Basic Functions:
- On - Slide HOLD away from arrow
- Off - Slide HOLD to ward arrow
- Standby - When recorder is not in use for more than 5 minutes
- Resume - Press any button to exit Standby Mode
- Voice Mode: For Recording clips
- Music Mode: For listening to music
Note:
Make sure you have spare batteries. If you lose power while recording a clip, you will lose the whole clip.

Playback:
- Be in VOICE mode
- Navigate to relevant folder and clip
- Press PLAY
- Press BACK / FORWARD (while playing) to rewind/fast forward through clip
Note:
To adjust volume press + or - on the wheel

Menu settings:
- Reaching MENU: Hold down OK button on wheel for 3 seconds
- Use +/- button to scroll up or down
- Change Rec. settings: Choose REC MODE and press OK
- Choose HQ for good sound quality (non stereo)
- Change Mic. settings: Choose MIC SENSE and press OK
- Choose CONF
- Change to VCCA mode: Choose VCCA and press OK
- Choose OFF and press OK
Note:
To return to main menu after changing REC settings/Mic. settings etc press BACK or STOP button

Recording:
- Set recording settings (See Menu Settings)
- Choose desired folder to save clips
- Press RECORD to begin
- Press RECORD again to pause (RECORD PAUSE mode)
- Press RECORD to resume recording to same clip
- Press STOP to end recording
Note:
Files are automatically recorded sequentially and will not be overwritten.
Choose VOICE MODE for recording

Navigation:
- To navigate between folders: Press FOLDER/INDEX button
- To navigate inside a folder, between clips: Press BACK/FAST < or FORWARD >> keys on WHEEL
Note:
The recorder organizes clips within 5 folders (A, B, C, D and E).
- Each folder holds up to 99 clips.
- The clip number and total number of clips are indicated in the display panel.

Erasing files:
- Navigate to clip
- Delete clip: Press ERASE
- Delete all clips in folder: Hold down ERASE button for 3 seconds.
- Choose ERASE ALL option using + or - keys
- Press OK

Transferring files:
- Turn recorder OFF: Push down HOLD button
- Press RELEASE button on back of recorder and remove bottom portion
- Plug the USB stick to the computer
- Select the folders relevant volume
- Copy folders to your computer
- Unplug USB stick according to computer's instructions
Note:
Do not cut and paste folder files from USB drive.
Do not rename folder names in USB drive.
The recorder mounts like a USB thumb drive. No additional software is required to access the audio clips.