

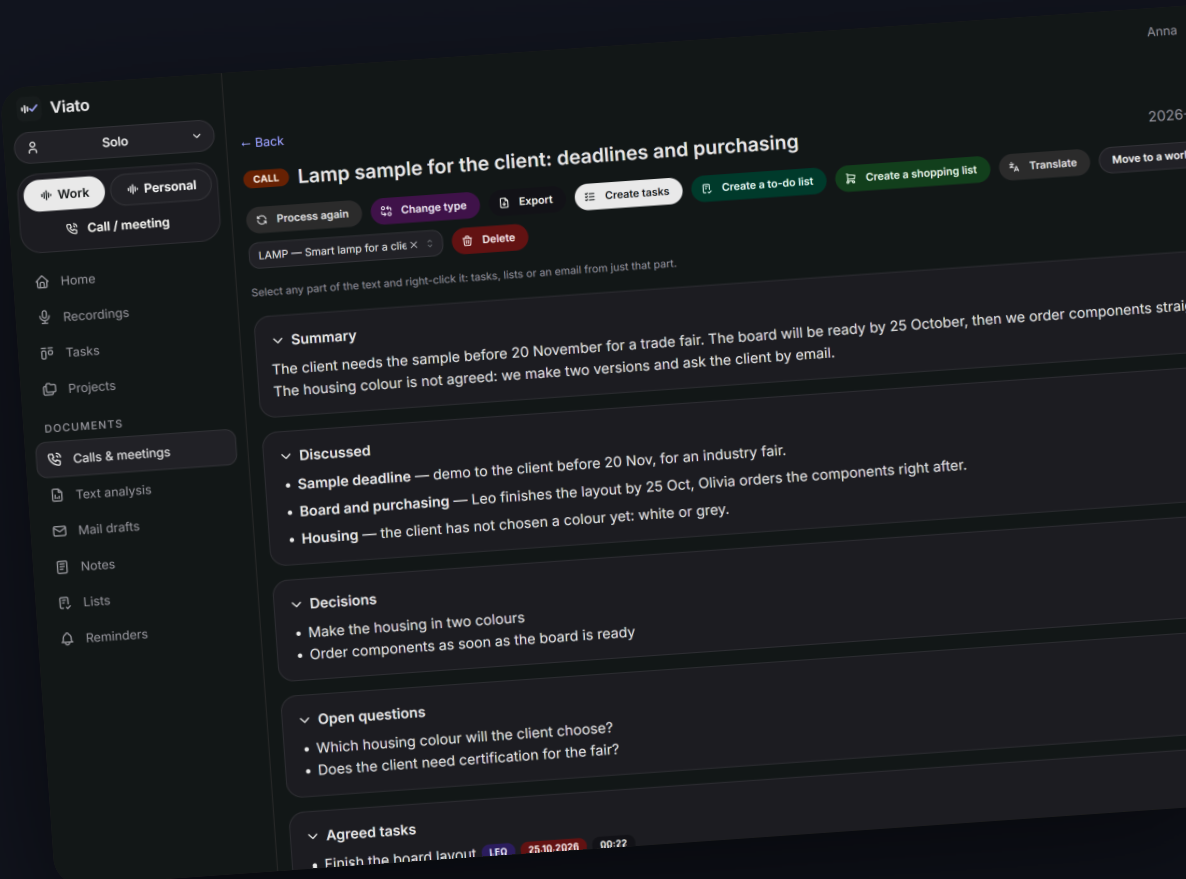


User guide

Every section of the app and what you can do in it: recordings, tasks, projects, calls, lists, teamwork and AI settings.

PC app Viato 0.9.8

Android phone 0.9.5



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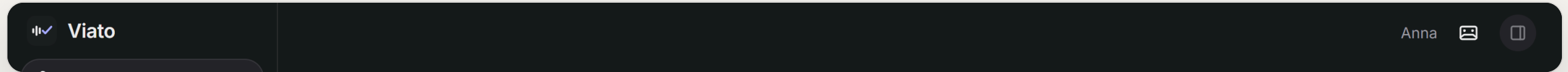
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The app window



MENU, TOP

The Solo / company switcher. Solo is your personal and work stuff on this PC. If you are in a team, choose the company here. More in ["Works"](#).

RECORDING — ON EVERY SCREEN

Under the switcher: **"Work"** and **"Personal"** — a short voice note, **"Call / meeting"** — a long recording of the microphone and the computer's sound. Top right: the recorder icon (sync) and the ["Plan for today"](#) button.

MENU ON THE LEFT

Every section of the app: the main ones, "Documents", "Team"; "Processing" and "Settings" at the bottom. Red and orange numbers show unread chat messages and requests to join the team. "Chat" and "Team" appear when you are in a company.

While something is being processed, an indicator spins at the top right — click it to open ["Processing"](#). Interface languages: English, German, Russian, Chinese (Settings → "Language").

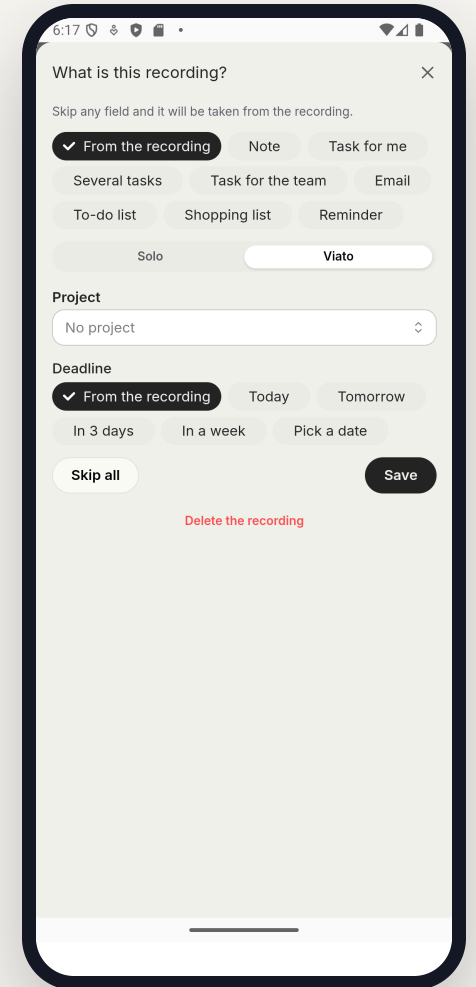
GETTING STARTED

Recording a voice note

- 1 Press **“Work”** or **“Personal”** in the menu on the left (or the wave on Home) and speak. **“Stop”** ends it.
- 2 The **“What is this recording?”** window opens: type (note, task, list, email, reminder...), project and deadline. Any field can be skipped — Viato then takes it from the recording.
- 3 **“Save”** or **“Skip all”**. **“Delete the recording”** if you recorded by mistake.
- 4 A few seconds later the recording is transcribed and becomes a task, a note, list items, a reminder or an email draft.

Your choice in the window beats anything said in the recording. Next comes a voice command at the start, then the AI's guess.

Work / Personal is the context of the recording. Notes, lists and reminders are always personal: they are shown in Solo and in every company but never go to the company server.



Voice commands and deadlines

Say a command at the start of a recording and the type is set without AI. Commands work in English, German, Russian and Chinese.

(no command)	a note or the AI's guess
"Task for me ..."	a task
"Task for the team ..."	a team task
"List of tasks ...", "Tasks for tomorrow ..."	several tasks
"To-do list ..."	items in a to-do list
"Shopping list ..."	items in a shopping list
"Shopping list for the cottage ..."	into the "Cottage" list (created if missing)
"Remind me tomorrow at 9 ..."	a reminder at an exact time
"Email ..."	an email draft
"Call recording ..."	call minutes

Deadlines

"Today", "tomorrow", "by Friday", "in a week", "by 15 November" — dates are calculated by the app from a dictionary, not by the AI, so they are exact. Reminder times are understood without a preposition too: "11.00", "10 in the morning", "7 pm".

Project

Name the project in words or by its code ("about the lamp", "project LAMP") — Viato finds it. The AI also takes the project's goal and essence into account (see ["The project page"](#)).

