SONY

3-097-346-**12** (1)

IC Recorder

Operating Instructions

Owner's Record

The model number is located at the rear panel and the serial number is located inside the battery compartment. Record the serial number in the space provided below. Refer to these numbers whenever you call upon your Sony dealer regarding this product.
Model No. ICD-P520
Serial No. _____

IC RECORDER

ICD-P520

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Getting Started
Basic Operations
Various Recording Modes
Playback/Erasing
Editing Messages
Utilizing the Menu Function
Using the IC Recorder with Your Computer
Toubleshooting
Additional Information

For the customers in the United States

The following FCC statement applies only to the version of this model manufactured for sale in the USA. Other versions may not comply with FCC technical regulations.

INFORMATION

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.
However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

You are cautioned that any changes or modifications not expressly approved in this manual could void your authority to operate this equipment.

If you have any questions about this product, you may call: Sony Customer Information Services Center 1-800-222-7669 or http://www.sony.com/

Declaration of Conformity

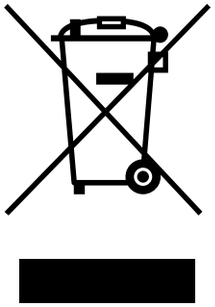
Trade Name	: SONY
Model	: ICD-P520
Responsible Party	: Sony Electronics Inc.
Address	: 16530 Via Esprillo, San Diego, CA 92127 USA
Telephone Number	: 858-942-2230

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

For the State of California, USA only

Perchlorate Material — special handling may apply, See www.dtsc.ca.gov/hazardouswaste/perchlorate
Perchlorate Material : Lithium battery contains perchlorate

Disposal of Old Electrical & Electronic Equipment (Applicable in the European Union and other European countries with separate collection systems)



This symbol on the product or on its packaging indicates that this product shall not be treated as household waste. Instead it shall be handed over to the applicable collection point for the recycling of electrical and electronic equipment. By ensuring this product is disposed of correctly, you will help prevent potentialnegative consequences for the environment and human health, which could otherwise be caused by inappropriate waste handling of this product. The recycling of materials will help to conserve natural resources. For more detailed information about recycling of this product, please contact your local Civic Office, your household waste disposal service or the shop where you purchased the product.

Notice for Users

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Sony Corporation reserves the right to make any modification to this manual or the information contained herein at any time without notice.
The software described herein may also be governed by the terms of a separate user license agreement.

- This software is for Windows and cannot be used for Macintosh.
- The supplied connecting cable is for the IC recorder ICD-P520. You cannot connect other IC recorders.

Information

IN NO EVENT SHALL SELLER BE LIABLE FOR ANY DIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY NATURE, OR LOSSES OR EXPENSES RESULTING FROM ANY DEFECTIVE PRODUCT OR THE USE OF ANY PRODUCT.

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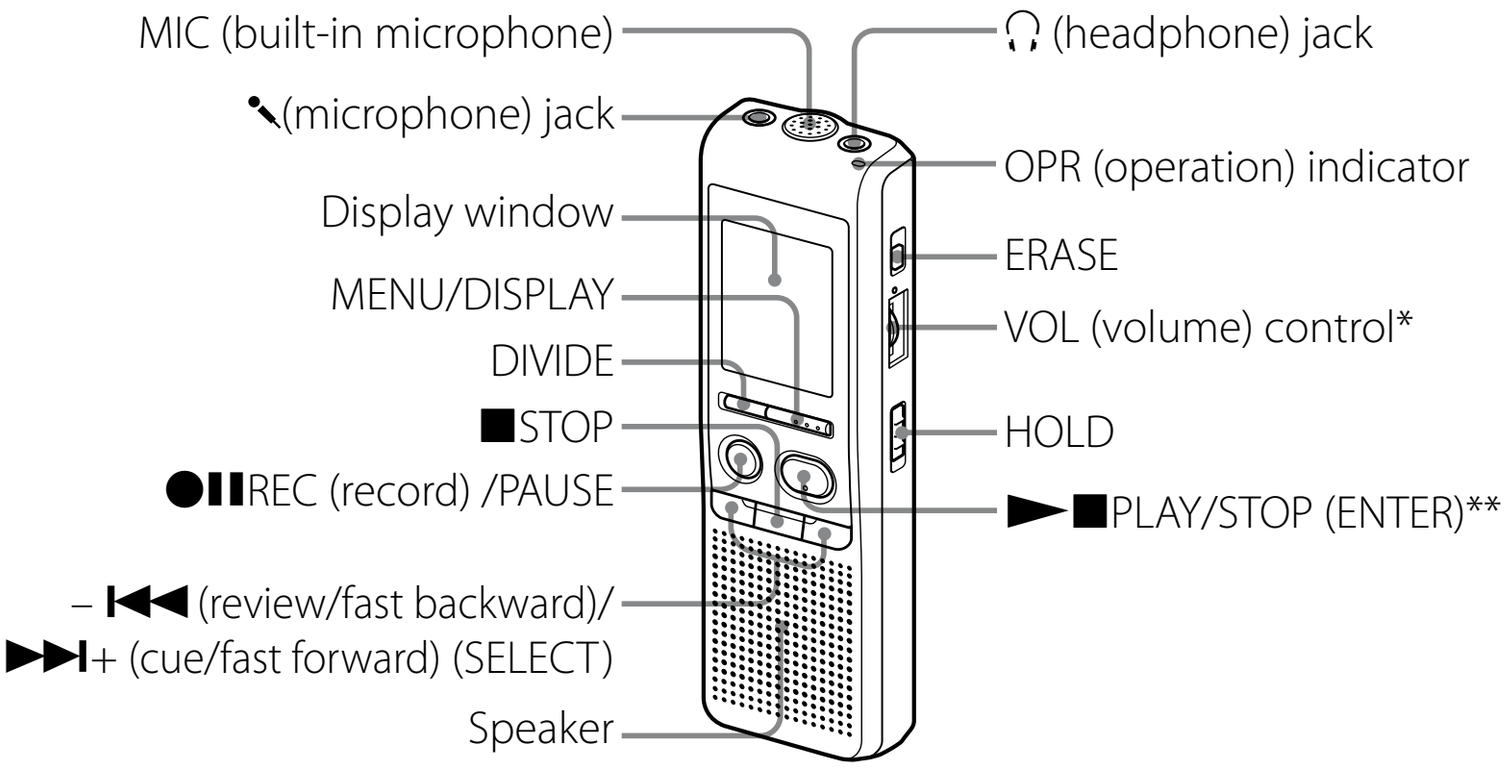
Index to Parts and Controls

Main unit

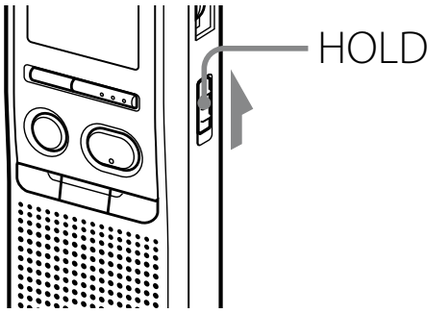


* There is a tactile dot beside the control to show the direction to turn up the volume.

** The button has a tactile dot.

Preventing Accidental Operation — HOLD function

Slide the HOLD switch to "ON". "HOLD" will flash three times, indicating that all the functions of the buttons are locked.
When the HOLD function is activated during stop, all the display will be turned off after "HOLD" flashes.



To cancel the HOLD function

Slide the HOLD switch to "OFF".

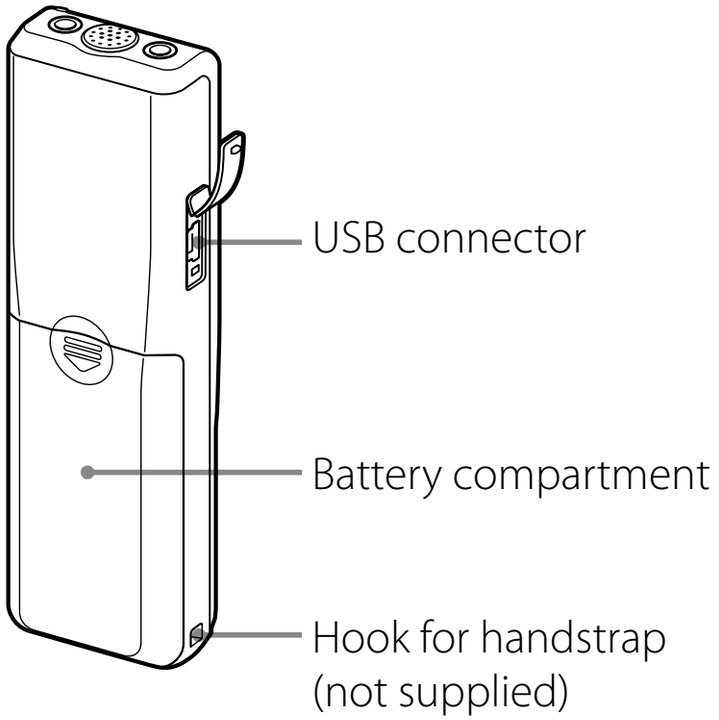
Note

When the HOLD function is activated during recording, cancel the HOLD function first to stop recording.

