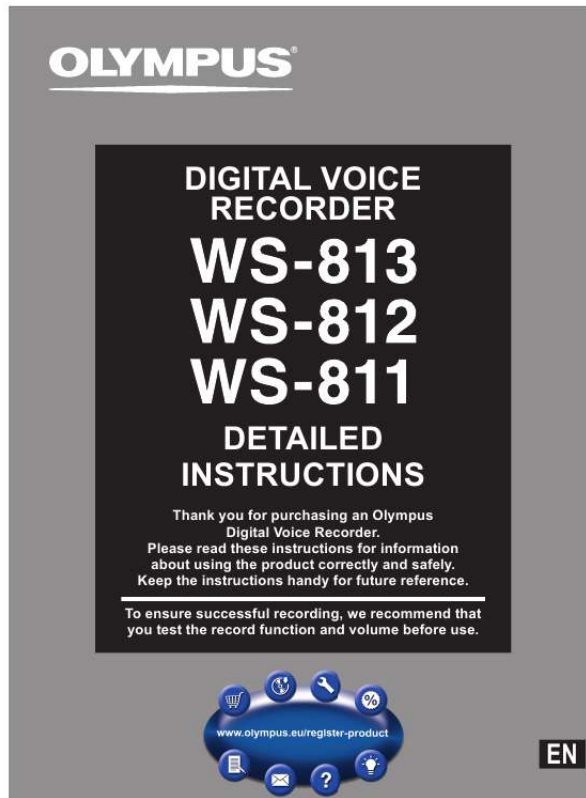




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You can read the recommendations in the user guide, the technical guide or the installation guide for OLYMPUS WS-813. You'll find the answers to all your questions on the OLYMPUS WS-813 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual OLYMPUS WS-813
User guide OLYMPUS WS-813
Operating instructions OLYMPUS WS-813
Instructions for use OLYMPUS WS-813
Instruction manual OLYMPUS WS-813



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Manual abstract:

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.45 EN 3 Safety precautions Before using your new recorder, 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 read the warnings and information provided.

Cautions relating to the operating environment · To protect the high-precision technology contained in this product, never use or store the recorder in any of the following environments: · Places where temperatures and/or humidity are high or undergo extreme changes, such as direct sunlight, beaches, locked cars, or near other heat sources (stove, radiator, etc.) or humidifiers. · In sandy or dusty environments. · Near flammable items or explosives. · In wet places, such as bathrooms or in the rain.

· In places prone to strong vibration. f Danger If the product is used without observing the information given under this symbol, serious injury or death may result. f Warning If the product is used without observing the information given under this symbol, injury or death may result. f Caution If the product is used without observing the information given under this symbol, minor personal injury, damage to the equipment, or loss of valuable data may result. EN · Never drop the recorder or subject it to severe shock or vibration. · The recorder may malfunction if it is used in a location where it is subject to a magnetic/ electromagnetic field, radio waves, or high voltage, such as near a TV set, microwave, video game, loud speakers, large monitor unit, TV/radio tower, or transmission towers. In such cases, momentarily turn the recorder off before further operation. · Avoid recording or playing back near cellular phones or other wireless equipment, as they may cause interference and noise. If you experience noise, move the recorder further away from such equipment. · Do not use organic solvents such as alcohol and lacquer thinner to clean the unit.

4 Safety precautions Precautions relating to reception: · Radio reception will vary substantially depending on where you are using the radio. If the reception is poor, try moving the recorder near to a window and away from electrical products such as cellular phones, televisions, fluorescent lights etc. Warning regarding data loss: · Recorded content in memory may be destroyed or erased by operating errors, unit malfunction, or during repair work. It is recommended to back up and save important content to other media such as a computer hard disk. · Olympus does not accept any liability for passive damages or damage of any kind incurred due to data loss resulting from a defect of the product, repair performed by a third party other than Olympus or an Olympus authorized service station, or for any other reasons. · Use microSD/microSDHC memory cards only. Never use other types of cards. If you accidentally insert another type of card into the recorder, contact an authorized distributor or service center. Do not try to remove the card by force. · Do not operate the unit while driving or riding a vehicle (such as a bicycle, motorcycle, or car).

f Caution: · Stop using the recorder immediately if you notice any unusual odors, noise, or smoke emanating from it. Never remove the batteries with bare hands. Doing so may cause a fire or burn your hands. · Be careful with the strap. Be careful with the strap when carrying the recorder. It could easily catch on something and cause serious damage. Handling the recorder f Warning: · Do not use the recorder near flammable or explosive gases. · Keep young children and infants away from the recorder. Always use and store the recorder out of the reach of young children and infants to prevent the following dangerous situations which could cause serious injury: 1 Becoming entangled in the recorder strap, causing strangulation.



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2 Accidentally swallowing the battery, cards or other small parts.

3 Accidentally being injured by the moving parts of the recorder. · Do not leave the recorder where it may be subject to extremely high temperatures. Doing so may cause parts to deteriorate and, in some circumstances, cause the recorder to catch fire. Do not cover (such as with a blanket) the charger or AC adapter while it is being used. This could cause overheating, resulting in fire. · Handle the recorder with care to avoid getting a low-temperature burn. · If the recorder contains metal parts, overheating can result in a low-temperature burn. Note the following: · When used for a long period, the recorder will get hot. If you hold the recorder while it is hot, you may suffer a low-temperature burn. · Do not use or store the recorder in dusty or humid places.

· Do not disassemble, repair or modify the unit yourself. EN 5 Safety precautions · In places subject to extremely cold temperatures, the temperature of the recorder may be lower than the ambient temperature. If possible, wear gloves when handling the recorder in cold temperatures. · If battery fluid gets into your eyes, flush your eyes immediately with clean, cold running water and seek medical attention immediately. f Warning: · Keep batteries dry at all times. · If rechargeable batteries have not been recharged within the specified time, do not use them. · Do not use a battery if it is cracked or broken. · Never subject batteries to strong shock or continuous vibration. · If a battery leaks, becomes discolored or deformed, or becomes abnormal in any other way during operation, stop using the recorder. · If a battery leaks fluid onto your clothing or skin, remove the clothing and flush the affected area with clean, cold running water immediately.

