Model No Date of Purchase Place of Purchase Serial No.





SEE MARKING ON BOTTOM / BACK OF PRODUCT

WARNING: TO PREVENT FIRE OR ELECTRICAL SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR MOISTURE.

by Thomson Inc. could void the user's authority to operate this product. This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of FCC Rules. These limits are compliance as a complete unit designed to provide reasonable protection against harmful interference in a residential

installation. This equipment generates, uses, and can radiate adio 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 wil 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

This device may not cause harmful

accept any interference received,

including interference that may

cause undesired operation.

In accordance with FCC

requirements, changes or

interference, and (2) this device must

modifications not expressly approved

FCC Information correct the interference by one or This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1)

 Reorient or relocate the receiving Increase the separation between the equipment and receiver.

Connect the equipment into an outlet on a circuit different from

Consult the dealer or an

connected.

that to which the receiver is

FCC Information

for help. Also, the Federal Communications Commission has prepared a helpful booklet, "How To Identify and Resolve Radio TV Interference Problems." This booklet is available from the U.S. Government Printing Office, Washington, DC 20402. Please specify stock number 004-000-00345-

experienced radio/TV technician

4 when ordering copies. The descriptions and characteristics given in this document are given as a general indication and not as a guarantee. In order to provide the highest quality product possible, we reserve the right to make any improvement or modification without prior notice. The English version serves as the final reference on all products and operational

details should any discrepancies arise

service, refer to the warranty included in this Guide. Ecology Help protect the environment - we recommend that you dispose of used

batteries by putting them into

This product should be serviced only

those specially trained in

appropriate servicing techniques

For instructions on how to obtain

Service Information

specially designed receptacles Maintenance Clean the unit with a soft cloth, or a

damp chamois leather. Never use

Precautions for the Unit Do not use the unit immediately after transportation from a cold

place to a warm place; condensation problem may be Avoid shock to the unit especially

places with high temperature or

places with direct sunlight.

during recording. Recorded data can be damaged. Do not store the unit near fire,

Power Supply

 (battery power) 2 x "AAA" electricity or electrical noise (e.g.

speaker, TV set). Clean the unit with a soft cloth or In case of misfunction due to a damp chamois leather. Never electrostatic discharge just reset the product (disconnect and reconnect · The unit must only be opened by of the power source may be required) to resume normal qualified personnel.

• Do not expose this appliance to

Precautions for Batteries • If you do not use the unit for more than one month, be sure to emove the batteries to avoid leakage. When installing batteries, be sure

FCC Information

use solvents.

rain or moisture

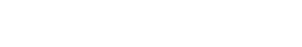
Do not operate or store unit in

places with frequent static

that the polarities are correct. Reversing polarity may cause personal injury and damage to the batteries. Never mix new hatteries with old

ones. Do not mix battery types. Discard leaking batteries immediately. Leaking batteries can cause skin burns or other

personal injury.
Do not dispose of in fire. Do not charge batteries which are not intended to be recharged



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WAIT..

PCLINK

Recording Mode

You can select between two

1. Manual Recording

1. In STOP mode,

select folder

2. Press **RECORD** to

start recording. (recording time wi

be displayed once

you press **RECORD**)

3. To pause recording,

vou can press

RECORD once,

4. To stop recording, press **STOP**.

for about three seconds, recording

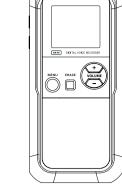
automatically when you resume

press again to

(A/B/C/D).

Setting Recording Mode

and AVR (automatic voice recording)



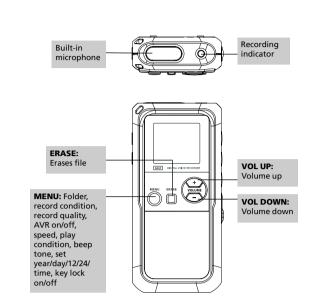
RGA

RP5022

User manua

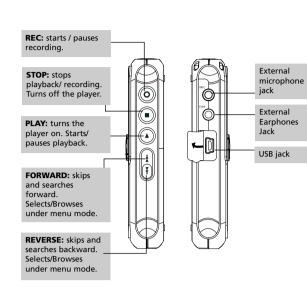
Manual de usuario

General Controls

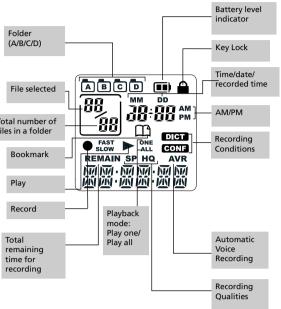


General Controls

in other languages.



