

# ***IC Recorder***

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## Operating Instructions

### **Owner's Record**

The model number is located at the rear 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-BP150 Serial No. \_\_\_\_\_

***IC RECORDER***

***ICD-BP150***

## For the customers in the United States

# 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.

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.

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 Direct Response Center 1-(800)-222-7669

or write to:

Sony Direct Response Center 12451 Gateway Blvd. Fort Myers, FL 33913

### **Declaration of Conformity**

Trade Name: SONY  
Model No.: ICD-BP150  
Responsible Party: Sony Electronics Inc.  
Address: 680 Kinderkamack Road, Oradell, NJ. 07649 USA  
Telephone No.: 201-930-6972

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.

# 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.

## ***User registration (For the customers in U.S.A. and Canadian)***

To receive the customer services, complete and return the registration card included in your package.

- This software is for Windows and cannot be used for Macintosh.
- The supplied connecting cable is for the IC recorder ICD-BP150 only. You cannot connect other IC recorders.

## **Information**

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### ***Notes***

- The illustrations in this manual may differ from the actual software.
- Explanations in this manual assume that you are familiar with basic operations of Windows. For how to use your computer and operating system, please refer to the respective manuals.

## ► Before You Begin

# What is the ICD-BP150 IC recorder?

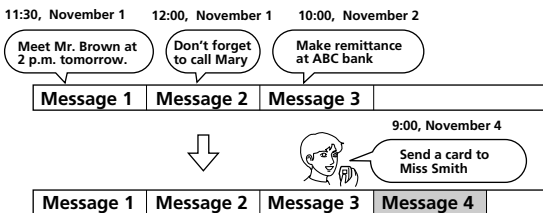
The ICD-BP150 IC recorder enables you to record and play back oral messages in the built-in IC memory.

### ● Recording

When a new message is recorded, it is automatically added after the last recorded messages.

Unlike with tape recorders, you do not need to worry about recording over previously recorded messages by mistake.

Since you do not need to search for the end of the last recording, you can start recording quickly whenever you wish.



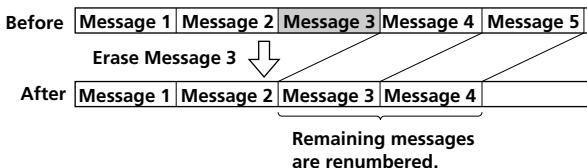
### ● Playback

With this IC recorder, you can quickly locate the message you want to play back.

Reviewing the current recording is also very easy.

### ● Erasing

You can quickly erase unwanted messages with an easy operation. When a message is erased, the next message automatically advances, leaving no blank space.



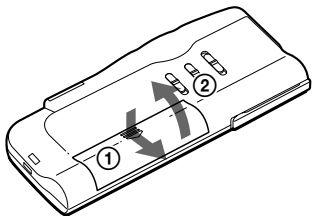
# Features

- **Maximum recording time: 127 min. (SP)/339 min. (LP)**  
This unit is suitable for recording long meetings or lectures.
- **Possible of recording up to 99 messages in each of 5 folders**
- **Alarm function (page 35)**  
You can start playing back a desired message with an alarm on a desired date and time.
- **Timer recording function (page 32)**  
You can start recording automatically on a desired date and time.
- **Index function (page 26)**  
You can add an index at the desired point during recording or playback to divide a message into two.  
You can also combine messages by erasing the index.
- **Bookmark function (page 22)**  
You can add a bookmark in a message so that you can easily find the point and start playback.
- **Repeat play function (page 18, 23)**  
This unit can play back one message or the selected section repeatedly.
- **Easy search function (page 19)**  
You can quickly search for the point (10 seconds ahead or 3 seconds back) and start playback.
- **Playback speed control (page 18)**  
You can play back messages rapidly or slowly. This is useful when playing back a long recording such as a meeting.
- **Advanced VOR function (page 15)**
- **Overwrite and additional recording functions (page 24)**  
You can overwrite after the desired point on a recorded message or add a new recording to a previously recorded message.
- **External microphone jack (page 15)**
- **Connecting to a personal computer (page 42)**  
You can transfer the messages recorded in the ICD-BP150 IC recorder to the computer and edit them on the computer using the supplied Digital Voice Editor Software.

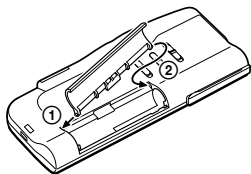
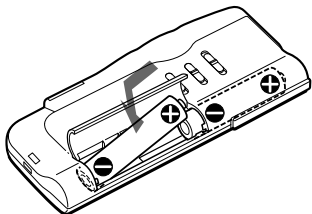
## ► Getting Started

### 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.





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 insert batteries after the unit has been without batteries for a certain period of time. Please refer to Steps 2 to 4 in “Step 2: Setting the Clock” on pages 10 and 11 to set the date and time.

## Replacing the batteries

The battery indicator on 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, approx. 10 hours (SP)/17 hours (LP) of recording or approx. 7 hours (SP)/9 hours (LP) of playback is possible.

\* Using Sony alkaline batteries LR03 (SG)

\* When playing back through the internal speaker with VOL control at around 4

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, insert the new ones within 3 minutes after you removed the exhausted ones. Otherwise, the display may show the clock setting display or incorrect date and time when you re-insert the batteries. 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.

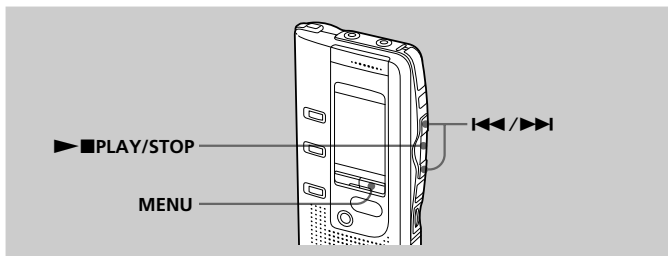
## Note on the "ACCESS" message

When you insert the batteries or disconnected the USB cable, "ACCESS" may appear on the display window. Do not remove the batteries while this message is displayed.

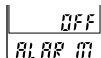
If the unit is required to process excessive amount of data, "ACCESS" may be displayed for an extended period of time. This is not a malfunction of the unit. Wait until the message disappears before starting operation.

## Step 2: Setting the Clock

You need to set the clock to use the alarm or timer setting function. Clock setting display appears when you insert batteries for the first time, or when you insert batteries after the unit has been without batteries for a certain period of time. In this case, proceed from step 2.

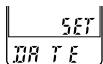


**1** Press MENU to enter the menu mode.



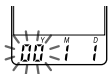
**2** Display the clock setting display.

① Press **◀◀** once to display "SET DATE".



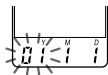
② Press **▶▶** to display the year digits.

The year digits will flash.



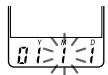
**3** Set the date.

① Press **◀◀** or **▶▶** to select the digits of the year.



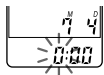
② Press **▶▶** to display the month digits.

The month digits will flash.



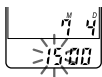
③ Set the month and day in sequence, then press **▶▶**.

The hour digits will flash.



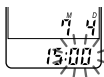
## 4 Set the time.

- ① Press **◀◀** or **▶▶** to select the digits of the hour.

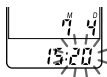


- ② Press **▶■** **PLAY/STOP**.

The minute digits will flash.

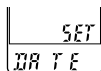


- ③ Set the minute.



## 5 Press **▶■** **PLAY/STOP** at the time signal.

The display will return to "SET DATE".



## 6 Press **MENU** to exit the menu mode.



### **Tip**

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

## ► Basic Operations

# Recording Messages

You can record up to 99 messages in each of 5 folders (A, B, C, D or E). 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.

e.g. 

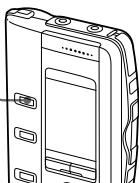
Message 1	Message 2	Newly recorded message	Blank space
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### Note

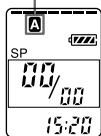
Before making a long recording, be sure to insert new batteries and check the battery indicator (page 9).

## 1 Select the folder.

Press FOLDER repeatedly to display the folder (A, B, C, D or E) in which you wish to record messages.



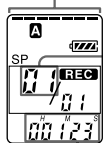
Current folder



## 2 Start recording.

① Press ●REC/STOP.

Remaining memory indicator



Current message number

Counter display\*

② Speak to the built-in microphone.

OPR indicator (lights in red during recording.)

You do not need to keep pressing ●REC/STOP while recording.



## 3

## Stop recording.



Press ●REC/STOP again.

The unit stops at the beginning of the current recording.

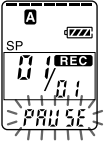
■STOP

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

### To stop recording

You can also stop recording by pressing ■STOP instead of ●REC/STOP.

