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You can read the recommendations in the user guide, the technical guide or the installation guide for OLYMPUS VN-1800 DIGITAL VOICE RECORDER. You'll find the answers to all your questions on the OLYMPUS VN-1800 DIGITAL VOICE RECORDER in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual OLYMPUS VN-1800 DIGITAL VOICE RECORDER User guide OLYMPUS VN-1800 DIGITAL VOICE RECORDER Operating instructions OLYMPUS VN-1800 DIGITAL VOICE RECORDER Instructions for use OLYMPUS VN-1800 DIGITAL VOICE RECORDER Instruction manual OLYMPUS VN-1800 DIGITAL VOICE RECORDER



Main Features

- The VN 900/1800/3600 has three recording modes: HQ (High Quality) mode, SP (Standard Playback) mode, and LP (Long Playback) mode.
- The Variable Control Voice Actuator (VCA) reduces memory usage by pausing recording when it senses silence.
- Four folders, each of which can contain a maximum of 300 recorded messages.
- Aged battery and liquid crystal display enable easy operation.

Identification of Parts



Display (LCD Panel)



Standby Mode and Display Shut Off
If the recorder is stopped or powered for 60 minutes or longer during recording or playing, it goes into Standby (power save) mode, and the display shuts off. To exit Standby mode and turn on the display, press any button.

USA RF
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 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.

Canadian RF
This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the Radio Interference Regulations of the Canadian Department of Communications.
Cet appareil numérique ne dépasse pas les limites de Catégorie B pour les émissions de bruit électromagnétique des appareils numériques, tel qu'énoncé dans le Règlement sur l'interférence Radio du Département Canadien des Communications.

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E2-2821-01



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Manual abstract:

Keep the instructions handy for future reference. To ensure successful recordings, we recommend that you test the record function and volume before use.

Jogdial & STOP button * 0 (Rewind) / button (9 (Fast Forward) /+ button) PLAY button Display (LCD Panel) 1 Folder indicator 2 Recording mode indicator 3 Microphone sensitivity display (LOW) 4 Current time/date, recording time/ date (REC DATE), elapsed recording time, remaining recording time (REMAIN), menu display, etc. 5 Alarm indicator 6 Battery indicator 7 Rewind indicator, 8 Fast Forward indicator, sRecord indicator, Play indicator 8 File number indicator 9 VCVA (Variable Control Voice Actuator) indicator USA RFI 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. Canadian RFI This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the Radio Interference Regulations of the Canadian Department of Communications. Cet appareil numérique ne dépasse pas limites de Catégorie B pour les émissions de bruit radio émanant d'appareils numériques, tel que prévu dans les Règlements sur l'Interférence Radio du Department Canadian des Communications. "CE" mark indicates that this product complies with the European requirements for safety, health, environment and customer protection. L'indication "CE" signifie que ce produit est conforme aux exigences concernant la sécurité, la santé, l'environnement et la protection du consommateur.

Das „CE“ Zeichen bestätigt die übereinstimmung mit den Europäischen Bestimmungen für Betriebssicherheit und Umweltschutz. Il marchio "CE" indica che questo prodotto è conforme alle norme della comunità europea per quanto riguarda la sicurezza, la salute, l'ambiente e la protezione del consumatore. La marca "CE" indica que este producto se encuentra de conformidad con las exigencias europeas sobre seguridad, salud, medio ambiente y protección al consumidor. Standby Mode and Display Shut Off If the recorder is stopped or paused for 60 minutes or longer during recording or playing, it goes into Standby (power-save) mode, and the display shuts off. To exit Standby mode and turn on the display, press any button.

E2-2821-01 Inserting Batteries 1 Lightly press down on the arrow and slide the battery cover open. Notes on the Folders The recorder has four folders: A, B, C, and S. To switch between folders, press the MENU/FOLDER button while the recorder is stopped. Each time you press the MENU/FOLDER button, the display changes as follows: A B C S A . . . a Current folder 2 Insert two size-AAA alkaline batteries, observing the correct polarity. 3 Close the battery cover completely. Time/Date screen appears. The hour indicator flashes, indicating the start of the Time/Date setup process.