General Controls



Display Messages

ALL Select all (Introductory Play back & Erasing All Files) Appendix (Adding Appendix) APPEND CUT-F Cut End (Cutting) Cut Start (Cutting) CUT-S DELETE Delete (Erasing Selected File) **FULL** Memory full MM/DD Month / day entry mode 12 HOUR 12 hour time display mode TIME Time entry mode **INSERT** Insertion (Inserting New Segments) Introduction (Introductory Playback) **INTRO** OFF Off (Automatic Voice Recording) ON On (Automatic Voice Recording) SEN MI Sensitivity Level (AVR) TONE

Beeping sound on(Setting Beep Sound) NO TONE No beeping sound (Setting Beep Sound) VOL 15 Volume (Setting Volume) YEAR Year (Setting Year) LOCKED Key locked **FORMAT** Format the memory **SPEED**

Speed of playback Memory rearrangement/System is busy Player is connected to the computer

3. Press REVERSE or FORWARD to

6. During AVR on recording, adjust

the sensitivity of the micropho by pressing **VOL UP** and **VOL**

DOWN, SEN with sensitivity level

sensitivity level when recording

source is far from the player or the recording envionment is

7. Start dictation. Recording starts

8. Press STOP to end AVR recording

Repeat step 2-3 and select AVR

During recording, the

AVR standby mode or when

recording indicator lights. When in

recording is paused, the recording

will show on display (e.g. increase

04 15:03...

SEN MIT

4. Press **STOP** to

confirm your

selection and exit to STOP mode.

5. Press **RECORD** to

automatically.

indicator flashes

OFF for de-selection.

Before You Begin

Using earphones and Unpacking Your Player external microphone You should have the following one voice recorder · When earphones are connected

 one user manual Power supply

one USB cable

indications

This player can be operated by 2 "AAA" batteries.

Installing Batteries (not included) 1. Slide the battery compartment door to open. Insert the two supplied "AAA" batteries with polarities matching

3. Replace the battery compartment Refer to the battery level indicator on display for batteries level.

Auto power shut down The player will be automatically

when the indicator is empty.

Keys lock This feature avoids accidental key

playback. 1. Press and hold **MENU** for three

sound output from speaker will be muted.

made from built-in microphone

Press and hold PLAY to turn on the

When external microphone is

Starting up the player

seconds. LOCKED will flashes or display. (LOCK icon $\widehat{\mathbf{h}}$ will be 2. Press and hold MENU for three seconds again to unlock keys.

turned off if left idle for three

Tones You can activate this feature so that

beep sound can be heard wheneve you press on any button except during playback and recording 1. Press **MENU** button repeatedly

turn on the AVR feature. It is a

good pratice to make some 'sounds' or say a short word to activate the AVR before you

Before You Begin

2. Press REVERSE or FORWARD to 3. Press **MENU** to confirm selection



Setting the Time

Year/Date/12/24/Time Setting

With this function, you can always read on the display the recording date and time of your recorded messages. Follow the steps below for time setting. You can still use this player for

the time. However, no correct recording date and time can be referred for your recorded messages

normal recording without setting

1. Turn on the player 2. Press MENU repeatedly to enter 3. When "YEAR" shows, the digits

(default is 2007). Press REVERSE or 20.03

the number, press YERR MENU to confirm. 4. Once the year is entered, the

Tip:
• For conferences, to obtain

optimum recording quality,

microphone freely exposed to the sound source as close as

place the recorder with the

convenient. A built-in

automatic recording level

control will set the optimun

record level during manual recording. Avoid recording near

unwanted noise sources, such as air conditioners or fans.