If the fluid burns your skin, seek medical attention immediately. · 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 battery immediately, taking care not to burn yourself, and; 2 call your dealer or local Olympus representative for service. Battery handling precautions Follow these important guidelines to pe memory (WS-813, WS-812 only) (P.70). s You can divide files (PCM*, MP3) that have been recorded with this recorder into two files (P.72). * WS-813, WS-812 only. 1 Main features s Index mark and temp mark features allow you to quickly find desired locations (P.42).

s The playback speed and tone* can be controlled (P.41). * WS-813, WS-812 only. s This recorder is compatible with USB 2.0, enabling fast data transfer to a computer. s It has a USB charging function (WS-813, WS-812 only)ppplied rechargeable battery is not fully charged. Before using the recorder or after long periods of disuse, it is recommended that you continuously charge the battery until full (P.16). 3 Close the battery cover completely by pressing down at A, then sliding the cover towards B. For WS-811: This recorder cannot charge the rechargeable battery.

1 Lightly press down on the arrow and slide the battery cover open. 14 Notes · A manganese battery cannot be used in this recorder. · When the battery is changed, a AAA alkaline battery or Olympus Ni-MH rechargeable battery is recommended. · Be sure to stop the recorder before replacing the battery. Unloading the battery while the recorder is in use may cause a malfunction resulting in the corruption of the file, etc. If you take out the battery during recording, you will lose your currently recorded file because the file header will not be able to close. Power supply · If it takes longer than 15 minutes to replace the dead battery or if you take the battery in and out repeatedly at short intervals, you may have to re-enter the battery and time settings. In this case, [Battery] screen will appear. For more details, see "Battery settings". · Remove the battery if you are not going to use the recorder for an extended period of time.

· When replacing the rechargeable battery, be sure to use a Ni-MH rechargeable battery (optional). The use of other manufacturers' products can damage the recorder and should be avoided. Battery indicator The battery indicator on the display changes as the battery loses power. · When [] appears on the display, charge or replace the battery as soon as possible. When the battery has insufficient power to operate the recorder, [] and [Battery low] appear on the display and the recorder shuts down.

1 Power supply Battery settings Select the battery type to match the battery you are using. 1 Replace the battery and turn on the recorder (P.14, P.19). 2 Press the + or - button to change the setting.

Battery type Note · When a voice/music file is played, depending on the volume level the recorder may be reset due to a drop in the voltage output of the battery even if [] is displayed in the battery indicator. In this case, lower the volume of the recorder. [Ni-MH] (): Select when using the Olympus Ni-MH rechargeable battery (BR404). [Alkaline] (): Select when using an alkaline battery. 3 Press the OK button to complete the setting. · If the " Hour " indicator flashes in the display, see "Setting the time and date [Time & Date]" (P.21). EN 15 Power supply Charging by connecting to a computer via USB For WS-813, WS-812: 3 Make sure that the recorder is in stop mode, and connect to the PC's USB port. 1 Power supply EN Before connecting via USB, exit HOLD mode (P.20).

You can charge the battery by connecting to a PC's USB port. When charging, be sure to place the rechargeable battery (supplied) correctly into the recorder (P.14). Do not charge a primary battery such as an alkaline or lithium battery. It may cause battery leakage or heating, which may cause the recorder to malfunction. 4 Press the OK button to start charging. 1 Boot the PC. 2 Slide the USB connector slide lever in the direction indicated by the arrow so that the USB connector protrudes from the recorder. · While [Press OK to start charging] is flashing, press the OK button. 5 Charging is completed when the battery indicator shows [].

Charging time: approximately 3 hours ** This is the approximate time when charging the rechargeable battery fully from flat at room temperature. 16 Power supply The charging time depends on the amount of remaining power and the state of the battery. 3 Press the OK button to start charging. Connecting the USB-type AC adapter (optional) to charge For WS-813, WS-812: · Before connecting the AC adapter, switch the USB connection setting to [AC Adapter] (P.73).

· Before connecting via USB, exit HOLD mode (P.20). You can charge the recorder by connecting it to the USB-type AC adapter (A514) (optional).



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· While [Press OK to start charging] is flashing, press the OK button. 1 Power supply 4 Charging is completed when [Battery full] is displayed.
1 Plug the recorder into the AC adapter's USB port. Notes · The recorder cannot be charged if the PC is not turned on, or if the PC is in standby, hibernate, or sleep mode. · Do not charge the recorder with the USB hub connected. · Insert the supplied rechargeable battery and set [Battery] to [Ni-MH]. If [Battery] is set to [Alkaline], you cannot recharge (P.15, P.65). · You cannot charge the battery if []*1 or []*2 is blinking. Charge the battery at a temperature in the range of 5°C to 35°C (41°F to 95°F). *1 []: The surrounding temperature is too low.

*2 []: The surrounding temperature is too high. · When the recorder's operating time becomes notably shorter even after the battery is fully charged, replace the battery with a new one. To the USB-type AC adapter's (A514) USB connector 2 Plug the AC adapter into the AC outlet. To the AC outlet EN 17 Power supply · Use the dedicated USB cable. If any other company's cable is used, it may lead to malfunction of the recorder. Also, never use this dedicated cable with any other company's products. · If you would like to charge the recorder using the [Composite] setting, select [Optional] in the USB connection settings, then connect the recorder to a PC. Selecting [AC Adapter] in the [USB Connection] display will enable you to charge the recorder (P.73). Cautions concerning the rechargeable battery Read the following descriptions carefully before using the Ni-MH rechargeable battery.

Discharging: The rechargeable battery self-discharges while not in use. Be sure to charge it fully before use. Operating temperature: The rechargeable battery is a chemical product. The efficiency of the rechargeable battery may fluctuate even when the battery is operating within the recommended temperature range. This is an inherent nature of such products.

Recommended temperature range: When operating the recorder: 0°C - 42°C/ 32°F - 107.6°F Charging: 5°C - 35°C/ 41°F - 95°F Storage for a long period: - 20°C - 30°C/ 4°F - 86°F Using the rechargeable battery outside the above temperature range may result in declining efficiency and a shorter battery life. In order to prevent battery leakage or rust, remove the rechargeable battery from the recorder when you will not be using it for a long time, and store it separately. Notes · This recorder is designed to fully charge the battery regardless of its energy level. However, for best results when charging a newly purchased rechargeable battery or a battery that has not been used for a long time (more than one month), it is recommended to repeat the process of fully charging the battery and then letting it discharge 2 to 3 times.

