

Dictator/Transcriber

BM-880

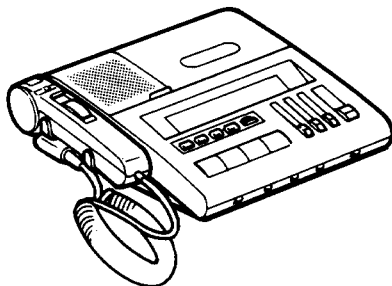
Operating Instructions

Before operating the unit, please read this manual thoroughly and retain it for future reference.

Owner's Record

The model and serial numbers are located on the bottom. Record these numbers in the spaces provided below. Refer to them whenever you call upon your Sony dealer regarding this product.

Model No. BM-880 Serial No. _____



BM-880
HU-80 (not supplied)

WARNING

To prevent fire or shock hazard, do not expose the unit to rain or moisture.

To avoid electrical shock, do not open the cabinet. Refer servicing to qualified personnel only.

Warning—This equipment generates, uses, and can radiate radio frequency energy and if not properly installed and used, may cause interference with radio communications. It has been tested and found to comply with the requirements for a computing device pursuant to Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference when operated in a commercial environment. Operation of this equipment in a residential area is likely to cause interference in which case the user at his own expense will be required to take whatever measures may be required to correct the interference.

Important—To insure that the complete system (including this peripheral) is capable of complying with the FCC requirements, it is recommended that the user make sure that the individual equipment of the complete system has a label with one of the following statements.

"This equipment has been tested with a Class A Computing Device and has been found to comply with Part 15 of FCC Rules."

-or-

"This equipment complies with the requirements in Part 15 of FCC Rules for a Class A Computing Device .."

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Features

The Sony BM 880 microcassette dictation/transcriber is designed to be used for both dictation and transcription.

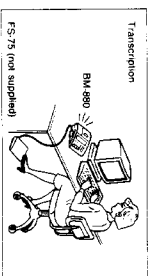
As a dictator

- The Sony HL80 hand control (not supplied) remotely controls the BM 880 Microcassette dictation/transcriber.
- Dual electronic indexing function signals—"LTR" (end of letter) and "SEC" (special character) signals (not supplied) can be recorded on a tape during dictating, recording of telephone calls, listening in the background, and so on.
- The end of the last recorded segment on the tape can easily be located using the record-end function.
- Alarm sound and indication on the display window informs recording error.
- Recording of telephone calls can be performed with the use of the TL-4 telephone recording adaptor (not supplied).
- With the use of the optional DE-35, DE-36 or MDH-U10M earphones, you can monitor the sound with the desired sound level during recording.



As a transcriber

- The scanning function allows easy display of the total recorded time of dictation in minutes, the number of documents and instructions recorded on the tape.
- Auto-stop function quickly accesses instructions and documents.
- VSC (Variable Speech Control) enables rapid and easy-to-listen-to playback.
- Auto backspace function with the REVERSE TIME control makes transcribing easy by enabling the reviewing of the last recorded words each time listening is resumed.
- Two tape speeds (2.4 cm/sec. and 1.2 cm/sec.) can be selected according to the user's needs.
- Rapid erasing function with ERASE and REW buttons.
- The Electronic "Index OFF" mode allows you to transcribe a cassette which was not recorded using a Sony Professional Dictating Machine.



Precautions

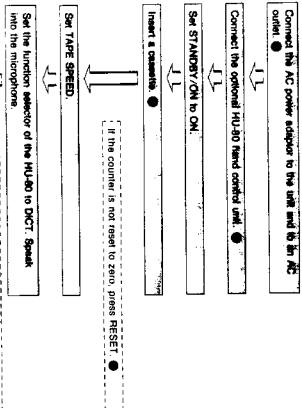
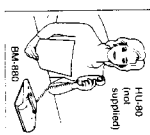
- Operate the unit only on 9 V DC.
 - For AC operation, use the AC power adaptor supplied with this unit. Do not use any other AC power adaptor as it may cause malfunction.
 - Unplug the AC power adaptor from the wall outlet when it will not be used for an extended period of time. To disconnect the adaptor, pull it out by grasping the adaptor, never pull it by the cord.
 - Do not place the unit in a location near heat sources such as radiators or air ducts, or in a location where it is exposed to direct sunlight.
 - Allow adequate air circulation to prevent internal heat build-up. Do not place the unit near materials (curtains, draperies) that may block the ventilation holes.
 - Should any solid object or liquid fall into the unit, unplug the unit and have it checked by qualified personnel before operating it any further.
 - The AC power adaptor which has been supplied becomes hot if it is connected to an AC outlet for a long period of time. But, this will not cause any trouble.
- If you have any question or problem concerning your unit that is not covered in this manual, please consult the Sony dealer from whom you purchased the unit.

Operation Flow Chart

For details, refer to the pages in ●

□ Necessary step ○ Optional step

Dictation

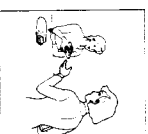


Record the SEC signal before giving instructions to the secretary ●

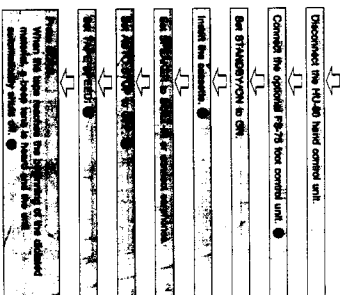
Quick review playback and correct the dictated material. Keep the function selector of the HU-80 pressed down toward B SPACE to rewind the tape until the desired point on the tape is reached. Press the function selector of the HU-80 to proceed with dictation.

