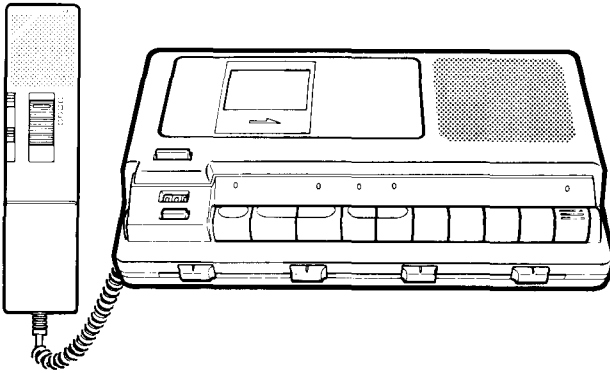


SANYO

**INSTRUCTION
MANUAL**

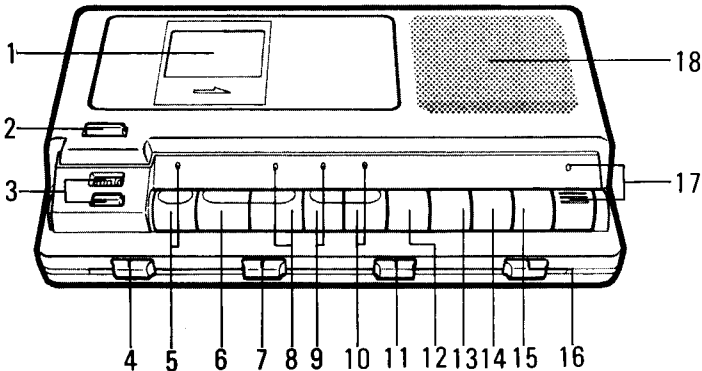
MEMO-SCRIBER
Dictating/Transcribing
System

TRC-8800



CONTROLS

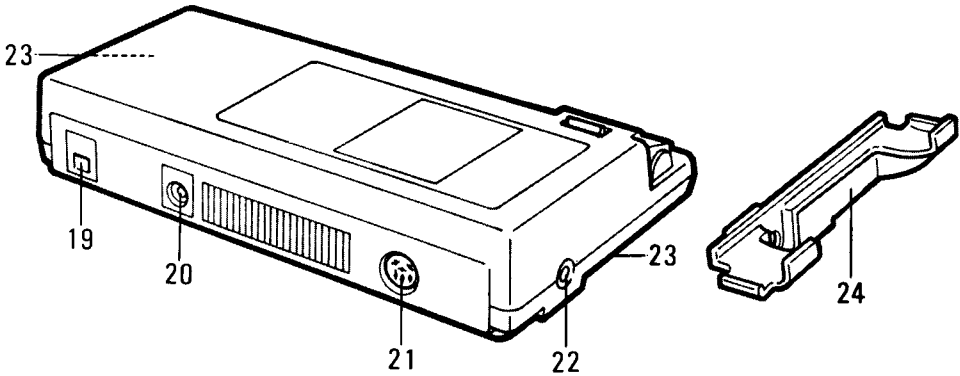
1. Cassette compartment lid
2. Eject lever (EJECT)
3. Tape counter and reset button (COUNTER/RESET)
4. Backspace control (BACK-SPACE)
5. Erase button and indicator (ERASE)
6. Stop button (STOP)
7. Volume control (VOLUME)
8. Play button and indicator (PLAY)
9. Fast forward button and indicator (FFWD)
10. Rewind button and indicator (REW)
11. Tone control (TONE)
12. Telephone record button (TEL REC)
13. Dictation/Conference button (DICT/CONF)
14. Microphone/Speaker button (MIC/SPKR)
15. Search button (SEARCH)
16. Speed control (SPEED CONTROL)
17. Power button and indicator (POWER)
18. Speaker



- The rating label is located on the bottom of the unit.