1 Power supply EN 18 Power supply · When disposing of the rechargeable battery, always observe the local laws and regulations. Contact your local recycling center for proper disposal methods. · If the Ni-MH rechargeable battery is not fully discharged, protect against shortcircuiting (e.g. by taping the contacts) before disposal. For customers in Germany: Olympus has a contract with the GRS (Joint Battery Disposal Association) in Germany to ensure environmentally friendly disposal. Turning off the power Slide the POWER/HOLD switch in the direction of the arrow, and hold it for 0.5 seconds or longer. The power turns off. · The resume function remembers the stop position before the power is turned off.

1 Power supply Power save mode If the recorder is on but is not used for 10 minutes or longer (default), the display shuts off and the recorder goes into power save mode (P.65). · To exit power save mode, press any button. Turning on/off the power When the recorder is not being used, turn the power off to reduce battery consumption. Existing data, mode settings, and clock settings are not lost when the power is turned off. Turning on the power While the recorder is turned off, slide the POWER/HOLD switch in the direction of the arrow. · The power turns on. EN 19 HOLD If you set the recorder to HOLD mode, the current settings will be preserved and all buttons will be disabled. This feature is useful when the recorder has to be carried in a bag or pocket. This mode can also prevent you from accidentally stopping recording.

Setting the recorder to HOLD mode Exiting HOLD mode 1 HOLD Slide the POWER/HOLD switch to the [HOLD] position. Slide the POWER/HOLD switch to the A position. · After [Hold] appears on the display, the recorder is set to HOLD mode. EN 20 Notes · If you press any button while the recorder is in HOLD mode, the clock display lights for 2 seconds, but the recorder does not operate. · If HOLD is applied during playback (recording), operation is disabled with the playback (recording) state unchanged (When playback has ended or recording has ended due to the remaining memory being used up, the recorder stops).

Setting the time and date [Time & Date] If you set the time and date before using the recorder, recording time and date information is automatically stored for each file. Setting the time and date beforehand enables easier file management. When you use the recorder for the first time, or when the battery is inserted after the recorder has not been used for a long time, [Set time & date] will appear. When "Hour " is flashing, conduct setup from Step 1. 2 Press the + or - button to change the value.

· Follow the same steps by pressing the 9 or 0 button to select the next item, and pressing the + or - button to change the value. · You can select between 12 and 24 hour display by pressing the LIST button while setting the hour and minute. Example: 10:38 P.M 10:38 PM (Initial setting) 22:38 1 Setting the time and date · You can select the order of "Month", "Day " and " Year " by pressing the LIST button while setting these items. Example: March 24, 2012 3M 24D 2012Y (Initial setting) 24D 3M 2012Y 2012Y 3M 24D + - button 9 0 button OK button 3 Press the OK button to complete the setting. 1 Press the 9 or 0 button to select the item you want to set. · Select " Hour ", " Minute", " Year ", " Month " or " Day " by moving the flashing position. · The clock will start from the set date and time. Press the OK button when you want the clock to start. Note · If you press the OK button during the setup operation, the recorder will save the items that were set to that point.

EN 21 Setting the time and date [Time & Date] Changing the time and date While the recorder is in stop mode, press and hold the STOP (4) button to display [Time & date] and [Remain].



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If the current time and date are not correct, set them using the procedure below. 3 Press the OK button to move the cursor to the item you want to set. [Device Menu] appears on the display. 1 Setting the time and date EN 4 Press the + or - button to select [Time & Date]. 5 Press the OK button. STOP (4) button MENU button [Time & Date] appears on the display. Hour " flashes on the display, indicating the start of the Time and Date setup process. + - button 9 0 button OK button 1 While the recorder is in stop mode, press the MENU button. The menu will appear on the display (P. 53). The following steps are the same as Step 1 through Step 3 of "Setting the time and date [Time & Date]" (P.21). 2 Press the + or - button to select [Device Menu] tab. You can change the menu display by moving the settings tab cursor.

6 Press the STOP (4) button to close the menu screen. 22 Inserting and ejecting a microSD card The "microSD" indicated in the instruction manual refers to both microSD and microSDHC. This recorder enables you to store data not only to the internal memory but also to a commercially available microSD card. Inserting the microSD card in the wrong way or at an angle could damage the contact area or cause the microSD card to jam. If the microSD card is not inserted all the way, data may not be recorded on the microSD card.

Inserting a microSD card 1 While the recorder is in stop mode, open the card cover. 3 Close the card cover securely. 1 Inserting and ejecting a microSD card When you insert the microSD card, the recording media changeover display will appear. 2 With the microSD card facing the correct way, insert it into the card slot as shown in the diagram. Insert the microSD card, keeping it straight. 4 To record on a microSD card, press the + or - button and select [Yes]. 5 Press the OK button to complete the setting. EN 23 Inserting and ejecting a microSD card Notes It is possible to switch the recording media over to the internal memory (P.65). In some cases microSD cards that have been formatted (initialized) by another device, such as a computer, may not be recognized.

Be sure to format microSD cards with this recorder before using them (P.74). 3 Close the card cover securely. Notes Quickly moving your finger away after pushing the microSD card inward may cause it to eject forcefully out of the slot. Some microSD cards or microSDHC cards may not be recognized correctly depending on the manufacturer or type of card due to compatibility issues with this recorder. See the Olympus website for a list of microSD cards that have been confirmed to operate with this recorder in conditions prescribed by Olympus. The website <http://olympus-imaging.jp/> introduces manufacturers and types of microSD cards confirmed to be compatible. Please note, however, this is not meant to guarantee that microSD cards will operate. Some microSD cards may not be recognized correctly due to circumstances such as changes in manufacturer specifications.

If a microSD card is not recognized, remove the microSD card and then insert it again to see if the recorder recognizes the microSD card. Always read the instructions that come with your microSD card before using. Processing speed may be slower with some types of microSD cards. Processing performance may also be reduced due to repeated writing and deleting. If that happens, reformat the microSD card (P. 74). 1 Inserting and ejecting a microSD card EN Ejecting a microSD card 1 While the recorder is in stop mode, open the card cover. 2 Push the microSD card inward to unlock it, and let it eject partially. The microSD card is visibly out of the slot and can be removed safely. If you eject the microSD card when [Memory Select] is set to [microSD card], [Memory Select] will automatically change to [Internal memory selected].