Record the LIT signal at the end of each recording ●

Check the recorded material with the use of the VSC function ● when the recording is completed. Then, find the end of the last recorded portion with the use of the recorded function ●



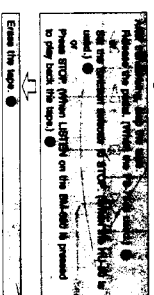
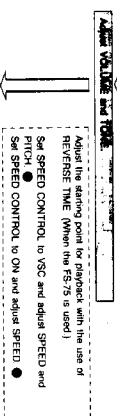
Transcription



Keep the foot pedal of the RS-75 depressed ●

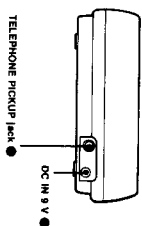
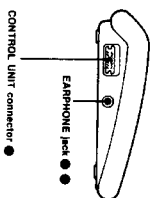
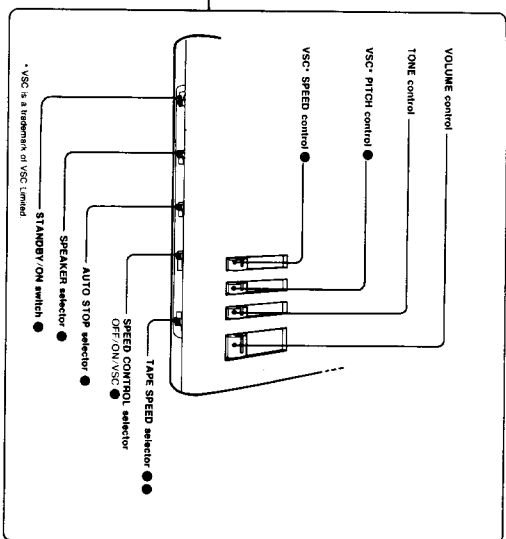
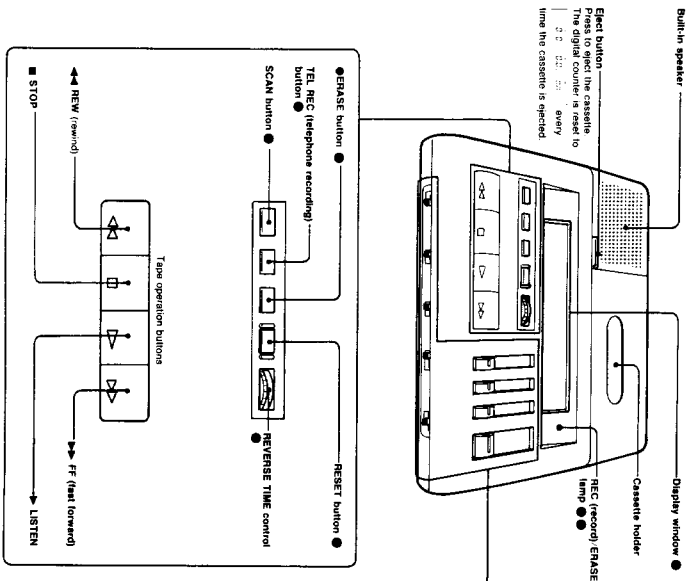
When the RS-75 is connected, the function selector of the HU-80 is LOCKED. (When the HU-80 is unlocked, press LOCKER ●)

When the RS-75 is used for operation



Location and Function of Controls

For details, refer to the pages indicated in ●



Location and Function of Controls

Shopping window

SEC (secretary) Special instructions for secretary counter
Displays the number of special-instructions-for-secretary signals
recorded

LTR (letter)	End of letter counter Displays the number of end-of-letter signals (i.e. the number of documents) recorded.
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TEL (telephone) recording indicator	Displayed during
recording of telephone calls.	_____

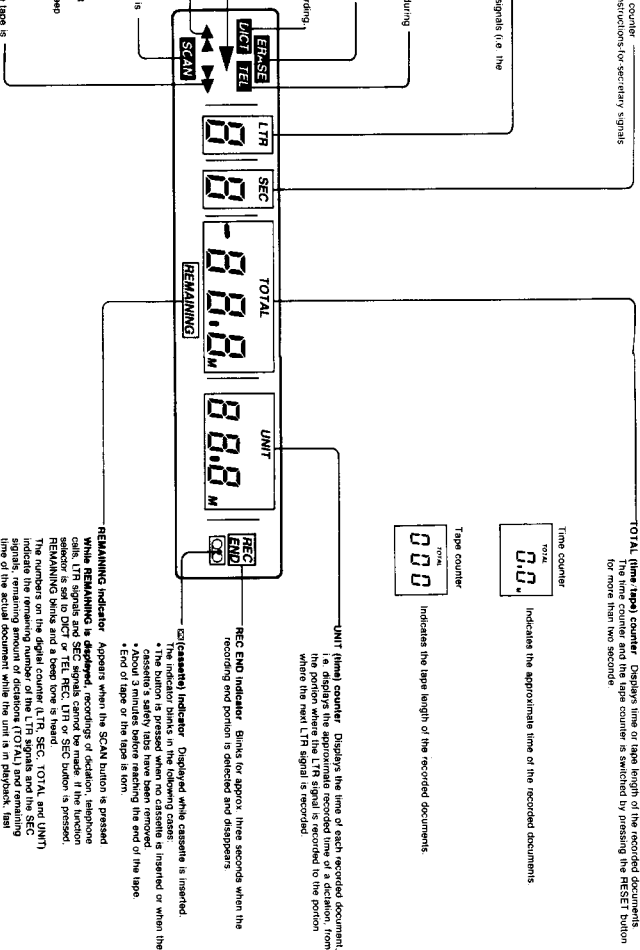
EHASE indicator Displayed while the cassette is being erased

► (listen) Indicator Displayed during playback.