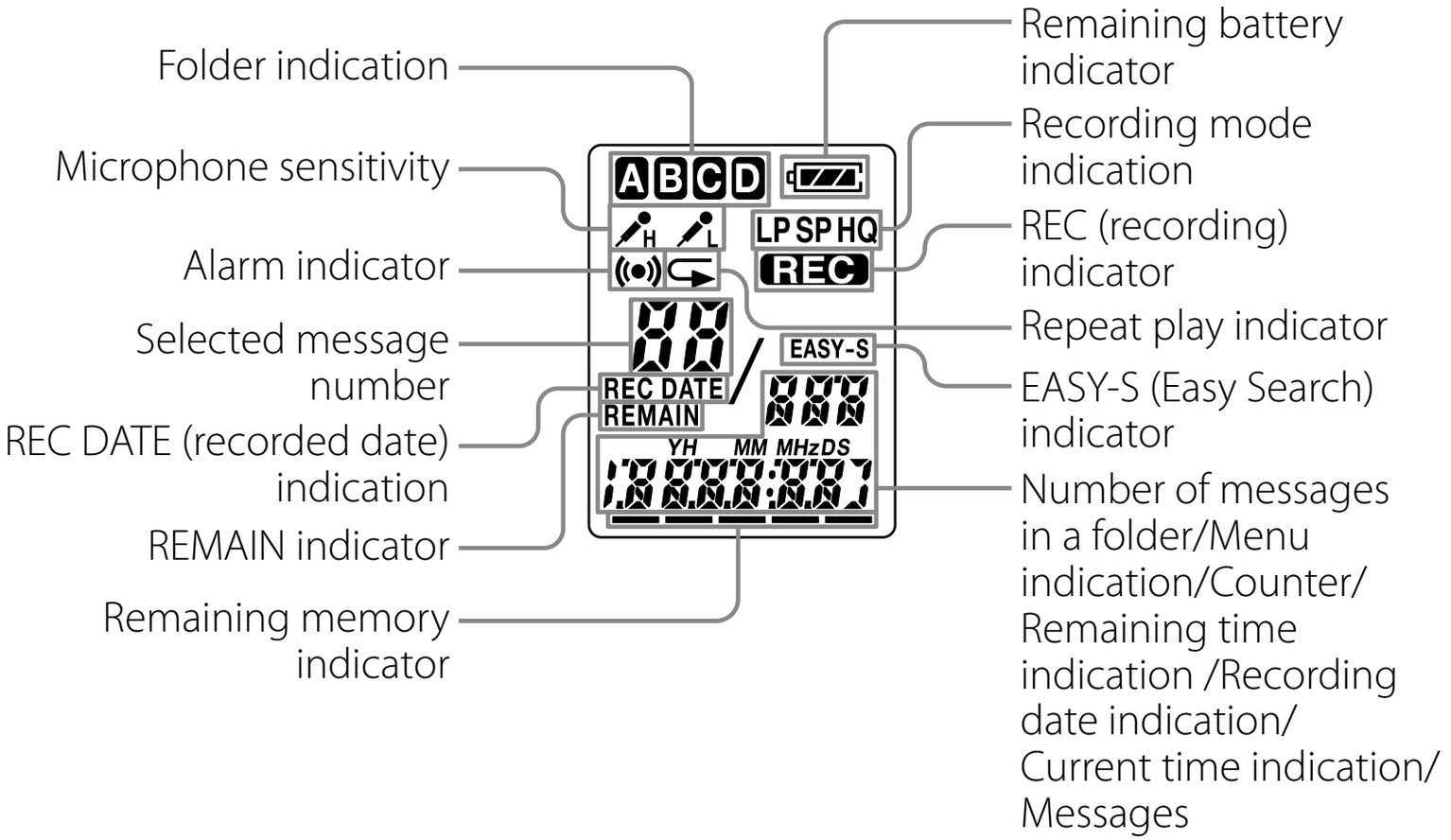
Tip

Even if the HOLD function is activated, you can stop the alarm playback. To stop the alarm or playback, press ■STOP.

Rear

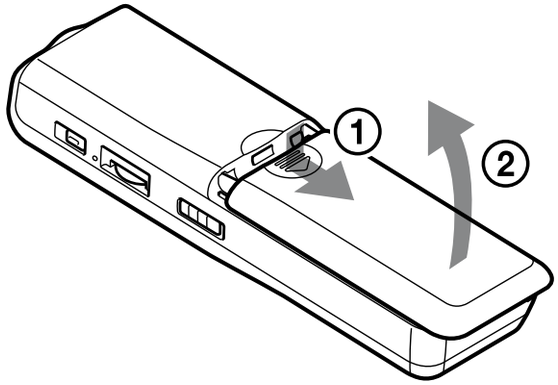


Display window



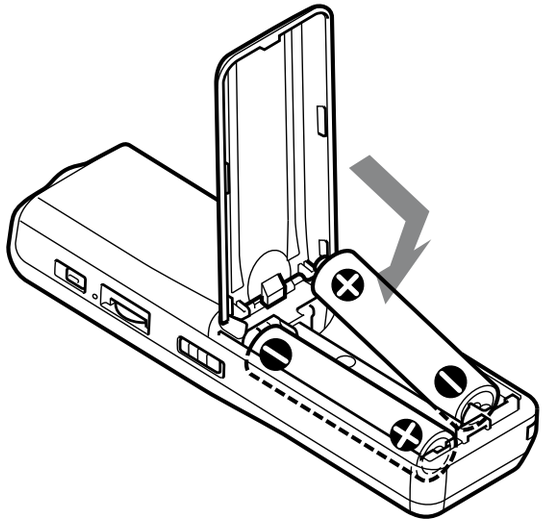
Step 1: Installing the Batteries

1 Slide and lift the battery compartment lid.

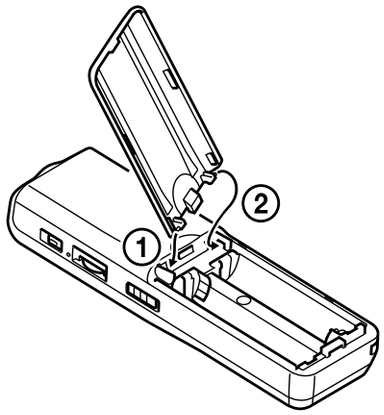


2 Insert two LR03 (size AAA) alkaline batteries with correct polarity, and close the lid.

Make sure to insert both of the batteries from their – ends.



If the battery compartment lid is accidentally detached, attach it as illustrated.



Clock setting display appears when you insert batteries for the first time, or when you replace the batteries with new ones. Please refer to Steps 2 to 3 in "Step 2: Setting the Clock" to set the date and time.

Replacing the batteries

The battery indicator in the display window shows the battery condition.
When  flashes, replace the batteries with new ones.
When  flashes, the batteries are exhausted and the unit will stop operation.

Battery life* (With continuous use)

In the HQ mode

Recording:	Approx. 11 hr.
Playback:	Approx. 7.5 hr.

In the SP and LP modes

Recording:	Approx. 22 hr.
Playback:	Approx. 11 hr.

(hr.: hours)

* Using Sony alkaline batteries LR03 (size AAA)

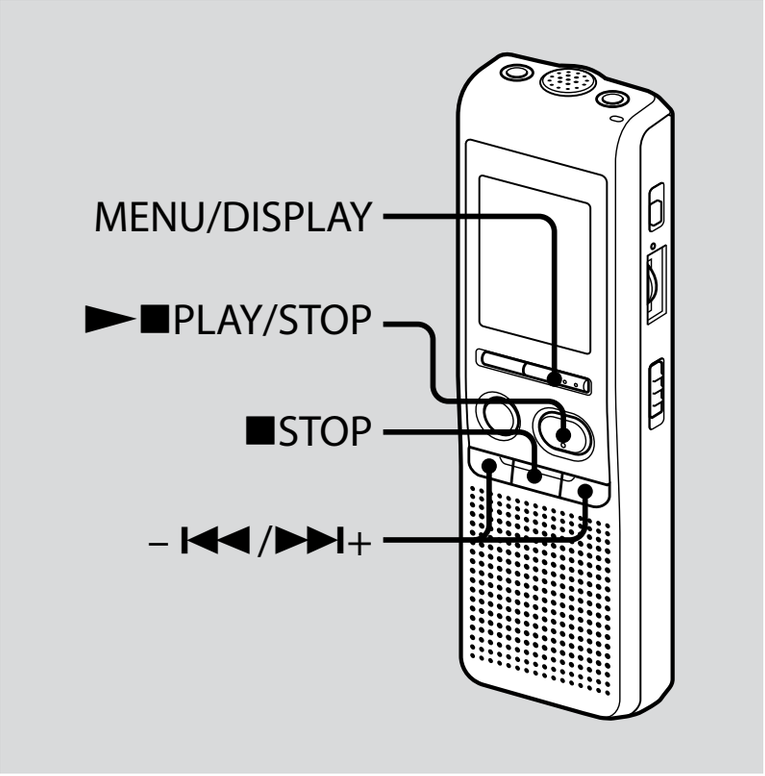
* When playing back through the internal speaker with the medium volume level

The battery life may shorten depending on the operation of the unit.

