

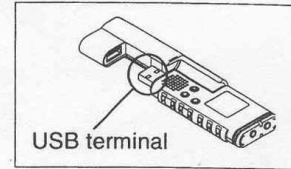
Digital recorders-

The instructions that came with your recorders are pretty easy to follow – once you find the page!

Here's your step-by-step:

- 1 Before you detach the recorder, turn the POWER switch OFF and make sure that the display is turned off.**

If you detach the recorder before the display is turned off, data may be damaged.



- 2 Connect the recorder's USB terminal to a PC USB port or USB hub.**

While connecting to the PC, "PC" is displayed blinking. Once "PC LINK" is displayed, you can save or read the data. While transmitting data, "bUSy" is displayed, and the recording/playing lamp flashes.



Step 2 – explained a bit:

Once you turn the recorder off in Step 1 and detach the recorder (actually pull the two pieces apart), you will be left with a USB connector. Plug that into any USB port on your computer.

- 3 Transfer the audio files to your computer.**

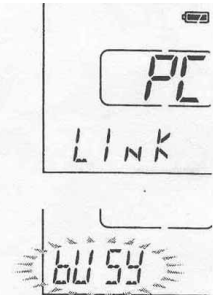
Connect the recorder to your computer and launch Explorer. The recorder will be recognized as a removable disk.

Each of the five folders is named as DSS_FLDA, B, C, D and E. The audio files are saved in these folders.

All the audio files recorded by this recorder will be in .WMA format. (i.e. V_200001.WMA)

You can copy them to any folder on your computer. Double click the audio file, and Windows Media Player will be launched and start playing back.

If you are using Windows 2000, Windows Media Player must be installed on the PC.



Step 3 – expanded:

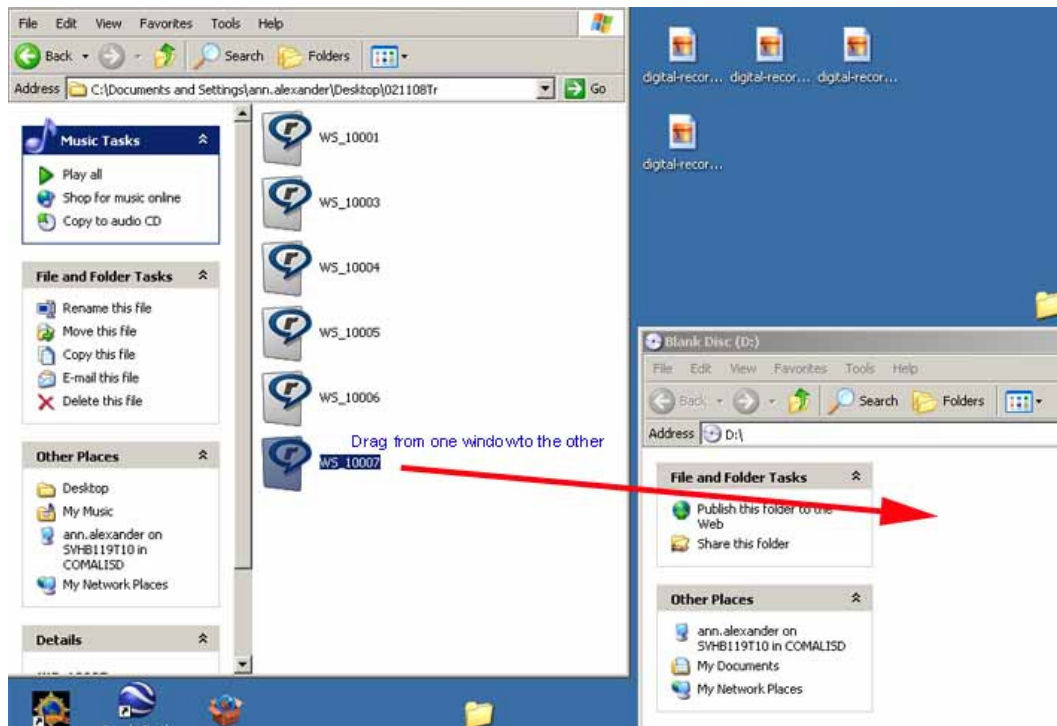
You can use the drag and drop method. As stated above, you will see the file contents of the digital recorder in folders. Open the folder you want (if not sure, open the .wma file in each folder and begin listening to it). Once you have found the .wma file, drag it to the area on your computer where you will store it. I have been putting it on my computer prior to burning it to a disc; just to be sure I have it. **My files show up as Real Player files because I have Real Player installed on my computer. Your files will show up as either Real Player or Windows Media files depending on whether you have Real Player or Windows Media Player installed.**

- 4 Before you detach the recorder from the PC, carry out "Remove Removable Media Device" and make sure that the display is turned off.**