- 19. External DC 9V socket (EXT DC 9V)
- 20. Telephone record socket (TEL REC)
- 21. Remote control socket (REMOTE)

- 22. Earphone socket (EARPHONE)
- 23. Cradle bracket -both sides-
- 24. Hand control cradle

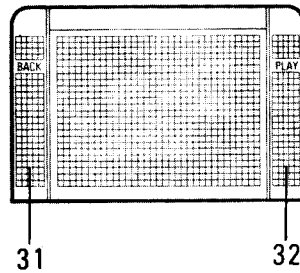
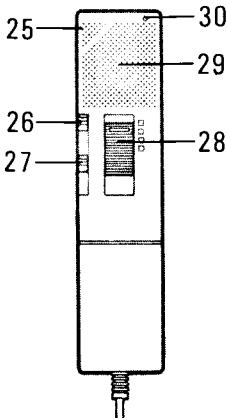


Hand control

- 25. Microphone
- 26. Index button (INDEX)
- 27. Fast forward button (FFWD)
- 28. Hand control switch
- 29. Speaker
- 30. Dictation indicator (DICT)

Foot control

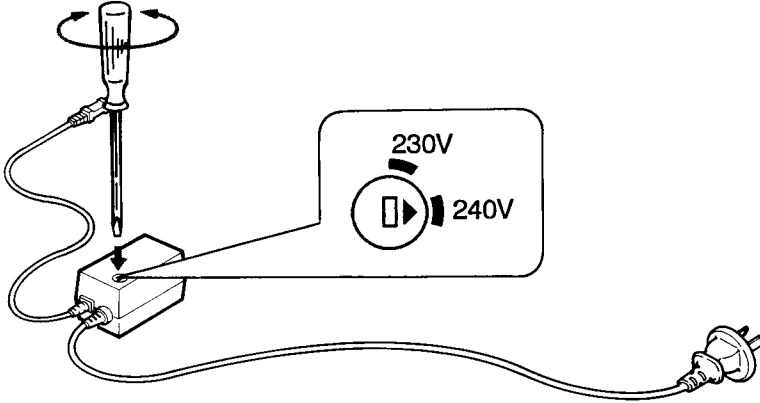
- 31. Back switch (BACK)
- 32. Play switch (PLAY)



PREPARATIONS

Before use

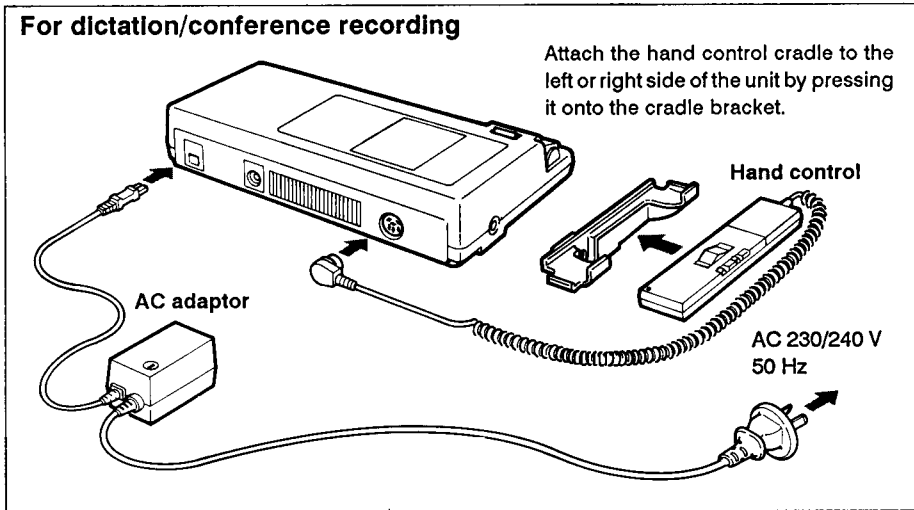
Before operating the unit for the first time, it is absolutely necessary to make sure that the setting of the voltage selector (230V/240V) on the AC adaptor corresponds as closely as possible to your local voltage.