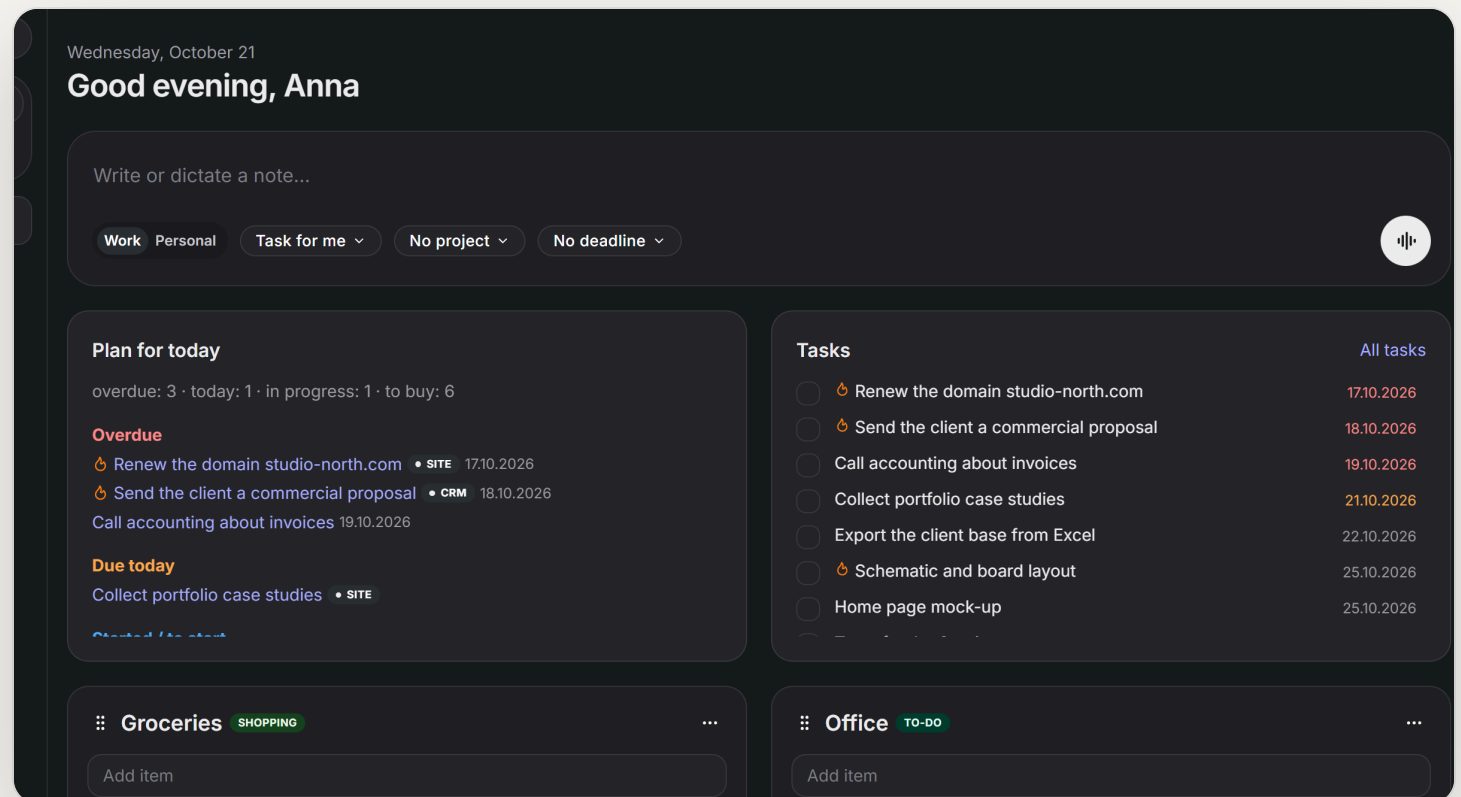
The command itself ("task for me") is not included in the task title or text.

SECTIONS

Home

Everything important on one screen.

- The **“Write or dictate a note...” line**: the text becomes a task, note, to-do or shopping item at once; the wave on the right records your voice.
- **Plan for today** and **tasks** by deadline — the box closes a task.
- **Your lists** of shopping and to-dos — tick items right here; drag lists up or down.
- Everything fits the window: a long plan or list scrolls inside its own block.
- 🔥 marks an important task; it always comes first.

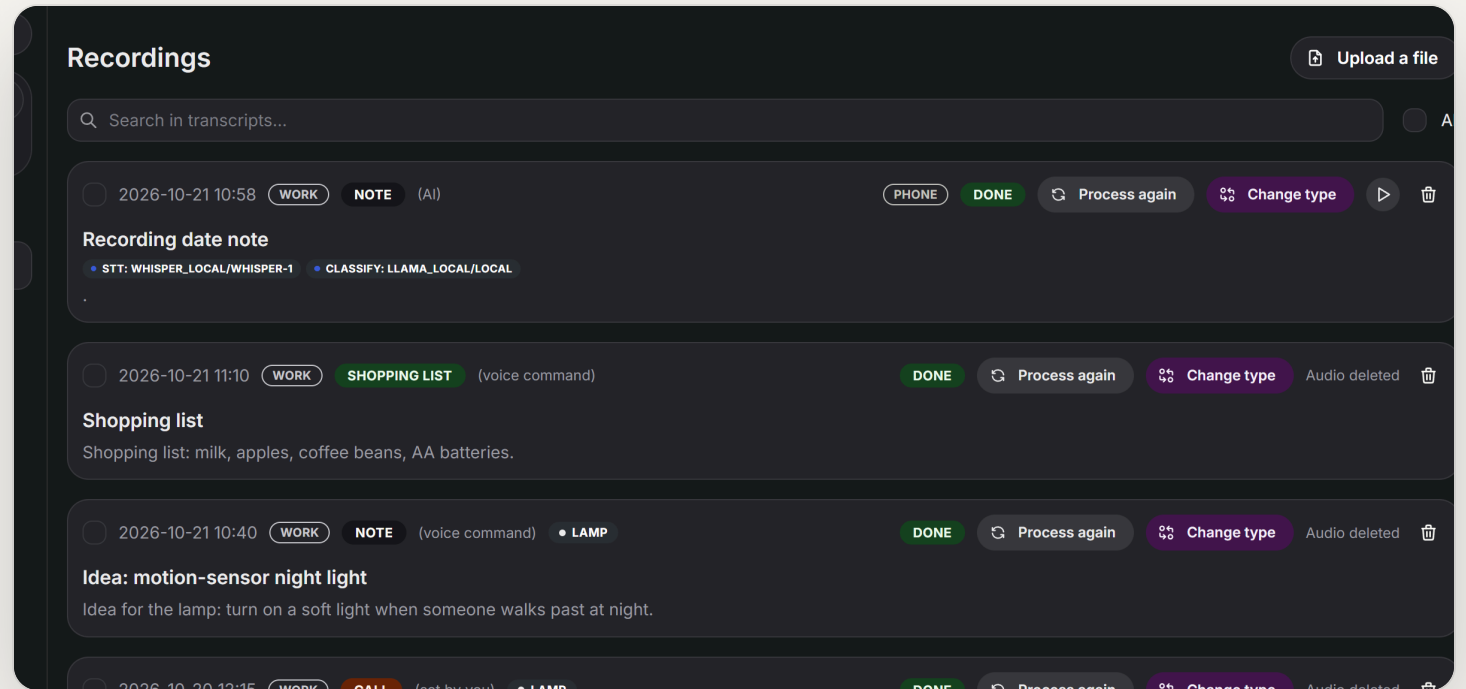


SECTIONS

Recordings

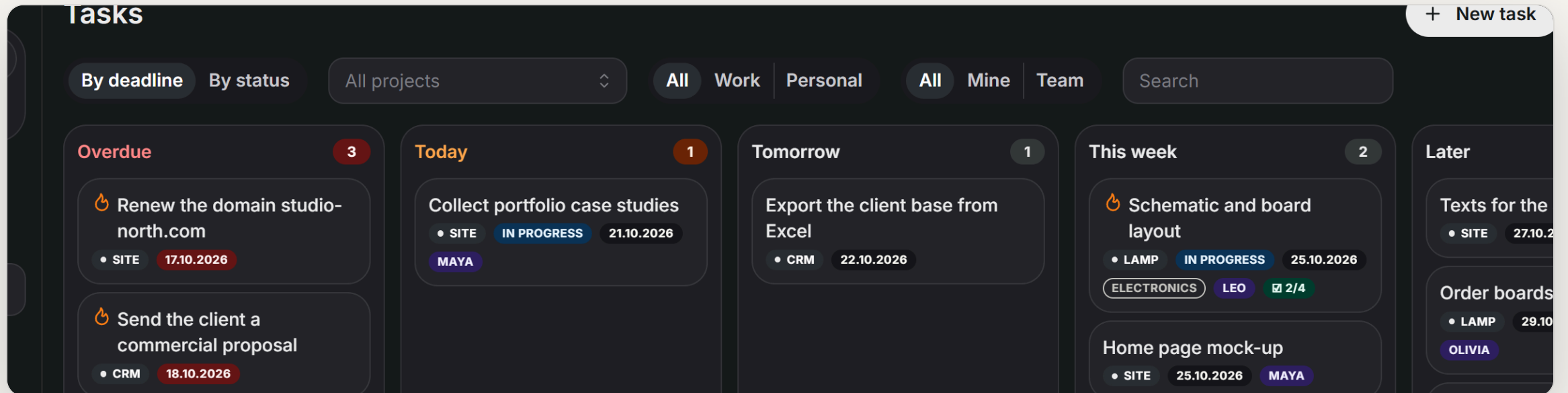
All voice notes, calls and uploaded files with their transcripts.

- **Search in transcripts** — find where something was said.
- **“Process again”** — redo it with another model; the linked task is updated, not duplicated. The previous result is kept in versions.
- **“Change type”** — for example, turn a note into a task.
- **“Upload a file”** — audio or video from the computer.
- Tick recordings → **“Delete selected”**. Tasks and lists made from them stay.



SECTIONS

Tasks



VIEW

“By deadline” — columns from “Overdue” to “No deadline”. **“By status”** — “To do”, “In progress”, “Done”. Cards can be dragged with the mouse.

FILTERS

Project, **Work / Personal, Mine / Team** and search by title. A card shows the project code, status, deadline, type, assignee and checklist progress.

RIGHT-CLICK

Quick actions: close, start, reopen, mark as important, open, share, file for Claude / Codex, delete. Clicking a card opens [the task card](#).