24 [Home] display operations You can use the recorder not only as a voice recorder and a music player but also as a radio*. *WS-813 only. When [Recorder] is selected: The recorder will go into [Recorder] mode. You will be able to record and play back files recorded by the recorder (P.29, P.36). LIST button When [Music] is selected: + - button OK button The recorder will go into [Music] mode, and you will be able to play back music files transferred to the recorder (P.36). 1 [Home] display operations 1 Press the LIST button repeatedly to set the [Home] display. [Home] appears on the display.

When [Calendar Search]* is selected: The recorder will go into [Calendar Search] mode, and you can search for files according to the recording date (P.40). *WS-813, WS-812 only When [FM Radio]* is selected: 2 Press the + or - button to select the mode. The recorder will go into [FM Radio] mode, and you will be able to receive FM radio (P.47). *WS-813 only 3 Press the OK button. Note During recording, you cannot switch the mode without stopping the recorder. EN 25 Notes on the folders The internal memory or a microSD card can be used as the recording media. Voice files and music files are separated into folders for voice recordings and folders for music playback that are organized and saved in a branching tree. About the folders for voice recordings [Folder A] - [Folder E] within the [Recorder] folder are the folders for voice recordings.

When recording with this recorder, select any one of the five folders and then record. 1 Notes on the folders EN Home You can change the mode on the [Home] display. Folder File Recorder Folder A Folder B Folder C Folder D Folder E 001 002 003 004 200 Becomes the destination for microphone recording. Each folder can store up to 200 files. Radio Folder When you record from the radio, the recorded file will be stored automatically in the [Radio Folder] folder (WS-813 only).

26 Note Files or folders located under the [Recorder] folder will not be indicated on the recorder. Notes on the folders About the folders for music playback When music files are transferred to the device using Windows Media Player, a folder is automatically created within the music playback folder which has a layered structure as shown in the diagram below. Music files that are in the same folder can be rearranged in preferential order and replayed (P.69). Home First layer Second layer 1 Notes on the folders Music Artist 01 Album 01 001 002 Artist 02 Album 02 003 Artist 03 Album 03 004 200 Each folder can store up to 200 files.

Up to 300* folders can be created under the [Music] folder, including [Music]. * For WS-811: 128 folders. Folder File EN 27 Selecting folders and files Change folders while the recorder is stopped or during play.



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For information on the layered structure of the folders, see the section entitled "Notes on the folders" (P.26). [Home] display Operation of the folders for voice recordings 1 Example: WS-813 Folder list display File list display File display Selecting folders and files EN Operation of the folders for music playback Folder list display (First layer) Folder list display (Second layer) File list display File display When [Music] folder is selected. Moving through the levels } Return: LIST button Each time you press this button, you move up one level. The 0 button can also serve as the LIST button on a list display. · If you press and hold the LIST button while moving in a hierarchy of folders, you will return to the file display. + or button Select a folder or file.

[Home] display: This display allows the mode of the recorder to be changed (P.25). List display: The folders and files stored in the recorder are displayed. { Proceed: OK button Each time you press this button, you open the folder or file selected in the list display and proceed down one level. · The 9 button can also serve as the OK button on a list display. File display: Information about the selected file is displayed. The recorder is in playback standby mode. 28 About recording Recording Before starting recording, select a folder among [&] to [*]. These five folders can be used to categorize recorded information according to type; for example, Folder [&] might be used to store private information, while Folder ['] might be dedicated to holding business information. STOP (4) button REC (s) button · [Rec Mode] cannot be changed in recording standby mode or while recording.

Configure this while the recorder is stopped (P.56). · The proper position of the built-in stereo microphone for performing stereo recording is over the display. If the microphone is below the display during recording, proper stereo recording is impossible because the original sound will be recorded in reverse phase. 2 Recording 3 Press the STOP (4) button to stop recording.

· [L] appears on the display. 1 Select a recording folder (P.26). 2 Press the REC (s) button to start recording. · The LED indicator light turns on and [K] appears on the display.

· Turn the microphone in the direction of the source to be recorded. a b c d e f f File length a Recording mode indicator b Elapsed recording time c Remaining memory bar indicator d Remaining recording time e Level meter (changes according to the recording level and recording function settings) Notes · To ensure that you do not lose the beginning of the recording, verify that the LED indicator light or the mode indicator is lit on the display. · When the remaining recording time is less than 60 seconds, the LED indicator light starts flashing. When the remaining recording time drops to 30 and then 10 seconds, the light flashes faster. EN 29 Recording · [Folder full] will appear when recording cannot be continued. Select another folder or delete unnecessary files before recording (P.45). · [Memory full] will appear when the memory is full. Delete unnecessary files before recording any further (P.45).

· When a microSD card is inserted into the recorder, be sure to confirm the recording media as either [Internal memory] or [microSD card] so that there is no mistake (P.65). · If the REC (s) button is pressed when a function other than the record function is specified, [Cannot record in this folder] is displayed.

Select a folder from [Folder A] through [Folder E] and start recording again. · Processing speed may be slower with some types of microSD cards.

Processing performance may also be reduced due to repeated writing and deleting. If that happens, reformat the microSD card (P.74). · We recommend formatting the recording media in the recorder before recording (P.74).

For WS-813: · You can record FM radio in [FM Radio] mode (P.47). · This recorder is designed to be able to record cleanly and evenly, even when the volume of the source sound changes significantly. However, even higher sound quality recordings can be achieved by adjusting the recording level manually (P.56).

4 It is possible to record data exceeding 2GB: For WS-813, WS-812: Recording will continue even if the volume of a single file exceeds 2 GB in linear PCM format recording. · The data is saved every 2 GB in separate files. It is treated as multiple files during playback. · If the recording exceeds 2 GB, the number of files in the folder may exceed 200. The 201st and later files are not recognized by the recorder, so check by connecting the recorder to a PC.