 (rewind) indicator Displayed while the cassette is being rewound.

SCAN indicator Appears when the SCAN button is pressed. While SCAN is displayed, the display window displays, in this case, the time of the recorded documents, remaining numbers of recorded LTR and SEC signals and the remaining time of the actual document. This disappears with a long beeping when the tape reaches the tape top.

➡➡ **(Fast forward) indicator** Displayed while the tape is advanced rapidly.

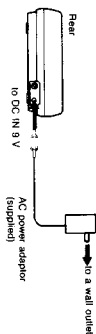


Notes

- It may be difficult to read the liquid crystal counter display due to the watching angle.
- If you play back a music cassette or a cassette which was not recorded using a Sony Professional Dictating Machine, set the unit to the Electronic "Index OFF" mode. (See page 6).

Preparation

Power Connection

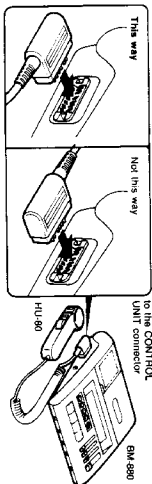


Note on the AC power adaptor
Use only the AC power adaptor supplied. Do not use any other AC power adaptor.
Polarity of the plug

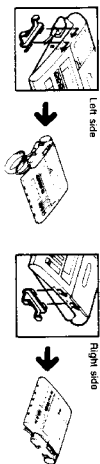


Connecting the HU-80 Hand Control Unit (not supplied)

For operation, refer to "Direction" on page 6.

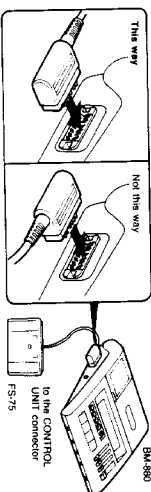


Attaching the cradle
Attach the supplied cradle with the HU-80 to the left or right side of the unit. Place the HU-80 hand control unit on the cradle while not in use. Insert the cradle into the slots and slide to secure it.

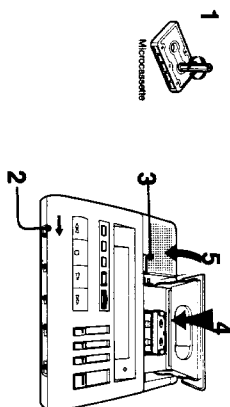


Connecting the FS-75 Foot Control Unit (not supplied)

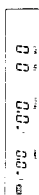
For operation, refer to "Transcription" on page 6.



Cassette Insertion

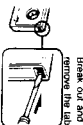


- 1 Take up any slack in the tape.
- 2 Set STANDBY/ON to ON.
- 3 Press the eject button to open the cassette holder.
- 4 Insert a cassette into the cassette holder with the side to be recorded on or played back facing upward.
Push the cassette into the holder completely.
- 5 Close the cassette holder.
The digital counter displays zero and 0.0 appears.

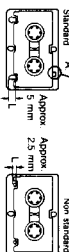


Notes on the Microcassette

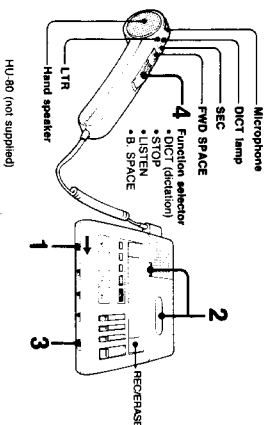
To protect cassettes from accidental erasure
When a recording is made, the previous recording is automatically erased. To prevent erasure, break out and remove the tabs.



To reuse a cassette
To record on a cassette with removed tabs, cover each slot with a piece of plastic tape.

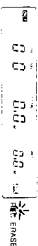


To use the unit as a dictating machine, connect the HU-80 hand control unit (not supplied).
For connection, see page 14.



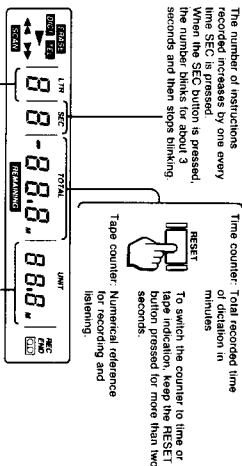
- 1 Set STANDBY/ON to ON.
- 2 Insert a cassette. (See page 14.)
- 3 Set TAPE SPEED to the desired tape speed, 24 or 1.2 (cm/sec).
- 4 Set the function selector to DICT.

Recording starts. Speak into the microphone.
DICT appears on the display window.
The DICT lamp on the hand control unit lights up and REC/ERASE lamp on the BM-880 blinks when the microphone picks up sound.



