

## How to use the Marantz Professional Recorder

1. Plug it in
  - a. Can be battery operated but would be safest to plug it in. The power cord is a two part cord stored in the narrow front right pocket.
  - b. "DC in" is on the left side, near the top of the recorder
2. Verify that there is an SD card in the SD card slot (on the left side of recorder)
3. Power on by sliding Power switch (right side) forward for a second (it will spring back) and the Rec Setup screen will come up

### If Using Headsets (STRONGLY PREFERRED):

4. If the Rec Setup screen shows (Mics) then you are set up
5. If it says something else in parenthesis then
  - a. push the menu button
  - b. select 1 Presets (use the enter button in the middle of the large round controller)
  - c. use the up and down arrows of the large round controller to select Mics and then push enter
  - d. Select by highlighting "select" and pushing enter
6. Connect headsets
  - a. Use the headphone jack splitter to connect both headsets to the Phones port on the bottom of the recorder (lives in middle round slot in top of bag)
  - b. Plug both microphone plugs from headsets into the top microphone jacks on the recorder (one headset live in the front pocket, one in large top compartment)
  - c. Make sure "Rec Level" on the bottom of the recorder is set at 5 so that both headsets are captured equally.
  - d. Make sure Mic power is on (top left side of recorder, switch should be on Mic/On)



## **If NOT Using Headsets:**

4. If the Rec Setup screen shows (Internal) then you are set up
5. If it says something else in parenthesis then
  - a. push the menu button
  - b. select 1 Presets (use the enter button in the middle of the large round controller)
  - c. use the up and down arrows of the large round controller to select Internal and then push enter
  - d. Select by highlighting “select” and pushing enter
6. The internal microphones of the recorder are on the top so set the recorder so that both speakers can be easily recorded

## **TEST**

7. Press record (REC) and have your speakers speak
8. Stop recording (press STOP)
9. Press Play/enter (center button of the round controller) and verify that you can hear both voices clearly. (You will need to unplug the headphones from the Phones jack to hear it externally...be sure to plug them back in when you are ready to record)

## **RECORD**

10. Press record (REC)
11. If you need to pause for a break, announce it and press REC Pause. Restart by pressing REC again.
12. When complete, press STOP

## **PACKING IT BACK UP**

- Treat the wires gently when packing it back up
- To unplug the headsets' microphone jacks, press the metal tabs that say “push” before pulling the headset plug out.
- Unplug each component and wrap it loosely and return to the pocket/section it came from
- Be sure to power off the recorder
- Wrap the strap around the device loosely and slide it into the smaller rectangular compartment on top.