



Digital Voice Recorder User Manual

DVR 4



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Function Overview

- Easy operate control design

This recorder adopts professional digital voice recorder software with one button Recording and Playback. Press "REC" button to start recording at any standby condition.

- VOR system

Voice Operated/Activated recording.

- Four recording modes

"SP" for high quality recording voice without distortion.

"LP" for For 3 seconds recording.

"SP VOICE" for high quality recording under voice activated recording.

"LP VOICE" for For 3 seconds recording under voice activated recording.

- Sleek appearance design and ergonomic controls.

- Recording telephone conversation.

Connect the recorder with the telephone via telephone adapter, the recorder can record both sides of telephone call.

- Support multiple audio format player

Such as MP1、MP2、MP3、WMA、WMV、ASF、WAV.

- Drive free USB flash disk

Users can manage recorded and stored files directly via the "Removable Disk" in "My Computer". As the voice recorder is 'plug and play' there is no need to install the driver disk when computer operating systems are WIN98 or later.

Screen Appearance and Buttons



<p>1. Menu (mode) 2. Screen 3. Chapter selection (Last) 4. Chapter selection (Next) 5. Volume+ (VOL+) + 6. Volume- (VOL-) 7. Delete (DEL) 8. Recording (REC)</p>	<p>9. Battery (BATTERY) 10. Turn on/Play (PLAY) 11. USB port (USB) 12. Earphone plug (EAR) 13. Singal input (SINGAL IN) 14. Lock key (HOLD) 15. Speaker (LOUDSPEAKER)</p>
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Technical specifications

Dimension:	105mm ×29mm ×16mm	
Weight:	32g	
Screen:	Short Code LCD screen with LED backlight	
USB Connectivity:	Full rate USB2.0(read 1000k Byte, write800k Byte)	
Support systems:	Window98/SE/ME/2K/XP, Mac OS 10, Linux2.4.2	
Power	Two AAA alkali batteries	
	10 hours or more while playing with earphone.	
Recording :	Sampling rate:	8KHz
	Recording mode:	WAV(32K bps) ACT (8K bps)
	Recoding time:	128MB SP:9 hours LP:35 hours 256MB SP:18 hours LP:70 hours 512MB SP:36 hours LP:140 hours 1GB SP:72hours LP:280 hours
MP3,WMA, WMV,ASF	Earphone Maximum output	(L) 10 Mw + (R) 10Mw
	MP3 bit rate:	8K bps –320K bps
	WMA,WMV.ASF Bit rate	5K bps –384K bps
	Frequency Response	20Hz to 20KHz
	Signal noise ratio:	85dB
Music Format:	MP1、 MP2、 MP3、 WMA、 WMV、 ASF、 WAV	
Flash Memory:	64MB -----1GB	

Caution

- Please change the batteries properly if the battery is low when recording & playing for a For 3 seconds.
- Please turn off the recorder before changing batteries, otherwise some information may lose.
- Don't mix-use different kinds of batteries. Please take out the batteries if you are not planning on using to avoid the leak of batteries corroding the internal parts.

- Please avoid dropping and violent collision. Don't press the LCD screen forcibly, otherwise the screen can become damaged & display incorrect characters.
- Avoid putting a magnetic card near the speaker, the magnetic card will be damaged by the magnetic field.
- Please protect the recorder from the damp, high temperature.
- We take no responsibility for users recording without others approval.
- Please read the manual and guarantee card carefully before operation. If there is a function problem, please return to your supplier. Don't replace or remove the internal parts as this will void your warranty.
- Please back up the recording files before sending the recorder for repair. We are not responsible for the loss of recording information caused by the maintenance or function problem.
- The product design and specifications are subject to modification, and no separate notice will be given for that.

Operational Instructions

Installing the Battery

The will display  when low battery.