To stop the tape
Set the function selector to STOP.

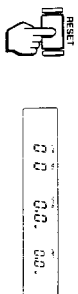
Keep the HU-80 away from the BM-880 during recording.
If not, noise may be recorded.



The number of instructions recorded increases by one every time LTR is pressed.
When the LTR button is pressed, the number blinks for about 3 seconds and then stops blinking.
Recorded time of each document in minutes

■ To set the digital counter to zero

We recommend that you press the RESET button before starting dictation. Keep the RESET button pressed for more than 0.5 second to reset the LTR (document), SEC (special instruction), TOTAL (time/tape) and UNIT (time) counters to zero.



■ To reset the TOTAL (time/tape) counter to zero tape counter

When the RESET button is pressed for more than 2 seconds in the tape stop mode, the TOTAL (time/tape) counter changes to 000 and functions as a tape counter.



■ To reset the TOTAL (time/tape) counter to zero time counter

Keep the RESET button pressed for more than 2 seconds in the tape stop mode. The TOTAL (time/tape) counter changes to 000 and functions as a time counter.



The TOTAL (time/tape) counter and the UNIT time counter indicate the approximate time of the recorded material.

NOTES

- The time counters are normally within plus or minus two minutes of the actual time when using a MC-698M Microcassette.
- In case a microcassette other than MC-698M is used, the time counter reading may differ to a larger extent from the actual time.
- The tape counter is switched to the time counter when the SCAN button is pressed.
- The numbers on the digital counter are maintained even when the STANDBY ON switch is turned off.

Convenient Functions

■ To record LTR (letter) and SEC (secretary) signals

You can record electronic index signals on the tape while the unit is set in recording (dictation), telephone recording, stop or playback (with the HU-80) mode.

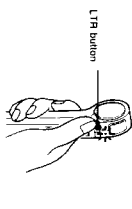
LTR (letter = end of document) signal: Record at the end of each document.
SEC (secretary = special instructions to secretary) signal: Record before giving instructions to the secretary.

When the AUTO STOP function (page 9) is activated (AUTO STOP ON), the tape automatically stops at each index signal when it is recorded, rapidly advanced or scanned. Documents and instructions can be located without the user's having to listen to the entire tape.

Before dictating, press RESET to reset the counters to zero.

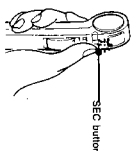
To record the LTR signal

Press the LTR button (HU-80).
Each time the button is pressed, the number on the LTR (document) counter increases by one.



To record the SEC signal

Press SEC on the HU-80.
Each time the button is pressed, the number on the SEC (special instruction) counter increases by one.



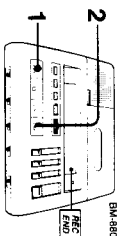
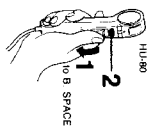
When the LTR or SEC signal is recorded, the number on the counter blinks and then lights up. Up to nine signals, each can be recorded on each side of a cassette if more than nine signals are recorded. "E" appears in the counter display.

NOTES

- The LTR or the SEC signal should be recorded with the intervals of more than 6 seconds.
- Playback sound is muted when either the LTR or SEC button is pressed.
- If either the LTR or SEC button is pressed while turning on the SPEED CONTROL selector, the tape will run at normal tape speed.
- While playing back, if either the LTR or SEC button is pressed to record the index signal on the previously recorded LTR or SEC signal by mistake, a beep tone is heard and the index signal cannot be recorded.

■ Record-end function

You can easily find the end of the last recorded segment on the tape. This function enables you to continue recording from the point where you left off.



1 Rewind the tape a little.

2 Press \rightarrow FF (FWD SPACE).

The tape will rapidly advance and stop at the end of the last recorded segment. At the end of the last recording, a long beep tone is heard and REC END blinks for approx. 3 seconds on the display window and then disappears. Immediately stop the recording. The record-end function does not operate if the recorded material is shorter than a second.

• Once the cassette is ejected or the STANDBY/ON switch is set to STANDBY, the record-end memory is cleared and the record-end function does not operate.

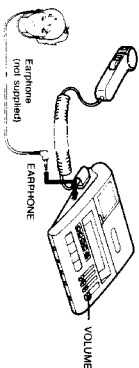
Recording time (Select the desired tape speed)

TAPE SPEED 2.4 cm For optimum sound (recommended for normal use)
12 2.4 A 60-minute recording can be made using both sides of the MC-60BM Microcassette.

12 1.2 cm For longer recording time
A 120-minute recording can be made using both sides of the MC-60BM Microcassette.

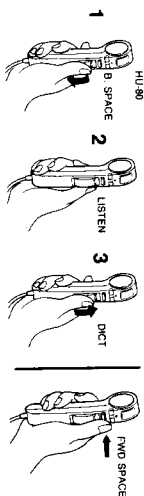
■ Monitoring while dictating

The recording can be monitored through earphones. Connect a Sony DE-35, DE-36 or MDR-LD6M earphones (not supplied) to the EARPHONE jack located on the left side of the unit. Adjust VOLUME if required.



■ Quick reviewing (playback) (correcting the dictated material)

You can easily listen to the dictated material and correct it if required.