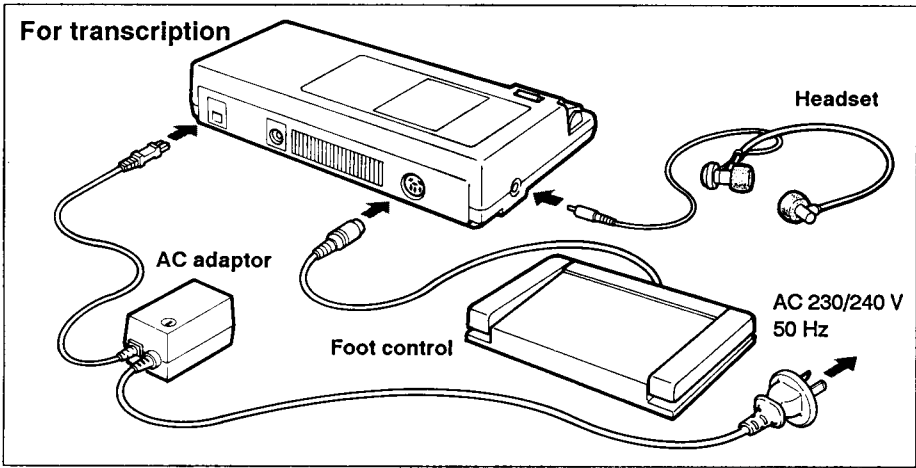
Connections

For dictation/conference recording

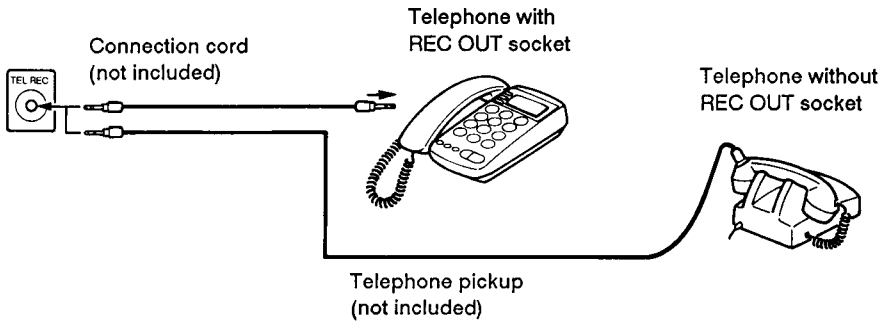
Attach the hand control cradle to the left or right side of the unit by pressing it onto the cradle bracket.



For transcription

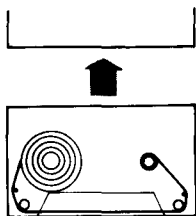


For telephone recording



Loading a cassette

1. Pull the EJECT lever to open the cassette compartment lid.
2. Load a cassette with the full reel to the left.



3. Close the lid by pressing the centre front of the lid.

NOTE:

Be sure to close the lid after loading a cassette. The unit does not operate unless the lid is closed.

Warning beep tones

The unit emits a warning tone in the following cases;

No cassette:

A tone sounds if there is no cassette in the unit when the unit is in the operating mode.

End of tape:

A tone sounds when the tape reaches the end in all operating modes.

Record/Erase protection:

A tone sounds if you attempt to record/erase a cassette, whose erasure guard tab has been broken.

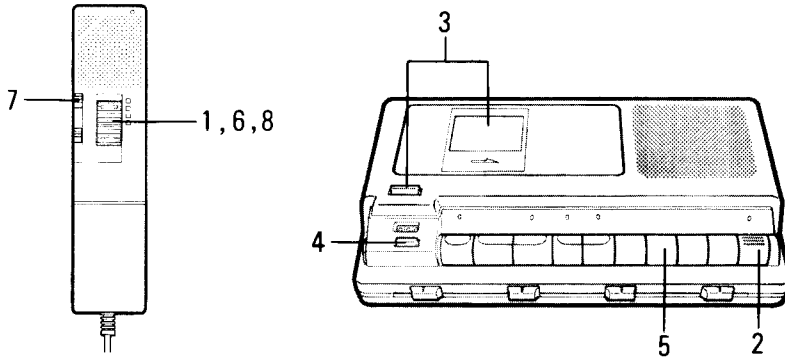
Telephone recording mode:

A tone sounds if you attempt telephone recording when no cord is connected to the TEL REC socket.

