

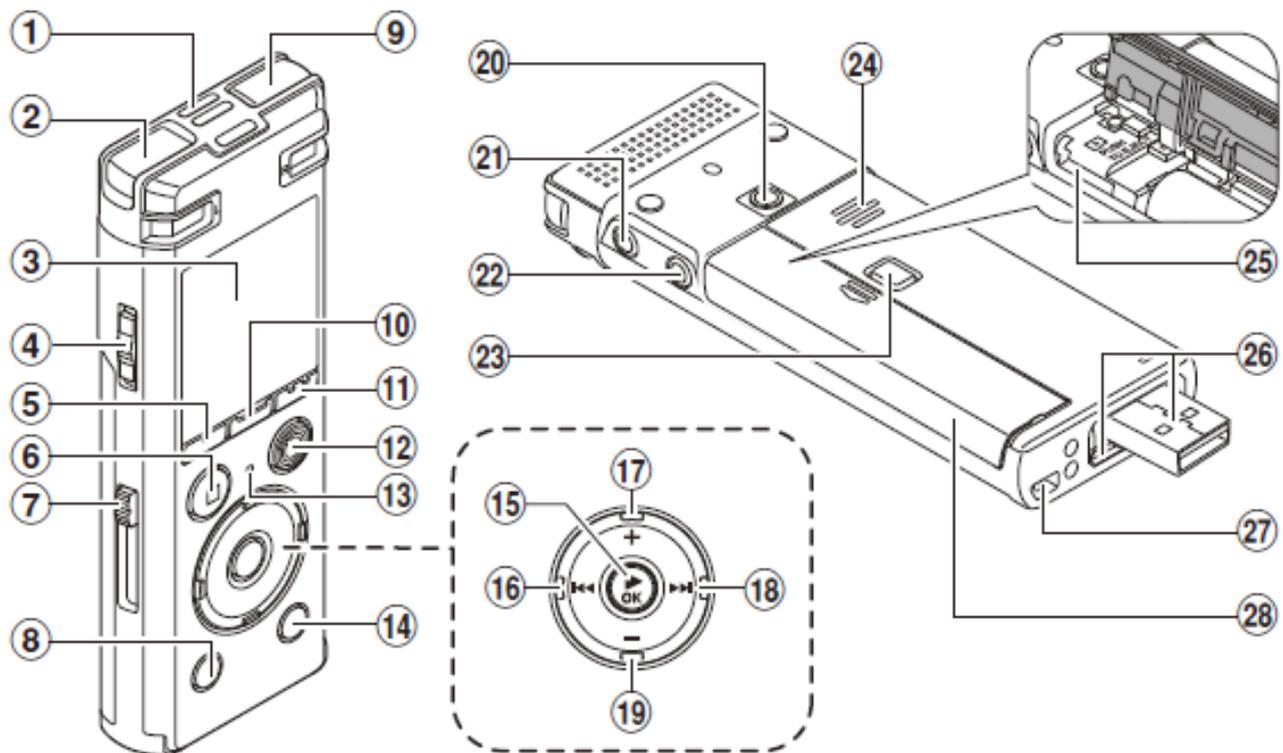
Sheffield Hallam University

Olympus DM-770 Digital Recorder

Training Guide

Simon Crawley & Rich Nind
2/24/2017

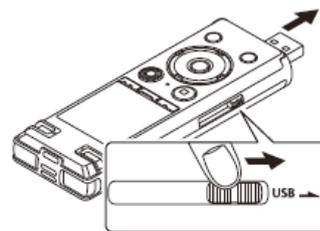
How to use the... Olympus DM-770 Digital Recorder



- | | |
|---|---|
| ① Built-in center microphone | ⑬ LED indicator light (LED) |
| ② Built-in stereo microphone (L) | ⑭ LIST button |
| ③ Display | ⑮ ►OK button |
| ④ POWER/HOLD switch | ⑯ – button |
| ⑤ F1 button | ⑰ + button |
| ⑥ STOP (■) button | ⑱ – button |
| ⑦ USB connector slide lever | ⑲ – button |
| ⑧ ERASE button | ⑳ Attachment mounting hole |
| ⑨ Built-in stereo microphone (R) | ㉑ Earphone jack (🎧) |
| ⑩ MENU/SCENE button | ㉒ Microphone jack (🎤) |
| ⑪ F2 button | ㉓ Battery/card cover lock button |
| ⑫ REC (record)(●) button | ㉔ Built-in speaker |
| ⑬ LED indicator light (LED) | ㉕ microSD card slot |
| ⑭ LIST button | ㉖ USB connector/USB connector cover (retractable) |
| ⑮ ►OK button | ㉗ Strap hole |
| ⑯ – button | ㉘ Battery/card cover |
| ⑰ + button | |
| ⑱ – button | |
| ⑲ – button | |
| ⑳ Attachment mounting hole | |
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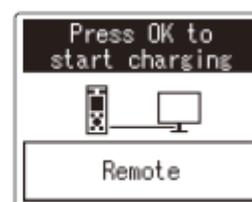
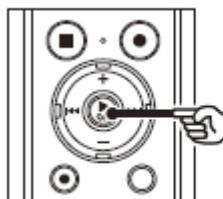
Charging the recorder