1 Keep the function selector of the HU-80 pressed down toward B SPACE to rewind the tape.

2 Release the selector. Playback of the dictation begins.

3 When the reviewing is completed, set the function selector to DICT to proceed with the dictation.

For fast winding of the tape, keep the FWD SPACE button of the HU-80 pressed until the desired portion is reached.

■ When you have finished dictating

Hand the cassette to your secretary without rewinding the tape.

Tips for More Efficient Dictation

Before you start dictation

- Organize your thoughts.
- Make notes or an outline of what you want to dictate.
- Check that the cassette is erased. (See page 9.)

When you dictate

- Identify yourself. (Name, department, phone number)
- Indicate the type of dictation. (Memo, letter, etc.)
- Give transcribing instructions. (Type of stationery, number of copies and who they are for, envelopes, etc.)
- Specify distribution. (Names, addresses, etc.)

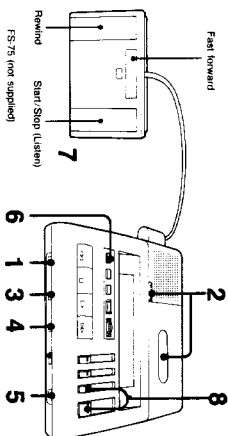
During dictation

- Relax and speak clearly, at normal speed.
- Short sentences are best.
- Include punctuation.
- Spell difficult or unusual words.
- Correct your mistakes. (Review and re dictate, or use SEC signal to alert the transcriptionist of changes or corrections)
- At the end of each document, record an LTR signal.

Transcription

To use the unit as a transcribing machine, connect the FS-75 foot control unit (not supplied).
For connection, see page 6.

Operation



- 1 Set STANDBY ON to ON.
- 2 Insert a cassette. (See page 6.)
- 3 Set SPEAKER to BUILT-IN.
- 4 Set AUTO STOP to OFF. (See page 6.)
- 5 Set TAPE SPEED to the same tape speed as that used for recording (dictation).

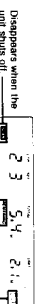
To stop the tape
Release the pedal.

To rewind the tape
Keep the left side of the FS-75 pedal depressed.

To rapidly advance the tape
Keep the center top of the FS-75 pedal depressed.

6 To check the recorded material by using the SCAN function:

Press SCAN for a second.
SCAN and REMAINING appear on the display and the tape starts to be rewound.
When the tape reaches the beginning of the dictated material, a beep tone is heard and the tape automatically shuts off. When the tape is completely rewound, the total dictated time and the recorded time of the first document are displayed. The numbers of documents and special instructions recorded on the tape are also displayed on the display.



While REMAINING is displayed, the numbers on the display indicate the remaining amount of time for this dictation when transcribing. While REMAINING is displayed, dictating telephone numbers, etc., cannot be performed. Press RESET or the spec button. REMAINING will disappear.

The above example of the counter indicates that the cassette has 2 documents and 3 special instructions. Total recorded time of the dictation is approx. 5.4 minutes and the recorded time of the first document is approx. 2.1 minutes.

Notes

- To stop scanning, press STOP.
- When the AUTO STOP switch is set to ON, the tape automatically stops at each electronic index signal previously recorded on the tape while scanning. This is convenient to locate the beginning of each document or special instruction.
- To start scanning after it is stopped at the electronic index signal, press the SCAN or REW button.

- 7 Keep the right side of the FS-75 pedal depressed to listen to the tape.
- 8 Adjust VOLUME and TONE.

As to the display window, refer to page 6.

Notes on the time counter
While REMAINING is displayed (in scanning mode or in rewind mode after scanning) and the unit is stopped automatically when the LTR signal is detected, the number on the UNIT counter will be read to 0.0 M after blinking for about 3 seconds to read the amount of the document.

Scan-stop function
When the tape is advanced rapidly (in fast forward mode after scanning) while REMAINING is displayed, the tape will stop automatically at the portion from which the scanning was started. In this case, a beep tone is heard and the — (minus) mark on the TOTAL counter blinks for about 3 seconds and then stops blinking.

Convenient Functions

■ **AUTO STOP function**
With the AUTO STOP function, recorded documents and instructions can be located without the user's having to listen to the entire tape.

This function activates only in rewind, fast forward or scanning mode.

When the **AUTO STOP switch is set to ON**, the tape automatically stops at each electronic index signal previously recorded on the tape. (See "To record LTR and SEC signals" on page 22.)

When an **LTR signal is detected**, the LTR document counter number increases or decreases and blinks for approximately 3 seconds, and a beep tone is heard. The tape stops automatically.

When the **SEC signal is detected**, the special instruction counter number increases or decreases and blinks for approximately 3 seconds, and a beep tone is heard. The tape stops automatically.

When the **AUTO STOP switch is set to OFF**, the numbers on the LTR (document) and SEC (special instruction) counters increase or decrease and blink when an LTR or SEC signal is detected, but the tape does not stop.

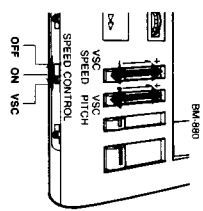
NOTE

The tape does not stop at the LTR or the SEC signal even if the AUTO STOP switch is set to ON while the FF or REW button is continuously depressed.

