

Making Phone Calls with ipDTL

Host:

1. **Ready the Board** – Microphones ON, in Program. **Caller Module #3** should be ON. **Computer fader** should be OFF.
2. **Start ipDTL** – Open up Chrome Web Browser and go to ipdtl.com
3. **Login** – The credentials should be saved. Click login at the top right of the web page.
4. **Click** – on the **Dialpad** icon. Click Phone / SIP In the Dial window input +1 for Domestic calls or +Country Code for international calls.
5. To dial a second guest, repeat step 4.
6. **Record** – Open **Sound Forge** and start recording. Changing levels on the board will change the recording levels.
7. When you are **done** with the interview, **hang up** by pressing the **Red Square** above where you clicked the guests name.
8. **Close ipDTL** – Hit the X in the browser window.
9. **Edit** Recording in Sound Forge. **Save** recording in your program folder. **Remove** any temporary files. **Close** Sound Forge.