### To pause recording

To	Do this
pause recording*	Press ■PAUSE. During recording pause, the OPR indicator flashes in red and "PAUSE" flashes in the display window. 
release pause and resume recording	Press ■PAUSE or ●REC/STOP. Recording resumes from that point. (To stop recording after pausing recording, press ■STOP.)

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

**Continued**

## Recording Messages (continued)

### To select the microphone sensitivity

You can select the microphone sensitivity by switching the MIC SENS selector on the rear of the unit.

H (high): To record at a meeting or in a quiet and/or spacious place.

L (low): To record for dictation or in a noisy place.

### To monitor the recording

Connect the supplied earphone to the EAR jack. You can adjust the volume with the VOL control, but the recording level is fixed.

#### Note

If you turn up the volume excessively or place the earphone near the microphone while monitoring recording, the microphone may pick up the sound from the earphone, causing acoustic feedback (howling sound).

### Maximum recording time

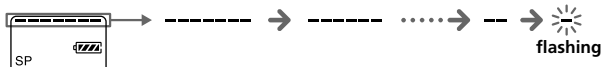
You can record for up to 127 minutes in SP (standard play) mode and 339 minutes in LP (long play) mode. If you record messages in a mixture of SP and LP modes, the recordable time varies from 127 to 339 minutes.

The unit is factory-set to SP mode. To change the recording mode, see page 41.

You can check the remaining amount of recording time by selecting the remaining recording time display mode. See page 39.

### 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. When the remaining time of recording reaches 1 minute, the selected display mode (page 39) and "REMAIN" will flash one after the other in the display window. 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 (page 20).

## Various Ways of Recording

### Starting recording automatically in response to the sound — Advanced VOR function

When VOR (voice operated recording) selector on the rear is set to ON, recording starts when the recorder detects sound and stops when no sound is heard.

#### Note

VOR function is affected by the sound around you. Set the MIC SENS selector to either H or L (see page 14). If recording is not satisfactory after you have changed the microphone sensitivity, or for important recording, set the VOR selector to OFF.

### Recording with an external microphone or from other equipment

Connect a plug-in-power type microphone or other equipment to the MIC (PLUG IN POWER) 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.

### Adding a recording

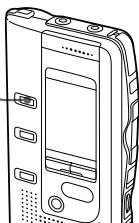
To add a recording to a previously recorded message or to add an overwrite recording during playback, see pages 24 and 25.

# Playing Back Messages

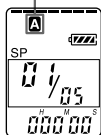
When playing back a previously recorded message, start from Step 1.  
When playing back a message you have just finished recording, start from Step 3.

## 1 Select the folder.

Press **FOLDER** repeatedly to display the folder (A, B, C, D or E) you wish to play back.



Current folder

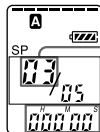
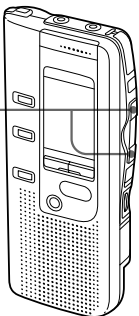


## 2 Select the message number.

Press **◀◀** or **▶▶** to display the desired message number.

**◀◀**: for smaller message number

**▶▶**: for larger message number



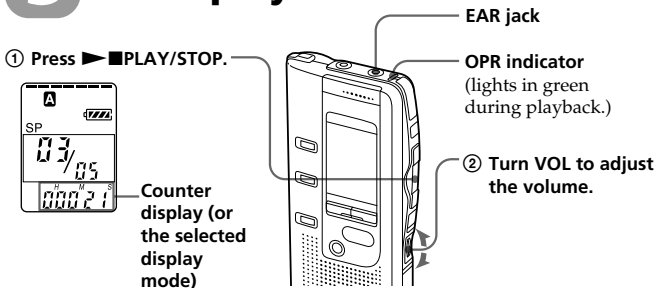
Selected message number

Counter display\*

\* The display selected with the DISPLAY button (page 39) appears.

# 3

## Start playback.



After playing back one message, the unit stops at the beginning of the next message.

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 earphone or headphones (not supplied) to the EAR jack. The built-in speaker will be automatically disconnected. If you plug in headphones, you will get monaural output from both left and right channels.

### To stop playback

To	Do this
stop at the beginning of	Press <b>■STOP</b> . the current message
stop at the current position	Press <b>▶■PLAY/STOP</b> . (Playback Pause function)* To resume playback from that point, press <b>▶■PLAY/STOP</b> again.

\* You can also pause playback by pressing **|||PAUSE** instead of **▶■PLAY/STOP**. The OPR indicator will flash in green. After an hour, the unit goes into the stop mode at the current position.

### Playing back all messages in a folder continuously — Continuous Play

See page 41.

Continued

## Playing Back Messages (continued)

### Other operations

To	Do this
go back to the beginning	Press <b>◀◀</b> once.*** of the current message**
skip to the next message**	Press <b>▶▶</b> once.***
go back to previous messages/skip to succeeding messages	Press <b>◀◀</b> or <b>▶▶</b> repeatedly.*** (During stop mode, keep the button pressed to skip the messages continuously.)
play back rapidly or slowly	Set PLAY SPEED to FAST or SLOW. The messages will be played back about 30% faster or 15% slower than normal.
play messages with normal speed	Set PLAY SPEED to NORMAL.

\*\* If you have set a bookmark on the message, the unit stops at the bookmark.

\*\*\* These operations are for when EASY-S is set to OFF. For operations when EASY-S is set to ON, see page 19.

### 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 the beginning of each message — Scanning Play

During stop mode, press **▶■PLAY/STOP** for more than one second. “SCAN” will be displayed in the display window and the first 5 seconds of each message in the selected folder will be played back.

When you find the desired message, press **▶■PLAY/STOP**. The message will be played back until the end.

## Searching forward/backward during playback (Cue/Review)

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

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

The unit searches at slow speed (unit of 4 seconds) with playback sound. It is useful when checking one word forward or behind.

If you keep ►► or ◄◄ pressed, the unit starts searching at higher speed. Between messages the unit pauses for 2 seconds.

During cue/review, the counter will be displayed, regardless of the display mode setting (page 39).

You can cue or review during playback pause. The unit goes back into playback pause at the point you release ►► or ◄◄.

### Tip

When fast playback is done to the end of the last message, "END" flashes for 5 seconds and the OPR indicator lights up in green. (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 (page 41), you can quickly locate the point you wish to start playback by pressing ►► or ◄◄ repeatedly during playback or playback pause.

You can go back approx. 3 seconds by pressing ◄◄ once, or advance approx 10 seconds by pressing ►► once. This function is useful when locating a desired point in a long recording.

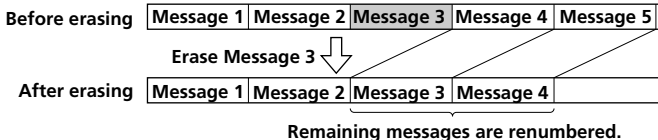
# Erasing Messages

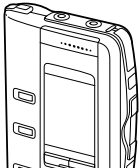
You can erase the recorded messages one by one or all messages in a folder at a time.

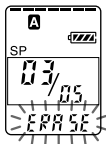
Note that once a recording has been erased, you cannot retrieve it.

## 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 first and last 5 seconds of the message are 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 by adding an index (see page 26) and then follow the steps on page 20 to erase the message.

## Erasing all messages in a folder

e.g.

Folder A

Message 1	Message 2	Message 3	Blank space
-----------	-----------	-----------	-------------

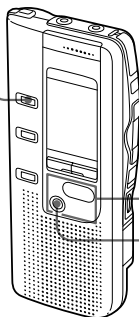
Folder B

Message 1	Message 2	Message 3
-----------	-----------	-----------

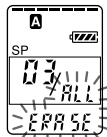
Blank space
-------------

Message 1	Message 2	Message 3
-----------	-----------	-----------

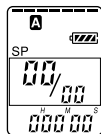
- ① Press FOLDER to select the folder you want to erase.



- 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.



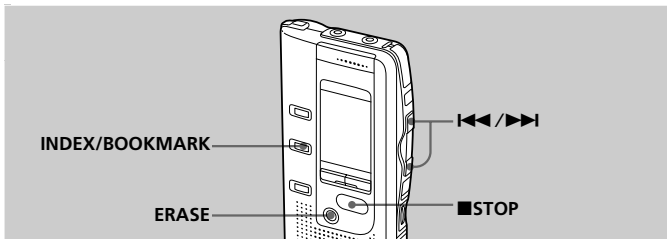
## To cancel erasing

Press ■STOP before step ③.

## ► Various Ways of Playback

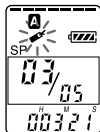
### Adding a Bookmark

You can add a bookmark at a point in a message, so that you can access the point quickly by pressing the ◀◀ or ▶▶ button and start playback.



**During playback or stop, press INDEX/BOOKMARK for more than 1 second.**

A bookmark is added and the bookmark indicator flashes 3 times.



