

MicroMate Recorder and MP3 Player with FM Radio / Helpful user tips

NOTE: You can either PLAYBACK your messages on your computer, or by using the included headphones connected directly to your MicroMate (best sound quality). You must always keep at least (1) ONE MP3 file on your MicroMate for it to operate properly. Use the steps below in addition to the instructions included with your MicroMate – Enjoy!

* You must record legally within your local, state, and federal laws; The Geek Factor, LLC., will NOT be held responsible for your misuse or violation of applicable recording laws. When in doubt about the legality of your intended recording scenario, seek the advice of an attorney BEFORE you begin to record.

Long Press (means): Press and Hold for 2 seconds or longer

Short Press (means): Quickly press and release the button

Power On / Off switch: Switch located at the bottom of the recorder. Slide it to ON. Then, after auto-shut off and the switch is still slid to ON....Press and HOLD the ON / OFF button (▶/■) for 3 seconds.

Auto Shut-Off: Shuts off automatically if it is not recording or playing music and a button has not been pressed for a pre-selected time. You can change this setting in the main MENU under “System Settings” > Power Off > Off Time. This is a battery saving feature that can be adjusted up to 60 seconds.

Main MENU: Allows selection of all functions. Press and hold the “M” button to enter MENU. For time and date stamping of your recordings, set the clock in the System Time option. A great feature for evidence gathering!

Switching Modes: Press the “M” button to show the main MENU. Then use the >>| and |<< buttons to scroll left or right through the options. When you see the option you want: Simply press and release the “M” button again.

To RECORD: Find the RECORD option in the MENU. Then Press and Release the “M” button. The screen will take a moment to “Initialize” and then you will see the RECORD display screen. To begin recording, simply press and release the (▶/■) button. After you’ve started recording, a quick press and release of the (▶/■) button will PAUSE the recording. A long press and hold (3 seconds) of the (▶/■) button will STOP and SAVE your recording. Another press of the (▶/■) button will begin recording a new message. You must manually STOP your recordings for them to save properly – otherwise the files may be corrupt and not playback or save to your PC.

VOR (Voice Activated) Recording: From RECORD display, as if you were ready to begin recording, quickly press and release the “M” button. There, you will see various options by using the >>| and |<< buttons to scroll left or right through the SUBMENU options. (Fine REC is high quality constant recording) (Long REC is low quality constant recording “allows you to record longer and uses less memory”) The same options apply for Fine VOR and Long VOR....simply press “M” to choose the one you want to use. In the VOR recording mode, you must press the (▶/■) button from the RECORD display screen to begin – but the recorder will only record when it hears a sound.

Playback Recorded messages: Search for “VOICE” in the main MENU, then press and release “M”. You can now playback, forward through and rewind your recorded messages.

Music Playing: Search for “MUSIC” in the main MENU, then press and release “M”. You can now playback, forward through and rewind your saved mp3 music files. Press the VOL button during playing to + or – volume. The same steps apply for FM Radio listening and the headphones must be used for these two features.

Mass Storage Device: Firmly connect the USB cable to your MicroMate, then connect the other end to your USB port. Your computer will recognize the device automatically, then simply drag and drop files to and from the player or to your PC as required. You can use this method to also drag and drop MUSIC files or other WINDOWS FILES to your MicroMate’s memory. ALWAYS CHARGE YOUR MICROMATE BEFORE CRUCIAL RECORDINGS – A full battery charge should be 2- 3 hours at a minimum.