SECTIONS

The task card

- **Title, description, status, project, type** ("Design", "Purchasing" — for filters and the project overview).
- **Start and deadline** — for the board and the Gantt chart. **Repeat**: daily, on weekdays, weekly, monthly, yearly — the next copy is created when the task is closed.
- **Work / Personal**,  **Important**, **"Depends on"** — tasks that must be done first.
- **Checklist** — steps inside the task. **Result** — a note about the work and links to files or websites.
- **"Split into subtasks"** and **"Plan / checklist"** — the AI suggests options, you check them before anything is created.
- **Recordings** — where the task came from: you can listen to the exact part of the conversation.

Edit task

Title *

Schematic and board layout

Description

Status

In progress

Project

LAMP — Smart lamp for a

Type

Electronics

Start

16.10.2026

Deadline

25.10.2026

Assignee

Leo

Repeat

Does not repeat

Work

Personal

Task for the team

  Important

Depends on

Agree the spec with the client

Checklist

☒ Power supply

☒ Microphone and codec

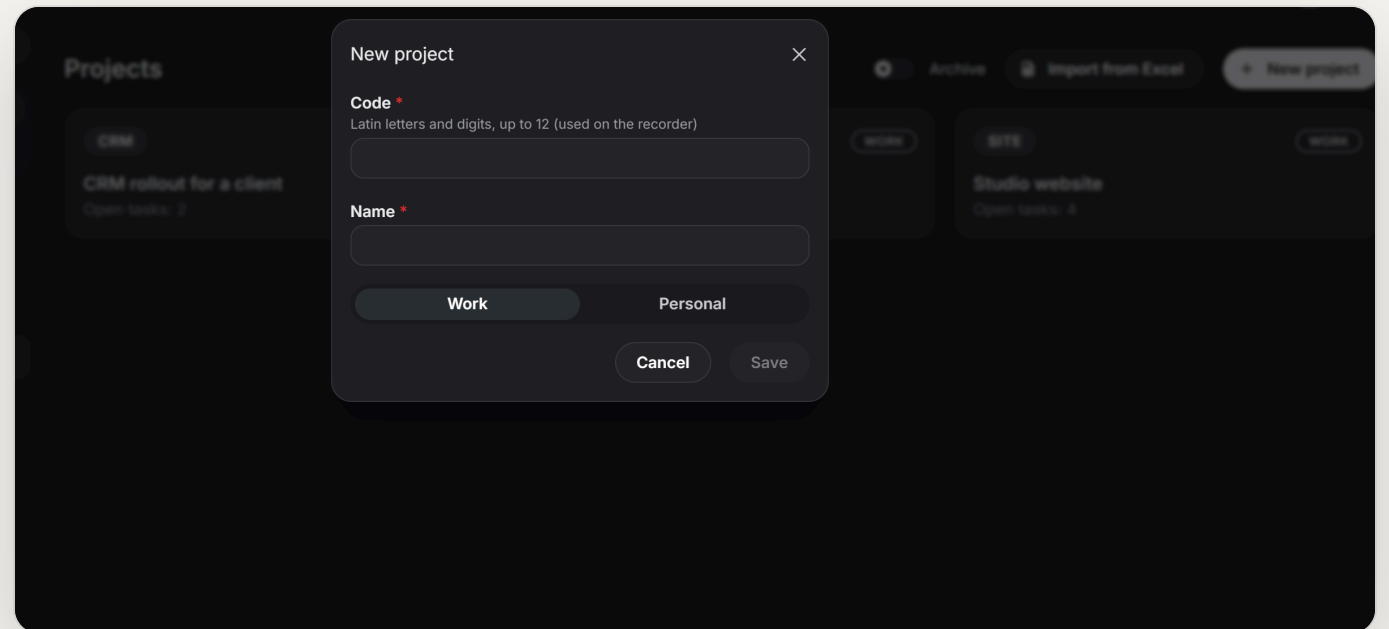
☐ Routing

☐ DRC check

SECTIONS

Projects

- **“New project”**: a code (Latin letters and digits, up to 12 characters — used to recognise the project in speech and on the recorder) and a name.
- **“Start from a template”** — add tasks from a saved template at once; deadlines are counted from the start date.
- The list shows how many open tasks each project has.
- Archive finished projects — they can be brought back.



SECTIONS

The project page

- **Goal and essence of the project** — the AI takes them into account when it reads the project's recordings, calls and texts.
- **Overview:** how much is done, what is overdue, next deadlines, progress by task type — instantly, without AI.
- **AI status** — “Analyse”: the project's stage, on track or behind, what matters most now. Can run automatically once a day.
- **Export:** open or selected tasks to Markdown, the plan to Excel, a file for AI agents (Claude, Codex) with the transcripts.
- **“Import from Excel”** — a work schedule with a preview; **“Save as template”**, **“Archive”**, **“Delete”**.

← Back

LAMP Smart lamp for a client

Export Import from Excel Tasks from a template Save as template Archive Delete + New task

Project overview ON TRACK ELECTRONICS AND FIRMWARE DEVELOPMENT

Goal and essence of the project
The AI reads recordings, calls and texts of this project with it in mind.
Voice-controlled desk lamp prototype for our client. The sample must be shown in mid-November.

☐ Analyse the project status automatically
Once a day, when the page is opened; uses the AI (cloud models too, if allowed).

Tasks	By type (done / all)	Overdue and next deadlines
1 of 6 done · 2 in progress · 3 to do 0 overdue · 1 due within 7 days Latest deadline: 12.11.2026	Electronics: 0/2 Firmware: 0/1 Management: 1/2 Purchasing: 0/1	25.10.2026 🔥 Schematic and board layout 29.10.2026 Order boards and components 02.11.2026 Firmware: voice commands 10.11.2026 🔥 Assemble and test the sample 12.11.2026 Show the sample to the client

AI status Automatic (usual order) Analyse

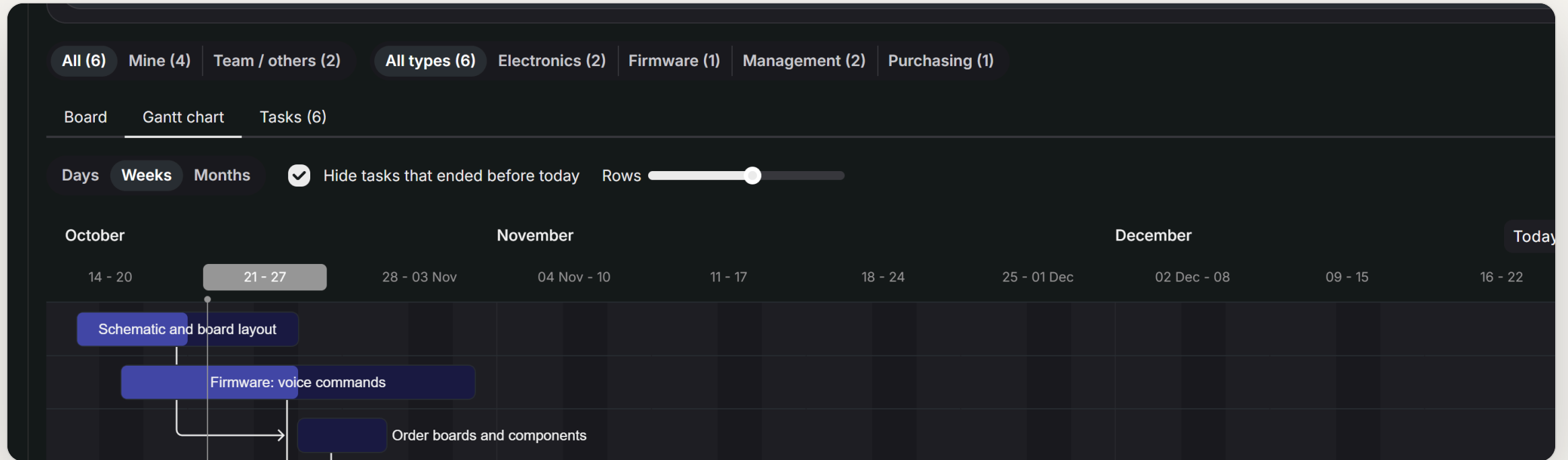
Requirements are agreed, the board is almost routed and the firmware is in progress. About 10 days of slack before the client demo on 20 November, if the components arrive on time.

Most important now

- Finish board routing by 25 Oct
- Order components right after that
- Get the housing colour from the client

SECTIONS

Gantt chart and task list



- At the bottom of the project page there are three tabs: **“Board”**, **“Gantt chart”**, **“Tasks”** (a table with selection for export).
- The Gantt chart shows dependencies; the scale is days, weeks or months. Drag a bar to move its dates.
- Filters above the tabs: **all / mine / team and others** and by task type.
- “Hide tasks that ended before today” — to see only what is ahead.

SECTIONS

Calls & meetings

Record a call

- 1 The **“Call / meeting”** button in the menu on the left. Tell the participants the conversation is being recorded.
- 2 **Call** or **Meeting**; the **“Record the computer’s sound”** box captures the other side from Zoom, Teams, Telegram or the browser.
- 3 Work / Personal, project → **“Start recording”**. You can pause while recording.

Existing recordings

“Upload a recording” — any audio or video file. **“Check Zoom recordings”** — Viato finds local Zoom recordings and shows the new ones.

Tip: with headphones the other side doesn’t get into your microphone, and the transcript is more accurate.