#### **To start playback at the bookmark**

Press ◀◀ or ▶▶ during stop so that the bookmark indicator flashes 3 times. Then press ▶■PLAY/STOP.

#### **To delete the bookmark**

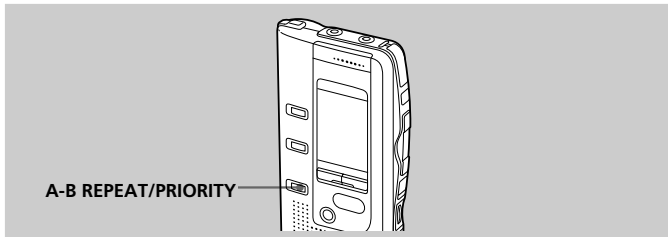
- 1 In stop mode, press ◀◀ or ▶▶ to display the number of the message with the bookmark you wish to delete.
- 2 While pressing INDEX/BOOKMARK, press ERASE for more than 1 second.
- 3 Press ERASE while the bookmark indicator and "ERASE" are flashing.

#### **Notes on adding/erasing index**

- You can add only one bookmark in each message.
- If you add a bookmark, a previously added bookmark is deleted automatically.

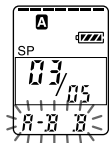
# Playing Back the Specified Section Repeatedly — A-B Repeat

While playing back a message, you can set the start (A) and end (B) points for a section you wish to play repeatedly.



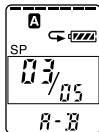
## 1 During playback, press A-B REPEAT/PRIORITY briefly.

The starting point (A) of the section you wish to play repeatedly is set. "A-B B" flashes.



## 2 During playback, press A-B REPEAT/PRIORITY briefly.

The finishing point (B) of the section is set. "A-B" is displayed and the specified section is played back repeatedly.



### To resume normal playback

Press ►■PLAY/STOP.

### To stop A-B Repeat playback

Press ■STOP.

### Notes

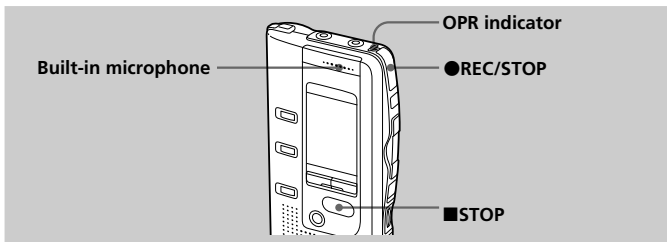
- You cannot set A-B Repeat for a section that overlaps two or more messages.
- If you do not set the finishing point (B), the finishing point is automatically set at the end (or the beginning) of the message.

# Adding a Recording

## Adding a Recording to a Previously Recorded Message

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

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



During playback of Message 3



After adding a recording

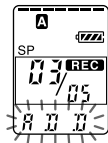


### 1 During playback, press ●REC/STOP for more than 1 second.

The REC indicator appears and "ADD" flashes three times on the display window.

The OPR indicator will turn red.

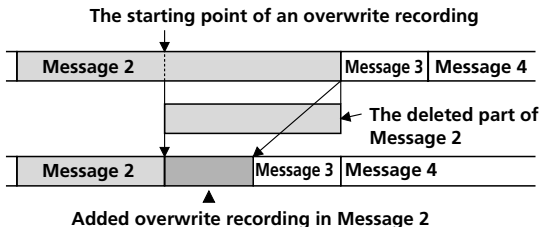
The new recording will be added at the end of the current message.



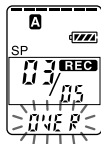
### 2 Press ●REC/STOP or ■STOP to stop the recording.

## Adding an Overwrite Recording during Playback

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 **●REC/STOP** briefly. "OVER" flashes on the display window and the OPR indicator flashes in red.
- 2** Press **●REC/STOP** to start recording. "REC" is displayed and the OPR indicator turns red.
- 3** Press **■STOP** to stop the recording.



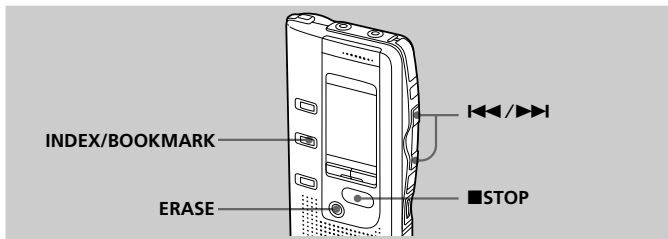
### Notes

- The added message will be recorded in the same recording mode (SP or LP; see page 41) as the original message, regardless of the current recording mode setting.
- You cannot overwrite if the remaining memory of the IC recorder is not enough. For details, see "Troubleshooting" on page 57.

## Dividing a Message into Two/ Combining Messages — Index Function

You can divide a message by adding an index, or combine messages by erasing the index.

While recording/playing back messages, you can add an index (see below). In stop mode, you can erase the index (see page 28).

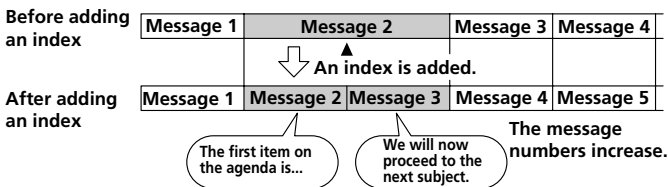


### Dividing a Message by Adding an Index

You can add an index to a message during recording or playback.

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.

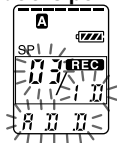
When you add an index, the message numbers will increase as follows.



## To mark an index during recording

While recording a message, press INDEX/BOOKMARK at the point you want to divide.

The new message number flashes three times at the point you pressed INDEX/BOOKMARK. The message will be divided in two messages; however, the messages will be recorded without a break.



Message 1	Message 2	Message 3
-----------	-----------	-----------

▲ An index is added.

→ Recording continues.

### Tip

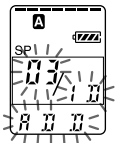
You can add an index during recording pause (page 13).

## To add an index during playback

While playing back a message, press INDEX/BOOKMARK at the point you want to divide.

The message is divided in two and the new message number flashes three times.

An index mark is added and the following index numbers will increase by one.



### Tip

You can add an index after you have paused playback with ■■■PAUSE (page 17).

## To play the message you marked with an index

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" as described in "Changing the Settings" on page 41.

### Note

If you add an index to a message with priority mark(s) (page 30), priority mark(s) will be added to both parts of the divided message.

Continued

## Dividing a Message into Two/Combining Messages — Index Function (continued)

### Combining messages by erasing the index

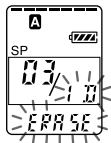
You can combine two messages into one by erasing the index.

Message 1	Message 2	Message 3	Message 4	Message 5
	↓	▲ An index is erased.		
Message 1	Message 2	Message 3	Message 4	

The message numbers decrease.

In stop mode, follow the steps below:

- 1 Press ◀◀ or ▶▶ to display the number of the second of the two messages you want to combine.
- 2 While pressing INDEX/BOOKMARK, press ERASE for more than 1 second.  
"ID ERASE" will flash for 10 seconds.
- 3 Press ERASE while the display is flashing.  
The two messages are combined into one and the messages will be renumbered as in the illustration above.



### To cancel erasing

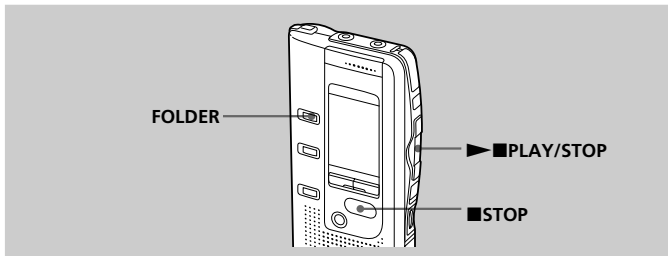
Press ■STOP before step 3.

### Notes

- After combining messages by erasing an index, the latter message's alarm setting, priority mark(s) and bookmark will be deleted.
- If a bookmark has been added to the message, the above steps first delete the bookmark (page 22). Repeat the steps to erase the index.
- Due to the recording system of an IC recorder, you may not be able to add or delete an index in some cases (page 61).

# Moving Messages to a Different Folder — Move Function

You can move the recorded messages to another folder.



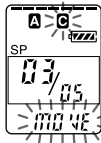
Example: Moving Message 3 in Folder A to Folder C

**1** Play back the message you want to move.

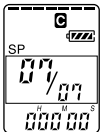


**2** While playing back the message, press FOLDER to flash the indication of the folder to which you want to move the message (C in this case).

The first and last 5 seconds of the message will be played back 10 times, while the folder indication and "MOVE" flash.



**3** Press ►PLAY/STOP.



**To cancel moving the message(s)**

Press ■STOP before step 3.

