



The Irish Message Banking Toolkit



Setting Up the Zoom H1n Handy Recorder for Message Banking



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1. Unpacking the Zoom H1n Recorder

The Zoom H1n Handy Recorder box contains:

- The recorder
- A black sleeve for the recorder
- 2 AA batteries
- A Quick Guide manual



The recorder does not come with a microSD memory card. This needs to be bought/supplied separately.

You will need to insert a memory card into the Zoom H1n recorder to save your *message bank* recordings.

2. Inserting the Batteries

To open the battery case on the back of the Zoom H1n:

- Gently press down on the ridged section of the battery case cover.
- Slide the battery case cover to the left while still pressing down



When the cover is off:

- Insert 2 AAA batteries.
- Replace the battery case cover.

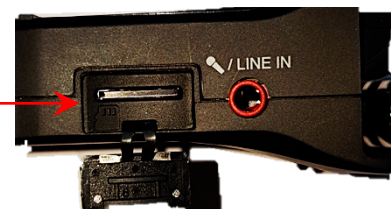




3. Inserting a MicroSD Memory Card

To insert a memory card:

- On the right hand side of the recorder, open the hinged door of the memory card compartment by catching the tab with your nail and pulling it forward and downward.
- Slide the microSD card into the slot. The printed side should be face down and the narrow end goes in first.
- Press the microSD card into position. You will know it is fully inserted when you hear it click and feel it bounce back slightly.
- Close the hinged door and press it into place.



What does the microSD card do?

- The **microSD card** is the storage device for your sound files.
- Without the microSD, you cannot make recordings.

4. Selecting the Best Recording Settings

On the front of the recorder, below the screen, are settings buttons that you can use to set the Zoom H1n up for the best recording format for message banking.

When the Zoom H1n is turned on, the cell above each of these buttons displays its current setting.

A good recorder setup for message banking would be as follows:

48k
16bit

AUDIO

80Hz

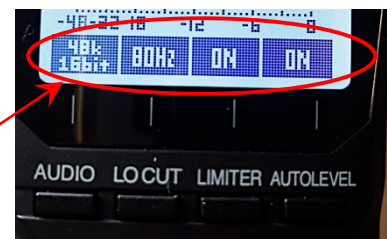
LO CUT

ON

LIMITER

ON

AUTOLEVEL



What does this do?

These are the settings that will give you the best quality recordings for *message banking*.


[There is more information on these settings and what they do on the next pages.]



To **check the settings** on your Zoom H1n recorder and/or to change them if needed, you must first turn the recorder on.

To **TURN ON** the recorder:



On the right side of the recorder, slide the power button  all the way to the left. Hold it in that position for about 1 second.



Release the Power switch.



The switch will return to the middle.

The screen will light up to say *Now loading* followed by *SD card access...*

When it is fully on, you will see a screen like this one.



To **TURN OFF** the recorder:

When you are finished using the recorder, follow the same action to turn it off.

4a. Setting the AUDIO Format

Wave (.wav) is a better format than MP3 for making message banking recordings.

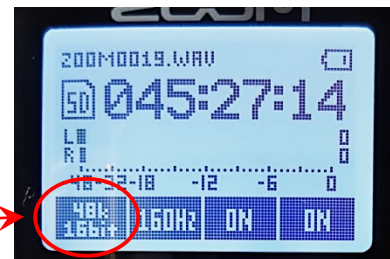
Look at the 1st display cell from the left in the bottom of the screen. You want the AUDIO record format to be set to .wav, not MP3.

Recording format set to .wav

The display might have different numbers but it should be in the format:

xxK
xxbit

A good general setting for the recorder is: **48k**
16bit



Recording format set to MP3

The display might have different numbers but it will be in the format:

MP3
xxk





If the Zoom H1n is **set to record in MP3 or is not set to 48kHz 16bit**, you can change this easily

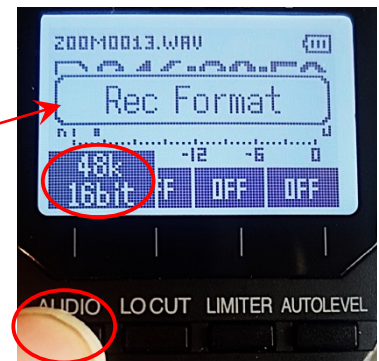


To change the record setting to 48kHz 16bit:



Press and release AUDIO button, which is the 1st button from the left under the display screen.