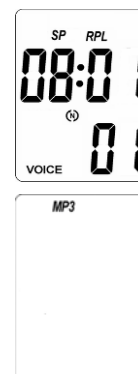
Please fix the battery properly according to the sign "+" "-"


Turn on /off

Hold for 3 seconds and press the "PLAY" button, the recorder is on, the LCD screen will light up, screen display "ON

If no recording file is in the recorder, the screen shows the main menu like following:

Hold for 3 seconds and press "PLAY" button, screen displays "OFF", recorder turns off.



 Automatic power saving mode: Recorder will be automatically power off when there's no operation on the unit for more than 1 minute.

Menu

Press "MODE" button to enter the Main menu and submenus: (For 3 seconds press "MODE" button to enter in main menu, briefly press "MODE" button to enter in submenus.)

The 4 main menus:

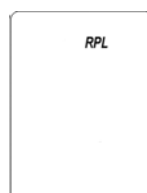
**MP3
Music:**



**Recording
mode:**



**Recording
file:**



**Time
setting**



Enter in Main Menu:

Press the "MODE" button and hold for 3 seconds to enter into the Main men. Push the up/down "MODE" key to select the main menu. Press "MODE" button again to confirm the selection and enter into the submenu.

⚡ When install new batteries, the recorders will automatically power on and come into main menu interface. Push up/down the "MODE" button to select the main menu. Briefly press "MODE" button to confirm & enter in submenu.

The Sub Menu Display

**MP3
Music:**



**Recording
modes:**



**Recording
file/Playing:**



**Time
setting**



Recording mode setting (REC)

⚡ There are four recording modes: SP, LP, SP VOICE, LP VOICE.
 SP: High quality recording
 SP VOICE: Voice operated/Activated recording under SP

LP: Hold for 3 seconds and recording

LP VOICE: Voice operated/Activated recording under LP

(1) Hold the "MODE" button for 3 seconds press to enter in main menu.

Push up/down "MODE" button until "REC" flashes on the screen, briefly press the "MODE" button to enter into the recording mode setting.

Push up/down "MODE" button to select the recording mode, briefly press the "MODE" button to confirm the selection.



* If no sound is heard under "Voice Operated recording mode", the sign of VOR (VOICE) will flash after 3 seconds of silence and recording will pause.

. It will automatically start recording again when there's sound.

* Recording files recorded under SP, SP VOICE save as WAV format. While files recorded under LP, LP VOICE save as ACT format.
* WAV format can playback in the computer directly, ACT format should be converted to WAV format via the software in the driver.

Recording/stop recording

Press "REC" button to start recording at any standby mode.
Repress to stop.

A new recording file will automatically start if recording is 99 minutes or more. If the USB memory is full, then some contents should be deleted to make the space sufficient for next recording.

✎ In recording mode, the screen will immediately display the recording time on screen after pressing the "REC" button.

✎ When "FULL" is displayed on the screen, and if the recording file has more than 99 individual voice files, it indicates the directory is full and some of the recording files should be deleted before continuing recording;

✎ Please make sure that the battery is sufficient before recording.

Playing mode (RPL)

One key for playing function: Press "PLAY" key to start playing.

Playing under "RPL" mode

Hold for 3 seconds and press the "MODE" button to enter the main menu. Push up/down the "MODE" button until "RPL" flashes on the screen, then press "MODE" button again to enter playing mode.

Recording file selection:

Push up/down the "MODE" button when the recorder in RPL mode, select the file which you want to play.

Playing/stop playing/turn off:

Press "PLAY" button to start playing, repress "PLAY" button to stop. Hold for 3 seconds and press "PLAY" button to turn off the unit.

A-B repeat playing:

Briefly press "REC" button when file is playing, A in repeat symbol $\left(\begin{smallmatrix} A \\ B \end{smallmatrix}\right)$ flashes to confirm starting point A; Repress "REC" button, B in repeat symbol $\left(\begin{smallmatrix} A \\ B \end{smallmatrix}\right)$ flashes to confirm the repeating end. Then the unit repeat from A to B. Press "REC" button again to stop repeating and get back to normal playing.