1. Slide the USB connector slide lever in the direction of the arrow. The USB connector will extend out.

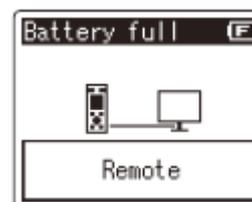


2. Connect the extension cable to this and the other end to a USB port on your PC or a plug adapter. You can connect the recorder's USB connector directly to a computer port, however this is not recommended.

3. Press the **OK** button to start charging the battery.



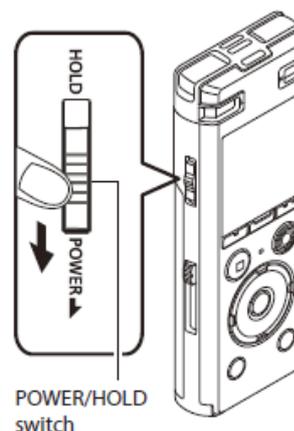
4. Charging has finished when the battery indicator changes to display [F]. The approximate charging time is 3 hours.



Switching it on

While the recorder's power is off, slide the **POWER/HOLD** switch in the direction indicated by the arrow.

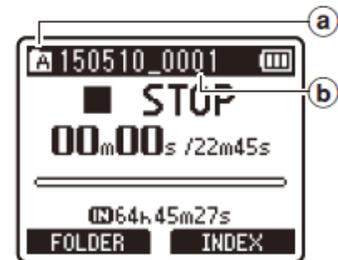
To turn off the recorder, slide the **POWER/HOLD** switch in the direction of the arrow and hold it for 1 second before release.



Selecting folders and files

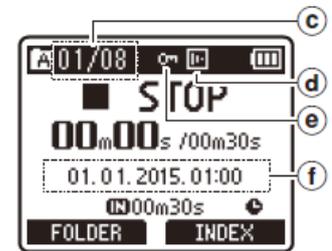
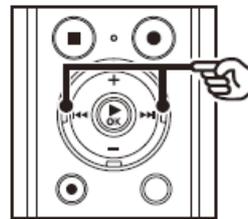
The recorder provides five folders [A], [B], [C], [D] and [E]. Each folder can store up to 200 files.

1. While the voice recorder is in the stop mode, press the **F1 (FOLDER)** button. The folder changes each time you press this button, and will cycle through the five available folders.



- a Folder indicator
- b File name

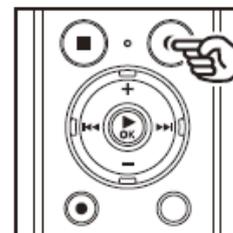
2. Press the **REWIND** or **FASTFORWARD** buttons to select the desired file. The information given in c through to f is displayed for just 2 seconds immediately after a file is selected.



- c Current file number/Total number of recorded files in folder
- d State of the voice detection
- e State of the file lock
- f Recorded end time and date

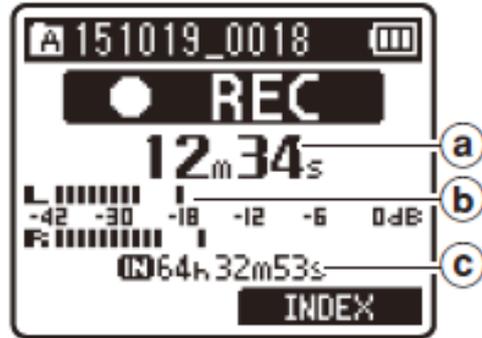
Recording

1. Select the folder you wish to record to using the above process.
2. Point the built-in microphone or the optional external microphone in the direction of the sound to record.
3. Press the **REC** button to start recording.