Recording Mode

MM - DD 1 (default is 1). Press REVERSE OF FORWARD to MM/ DD increase/decrease the number, press **MENU** to 5. Once the month is entered, the

digits in the month

digits in the day will flash. Press **REVERSE** or **FORWARD** to increase/decrease the number press **MENU** to confirm. Once the date is entered, you can select betw

12:00* 12/24 hour clock display by pressing IZ KO UR /FORWARD, then press MENU to 7. Once the time

format is entered, t:00 *** the digits in the hour field will flash TIME (default setting is 12 (12 hour mode) & 0 (24 hour mode). Press

If power supplied from the

select the file you want. If the file

stop and play mode.

you can press **REVERSE** or

FORWARD to select it directly in

Setting the Time

REVERSE or FORWARD to

8. Once the hour field is entered

press **MENU** to confirm.

Basic Operation

You can select a specific folder

(A/B/C/D) for browsing. Default is

Select folder

folder A.

ncrease/decrease the number,

the digits in the minute field will

Erasing file/folder Erasing selected file

battery fails suddenly (e.g. batteries are removed ccidentally) during recording the memory which was used fo the recording will not be readable or usable. To restore

the memory, backup your files and format the player using the

Other functions

IntroScan This feature allows playback of the first three seconds of each file in a

1. Select folder (A/B/C/D) and file. 2. Press **REVERSE** or FORWARD until



3. Press **PLAY** to start

ŘL L 03 MB-85 4. Press **STOP** to exit

Play one/all

1. In STOP mode, press **MENU** repeatedly until ONE or ALL

select between ONE and ALL. 3. Press **STOP** to confirm your

selection and exit to Menu mode

You can choose to play a specific file

shows on the display.

2. Press **REVERSE** or **FORWARD** to

You can delete a file by the

. Select folder (A/B/C/D)

will flash on the screen.
4. Press and hold **ERASE** for three seconds to confirm deleting. (or press **STOP** to cancel erasing file)

Erasing all files in a folder You can delete all files in a specific folder by the following steps:

3. Press ERASE once and DELETE

on the display. 4. Press **ERASE** and "DELETE" will flash on the display. 5. Press and hold **ERASE** for about selected folder will be erased completely (or press **STOP** to cancel erasing all files).

File numbers that come after forward by one automatically.

Advanced operation

CAUTION • The edit function does not

operate when battery power is too low.After editing a message, "WAIT" will be displayed. Do not power off the player until "WAIT" disappears. Otherwise, the nory which is rearranging could not be read or release until

the player is formatted.

Speed You can adjust the playback speed.

Select folder. Select file. Start playback 4. Press PLAY to start During playback, press **MENU** once,
"SPEED" will be shown on display.

<u>SPEED</u>

6. Press REVERSE or FORWARD to

select between FAST and SLOW
7. Press **PLAY** to confirm and exit.

Bookmark

the bookmarks

bookmark

Creating a bookmark

1. During playback, press **REC** once

icon flashes on the display.

· The month and date information

 \Box

to set a bookmark, the bookmark

5

This feature allows you to create an nterception point in the recorded message for quick reference.

Note:

"ALL" is displayed if you are at the first file and press REVERSE

flash. Press REVERSE or

the number, press **STOP** to

FORWARD to increase

Menu mode.

or last file and press **FORWARD**. See IntroScan for more detail. 1. Press **MENU** in stop Normal Playback 2. Folder A. B. C or D 1. In Stop mode, select a folder 15:03~

icon will flash. 3 Press REVERSE or 0 t FORWARD to Select file by pressing **REVERSE** or **FORWARD**. select a folder. 4. Press STOP to exit to stop mode in Press PLAY to start playback the desired folde Press PLAY to pause playback

Select file You can select a specific file for Select the folder you need 2. Press **REVERSE** or **FORWARD** to

press again to resume You can press VOL UP (+) or VOL **DOWN** (-) to adjust listening old REVERSE FORWARD to make quick search

Press REVERSE or FORWARD once to skip one file forward or backward.