(See "Setting Time/Date" for details) · Folders A, B, and C Each recorded file is stored in a folder. Using folders to classify files makes it convenient to find files you want to access later. · Folder S This folder has date subfolders* from January 1 to December 31. Up to 15 files can be stored in each date subfolder, a useful feature for schedule management by storing a certain day's schedule for future reference. To switch between date subfolders, select the S folder, then press the 9/+ or 0/ button while the recorder is stopped. Up to a total of 100 files can be recorded in folder S. * There is one subfolder for each day of the year. Replacing Batteries appears on the display, replace the batteries as soon as possible. Size-AAA alkaline batteries are recommended. When the batteries are depleted, appears on the display, and the recorder shuts off.

It is recommended to set the HOLD switch to the HOLD position before you replace batteries to maintain the current settings (time/date, etc.). For your convenience, the recorder a Battery indicator also logs the current settings in nonvolatile memory at hourly intervals. Folder A Folder B Folder C Folder S (schedule) File Date subfolder Maximum of 100 files Setting Time/Date (TIME) If you have set the time and date, information as to when a sound file was recorded is stored automatically with that file. The time and date must be set to enable management of files in folder S, for the alarm playback function, and for the scheduled alarm playback function.

When you install batteries for the first time or each time you replace the batteries, the hour indication will flash. In such a case, be sure to set the time and date by following steps 4 through 6 described below. File Press the MENU/FOLDER button 1 2 3 4 5 Press and hold the MENU/FOLDER button for 1 second or longer. Press the 9/+ or 0/ button until "TIME" flashes on the display. Press the PLAY button.

The hour indicator flashes. Press the 9/+ or 0/ button to set the hour. Press the PLAY button to accept the hour. The minute indicator flashes. Repeat steps 4 and 5 to continue to set the minute, year, month and date in the same way. After setting the date, press the STOP button. This completes the time/date setup procedure. Recording (REC) New recordings are saved as the last file in the folder. For example, if you have eight recordings in the Folder A, and you press REC, the new recording will be recording number nine. 1 Press the MENU/FOLDER button to select the desired folder (A, B, C or S).

When you select folder S, the current date subfolder appears on the display. If you select folder A, B, or C, go to step 3. If you select folder S, press the 9/+ or 0/ button to select the desired date subfolder. Set the recording mode (see "Recording Modes"). Set the microphone sensitivity (see "Microphone Sensitivity"). Press the REC button to start recording. The Recording/playing lamp lights, and recording starts.



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· If the recorder is placed directly on a table when recording a meeting, it tends to pick up table vibrations. Put a notebook or other item between the table and the recorder for clearer recording. · The Record/Play display lamp will turn red while recording.

a Date to record 2 3 4 5 6 · You can switch the time indication between the 12-hour system and the 24-hour system by pressing the DISPLAY button while you are setting the hour or minute. (Example: 5:23 P.M.) (Initial setting) · You can change the order of the date indication by pressing the DISPLAY button while you are setting the year, month, or day. (Example: February 14, 2001) a Folder b Current recording mode c Current file number d Recording time e Remaining recording time Each time you press the DISPLAY button, the display switches between current recording time and remaining recording time. (Initial setting) 6 To stop recording, press the STOP button. · Each time you press the DISPLAY button while the recorder is stopped, the display changes as follows (with folder A, B or C selected): Time Remaining recording time Date Time . . . The selected indication appears on the display each time the recorder is stopped.

Notes · If you leave the recorder untouched for 3 minutes or longer before pressing the STOP button in step 6, Setup mode will be canceled, and any time/date settings you made will be canceled. · If you press the STOP button during setup, time/date setup is canceled. Notes · When the remaining recording time becomes 5 minutes or less, the display changes to remaining recording time automatically. · Even if you press the DISPLAY button, the display will not change to current recording time if the remaining recording time is 5 minutes or less. · When remaining recording time falls to 1 minute or less, the Recording/playing lamp flashes. · If "FULL" appears on the display, you cannot record in the selected folder. In such a case, erase unnecessary files (see "Erasing from folder A, B or C" or "Erasing from folder S"). · There is one subfolder for each day of the year. Maximum of 15 files Maximum of 100 files in each folder Total of 300 files Maximum of 100 files in folder S. To Pause Recording To pause Locating the beginning of the file Press the 9/+ or 0/ button in Stop mode, * playback mode, or fast playback mode.

