill/Voice-Notepad)

**License:** MIT

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# Introduction

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Voice Notepad is a desktop application for voice recording with AI-powered transcription and cleanup. Unlike traditional speech-to-text tools that require a separate text cleanup pass, Voice Notepad uses **multimodal AI models** that can process audio directly and perform both transcription and text cleanup in a single operation.

## 1.1 Key Features

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- **One-shot transcription + cleanup:** Audio is sent with a cleanup prompt to multimodal models
- **Multiple AI providers:** OpenRouter (recommended), Gemini, OpenAI, and Mistral
- **Audio compression:** Automatic downsampling to reduce file size and API costs
- **Voice Activity Detection (VAD):** Optional silence removal before upload
- **Cost tracking:** Monitor your API spending in real-time
- **Transcript history:** All transcriptions are saved locally with metadata
- **Global hotkeys:** System-wide shortcuts that work even when minimized

## Installation

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## 2.1 Download Options

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Voice Notepad is available in multiple formats:

Format	Platform	Description
.exe	Windows	Windows installer
.AppImage	Linux	Universal Linux package (runs anywhere)
.deb	Debian/Ubuntu	Native Debian package
.tar.gz	Linux	Portable archive

Download the latest release from: <https://github.com/danielrosehill/Voice-Notepad/releases>

## 2.2 System Requirements

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- **Operating System:** Windows 10+ or Linux
- **Python:** 3.10+ (for running from source)
- **Audio:** Working microphone
- **Internet:** Required for API calls

## 2.3 Linux Dependencies

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```
sudo apt install python3 python3-venv ffmpeg portaudio19-dev
```