(Example: when Folder C had 6 messages)

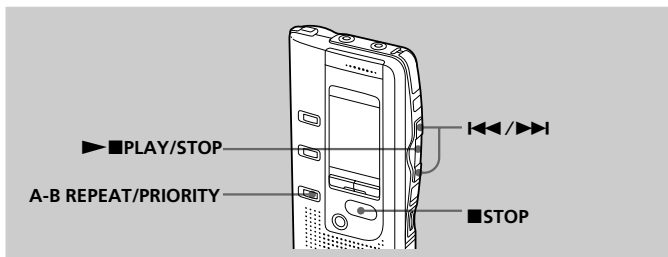
## Note

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.

## Adding Priority Mark(s)

### — Priority Mark Function

Usually the recorded messages are lined up in the order of recording. By adding priority marks (★) to important messages, you can renumber the messages in the order of their priority. You can add up to three priority marks with “★★★” being the most important.



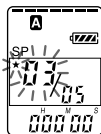
### To add priority mark(s) in the stop mode

- 1 Select the message you want to mark.



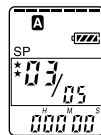
- 2 Press A-B REPEAT/PRIORITY for more than 1 second.

“★” and the message number flash.



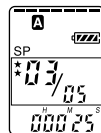
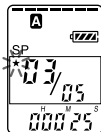
- 3 Press A-B REPEAT/PRIORITY repeatedly to select the number of priority mark(s) while “★” and the message number are flashing.

The setting is finished when the priority mark(s) light(s) steadily in the display window and the messages are renumbered.



## To add priority mark(s) during playback

- 1 Play back the message you want to mark.
- 2 Press A-B REPEAT/PRIORITY repeatedly to select the number of priority mark(s).
- 3 Press **▶■**PLAY/STOP to fix the setting.  
The messages are renumbered.



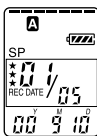
### Messages with priority mark(s)

Messages are sorted in order of the number of priority marks in a folder. Messages without a priority mark are moved behind the messages with priority mark(s).

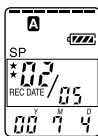
#### Tip

If there are over 2 messages with the same number of priority marks in a folder, these messages are sorted by the recorded date and time (The oldest one comes first).

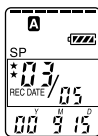
#### e.g. When there are 3 messages in a folder



Message 1



Message 2



Message 3

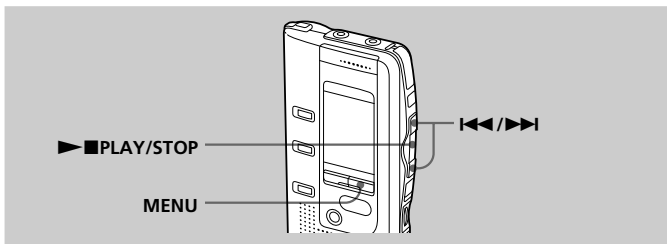
#### Note

While the messages are being sorted, the message number display shows "--".

## ► Other Functions

# Starting Recording at a Desired Time — Timer Recording

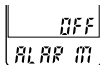
You can start recording at a desired time.



### 1 Display the timer setting display.

① Press **MENU**.

The unit enters the menu mode and "ALARM" will be displayed.



② Press **◀◀** or **▶▶** repeatedly to display "TIMER" and press **▶■** **PLAY/STOP**.

"OFF" starts to flash.



#### Note

The timer cannot be set if the clock has not been set .

③ Press **◀◀** or **▶▶** to flash "ON".



④ Press **▶■** **PLAY/STOP**.

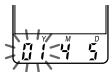
"START" is displayed for one second, and then "DATE" will flash in the display window.



## 2 Set the recording start date.

- **to start recording on a desired date**

- ① Press ►■PLAY/STOP while "DATE" is flashing.
- ② Press ◀◀ or ▶▶ to select the year digits and press ►■PLAY/STOP.
- ③ Select the month and day digits in the same way.

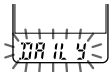


- **to record once a week**

Press ◀◀ or ▶▶ to select the day of the week.

- **to record at the same time every day**

Press ◀◀ or ▶▶ to select "DAILY" and press ►■PLAY/STOP.

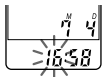


## 3 Set the recording start time.

- ① Press ◀◀ or ▶▶ to select the hour digits and press ►■PLAY/STOP.

- ② Press ◀◀ or ▶▶ to select the minute digits and press ►■PLAY/STOP.

"END" is displayed for one second, and then the hour digits of the recording end will flash in the display window.



## 4 Repeat Step 3 to set the recording end time.

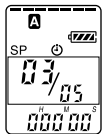
## 5 Select the recording mode.

Press ◀◀ or ▶▶ to select "SP" or "LP" and press ►■PLAY/STOP.



## 6 Press MENU to exit the menu mode.

The display will return to normal display and "⏻" is displayed.



At the set time, recording starts automatically.

"⏻" flashes on the display window during recording.

When the recording ends, the unit will stop automatically at the beginning of the newly recorded message.

Continued

## Starting Recording at a Desired Time — Timer Recording (continued)

### To stop the timer recording

Press ■STOP.

### To change the timer setting

Press ◀◀ or ▶▶ in Step 2, 3 or 4 on page 33 to change the year, month, day or time and press ▶■PLAY/STOP.

### To cancel the timer recording setting

Select "OFF" in Steps 1-③ on page 32 and press ▶■PLAY/STOP.

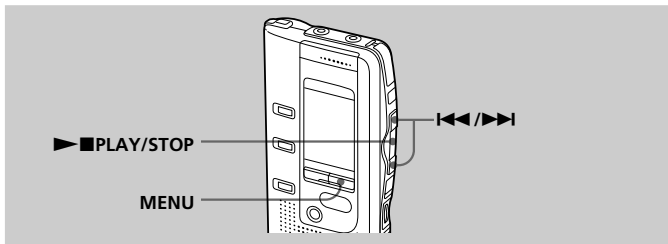
### Notes

- You cannot set the timer to record more than one message.
- When the timer recording starts, the recording mode selected in Step 5 is automatically selected. When the recording ends, the recording mode is reset to the initial setting.
- Make sure that the remaining recording time is long enough for the timer recording. You cannot set the timer if the length of the timer recording exceeds the remaining recording time. However, in the case of recording once a week or everyday, you can set the timer if the remaining recording time is longer than the first recording and for the second or later recording, timer recording stops when there is no more remaining time on the IC recorder.
- If 99 messages have been recorded in the selected folder or the memory is full, timer recording will not start.
- If the timer is set to start recording before 23:59 and to end recording after 0:00, the recording will stop the next day.
- If the timer start time comes during alarm playback, playback will stop and the timer recording starts.
- When the timer recording start time comes during operation other than recording, the operation stops and the timer recording starts. When the timer recording start time comes during recording, the recording continues and the timer recording will not start.

# 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. You can have the message played back at a desired date, once every week, or the same time everyday.

You can also sound the alarm without playing back a message.



## 1 Select the message you wish to play back.

(See Steps 1 and 2 on page 16.)



## 2 Press MENU.

"ALARM OFF" will be displayed.

(If "ALARM ON" is displayed, the alarm has been set.)



### Note

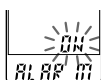
The alarm cannot be set if the clock has not been set or no message has been recorded in the selected folder.

## 3 Set the alarm setting to ON.

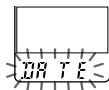
① Press **▶■**.



② Press **◀◀** or **▶▶** to flash "ON".



③ Press **▶■**.



Continued

## Playing Back a Message at a Desired Time with an Alarm (continued)

### 4 Set the alarm date.

#### • to play back on a desired date

- ① Press **▶■** while "DATE" is flashing.
- ② Press **◀◀** or **▶▶** to select the year digits and press **▶■**.
- ③ Select the month and day digits in the same way.



#### • to play back once a week

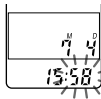
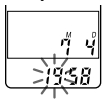
Press **◀◀** or **▶▶** to select the day of the week and press **▶■**.

#### • to play back at the same time every day

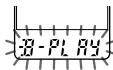
Press **◀◀** or **▶▶** to select "DAILY" and press **▶■**.

### 5 Set the alarm time.

- ① Press **◀◀** or **▶▶** to select the hour digits and press **▶■**.
- ② Select the minute digits and press **▶■**.



### 6 Press **◀◀** or **▶▶** to select "B-PLAY" (playback will start with an alarm) or "B-ONLY" (only an alarm will sound).

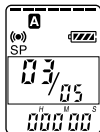


### 7 Press **▶■** PLAY/STOP.

The setting has been completed.

### 8 Press MENU to exit the menu mode.

The display returns to the normal display. "Ⓜ" 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 "B-ONLY" was selected in Step 6, only the alarm will sound.)

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 stop the alarm before the playback starts**

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

### **To cancel the alarm setting**

Press ◀◀ or ▶▶ to flash "OFF" in Step 3 on page 35 and press ►■PLAY/STOP.