Notes

- Do not use manganese batteries for this unit.
- When you replace the batteries with new ones, the clock setting display appears. In this case, set the date and time again. The recorded messages and alarm setting, however, will remain.
- When replacing the batteries, be sure to replace both batteries with new ones.
- Do not charge dry batteries.
- When you are not going to use the unit for a long time, remove the batteries to prevent damage from battery leakage and corrosion.
- The unit is accessing data while "ACCESS" appears in the display window or the OPR indicator flashes in orange. While accessing, do not remove the batteries. Doing so may damage the data.

Step 2: Setting the Clock



Clock setting display appears when you insert batteries for the first time, or when you replace the batteries with new ones. In this case, proceed from step 2.

1 Display the clock setting display.

① Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.
The unit enters the menu mode.

② Press – ⏮ or ⏭+ to display "SET DATE".

③ Press ►■PLAY/STOP.
The year digits will flash.

2 Set the date.

① Press – ⏮ or ⏭+ to select the digits of the year.

② Press ►■PLAY/STOP.
The month digits will flash.

③ Set the month and day in sequence, then press ►■PLAY/STOP.
The hour digits will flash.

Tip

To set the date to Year 2007, display "07Y".

3 Set the time.

① Press – ⏮ or ⏭+ to select the digits of the hour.

② Press ⏯PLAY/STOP.
The minute digits will flash.

③ Set the minute.

④ Press ⏯PLAY/STOP at the time signal.
The display will return to "SET DATE".

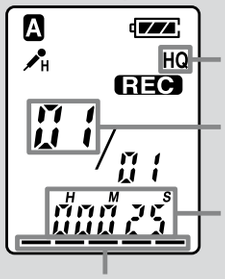
⑤ Press ■STOP to exit from the menu mode.
If the unit is left unused for more than 3 seconds in the stop mode, the display will show the current time.

Tip

This unit does not have a power on/off switch.
The display is shown at all times.

Recording Messages

Display window



Recording mode

Current message number

Counter display*

Remaining memory indicator

* The display selected with the MENU/DISPLAY button appears.



You can record up to 99 messages in each of the four folders (A, B, C, and D). Since a newly recorded message is automatically added behind the last recorded message, you can start recording quickly without searching for the end of the last recording.

Note

Before making a long recording, be sure to insert new batteries and check the battery indicator.

1 Select the recording mode.

See "Changing the Recording Mode" on page 36.

2 Select the folder.

See "Selecting the Folder" on page 17.

3 Start recording.

① Press ●❚❚REC/PAUSE.
You do not need to keep pressing ●❚❚REC/PAUSE while recording.

② Speak to the built-in microphone.

4 Stop recording.

Press ■STOP.

The unit stops at the beginning of the current recording.

If you do not change the folder after you stop recording, the next time you record you will record in the same folder.

Other operations

To	Do this
pause recording*	Press ●❚❚REC/PAUSE. During recording pause, the OPR indicator flashes in red and "PAUSE" flashes in the display window.
release pause and resume recording	Press ●❚❚REC/PAUSE. Recording resumes from that point. (To stop recording after pausing recording, press ■STOP.)
listen to the current recording	Press ■STOP to stop recording, then press ►■PLAY/STOP.
review the current recording instantly	Press ►■PLAY/STOP during recording.
search backward during recording (Review)	Hold down – ⏮ during recording or recording pause. Recording mode will be released, and reviewing of the current recording starts. If you release the button, playback starts from that point.
select the microphone sensitivity	You can select the microphone sensitivity using the menu. See "Selecting the Microphone Sensitivity". H (high): To record at meeting or in a quiet and/or spacious place. L (low): To record for dictation or in a noisy place.

* About one hour after you pause recording, recording pause is automatically released and the unit goes into the stop mode.

Note on recording

Noise may be recorded if an object, such as your finger, etc., accidentally rubs or scratches the unit during recording.

Maximum recording time

The maximum recording time of all the folders is as follows. You can record messages for the maximum recording time in a single folder.

HQ*	29 hr. 45 min.
SP**	79 hr. 20 min.
LP***	130 hr. 25 min.

(hr.: hours/min.: minutes)

* HQ: High quality recording mode (monaural sound)

** SP: Standard play recording mode (monaural sound)

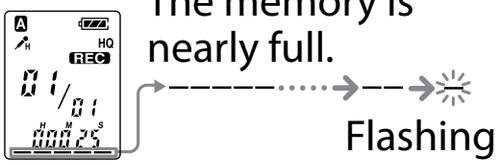
*** LP: Long play recording mode (monaural sound)

Notes

- To record in better sound quality, select the HQ mode. For switching the recording mode, see "Changing the Recording Mode" on page 36.
- Before making a long recording, be sure to check the battery indicator.
- The maximum recording time and the number of messages you can make vary depending on the conditions of use.
- When you record messages in the mixture of HQ, SP and LP modes, the maximum recording time will be between those for the HQ and LP modes.
- Due to the limitation of the IC recording system, this unit records in the minimum recording unit of approx. 2 seconds at most, therefore the following symptoms may occur:
  – When a message is shorter than the minimum recording unit, it is still counted as approx. 2 seconds at most so the remaining recording time will decrease by more than the actual length of the message.
  – When the message is longer than the minimum recording unit, the remaining recording time will decrease by more than the actual length of the message if it cannot be divided by the minimum recording unit without a remainder.
  – The sum of the number on the counter (elapsed recording time) and the remaining recording time may be less than the unit's maximum recording time.

Remaining memory indication

During recording, the remaining memory indicator decreases one by one.



When the remaining time of recording reaches 5 minutes, the last one of the indication flashes.
If the remaining recording time display mode is selected, the remaining recording time display will also flash when the remaining time reaches 1 minute.
When the memory is full, recording automatically stops and "FULL" will flash in the display window with an alarm sound. To continue recording, first erase some of the messages.

Notes

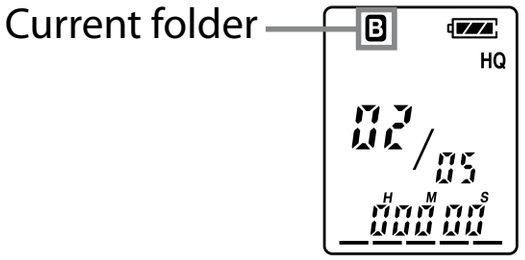
- If you press ●❚❚REC/PAUSE when the memory is full, "FULL" will flash with an alarm sound. Erase some of the messages before you start recording again.
- If you press ●❚❚REC/PAUSE after you have recorded 99 messages, "FULL" will flash with an alarm sound. Select another folder or erase some of the messages.

Selecting the Folder

1 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

2 Press – I◄◄ or ►►I+ to select "FOLDER" and press ►■PLAY/STOP.

3 Press – I◄◄ or ►►I+ to select the folder you want and press ►■PLAY/STOP.



4 Press ■STOP to exit the menu mode.

Starting Recording Automatically in Response to the Sound — Advanced VOR Function

When VOR (voice operated recording) is set to "ON" in the menu, recording starts when the recorder detects sound. ("VOR" is displayed in the display window.) Recording stops when no sound is heard. ("VOR PAUSE" flashes in the display window.)

Note

VOR function is affected by the sound around you. Set the microphone sensitivity to "H (high)" or "L (low)" using the menu. If recording is not satisfactory after you have changed the microphone sensitivity, or for important recording, set VOR to "OFF."

Selecting the Microphone Sensitivity

1 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

2 Press – I◄◄ or ►►I+ to select "SENS" and press ►■PLAY/STOP.

3 Press – I◄◄ or ►►I+ to select "H (high sensitivity)" or "L (low sensitivity)" and press ►■PLAY/STOP.

4 Press ■STOP to exit the menu mode.

Adding a Recording

Using an adding recording

At a factory setting, you cannot add a recording not to erase the message by accidental operation. If you want to add a recording to a previously recorded message or add an overwrite recording, change the REC-OP setting in the procedures below.

