

# MOORLANDS: PEOPLE, PLACES, STORIES

# Quick Guide to using the Zoom H2next Handy Recorder

The user manual is available to download from the Zoom-uk website: www.zoom-uk.com/products/field-video-recording/field-recording/zoom-h2n-handy-recorder#downloads





#### To record

- 1. Turn on by sliding the 'Hold/Power' button at the bottom of the right hand side of the recorder downwards.
- 2. Check channel setting on the dial on top of the recorder. Set to *MS* which records the sound directly ahead where the interviewee will be seated.
- 3. Check the recording levels on the display whilst chatting to the interviewee their voice should record at around three quarters of the way up the dial.
- 4. To adjust the recording level use the 'Mic Gain' wheel midway up the left hand side of the recorder.
- 5. Press the 'Record' button and the red light above the display will come on.
- 6. Begin your interview.
- 7. At the end of the interview press the 'Record' button again and the recording will stop.
- 8. To turn off the recorder slide the 'Hold/Power' button downwards and hold until the *goodbye* message appears on the screen.





### To playback your recording

- 1. Press the 'Play' button on the right hand side of the recorder directly inwards and the first track you recorded will start to play.
- 2. Press the 'Play' button a second time to stop the playback.
- 3. To select a different track push the 'Play' button upwards and the next track will begin to play. The track number on the display, which is below the counter at the top of the display, will also change.

### To download your recording

- 1. Plug one end of the USB lead into the USB jack (marked on the right diagram over the page) and the other end into your computer or tablet.
- 2. Two options will appear on the Zoom recorder display. Choose 'SD card reader' by scrolling up and down (by moving the 'Play' button up and down). Then press the 'Play' button directly inwards to select.
- 3. The list of folders will appear on your computer or tablet screen. Open them until you find the one that contains your recordings. Each track you have recorded will be listed as a file beginning ZOOM.
- 4. Listen to the tracks by double clicking on each file to find the one you want to download.
- 5. Right click and copy the file you want to download and paste it into the folder where you want it to be saved. It will take a few seconds/minutes to download depending on the size of the file.
- 6. You can then delete the track you have downloaded or any unwanted tracks by clicking on the file and then pressing the delete button on your computer or tablet.
- 7. On your computer or tablet, close the file list then click on the eject button. When you get the message to say it is safe to unplug the USB Mass Storage Device take the cable out and switch off the Zoom recorder.