Call / meeting

Tell the participants

Let everyone know the conversation is being recorded before you start.

Call

Meeting

☒

Record the computer's sound (the other side)

Zoom, Teams, Telegram, a call in the browser: your voice and theirs go to separate channels.

Tip: with headphones the other side does not get into your microphone.

Work

Personal

No project

Cancel

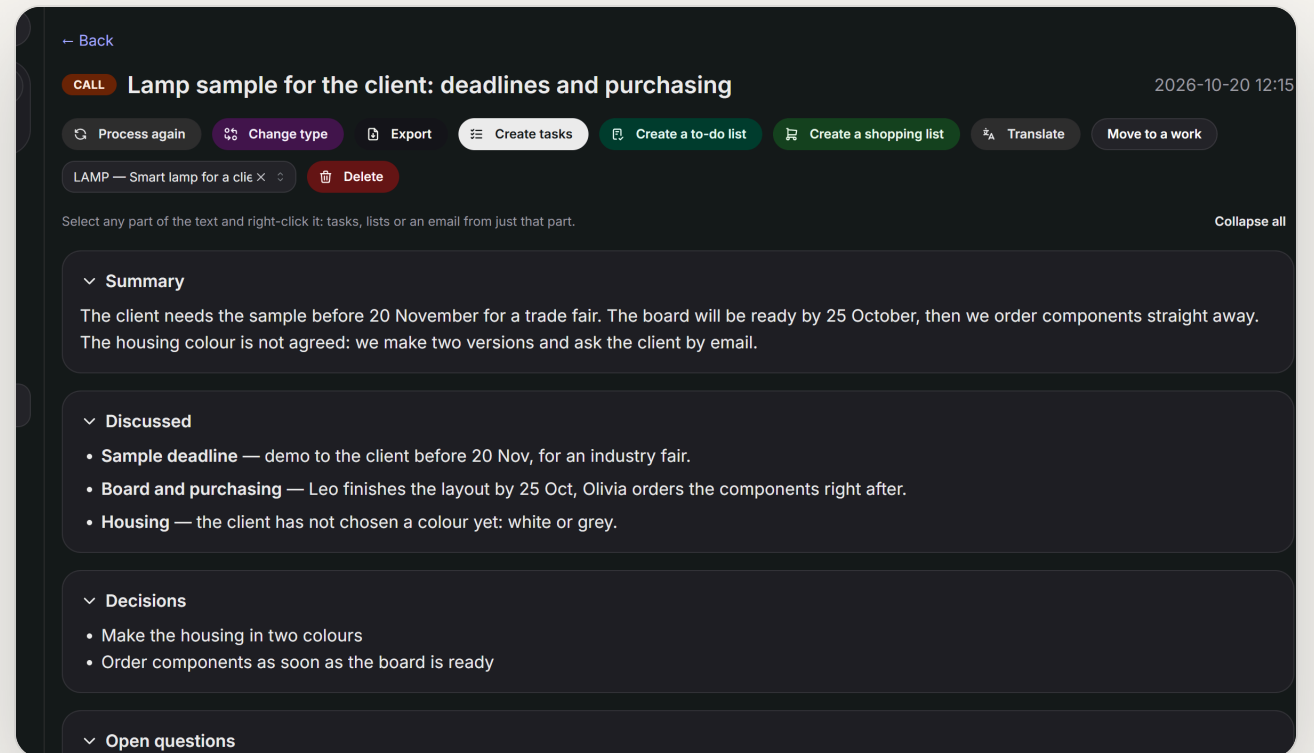
Start recording

SECTIONS

Call minutes

A few minutes after the recording the minutes appear:

- **Summary, what was discussed, decisions, open questions.**
- **Agreed tasks** — with owner, deadline and quote; ▶ plays the recording from that moment.
- **Possible tasks** — things said indirectly; check them yourself.
- **Full transcript** — “Me” and “Others”, or per participant for Zoom. “Separate speakers (local)” runs on the PC.
- Buttons: **process again, change type, export to Word or Markdown, to-do and shopping lists, translate, move to a work** (company), project, delete.
- Select a piece of text and right-click — tasks, a list or an email from just that piece.



SECTIONS

Tasks from a call

- 1 In the minutes press **“Create tasks”**.
- 2 Check the list: title, assignee, deadline, the **“I do it”** box. Untick anything you don’t need.
- 3 Viato looks for the same open tasks itself: it offers to **extend** an existing one, **not create** it, or change its deadline.
- 4 Choose the project → **“Create”**.

Don’t like the result? Pick another model and press **“Ask again”**.

Every created task keeps its source: which call, the quote and the moment in the recording.

Create tasks

Text model

Automatic (usual order) Ask again

Looking for the same open tasks...

✓

Finish the board layout

Leo

☐ I do it

25.10.26

×

00:22 ▶ > «Leo finishes the board by the twenty-fifth»

✓

Order the components

Olivia

☐ I do it

29.10.26

×

00:22 ▶ > «Olivia, please order the components right after that»

✓

Email the client about the housing colour

Assignee

☒ I do it

22.10.26

×

00:52 ▶ > «I'll email the client about the colour»

LAMP — Smart lamp for a client × ↕

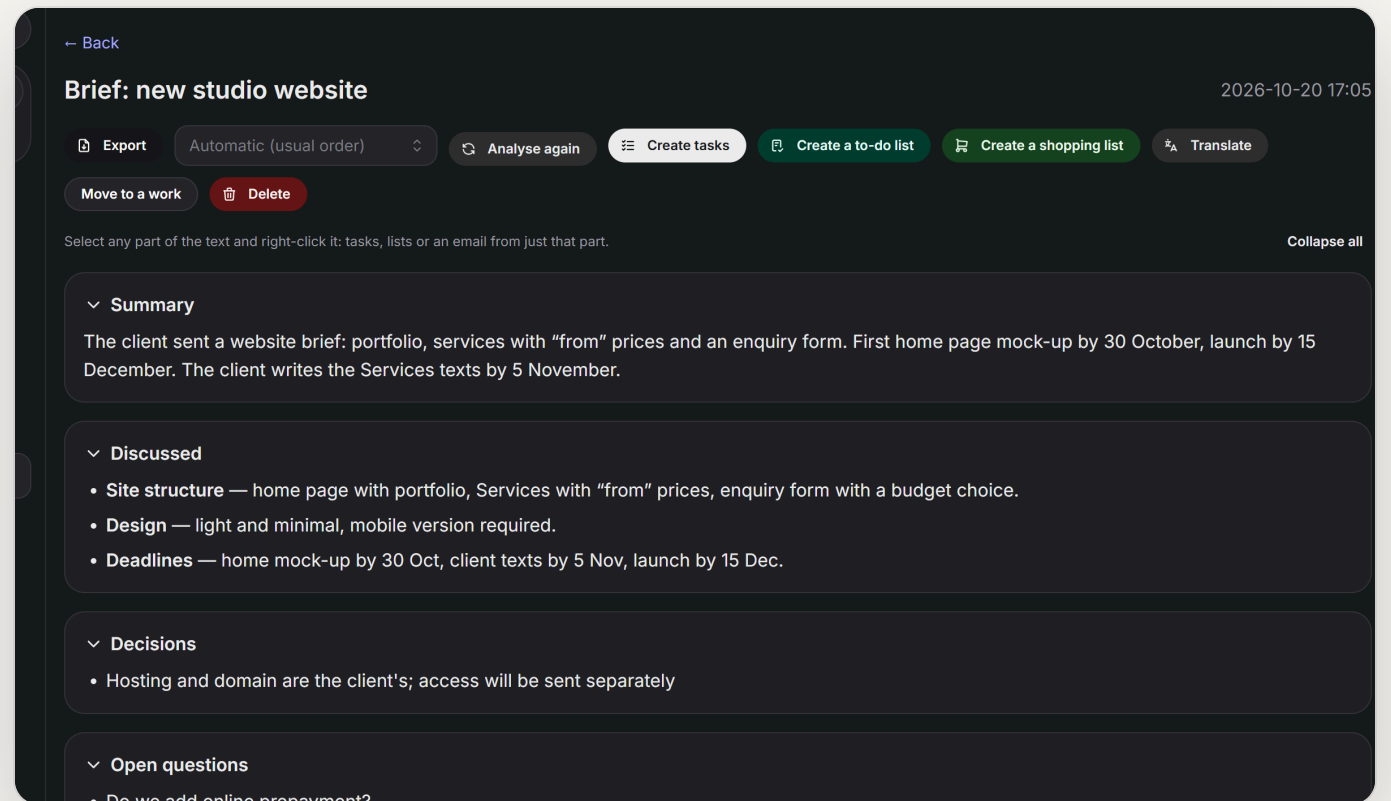
Cancel Create (3)

SECTIONS

Text analysis

- Paste a text (an email, a chat, a brief) or press **“Choose a document”**: .txt, .md, .csv, .docx, .xlsx, .pdf up to 30 MB.
- Set the title, project and model → **“Analyse”**.
- The result is like a call’s: summary, decisions, questions, tasks. Then — tasks, lists, translation, export.
- **“Long text like a long call”** — for big documents: tasks are searched more thoroughly.