# Getting Started

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## 3.1 Configure API Keys

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Before using Voice Notepad, you need to set up at least one API key:

1. Click the **Settings** button in the top-right corner
2. Go to the **API Keys** tab
3. Enter your API key for your preferred provider

**Recommended:** Use OpenRouter for access to multiple models with a single API key and accurate cost tracking.

## 3.2 Select Your Provider and Model

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On the Record tab:

1. Choose your **Provider** from the dropdown
2. Select your preferred **Model**
3. Choose between **Standard** (balanced) or **Budget** (cost-effective) tiers

## 3.3 Start Recording

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1. Click **Record** or press `Ctrl+R`
2. Speak into your microphone
3. Click **Transcribe** or press `Ctrl+Return` when finished
4. Your cleaned transcription will appear in the text area

## Main Interface

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Voice Notepad uses a tabbed interface with seven main sections.

## 4.1 Record Tab

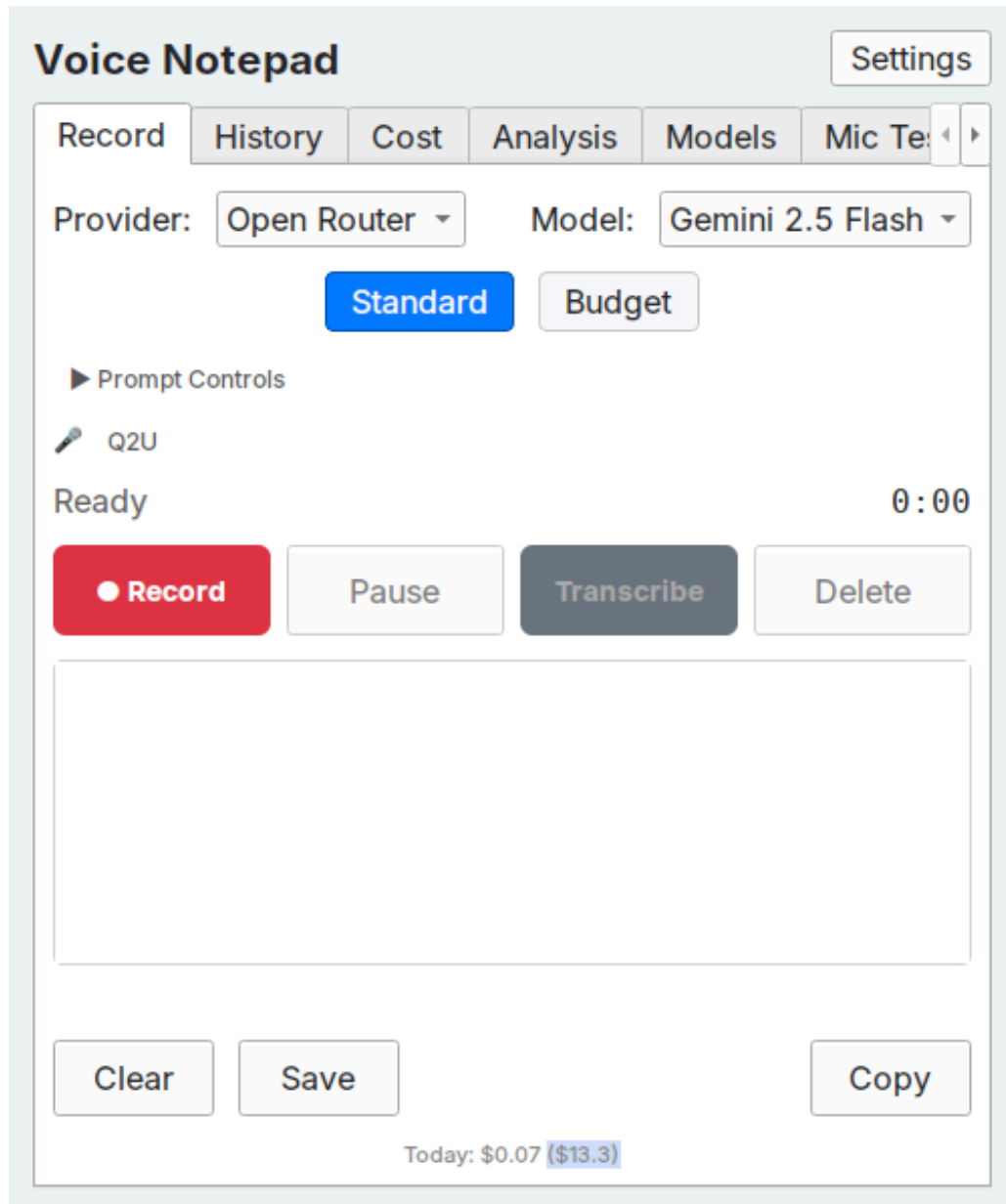


Figure 1: The Record tab - main transcription interface

The Record tab is where you perform transcriptions.

### Controls:

- **Provider:** Select your AI provider (OpenRouter, Gemini, OpenAI, Mistral)
- **Model:** Choose the specific model for transcription
- **Standard/Budget:** Toggle between quality tiers
- **Prompt Controls:** Expand to customize the cleanup prompt
- **Microphone selector:** Choose your input device

### Recording Buttons:

- **Record:** Start a new recording (red button)
- **Pause:** Pause the current recording

- **Transcribe:** Stop and send to AI for transcription
- **Delete:** Discard the current recording

**Output Area:**

- View your transcribed text with markdown rendering
- Toggle between rendered view and source editing
- Word and character count displayed

**Actions:**

- **Clear:** Clear the text area
- **Save:** Save transcription to a file
