Olympus Digital Voice Recorder
DS-30/40/50

Using the Recorder

Getting Started

1. Insert Two AAA batteries into the bottom of your voice recorder.

2. To power on your voice recorder there is a power slide on the right side of your recorder. Slide it down to power on. To make sure your recorder does not accidentally turn off when recording slide the power slide up into the Hold position once it is on. If you need to access the menu, do not put it in the Hold position because you will be unable to use it in this setting.

3. Because you will most likely be using your recorder with a GPS tracker it is important to have the recorder set to the proper time. When you power on your recorder for the first time the recorder will ask you to set the time. If the recorder has been used before and you need to set the date hold down the menu button until the menu appears. Then scroll through the menu with the + and – buttons until you find Time and Date. Select Time and Date with the OK button. Use the + and – buttons to change the selected number.

To change between Hours, Minutes, Months, and Days use the >> and the << buttons. When you have selected the proper time, hit OK. You will return to the menu.

Recording

1. Press the Folder button to choose a folder in which to make a recording.

    a. There are a total of eight folders in the recorder. Under the "Root" Folder are A through E, "Audible" and "Music" Folders, and recorded or transferred language and music data from a computer can be saved as "files."

    b. While the Recorder is stopped press the Folder button to the left below the LCD screen. Every time the Folder button is pressed the folder will switch in the following sequence A, B, C, D, E, Audible, Music, then back to A.

2. Press the REC button on the right side of the recorder. It is the top button with a red circle on it. Right above the word Olympus there is a little red light. When the device is in recording mode, the light turns red.

3. Press the STOP button on the right side of the recorder to finish recording. The stop button is marked with a square and is directly below the record button.

Playing

1. Press the Folder button to choose a folder. Scroll through the folders as instructed above. Find the folder with the particular recording you want to play.

2. Once you are in the proper folder, press the + or – button to choose the file that you want to play.

3. Press the Play or OK button to start playback. The record/play indicator turns green when the device is playing a recording.

4. Press the + or – button to select the proper sound volume.

5. Press the Stop or OK button at any point if you want to stop the playback.

    a. Stop a file playback at any point.

    b. Press the Play or OK button to start playing back from where it was stopped.

Changing the Playback Speed

1. Press the Play button during playback. Every time the Play button is pressed, the playback speed will switch.

    a. Regular Play: Playback at regular speed.

b. S. Play (Slow Playback): Playback speed slows down, and S> will turn on. (Default at .75 times as fast).

c. F. Play (Fast Playback): Playback speed becomes faster, and F>> will turn on. (Default at 1.5 times as fast).

2. Even if playback is stopped the changed playback speed will be retained. The next playback will be at that speed.

3. Note: Playback speeds cannot be switched when the Noise Cancel function is turned on.

How to Begin Segment Repeat Playback:

1. Play back the file for a segment repeat playback.

2. Press the Folder / A-B button on the left below the screen at the point you want to start segment repeat playback. End? Will flash on the display.

3. Press the Folder / A-B button again at the position where you want to end segment repeat playback.

a. The "Play" message appears, and repeat playback will start. The recorder repeatedly plays back the segment until the segment repeat playback is canceled.

4. Press the OK or Stop buttons to release segment repeat playback and stop playback.

Noise Cancel Function

1. While the recorder is stopped or during playback, press the Menu button for 1 second or longer.

2. Press the + or – button to choose "Noise Cancel."

3. Press the OK or >> button to begin the noise cancel setup process.

4. Press the + or the – button to choose between "High," "Low," and "Off."

5. Press the OK button to complete the setup screen.

6. Press the Stop button to close the menu.

7. You will notice a letter "N" above the battery on the screen, when the Noise Cancel Function is properly selected.

Erasing

1. Press the Folder button to choose a folder.

2. Press the + or – button to choose the file you want to erase.

3. Press the Erase button.

4. Press the + button to choose "Erase."

5. Press the OK button.

Connecting the Recorder to the Computer

1. Turn the recorder's power on.

2. Connect the USB connection cable to the USB port or the USB hub of the PC.

3. Confirm that the recorder has stopped and connect a USB cable to the connection port on the side of the recorder.

4. Go to My Computer and Open the Drive in which the Device appears.

5. The folders from the recorder appear in a list. Audible and Music are listed as such, but folders A-E are listed as DSS_FLD(A-E). Select the appropriate folder. Select the recordings that you want and drag to your desktop or another folder. The files are WMA files and you should be able to play it with ITunes, Windows Media Player, or any other player that you may have on your computer.

6. To edit the audio files please see the directions we provided for Audacity.