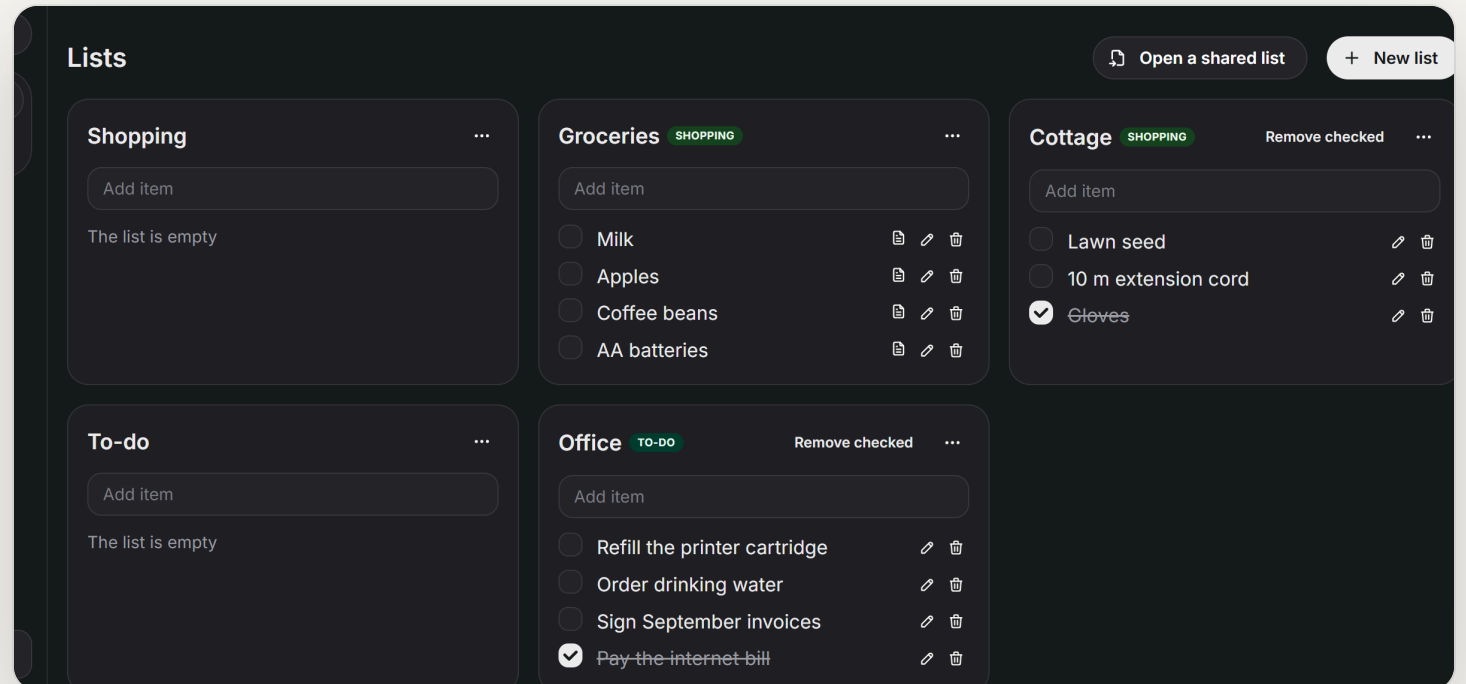
Scanned PDFs without a text layer cannot be read.



SECTIONS

Lists

- **Shopping** and **to-do** lists; you can have as many as you like: "Groceries", "Cottage", "Office".
- Items are added by voice ("shopping list for the cottage: ...") or by hand.
- For an item: tick, edit, delete, open the recording it came from.
- **"Remove checked"** — clear what you have bought.
- The "..." menu: rename, delete, **share as a Viato file** or **as text** for a messenger. **"Open a shared list"** — add someone else's list.



Reminders

- By voice: "Remind me tomorrow at 9 to call Hans" — or by hand: text, date and time, repeat → **"Remind"**.
- At the right time a window pops up with a sound: **"Done"**, **"In 10 min"**, **"In 1 hour"**. Close the window and it reminds you again in 10 minutes.
- Repeating reminders move to the next time after "Done".
- Reminders arrive on the PC, the phone and the recorder. The sound is chosen in Settings.

Reminders

What to remind	When	Repeat	
	22.10.2026 09:00	Does not repeat	Remind
By voice: "Remind me tomorrow at 9 to call Hans" - on the recorder or here with the Record button.			
🔔 Call the print shop about business cards 23.10.2026 15:00		Does not repeat	23.10.26 15:00 <input checked="" type="button" value="✓"/> 🗑
🔔 Team stand-up 27.10.2026 10:00		Every week	27.10.26 10:00 <input checked="" type="button" value="✓"/> 🗑

SECTIONS

Mail drafts

- A draft comes from an “Email ...” recording, from the minutes, from selected text or from a chat message.
- The AI writes in the recipient’s language if it is clear from the recording.
- **“Copy text”** — paste it into your email. Then **“I sent it”** or **“Discard”**.
- The “Send by...” date goes into the plan for today.

Viato never sends emails itself — only you do, from your own mailbox.

Mail drafts

Drafts are never sent automatically: copy the text into your mail app.

Send by 21.10.2026

To

Kai Becker

Subject

Angebot: CRM-Einführung

Text

Hallo Kai,

anbei unser Angebot für die CRM-Einführung. Gerne besprechen wir die Details nächste Woche.

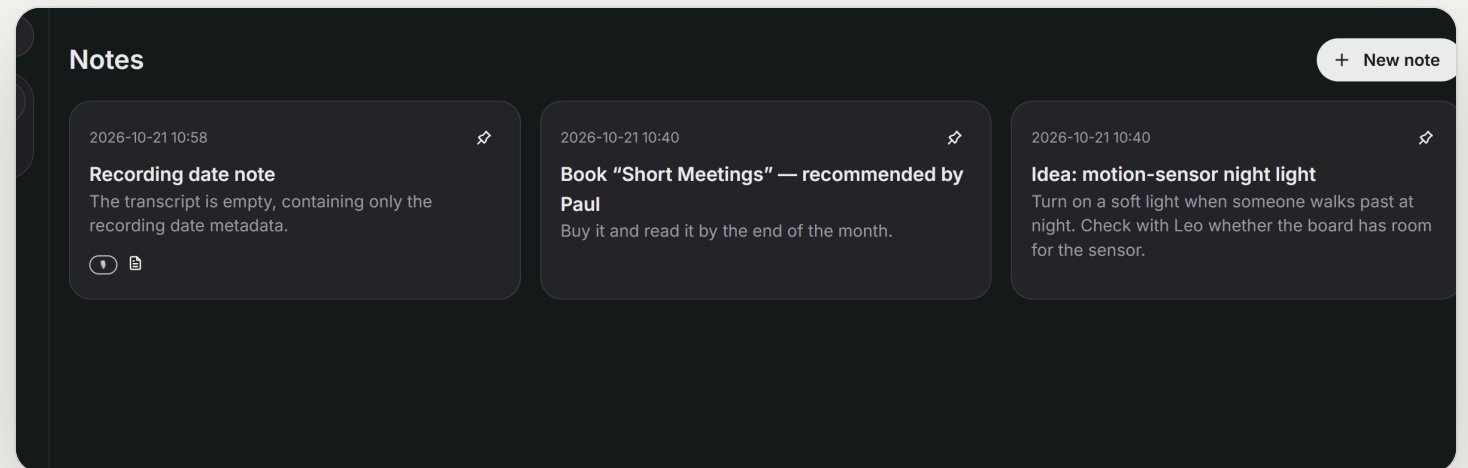
Viele Grüße
Anna

Copy text Discard I sent it

SECTIONS

Notes

- Ideas and “don’t forget” thoughts — from recordings without a command or by hand: **“New note”**.
- 📌 — pin a note to the top.
- Open a note to edit it. **“Create tasks”** — the AI finds the to-dos in it and suggests tasks for you to check.
- Notes are personal: shown in Solo and in every company, never sent to the company server.



SECTIONS

Processing

- Everything the AI does: speech recognition, minutes, task search, imports, text analysis, project summaries.
- Each job shows its stage, progress and **log**: which models worked and how long it took.
- **“Cancel”** — stop a stuck job (the recording stays).
“Retry” — run it again.
- Errors are clear here: a provider limit, a missing key, unavailable in your region.

“Cancel” doesn’t help? Settings → “Restart the app”.

Processing

AllRunning

Every recording, import and AI step: stage, progress, the models used and their log. A job that hangs can be cancelled.

DONE

Processing a recording

Recording date note

2026-10-21 10:58

0:14

▼

STT: WHISPER_LOCAL/WHISPER-1

CLASSIFY: LLAMA_LOCAL/LOCAL

DONE

Processing a recording

Lamp sample for the client: deadlines and purchasing

2026-10-21 11:40

0:40

▼

DONE

Processing a recording

Shopping list

2026-10-21 11:10

0:40

▼

DONE

Processing a recording

Idea: motion-sensor night light

2026-10-21 10:40

0:40

▼

SECTIONS

Plan for today

- On the first start of the day a window with the plan opens. Later you can open it with the button on the right of the header — it appears as a panel next to any section.
- The plan shows **overdue**, **due today**, **started / to start**, **reminders**, **important this week**, what to buy and **emails to send**.
- Tasks whose start date has come keep showing here until they are done.
- Clicking a task opens its card.

overdue: 3 · today: 1 · in progress: 1 · to buy: 6

Overdue

🔥 Renew the domain studio-north.com • S.. 17.10.2026

🔥 Send the client a commercial proposal • C. 18.10.2026

Call accounting about invoices 19.10.2026

Due today

Collect portfolio case studies • SITE

Started / to start

Firmware: voice commands • LA... 02.11.2026

Important this week

SETTINGS

Main settings

LANGUAGE AND LOOK

Interface language. **Appearance:** dark, light or “glass with a picture” — your own background picture, panel opacity and blur. **Reminder sound** with a “Test” button.