Volume Adjusting:

Press "VOL+" key to increase the volume and "VOL_" to decrease volume.

Enter into MP3 Player mode

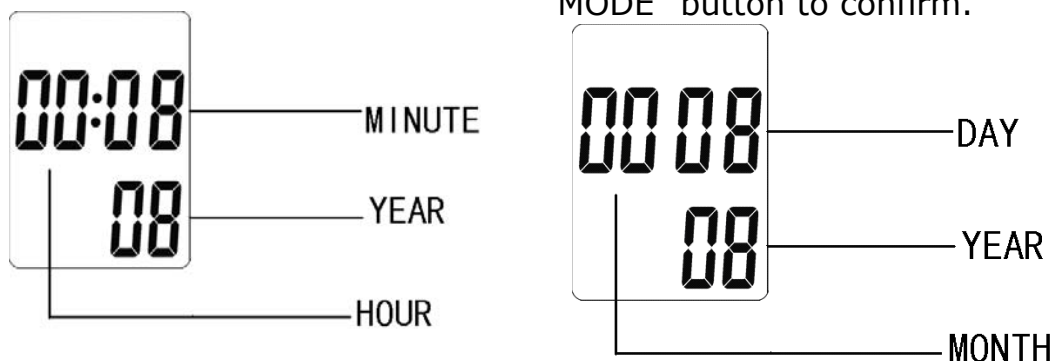
For 3 seconds Press "MODE" button, enter in the main menu:
 Push up/down the "MODE" button until the "MP3" flashes , briefly
 press "MODE" button to select MP3 music file.
 Press "PLAY" button to play, repress to stop playing.

AB repeated playing: Same with operations in RPL repeating.

☞ Music format can be displayed on the screen. If in MP3 format,
 "MP3" displays on the top of screen; If in WMA format, "WMA"
 displays.

Time setting mode

For 3 seconds press "MODE" button, then push up/down "MODE"
 button to select time setting mode, when time symbol displays, press
 "MODE" button to confirm.



Setting the time

Push up / down the "MODE" button to select the part which should be
 adjusted, press "VOL+/VOL_" to adjust the time. After finishing
 setting the time part, push up/down the "MODE" button to go to next
 part and set.

Hold for 3 seconds and press "MODE" button to confirm.

Deleting

Files can be deleted both in MP3 mode and RPL mode.

☞ Attention: Please be careful when deleting the files off the
 recorder directly. For the deleted files cannot be recovered.
 Please backup files which are important.

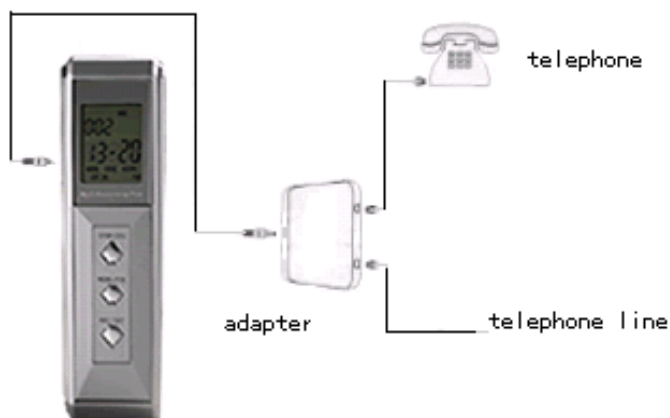
Select the files which should delete, press " DEL" button to operate deletion.

When the screen displays as below, repress the " DEL" button to confirm deletion.



⚠ Caution: When deleting files on the computer, using the operating system file manager please make sure that the deleted files have completed. Do not remove the USB cable before the deleting task has completed, deleted files may not be deleted and file corruption could occur.

Telephone recording



1. Fit the external telephone line and connection line into the adapter.
2. Connect line-in cable with the adapter and the "LINE" plughole on the recorder.
3. Press recording "REC" button to start recording

⚠ Set the recording mode on "LP VOICE", the recorder can automatically record telephone conversations.