■ VSC (Variable Speech Control) and speed control function

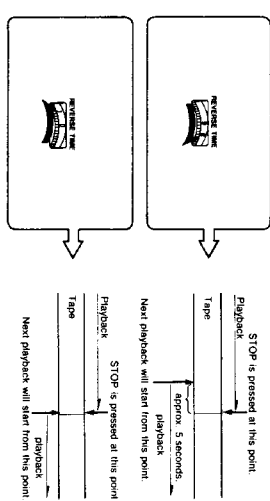
The tape can be played back at a speed faster than normal without disturbing the voice. Set the **SPEED CONTROL selector*** to VSC and adjust both the **SPEED** and **PITCH** controls. Set the **SPEED CONTROL selector** to ON to adjust the **SPEED** control. When the **SPEED CONTROL switch** is set to OFF, the tape moves at the normal speed regardless of the position of the **SPEED** and **PITCH** controls.

* Tape speed can be changed in the range of approximately -20% to +60% with the aid of the **SPEED control**.



■ Auto backspace function

This control operates only when the FS-75 foot control unit is connected. When the tape is played back, the tape is stopped at the end of each time it is stopped. Then, the last few recorded words can be reviewed when you resume listening. Adjust the **REVERSE TIME** control to determine the length of tape to be rewound. At "9" position, the tape is rewound so that the dictated material can be reviewed for about 5 seconds. At "0" position, the tape stops without being rewound at all.



Set the **REVERSE TIME** control to the desired position and keep the right side of the pedal depressed to listen to the tape.

■ Tape transport operation

	BM-480	HL-80	FL-78
Rewind	Press ◀◀ REW.	Keep the function selector pedal depressed toward B. SPACE.	Keep the left side of the pedal depressed
Stop	Press ■ STOP	Set the function selector to STOP.	Release the pedal
Listen	Press ▶▶ LISTEN.	Set the function selector to LISTEN	Keep the right side of the pedal depressed
Fast forward	Press ▶▶▶ FF.	Keep the FWD SPACE button pressed	Keep the top center of the pedal depressed.

■ Notes

- When a motion is pressed while detecting the index signal during playback, the switching time of the operation modes may be delayed.
- When a cassette which was not recorded using a Sony Professional Dictating Machine (BM-451, 580, 570, 820, 880 etc.) is played back or wound rapidly (in fast forward or rewind mode), the switching time of the operation modes may be delayed. In this case, set the unit to the Electronic Index OFF mode (See Page 9).

■ Private listening

Connect a Sony DE-35, DE-36 or MDR-U10M earphones (not supplied) to the EARPHONE. The sound will be heard through the earphones and speaker sound will be disconnected.

■ Selecting the speaker

You can listen to the dictated material through the built-in speaker or the speaker on the HL-80 by switching the SPEAKER selector to BUILT-IN or HAND.



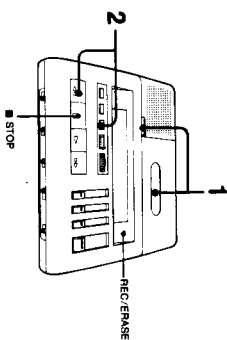
■ Notes

- E-INDEX signal of the Sony conventional models BM-451 and so on corresponds to the LTR signal of the model BM-480.
- LTR/SEC signals and E-INDEX signal do not correspond to the cue signals used for consumer type tape recorder.

Tips on Transcription

- **Before typing**, check the recorded time of the dictation and the number of LTR and SEC signals recorded on the cassette using the SCAN function.
- Erase the tape when Transcription is finished.

The recording can be erased rapidly.

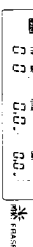


1 Insert the cassette with the side to be erased up.

Be sure not to rewind the tape after transcribing. The end portion of the dictated material to be erased should be positioned at the recording head.

2 Keep ERASE pressed and then press ◀◀ REW.

The REW/ERASE lamp lights up and ERASE appears on the display window. The portion of the tape being rewound is erased.









To stop the tape





Press ■ STOP.

For easier and quicker erasure of the entire cassette, use Sony BE-9H cassette eraser (not supplied).

Alarm System

An alarm sound and an indication appears on the display window in the following situations.

Alarm System	Situation	To Cancel Alarm System
When you press a button. 	<ul style="list-style-type: none"> No cassette is inserted. The cassette's safety tabs have been removed. 	First, release the button, then <ul style="list-style-type: none"> Insert a cassette. Insert a new cassette or cover the safety slot.
The unit shuts off. 	End of tape	Rewind the tape.
 Blinks	The tape is torn	Insert a new cassette.
When you press a button.  [REMAINING]	When you attempt to record while REMAINING is displayed.	Clear the REMAINING mark by pressing the RESET or eject button.
While recording.  Blinks	Approx. 3 minutes before the end of tape while recording.	Press ▶ LISTEN to stop alarm sound. Stop recording and insert a new cassette.
The unit shuts off during FF mode.  [REC END]	End of recording	The REC END disappears and alarm stops automatically when about 3 seconds have passed.
"E" appears. Blinks	The number of LTR or SEC signal exceeds 9	Do not press LTR or SEC button more than 9 times.