8. Press **STOP** to stop playback.

Turn on the player.
 Select a folder (A/B/C/D)

3. In Stop mode, press FORWARD

inuously until "ALL" appear

Skipping to a bookmark

to go to the bookmark (if Press FORWARD a the next bookmark

immediately by the counters for Tip:

Append

2. Select file for

STOP mode

4. Press **MENU** three

times, "APPEND"

will be shown or

You can add appendix (e.g.

reminder, supplementary information) to the end of the file.

display. Press RECORD within

5. Press STOP to stop recording.

After the memory rearrangement completed, the player will go to

Manager to rename, delete and

voice files

three seconds to start recording

AP PEND

2. You can create multiple bookmarks until "FULL" is "FULL" will be shown.

You can skip to a bookmark anytime during playback. 1. During playback, press FORWARD

Advanced operation

You can insert new segments into a

03 15:03 ···

INŠERT

Tip:

Make sure play all files is not selected. Inserting new segments

respect to performed when play

Inserting new segments, adding appendix and cutting will only

update the recorded time length, without changing recording time

• All bookmarks will be deleted after inserting new segments, adding

file without erasing previously

2. Select file for inserting new

segment.
3. Press **PLAY** to start

playback. Press

FORWARD to scan

to the point that you want to insert

4. Press **MENU** twice to start

5. Press **STOP** to stop recording

recording new segment, "INSERT"

will be shown on display. Press **RECORD** within three seconds.

new segment.

and date.

101

REVERSE or

Insert

3. Press ERASE once and DELETE 4. Press and hold **PLAY** for 3 seconds to confirm deleting. (or press

Deleting a bookmark

1. Select folder (A/B/C/D)

STOP to cancel erasing the bookmark)

If the file have multiple bookmarks, steps 1-4 will delete ALL bookmarks You can create up to 29 bookmarks in a file. When the maximum limit is reached,

> If there are bookmarks in a file, pressing **FORWARD** will 2. AVR (Automatic Voice go through the bookmarks first before skipping to the Recording) This feature allows the player to next file. If there are bookmarks in a sense sound and to record only when you are speaking into the microphone. When dictation stops file, pressing **BACKWARD**

Select destination folder

2. Press **MENU** untill AVR flashes on

Cut You can erase unwanted parts from your recording.

Select file. 3. Start playback of the file with the 4. Press ERASE to mark the start of the unwanted

part, "CUT-S" shows on display 5. Press ERASE to nark the end of the unwanted part, "CUT-E"

cutting (or press **STOP** to cancel) "WAIT" will show on the display.

8. When the memory

Advanced operation Format (Caution! All data inside the memory

1. Select folder. 03 15:03...)

0 12 03 m

shows on display.

6. Press **ERASE** again to confirm

rearrangement is completed, the player will continue playback.

Turn on the player. Press **ERASE**, "DELETE" will flash on the display.

will be erased)

problem, etc.)

3. Press and hold **REC** <u>IIE LE TE</u> for three seconds, "FORMAT" will flash on the

display. Press and hold เรอลัทลา ERASE, "WAIT" will show on the display, formatting is in process.

After the formatting is

completed, the remain time of

the selected memory will show or

You can format the internal memory

when needed. (e.g. compatability

The procedures are as follows:

the display. You may also format the player when connected to a PC (by rightclicking on the player's drive name or letter and select "Format" from the menu). Make sure you select FAT or FAT16 as the file system

minutes.

 You can record up to 99 files in one folder, not exceeding 396 files in total. When the

The first syllable or two may be

Setting Recording Quality You can select between two recording qualities. Default is HQ. DefinitionSP (Standard Play)

 HQ (High Quality) This player allows about 4 hours recording.

1. Press **MENU** untill SP or HQ show on and **HQ** by pressing REVERSE FORWARD. 3. Confirm selection

by pressing **MENU**

Computer System

software

USB port 1.1 or 2.0

Manager

(Service Pack 3 or higher)

connect the other end to your

omputer's USB port.

to install the software.

reboot your computer.

The Digital Voice Manager

5. After installation is completed,

2. Double click or open the

Requirements

or STOP button.

begin actual dictation To view the remaining time and other recording information, you may press and hold **PLAY** during recording.