Each time you press the 9/+ or 0/ button, the recorder will locate the beginning of the next or previous file. * When folder S is selected, you cannot locate the beginning of the file in Stop mode. Press the REC button during recording. · "PAUSE" appears on the display and the Recording/playing lamp flashes. To resume recording Press the REC button again. · Recording will resume at the point of interruption. Note The recorder will enter Stop mode if it has been left paused for 10 minutes or longer. Notes · Even if you press the 9/+ or 0/ button during playback or fast playback, the recorder will continue playback in the same playback mode. · When you select folder A, B or C you can locate the beginning of each file continuously by pressing and holding the 9/+ or 0/ button while in Stop mode. During operation, "SKIP" flashes on the display.

To check the remaining recording time Press the DISPLAY button while the recorder is stopped. To check the total number of files recorded in the folder a Current folder b Total number of files recorded in the current folder c Remaining recording time Listening with earphones (You can use any standard 3.5mm monaural earphone or headphone) You can listen to files by connecting earphones to the earphone jack. · If an earphone is connected, the speaker doesn't emit sound. Sound will be played back monaurally.

Note Do not turn the volume up very high when listening through earphones. Doing so may cause poor sound quality and can impair hearing. Press and hold the STOP button while the recorder is stopped. The total number of files recorded in the folder appears on the display. Playing Back (PLAY) 1 2 Press the MENU/FOLDER button to select the desired folder (A, B, C or S).

Press the 9/+ or 0/ button to select the file to play back. If you select folder S, select the desired date subfolder. * Erasing from Folder A, B or C You can easily erase unnecessary files. Sequential file numbers are reassigned automatically. Erasing One File at a Time * When you select the desired date subfolder, it is useful to press a Current folder b Current file number and hold the 9/+ or 0/ button for 1 second or longer. c Playing time** The recorder locates the next date subfolder that contains recorded files. 1 2 3 4 Press the MENU/FOLDER button to select folder A, s the ERASE button. The file number flashes, then alternatively "ERASE" and "YES" appear on the display for 8 seconds. Press the ERASE button again. The file is erased.

Sequential file numbers are reassigned automatically. Press and hold the MENU/FOLDER button for 1 second or longer. Go to the Menu screen.

@@@LO: Low-sensitivity mode suited for dictation. HI: High-sensitivity mode that records sounds in all directions. Press the STOP button to close the menu. will appear on the display. @@@@Press and hold the ERASE button for 2 seconds or longer. @@Press the ERASE button again. @@@@Playback stops, and "MOVE" flashes on the display.

Press the 9/+ or 0/ button to choose a destination folder. The destination folder and new file number appear after moving. Press the PLAY button. @@Press and hold the ERASE button for 4 seconds or longer. @@Press the ERASE button again.

@@@VN-900 HQ mode SP mode LP mode Approx. 22 min. Approx. 33 min. Approx.

90 min. VN-1800 Approx. 45 min. Approx. 67 min. Approx. 180 min. VN-3600 Approx. 91 min. Approx.

@@@The menu opens. @@Press the PLAY button. Approx. @@@@The menu opens, and "MODE" appears on the display. Press the PLAY button.

@@OFF: The VCVA is canceled. Press the STOP button to close the menu. @@When it senses silence for 1 second or longer, recording pauses automatically, and the recorder enters Standby mode. · The Recording/playing lamp is lit during recording. When the recorder is in Standby mode, the Recording/playing lamp flashes and "VCVA" flashes on the display.

a Current recording mode · In case of difficult acoustic conditions or low speaker's voice, recording in HQ or SP is recommended. Also, usage of an external microphone (sold separately) could improve the quality of recordings. Note Alarm Playback Function (ALARM) The alarm playback function can be set to play a selected file at a preset time. Up to 20 alarms can be set. System Sounds (BEEP) The recorder beeps to alert you to button operations or warn you of errors.

If you wish to disable the system sounds, proceed as follows: 1 2 3 4 5 6 7 Choose the file to be played when the alarm sounds.



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Press and hold the MENU/FOLDER button for 1 second or longer. Press the 9/+ or 0/ button until "ALARM" flashes on the display. Press the PLAY button. The month indicator flashes.