Alarm System	Situation	To Cancel Alarm System
The unit shuts off during FF mode. The minus mark blinks. The unit is rapidly advanced and stopped at the position from which the scanning was started. 	While REMAINING is displayed, the unit is rapidly advanced and automatically stopped at the position from which the scanning was started.	The minus mark stops blinking and lights up automatically when about 3 seconds have passed.
The unit shuts off.  Number of LTR or SEC blinks	Either LTR or SEC are detected while the tape is wound rapidly (in REW or FASE mode) and the AUTO STOP switch is set to ON.	The number of LTR or SEC stops blinking and lights up automatically when about 3 seconds have passed.
Either the LTR or SEC button are pressed while playing back the tape. 	Either the LTR or SEC signals are detected on the tape.	Release the button. Play back the tape continuously for more than 5 seconds and then, press the button again.
When you press a button. 	<ul style="list-style-type: none"> When you press the TEL, REC button except in the stop or decoding mode. When you put the HU-90 in the stop mode during the FF. REW or FBASE mode. 	<ul style="list-style-type: none"> To stop alarm sound, release the TEL, REC button, or put the HU-90 in the stop mode. To start recording, put the BM-680 in the stop mode first and then start recording.

Examples of Dictation and Transcription

Example of Dictation

Set the function selector of the HL-40 to DICT.

↓

Press REC.

"This is a letter. Type it up and send it by express."
Today's date is January 17, 1992.
I received your order for 270,000 units of Pyrene House Sumbur on Thames.
Middlesex, TW16 7AT, U.K.

Dear Sir,
We've received your order for."

↓

Press REC.

"Under line
POL-L5049-D3581", quantity 270,000 today.
Shipment can be made within two weeks by Air.
Please accept our thanks for your order.
Faithfully yours,
John S. Smith
Sales Manager
U.K.G. Ltd.

↓

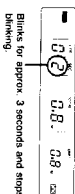
Press LTR.

↓

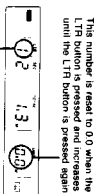
Set the function selector of the HL-40 to STOP.



Blinks for approx. 3 seconds and stops blinking.



Blinks for approx. 3 seconds and stops blinking.



Blinks for approx. 3 seconds and stops blinking.

Insert the cassette.

↓

Set AUTO STOP to OFF.

↓

Press SCAN.

The unit automatically shuts off when the tape reaches the tape top.

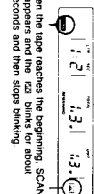
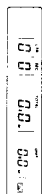
The counter indicates the total amount of dictation.

↓

Keep the right side of the PG-70 pocket depressed.

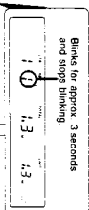
↓

Tape playback starts.



When the tape reaches the beginning SCAN disappears and the REC blinks for about 3 seconds and then stops blinking.

↓



Blinks for approx. 3 seconds and stops blinking.



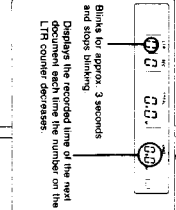
Blinks for about 3 seconds and then stops blinking.

Mr. Alan B. Jefferson
Pyrene House Sumbur on Thames,
Middlesex, TW16 7AT, U.K.
January 17, 1992

Dear Sir,
We received your order for POL-L5049-D3581, quantity 270,000 today. Shipment can be made within two weeks by Air.
Please accept our thanks for your order.

Faithfully yours,

John S. Smith
Sales Manager
U.K.G. Ltd.



Blinks for approx. 3 seconds and stops blinking.
Displays the recorded line of the next document each time the number on the LTR counter decreases.

↓

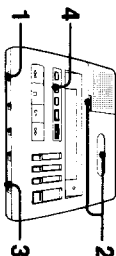
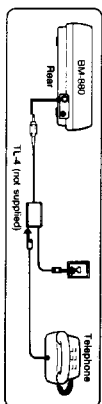
Stop the tape when the transcription is finished.

If desired, keep ERASE pressed and then, press REW to erase the cassette.

Other Convenient Functions

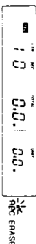
Telephone Recording

To record telephone conversation, connect the optional TL-4 telephone recording adaptor* to the TELEPHONE PICKUP jack. For further details, refer to the instruction manual of the telephone recording adaptor.



* The TL-4 telephone recording adaptor cannot be used on some telephones.

- 1 Set STANDBY/ON to ON.
- 2 Insert a cassette.
- 3 Set TAPE SPEED to the desired tape speed.
- 4 Keep TEL REC pressed for more than a second. Telephone recording begins. REC/ERASE lamp flickers and TEL appears on the display window.



To stop the tape

Press ■ STOP.

At the beginning of telephone recording

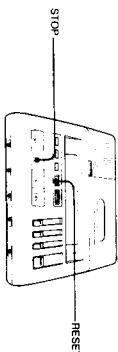
the LTR signal is not recorded. While the LTR signal is being recorded (for about 3 seconds), the unit cannot be stopped even though STOP button is pressed.

During telephone recording

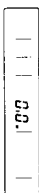
Only the LTR, SEC and STOP buttons are operative.

Transcribing a cassette recorded with a dictator other than Sony's

If you transcribe a cassette which was not recorded using a Sony Professional Dictating Machine, set the unit to the Electronic "Index OFF" mode.



In the tape stop mode, keep both RESET and STOP pressed for more than 2 seconds. Only the TOTAL counter is displayed and the number is reset to "0". The unit is in the Electronic "Index OFF" mode.



- To return the unit to the Electronic "Index ON" mode

Change the mode by following the procedure above.

