

1. GENERAL

1.1 This information contains details of centralised Dictation Recording Systems which operate with a P.A.X. using the P.A.X. extension telephones as dictating points.

1.2 The information is concerned with two alternative methods of Dictating Machine Control, i.e. Push Button Control and Dial Control. A combination of Dial and Push Button Control cannot be used on this type of switchboard as this method requires a direct metallic circuit from the instrument to the recording equipment.

1.3 Development work on Dictation Recording Systems is being pursued continually by most manufacturers, consequently, the information may become inaccurate as recording equipment is superseded. Head Office, Engineering Department should be notified of all instances where Branches become aware that this has taken place.

1.4 Reference should be made to Head Office, Engineering Department if requests are received for fitting Dictation Recording Systems other than those referred to in this publication.

2. ALTERNATIVE SYSTEMS

2.1 Push Button Control

This method of operating a Dictation Recording System involves the provision of a control unit at each extension telephone to be used as a dictating point. Usually this control unit takes the form of a box which fits either beneath or beside the telephone concerned, push buttons being provided to control such operations as "stop", "start", "playback" "call operator", etc. These control units would be provided by the supplier of the Recording Machine, and only those telephones fitted with the control units could be used as dictating points.

A service telephone (normal P.A.X. extension) situated adjacent to the Recording Machine(s) would be required.

An example of equipment utilising this method of control and known to be suitable for connection to out P.A.X. installations is the Assmann (Dimafon).

2.2 Dial Control

With this method of operation, access to the Dictating Machine is given by dialling a specific number, usually a single digit. Subsequent control of

the machine is exercised by dialling further digits, single digits being allocated to "start", "stop", "playback", etc.

Since no special equipment is required for telephones used as dictating points, any instrument can be used for dictating purposes. It is necessary to provide a simple outlet circuit for relaying dial impulses to the impulse receiving equipment associated with the recorded.

One service telephone is required per recorded. In most cases, this is provided by the supplier of the recorder but, where this does not apply, the telephone would be provided by T.R. Ltd.

Examples of equipment utilising this method of control and known to be suitable for connection to our P.A.X. installations are as follows:-

1. Dictaphone	"Telecord"
2. Aga Dictating Machine Co.,	"Agavox"
3. Shipton	"Intercorder"
4. E.M.I.	"Eminet"
5. Edison	"Televoicewriter"
6. Hartley	"Tape-Riter"
7. Recorderpool	"Centradict"
8. Pullman	
9. Omal	
10. Peter Williams (Philips)	
11. Devodias	

3. TRAFFIC CONDITIONS

3.1 Since a maximum of seven connecting circuits are available on an S.50 P.A.X., one Dictation Recording Machine can normally be accommodated without difficulty providing that P.A.X. traffic is not exceptionally heavy.

3.2 Where more than one Recorder is required, careful consideration must be given to the anticipated dictation traffic, in addition to the normal P.A.X. traffic.

3.3 Since a Dictation Recording Machine occupies a P.A.X. connector during the whole time that it is in use, it is essential that, before any final steps are taken towards the provision of more than one machine, the normal traffic pattern (inclusive of any standard facilities) be known. In addition, the anticipated amount of dictation traffic, based on the number of extensions which would normally require to use the facility, and the type of dictation (i.e. many short periods of dictation or a few long periods) needs to be assessed.

3.4 From this information, it can be determined whether additional Connectors need to be fitted to the P.A.X to cater for the Dictation traffic.

4. BARRED

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