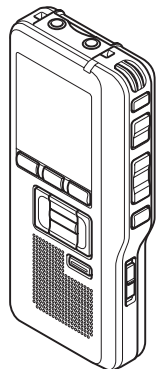


OLYMPUS®

DIGITAL VOICE RECORDER

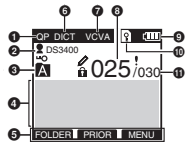
DS-3400

Quick Start Guide



Getting Started

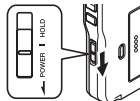
Display Status Indicators



- | | |
|--|--|
| 1 Record mode indicator | 8 Current file number |
| 2 Author ID indicator | 9 Battery indicator |
| 3 Current folder | 10 Card Lock indicator |
| 4 Character information display | 11 Total number of files in the folder |
| 5 Button guide display | ⚡ Pending indicator |
| 6 Microphone sensitivity indicator | 🔒 Encryption indicator |
| 7 VCVA (Variable Control Voice Actuator) indicator | 🔔 Priority indicator |
| | 🔒 Erase Lock indicator |

Turning On the Power

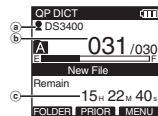
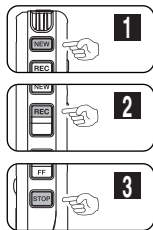
While the recorder's power is off, slide the **POWER/HOLD** switch in the direction indicated by the arrow.



Power Save Mode (Power Save Mode)


When the recorder is ON but not in use for 10 minutes, by default, it will switch to power save mode automatically. To reactivate the recorder again, operate any button.

Recording



- a Selected Author ID
- b New file number
- c Remaining recording time

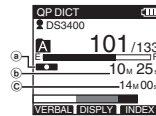
1 Press the **NEW** button to create a new file.

2 Press the **REC** button to start recording. The record indicator light glows orange and  (Record indicator) appears on the display. Aim the microphone at the sound source.

When you press the F2 (DISPLY) button during recording, you can change the LCD screen displays.

3 Press the **STOP** button to stop recording. If you want to append additional recordings to the same file, press the REC button again.


Overwrite Recording



- a Record indicator
- b Recording elapsed time
- c Total recording time of the selected file

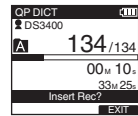
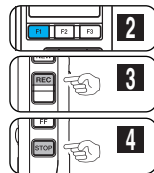
You can overwrite a previously recorded file from any point within the file. Note that the overwritten recordings will be erased.

1 Select and play the file you want to overwrite. Stop playback at the starting point of overwrite.

2 Press the **REC** button to start overwriting. The record indicator light glows orange and  (Record indicator) appears on the display.

3 Press the **STOP** button to stop overwriting.


Insert Recording



Additional recording can be inserted into previously recorded file.

1 Select and play the file you want to insert an additional recording into.

2 While playing the file, press the **F1 (INSERT)** button to insert an additional recording. [Insert Rec?] appears on the display.

3 Press the **REC** button to start inserting an additional recording. The record indicator light glows orange and  (Record indicator) appears on the display. [Insert Rec] and the remaining recording time will alternate on the display.

4 Press the **STOP** button to stop inserting the additional recording.

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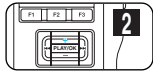
Tel. 01923-83-1000

<http://www.olympus.co.uk>

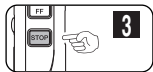
Playing



1 Select the file, then press the **PLAY/OK** button to start playback.



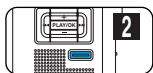
2 Press the **+** or **-** button to adjust the volume.



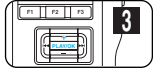
3 Press the **STOP** button at any point you want to stop the playback.

Playback functions	Operation
Fast Forward (FF)	Press the ▶▶ or FF button once while stopped.
Rewind (REW)	Press the ◀◀ or REW button once while stopped.
Cue (Cue)	Press and hold the ▶▶ or FF button while stopped or playing a file.
Review (Rev)	Press and hold the ◀◀ or REW button while stopped or playing a file.
Playback Speed	Press the F2(SPEED) button during playback. Every time the F2(SPEED) button is pressed, the playback speed will switch. Play(playback): Normal speed. Slow Play (slow playback): -50% Fast Play (fast playback): +50%

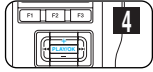
Erasing a File



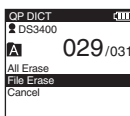
2



3



4



- 1 Select the file you want to erase.
- 2 Press the **ERASE** button.
- 3 Press the **+** button to select [File Erase], then press the **PLAY/OK** button.
- 4 Press the **+** button to select [Start], then press the **PLAY/OK** button. The display changes to [File Erase !] and erasing will start.

[Erase Done] is displayed when the file is erased. File numbers will be reassigned automatically.

Menu List

Menu Setting (while the recorder is stopped, press the **F3(MENU)** button)

Menu	Function	Setting
File Menu	Priority	Cancel / Set
	Pending	Finished / Pending
	Lock	Off / On
	Work Type Information	Edit of Work Type / Option Item. The file information is displayed.
Record Menu	Rec Mode	QP / SP
	Mic Sense	Dictation / Conference
	VCVA	Off / On
Display Menu	Backlight	On / Off
	Contrast	Adjustment 01 to 12 (Default is 6).
	LED	On / Off
	Language*	English, Deutsch, Français, Español, Italiano, Русский
Device Menu	Beep	On / Off
	Cue/Rev Sound	On / Off
	Power Save	In order of 5 minutes, 10 minutes, 30 minutes, 1 hour and Off.
	Time & Date	hour, minute, year, month, and day.
	USB Class	Composite / Storage
	Reset Settings	Return the menu settings to their initial state.
	Format	Initializes the card.
	Card Info.	Remain, Capacity
	System Info.	Model Name/Version/Serial

* The selectable language varies depending on the countries where the product was purchased.

Alarm Message List

Message	Action
Battery Low	Replace with new batteries.
File Protected	Unlock the file.
Index Full	Erase index marks that are no longer required.
Folder Full	Erase unnecessary files.
Erase Error	Erase once again. When an Erase Error occurs format the card.
Card Error	Insert a compatible card.
Unsupported Card	Please remove the card.
Memory Full	Erase files that are no longer required or insert another card.
Format Error	Reformat the card.
System Error	This is a malfunction. Contact the place of purchase or Olympus Service Center for repair.
Insert Card	Insert a card.