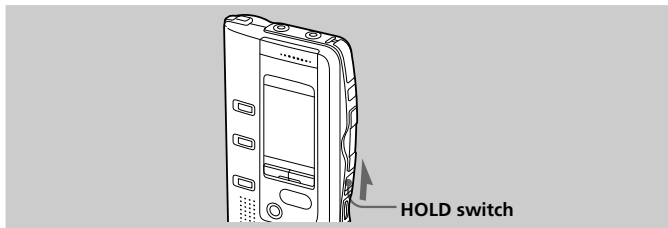
### **To change the alarm date and time**

Follow Steps 1 to 3 on page 35. When the alarm date is displayed, follow Steps 4 to 7 on page 36 to change the alarm date and time.

### **Notes**

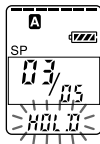
- If you try to set the alarm to play back a message at a previously set time on another message, "PRE SET" will be displayed, preventing new settings.
- If the alarm time comes while another message is being played back with an alarm, the playback stops and the new message will be played back.
- If the timer recording start time comes during alarm playback, the playback stops and the timer recording will start.
- If the alarm time comes during recording, alarm will sound after the recording is finished and "Ⓢ" will flash.
- 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 cancelled.
- If you erase the message you set the alarm to play back, the alarm setting will be cancelled.
- If you add an index to the message you set the alarm to play back, playback will stop at the index.
- If you erase the index on the message you set the alarm to play back, the alarm setting will be cancelled.
- 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 cancelled when the alarm playback finishes. To cancel alarm setting, see above.

## Preventing Accidental Operation — HOLD function



Slide the HOLD switch in the direction of the arrow. “HOLD” will flash three times, indicating that all the functions of the buttons are locked.

To cancel the HOLD function, simply slide the HOLD switch in the opposite direction.



### **Note**

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

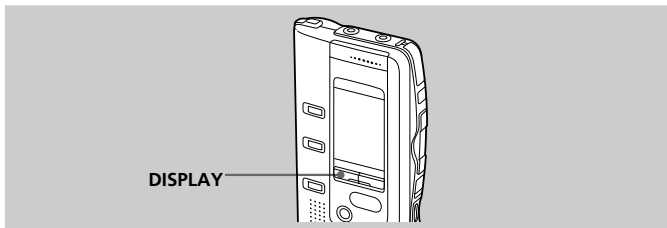
### **Tip**

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

# Selecting the Display Mode

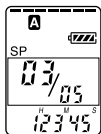
You can select the display mode for the stop, recording and playback modes. (If the unit is left unoperated for more than 3 seconds in the stop mode, the display will show the current time, regardless of the display mode setting.)

Each time you press DISPLAY, the display mode will change as shown below:



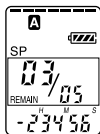
## Counter:

Elapsed playback/  
recording  
time in one  
message



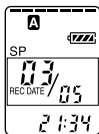
## Remaining recording time:

The remaining recording  
time is displayed  
during recording or in  
stop mode.  
During playback, the  
remaining time of the  
message is displayed.



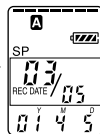
## Recorded time:

The date and  
time the current  
message was  
recorded.  
(If the clock has  
not been set,  
"- :- -" will be  
displayed.)



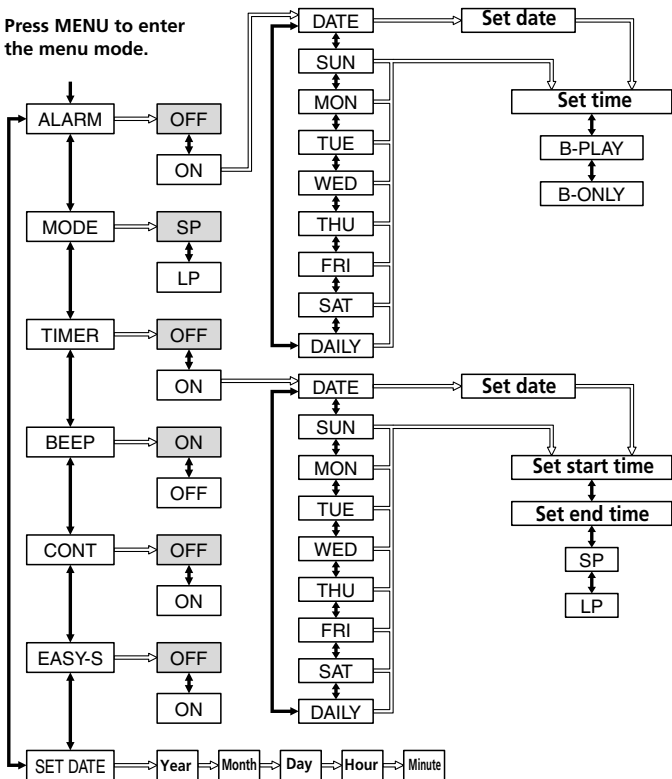
## Recorded date:


The date the current  
message was recorded.  
(If the clock has not  
been set,  
"- -Y- -M- -D" will be  
displayed.)




# Menu map

Press MENU to enter the menu mode.



 : Initial setting

 : Press **▶■**PLAY/STOP to go to the next step.

 : Press **◀◀** or **▶▶** to select.

# Changing the Settings

Follow the menu map on page 40.

- ① Press **MENU** to enter the menu mode.
- ② Press **◀◀** or **▶▶** to select the item and press **▶■** **PLAY/STOP**.
- ③ Press **◀◀** or **▶▶** to select the mode and press **▶■** **PLAY/STOP** to fix the setting.

## ● Alarm setting (ALARM)

See page 35.

## ● Timer recording (TIMER)

See page 32.

## ● Recording mode (MODE)

SP: You can record for up to 127 minutes with better sound.

LP: You can record for up to 339 minutes.

## ● Beep sound (BEEP)

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.

## ● Continuous Play (CONT)

CONT ON: You can play back all messages in a folder continuously.

CONT OFF: Playback stops at the end of each message.

## ● Easy search (EASY-S)

EASY-S ON: You can go back for approx. 3 seconds with a press of the **◀◀** button, or advance for approx. 10 seconds with a press of the **▶▶** button.

EASY-S OFF: You can go back to the beginning of the current message with a press of the **◀◀** button, or advance to the beginning of the next message with a press of the **▶▶** button.

## ● Clock setting (SET DATE)

See page 10.

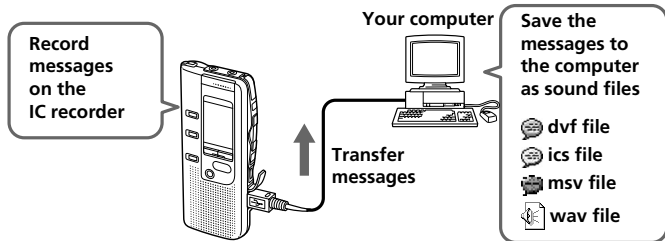
# What you can do with the “Digital Voice Editor” Software

The Digital Voice Editor Software enables you to do the following:

- **Transferring the messages recorded on the IC recorder to your computer (page 51)**

You can transfer the messages to your computer and save them onto your computer’s hard disk (page 51).

When saving the messages on your computer, you can select from four file types: “ICS file”, “MSV file”, “DVF file” and “WAV file” (page 53).



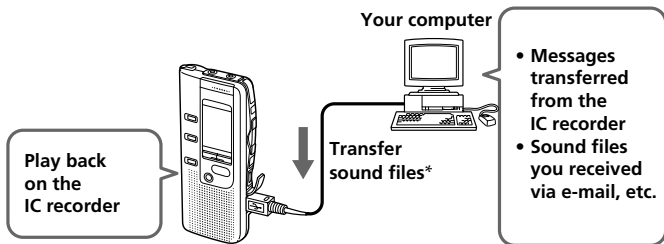
- **Playing back the messages on the computer**

The messages in the IC recorder or your computer’s hard disk can be played back through your computer’s speakers. In addition to normal playback, you can enjoy various ways of playback, such as Repeat Play and A-B Repeat Play.

- **Adding sound files saved in the computer to your IC recorder and playing them back on the IC recorder (page 54)**

You can add the messages saved to the computer or sound files (DVF, MSV, ICS or WAV file) you received via e-mail to the IC recorder. You can add them one by one or all files in a folder at one time.

The messages transferred from the computer can be played back on the IC recorder.



\*The sound files you can add to the IC recorder are DVF/ICS files recorded with a Sony IC Recorder, PCM 16/11/8kHz sampling, 8/16 bit monaural WAV files, and MSV files only.

