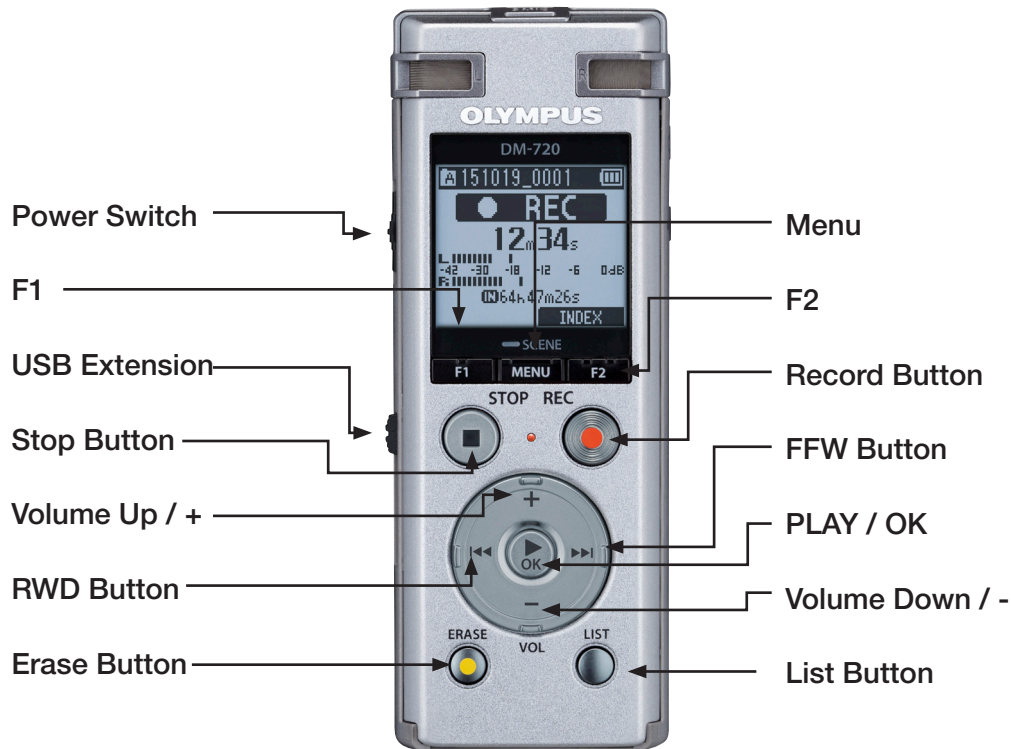


DM-720 Quick Reference Guide.



To turn on the DM-720 slide the Power button located on the side to power position and release.
 To turn off the DM-720, slide and hold the button in the off position until the recorder powers off.

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 be deleted and press the **Erase** button.
2. Press the **+** or **-** button to select All files in folder or One file 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 DM-720 to a compatible computer using the retractable USB connector.
2. Open Windows Explorer and browse to the DM-720.
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. From the **Home** screen, select the **Recorder** option and press **OK**.
2. Use the **+** or **-** buttons to navigate between folders and press **OK** to open a folder.
3. From a folder screen use the **F2** button to toggle between folders **A** thru **E**.

How to Activate Voice Guide.

1. Press the **Menu** button located on the front of the recorder.
2. Press the **+** or **-** button to navigate to the LCD/Sound Menu.
3. Press the **▶▶** button to access the settings in the LCD/ Sound Menu.
4. Press the **+** or **-** button to navigate to the Voice Guidance setting, then press the **OK** button.
5. With the **On/Off** option highlighted, press the **OK** button.
6. Press the **+** button to highlight the On option, then press the **OK** button.