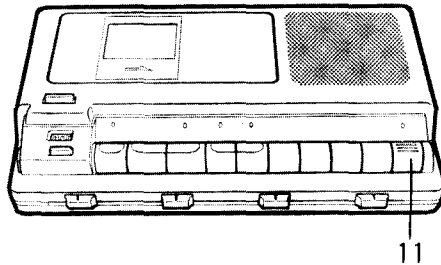
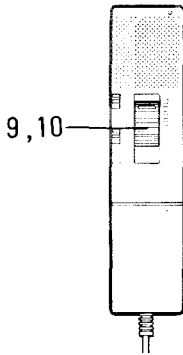
NOTE:

- Set the hand control switch to STOP before turning the power on. If the switch has been set to DICT, the unit automatically enters the record mode when turning the power on.
- Do not set the hand control switch to DICT during playback, or the unit enters the record mode.
- Do not press the TEL REC button unless you perform telephone recording.

DICTATION/CONFERENCE RECORDING



1. Set the hand control switch to STOP.
2. Press the POWER button.
 - If the TEL REC button has been pressed before pressing the POWER button, a beep tone sounds. Press the TEL REC button to release.
3. Load a cassette.
4. Press the RESET button to set the counter to "000".
 - The tape counter helps you to quickly locate recorded selection for playback.
5. Set the DICT/CONF button to DICT or CONF.
DICT: For dictation recording
 - Hold the hand control in a comfortable position approximately 12 - 15 cm away from your mouth.CONF: For conference recording
 - Place the unit in the center of the group.
6. Set the hand control switch to DICT. Recording starts.
 - You need not adjust the VOLUME control while recording. The ALC (Automatic Level Control) circuit in the unit will keep the level at its optimum.
7. Press the INDEX button on the hand control to mark the beginning of recording. The unit records a beep tone on the tape and sounds a beep tone.
 - When index searching, the tape stops briefly at each index signal so that you can easily locate different recordings.
8. To pause while recording, set the hand control switch to STOP. To record again, set the switch to DICT.



9. To make corrections or to edit, backspace the tape by setting the hand control switch to **BACK**. Hold the switch until you reach the portion of the recording just before the correction point. Release the switch and the switch returns to the **PLAY** position automatically. Listen to your recording.
At the exact point where the correction is to begin, set the hand control switch to **DICT** and proceed with your dictation.
10. To end recording, set the hand control switch to **STOP**.
11. To turn the unit off, press the **POWER** button again to release.

Reviewing

1. Set the hand control switch to **BACK**. Hold the switch until the desired amount of backspace is accomplished.
2. Release the switch; the unit begins to play back your recording.
 - For fast forwarding the tape, press the **FFWD** button on the hand control.
3. Adjust the **VOLUME** and **TONE** controls as desired.
4. You can listen to the playback signal through either the speaker in the unit or the hand control. To activate the hand control speaker, press the **MIC/SPKR** button to **MIC**. Leave the button up to listen through the speaker in the unit.
5. To stop reviewing, set the hand control switch to **STOP**.

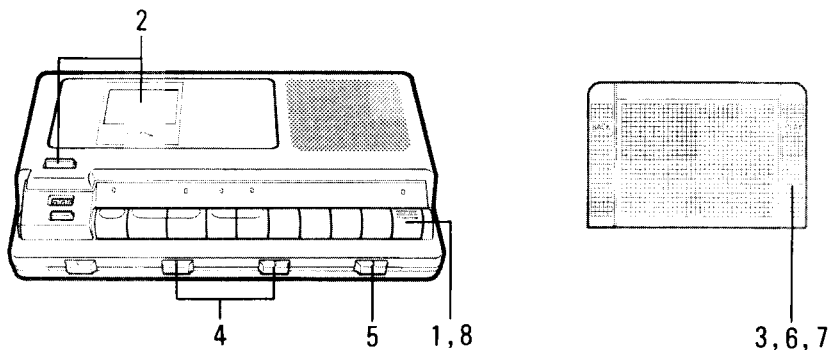
TELEPHONE RECORDING

1. Press the POWER button.
2. Load a cassette.
3. Press the TEL REC button.
4. To stop recording, press the TEL REC button again to release.

NOTE:

Anytime you press the TEL REC button while the cord is connected to the TEL REC socket, the unit automatically enters the record mode.