1 2 3 4 Press and hold the MENU/FOLDER button for 1 second or longer. Press the 9/+ or 0/ button until "BEEP" flashes on the display. Press the PLAY button. Press the 9/+ or 0/ button to choose between "On" and "OFF." On: System sounds are enabled. OFF: System sounds are disabled. Press the STOP button to close the menu. Press the 9/+ or 0/ button to set the month. Press the PLAY button to register your month setting. Continue to set the date, hour, and minute.

Set the minute and press the STOP button. An alarm will sound at the scheduled time for 5 minutes. Press any button other than the DISPLAY button while the alarm is sounding to play back the file you associate with the a Alarm indicator alarm. Press the STOP button to stop file alarm playback. 5 Note If the alarm playback function or the schedule alarm playback function has been set, the alarm will sound at the scheduled time even if the system sounds are disabled. Notes · The alarm tone stops automatically if no button is pressed within 5 minutes after the alarm starts. The file is not played back in this case. · After alarm playback is over, the alarm playback function is canceled automatically. · If no files are recorded in the selected folder, you cannot set the alarm playback function. · You cannot set the year of the file to be played.

Settings 1 2 Press and hold the MENU/FOLDER button for 1 second or longer while the recorder is stopped. Press the 9/+ or 0/ button to select what you would like to set up. The item to be set will change every time the 9/+ or 0/ button is pressed. Recording mode setting. Switch among HQ, SP, and LP modes. To cancel an alarm playback 1 2 3 Repeat steps 1 to 4 in "Alarm Playback Function." The month indicator flashes. Press the 9/+ or 0/ button to select the month of the alarm you want to cancel. Press the PLAY button to register this month setting for alarm cancellation. Continue to select the date, hour and minute of the desired alarm cancellation.

When you set the minute, "On" flashes on the display. Press the 9/+ or 0/ button to select "OFF." A set alarm playback is canceled. Press the STOP button to close the menu. Microphone mode setting. Switch between HI and LO modes. VCVA setting. Switch between On (enabled) and OFF (disabled) Alarm playback setting. Switch between On (enabled) and OFF (disabled) Scheduled Alarm setting. Switch between On (enabled) and OFF (disabled) System sounds setting.

Switch between On (enabled) and OFF (disabled) Time/Date setting. In order of hour, minute, year, month and day . 4 5 Schedule Alarm Playback Function (SALARM) This is useful for reviewing your daily appointments and reminders. Closing the Menu Screen Press the STOP button. 1 2 3 4 5 6 7 8 Press and hold the MENU/FOLDER button for 1 second or longer. Press the 9/+ or 0/ button until "S" and "ALARM" flash on the display. Press the PLAY button. Press the 9/+ or 0/ button to select "On." Press the PLAY button. The hour indicator flashes.

Press the 9/+ or 0/ button to select the hour. Press the PLAY button to register the hour. Continue to set the minute. Set the minute and press the STOP button. An alarm will sound at the scheduled time for 5 minutes.

Press any button other than the DISPLAY button while the alarm is sounding to play back all files recorded in the day's date subfolder. To stop schedule alarm playback, press the STOP button. · Press the area that the arrow points to. · Do not force the clip wider, as it may break. Clip How to Use the Clip Notes a Alarm indicator · The alarm tone stops automatically if no button is pressed within 5 minutes after the alarm starts.

The files recorded for the current date are not played back in this case. · Schedule alarm playback occurs every day unless it is set to OFF. · Even if no file is recorded in the day's date subfolder, the beeps will sound. In such a case, no sound is heard even if you press some button while the alarm is sounding. To cancel schedule alarm playback 1 2 3 Repeat steps 1 to 3 in "Schedule Alarm Playback Function." "On" flashes on the display. Press the 9/+ or 0/ button to select "OFF." Schedule alarm playback is canceled. Press the STOP button to close the menu. Hold Set the HOLD switch to the HOLD position.

All operation buttons are disabled. This feature is useful when the recorder has to be carried in a handbag or pocket. Remember to reset the HOLD switch before attempting to use the recorder. Notes · The alarm will sound at the scheduled time even if the recorder is set to HOLD. The recorder will then begin to play the file associated with the alarm once you press any button. · The recorder functions as follows with the HOLD switch set to the HOLD position: If the recorder is stopped, the display goes dark. If the recorder is playing, the display goes dark when playback of the current file has completed. When you set the HOLD switch to the HOLD position while playing back, you can still adjust the volume using the VOLUME control. @@A1 · The HOLD button may be set to HOLD. · The batteries may be depleted.