1 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

2 Press – I◄◄ or ►►I+ to display "REC-OP" and press ►■PLAY/STOP.

The adding recording window will be displayed.

3 Press – I◄◄ or ►►I+ to select "ON" and press ►■PLAY/STOP.

The setting is changed.

4 Press – I◄◄ or ►►I+ to select "ADD" or "OVER" and press ►■PLAY/STOP.

- ADD: adds a recording to a previously recorded message
- OVER: adds an overwrite recording.

5 Press ■STOP to exit the menu mode.

To prohibit to add a recording

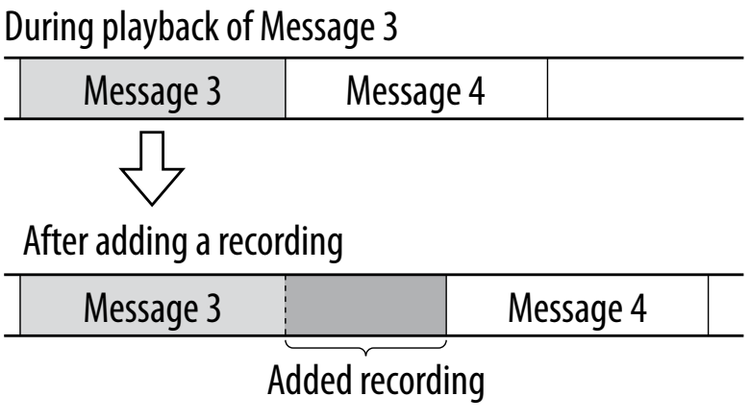
In step 3, select "OFF" and press ►■PLAY/STOP.

Adding a recording to a previously recorded message

You can add a recording to the message being played back.

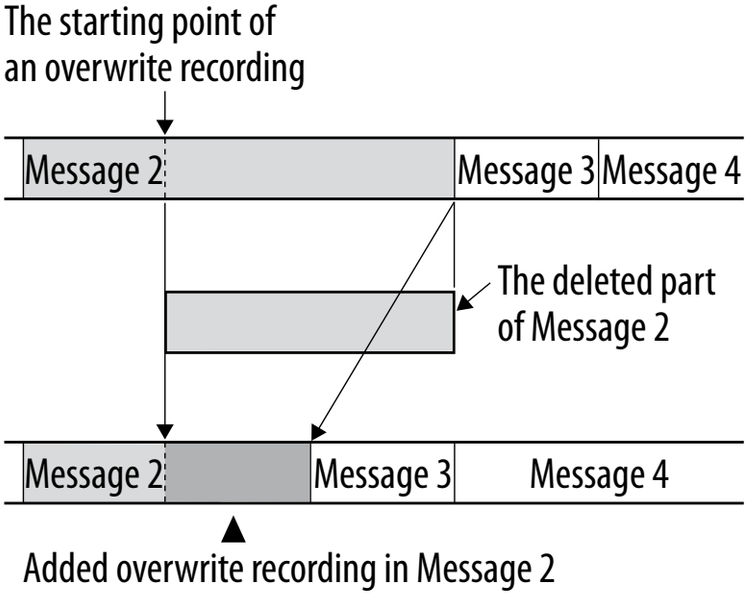
When "ADD" is selected in the menu

The added recording will be placed after the current message and counted as a part of the message.



When "OVER" is selected in the menu

You can add an overwrite recording after the selected point in a recorded message. The part of the message after the selected point is deleted.



1 During playback, press and hold ●❚❚REC/PAUSE.

The "REC" indication appears.

"ADD" or "OVER" will flash and the unit stops in the recording pause mode.

2 While "ADD" or "OVER" flashes, press ●❚❚REC/PAUSE again.

The OPR indicator will light in red. An add or overwrite recording starts.

3 Press ■STOP to stop the recording.

Notes

- You cannot add or overwrite a recording if the remaining memory is not long enough.
- The added or overwritten portion of a message will be recorded in the same recording mode (HQ, SP, or LP).

Recording with an External Microphone or from Other Equipment



1 Connect a plug-in-power type microphone or other equipment to the (microphone) jack.

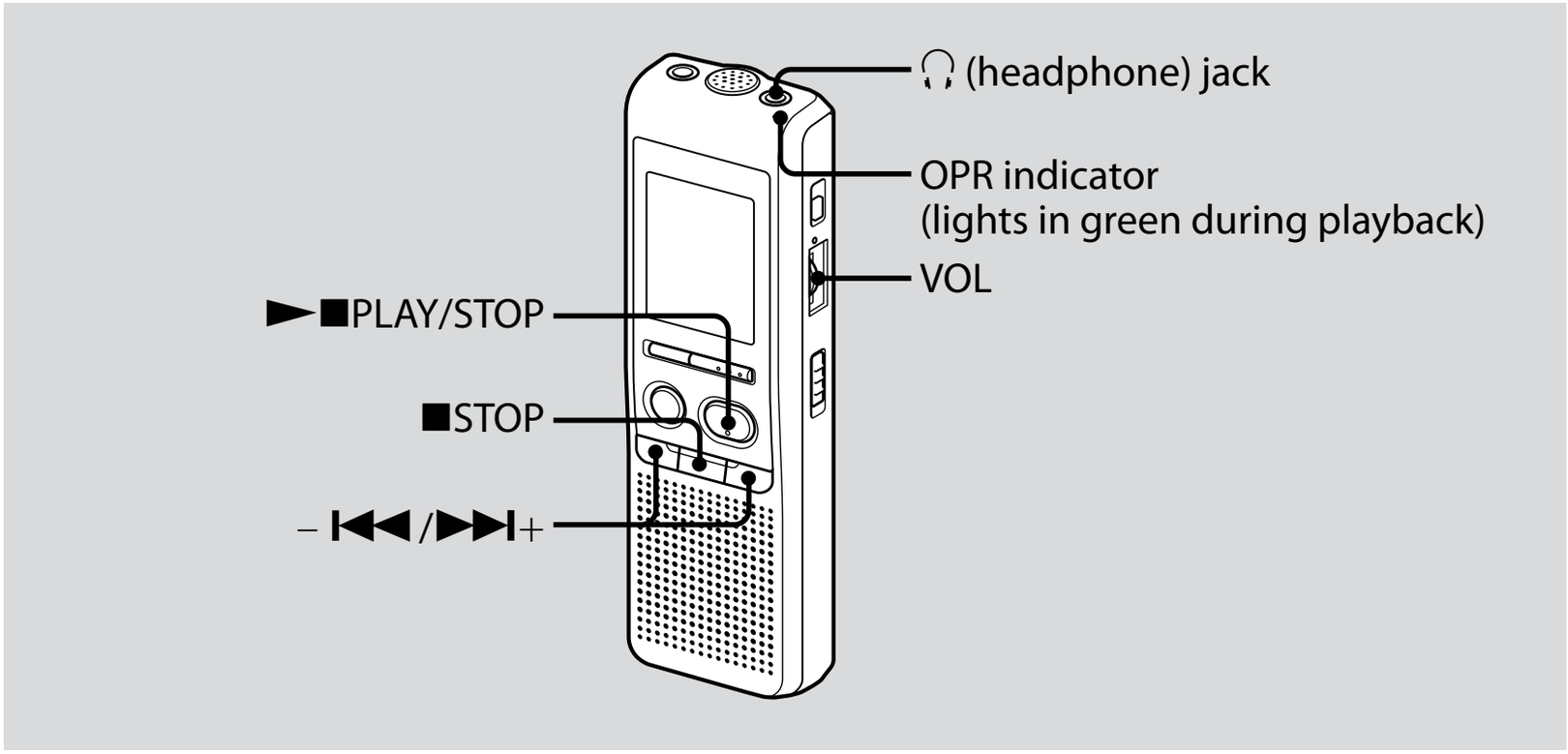
When you connect an external microphone, the built-in microphone is automatically cut off. When a plug in power type microphone is connected, power is automatically supplied to the microphone from the IC recorder.

2 Follow the steps in "Recording Messages" on page 13 to record messages.

Notes

- Make sure that the plugs are connected securely.
- We recommend you make a trial recording to check the connections and volume control.
- When connecting equipment other than Sony's, refer to the instruction manual of the equipment.

Playing Back Messages



When playing back a previously recorded message, start from Step 1.
When playing back a message you have just finished recording, start from Step 3.

1 Select the folder.

See "Selecting the Folder" on page 17.

2 Select the message number.

Press – I◄◄ or ►►I+ to display the desired message number.

– I◄◄ : for smaller message number

►►I+: for larger message number

3 Start playback.

① Press ►■PLAY/STOP.

② Adjust the volume with the VOL control.