2 Recording EN 30 Recording Settings relating to recording [Rec Level] (P.56) [Rec Mode] *1 (P.56) [Zoom Mic] *2 (P.57) [Low Cut Filter] (P.57) [VCVA] (P.57) [V-Sync. Rec] (P.58) [Rec Scene] (P.59) Sets the recording sensitivity. Sets the recording rate for each recording format.

Sets the directivity of the built-in stereo microphone. This function can reduce noise from air conditions and projectors and other similar noises. Sets the threshold level for the Variable Control Voice Actuator (VCVA). Sets the start level for voice sync recording. Sets recording settings to suit the recording conditions or environment. Pause While the recorder is in recording mode, press the REC (s) button. 2 Recording · [] will appear on the display. · The recorder will stop if left on pause for more than 60 minutes. Resume Recording: Press the REC (s) button again. · Recording will resume at the point of interruption.

To quickly check recorded contents *1 This function will be fixed to the following configurations while the recorder is in [FM Radio] mode (WS-813 only). · [PCM]: 44.1 kHz/16bit · [MP3]: 128 kbps · [WMA]: 128 kbps *2 WS-813 only While the recorder is in recording mode, press the OK button. · [] will appear on the display. · Recording will stop, and the file that was just recorded will be played back.

For WS-813: · When the OK button is pressed while audio is being recorded in [FM Radio] mode, the recorder automatically enters [Recorder] mode, and the last file recorded from the FM radio is played back. EN 31 Recording Listening while audio is recorded If you start recording after inserting the earphones into the EAR jack on the recorder, you can hear the audio being recorded. The recording monitor volume can be adjusted by pressing the + or - button. Changing the recording scene [Rec Scene] You can easily change the recording settings by selecting the scene which best matches your usage (P.59).

Connect the earphones to the EAR jack on the recorder. 2 Recording · After recording has started, you can hear the audio being recorded through the earphones.



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+ - button OK button SCENE/INDEX button To EAR jack 1 While the recorder is in stop mode, press and hold the SCENE/INDEX button. 2 Press the + or - button to select [Rec Scene]. Notes · You cannot control the recording level using the volume button. · To avoid hurting your ears, turn down the volume before inserting the earphones into your ears. · Do not place earphones near a microphone as this may cause feedback. · If an external speaker is connected while recording, there is a risk that audio feedback will occur. 3 Press the OK button. 4 Press the + or - button to select the recording environment.

EN 5 Press the OK button. 32 Recording Recommended settings according to the recording conditions The recorder is initially set to [WMA 128kbps] mode so that you can make high quality stereo recordings immediately after purchase. The various recording functions can be configured in detail to suit the recording conditions. The following table shows the recommended settings for some example recording conditions. Recording conditions Lectures in large rooms Conferences with a large number of people Meetings and business negotiations with a small number of people Recommended settings [Rec Mode] (P.56) [PCM]: [44.1kHz/16bit] *2 [MP3]: [128kbps] or more [WMA]: [128kbps] [High] [MP3]: [128kbps] or more [WMA]: [128kbps] [On] [MP3]: [128kbps] [WMA]: [128kbps] [Middle] [Rec Level] (P.56) [Low Cut Filter] (P.57) [Zoom Mic] *1 (P.57) [+6] 2 Recording Dictation with a lot [WMA]: [64kbps] of background noise [Off] [Low] Set the recording sensitivity according to the volume being recorded.

Music playing, wild birds singing, and railway sounds [PCM]: [44.1kHz/16bit]*2 [Off] *1 WS-813 only. *2 WS-813, WS-812 only. File names are automatically created for files recorded by this recorder. 813_0001 .

WMA 1 2 3 1 User ID: This is the user ID name that has been set on the Digital Voice Recorder. 2 File number: A file number is consecutively assigned regardless of changes in the selected recording media. 3 Extension: This is the file name extension indicating the recording format used when recording with this recorder. · Linear PCM format* .WAV · MP3 format .

MP3 · WMA format .WMA * WS-813, WS-812 only. EN 33 Recording Recording from an external microphone or other device An external microphone or other device can be connected and audio can be recorded. Connect as follows according to the device to be used. · Do not plug/unplug devices into the recorder's jack while it is recording. Compact Gun Microphone (unidirectional): ME31 This directional microphone is useful for various types of recording such as outdoor recording of wild birds singing. Compact zoom microphone (unidirectional): ME32 This microphone is integrated with a tripod, making it suitable to place on a table for recording conferences or lectures at a distance. Highly sensitive noise-cancellation monaural microphone (unidirectional): ME52W This microphone is used to record audio at a distance while minimizing surrounding noise. Tie clip microphone (omni-directional): ME15 This small unobtrusive microphone comes with a tie-clip. Telephone pickup microphone: TP8 This earphone-type microphone can be placed into your ear while you are phoning.

The voice or conversation from the phone can be recorded clearly. Notes · The built-in microphone becomes inoperable when an external microphone is plugged into the recorder's MIC jack. · Microphones supported by plug-in power can also be used. · When an external monaural microphone is used while [Rec Mode] is set to a stereo recording mode, audio is recorded to the L channel only (P.56). · When an external stereo microphone is used while [Rec Mode] is set to a monaural recording mode, audio is recorded to the L channel only (P.56). 2 Recording EN 4 Recording with an external microphone: Connect an external microphone to the MIC jack of the recorder. To MIC jack Applicable external microphones (optional) (P.88) Stereo microphone: ME51S The built-in large-diameter microphone enables sensitive stereo recording.

2 channel microphone (omni-directional): ME30W These highly sensitive omni-directional microphones are supported by plug-in power and are well-suited to recording musical performances. 34 Recording 4 Recording audio from another device with this recorder: Audio can be recorded when you have connected the audio output terminal (earphone jack) of another device and the MIC jack of the recorder using the connecting cord KA333 (optional) for dubbing. 4 Recording audio from this recorder with another device: Audio from this recorder can be recorded to another device by connecting the audio input terminal (microphone jack) of the other device and the EAR jack of this recorder using the connecting cord KA333 (optional). To MIC jack To audio output terminal of other device 2 Recording To EAR jack To audio input terminal of other device Note For WS-813: · If you are unable to produce a clear recording with this recorder even after adjusting the recording level(P.56), this could potentially be because the output level for the connected devices is too high or too low.

