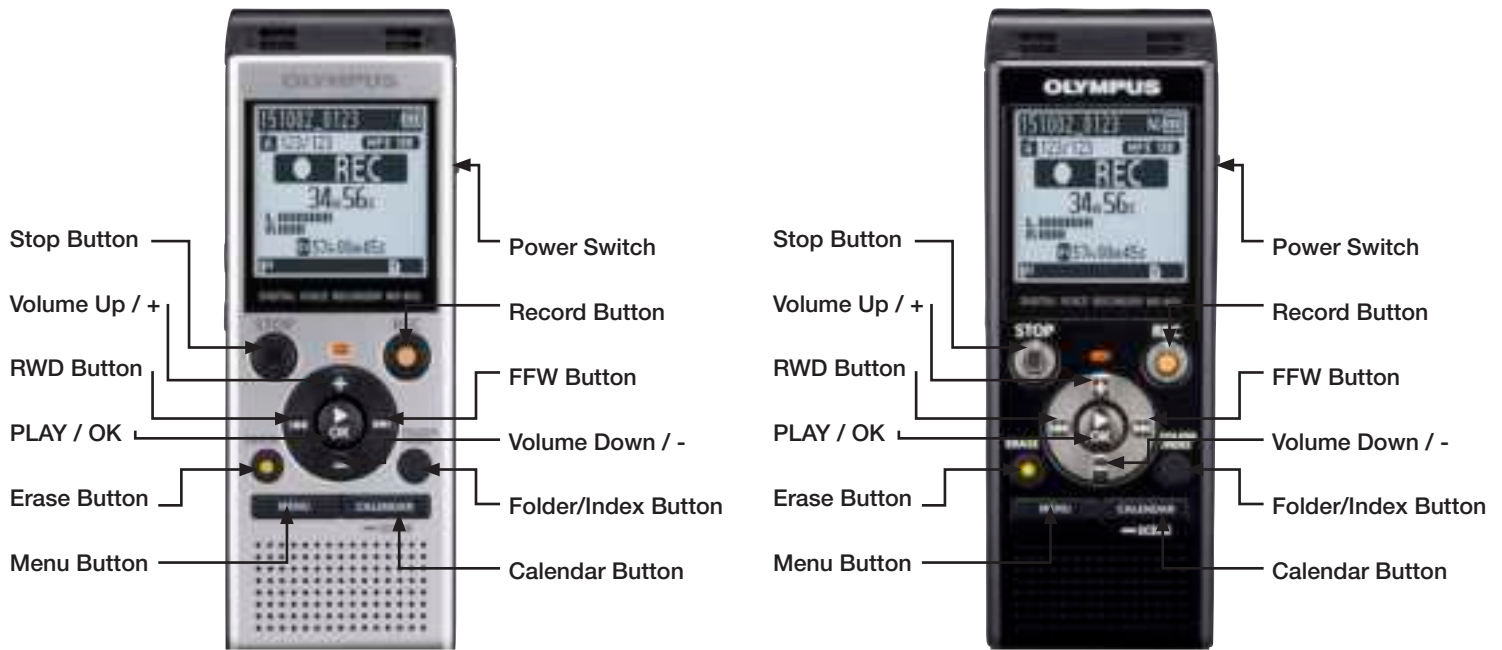


# WS-852 & WS-853 Quick Reference Guide.



To turn on the WS-852 or 853 slide the Power button located on the side to the on position.

To turn off the WS-852 or 853, slide the button to the off position.

## How to set the Date and Time.

1. Press the **Menu** button located on the front of the recorder.
2. Press the **+** or **-** button to navigate to the Device Menu.
3. Press the **▶▶|** button to access the settings in the Device Menu.
4. Press the **+** or **-** button to navigate to Time & Date then press the **OK** button.
5. Press the **+** or **-** button to set the hour then press the **▶▶|** button to access the minutes.
6. Press the **=** or **-** button to set the minutes. Follow this process until the time and date are set then press the **OK** button to apply the settings.

## How to Record.

1. Press the orange ● button on the front of the recorder to start the recording.
2. Press the orange ● button a second time to Pause the recording.
3. Press the ■ button to stop the recording.

## How to Delete Files.

1. Press the **◀◀** or **▶▶** button to select the file to delete and press the **Erase** button.
2. Select All files in folder, One file option and press the **OK** button.
3. Select the **Start** option and press **OK** button to finish deleting the file(s).

## How to Transfer Files to the PC.

1. Connect the WS-852/ 853 to a compatible computer using the retractable USB connector.
2. Open Windows Explorer and browse to the WS-852/ 853.
3. Open the folder containing the file.
4. Copy the file from the recorder and paste it to the desired location on your computer.

## How to Change Playback Speed.

1. While the file is playing press the **▶** button. You will see an option to increase and decrease the playback speed.
2. Press the **+** or **-** button to increase or decrease the playback speed.

## How to Change the Volume.

1. Press the **+** or **-** button to increase or decrease the playback volume. This can be done while the file is playing or while the file is stopped.

## How to Switch between Folders.

1. Check that the recording is stopped.
2. Press the **Folder/ Index** button to toggle between folders **A** thru **E**.