### •Editing the messages recorded in the IC recorder or saved to the computer on the computer screen

You can enjoy various editing functions; you can rename messages and their user names, divide/combine messages by adding/deleting an index, sort the messages, and add or delete priority marks and bookmarks. For the messages in the IC recorder, you can change the order of the messages. For the messages saved to the computer, you can convert the file saving formats.

### •Other functions

#### – Sending voice e-mails using Digital Voice Mail software

You can send a voice e-mail attaching the selected message(s) from the Digital Voice Editor window. With the original address book, you can register the addresses of the recipients and send the e-mail quickly and easily. (To send voice e-mails, you need to register with an Internet provider.)

#### Note

You may not be able to send or receive e-mails larger than certain file size. Before sending voice e-mails, please check with your Internet provider.

#### – Changing the settings of the IC recorder on the computer screen

On your computer screen, you can change the IC recorder's user names, timer recording or alarm setting and other operation modes.


For details on each operation, refer to the online Help files.

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# Using Online Help Files of the Software

For details on how to use the “Digital Voice Editor” software, refer to the online Help files.

There are three ways to open online Help file:

- Click [Start], [Programs], [Sony Digital Voice Editor], and then [Help].
- After starting up the software, select [Help Topics] in the [Help] menu.
- After starting up the software, click  (Help topics) in the Toolbar.

## To search from the table of contents in the Help files

- Double-click  to display the titles of the contents.
- Double-click  to display the explanations.


## To search with a key word

Click [Key word] in the search dialog box in the Help topics. The list of key words is displayed.

Input the key word or scroll the list of key words.

To display the explanations of the key word, select the key word from the list and click [Find].

## Notes

- From the [Help] menu, or  in the Toolbar, you can open English Help files only.
- Help files in your language may not be supplied with this software.

## Tip

For the latest information, refer to the “readme.txt” file. To open the file, click [Start], [Programs], [Sony Digital Voice Editor], and then [ReadMe].

# System Requirements

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

- IBM PC/AT or compatible (You cannot use this software with Macintosh.)
  - CPU: 200MHz Pentium® processor or higher
  - RAM: 64MB or more
  - Hard disk space: 20MB or more depending on the size and number of sound files you store.
  - CD-ROM drive
  - USB port
  - Sound board: Sound Blaster 16 compatible
- OS: Microsoft Windows® XP Professional, Windows® XP Home Edition, Windows® 2000 Professional, Windows® Millennium Edition, Windows® 98 or Windows® 98 Second Edition (Manufacturer installation only)

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# Installing the “Digital Voice Editor” Software

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## Installing the software

Install the “Digital Voice Editor” Software in your computer’s hard disk, etc.

### Note

Do not connect the IC recorder to the computer before installing the Software (page 48).

## 1 Turn on your computer and start up Windows.

### Notes

- Be sure to close all running programs before installing the software.
- When you use the Windows 2000 Professional system, log on the system as “Administrator” before installing the software.
- When you use Windows XP Professional or Windows XP Home Edition, log on the system as a “Computer administrator” account-type user before installing the software. If you want to check the current account type, open the [User Accounts] control panel and then check the account type information displayed below the user name.

## 2 Insert the supplied CD-ROM in the CD-ROM drive.

The installer automatically starts up and the following display appears.

If the installer does not start up, double-click [DVE setup. exe.] in the [English] folder.

## 3 Follow the displayed instructions.

When you use Windows XP Professional or Windows XP Home Edition, a “Software Installation” dialog box may appear during installation. In this case, click [Continue Anyway].

When the [Restart] dialog box appears, click [OK] to restart the computer.

Now the installation is completed.

## About the Digital Voice Player

When the Digital Voice Editor is installed, the Digital Voice Player software is installed at the same time.

Digital Voice Player enables you to play back the sound files saved to the computer in DVF, ICS, MSV or WAV file format.

You can still play back the messages and change the file format without starting up the Digital Voice Player.

If you transfer the messages in the IC recorder to the computer using the Digital Voice Editor and wish to attach the sound files to your e-mail, you can also attach the Digital Voice Player setup program, so that the receiver of the e-mail can install the Digital Voice Player in his(her) computer and easily play back the attached sound file.

### To attach the Digital Voice Player setup program

#### •When using the supplied Digital Voice Mail

Click the check box in the [Attach Digital Voice Player] on the Digital Voice Mail window.

#### •When using other e-mail software

Attach [DVP setup exe.] in the folder that the Digital Voice Editor has been installed. You can also open [English], [Digital Voice Player] in sequence to attach [DVP setup exe.] in that folder.

---

## Uninstalling the software

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

### 1 Click [Start] and select [Programs], [Sony Digital Voice Editor] 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.

#### ☞ Tip

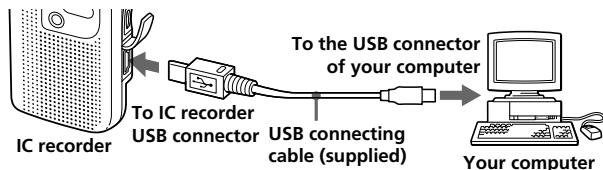
You can also start up the uninstaller by clicking [Start] and then selecting [Settings], [Control Panel], and [Add/Remove Programs].

# Connecting the IC Recorder to Your Computer

Connect the IC recorder to the USB connector of your computer using the supplied USB connecting cable.

## Note

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].



USB connecting cable can be connected or disconnected when the IC recorder and the computer are turned on or off. The IC recorder is recognized by the computer as soon as the cable is connected, enabling you to proceed with the operation.

## Notes

- 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.
- Check the remaining battery power of the IC recorder (more than one segment of the battery indicator should be on) before connecting the IC recorder to the computer. If the batteries are exhausted, communication between the IC recorder and the computer may not succeed.
- We recommend you disconnect the cable from the computer when you do not use the Digital Voice Editor.
- When you use Windows XP Professional or Windows XP Home Edition, and you first connect the IC recorder to your computer, the “Found New Hardware Wizard” appears. Click [Install the software automatically] and then click [Next]. If “Hardware Installation” appears during installation, click [Continue Anyway].

# Starting Up the Digital Voice Editor Software

- 1 Start up Windows.**
- 2 Click [Start], and select [Programs], [Sony Digital Voice Editor] and then [Digital Voice Editor].**

The Digital Voice Editor Software starts up and the main window (page 50) appears.

The data in the IC recorder is loaded to the computer and the message folders and message files are displayed in the IC RECORDER message window. When the IC recorder is disconnected, no folders or messages are displayed in the IC RECORDER message window.

Connect the IC recorder and proceed to the next step.

- 3 If nothing is displayed in the IC RECORDER message window , click the [Connect] button on the lower left side of the window (page 50).**

The messages in the IC recorder are loaded to the computer and displayed on the IC RECORDER message window.

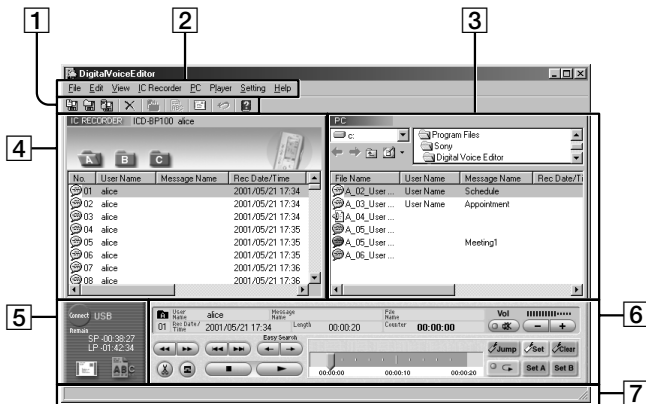
## Notes

- If no messages are loaded and an error message is displayed after you click [Connect], the IC recorder is not securely connected. Check the connection.
- The number of folders in the IC recorder message window differs depending on the type of IC recorder you are connecting.

## To quit the Software

Click the [X] button on the upper right side of the window or Select [Quit] from the [File] menu.

# Names and Functions of the Main Window



## 1 Toolbar

The toolbar contains the buttons for frequently used menu command tasks, providing a quick way to accomplish the tasks. See the online Help files.

## 2 Menu commands

Enable you to execute various commands. See the online Help files.

## 3 "PC" message window

The list of messages stored in your computer's hard disk is displayed.

## 4 "IC RECORDER" message window

The list of messages in the IC recorder is displayed.

## 5 [Connect] , [Mail], [Voice Recognition] buttons

See the online Help files for details.

## 6 Player window

Contains the buttons or sliders to control the playback operations of a message. The information of the message being played back is displayed. See the online Help files for details.

## 7 Status bar

Displays the current status of the software operation.

---

# Saving Messages to the Computer

You can save the messages as sound files on your computer's hard disk. There are two ways of saving messages:

- Saving by specifying the file type and file name
- Saving as DVF files by a drag-and-drop operation

This manual explains the latter. To save by specifying the file name and file type, refer to the online Help files.