After playing back one message, the unit stops at the beginning of the next message. When the continuous play function is set to "CONT ON" (page 37), the unit stops after playing all messages in a folder.

When the last message on a folder has been played back, the unit stops at the beginning of the last message.

For private listening

Connect an ear receiver or headphones to the 🎧 (headphone) jack. The built-in speaker will be automatically disconnected. If noise is heard, wipe the headphones plug.

Other operations

To	Do this
stop at the current position	Press ►■PLAY/STOP or ■STOP. To resume playback from that point, press ►■PLAY/STOP again.
go back to the beginning of the current message	Press – ⏮ once.*
skip to the next message	Press ⏭+ once.*
go back to previous messages/skip to succeeding messages	Press – ⏮ or ⏭+ repeatedly. (During stop mode, keep the button pressed to skip the messages continuously.)

* These operations are for when EASY-S (Easy Search function) of the menu is set to "OFF".

Playing back a message repeatedly — Repeat Play

During playback, press ►■PLAY/STOP for more than one second.
"↻" will be displayed and the selected message will be played back repeatedly.
To resume normal playback, press ►■PLAY/STOP again. To stop playback, press ■STOP.

Playing back all messages in a folder continuously — Continuous Play

You can select the continuous play mode with CONT in the menu. When you set CONT to "ON," you can play back all messages in a folder continuously.

Searching forward/ backward during playback (Cue/Review)

To search forward, keep ►►I+ pressed during playback and release the button at the point you wish to resume playback.
To search backward, keep – I◄◄ pressed during playback and release the button at the point you wish to resume playback.

If you keep ►►I+ or – I◄◄ pressed, the unit starts to search at higher speed. For the first 7 seconds of cue/review, fast playback sound can be heard. When searching at a higher speed, playback sound will not be heard.
During cue/review, the counter will be displayed, regardless of the display mode setting.

Tip

When fast playback is done to the end of the last message, "END" flashes 5 times. (You cannot hear the playback sound.) If you keep – ⏮ pressed while "END" is flashing, the messages are played back rapidly, and normal playback will start at the point you release the button.
When "END" stops flashing and the OPR indicator goes off, the unit will stop at the beginning of the last message.
If the last message is long and you wish to start playback at a later part of the message, keep ⏭+ pressed to play back the message to the end and then press – ⏮ while "END" is flashing to go back to the desired point.
(For messages other than the last one, go to the beginning of the next message and play backward to the desired point.)

Locating quickly the point you wish to start playback (Easy Search)

When EASY-S is set to "ON" in the menu, you can advance approx. 10 seconds by pressing ⏭+. This function is useful when locating a desired point in a long recording. ("EASY-S" is displayed in the display window.)

Playing Back a Message at a Desired Time with an Alarm

You can sound an alarm and start playback of a selected message at a desired time. If you select "B-ONLY" in Step 6, an alarm sounds only and playback will not start.

1 Select the folder (See "Selecting the Folder" on page 17) and display the message you want to play back with an alarm.

2 Enter the alarm setting mode.

① Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

② Press – ⏮ or ⏭+ to select "ALARM OFF"
(If the alarm has already set to the selected message, "ALARM ON" is displayed. If you do not wish to change the setting, press ■STOP and exit the menu mode.)

Note

"ALARM OFF (or ON)" will not appear and the alarm cannot be set if the clock has not been set or no message has been recorded in the selected folder.

③ Press ►■PLAY/STOP.
"OFF" starts to flash.

④ Press – ⏮ or ⏭+ to select "ON".
"ON" starts to flash.

⑤ Press ►■PLAY/STOP.
"DATE" will flash in the display window.

3 Set the alarm date.

To play back on a desired date

(the message will be played back at the same time on the same date every year until you erase the message)

① Press ►■PLAY/STOP while "DATE" is flashing.
The year digits will flash.

② Press – ⏮ or ⏭ + to select the year digits and press ►■PLAY/STOP.
The month digits will flash.

③ Press – ⏮ or ⏭+ to select the month digits and press ►■PLAY/STOP.
The day digits will flash.

④ Press – ⏮ or ⏭+ to select the day digits.

To play back once a week

Press – ⏮ or ⏭+ to select the day of the week.

To play back at the same time every day

Press – ⏮ or ⏭+ to select "DAILY".

4 Press ►■PLAY/STOP.

The hour digits will flash.

5 Set the alarm time.

① Press – ⏮ or ⏭+ to select the hour digits and press ►■PLAY/STOP.
The minute digits will flash.

② Press – ⏮ or ⏭+ to select the minute digits and press ►■PLAY/STOP.
"B-PLAY" will be displayed.

6 Set the alarm sound.

① Press – ⏮ or ⏭+ to select the alarm sound either from "B-PLAY" (playing back the message after the alarm) or "B-ONLY" (alarm only).

② Press ►■PLAY/STOP.
"ALARM ON" will be displayed.

7 Press ■STOP to exit the menu mode.

"((•))" is displayed when the number of the message with alarm setting is selected.
At the set time, the alarm will sound for about 10 seconds and the selected message will be played back. (If you have selected "B-ONLY", only the alarm will sound.)
During playback, "ALARM" will flash in the display window.
When the playback ends, the unit will stop automatically at the beginning of that message.

To listen to the same message again

Press ►■PLAY/STOP. The same message will be played back from the beginning.

To cancel the alarm setting before the playback starts

Press ■STOP while the alarm sound is heard. You can stop even when the HOLD function is activated.

Notes

- You cannot set the alarm if you have not set the clock or there is no message in the selected folder (the unit will not enter the alarm setting mode when you press MENU/DISPLAY in Step 2).
- If you try to set the alarm to play back a message at a previously set time on another message, "PRE SET" will be displayed, preventing new settings.
- If the alarm time comes while another message is being played back with an alarm, the playback stops and the new message will be played back.
- If the alarm time comes during recording, alarm will sound for 10 seconds after the recording is finished and playback begins. "((•))" will flash when the alarm time comes.

- If more than one alarm time comes during recording, only the first message will be played back.
- When the alarm time comes when the unit is in the menu mode, alarm will sound and the menu mode will be canceled.
- If you erase the message you set the alarm to play back, the alarm setting will be canceled.
- If you divide a message with the playback alarm, playback will stop at the point you divided a message.
- You can adjust the playback volume with the VOL control.
- If the alarm time comes during erasing, alarm will sound for 10 seconds after the erasing is finished and playback begins.
- Alarm setting will not be canceled when the alarm playback finishes. To cancel alarm setting, see below.

To cancel or change the alarm setting

1 Select the message you set the alarm to play back, and press MENU/DISPLAY for more than 1 second to enter the menu mode.

2 Press – I◄◄ or ►►I+ to select "ALARM ON".

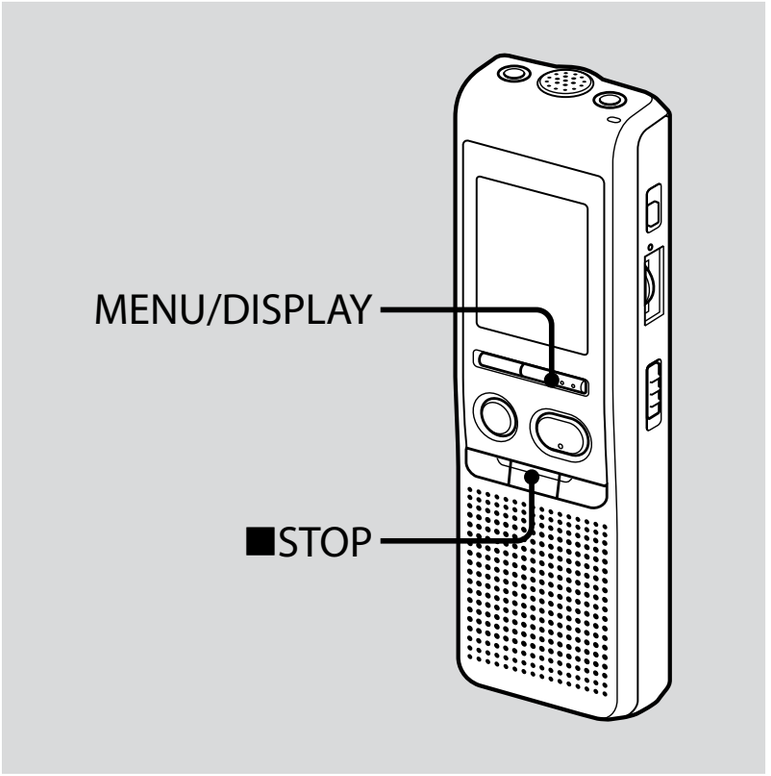
3 Press ►■PLAY/STOP to flash "ON".