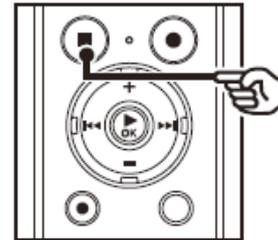


4. You will see some information on screen -

- (a) Elapsed recording time
- (b) Level meter (changes according to recording volume and recording function setting)
- (c) Remaining possible recording time

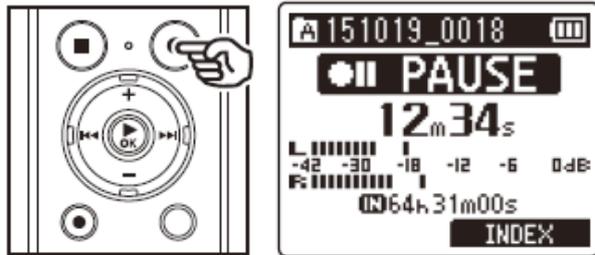


5. Press the STOP button when you want to stop recording.



Pausing / resuming a recording

1. Press the **REC** button during recording. The recording will pause and the blinking PAUSE message will appear on the display. Recording is stopped automatically after being paused for at least 60 minutes.



2. Press the **REC** button again while paused to resume the recording.

Setting an index mark

If index marks are placed, you can quickly find a location you want to listen to in fast forward and fast rewind and when cuing a file.

To set an index mark during a recording:

1. When recording has started, press the **F2 INDEX** button.
2. You will see **INDEX 01** flash up on screen.



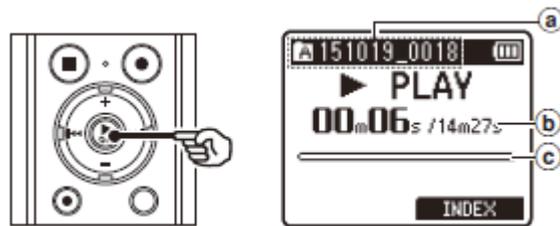
You can set index marks during playback as well as recording, just follow the same process. Up to 200 index marks can be set in a single recording.

Playback

The recorder can playback your recordings, we would recommend using the earphones for a clearer playback or to connect and transfer the recordings to your home computer.

To playback on the recorder:

1. Select the file to play from the chosen folder.
2. Press the **OK** button to start playback.

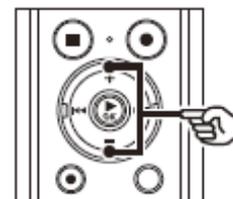


- (a) Folder indicator / File name
- (b) Elapsed playback time / File length
- (c) Playback position bar indicator

3. When the PLAY button is pressed during playback, the playback speed changes with each press.

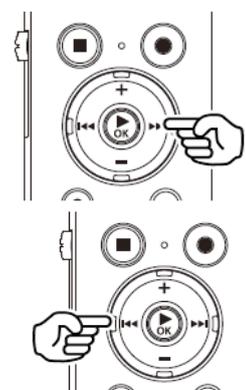


4. Press the **+** or **-** button to adjust the volume to the desired level.
5. Press the **STOP** button to stop playback.



Finding an index mark

1. During playback, tap the **Fast-forward** button to take you to then next index mark.
2. Press the **Rewind** button to go back to the previous index mark. Where no more marks are set, you will be taken back to the beginning of the recording.



Erasing files

A selected file can be erased from a folder. Also, all files in a folder can be erased simultaneously.

1. Locate the folder or file you want to erase.

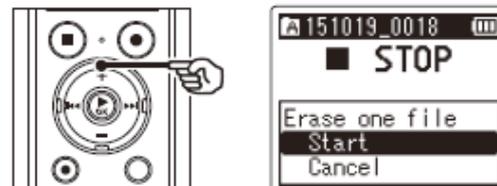
2. When the file display screen appears, press the **ERASE** button. No files can be playing in order to erase a recording.



3. Press the **+** or **-** buttons to select **All in folder** (erases all files in folder) or **One file** (erases individual file).

4. Press the **OK** button.

5. Press the **+** button to select **START**.



6. Press the **OK** button to erase the file or folder.

If you are unsure about erasing files using this method, you can cancel out at any time. You can also erase files from the recorder using the Olympus Sonority software on your computer.

