Recording Audio to a Flash Drive

1. Turn on the main power supply. This is the Middle Atlantic power supply it is located near the bottom of the equipment rack.


3. Watch the display screen on the Denon unit and if prompted to change storage type, use the knob on the far right of the unit to select **NO** by turning the knob clockwise one click and pressing the knob in to confirm.
4. Wait for the Telos Xstream – the silver unit at the top of the rack - to boot up; it should take about 30 seconds – and will say “Ready” twice on the green display when done.

5. On the Telos, press the SYSTEM button once.

6. Then use the down arrow just above and to the right of the System button to scroll down several pages on the display until LOOP MODE appears and is highlighted. Press the SEL button once to choose LOOP MODE.

7. Then using the arrow keys select AUDIO then press SEL again.
8. Take the microphone labeled ‘MIC 1’ from next to the equipment rack and the corresponding coiled mic cable 1 from the top of the rack and connect the cable to the microphone using the cylindrical connector on the front of the mic as shown.

9. If you need more than one microphone for recording, take an additional microphone and its corresponding microphone cable (Both microphone and cable are labeled mic 1, mic 2, etc.) and plug the cable into the microphone.

10. On the front of the Telos Xstream, you will need to activate any microphones that you will be using other than Mic 1 (Mic 1 is activated by default). To activate Mics 2 – 4, locate the appropriately numbered Input knob and button on the front of the Telos unit as shown below (Input 2 for Mic 2, Input 3 for Mic 3, etc.). Press the black button three times until both the A and B lights are lit up for the corresponding microphone you have plugged in. *Only activate the inputs you are using to avoid additional noise on the recorded track*
11. Take a pair of headphones from the drawer at the bottom of the rack and plug them into the front of the Denon Recorder as shown below. (Slide the handle on the front of the drawer up to open it).

12. Take a USB Flash Drive (otherwise known as a ‘memory stick’ or a ‘jump drive’) and plug it into the front of the Denon recorder into the port labeled DRIVE. A couple of status messages will appear and disappear on the Denon display which will read: (Loading…Complete).

13. Press the RECORD button on the front of the Denon recorder once, it should flash red. This will put the unit into Record Standby mode, which will enable you to test sound input levels.

14. Press the DISPLAY Button above the USB flash drive several times, until you see a meter appear on the display.
15. The meter display looks like this:

16. Once the meter is displayed, you may talk into the microphone and test the recording levels by watching the meter. If it seems too high or low, you can adjust the recording level by using the ‘Rec level’ knob on the right side of the Denon unit. Typically you should not need to adjust recording level since it has been set to a reasonable level for the room and equipment by default.

17. Once you have confirmed that the recording level looks good, you can begin recording. Press the red RECORD button again to start recording. It should stop flashing and appear steady red. Be sure to confirm it is steady red and not flashing to ensure that the recording is being saved.

18. Record your audio session.

19. When the session is complete, press the STOP button just to the right of the RECORD button to stop recording. The recording will be automatically saved to the USB drive as an MP3 format file. The RECORD button will no longer appear red.

20. **POWER DOWN THE DENON RECORDER BEFORE REMOVING USB DRIVE. YOU MAY LOSE AUDIO FILES ON THE USB DRIVE IF YOU REMOVE THE USB DRIVE WHILE THE DENON IS POWERED ON.**

21. You may test that your audio was properly recorded by using the playback method instructions on the next page. Consider recording a short test session to familiarize yourself with the process before conducting a longer recording session.
How to Playback From Flash Drive

1. Be sure the USB flash drive containing the recorded MP3 file is plugged into the Drive port on the front of the Denon unit as shown below.

2. Press the **FILE LIST** Button just above the USB flash drive port, to the left of the **Display** button.

3. Use the **SCROLL WHEEL**, located at the far right of the Denon Recorder to scroll up and down on the display and browse files on the USB flash drive.

4. Once you see the file you want to play back, push the **SCROLL WHEEL** in to choose the file you want to playback.

5. Select the **PLAY** option on the display by turning and press the **SCROLL WHEEL** as necessary to select **PLAY** and start playback.

6. **POWER DOWN THE RECORDER BEFORE REMOVING USB DRIVE. YOU MAY LOSE FILES IF YOU REMOVE THE USB DRIVE WHILE THE DENON IS STILL ON.**
PLEASE POWER DOWN EQUIPMENT WHEN YOU ARE FINISHED RECORDING.

POWER DOWN THE DENON RECORDER FIRST AND THEN THE MIDDLE ATLANTIC POWER SUPPLY.

POWER DOWN THE DENON RECORDER BEFORE REMOVING USB DRIVE. YOU MAY LOSE FILES IF YOU REMOVE THE USB DRIVE WHILE THE DENON IS STILL ON.

PLEASE WRAP MICROPHONE AND HEADPHONE CABLES, PUT MICROPHONE AWAY NEATLY, LOCK UP THE CABINET AND RETURN THE KEY TO MEDIA.

IF YOU REQUIRE ASSISTANCE CALL x3163 FOR MEDIA SERVICES OR STOP BY OUT OFFICE AT ROOM 229 IN THE LIBRARY.