· The batteries may be inserted incorrectly. @@A2 · The earphone plug may be plugged into the recorder. · The volume may be set to the minimum level. Q3 Recording is not possible. @@@@ · The number of files of the same date in folder S may have reached 15.

Q4 The playback speed is too fast. A4 The recorder may be set to Fast Playback. Q5 The remaining recording time seems too short. A5 Some files may store in the S folder. Hold the stop button while in the S folder.

The display will show the total number of recordings in the S folder. Q6 You cannot move the file. A6 · The number of recorded files in the destination folder may have reached 100. · Make sure that you haven't transferred to or from the S folder. Resetting the Recorder (CLEAR) This function resets the current time and other settings to their initial status. It is useful if you are having problems with the recorder, or if you want to erase the entire memory of the recorder.

Specifications Recording medium: Recording time: Built-in flash memory VN-900 (8 MB) HQ mode: Approx. 22 min. SP mode: Approx. 33 min.

LP mode: Approx. 90 min. VN-1800 (16 MB) HQ mode: Approx. 45 min. SP mode: Approx. 67 min. LP mode: Approx. 180 min. VN-3600 (32 MB) HQ mode: Approx. 91 min.

SP mode: Approx. 137 min. LP mode: Approx. 364 min. Built-in ϕ 28 mm round dynamic speaker 120 mW ϕ 3.

5 mm diameter, impedance 8 Two AAA (LR03 or R03) batteries About 33 hours (use of alkaline batteries, measured value for continuous recording according to the specifications of our company) 96 (L) \times 39 (W) \times 21.



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5 (T) mm 60 g including batteries 1 Hold the STOP button, and hold the ERASE button for 2 seconds or longer. "CLEAR" and "YES" appear alternately on the display for 8 seconds. Press the ERASE button again. All files in all folders are erased, and the recorder is reset to its default settings.

Speaker: Maximum power: Earphone jack: Power supply: 2 Note If you leave the recorder untouched for 8 seconds or longer before you press the ERASE button in Step 2, Clear mode will be canceled, and the recorder will enter Stop mode. For Safe And Correct Usage Read this manual carefully to ensure that you know how to operate it safely and correctly. Keep this manual in an easily accessible location for future reference. · The warning symbols indicate important safety related information. To protect yourself and others from personal injury or damage to property, it is essential that you always heed the warnings and information provided. Continuous battery use time: Dimensions: Weight: General Precautions · Do not leave the recorder in hot, humid locations such as inside a closed automobile under direct sunlight or on the beach in the summer. · Do not store the recorder in places exposed to excessive moisture or dust. · Do not use organic solvents such as alcohol and lacquer thinner to clean the unit. · Do not place the recorder on top of or near electric appliances such as TVs or refrigerators. · Avoid sand or dirt.

These can cause irreparable damage. · Avoid strong vibrations or shocks. · Do not disassemble, repair or modify the unit yourself. · Do not operate the unit while operating a vehicle (such as a bicycle, motorcycle, or go-cart). · Keep the unit out of the reach of children. * The continuous battery use time may be reduced according to the battery type and the use conditions. * Your recorded contents are for your personal use or pleasure only. It is prohibited to record copyrighted material without permission of the copyright holders according to copyright law. * Specifications and design are subject to change without notice for improvement of performance. Accessories (Optional) Connecting cord (Earphone jack Microphone jack) : KA232* Connecting cord (Mini miniplug Miniplug) : PA3 Noise-Cancellation microphone : ME12 Electret condenser microphone : ME10 Headset : E99 Conference microphone : ME7 Telephone pickup : TP6 Accessories marked* should be used in combination with the PA3 plug adapter.

Batteries Warning · Batteries should never be exposed to flame, heated, short-circuited or disassembled. · Do not attempt to recharge alkaline, lithium or any other non-rechargeable batteries. · Never use any battery with a torn or cracked outer cover. · Keep batteries out of the reach of children. · If you notice anything unusual when using this product such as abnormal noise, heat, smoke, or a burning odor: 1 remove the batteries immediately while being careful not to burn yourself, and; 2 call your dealer or local Olympus representative for servicing.



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