- To switch the counter to time or tape indication

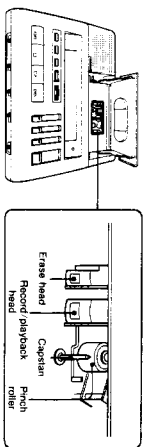
See page 20.

Notes

- In the Electronic "Index OFF" mode
 - the LTR or the SEC signal is not recorded even if you press the LTR or SEC button.
 - the AUTO STOP function does not work even if the AUTO STOP switch is set to "ON".
- If you play back in the Electronic "Index ON" mode and the cassette was not recorded using a Sony Professional Dictating Machine (BM-S01, S60, S70, S20, B80 etc.), neither the operation buttons, the counter nor the auto backspace function will work correctly.

■ Cleaning the heads

To produce optimum sound, keep the tape heads clean. First, disconnect the AC power adaptor. Moisten a cotton swab or a soft cloth with alcohol, and wipe the parts shown below.



■ Cleaning the cabinet

Clean the cabinet with a soft cloth slightly moistened with a mild detergent solution. Never use strong solvents, such as thinner or benzene, since they may damage the finish.

Type	4-track 2-channel monaural (L channel for electronic index signals, R channel for sound signals)
Recording system	1/2 inch (19 mm) wide tape (Type I)
Tape speed	Approx. 1.875 in./sec. (4.76 cm/sec.)
Fast winding time	Approx. 1 min. 50 sec. (2.4 cm/s) with Sony microcassette MC-60BM
Frequency response	200 - 6000 Hz (at 12 cm/s)
Speaker	Approx. 5.7 cm (2 1/4 inches) dia.
Power output	350 mW (at 10% distortion)
Input	TELEPHONE PICKUP (minilack)
	Sensitivity 0.2 mV
Output	Headphones (impedance 10 k ohms)
	for 8-300-ohm earphones
CONTROL UNIT connector	for HU-80 or FS-75
Power requirements	9 V DC
	DC IN 9 V jack accepts the supplied AC power adaptor for use on 120 V AC
Power consumption	1.4 W (with the supplied AC power adaptor)
Dimensions	Approx. 200 × 70 × 245 mm (W/H/D) (7 7/8 × 2 7/8 × 9 3/4 inches) including protruding parts and controls
Weight	Approx. 1.4 kg (3 lb 2 oz)
Supplied accessory	AC power adaptor (1)

Design and specifications subject to change without notice.

Optional Accessories

Hand control unit HU-80
Foot control unit FS-75
Earphones DE-35, DE-36
Headphones MDR-U10M
Telephone recording adaptor TL-4
Headphones pickup TL-5
Headphones pickup TL-2
Cassette player BE-9H

Your dealer may not handle some of the above listed optional accessories. Please ask the dealer for detailed information about the optional accessories.

Should any problem occur, conduct the following simple tests to determine whether or not servicing is required. If the problem persists after you have conducted these tests, consult the nearest Sony Dictation Systems dealer.

The unit does not operate.

- The AC power adaptor is not plugged into a wall outlet.
- The STANDBY/ON switch is set to STANDBY.

No sound from the built-in speaker.

- The SPEAKER selector is set to HAUD.
- The VOLUME control is set in the MIN position.
- An earphone is plugged in.

The tape speed is too fast or too slow.

- The USC SPEED control is set incorrectly.
- The SPEED CONTROL switch is set to ON or VSC.

The tape stops in the rewind or fast forward mode and the alarm sounds.

- The AUTO STOP switch is set to ON and a tape with electronic index signal recorded is used.
- The entire tape has been wound.
- The end of recording is reached while the tape is rapidly advanced and REMAINING is displayed.
- The tape stops at the scan-top position while the tape is rapidly advanced and REMAINING is displayed. (See page 30.)

Recording functions (Dict., Erase, Telephone recording, LTR, SEC) do not activate.

- The tape is completely rewound.
- The cassette tabs have been removed.
- REMAINING is displayed on the counter. Press RESET. (Cassette can be erased while REMAINING is displayed.)

Sound drop-outs, loss of high frequency sounds, or excessive noise

- The heads are dry. See "Maintenance".

Erasing is unsatisfactory.

- The erase head is dry. See "Maintenance".

The LTR or SEC signal can not be recorded.

- The unit is in the Electronic "Index OFF" mode. (See page 30.)

The LTR, SEC or UNIT counter is not indicated.

- The unit is in the Electronic "Index OFF" mode. (See page 30.)

The LTR, SEC or UNIT counter does not work correctly.

- The reverse time of the auto backspace function is not correct.
- A cassette which was not recorded using a Sony Professional Dictating Machine (BM-531, 560, 570, 820, 880 etc.) is played back in the Electronic "Index ON" mode. (See page 30.)
- The reverse time of the auto backspace function may become longer when the LTR or SEC signal is detected on the tape.

The switching time of the operation modes (STOP, LISTEN, FF or REW) is delayed.

- A cassette which was not recorded using a Sony Professional Dictating Machine (BM-531, 560, 570, 820, 880 etc.) is played back in the Electronic "Index ON" mode. (See page 30.)
- When a button is pressed while detecting electronic index signal during playback.

The display blinks when the AC power adaptor is connected to a wall outlet, or a power interruption.

- This may occur because of the initial setting. The display will return to normal after a few seconds.