TRANSCRIPTION



1. Press the POWER button.
2. Load a cassette to be played.
3. Press the PLAY switch on the foot control to begin transcribing. Playback will continue while the switch is being pressed.
 - Playback can also be started by pressing the PLAY button on the unit. In this case, the STOP button can be pressed to stop playback.
4. Adjust the VOLUME and TONE controls as desired.
5. Use the SPEED CONTROL to adjust the playback speed to your liking.
 - The "0" position on the scale is for normal tape speed.
 - The SPEED CONTROL has no effect during recording.
6. If you wish to review your dictation, release the PLAY switch. The tape automatically backspaces according to the BACKSPACE control setting.
 - Use the BACKSPACE control to adjust the automatic backspace feature for your convenience.
 - For a longer review, press the BACK switch and the tape backspaces continuously until you release the BACK switch.

7. To pause, release the PLAY switch.

Continue with this start-stop method until the transcription is completed.

8. To turn the unit off, press the POWER button to release.

Index search

1. Press the SEARCH button to ON.

2. Press the REW or FFWD button on the unit.

The tape stops briefly and a beep tone sounds when the tape reaches the index mark you have recorded.

- When using the foot control, press the BACK switch.
- When using the hand control, set the hand control switch to BACK or press the FFWD button.

Erasing

After transcription is completed, you can erase the cassette.

1. Press and hold down the ERASE button, then press the REW button.

2. When the tape reaches the end, a beep tone sounds. Press the STOP button to stop erasing.

- You can also perform "forward erasing" by pressing both FFWD and ERASE buttons.

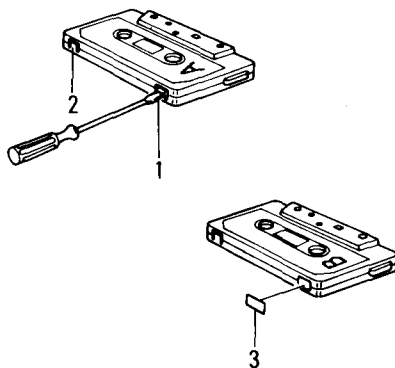
Use as a tape player

You can also play a pre-recorded cassette on the unit. Load a cassette and press the PLAY button. Use the FFWD or REW button to advance or rewind the tape rapidly.

Safeguards against accidental erasure

To protect side A, break out tab (1). To protect side B, break out tab (2).

- To record or erase a protected cassette, cover the erase guard tab openings with adhesive tape (3).



MAINTENANCE

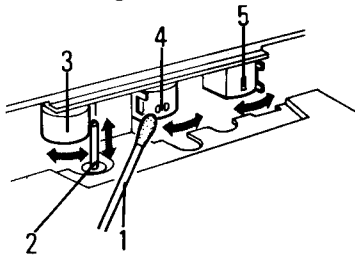
Cleaning the cabinet

Use a clean soft cloth moistened with plain lukewarm water and wrung dry. Never use benzol, benzene or other strong chemical cleaners since these could damage the finish of your unit. It is important that no liquid reaches the inside of the unit.

Cleaning the heads

For continued high performance, periodically clean the heads, pinch roller and capstan whenever an accumulation of dust and red-brown oxide particles is noticed.

To do this, pull the EJECT lever to open the cassette compartment lid. Remove the cassette and switch off the power. Carefully rub each head (4, 5), pinch roller (3) and capstan (2) with a cotton swab (1) moistened with isopropyl alcohol or special head-cleaning fluid.



SPECIFICATIONS

Recording system

AC bias

Erase system

DC erase

Fast forward/rewind time

110 sec. (C-60)

Wow and flutter

0.2% WRMS

Frequency response

200 Hz - 10,000 Hz

Signal to noise ratio

36 dB

Output power

800 mW (10% RMS)

Loud speaker

66 mm (D) 8 ohms

Dimensions

273 (W) x 165 (D) x 55 (H) mm

Weight

1.16 kg

DC input

DC 9V

Specifications subject to change without notice.

1AD6P1P0001-G
(NZ)

The SANYO logo is rendered in a bold, black, sans-serif font. The letter 'Y' is stylized with several vertical lines of varying lengths passing through its center, creating a sense of motion or a modern, technological feel. The letters 'S', 'A', 'N', and 'O' are solid and blocky.

SANYO Electric Co., Ltd.

Printed in Japan