Using the Olympus Sonority software

By being connected to a PC, the recorder enables you to do the following:

- Recorded files can be played back on your computer
- Recorded files can be transferred onto your computer, managed and renamed

Connecting to the PC

1. Turn the recorder's power on.
2. Connect the USB cable to a USB port on your computer (fig.1).
3. Make sure that the recorder is stopped, and then connect the USB cable to the connecting (fig.2).

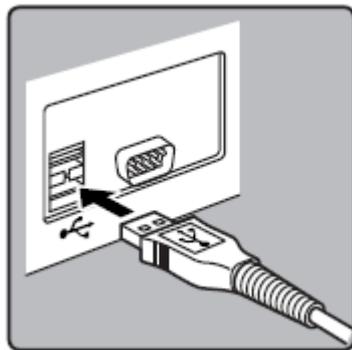


fig.1

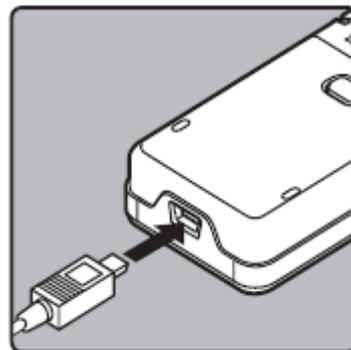


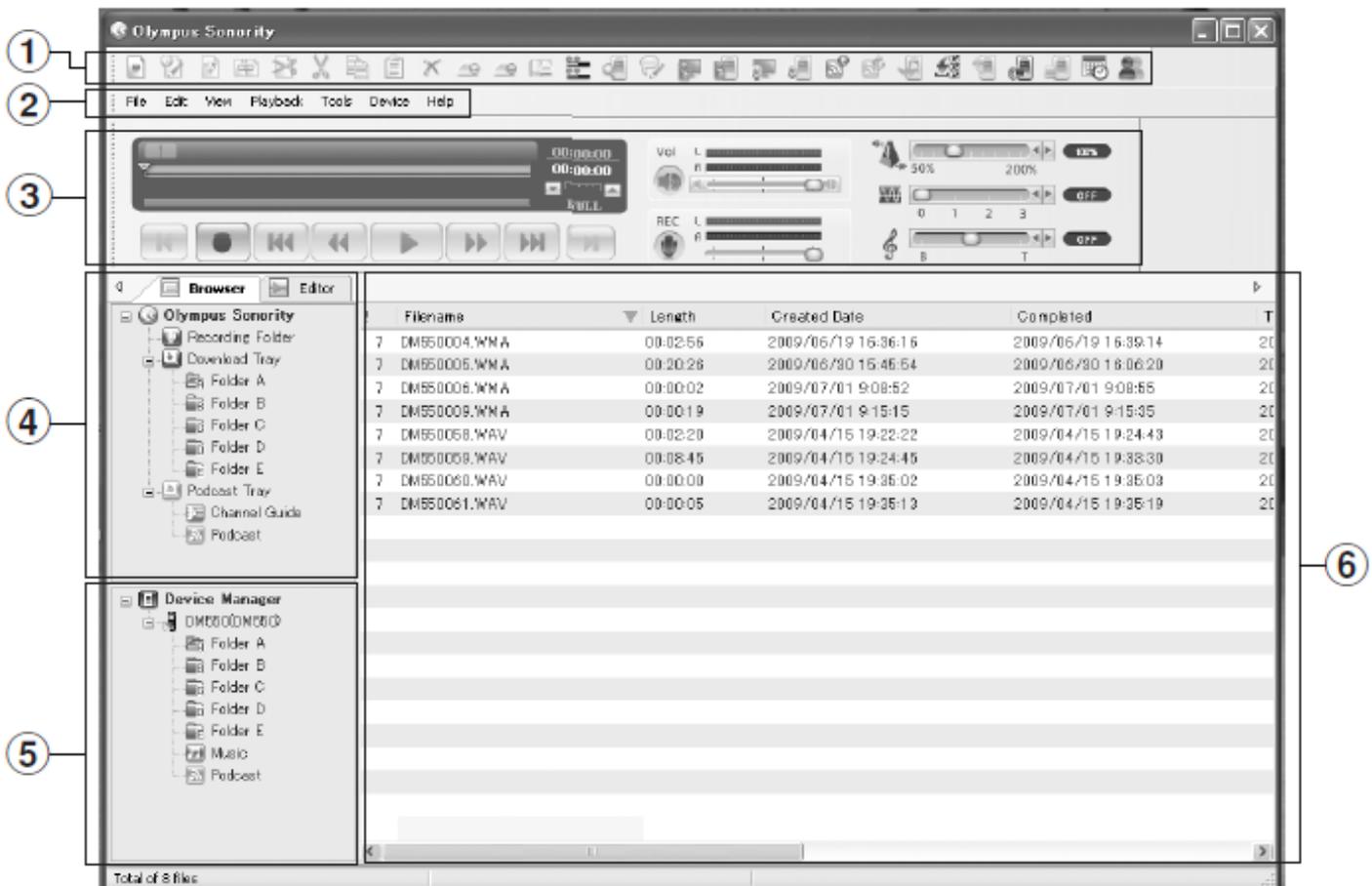
fig.2

Disconnecting from the PC

1. Click the  icon on the taskbar located at the lower right corner of the screen.
2. Click on the **SAFELY REMOVE USB MASS STORAGE DEVICE** option that appears.
3. Confirm that the device has disconnected before removing the USB cable.

Olympus Sonority display window

By connecting the recorder to your PC, you will automatically start the application. You will see the following screen.



① Menu Bar

The OS standard menu bar.

② Tool Bar

Tool Bar to be used in the Browse Screen will be displayed.

③ Playback Control Bar

Used to play selected files in the File Display Area.

④ Main Tree View

Files downloaded from the recorder, files recorded in the "Olympus Sonority", etc., and folders containing voice/music files managed by the PC's "Olympus Sonority" will be displayed.

⑤ Device Tree View

Folders in the connected device will be displayed.

⑥ File List Display Area