When external devices are connected, perform a test recording and then adjust the output level for the external devices. For WS-812, WS-811: · The recording level cannot be adjusted on this recorder. When an external device is connected, perform a test recording and then adjust the output level on the external device. Note · When you adjust the various sound quality settings related to playback on the recorder, the audio output signal sent out from the EAR jack is also adjusted (P.61, P.

62). EN 35 About playback Playback The recorder can play back WAV*, MP3 and WMA format files. To play back a file recorded with another machine, you need to transfer (copy) it from a computer. * WS-813, WS-812 only. 3 Press the + or - button to adjust the volume. · The volume can be adjusted within the range of [00] to [30]. STOP (4) button + - button OK button 3 Playback 4 Press the STOP (4) button at any point where you want to stop playback. · [L] appears on the display. · Pressing this button stops the file being played back. If the resume function has been activated, the stop location is registered, even if the power is turned off.

The next time the power is turned on, playback is resumed from the registered stop location. 1 Select the file to be played back from the folder that contains it (P.28). 2 Press the OK button to start playback. · [·] appears on the display. a b c d e a Recording media indicator, File name Folder indicator b Elapsed playback time c Playback position bar indicator d File length e Recording date and time EN 36 Playback Settings relating to playback [Voice Playback] *1 *3 (P.



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61) [Noise Cancel] *3 (P.61) Only the voice portions from a recorded audio file are played back. If recorded audio is difficult to understand because of noisy surroundings, adjust the Noise Cancel setting level. When playing back a recorded audio file, the recorder compensates for any low-volume portions in the file.

The recorder has a Voice Filter Function to cut low and high frequency tones during normal, fast, or slow playback, playback tone, and enable clear audio playback. You can select the preferred playback mode. When listening to music, you can set your favorite sound quality by adjusting the equalizer setting. The skip interval can be set. Playback settings of your choice can be saved to suit different sound qualities and playback methods.

To EAR jack Playback through the earphones The earphones can be connected to the EAR jack of the recorder for listening. · When the earphones are used, the recorder speaker is switched off. [Voice Balancer] *1 *3 (P.61) 3 Playback [Voice Filter] *2 *3 (P.61) [Play Mode] (P.

62) [Equalizer] *4 (P.62) [Skip Space] (P.63) [Play Scene] (P.63) Notes · To avoid hurting your ears, turn down the volume before inserting the earphones into your ears. · When using the earphones, do NOT set the volume too high. Listening at very high volume may lead to hearing loss. *1 WS-813, WS-812 only. *2 WS-811 only. *3 Function active only in [Recorder] mode. *4 Function active only in [Music] mode.

EN 37 Playback Forwarding Rewinding 3 Playback EN While the recorder is in stop mode in the file display, press and hold the 9 button. · [β] appears on the display. · When you release the 9 button, forwarding stops. Press the OK button to start playback from where forwarding stopped. While the recorder is in stop mode in the file display, press and hold the 0 button. · [TM] appears on the display. · When you release the 0 button, rewinding stops. Press the OK button to start playback from where rewinding stopped. While the recorder is in playback mode, press and hold the 9 button. · When you release the 9 button, the recorder resumes normal playback.

· If there is an index mark or temp mark within the file, the recorder stops at that location (P.42). · The recorder stops when it reaches the end of the file. Continue pressing the 9 button to continue forwarding from the beginning of the next file. While the recorder is in playback mode, press and hold the 0 button. · When you release the 0 button, the recorder resumes normal playback. · If there is an index mark or temp mark within the file, the recorder stops at that location (P.42). · The recorder stops when it reaches the beginning of the file. Continue pressing the 0 button to continue rewinding from the end of the previous file.

38 Playback Locating the beginning of a file About music files In cases where the recorder is unable to play back music files that have been transferred to it, check to make sure that the sampling rate and bit rate are in the range where playback is possible. Combinations of sampling rates and bit rates for music files which the recorder can play back are given below. File format While the recorder is in stop mode or playback mode, press the 9 button. · The recorder skips to the beginning of the next file. Sampling frequency 44.1 kHz MPEG1 Layer3: 32 kHz, 44.1 kHz, 48 kHz MPEG2 Layer3: 16 kHz, 22.05 kHz, 24 kHz 8 kHz, 11 kHz, 16 kHz, 22 kHz, 32 kHz, 44.1 kHz, 48 kHz Bit rate 16 bit WAV format * 3 Playback While the recorder is in playback mode, press the 0 button. · The recorder skips to the beginning of the current file.

MP3 format From 8 kbps up to 320 kbps While the recorder is in stop mode, press the 0 button. · The recorder skips to the beginning of the previous file. If the recorder is in the middle of a file, it will return to the beginning of the file. WMA format From 5 kbps up to 320 kbps * WS-813, WS-812 only. While the recorder is in playback mode, press the 0 button twice. · The recorder skips to the beginning of the previous file. Notes · When you skip to the beginning of the file during playback, the recorder stops at the position of the index mark or temp mark. Index marks and temp marks are skipped when you perform this operation in stop mode (P.42). · When [Skip Space] is set to a setting other than [File Skip], the recorder skips forward/reverse by the specified time and then starts playback (P.

63). · Variable bit rate MP3 files (in which conversion bit rates can vary) may not be played back properly. · For WAV files, this recorder can only play back those in the linear PCM format. WAV files other than these cannot be played back. · Even if the file format is compatible for playback on this recorder, the recorder does not support every encoder.

EN 39 Playback Searching for a file For WS-813, WS-812: You can search for voice files by the date they were recorded. As long as you know the date, you can quickly find a file even if you have forgotten what folder it is in. It is only possible to search for files saved in the voice recordings folder (& to *). · Dates with recorded files are shown with underbars. 4 Press the +, -, 9 or 0 button to select the date.

c Selected date c 3 Playback EN a b LIST button + - button 9 0 button OK button 9, 0 buttons: Move to the previous/next day. +, - buttons: Move to the previous/next week. · Press the STOP (4) button to return to the [Home] display. 5 Press the OK button. · Files recorded on the date selected are displayed in a list. 1 Press the LIST button repeatedly to set the [Home] display. 2 Press the + or - button to select [Calendar Search]. 6 Press the + or - button to select a file. · Press the 0 button to return to the previous screen. 3 Press the OK button.

