

1416- USB Audio Recorder Voice Activated

How to Charge the Battery:

1. Connect the audio recorder to a PC or USB power supply with the provided AUX to USB cable
2. Takes 1.5 hours to fully charge
3. Solid light = Charging
4. A flashing light = Fully Charged

NOTE: A solid light will be present when device is connected to a PC

How to Record an audio file:

1. On top of the device is a toggle wheel with a divot
2. Underneath the Divot on the side with USB & MQ U300 are two hard to see symbols (-) & (..)
3. The Divot can be turned towards either of these symbols
4. If the Divot is in the middle position the the device is **OFF**
5. If the Divot is turned towards the (-) symbol the device is in **Continuous recording mode**
6. If the Divot is turned towards the (..) symbol the device is in **Voice Activated recording mode**
7. When finished recording slide Divot to the middle position to end the recording and turn off the device
8. Wait 5 seconds before making another recording

NOTE: If the device runs out of power during the recording, it will finalize and save the file before the battery dies

Also NOTE: The device can record while plugged in for consistent power. In order to do this Activate the device in either recording mode and then connect the device to a USB power port.

How to Playback files on a PC:

- Connect the device to the USB port of the computer
- When connected the PC will recognize the device as a removable disk
- Open the **VOICE** folder
- Click the file you wish to play

How to Playback files on a MAC:

- Connect the device to the USB port of the computer
- When connected the MAC will recognize the device as a **removable disk**
- Open the **VOICE** folder
- Click the file you wish to play

How to Playback files on an Android Smartphone or Tablet:

1. In order to play back it is required to use a **OTG Cable**.
2. Connect the **OTG Cable** to the USB Audio Recorder using the Micro USB port
3. Connect the Female USB portion of the OTG cable to your smartphone's USB Charge Cable, and then plug the Micro USB end of your charge cable into your phone
4. Go to your **Device Storage** and look for the **External Memory**. Inside will be all your audio files that you can click on in order to review what was captured.

NOTE: The device does not include a OTG Cable, you can purchase one from most electronic stores



USB RECORDER VOICE ACTIVATED QUICK START GUIDE

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How to Playback files on a Google Chrome Book:

1. Connect the device to the USB port of the computer
2. A pop up menu may occur, if so select **“View Files”**
3. If a pop up does not occur, select the **O** icon (called the app launcher) “similar to a windows icon button” located in the bottom left corner of the screen
4. Underneath the Google Drive are My Drive, Downloads, New Services, and something else that may be named **“REMOVABLE DRIVE”**
5. Select the Removable Drive. If unsure of this step. Disconnect the device from the Chrome Book and see what is no longer available under the Google Drive from Step 4
6. After selecting the Removable drive you can now navigate the folders in the main folder to find the recorded files.
7. Double Click to play

How to Delete the files on a PC:

1. Open the **VOICE** folder
2. Right Click on the file you wish to delete and select Delete in the pop up menu

How to Delete the files on a MAC:

1. Open the **VOICE** folder
2. Click and DRAG the file you wish to delete to the Trash Bin
3. Empty the Trash Bin to permanently delete the file from the device.

Note: If the above step is not completed the files will not be fully deleted from the device and you will have a phantom folder that will contain the deleted files that can only be seen by a Windows Computer

Specifications:

- MAX Memory capacity: 4GB
- Recording format: .MP3
- Recording capacity: @144 hours
- Battery power consumption: @15hours (continuous) or @25 days (standby)

VLC Media Player (recommended for optimal usage)



How to **download** and use **VLC media (Windows)**

1. www.videolan.org
2. Click "download VLC"
3. If it does not automatically begin downloading, press the Click here and select one of the mirrored sites
4. Once downloading has completed select Run and install
5. Once finished a VLC icon will now be available on your PC
6. To default open a file in VLC media player, right click on the file you wish to open and select "open with" and choose VLC
7. To change all files to default open with VLC media player: Right click and choose properties then click on the "Change" button next to "open with" and change it to VLC and press OK. Now the files will default open with VLC



How to **download VLC media (Mac)**

1. www.videolan.org
2. Click "download VLC"
3. It will open a new window and begin downloading
4. If it does not automatically begin downloading, press the Click here and select one of the mirrored sites
5. Once completed a new file named VLC will be visible on the desktop
6. Open the folder and in the folder move the VLC to the applications folder by drag and drop
7. Once in the application folder the VLC player will complete the installation
8. Open VLC media player in the Applications folder and simply drag your video files to the "drag here" dialog box to open and play
9. If the VLC player is not installing a change to the Security and privacy settings is needed
10. Access your Security & Privacy by clicking on the Apple Icon on the task bar and selecting "system preferences"
11. Select "security and privacy"
12. Make sure the Lock icon on the bottom of the screen is open and set to Make Changes
13. Select the button "Open Anyways"
14. VLC will now fully install

NOTE: If a folder does not automatically open when connected to PC, disconnect the device and preform the following



1. Open Control Panel by typing "control panel" in the Search bar
2. Select Program
3. Under Default Programs, Click "Change default settings for media or devices"
4. Under Removable Devices, select "Open folder to view files"
5. Save
6. Reconnect the device to the PC