- **Copy:** Copy to clipboard

## 4.2 History Tab

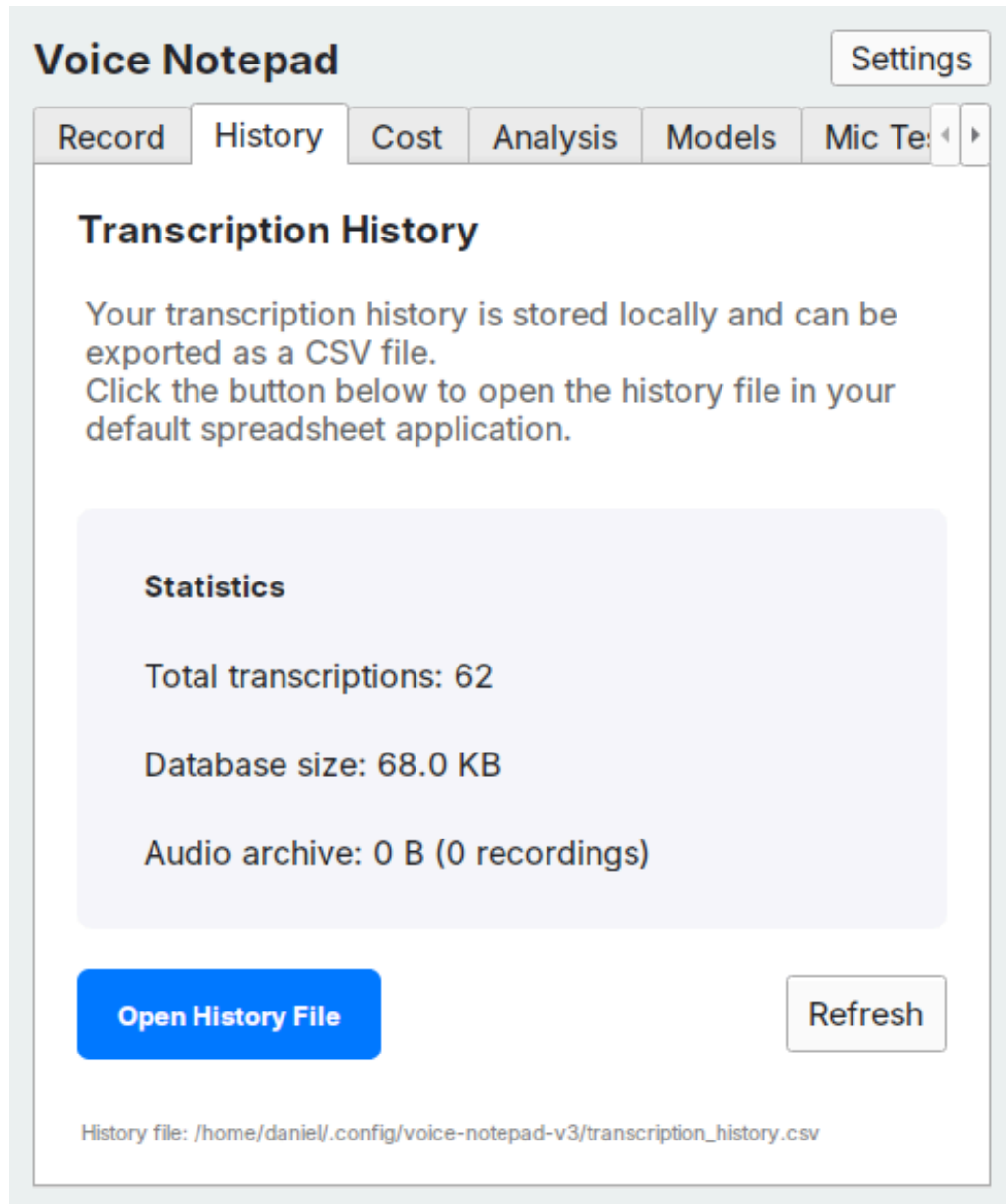


Figure 2: The History tab - browse past transcriptions

The History tab provides access to all your past transcriptions.

### Statistics:

- **Total transcriptions:** Number of recordings processed
- **Database size:** Storage used by transcript history
- **Audio archive:** Size of archived audio files (if enabled)

### Features:

- Click **Open History File** to export history as CSV
- **Refresh** to update statistics
- History file location shown at bottom

## 4.3 Cost Tab

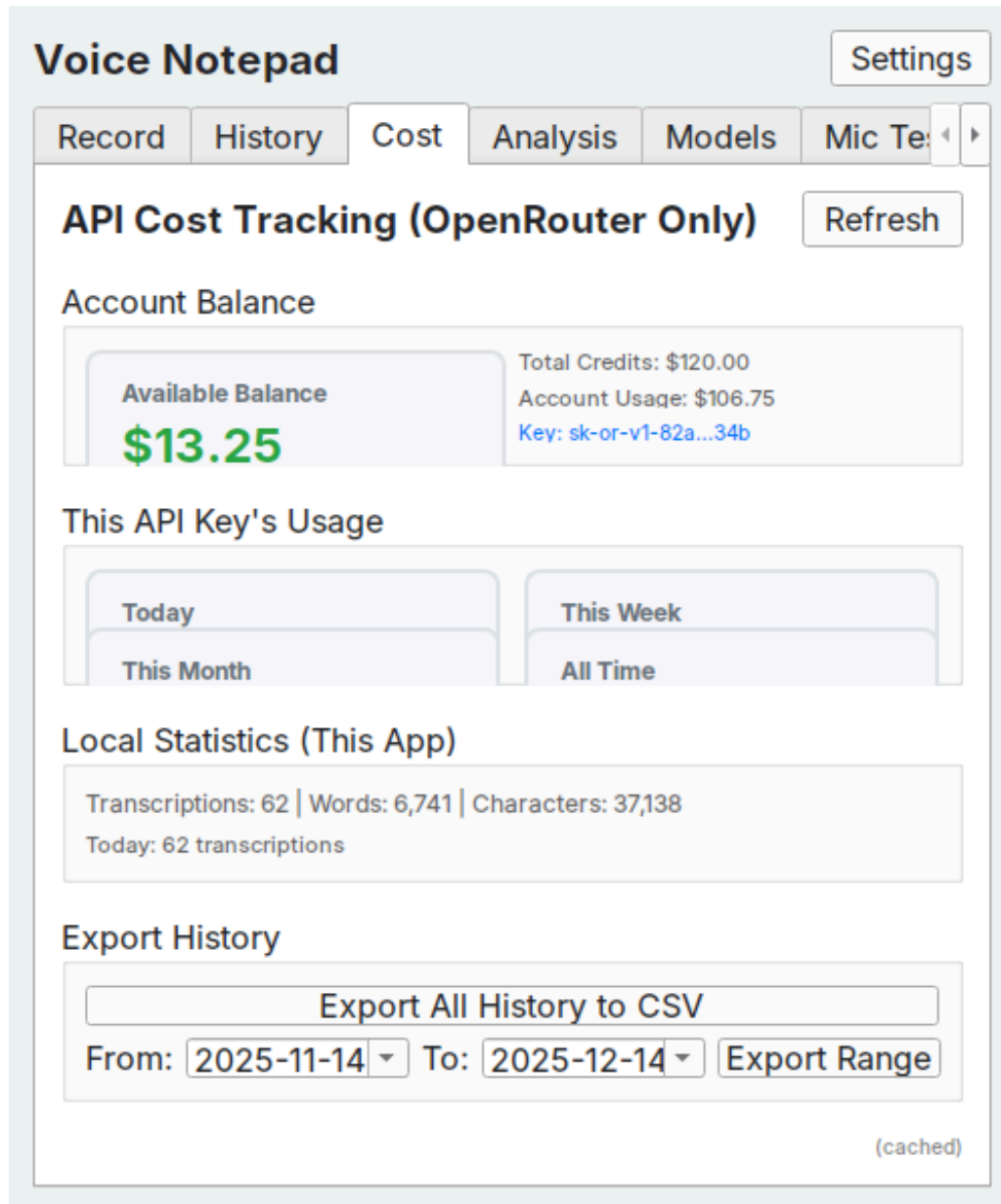


Figure 3: The Cost tab - API usage tracking

The Cost tab provides detailed API usage tracking.

**Account Balance** (OpenRouter only):

- Shows your available credit balance
- Displays total credits and usage

**This API Key's Usage:**

- **Today:** Current day spending
- **This Week:** Weekly spending total
- **This Month:** Monthly spending total
- **All Time:** Lifetime spending

