

# Instructions for Zoom H4 recorder

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- Portable digital recorder with built-in microphone
- Runs on 2 AA batteries
- Turn on the Zoom H4 by moving the switch on the left hand side of the unit to the ON position

## Settings

1. Select your desired sampling rate from the buttons on the left hand side of the main display
2. To adjust the bit depth, press the MENU button, roll the jog dial on the left hand side of the unit down to highlight RECORDING FORMAT then press the jog dial to enter the RECORDING FORMAT menu
3. Use the jog dial to scroll to BIT and press the jog dial to select it
4. Roll the jog dial to adjust the bit depth and press again to select the desired value
5. Press MENU to exit menus and submenus

Use sampling rate: \_\_\_\_\_ Bit depth: \_\_\_\_\_

Mono recording using mono mix, which records mono tracks in stereo mode.

1. Press the Input Menu button (push the bottom of the navigation pad on the front of the H4)
2. Use the jog dial on the side of the unit to scroll until you see Mono Mix.
3. Check to see if it says ON or OFF below Mono Mix.
4. Move the jog dial up or down to turn it to ON if it is set to OFF.
5. Push the navigation pad to return to record mode.

## Making a Recording

1. Once the recorder has booted up it is ready to record
2. Press the REC button at top right of main display to enter stand-by mode for recording
  - The main display will show the name of the new file to be recorded
  - The default filename is STE-###.wav, where the ### increments with each new file
3. Press the REC button a second time to begin recording
  - The main display will show the time elapsing and the levels of the mic
4. The recorder can be held quite close to the speaker's mouth with good results. In order to avoid noise from aspiration, the mic can be held just to the side of the mouth.

Instructions for using lavalier mics should go in here.

- It is best to test the recorder at varying distances from the mouth prior to collecting data
5. To stop recording, press REC or press the MENU button upwards toward the Play/Pause symbol

## Playback

1. To play back the most recently recorded file, press upwards on the MENU button
  - The Zoom H4 does not have built-in speakers, so you will need headphones to hear the files
2. In the main display you can scroll through the recorded files by pressing leftwards or rightwards on the MENU button

- Once the desired file is selected, press upwards on the MENU button to play it back

## Editing Files

- You can rename, delete, encode to MP3 or divide a file by pressing the MENU button in the centre
- Next, press the jog dial on the right hand side of the unit to enter the FILE menu
- Roll the jog dial to scroll through the Rename, Delete, etc menus
- Press the jog dial to select the desired action
- Roll the jog dial to scroll and press to select in any of these menus
- Press the MENU button to exit menus and submenus

## Extracting Files from Zoom H4

- To transfer your recordings onto a PC, connect the Zoom to the computer using the USB cable included with the recorder
- To enter USB mode on the recorder, press MENU and scroll using the jog dial to USB
- Press the jog dial to select USB
- Scroll to CONNECT TO PC and press the jog dial to select
- Once connected, the Zoom will appear as a drive on your computer
- Your recordings can be found in the folder called STEREO
- Cut and paste your files onto your computer
  - If you cut the files they will also be deleted from the Zoom's memory card
- Press MENU to exit USB mode

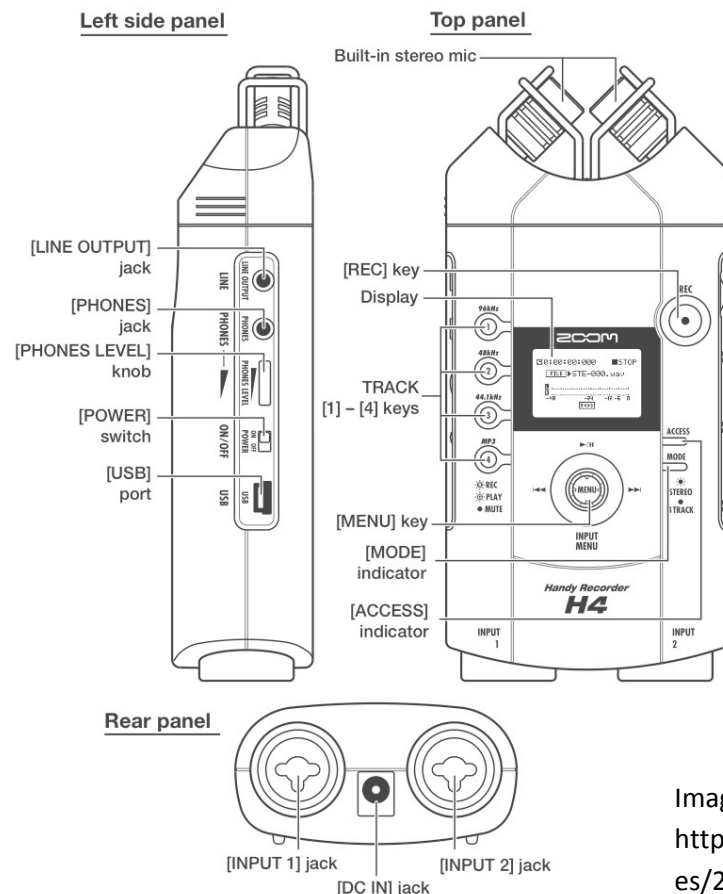


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