## Notes

- The following characters cannot be used in a file name: \ / : \* ? " < > |
- When a message with the same file name exists, the dialog box appears to ask you if you wish to replace the existing file. If you wish to replace the file, click [Yes]. If you wish to change the file name, click [No].
- When a message is saved to the computer, its alarm setting will be cancelled.

---

## Saving messages one by one

- 1 Click to select the message you wish to save from the "IC RECORDER" message window.**

To select multiple messages, press and hold down the Shift key as you click the first and last messages in a consecutive group or the Ctrl key as you click each message separately.

- 2 Drag the message and drop it in the "PC" message window.**  
The message is saved as a DVF file. The file name is labelled automatically.

---

## Saving the entire messages in a folder at one time

You can save the entire messages in a message folder (A, B, C, D or E) at one time as one folder.

- 1 Click to select the message folder you wish to save from the "IC RECORDER" message window.**

- 2 Drag the message folder and drop it in the "PC" message window.**

The messages in the message folder are saved as DVF files. The file names are labelled automatically.

Continued

## Saving Messages to the Computer (continued)

### Saving all message folders at one time

**1** Click the “IC RECORDER” message window.

**2** Click  (Save All) on the toolbar.

The dialog box appears to request you to specify the destination to which the folders are to be saved.

**3** Specify the destination to which the folders are to be saved in the [Save in ] box and the file type to save the contained message files in the [Save as type] box.

The folder and file names within the saved folders are automatically named as “IC recorder model name\_current year\_month\_day”, e.g. ICD-BP150\_2002\_07\_04. To add the messages as they are onto the IC recorder later on, save messages as DVF files.

**4** Click [Save].

All the message folders and their component message files are saved in the specified file type by the specified folder name. The files inside the folders are automatically named according to the property setting.

## About file types

You can handle the following file types on the "Digital Voice Editor".

### **DVF file (Digital Voice File/file extension: \*.dvf/icon: )**

The DVF file is a sound file format used in recording messages on the Sony IC recorder equipped with an USB port. The sound data is compressed so that the size of the data is relatively small. You can edit and play back the DVF files on the Digital Voice Editor, add them to the IC recorder and play them back on the IC recorder.

### **MSV file (Memory Stick Voice file/file extension: \*.msv/icon: )**

The MSV file is a sound file format used in recording messages on the Memory Stick IC recorder. The sound data is compressed so that the size of the data is relatively small. You can edit and play back the MSV files on the Sony Memory Stick Voice Editor, write them on the Memory Stick to be restored and played back on the Memory Stick IC recorder.

### **ICS file (Sony IC recorder Sound file/file extension: \*.ics/icon: )**

The ICS file is Sony's original sound file format used in recording messages on the IC recorder ICD-R100. The sound data is compressed so that the size of the data is relatively small. The ICS files can be played back on the "Sony ICD-PCLINK" software. By restoring the ICS files back to the IC recorder, you can also play back the files on the IC recorder ICD-R100.

### **WAV file (WAV FILE [8kHz/11kHz/16kHz, 8 bit/16 bit monaural]**

#### **[44.1kHz, 16 bit stereo] file/file extension: \*.wav/icon: )**

The WAV file is a PCM 8kHz/11kHz/16kHz, 8 bit/16 bit monaural and 44.1kHz, 16 bit stereo sound file used in recorded sound in standard Windows application software. You can play back a WAV file on Windows software such as the "Sound Recorder" or "Media Player" supplied with Windows. To use the application compatible with a 16 bit WAV file, save the message as a WAV (16 bit) file.

### **Note**

When you make audio files for an audio CD, use "44.1kHz, 16 bit stereo" sound format.

---

# Adding Messages to the IC Recorder

You can add the selected message(s) in your computer's hard disk to the IC recorder. You can add the message(s) one by one or all messages in a folder at one time.

The added messages can be played back on the IC recorder.

There are two ways of adding messages:

- Adding the message(s) at the end of the specified folder
- Adding the message(s) to a desired position in a message folder by a drag-and-drop operation

This manual explains the latter. To add the message(s) at the end of the specified folder, refer to the online Help files.

## Note

When a message is added to the IC recorder, its alarm setting will be cancelled.

---

## Adding messages one by one

### 1 Click to select the message you wish to add in the "PC" message window.

To select multiple messages, press and hold down the Shift key as you click the first and last messages in a consecutive group or the Ctrl key as you click each message separately. You can select files of different file type together.

### 2 Drag the message and drop it at the desired position in the "IC RECORDER" message window.

The message is inserted before the selected message.

If you drop the message at the last message, a dialog box will request you to specify the position. Select either "before " or "after" the message and click [OK].

## Tip

If you drop the message on one of the message folder icons, the message will be added after the existing messages in the selected folder.

## Adding all messages in a folder at one time

You can add all the messages in a message folder (A, B, C, D or E) at one time.

- 1 Click to select the message folder you wish to add in the "PC" message window.**
- 2 Drag the message folder and drop it in the "IC RECORDER" message window.**

The messages in the folder are inserted before the selected message. If you drop the message at the last message in the list, a dialog box will request you to specify the position. Select either "before " or "after" the message and click [OK].

### **Tip**

If you drop the message folder on one of the message folder icons, the messages in the folder will be added after the existing messages in the selected folder.

### **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.

Keep personal credit cards using magnetic coding or spring-wound watches, etc., away from the unit to prevent possible damage from the magnet used in the speaker.

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 or to a computer, etc.

# 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.	<ul style="list-style-type: none"><li>•The batteries have been inserted with incorrect polarity.</li><li>•The batteries are weak.</li><li>•The buttons are locked with the HOLD switch. (If you press any button, "HOLD" will flash three times.)</li></ul>
No sound comes from the speaker.	<ul style="list-style-type: none"><li>•The earphone or headphones are plugged in.</li><li>•The volume is turned down completely.</li></ul>
"FULL" is displayed and you cannot start recording.	<ul style="list-style-type: none"><li>•The memory is full. Erase some of the messages. See page 20.</li><li>•99 messages have been recorded in the selected file. Select another file or erase some of the messages. See page 20.</li></ul>
You cannot overwrite.	<ul style="list-style-type: none"><li>•The remaining memory is too short. The overwritten part will be deleted after the overwriting part finishes recording. Therefore, you can only overwrite within the remaining recording time.</li></ul>
Noise is heard.	<ul style="list-style-type: none"><li>•An object, such as your finger, etc., accidentally rubbed or scratched the unit during recording so that noise was recorded.</li><li>•The unit was placed near an AC power source, a fluorescent lamp or a mobile phone during recording or playback.</li><li>•Plug of the connected microphone was dirty when recording. Clean the plug.</li><li>•Earphone/headphones plug is dirty. Clean the plug.</li></ul>

Continued

## Troubleshooting (continued)

Symptom	Remedy
Recording level is low.	•The MIC SENS selector is set to "L". Set it to "H" (see page 14).
Recording is interrupted.	•The advanced VOR function (page 15) is activated. Set the VOR selector to OFF.
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.
Playback speed is too fast or too slow.	•Set the PLAY SPEED selector to "NORMAL." See page 18.
"--:--" is displayed.	•You have not set the clock (see page 10).
"--Y--M--D" or "--:--" is displayed on the REC DATE display.	•The date of recording will not be displayed if you recorded the message when the clock was not set.
"PRE SET" is displayed and you cannot set the alarm or timer.	•You cannot set the alarm or time at a date and time previously set on another message.
The back light of the display window does not illuminate.	•The effect of the back light of the display window may be reduced in a bright location.
The battery life is short.	•The battery life may shorten depending on the operation of the unit.
The unit does not operate correctly.	•Take out the batteries and insert them again.

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

## “Digital Voice Editor” Software

Symptom	Remedy
“Digital Voice Editor” software cannot be installed.	•The memory space on the computer is too small. Allocate a larger memory space.
Messages recorded using the IC recorder cannot be transferred to the computer.	<ul style="list-style-type: none"><li>•Check that the installation of the software or the connection has been successful.</li><li>•Connect the USB connecting cable directly to your computer when you use the external USB hub device.</li><li>•Connect the plug of the USB connecting cable for the IC recorder slowly.</li><li>•Connect the USB cable to another USB connector port if your computer has more than one USB connector.</li><li>•Refer to the “Error messages” in the online Help files.</li></ul>
Messages or ICS/WAV files cannot be played back.	<ul style="list-style-type: none"><li>•No sound board is installed (page 45).</li><li>•No speaker is built-in or connected to the computer.</li><li>•The computer has been muted.</li></ul>
Playback sound volume is too low.	<ul style="list-style-type: none"><li>•Turn up the volume on the computer. (Refer to the instruction manual of the computer.)</li><li>•The volume of WAV files can be changed and saved using the “Increase Volume” feature of the Microsoft Sound Recorder.</li></ul>
The software ‘hangs’ when “Digital Voice Editor” software starts up.	•There may be conflict between the software and other driver or application.