**Local Statistics:**

- Transcription count
- Total words and characters processed

**Export History:**

- Export all history or a date range to CSV



## 4.4 Analysis Tab

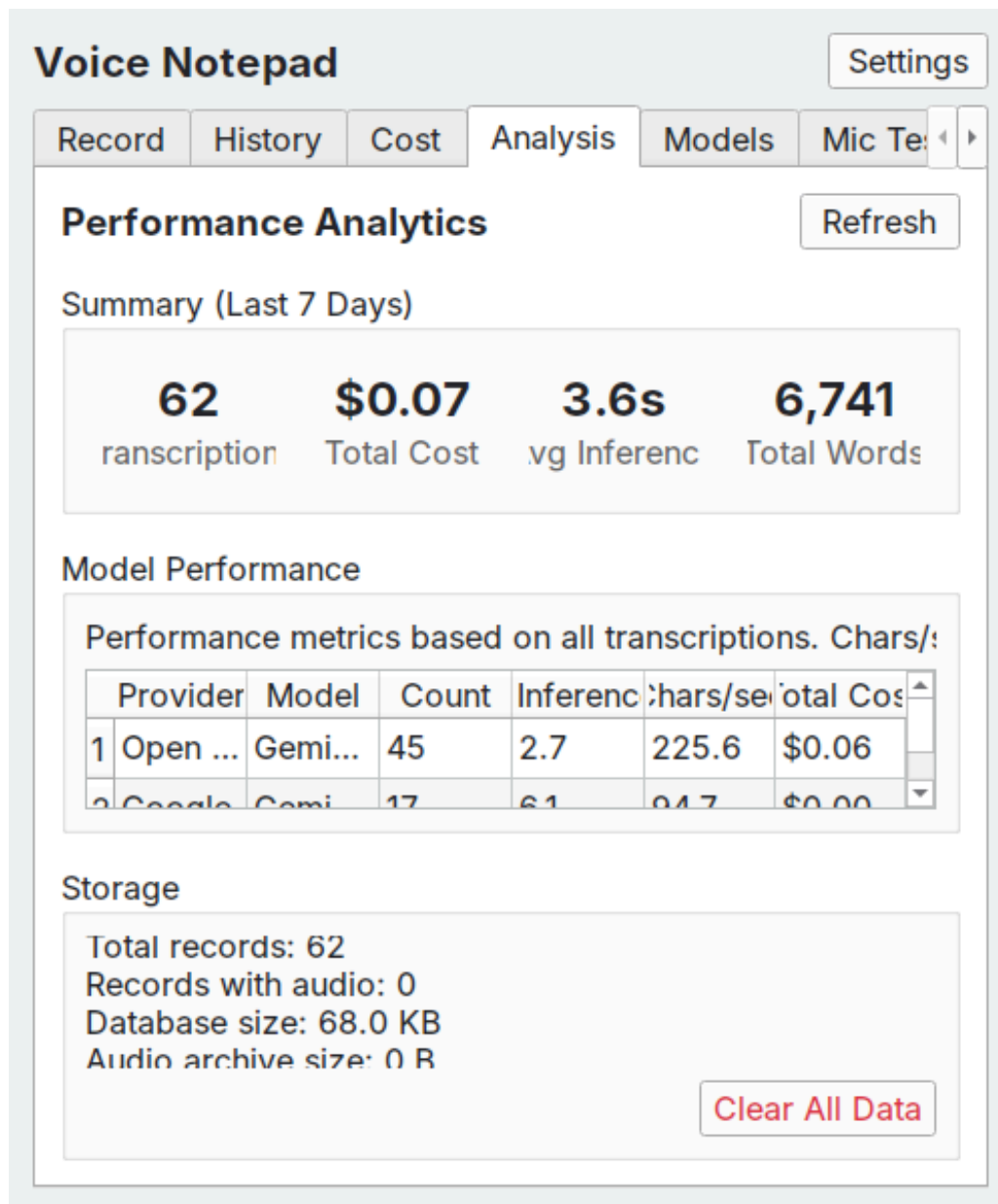


Figure 4: The Analysis tab - performance metrics

The Analysis tab shows performance metrics.

### Summary (Last 7 Days):

- Total transcriptions
- Total cost
- Average inference time
- Total words transcribed

**Model Performance:** Comparison table showing provider, model, usage count, average inference time, characters per second, and total cost.

### Storage:

- Total database records
- Records with audio archived
- Database and archive sizes
- **Clear All Data** button for cleanup

## 4.5 Models Tab

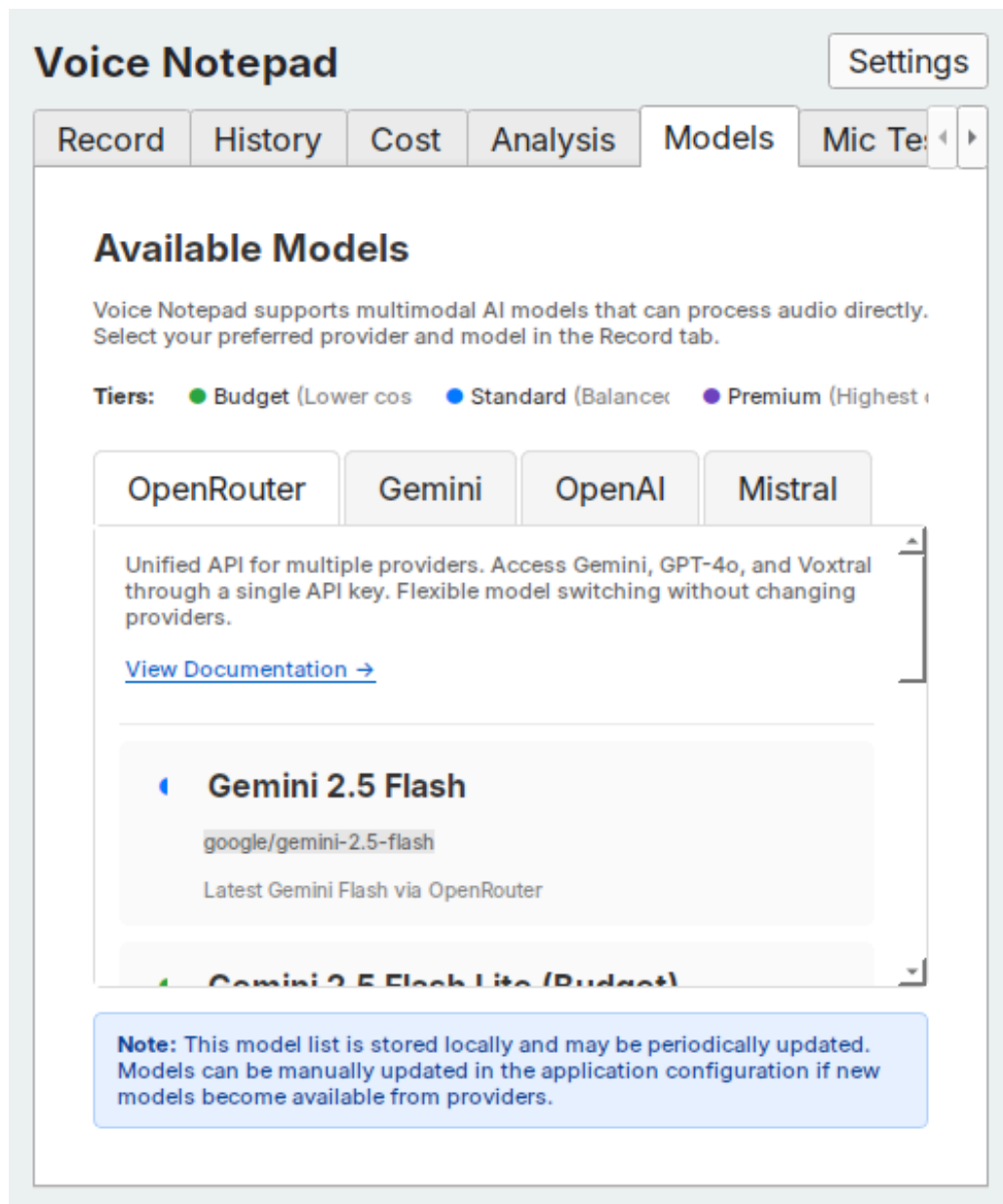


Figure 5: The Models tab - available AI models

The Models tab shows all available AI models.

### Model Tiers:

- **Budget** (green): Lower cost options
- **Standard** (blue): Balanced cost/quality
- **Premium** (purple): Highest quality models