MODE AND WORKS

For myself or **With a team.** The list of works (companies): add, rename, delete, connect to a server. See [“Works”](#).

PC APP

Start with Windows — minimised, so recordings are always received. **Restart the app** — if something hangs.

AUTO-RECORDING CALLS

Choose apps (Zoom, Teams, Telegram...): when an app takes the microphone, Viato records the call by itself. Transcription happens only when you press “Transcribe” in “Recordings”. Each time you are reminded to tell the participants.

RECORDINGS

Delete recordings for a period: completely or **only the audio** (text and tasks stay) — to free up space.

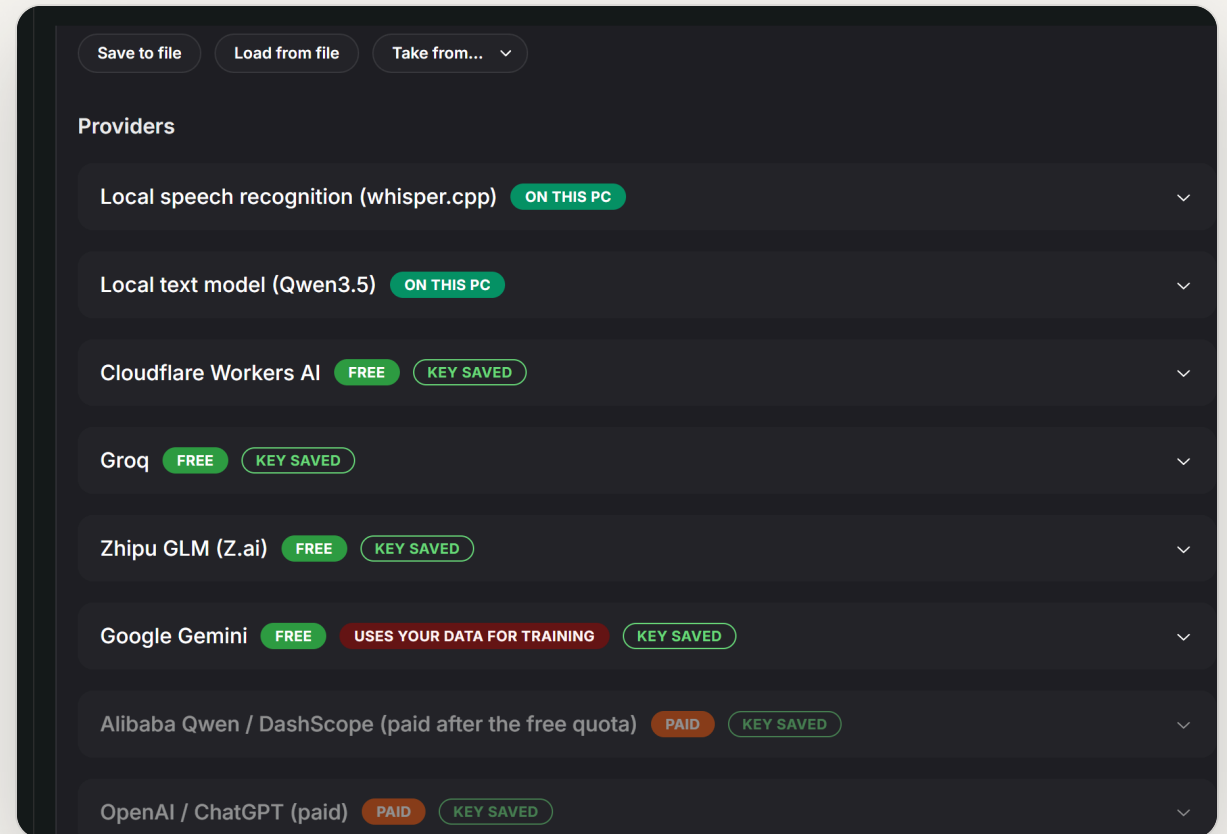
RECORDER (BETA)

Connecting the recorder over Bluetooth and allowing it to sign in. To set it up, contact the developer — see [“Recorder”](#).

At the bottom of the page: **“Contact the developer”** and **“About”** — the licences of third-party software and models.

AI processing and models

- **Local AI on this computer:** a profile for your hardware, a catalogue of text models marked “Recommended”, “Fast / Medium”, “on the graphics card”. Download, use, delete.
- **“How to connect AI”** — step-by-step help.
- **Local AI only** — the cloud is never used. **Turn off local AI** — cloud only.
- **Paid AI services** — off by default. **Which AI first** — local or cloud.
- **Providers:** each has instructions on where to get a key and labels “free / paid”, “uses your data for training”, “unavailable in regions”.
- **Cloud AI keys** — each work has its own; save them to a file and load them into another work.



For AI specialists

Usually there is nothing to change: everything is set from our tests on calls from different departments and of different lengths.

- **Second pass for tasks** on long and short calls.
- **Repeated tasks** on long calls go to "Possible tasks".
- **Model for long calls** (over 15 minutes).
- **Process in the cloud while the local AI is busy.**
- **Models and their order:** on, off, arrows for the order. "Show more AI models" — weak models, hidden by default.
- For local models — **checking each task against the conversation** (beta).

"Restore the defaults" brings back the best values; keys and the chosen model stay.

For AI specialists

Fine-tuning of the processing: passes, repeats, the order of models. Usually there is nothing to change: it is set by our tests.

Restore the defaults Brings back the best settings from our tests. Keys, paid AI and the chosen local model stay.

☒ **Second pass for tasks on long calls** **BETA**

On calls over 15 minutes the AI reads the text once more looking only for tasks: fewer get lost, open questions and agreements that need work become tasks too (marked). Takes a little longer. Off: tasks from the minutes only.

Second pass for tasks on short calls

Auto: only for models that lose tasks without it (Qwen3.5-2B). About twice as long.

Auto (best for the model) ⇅

Repeated tasks on long calls

The model sees the tasks from the start of the call; a repeat (e.g. in a closing recap) goes to "Possible tasks".

Auto: cloud models only — small local models lose tasks with it.

Auto (best for the model) ⇅

Model for long calls (over 15 minutes)

Long calls go to this model first; if it fails, the usual order follows. "Only this model": no other model is tried.

As usual (the order above) ⇅ ☐ Only this model

☒ **Process in the cloud while the local AI is busy**

The next recording goes to cloud models at the same time; if the cloud fails, it waits for the local AI.

Models and their order

Switched-off models are never used. Cloud models are tried top to bottom (arrows change the order); local ones go first or last, see "Which AI first".

☐ **Show more AI models**

Models that did worse than others in our tests. Hidden and off until you turn them on. Applies to cloud and local models.

Data, backups, devices

BACKUP

“Make a backup” — one .viato file with all tasks, notes and calls; optionally with audio and AI keys. A file with keys is for yourself only.

MERGE AND RESTORE

“Open a .viato file...” — first shows what is inside. **Add to my data:** choose projects and people, duplicates are skipped. **Restore completely:** replace the database on restart (the current one is saved).

ACCOUNT AND DEVICES

The list of signed-in devices: PCs, phones, recorder. **“Connect phone”** — a QR code for pairing; **“Send AI keys”** — give the phone the keys in encrypted form.

MOVING TO A NEW PC

Make a backup with audio and keys, install Viato on the new computer and restore the file. On Windows the app’s data is in the user folder; the database is copied before every update.

Works and the switcher

Solo and companies

Solo is always there. A **work** is a company on a Viato server. You can be in several, an admin in one and an employee in another. The switcher is at the top of the menu on the left.

What is stored where

Projects, tasks, calls, texts, emails and chats live in their own work. Notes, lists and reminders are personal: shown everywhere and never sent to the server.

Moving to a work

A call recorded in Solo can be moved to a company: **“Move to a work”** — with the minutes and, if you like, the audio.

How to add a company, set up the server and invite people is described in the separate “Setup guide”. Without a connection to the server everything keeps working: changes are sent when the connection is back; the header shows how many are waiting.

Tasks in a team

- **Roles:** assignees, co-assignees, observers. A task can be given to a **team** ("Design") — all its members get it, even those who join later.
- **"Done on my side"** — each assignee marks their part; when everyone has, the task closes.
- **"Assignees may change the deadline"** — a box for the creator.
- **Task discussion** — a chat right in the card.
- **Permissions:** the creator, project owners and admins change everything; assignees change the status, checklist and result; observers only read and comment.
- **Project members** (on the project page): owners and people or teams. Only they see the project.