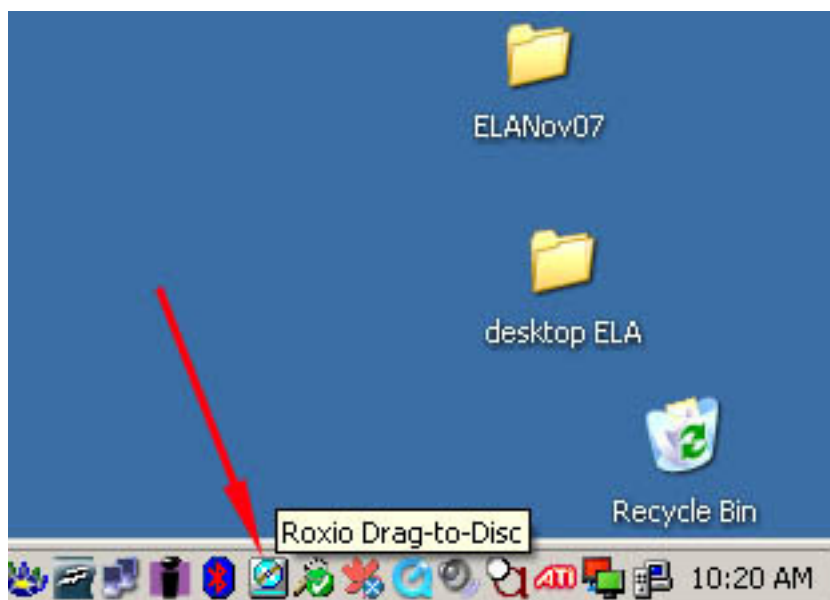
Step 5 – optional:

Burn to a CD.

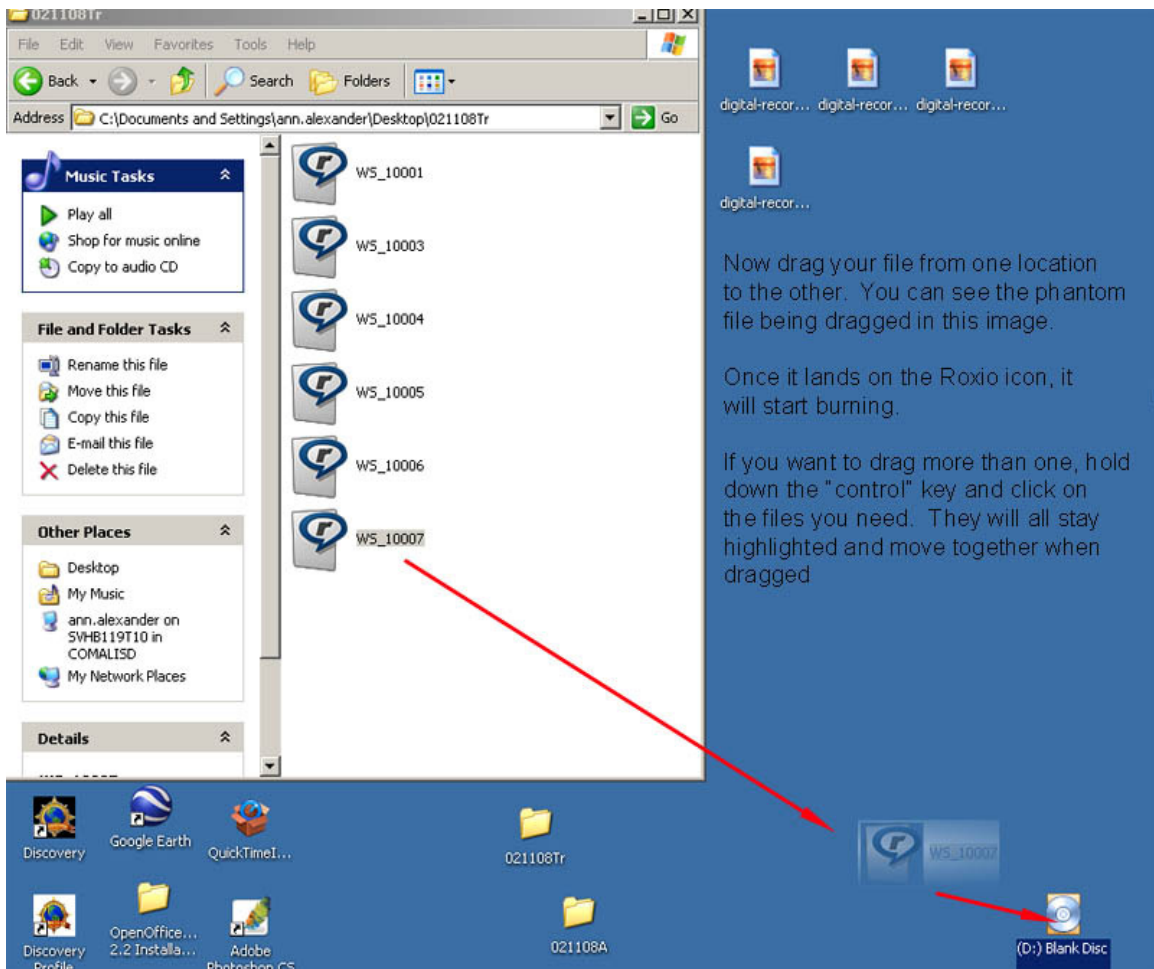
Now you can drag the files from your computer to a CD for backup and portability. Put the CD in your disc drive. Open the area where you have stored the files and drag to the CD. **My files are showing up as Real Player files because I have Real Player installed on my computer. Your files will show up as either Real Player or Windows Media files depending on whether you have Real Player or Windows Media Player installed.**