### Provider Tabs:

- **OpenRouter:** Access Gemini, GPT-4o, and Voxtral through unified API
- **Gemini:** Direct Google AI access
- **OpenAI:** Direct OpenAI access
- **Mistral:** Direct Mistral/Voxtral access

## 4.6 About Tab

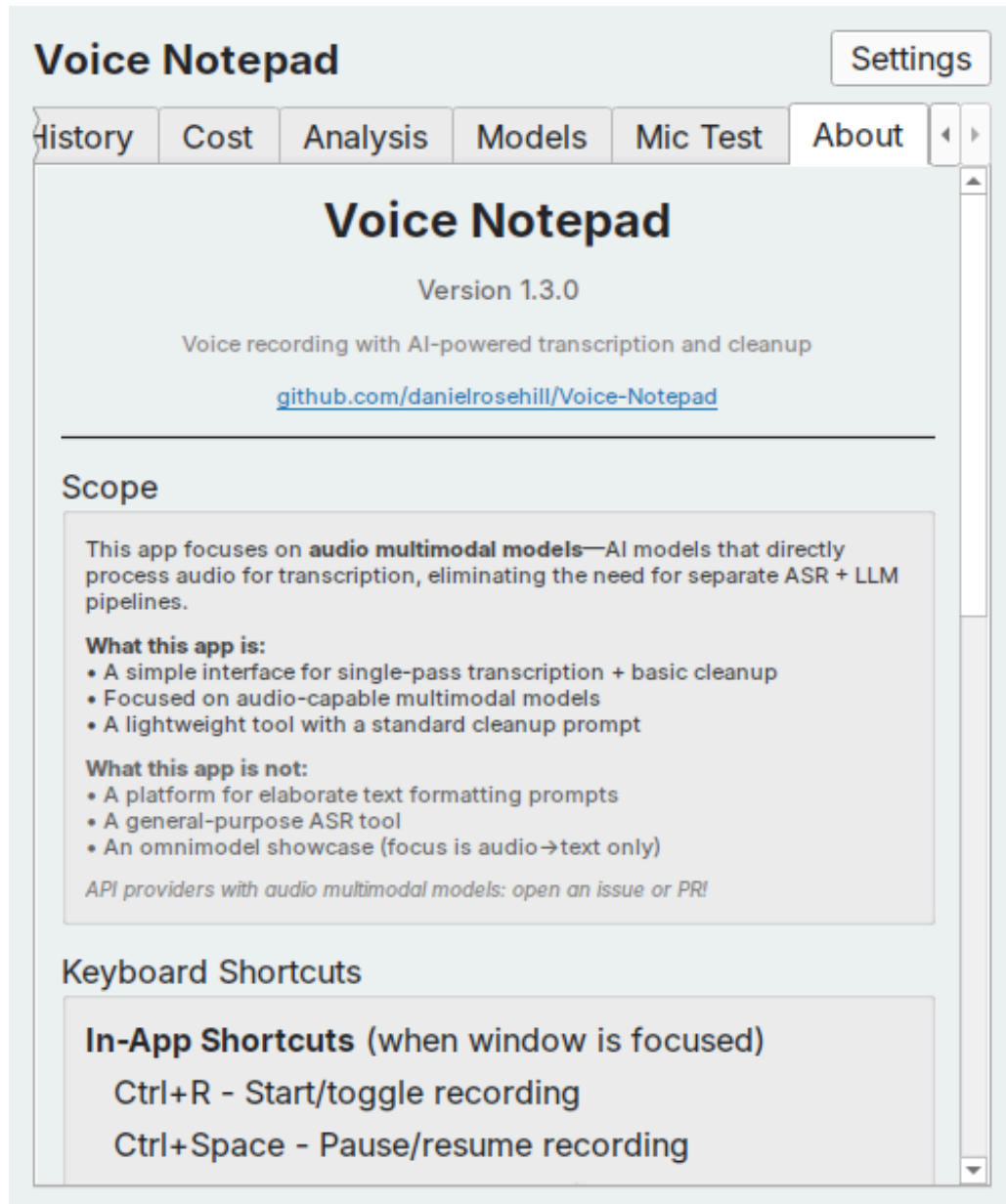


Figure 6: The About tab - app information and shortcuts

The About tab provides app information, scope description, and keyboard shortcuts reference.

## Settings

Access settings by clicking the **Settings** button in the top-right corner.

## 5.1 API Keys

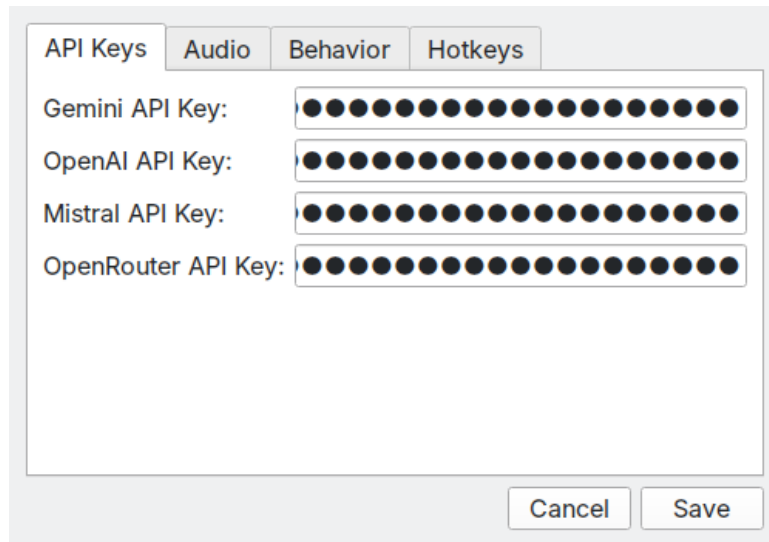
The image shows a configuration window titled 'API Keys' with four tabs: 'API Keys', 'Audio', 'Behavior', and 'Hotkeys'. The 'API Keys' tab is selected. It contains four input fields, each with a label and a corresponding masked input area represented by a row of black dots. The labels are 'Gemini API Key:', 'OpenAI API Key:', 'Mistral API Key:', and 'OpenRouter API Key:'. At the bottom right of the window are two buttons: 'Cancel' and 'Save'.