· [Calendar Search] will appear on the display. a Current date b Date when a file was recorded 7 Press the OK button to start playback. 40 Playback Changing the playback sound You can change the playback speed and tone*. Changing the playback speed is useful when you want to speed-listen to the contents of a lecture or slow down the speed of a foreign-language phrase that you couldn't catch. * WS-813, WS-812 only. 3 Press the OK button. a a Playback speed/ playback tone indicator + - button OK button · Even if playback is stopped, the modified playback speed and tone are retained. 3 Playback 1 While the recorder is in playback mode, press the OK button. Limits of fast playback Normal operation may not be available depending on the sampling frequency and the bit rate of the file to be played back. In such a case, reduce the speed of fast playback. 2 Press the + or - button or the 9 or 0 button to make it easier to catch what is being said.



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9, 0 buttons: Change the playback speed. +, - buttons*: Change the playback tone. * WS-813, WS-812 only. · If you are still having trouble catching the words after changing the playback speed, you can make the voice clearer by changing the tone.

Notes · As in normal playback mode, you can stop playback, cue a file, or insert an index or temp mark in playback speed/ playback tone* modes as well (P.42). * WS-813, WS-812 only. · When using the playback speed/ tone function, the following functions are not available. · [Voice Playback] (WS-813, WS-812 only) (P.

61) · [Noise Cancel] (P.61) EN 41 Playback Setting an index mark or a temp mark If index marks and temp marks have been placed into your files, you can quickly find a location you want to listen to when you are fast forwarding, fast rewinding, or cueing a file. Index marks can only be placed into files created by Olympus voice recorders, but temp marks can be used to temporarily remember desired locations. Clearing an index mark or a temp mark 1 Select a file that contains index or temp marks you wish to erase. 2 Press the 9 or 0 button to select the index or temp mark to be erased. 3 Playback EN + - button OK button SCENE/INDEX button 3 While the index or temp number is displayed for approximately 2 seconds on the display, press the ERASE button. · The index or temp mark is erased. 1 While the recorder is in recording mode or playback mode, press the SCENE/INDEX button. · A number appears on the display and an index mark or temp mark is placed into the file. · Index or temp numbers after the erased index or temp number automatically decrement by 1.

Notes · Temp marks are temporary markings, so if you transmit a file to a PC or move it using a PC, the marks will automatically be erased. · Up to 99 index and temp marks can be set in a file. If you try to set more than 99 index or temp marks, the [No more can be set] message appears for index marks and the [No more can be set] message appears for temp marks. · Index or temp marks cannot be set or erased in a locked file (P.55). · Even after an index or temp mark has been placed into a file, recording or playback will continue so you can place index or temp marks in other locations in a similar manner. 42 Playback How to begin segment repeat playback This function enables repeated playback of part of the file being played. 3 Press the REC (s) button again at the position where you want to end segment repeat playback. · The recorder continuously plays back the segment until segment repeat playback is canceled. REC (s) button 3 1 Select a file that has a segment you would like to play back repeatedly, and start playback.

2 Press the REC (s) button at the position where you want to start segment repeat playback. · [w] flashes on the display. Note · As in normal playback mode, the playback speed can be changed during segment repeat playback as well (P.41). If an index mark or temp mark is set or cleared during segment repeat playback, segment repeat playback is canceled and the recorder returns to normal playback mode (P. 42). Playback · While [w] is flashing, you can fast forward, rewind, or change the playback speed in the same way as in normal mode to find the end position (P.41). · If the recorder reaches the end of the file while [w] is flashing, point [x] becomes the end of the file, and repeat playback starts. EN 43 Playback Canceling the segment repeat playback function Changing the playback scene [Play Scene] If you register your preferred playback settings for the playback scenes, you can easily select the setting later (P.

63). + - button OK button SCENE/INDEX button 3 Pressing any of the following buttons releases segment repeat playback. a Press the STOP (4) button Playback EN Pressing the STOP (4) button releases segment repeat playback and stops playback. Pressing the REC (s) button releases segment repeat playback, and it will return to normal playback mode. Pressing the 9 button releases segment repeat playback, and makes the recorder skip to the beginning of the next file. Pressing the 0 button releases segment repeat playback, and makes the recorder skip to the beginning of the current file. 1 While the recorder is in stop mode or playback mode, press and hold the SCENE/INDEX button. 2 Press the + or - button to select [Play Scene]. b Press the REC (s) button c Press the 9 button d Press the 0 button 3 Press the OK button. 4 Press the + or - button to select the playback scene.

5 Press the OK button. 44 Erasing Erasing files A selected file can be erased from a folder. Also, all files in a folder can be erased simultaneously. 6 Press the OK button. · The display changes to [Erasing!] and erasing starts. · [Erased] is displayed when the file is erased. File numbers are reassigned automatically. + - button OK button ERASE button 3 Erasing 1 Select the file you want to erase (P.28). 2 While the recorder is in stop mode in the file display, press the ERASE button.

· If an action is not selected within 8 seconds, the recorder returns to stop mode. Erasing a folder You can erase files by deleting folders. 3 Press the + or - button to select [All in folder] or [One file]. + button OK button ERASE button 4 Press the OK button. 5 Press the + button to select [Start]. 1 Select the folder you want to erase (P.28). 2 While the recorder is in stop mode in the folder list display, press the ERASE button. · If an action is not selected within 8 seconds, the recorder returns to stop mode. EN 45 Erasing 3 Press the + button to select [Start].

· Locked files and files set as read-only cannot be erased (P.55). · The default folders of the recorder, namely [Recorder] (including [Folder A] to [Folder E] and [Radio Folder]*) and [Music] cannot be erased. * WS-813 only. 4 Press the OK button. 3 Erasing EN · The display changes to [Erasing!] and erasing starts. · [Erased] is displayed when the file is erased. · In the [Music] folder, all folders except [Music] can be deleted. · If there is a file that cannot be recognized by the recorder, the file and the folder which contains that file will not be erased. Please connect the recorder to your PC to erase the file.