4 To cancel the alarm setting: Press – I◄◄ or ►►I+ to flash "OFF" and press ►■PLAY/STOP.

To change the alarm setting: Press ►■PLAY/STOP. When the alarm date is displayed, follow the Steps 3 to 6 of "Playing Back a Message at a Desired Time with an Alarm" to change the alarm setting.

5 Press ■STOP to exit the menu mode.

Erasing Messages



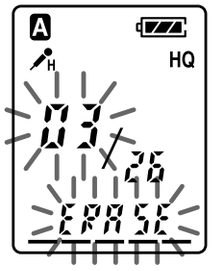
You can erase the recorded messages one by one or all messages in a folder at a time.
Note that once a recording has been erased, you cannot retrieve it.

Erasing messages one by one

When a message is erased, the remaining messages will advance and renumbered so that there will be no space between messages.

1 Press ERASE while playing back the message you want to erase or press ERASE for more than 1 second during stop mode.

A beep will sound and the message number and "ERASE" will flash while the whole message is played back 10 times.



2 Press ERASE while the message is being played back.

The message is erased and the remaining messages will be renumbered. (For example, if you erase Message 3, Message 4 will be renumbered as Message 3. When erasing is completed, the unit will stop at the beginning of the following message.)

To cancel erasing

Press ■STOP before step 2.

To erase other messages

Repeat steps 1 and 2.

To erase a message partially

First divide the message and then follow the steps to erase the message.

Erasing all messages in a folder

1 Select the folder you want to erase using MENU/DISPLAY. (See "Selecting the Folder" on page 17.)

2 While pressing ■STOP, press ERASE for more than 1 second.

"ALL ERASE" will flash for 10 seconds.

3 While the display is flashing, press ERASE.

To cancel erasing

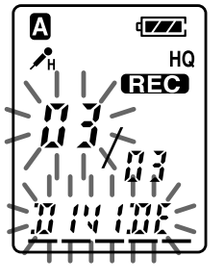
Press ■STOP before step 3.

Dividing a Message

You can divide a message during recording or playback, so that the message is divided into two and the new message number is added to the divided message. By dividing a message, you can easily find the point you want to play back when you make a long recording such as a meeting.
You can divide messages until the total number of messages in the folder becomes 99.

While recording or playing back a message, press DIVIDE at the point you want to divide.

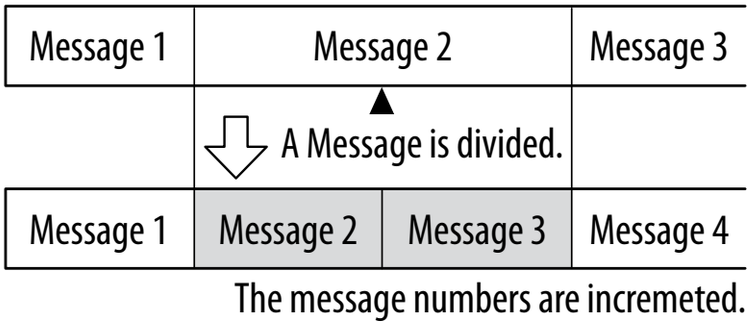
- **When you press DIVIDE during recording:** The new message number is added at the point you pressed the button, and the new message number and "DIVIDE" flash three times. The message will be divided into two; however, the messages will be recorded without a break.



Tip

You can divide a message during recording pause.

- **When you press DIVIDE during playback:** The message is divided into two at the point you pressed the button, and the new message number and "DIVIDE" flash three times. The message numbers of the following messages will increase by one.



To play the divided message

Press –⏮ or ⏭+ to display the message number as the divided messages each have message numbers.

To play the divided messages continuously

Select "ON" for CONT in the menu as described in "Playing Back All Messages in a Folder Continuously".

Notes

- If 99 messages have been recorded in a folder, you cannot divide a message. In that case, reduce the number of messages to 98 or less by erasing unnecessary messages or by moving some of the messages to another folder before dividing a message.
- If you divide a message with an alarm setting, the alarm setting remains only with the former message divided.
- You cannot divide a message in the first or the last 1 second.
- If you divide a message frequently, the unit may become unable to divide a message.
- Once a message is divided, you cannot combine the divided messages with the IC recorder. To combine the divided messages, use the supplied application software.

Moving Messages to a Different Folder — Move Function

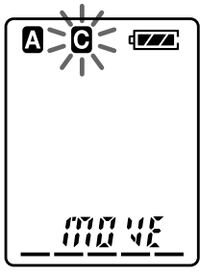
You can move the recorded messages to another folder.

1 While the unit is stopped, select the message you want to move.

2 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

3 Press – ⏮ or ⏭+ to select "MOVE" and press ▶■PLAY/STOP.

The destination folder indication flashes.



4 Press – I◄◄ or ►►I+ to select the folder to which you want to move the message.

5 Press ►■PLAY/STOP.

The message is moved in the destination folder.

6 Press ■STOP to exit the menu mode.

To cancel moving the message(s)

Press ■STOP before step 5.

Note

The move function does not duplicate a message in another folder. When you move a message to another folder, the one in the previous folder will be deleted.

Selecting the Display Mode

You can select the display mode for the stop, recording and playback modes. Each time you press MENU/DISPLAY, the display mode will change as shown below:

On the current time display

If the unit is left unoperated for more than 3 seconds in the stop mode, the display will show the current time, regardless of the display mode setting.

Counter:
Elapsed playback/recording time in one message

↓

Remaining time (REMAIN):
In the playback mode: The remaining time of one message indication. In the stop and recording mode: The remaining recording time indication.

↓

Recorded date (REC DATE)*:
The date the current message was recorded.

↓

Recorded time (REC DATE):**
The time the current message was recorded.

* If the clock has not been set, "--Y--M--D" will be displayed.

** If the clock has not been set, "--:--" will be displayed.

Turning off the Beep Sound

BEEP ON: A beep will sound to indicate that operation has been accepted.
BEEP OFF: No beep sound will be heard except for the alarm and timer.

1 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

2 Press – I◄◄ or ►►I+ to display "BEEP ON (or OFF)" and press ►■PLAY/STOP.

"ON (or OFF)" will flash.

3 Press – I◄◄ or ►►I+ to select "ON" or "OFF" and press ►■PLAY/STOP.

The setting is completed.

4 Press ■STOP to exit the menu mode.

Changing the Recording Mode

HQ: You can record with the high quality sound (monaural sound).
SP: You can record with better sound (monaural sound).
LP: You can record for longer time (monaural sound).

1 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

2 Make sure that "MODE" is displayed and press ►■PLAY/STOP.

"HQ (or SP, LP)" will flash.

3 Press – I◄◄ or ►►I+ to select "HQ", "SP" or "LP" and press ►■PLAY/STOP.

Now the setting is completed.

4 Press ■STOP to exit the menu mode.

The setting becomes effective and the normal screen will be displayed.

If the unit is left unoperated for more than 3 seconds, the display will show the current time and the selected recording mode will be displayed.

Playing Back All Messages in a Folder Continuously

CONT ON: You can play back all messages in a folder continuously.
CONT OFF: Playback stops at the end of each message.

1 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

2 Press – I◄◄ or ►►I+ to display "CONT" and press ►■PLAY/STOP.

"OFF (or ON)" will flash.

3 Press – I◄◄ or ►►I+ to select "ON" or "OFF" and press ►■PLAY/STOP.

Now the setting is completed.

4 Press ■STOP to exit the menu mode.

Turning off the OPR Indicator (LED)

During recording and playback, the OPR (operation) indicator lights or flashes. You can set the OPR indicator to turn off even in operation.

1 Press MENU/DISPLAY for more than 1 second until "MODE" appears in the display window.

2 Press – I◄◄ or ►►I+ to display "LED" and press ►■PLAY/STOP.

"ON (or OFF)" will flash.

3 Press – I◄◄ or ►►I+ to select "OFF" and press ►■PLAY/STOP.

Now the setting is completed.

4 Press ■STOP to exit the menu mode.

Note

When the IC recorder is connected to the USB connector of your computer, the OPR indicator always flashes regardless of the menu setting.

Using the Supplied Digital Voice Editor Software

What you can do using the Digital Voice Editor software

The Digital Voice Editor software allows you to transfer the messages to your display monitor, to save them on your computer's hard disk, and to play back and edit them.

- Transferring the messages recorded on the IC recorder to your computer
- Saving the messages on your computer's hard disk.
- Viewing, playing, or editing the messages on your computer.
- Transferring messages back to the IC recorder. You can add an MP3 file as it is.
- Sending a voice e-mail message using MAPI e-mail software.
- Using the transcribing keys to play back a message and transcribe it using a word-processor or an editor's window.
- Transcribing your IC recorder message using Dragon NaturallySpeaking® speech-recognition software (Only when Dragon NaturallySpeaking version 5.0 (or higher) Preferred or Professional Edition is installed on your computer).
- Using the CD Recording Tool for DVE, you can play tracks of a CD inserted into the computer's CD drive and save CD tracks onto the PC hard disk as a file format that the Digital Voice Editor supports. Saved files can then be added to an IC recorder using the Digital Voice Editor.