Figure 7: API Keys configuration

Configure your API keys for each provider:

- **Gemini API Key:** For direct Google AI access
- **OpenAI API Key:** For direct OpenAI access
- **Mistral API Key:** For direct Mistral access
- **OpenRouter API Key:** For unified multi-provider access (recommended)

API keys are stored securely in your local configuration.

## 5.2 Audio Settings

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Configure audio-related options:

- **Default microphone:** Select your preferred input device
- **Sample rate:** Audio quality settings
- **Audio compression:** Enable/disable compression before upload

## 5.3 Behavior Settings

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Customize app behavior:

- **Enable VAD:** Voice Activity Detection removes silence
- **Auto-copy to clipboard:** Automatically copy transcriptions
- **Archive audio:** Save Opus copies of recordings
- **System tray:** Minimize to tray on close

## 5.4 Hotkeys

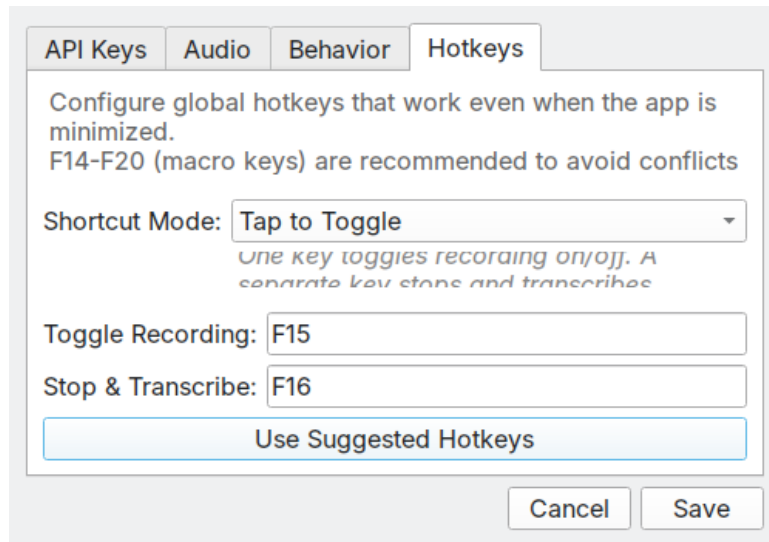


Figure 8: Global hotkeys configuration

Configure global hotkeys that work even when the app is minimized.

### Shortcut Modes:

Mode	Description
Tap to Toggle	One key toggles recording on/off
Separate Start/Stop	Different keys for each action
Push-to-Talk	Hold to record, release to stop

**Recommended Keys:** F14-F20 (macro keys) to avoid conflicts with other applications.

## Keyboard Shortcuts



## 6.1 In-App Shortcuts

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These work when the Voice Notepad window is focused:

Shortcut	Action
Ctrl+R	Start recording
Ctrl+Space	Pause/Resume recording
Ctrl+Return	Stop and transcribe
Ctrl+S	Save to file
Ctrl+Shift+C	Copy to clipboard
Ctrl+N	New note (clear)

## 6.2 Global Hotkeys

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These work system-wide, even when the app is minimized or unfocused. Configure them in Settings > Hotkeys.

### Default Configuration:

Key	Action
F14	Start recording
F15	Stop (discard)
F16	Stop & transcribe

## Troubleshooting

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## 7.1 No Audio Detected

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1. Check that your microphone is connected
2. Use the Mic Test tab to verify audio input
3. Check system audio settings
4. Ensure the correct microphone is selected in Settings

## 7.2 Transcription Fails

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1. Verify your API key is correct in Settings
2. Check your internet connection
3. Ensure you have credits/quota with your provider
4. Try a different provider or model

## 7.3 High API Costs

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1. Enable VAD (Voice Activity Detection) to remove silence
2. Use Budget tier models when appropriate
3. Keep recordings concise
4. Monitor spending in the Cost tab

## 7.4 Global Hotkeys Not Working

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1. Check hotkey configuration in Settings
2. Try different key combinations
3. On Wayland, ensure XWayland compatibility
4. Avoid keys that conflict with other applications

## 7.5 App Won't Start

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1. Check system dependencies are installed
2. Verify Python version (3.10+)
3. Try running from terminal to see error messages
4. Reinstall the application

## Support

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- **GitHub Issues:** <https://github.com/danielrosehill/Voice-Notepad/issues>
- **Documentation:** <https://github.com/danielrosehill/Voice-Notepad/tree/main/docs>

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