Transfer external music into the recorder (direct recording from CD, VCD and DVD, etc.)

1. Adjust volume of external equipment to the required level as the voice recorder does not have record volume controls on the mic input.
2. Connect one end of a stereo line in cable with the audio output of external equipment and the other end with "LINE" on the voice recorder.
3. Press "REC" button and playing key of external equipment simultaneously.

Key lock function

Shift the "HOLD" button to lock side. The hold button is started up, all the buttons and the operations locked and ineffective.

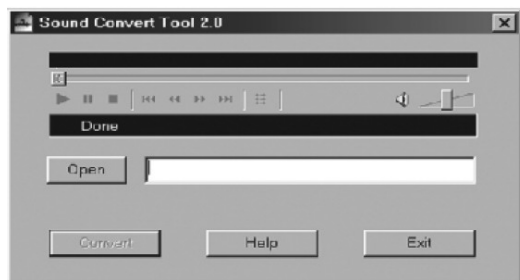
Install Sound Converter tool to the PC

Place the accompanying CD into the CD drive of PC (or manually operate the "set up. exe" in the CD), enter installatio, click "Next Step" button, click "Next Step" button after selecting installation path. Click "Next Step" to start installing the program. After successful installation, click "Close" button to fulfill software installation.

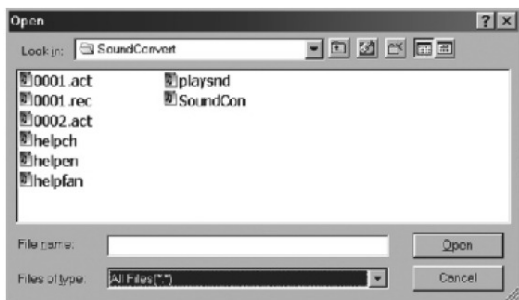
To start from PC's "Start" → "Program" → "MP3 Player Upgrade、 Sound Convert", among which, MP3 Player Upgrade is a upgrade tool and SoundConvert is the VF converter, MP3 player Disk Tool is for setting the password for the disk..

Convert ACT recording file into * WAV format

The ACT format file recorded by the player can be converted into WAV format via the accompanying installation program tool kit. Run "Sound Converter" program, and click "Open" button



Select the ACT file to be converted



Click "Convert" button to start converting into WAV file

Apart from the function of converting ACT format into WAV format, the software can also play file of WAV and MP3 format. We suggest using Audacity as additional software to edit your sound files.

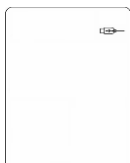
Use as a USB Memory Stick & USB Power

This unit supports USB power and can play without the need for a battery. Under "Ready" mode, briefly press "Mode", press again to exit and back to main menu; then select any of the modes as normal.

How to connect with PC?

Switch on this unit and then insert with USB connection line, the unit will enter the following mode:

After connecting with PC, the player will display as follows:



After connecting with PC, the player is of busy mode (including connecting with PC, input and output data to PC), and displays as follows:



Trouble shooting

The recorder cannot turn on.

Please check the power switch is at the "ON" side or if there is enough battery, please recharge the battery or reformat the recorder. Check that the Hold button is not on.

No sound is heard when playing files.

Please make sure the connection of earphone is OK. Please adjust the volume or check the file to see if the file is damaged/corrupted

It will not record.

Please format the recorder at FAT system. But please backup the important files onto your pc/laptop before formatting. All data is wiped from the recorder

The recorder is frozen, can not response.

Please take out the battery and put them back after 3 second. Then connect the recorder with PC via USB cable. Format the recorder at FAT system. But please backup the important files before formatting.

It will not connect with my PC, it can't be recognized.

Please check whether there's something wrong with the USB cable, use a spare if you have one. If you are on an old Operating system please check that the OS USB driver has been installed properly.

The FM Radio is not very clear

Please adjust the position of earphone and recorder.

More support and FAQ are available in the UltraDisk support area; please visit www.ultradisk.co.uk or your vendor for direct support.