Setting Recording Condition

You can select between two recording conditions. Default is DICT.

• CONF (Conference) - in a more open area and recording source is far from the player.

DICT (Dictation) - in a more losed area and recording source is close to the player Press MENU until

DICT or CONF show on display. 2. Select recording condition by pressing **REVERSE** or FORWARD. Press STOP to confirm you

selection and exit

Connecting to the Computer

1. Connect the USB cable provided to the player's USB jack and

display. The player appears as a removable drive in your computer.



 When in Menu mode or during playback or recording, a connection between the player and the computer will not be established. Quit the above nodes before connecting to

Do not disconnect the USB connection during files transfer.

Connecting to the Computer

Using the Digital Voice Manager The RCA Digital Voice Manager can perform playback, organize your bookmarks of the recorded files and

the recorded files. Launching the Software 1. To launch the software, click "Start", select "All Programs", select "Digital Voice Recorder" then select "RP5022" and then select "Digital Voice Manager'

create self-executable voice file from

2. All the drives in the computer except the removable Digital Voice Recorder are shown in the

Digital Voice

Playback and Editing Operations 1. To organize your files, click the corresponding buttons to cut, delete, copy and paste a file(or by drag and drop).

highlight the file and click the

PLAY/PAUSE button on the left

* ® ® ×-0* ® ® ?

2. To play the recorded files,

of the toolbar. M M m od of the bild



in the toolbar to fast

backward/forward, skip to a

playback of a recorded file.

"Normal Speed" and select

specific time in the file and stop

To adjust the playback speed, click

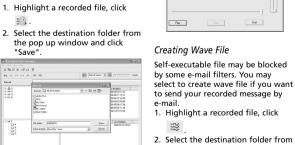
desired speed from the pull down

You can play the created file independently without the Digital Voice Management software 1. Highlight a recorded file, click

Connecting to the Computer

4. To skip to a bookmark, select "Play" from the menu at the top then select "Goto Bookmark" and elect your desired bookmark To edit bookmarks, click the

Creating and Playing Self-executable File



3. Go to the destination folder and double-click the created file G Back ▼ D → D Search corresponding buttons to add or clear the bookmarks.

idress C:\Documents and Settings\id\Des A0000015 VocPlayer application 4. Click "Play" to start playback Adjust the volume on the right

Play Creating Wave File Self-executable file may be blocked by some e-mail filters. You may

the pop up window and click

3. The created file could be found in

appendix or cutting is performed.

Transfer Files with the Digital Voice Manager (Voice Files Only)

letter. You can drag the voice files you want to transfer to your player to the A/B/C/D folder in the drive.

Your files can be found in these

folders in the player once it is disconnected from the computer

You can also drag the voice files you

folder in the drive to your computer

want to transfer from the A/B/C/D

Connecting to the Computer

Your player is associated with a drive

storage device Digital Voice

Do not rename, delete and Computer transfer (drag-and-drop) voice files to your player directly in Windows Explorer. Use the Digital Voice

Using your player as a file The player can function as a detachable data storage device. You can take along your favorite pictures and documents wherever you go. Simply cut-and-paste or drag-anddrop files to or from it via USB connection, the player will appear as a removable drive in Windows

Disconnecting from the After you have copied files to or



2. The "Stop a Hardware player screen will appear. Select the player to be stopped again for



Troubleshooting tips Plaver doesn't turn on Check that batteries are properly

Display keeps flashing when player is off You may not have set the time. Refer to section on Time Setting.