Use of the CD Recording Tool for DVE is limited to the personal purposes.

System requirements

Your computer and system software must meet the following minimum requirements.

- IBM PC/AT or compatible
  - CPU: 266 MHz Pentium® II processor or higher
  - RAM: 128 MB or more
  - Hard disk space: 70 MB or more depending on the size and number of sound files you store.
  - CD-ROM drive
  - Port: USB port (Supports USB (Previously called USB 1.1))
  - Sound board: Windows® XP Media Center Edition 2005, Windows® XP Media Center Edition 2004, Windows® XP Media Center Edition, Windows® XP Professional, Windows® XP Home Edition, Windows® 2000 Professional compatible
  - Display: High color (16 bit) or more and 800 × 480 dots or more
- OS: Microsoft® Windows® XP Media Center Edition Service Pack 2 or higher 2005/Windows® XP Media Center Edition Service Pack 2 or higher 2004/ Windows® XP Media Center Edition Service Pack 2 or higher/Windows® XP Professional Service Pack 2 or higher/Windows® XP Home Edition Service Pack 2 or higher/Windows® 2000 Professional Service Pack 4 or higher installation (You cannot use this software with Windows® 95/ Windows® 98/Windows® 98 Second Edition/ Windows® Millennium Edition/ Windows® NT.)

Notes

- You cannot use the software with a Macintosh machine.
- A handmade computer, a computer whose operating system is installed or upgraded by the user, or a computer with multi-boot operating environment are not supported.

Note on transcribing a message

When you use Dragon NaturallySpeaking® speech-recognition software to transcribe a message, your computer must also meet the system requirements that the Dragon NaturallySpeaking requires.

Note on sending a voice e-mail

When you use Microsoft® Outlook Express 5.0/5.5/6.0 to send a voice e-mail of a message, your computer must also meet the system requirements that the Outlook Express requires.

Installing the software

Install the Digital Voice Editor software in your computer's hard disk.

Notes

- When you install the Digital Voice Editor, you can create all the compatible file types except for the DVF (TRC) files. (You can play back the DVF (TRC) files.)
  When installing both types of the Digital Voice Editor, make sure to select overwrite installation to handle all the compatible file formats.
- Do not connect the IC recorder to the computer before installing the Software. Or do not remove or connect the IC recorder during installing the Software; The IC recorder may not be recognized or the Software may not be installed successfully.
- Be sure to close all running programs before installing the Digital Voice Editor software.
- When installing or uninstalling the software in Windows® 2000 Professional, make sure to log on Windows as the user name of "Administrator. "
- When installing or uninstalling the software in Windows® XP Media Center Edition 2005/Windows® XP Media Center Edition 2004/Windows® XP Media Center Edition/ Windows® XP Professional/Windows® XP Home Edition, log on as a user name with the "Computer administrator" user account. (To find if the user name has a "Computer administrator" user account, open the "User Accounts" from the "Control Panel" and refer to the section beneath the user name being displayed.)
- When the "Memory Stick Voice Editor 1.0/1.1/1.2/2.0" software has already been installed, installing the supplied software will automatically remove the "Memory Stick Voice Editor" software. (Messages are not removed.)
- After installing, the Microsoft DirectX module is also installed depending on the operation system of your computer. This module is not deleted after uninstalling the software.
- After installing the Digital Voice Editor software, do not install the "Memory Stick Voice Editor 1.0/1.1/1.2/2.0" software. The Digital Voice Editor will not work properly.
- With the supplied software, you can save or edit the messages in the "Memory Stick".

1 Make sure that the IC recorder is not connected and then turn on your computer and start up Windows.

2 Insert the supplied CD-ROM into the CD-ROM drive.

The installer starts up automatically and the welcome window appears. If the installer does not start up, double click [DVE Setup.exe] in the [English] folder.

If you have already installed a previous version of the Digital Voice Editor or any version of the "Memory Stick Voice Editor"

The dialog box to uninstall the previous version may be displayed. (Messages are not removed.) Follow the instructions on the screen to uninstall the software and then the installation of the current version starts.

3 Follow the displayed instructions.

When the [Restart] dialog box appears, click [OK] to restart the computer. Now the installation is completed.

When the dialog box to select the help language is displayed

Click the desired language you want to use for the help.

When the dialog box used to input the owner name is displayed

Input the owner name for privilages and limitations in the Digital Voice Editor usage.

Notes

- You cannot change the owner name once it is entered. Please write down and keep it for future reference.
- A file recorded from a CD cannot be handled except for the PC where the file is recorded. Handling of a file is limited among the PCs bearing the same owner name input during the Digital Voice Editor installation. If any illegal data modification is attempted, or a file is used beyond the private purposes, the file may become unplayable or the Digital Voice Editor may become inoperable.

Uninstalling the software

When you wish to uninstall the software, follow the steps below.

1 **Click [Start] and select [Programs], [Sony Digital Voice Editor 3] and then [Uninstall].**

The uninstaller starts up.

2 **Follow the displayed instructions.**

Note

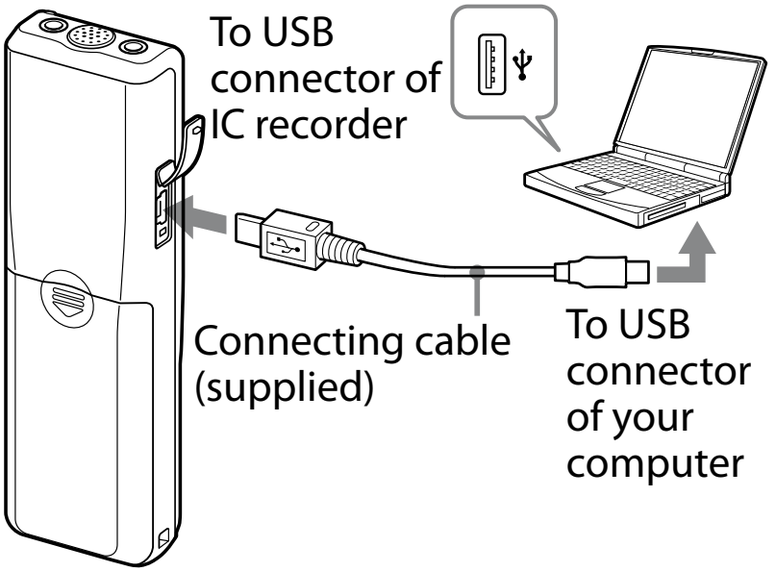
If you wish to move the software to another drive or directory after it is installed, you need to uninstall the software and then reinstall it. The software does not work properly if you just move the files.

Tips

- You can also start up the uninstaller by clicking [Start] and then selecting [Settings], [Control Panel], and [Add/Remove Programs].
- Uninstallation does not remove the message files.

Connecting the IC recorder to your computer

You can transfer the IC recorder data onto your computer by connecting the IC recorder to the computer.
Use the USB connecting cable supplied with the IC recorder to connect the USB connectors of the IC recorder and your computer.
The IC recorder is recognized by the computer as soon as the cable is connected. You can connect or disconnect the cable when the IC recorder and the computer are turned on or off.

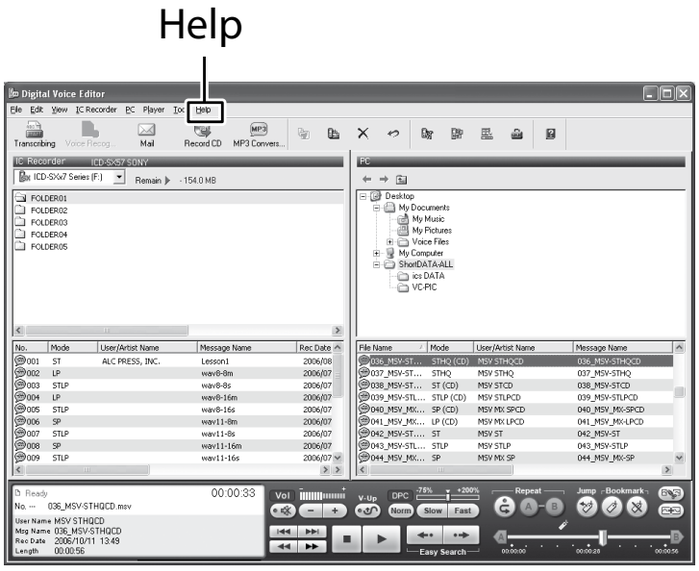


Notes

- Be sure to install the Digital Voice Editor software before connecting the IC recorder to your computer. Otherwise, a message like [Found New Hardware Wizard] may appear when you connect the IC recorder to your computer. In this case, click [Cancel].
- Do not connect more than two USB devices to your computer. Normal operation will not be guaranteed.
- Use of this IC recorder with a USB hub or a USB extension cable is not guaranteed.
- A malfunction may occur depending on the USB devices connected at any one time.
- Before connecting the IC recorder to the computer, check that batteries are inserted in the IC recorder.
- When you connect the IC recorder to the computer, make sure that the IC recorder is in the stop mode.
- It is recommend that you disconnect the cable from the computer when you do not use the Digital Voice Editor.