**Continued**

## Troubleshooting (continued)

### Error messages

#### IC Recorder

Error message	Cause/Remedy
"PRE SET"	<ul style="list-style-type: none"><li>You set the alarm to play back a message or set the timer to start recording at a date and time previously set on another message. Change the alarm or timer recording setting.</li></ul>
"BACK-D"	<ul style="list-style-type: none"><li>You set the alarm or time recording when the time is already past. Check it and set the appropriate date and time.</li></ul>
"NO ERASE"	<ul style="list-style-type: none"><li>You cannot erase an index to combine messages of different modes.</li></ul>
"NO DATA"	<ul style="list-style-type: none"><li>The selected folder does not have any messages. You cannot set the alarm, etc. because of this.</li></ul>
"SET DATE"	<ul style="list-style-type: none"><li>If you do not set date and time, you cannot make alarm or time recording setting. To set date and time, see page 10.</li></ul>
"ID FULL"	<ul style="list-style-type: none"><li>When there are already 99 messages in the selected folder or the remaining memory of the IC recorder is short, you cannot add an index. Erase some messages before adding an index.</li></ul>
"FULL"	<ul style="list-style-type: none"><li>The remaining memory of the IC recorder is too short. Erase some messages before recording.</li></ul>
"ACCESS"	<ul style="list-style-type: none"><li>You inserted the batteries or disconnected the USB cable. Wait until the message disappears before starting operation.</li></ul>

For the error messages of the "Digital Voice Editor", please refer to the online Help files.

## System limitations

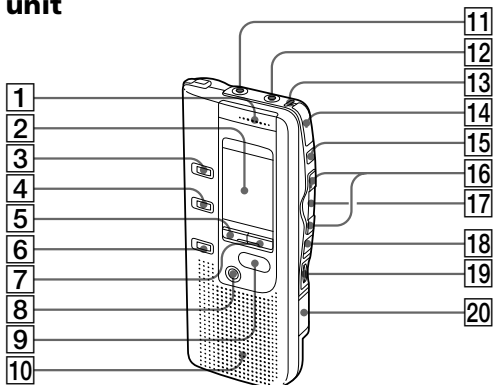
There are some system limitations of the IC recorder. Troubles as mentioned below are not malfunctions of the unit.

Symptom	Cause/Remedy
You cannot record messages up to the maximum recording time.	<ul style="list-style-type: none"><li>• If you record messages in a mixture of SP and LP modes, the recordable time varies from the maximum SP mode recording time to the maximum LP recording time.</li><li>• If there are a number of messages shorter than the minimum recording unit (Approx. 16 seconds in SP mode and approx. 42 seconds in LP mode), they are still counted as 16 seconds or 42 seconds, so the remaining recording time may decrease by more than the actual length of the messages.</li><li>• Even when each message is longer than 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.</li><li>• 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 (page 14).</li></ul>
You cannot add an index.	<ul style="list-style-type: none"><li>• You cannot add an index in a folder which has 99 messages.</li><li>• If you add or erase indexes frequently, the unit may become unable to add indexes.</li></ul>
You cannot erase the indexes.	<ul style="list-style-type: none"><li>• You cannot erase an index to combine different recording mode (SP/LP) messages.</li><li>• If you add or erase indexes frequently, the unit may become unable to erase indexes.</li></ul>

# Index to Parts and Controls

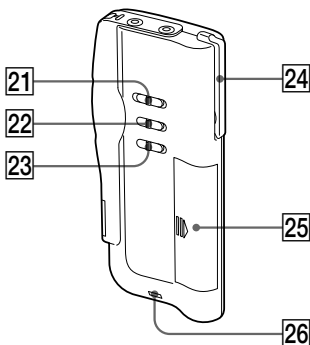
Refer to the pages indicated in parentheses for details.

## Main unit



- |  |   |
|--|---|
| <b>1</b> MIC (built-in microphone) (12)      | <b>14</b> ●REC (record) /STOP button (13, 24)   |
| <b>2</b> Display window (64)                 | <b>15</b> ■■ PAUSE button (13, 17)  |
| <b>3</b> FOLDER button (12, 16)              | <b>16</b> ◀◀REVIEW/▶▶CUE (fast backward, review/fast forward, cue●selection of menu mode) button (10, 16, 18, 19, 22, 26, 30, 32, 35, 40, 41) |
| <b>4</b> INDEX/BOOKMARK button (22, 26)      | <b>17</b> ▶■PLAY/STOP ●EXECUTE (play/stop●enter) button (10, 17, 18, 29, 30, 32, 35, 40, 41)  |
| <b>5</b> DISPLAY button (39)                 | <b>18</b> HOLD switch (38)  |
| <b>6</b> A-B REPEAT/PRIORITY button (23, 30) | <b>19</b> VOL (volume) control (17)   |
| <b>7</b> MENU button (10, 32, 35, 40, 41)    | <b>20</b> USB connector for connecting to a computer (48)   |
| <b>8</b> ERASE button (20)                   |   |
| <b>9</b> ■STOP button (13, 17)               |   |
| <b>10</b> Speaker                            |   |
| <b>11</b> MIC (PLUG IN POWER) jack (15)      |   |
| <b>12</b> EAR (earphone) jack (14, 17)       |   |
| <b>13</b> OPR (operation) indicator (12, 17) |   |

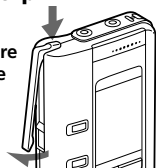
## Rear



- 21** PLAY SPEED selector (18)
- 22** MIC SENS (microphone sensitivity) selector (14)
- 23** VOR selector (15)
- 24** Clip\*
- 25** Battery compartment (8)
- 26** Hook for handstrap (not supplied)

**\*Using the clip**

Press here  
to lift the  
clip.

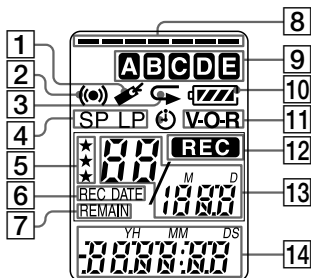
**Notes**

- To prevent the clip from breaking, avoid hooking it on thick fabric, such as a pocket of a heavy coat.
- When bending down or running with the unit clipped on your pocket, be careful not to drop the unit.

**Continued**

## Index to Parts and Controls (continued)

### Display window



- 1 Bookmark indicator (22)
- 2 Alarm indicator (36)
- 3 Repeat play indicator (18, 23)
- 4 Recording mode indication (41)
- 5 Priority marks (30)
- 6 REC DATE (recorded date) indication (39)
- 7 REMAIN indicator (39)
- 8 Remaining memory indicator (12)
- 9 Folder indication (12, 16)
- 10 Remaining battery indicator (9)
- 11 VOR (voice operated recording) indicator (15)
- 12 REC (recording) indicator (12)
- 13 Selected message number (12, 16)/Mode indication of the menu (ON, OFF, etc.) (10, 21, 27, 32, 35, 40)
- 14 Counter /Remaining time indication /Recording date and time indication / Current time indication (15:30, etc.) (39)/Menu indication /Messages (ERASE, HOLD, etc.)

#### Note

The effect of the back light of the display window may be reduced in a bright location.

# Specifications

Recording media	Built-in flash memory, Monaural recording
Recording time	SP: 127 minutes, LP: 339 minutes
Frequency response	SP: 250 Hz - 7,300 Hz LP: 300 Hz - 3,500 Hz
Speaker	approx. 3.2 cm (1 <sup>5</sup> / <sub>16</sub> in.) dia.
Power output	300 mW
Input/Output	<ul style="list-style-type: none"><li>• Earphone jack (minijack) for 16 - 300 ohms earphone/headphones</li><li>• Microphone jack (minijack, monaural) Plug in power Minimum input level 0.6 mV 3 kilohms or lower impedance microphone</li><li>• USB connector</li></ul>
Playback speed control	FAST +30%, SLOW -15%
Power requirements	Two LR03 (size AAA) alkaline batteries: 3 V DC
Dimensions (w/h/d) (not incl. projecting parts and controls)	44.5 × 105.3 × 14.0 mm (1 <sup>13</sup> / <sub>16</sub> × 4 <sup>1</sup> / <sub>4</sub> × <sup>9</sup> / <sub>16</sub> in.)
Mass (incl. batteries)	79 g (2.79 oz)
Supplied accessories	Earphone × 1 Carrying case × 1 LR03 (size AAA) alkaline battery × 2 (U.S.A. model only) USB Connecting cable × 1 "Digital Voice Editor" (CD-ROM) × 1 Registration card × 1 (U.S.A. and Canadian models only)
Optional accessories	Electret Condenser Microphone ECM-Z60, ECM-T115, ECM-DM5P Earphone MDR-ED228LP, MDR-E818LP Connecting cord RK-G64

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

Design and specifications are subject to change without notice.

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