Detailed information of the folders selected in the Main Treeview or Device Treeview and all voice files in the recorder will be displayed.

The Information Display Area (Initial Setting) will be displayed when the "Olympus Sonority" is started up, and the basic information of the "Olympus Sonority" can be displayed, updated and upgraded

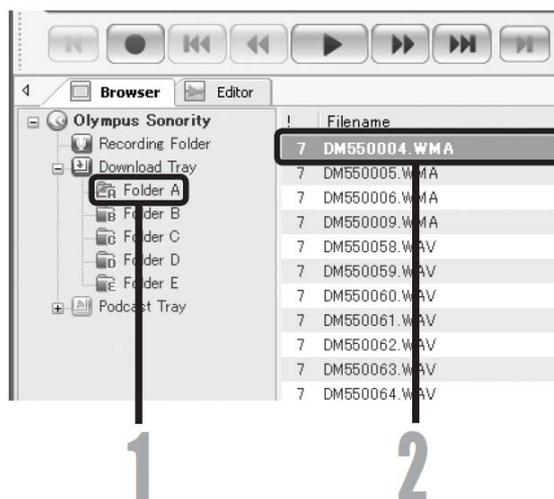
Download files to PC

You can download your recordings to the PC.

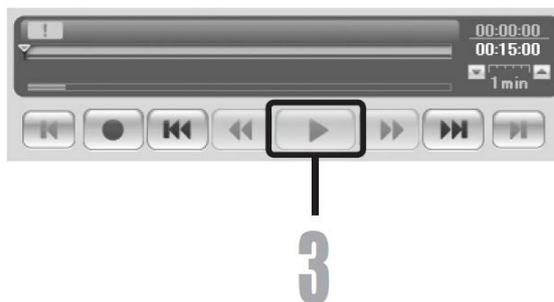
1. Click the **DEVICE** drop down menu on the main toolbar.
2. Click on whichever folder you want to download, or download all folders.
Clicking **FOLDER A** will download to **FOLDER A** in the **MAIN TREE VIEW**.
3. The file will be copied across. Do not disconnect the device while copying is in progress.

Play a recording

You can play back your recordings through the Olympus Sonority software. We recommend this because you have access to a range of options to improve the playback quality.



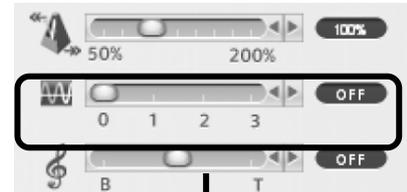
1. Select the folder that contains the recording you want to play.
2. Select the file to playback from the **FILE LIST DISPLAY AREA**.
3. Click the **PLAY** button on the **PLAYBACK CONTROL BAR**.
4. If you have set index marks, click the  button to skip to the next index mark. You will see an orange arrow



Noise cancel control

You can use the noise cancel control slider to help improve the quality of your recording.

1. While playing back a recording, drag the noise cancel control slider to the right.
2. There are 3 settings to try, so check to see which makes the biggest difference.



1