Edit task

Title *

Booth budget

Description

Status

In progress

Project

EXPO — Booth at the Ligh ×

Type

Management

Start

19.10.2026 ×

Deadline

23.10.2026 ×

Repeat

Does not repeat

Work

Personal

✓

Important

Depends on

Roles

Assignees

Anna Kowalski ×

Co-assignees

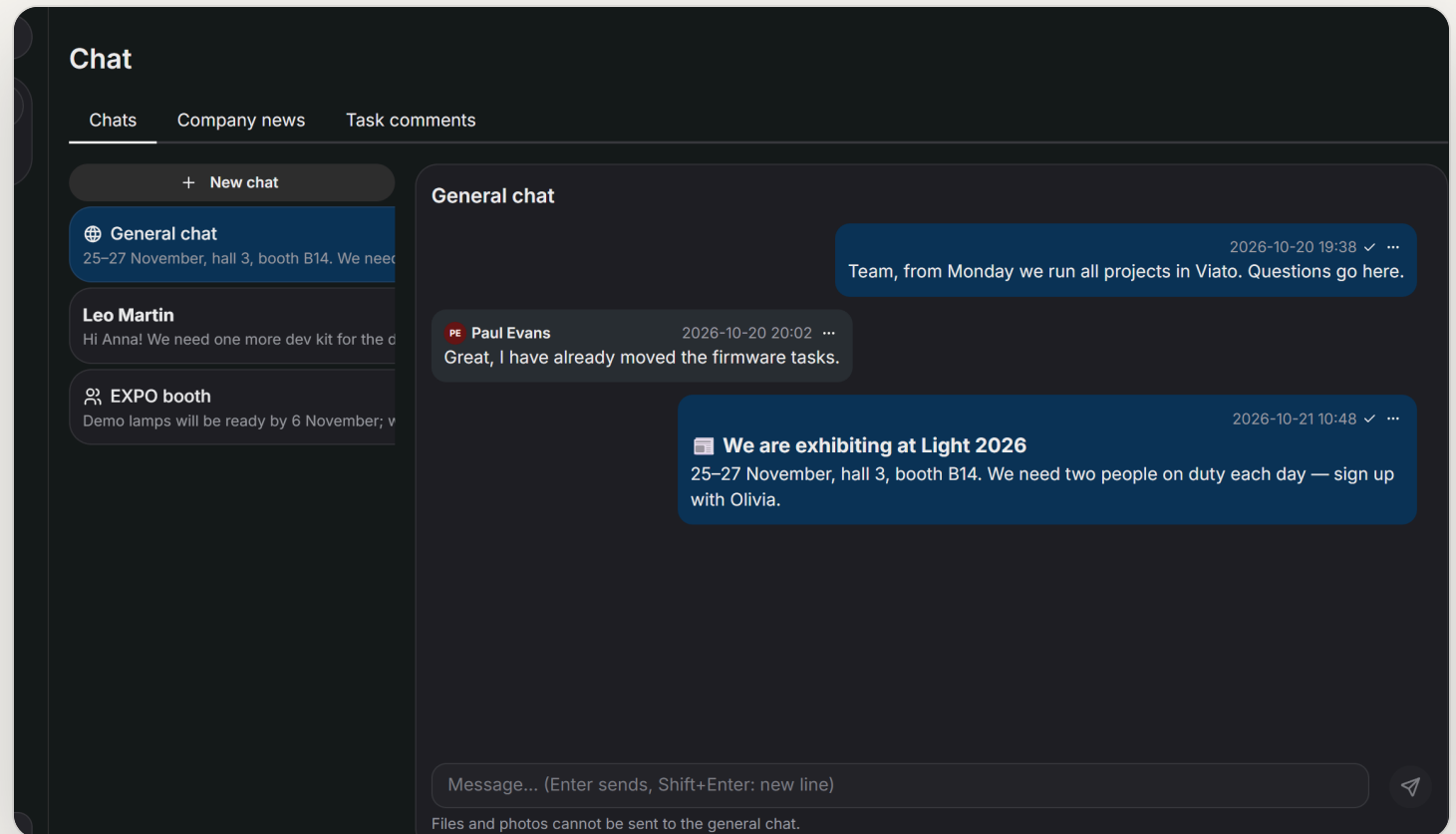
Olivia Smith ×

Observers

Assignees may change the deadline

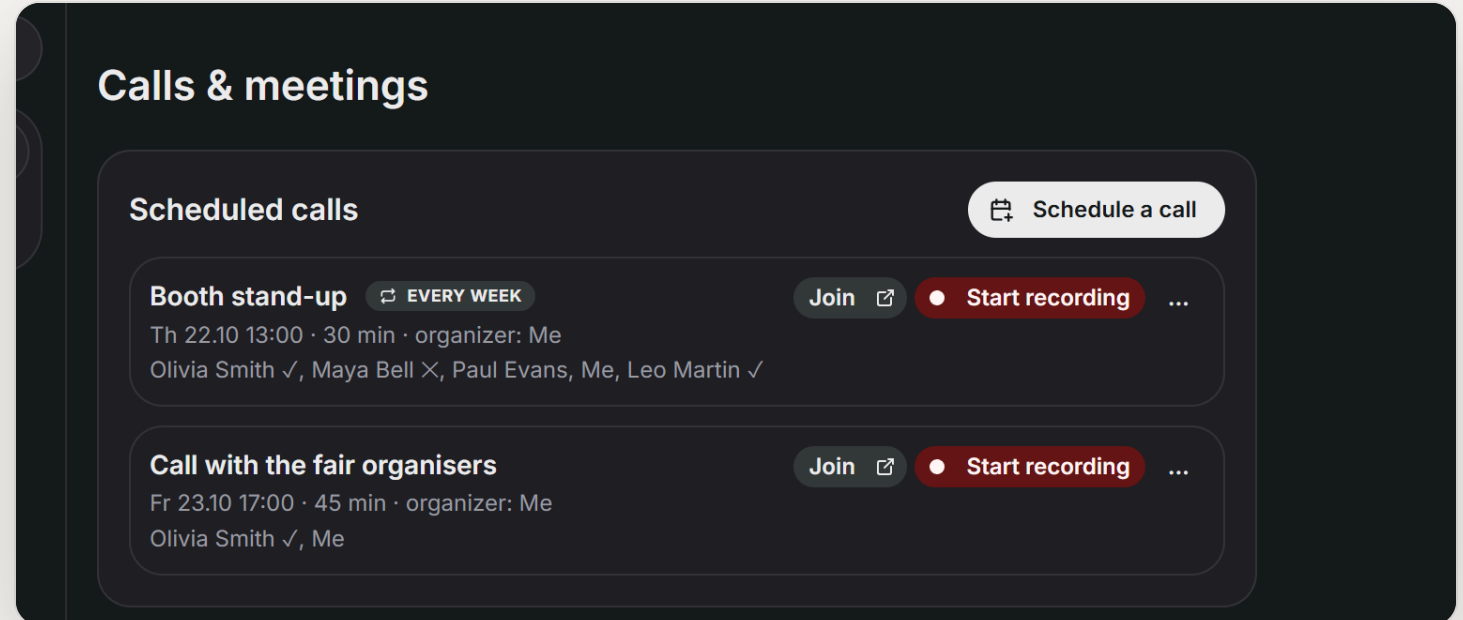
Chat

- **Chats:** direct, group and the company-wide chat.
“**New chat**” — choose people.
- Files and photos (up to 200 MB) in direct and group chats; each file shows how long it stays on the server.
- The “...” menu on a message: edit, delete, **make a task**, add **to a to-do list**, **email draft**.
- A chat can be pinned to the top or muted.
- **Company news** — announcements from admins.
Task comments — all task discussions in one place.
- You can write without internet — messages go out once you are connected.



Scheduled calls

- In the company's "Calls & meetings": **"Schedule a call"** — topic, time, duration, repeat, people and teams, link (Zoom, Teams, Meet...), agenda.
- Everyone sees the time in their own time zone. Before saving, Viato checks who is busy then.
- Participants answer **"I'll join"** / **"Can't join"**. Reminders 15 and 2 minutes before — on the PC, phone and recorder.
- **"Join"** opens the link, **"Start recording"** links the recording to the call. Didn't record it yourself? **Ask for the recording** from whoever did.



Sharing with colleagues

A CALL OR A TEXT

The **“Share”** button in the minutes: choose people or group chats, optionally **“With the audio recording”**. Everyone gets a copy of the minutes and transcript in their own “Calls”.

TASKS OVER THE NETWORK

Right-click a task → **“Share...”**: to another PC with Viato on the same network, or as a file. The recipient sees the tasks under **“Incoming tasks”** (an icon in the header) and decides whether to add them.

LISTS

A shopping or to-do list — as a Viato file (the recipient opens it in “Lists”) or as plain text for a messenger.

The “Team” section

- **People:** approve or reject a request, role “User / Admin”, reset a password, disable (the company’s data is removed from their PC).
- **Teams:** groups of people (“Design”, “Electronics”) for tasks and calls.
- **Invitations:** one-time codes for new employees, validity period, revoke.
- **Log:** who invited, approved or disabled whom.
- **My account** (for everyone): name, photo, time zone, password, disconnect this PC.

