

## Olympus WS-110 Digital Voice Recorder

The Olympus Digital Voice Recorder records sound via an internal microphone or you can attach an external microphone. It holds around 180 hours depending on the quality level. It's available for under \$100.

1. To turn ON, move **Hold** switch so it's not on **Hold** (on Side).
2. To record:
  - a. Press **REC**
  - b. To stop recording, press **Stop**

Note: Recording quality is best when you are about a foot away from the device.
3. To playback
  - To playback the file you just recorded, press the center **OK** button
  - To play other files press forward or back arrow, then press the center **OK** button
4. To adjust volume during playback, press the up (+) or down (-) arrows.
5. To erase
  - To erase the file you just recorded, press **Erase**, then press the center **OK** button
  - To erase previous files press forward or back arrow, press **Erase**, then press the center **OK** button
6. To turn OFF, move **Hold** switch to **Hold**.
7. To copy recordings to a computer
  - a. Push the release button to separate the battery compartment and expose the USB end
  - b. Plug into USB port on your computer
  - c. The files on the recorder will show up the same as if you'd plugged in a flash drive