Olympus Linear PCM Recorder LS-10

Fig. 1. *Olympus recorder*

Description: The Olympus Linear PCM LS-10 is a digital recorder that records audio files (PCM, WMA, MP3 format) onto the built in 2GB storage for memory (Approx: 30 to 500 hours depending on recording settings and quality). An external memory card can be used for additional storage (supports SD cards from 512MB up to 8GB).

Instructions:

Power Supply: If not using the AC, you will need two AA batteries (12 hours of use).

Note When recorder is not in use keep the Power/Hold switch (#7) to Hold. This locks the recorder and disables all buttons. This will preserve the battery life and prevent accidental recording while in the pouch or your pocket.

 Power On: Make sure the Power/Hold switch (#7) is on Power. The Olympus logo will appear and then the main screen. The main screen display should look like the following picture (Fig. 2). If the switch is already on Power then slide the power/hold switch down again to turn the device on.

Power Off: Slide and hold the Power/Hold switch (#7) until the Olympus logo appears. Let go of the switch and device will power off. If you will not use the device again soon flip the switch up to the Hold position.
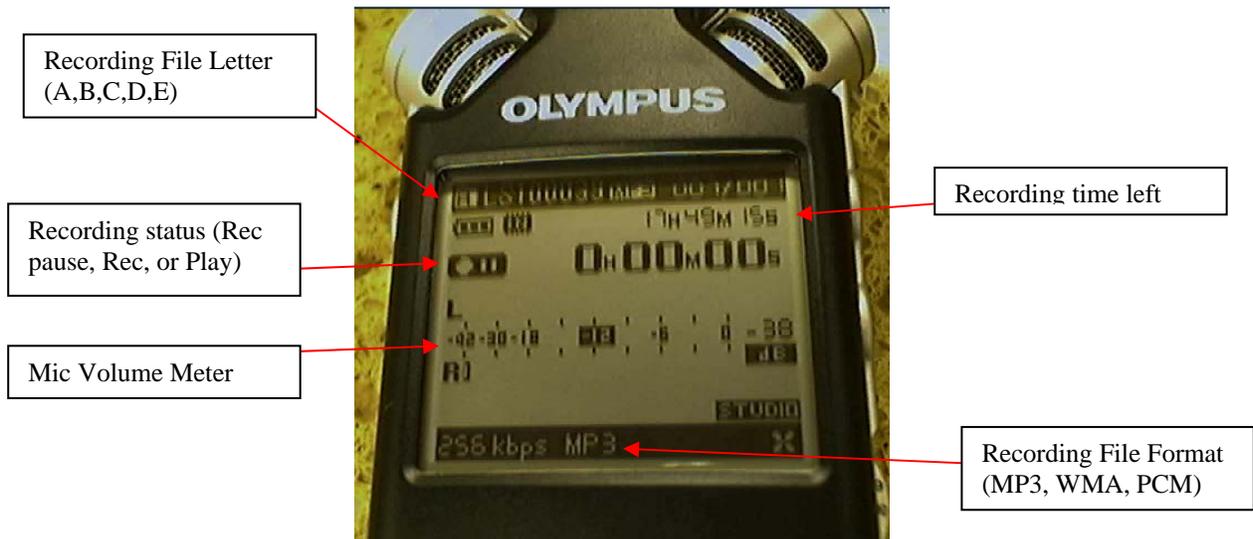
Recording File Letter (A,B,C,D,E)

Recording status (Rec pause, Rec, or Play)

Mic Volume Meter

Recording time left

Recording File Format (MP3, WMA, PCM)

Fig. 2. *Olympus main screen when powered on.*

To Record: Press the REC button (#11) once. The REC/Pause icon will appear (as in Fig. 2). The red light will flash around the REC button. Adjust the Rec Level (#10) so the Mic Volume Meter does not exceed -6. If the indicator is over the -6 mark then lower the Rec Level. Press REC button (#11) once more and you can start recording. The steady red light around the REC button will remain on while recording is in process. For better quality, point the device toward the direction of the speaker. Press STOP (#5) when finished recording.

Play Audio: To hear what you recorded press the Play button (#6) and your audio will begin playing. Adjust the volume level (#3) if needed. You can also attach standard headphones to the earphone slot (#2) to listen to your audio files.

Transfer/Save Audio to Computer:

Windows: Make sure the recorder is stopped and not recording or playing back audio. Connect the recorder with the USB cable from the recorder's USB slot (#4) to an available USB port on your computer. Depending on your PC settings the file folder should open automatically for viewing. If not, open My Computer and open the OLYMPUSLS10 Folder. Open the Folder letter you recorded on (A, B, C, D, or E) and your audio files should be there. Copy and paste your files onto a folder on your computer. When finished, safely disconnect the device from the computer and disconnect the USB cable. Power Off the device when finished using.

Mac: Same as above except the OLYMPUSLS10 folder will appear on the desktop.

IMPORTANT When you are finished with the Olympus Digital Recorder make sure to ERASE all your files.

To Erase: Press LIST (#14). Select the Folder you recorded on (use Up/Down arrow keys to navigate). Press the Right arrow and a list of your audio files should be available, press the ERASE Button (#17) once to erase individual files or press ERASE twice to delete all audio files in that folder. Do this for each folder you recorded on.

2

Tips:

- Turn the microphone in the direction of the source to be recorded.
- When recording in a large group setting, have MIC Sense High and have LOW CUT On.
- Check the Mic Volume Meter before recording. This is done while the REC light is flashing red.
- For best results use MP3 format and 256kbps.
- To change recording formats go to Menu and change settings under the REC Menu.
- WMA takes up the least amount of memory but quality is lower. Can have compatibility issues.
- MP3 provides better quality and can be used with any audio player.
- WAV or PCM format is only recommended if you are doing lots of editing work with your audio files.

Trouble Shooting:

- *Won't start*: (1) Battery is getting low (2) The power is off (3) The recorder is on HOLD mode.
- *Unable to record*: (1) Low remaining memory; (2) The maximum number of files have been reached; (3) The SD card is set to write protection (if using external SD Card).
- *Recording level too low*: (1) The recording level has not been adjusted; (2) The microphone sensitivity is too low.

Recording Formats	WAV (44.1/48/96kHz, 16- or 24-bit) MP3 (128/256/320kbps) WMA (64/128/160kbps)
Recording Media	Built-in 2GB flash memory Optional SD/SDHC Card (512 MB to 8 GB)
Recording Time (internal memory)	WAV: Up to 3 hours 10 minutes MP3: Up to 35 hours 35 minutes WMA: Up to 69 hours 35 minutes

Note:
The unit and its full manual are available for check out from the LRC (1301 D STB). Please contact staff if you have any questions (644-4553). Please make sure you erase your audio files before returning the unit to the LRC.