Team · Viato

ONLINE

People

Teams

Invitations

Server

Backups

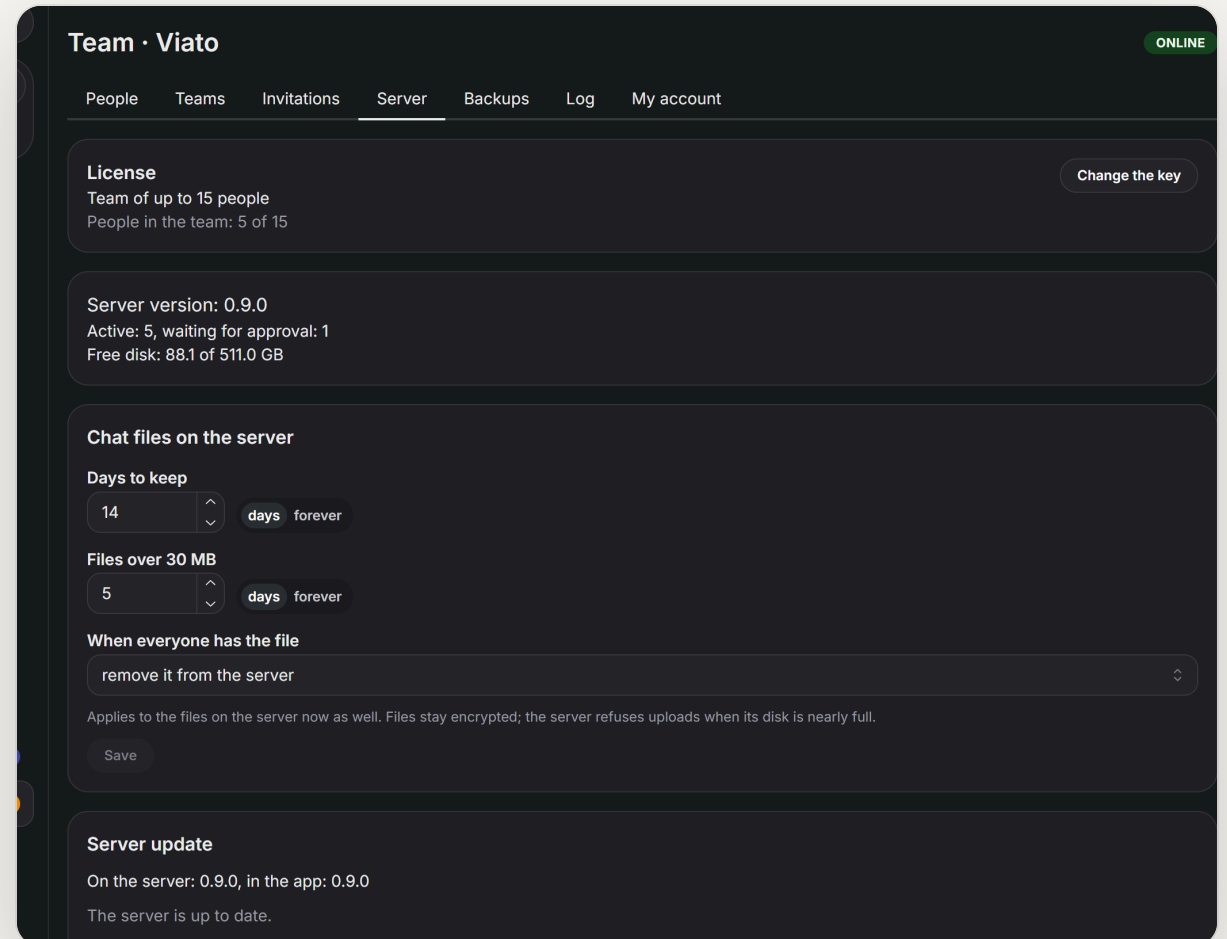
Log

My account

Person	Role	State	Last seen	
? Sam Peters sam	User Admin	WAITS FOR APPROVAL	—	✓ ✕
AK Anna Kowalski anna	User Admin	ACTIVE	2026-10-21 21:11	
LM Leo Martin leo	User Admin	ACTIVE	2026-10-21 10:48	...
MB Maya Bell maya	User Admin	ACTIVE	2026-10-21 10:48	...
OS Olivia Smith olivia	User Admin	ACTIVE	2026-10-21 10:48	...
PE Paul Evans paul	User Admin	ACTIVE	2026-10-21 10:48	...

Server, backups, licence

- **Licence:** how many people of how many; “Change the key” — move to a bigger licence.
- **Server:** version, people, free disk space. **Chat files** — how long to keep them and whether to remove them once everyone has them.
- **Server update** — one button on the PC that set up the server. The server copies its database before any change.
- **Connection code** — for an employee to sign in on a second PC or a phone. **Server key** — to add another company to this server.
- **Backups:** backup password, automatic copies to your PC, “Back up now”, “Restore from a file...”.
- **Company AI keys** (in the work’s AI settings): give employees a key through the server with a daily limit, or hand it out. Local AI on the server is set up there too.

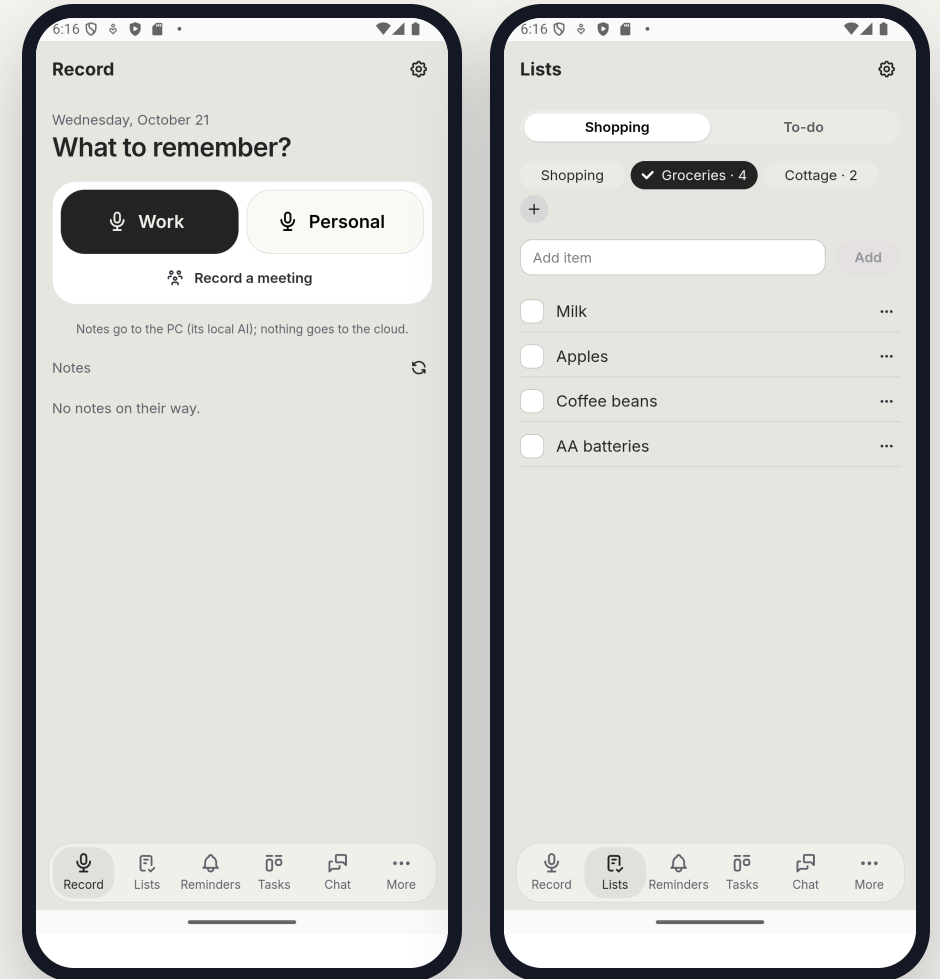


OTHER DEVICES

Phone

- **Recording:** “Work” or “Personal” — a short note, “Record a meeting” — a long one. Pause and cancel.
- At the bottom: **Lists, Reminders, Tasks, Chat, More:** projects, calls and texts with minutes, emails, settings.
- Minutes, tasks and translation are made on the phone itself too — through cloud AI.
- Everything from the PC is kept on the phone and readable offline; audio if you choose.
- Reminders ring without internet; company calls 15 minutes before.
- A home-screen widget, a “Viato note” quick-settings tile and shortcuts on the app icon.

Installing and pairing with the PC is described in the “Setup guide”.



The recorder is a beta feature

BETA

M5Stack Cardputer

A pocket recorder: hold a key and speak — no phone or PC needed at hand. Type, project and deadline are chosen on the device; lists, tasks and reminders are shown on its screen. Recordings go to the PC over Wi-Fi or to the phone over Bluetooth.

To install the firmware and set it up, contact the developer.

Contact the developer

In the PC app: Settings → **“Contact the developer”** at the bottom of the page.

The same place for questions, bug reports and suggestions, and for a team licence key.

Tips and FAQ

The AI got a task wrong	Fix it by hand, or "Process again" with another model — the task is updated and the previous result is kept in versions.
The AI picked the wrong type	"Change type" on the recording. Next time say a command at the start or choose the type in the window after recording.
Recordings are not processed	Connect AI (Settings → "How to connect AI"). Errors and their causes are in "Processing".
A long call takes a long time	That is normal on a laptop without a graphics card. For speed, set a cloud "Model for long calls".
The other side is hard to hear	Turn on "Record the computer's sound" and use headphones. In Zoom turn on a separate track for each participant.
Privacy matters	"Local AI only" — nothing leaves the computer. For secrets, don't use providers marked "uses your data for training".
Not losing data	Make backups regularly (Settings → "Data"); a company admin should turn on server backups.