 Make sure memory is not full. · You have recorded 99 files in one folder. Try record in a new folder. If you select external memory, please ensure that an external

No sound from speaker during playbackMake sure volume is not set to 0. Headphones should not be

Cannot edit

activated

pressing on keys inserted and not exhausted · Make sure battery compartment door is properly closed. player. Make sure LOCK function is not

> Cannot perform playback Make sure you have selected folder with recorded messages Make sure LOCK function is not

> > Make sure you follow each step

 If AVR ON sensitivity is set to HIGH, recording may not be

Cannot keep the saved setting If the batteries are removed, saved settings may be removed

U.S. Limited Warranty

For how long after your purchase:

The warranty period for rental units begins with the first rental or 45 days from date of shipment to the rental firm, whichever comes first. Provide you with a new, or at our option, a refurbished unit. The exchange unit is under warranty for the remainder of the original product's warranty period.
 Proof of purchase in the form of a bill of sale or receipted invoice which is

2896/06/87 02:50 2896/06/83 09:80 2896/06/86 17:84 2896/06/87 11:36 2896/12/15 19:36

How to make a warranty claim: Properly pack your unit. Include any cables, etc., which were originally provided with the product. We recommend using the original carton and packing Include evidence of purchase date such as the bill of sale. Also print your name and address and a description of the defect. Send via standard UPS or its

· Insure your shipment for of loss or damage. Thomson accepts no liability in case of damage or loss en route to Thomson.

Pay any charges billed to you by the Exchange Center for service not covered by the warranty.

• A new or refurbished unit will be shipped to you freight prepaid.

Installation and set-up service adjustments.

Damage from misuse or neglect.

evidence that the product is within the warranty period must be presented to obtain warranty service. For rental firms, proof of first rental is also required

Product Exchange Center 11721 B Alameda Avenue Socorro, Texas 79927

What your warranty does not cover: Customer instruction. (Your Owner's Manual provides information regarding operating Instructions and user controls. For additional information, ask your

U.S. Limited Warranty

How state law relates to this warranty:

Products which have been modified or incorporated into other products Products purchased or serviced outside the USA.
 Acts of nature, such as but not limited to lightning damage. **Limitation of Warranty:** INITATION OF WATATATY:
THE WARRANTY STATED ABOVE IS THE ONLY WARRANTY APPLICABLE TO
THIS PRODUCT. ALL OTHER WARRANTIES, EXPRESS OR IMPLIED (INCLUDING
ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A
PARTICULAR PUPROSE) ARE HERBY DISCLAIMED. NO VERBAL OR WRITTEN
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consequential damages, or limitations on how long an implied warranty lasts, so the above limitations or exclusions may not apply to you. is warranty gives you specific legal rights, and you also may have other right: that vary from state to state. If you purchased your product outside the USA:

s warranty does not apply. Contact your dealer for warranty information.

Some states do not allow the exclusion nor limitation of incidental or

Note

Connecting to the Computer

from the player, you can disconnect the player from the computer. 1. Click the 🥞 icon from the

System Tray and select "Unplug or Eject hardware". Select the drive

3. Now you can disconnect the player from the computer. If you

• Make sure LOCK function is not activated.

Cannot record

Incorrect recording date and time during playbackYou may have not set the date and time before recording. Refer to section 'Time Setting'

Make sure LOCK function is not

"FORMAT" keeps flashing on the isplay after switched on.
The player is not in the correct format, press and hold ERASE to start formatting.



Recording Mode maximum limit is reached. "FULL" will be shown.

lost when you start recording because this 'sound' is used to

This player allows about 26 hours

Connecting to the Computer PC with Windows Vista™ or Connect the player before launching Windows® XP (Service Pack 1 or the Digital Voice Manager.

Connect the USB cable provided to the player's USB jack and

"MyComputer" desktop icon, then double click the player drive 3. Double click "SETUP" folder, then the computer. Data transfer is possible even if double click "Setup" or Setup.exe

software can also be downloaded

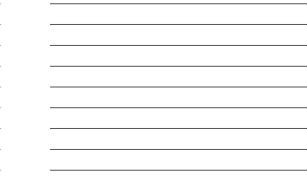
Cannot activate the player after There may be software problems move the batteries to reset the

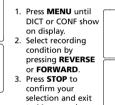
section 'Setting Recording

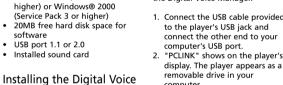
under section "Erasing Selected File" carefully. memory card is properly inserted Cannot stop recording when AVR

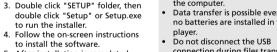














Cannot erase recorded file(s)

stopped in noisy environment. Try setting the sensitivity to LOW.