Referring to the help files

For details on each operation, refer to the help files.



Troubleshooting

Before taking the unit for repair, check the following sections. Should any problem persist after you have made these checks, consult your nearest Sony dealer.

IC recorder

Symptom	Remedy
The unit does not operate.	• The batteries have been inserted with incorrect polarity (page 9). • The batteries are weak. • The buttons are locked with the HOLD switch (page 7). (If you press any button, "HOLD" will flash three times.)
No sound comes from the speaker.	• The ear receiver or headphones are plugged in. • The volume is turned down completely.
"FULL" is displayed and you cannot start recording.	• The memory is full. Erase some of the messages (page 30). • 99 messages have been recorded in the selected folder. Select another folder or erase some of the messages (page 30).
Noise is heard.	• An object, such as your finger, etc., accidentally rubbed or scratched the unit during recording so that noise was recorded. • The unit was placed near an AC power source, a fluorescent lamp or a mobile phone during recording or playback. • Plug of the connected microphone was dirty when recording. Clean the plug. • Ear receiver/headphones plug is dirty. Clean the plug.
Recording level is low.	• Set the microphone sensitivity to "H (high)" using the menu (page 18).
Recording is interrupted.	• The advanced VOR function is activated. Set VOR to "OFF" (page 17).

Symptom	Remedy
Recording level is unstable (when recording music, etc.).	• This unit is designed to automatically adjust the recording level when recording meetings, etc., and is not suitable for music recording.
"--Y--M--D" or "--:--" is displayed.	• You have not set the clock (page 11).
"--Y--M--D" or "--:--" is displayed on the REC DATE display.	• The date and time of recording will not be displayed if you recorded the message when the clock was not set.
You cannot divide a message.	• You cannot divide a message in a folder which has 99 messages (page 32). • If you divide messages frequently, the unit may become unable to divide a message. • You cannot divide a message in the first or the last 1 second of a message.
You cannot record messages up to the maximum recording time.	• If you record messages in a mixture of HQ, SP and LP modes, the recordable time varies from the maximum HQ mode recording time to the maximum LP mode recording time (page 15). • No more recording can be made when 99 messages each have been recorded in a folder. • Due to the limitation of the IC recording system, this unit records in the minimum recording unit. If the length of each message cannot be divided by the minimum recording unit, the remaining recording time may decrease by more than the total length of the messages.

Symptom	Remedy
The remaining time displayed in the display window is shorter than that displayed in the supplied Digital Voice Editor software.	• The unit requires a certain amount of memory for system operation. That amount is subtracted from the remaining time, which is the reason for the difference.
The unit does not operate correctly.	• Take out the batteries and insert them again (page 9).

Please note that recorded messages may be erased during service or repair work.

Digital Voice Editor

Refer to the Help files of the Digital Voice Editor software, too.

Symptom	Remedy
The Digital Voice Editor software cannot be installed.	• The free disk or memory space on the computer is too small. Check the hard disk and memory space. • You are trying to install the software into the operating system that the Digital Voice Editor software does not support. • In Windows® XP Media Center Edition 2005/Windows® XP Media Center Edition 2004/Windows® XP Media Center Edition/Windows® XP Professional/Windows® XP Home Edition, you log on as a user name belonging to a user account with limitations. Make sure to log on as a user name with the "Computer administrator" user account. • In Windows® 2000 Professional, make sure to log on as the user name of "Administrator. "
The IC recorder or "Memory Stick" cannot be properly connected.	• Check that the installation of the software has been successful. Also check the connection as follows: – When using an external USB hub, connect the IC recorder directly to the computer. – Disconnect and then connect the cable with the IC recorder. – Connect the IC recorder to another USB connector. • Your computer may be in the system standby/hibernate mode. Do not let your computer enter into the system standby/ hibernate mode while being connected to the IC recorder.
The IC recorder does not operate.	• You may format the memory of the IC recorder. Use the IC recorder formatting function to format the memory.

Symptom	Remedy
Messages cannot be played back./Playback sound volume is too low.	• No sound board is installed. • No speaker is built-in or connected to the computer. • The volume of the sound is turned down. • Turn up the volume on the computer. (Refer to the instruction manual of the computer.) • The volume of WAV files can be changed and saved using the "Increase Volume" feature of the Microsoft Sound Recorder.
Saved message files cannot be played back or edited.	• You cannot play back a message whose file format the Digital Voice Editor software does not support. Depending on the file format, you cannot use part of editorial features of the software.
Counter or slider moves incorrectly. There is noise.	• This happens when you play back messages that you divided, combined, overwrote, or added a recording. Save a message in the hard disk first, and then add it to the IC recorder. Select the saving file format that suits the IC recorder you use.
Operation is slow when there are many messages.	• When the total number of messages increases, the operation becomes slower, regardless of the length of the recording time.
Display does not work during saving, adding, or deleting of messages.	• It takes a longer time to copy or delete long messages. After completing operations, the display works normally.
It takes too long to convert a file format.	• The time required for file conversion becomes longer as the file size is bigger.

Symptom	Remedy
The software 'hangs' when the Digital Voice Editor software starts up.	• Do not disconnect the connector of the IC recorder while the computer is communicating with the IC recorder. Otherwise the computer operations become unstable or the data inside the IC recorder may be damaged. • There may be conflict between the software and other driver or application. • Do not install the "Memory Stick Voice Editor" software and the Digital Voice Editor Ver. 2x software after you installed the Digital Voice Editor software. The Digital Voice Editor may not operate properly.

Precautions

On power

- Operate the unit only on 3 V DC. Use two LR03 (size AAA) alkaline batteries.

On safety

- Do not operate the unit while driving, cycling or operating any motorized vehicle.

On handling

- Do not leave the unit in a location near heat sources, or in a place subject to direct sunlight, excessive dust or mechanical shock.
- Should any solid object or liquid fall into the unit, remove the batteries and have the unit checked by qualified personnel before operating it any further.

On noise

- Noise may be heard when the unit is placed near an AC power source, a fluorescent lamp or a mobile phone during recording or playback.
- Noise may be recorded when an object, such as your finger, etc., rubs or scratches the unit during recording.

On maintenance

- To clean the exterior, use a soft cloth slightly moistened in water. Do not use alcohol, benzine or thinner.

If you have any questions or problems concerning your unit, please consult your nearest Sony dealer.

Backup recommendations

To avoid potential risk of data loss caused by accidental operation or malfunction of the IC recorder, we recommend that you save a backup copy of your recorded messages on a tape recorder, etc.

Specifications

IC recorder section

Recording media

Built-in flash memory 256 MB, Monaural recording
Actual usable capacity may be smaller.

Recording time

HQ: 29 hours 45 minutes
SP: 79 hours 20 minutes
LP: 130 hours 25 minutes

Freqency range

HQ: 260 Hz - 6,800 Hz
SP/LP: 220 Hz - 3,400 Hz

General

Speaker

Approx. 2.8 cm (1 1/8 in.) dia.

Power output

250 mW

Input/Output

- Headphone jack (minijack) for 8 - 300 ohms ear receiver/headphones
- Microphone jack (minijack, monaural)
  Plug in power
  Minimum input level 0.6 mV
  3 kilohms or lower impedance microphone
- USB connector

Power requirements

Two LR03 (size AAA) alkaline batteries: 3 V DC

Dimensions (w/h/d) (not incl. projecting parts and controls)

34.6 × 109.5 × 18.0 mm (1 3/8 × 4 3/8 × 23/32 in.)

Mass (incl. batteries)

68 g (2.4 oz)

Supplied accessories

Operating instructions (1)
LR03 (size AAA) alkaline batteries (2)
Headphone (1) (excluding the U.S.A., Canada and Europe)
Carrying pouch (1) (excluding the U.S.A., Canada and Europe)
USB connecting cable (1)
Application software (CD-ROM) (1)

Optional accessories

Electret Condenser Microphone ECM-DM5P, ECM-CZ10, ECM-TL1 (for telephone recording)
Audio connecting cable RK-G64HG /RK-G69HG (excluding Europe)
Active speaker SRS-T88, SRS-T80

Your dealer may not handle some of the above listed optional accessories. Please ask the dealer for detailed information.

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