If you have Roxio CD burner, it will prompt you through this. Click on your Roxio icon in the bottom right toolbar tray:

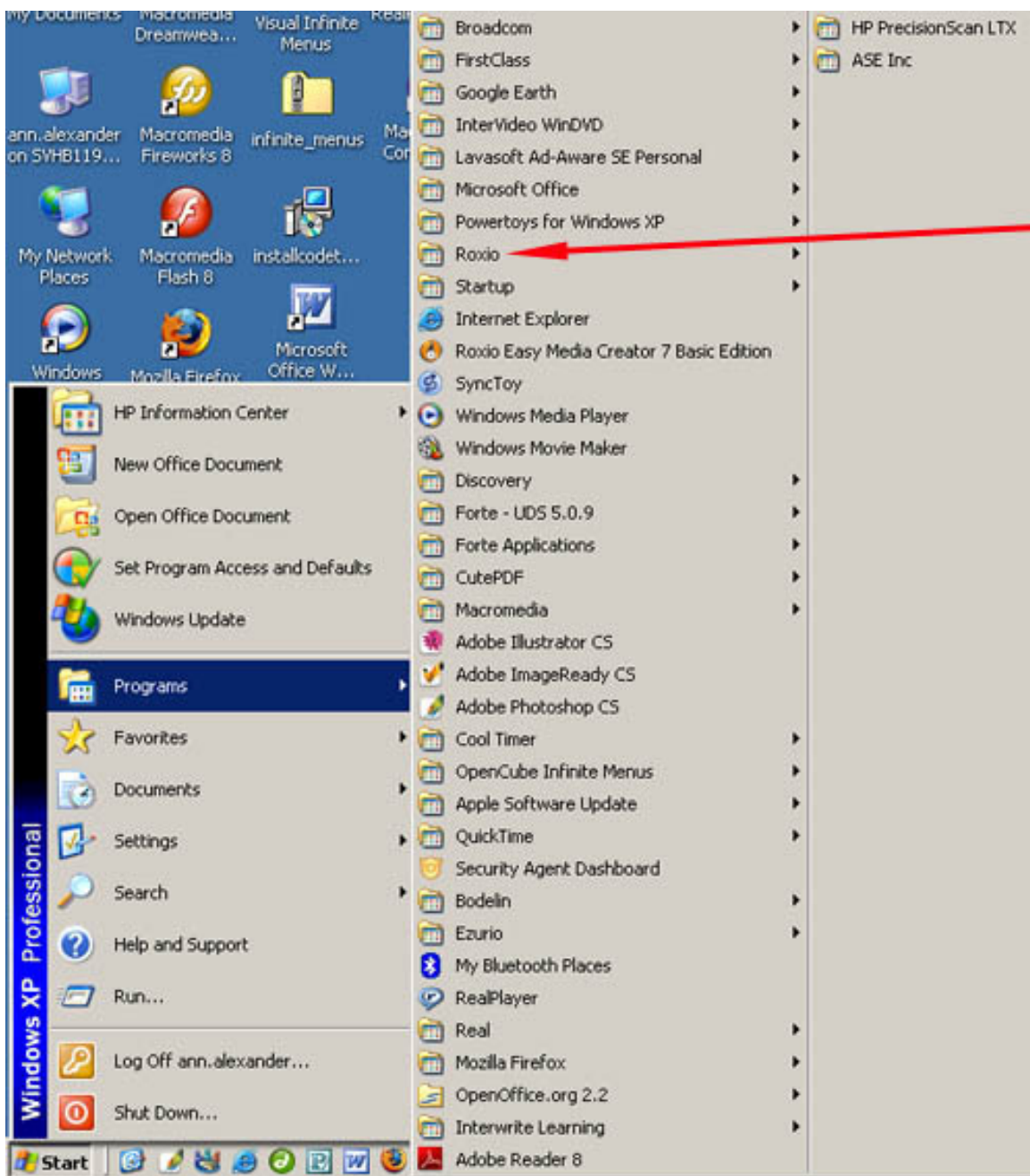


Click on the Roxio icon and it will appear on your desktop.



If you do not have Roxio, Brenda can install it for you. First look at the bottom right and see if the icon is there, if not, click on the "Start" button, then "Programs" and see if Roxio is listed. See below





Need additional help? Just ask.