· Replace the battery with a new one in order to ensure that the battery does not go flat during processing. In addition, it may take over 10 seconds to complete processing. Never perform operations such as the following during processing, as such operations may damage the data. 1 Disconnect the AC Adapter during processing. 2 Remove the battery during processing. 3 Remove the microSD card during processing when [microSD card] is selected as the recording media. 46 Notes · You cannot recover a file once it has been erased.



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Please check carefully before erasing. · When a microSD card is inserted into the recorder, be sure to confirm the recording media as either [Internal memory] or [microSD card] so that there is no mistake (P.65).

About the FM radio (WS-813 only) Using the FM radio For WS-813: Radio reception varies substantially depending on where you are using the radio. If the reception is poor, adjust the antenna position or orientation, or place the recorder in a location where a radio signal can be easily received, such as by a window. The recorder may not be able to receive an FM signal within or close to buildings Connecting the earphones The supplied earphones function as an FM antenna. @@@@You may not be able to get radio reception in these locations. @@Such products may cause noise.

@@@@@@@@@@@@@@@@@@@@Allows you to set the scan sensitivity for auto preset. @@When [Preset completed] appears, the scan is complete. 1 Set to [FM Radio] mode (P.25). 2 Press the MENU button.

· The menu appears on the display (P.53) 3 Press the OK button to move the cursor to the item you want to set. Note · The preset numbers are automatically assigned according to the frequency. EN 49 FM radio mode operations Changing the reception mode It is possible to fine tune the channels manually if the station you are looking for has a weak signal and couldn't be detected using the Auto Preset function. Preset call mode · Press the 9 or 0 button to select a preset station. a Preset number Plug in the earphones a 4 FM radio mode operations EN b 9 0 button OK button Auto/Manual mode · Press the 9 or 0 button to adjust the frequency and tune to a radio signal (Manual reception). · Press and hold the 9 or 0 button to scan through the receivable radio stations (Auto reception). b Tuning frequency · If you press the OK button while a frequency that you have not preset is being received, the recorder will tune in to the station whose preset number is closest to the frequency that was being received. 1 Perform Steps 1 through 3 from "FM radio mode operations" (P.48).

2 Press the OK button to select a reception mode. · If you have preset stations, the reception mode changes at each press of the OK button. 50 FM radio mode operations Adding a radio station You can add radio stations from Auto/ Manual reception to the preset stations. 3 Press the OK button. · Up to 30 radio stations can be preset. Plug in the earphones Deleting a preset radio station 1 Tune to the preset radio station you wish to erase. @@To avoid such a problem, perform a recording test before recording. @@@@@@@@@@@@@@@@@@@@@@WS-813, WS-812 only. WS-811 only. Function active only in [Recorder] mode.

@@@@@@@@@@@@@@@@@@@@@ [Lock]: Locks the file and prevents it from being erased. [Unlock]: Unlocks the file and allows it to be erased. @@See "Rearranging files [Replace]" (P.69). Move/Copy 5 Menu setting method For WS-813, WS-812: Files saved in the internal memory or the microSD card can be moved or copied within the memory.

See "Moving/Copying files [Move/Copy]" (P.70). File Divide Files with large capacities and long recording times can be divided so that they are easier to manage and edit. See "Dividing Files [File Divide]" (P.72).

EN 55 Menu setting method , Rec Menu Rec Level Recording sensitivity is adjustable to meet recording needs. [High]: Highest recording sensitivity suitable for recording at a distance or a low volume source, such as conferences with a large number of people. [Middle]: Suitable for recording meetings and seminars with a small number of people. [Low]: Lowest recording sensitivity suitable for dictation. [Manual]*: The recording level must be adjusted manually during recording. The level can be adjusted from [01] to [30]. * WS-813, WS-812 only. · When you want to record a speaker's voice clearly, set [Rec Level] to [Low] and hold the recorder's built-in stereo microphone close to the speaker's mouth (5-10 cm) while recording. · The recording level is automatically adjusted when the recording level is set to [High], [Middle] or [Low]. Inputting a very loud sound may produce noise even when the recording level is set to [High], [Middle] or [Low].

· When the recording level is set to [Manual], the limiter function is disabled. When [OV] appears on the screen, it indicates that the sound being recorded is affected by distortion. Adjust the recording level so that [OV] is not displayed. Rec Mode The recorder can record in the linear PCM format (WS-813, WS-812 only). High resolution recording at a high sampling rate and high bit rate equivalent or superior to that of a music CD is possible. Moreover, the recorder also supports the MP3 and WMA formats. 1 Select the recording format. [PCM]*: This is an uncompressed audio format which is used for music CDs etc. [MP3]: MPEG is an international standard established by a working group of the ISO (International Organization for Standardization). @@*2 WS-811 only.

@@@Rec] to [Off]. @@@@@@[On]: Enables the Low Cut Filter function. [Off]: Disables the Low Cut Filter function. @@@@[On]: Enables the VCVA function. Starts recording in VCVA mode.

[Off]: Disables the VCVA function. @@@@@@· The higher the value, the more sensitive the recorder is to sounds. At the highest value, even the faintest sound activates recording. V-Sync. Rec Voice sync recording starts when a voice louder than the voice sync level (detection level) is detected.

When the voice becomes low, recording automatically stops. When voice sync recording is on and the input level is equal to or below the voice sync level (detection level) for a period of at least the specified detection time, the recorder returns to the standby mode or stop mode. When [On/Off] is selected: [On]: Enables the Voice sync recording function. [Off]: Disables the Voice sync recording function. When [V-Sync. time] is selected: [1 sec.] [2 sec.] [3 sec.] [5 sec.] [10 sec.]

] When [Mode] is selected: [One time]: Closes the file after recording and returns to stop mode. [Continuous]: Closes the file after recording and returns to recording standby mode. If sound is subsequently detected, recording will start with a new file. a b 5 Menu setting method EN ···· a Level meter (varies according to the sound volume being recorded) b Start level (moves to the right/left according to the set level) When the [VCVA] function is being used, the following function is not available. · [V-Sync. Rec] If the start/stop actuation level is not adjusted within 2 seconds, the display returns to the previous one. If the surrounding noise is loud, the start/ stop actuation sensitivity of the VCVA can be adjusted according to the recording conditions. To ensure successful recording, prior testing and adjustment of the start/stop actuation level is recommended. 4 Adjust the voice sync level: 1 Press the REC (s) button to start recording.



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