Rec Format will appear on the screen and the AUDIO screen cell will become highlighted.



Press the AUDIO button (once or multiple times if needed) until the screen display says 48k 16bit.



What does this do?

Wave (.wav) and MP3 are types of sound files.

- Wave is high quality and compatible with different kinds of electronic communication device.
- MP3 is a compressed sound file which means the quality is lower.

The sampling rate and bit depth defines the likeness to the original sound. The higher the rate, the better the quality of the recording; you need more *bits* when you have a complex sound, less for a simpler sound.

48kHz, 16bit is a good general setting for *message banking* recordings.

4b. Setting LO CUT

Look at the 2nd display cell from the left in the bottom of the screen. You want this cell to say 80Hz. If it says OFF, 120Hz or 160Hz, you can change this easily.

To change the Lo CUT setting to ON:

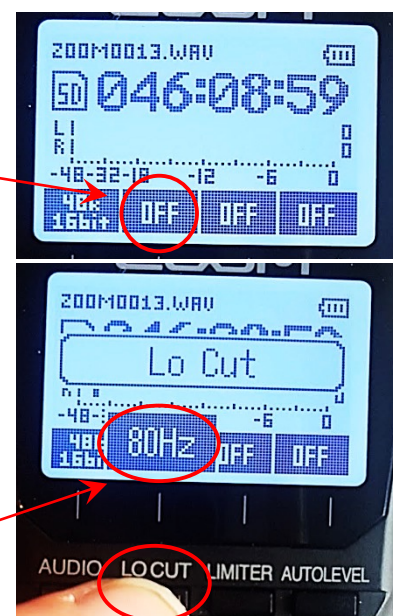


Press and release the LO CUT button, which is the 2nd button from the left under the display screen.

LO CUT will appear on the screen and the LO CUT screen cell will become highlighted.



Press the LO CUT button (once or multiple times if needed) until the screen display says 80Hz.



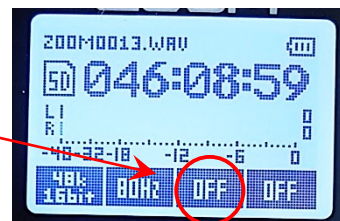
What does LO CUT do?

A **low-cut filter (LO CUT)** reduces background noise and any sound made by the movement of your hand while holding the recorder.



4c. Setting Limiter

Look at the 2nd display cell from the right in the bottom of the screen. You want this cell to say ON. If it says OFF, you can change this easily.



To **change** the Limiter setting to ON:

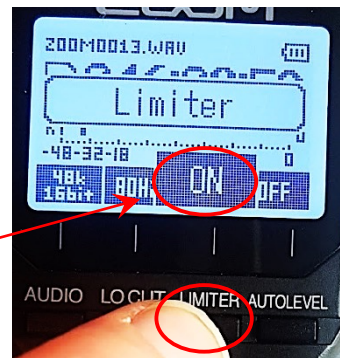


Press and release the LIMITER button, which is the 2nd button from the right under the display screen.

Limiter will appear on the screen and the LIMITER screen cell will become highlighted.



Press the LIMITER button once so the screen display says ON.

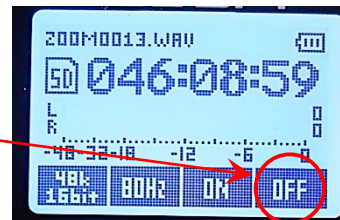


What does Limiter do?

Limiter prevents potential clipping of your phrase recordings caused by sudden loud noises.

4d. Setting Auto Level

Look at the 1st display cell from the right in the bottom of the screen. You want this cell to say ON. If it says OFF, you can change this easily.



To change the Auto Level setting to ON:



Press and release the AUTOLEVEL button, which is the 1st button from the right under the display screen.

Auto Level will appear on the screen and the AUTO LEVEL screen cell will become highlighted.



Press the AUTOLEVEL button once so the screen display says ON.



What does Auto Level do?

AUTO LEVEL automatically adjusts the loudness of the recording to make sure it is right for your voice and recording location; some people speak louder than others and the acoustics of rooms vary.