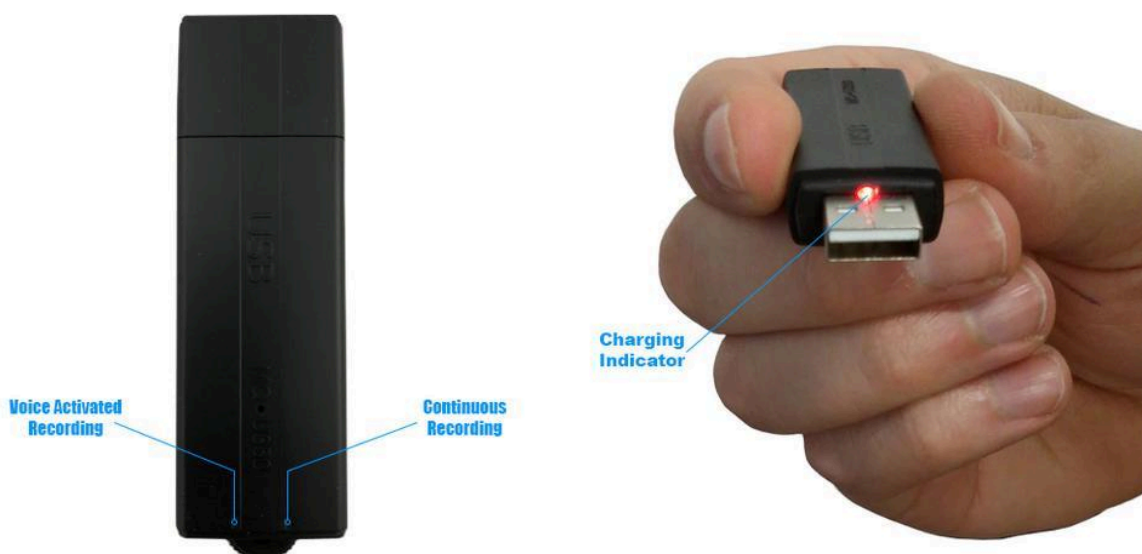# 6676 – Pro USB Audio Recorder

How to charge the battery:
- Make sure the device is turned off
- Connect the audio recorder to a PC or USB power supply
- It takes 2 hours to charge fully
- **Solid red light** = Charging
- **Flashing red light** = Fully charged

How to record an audio file:
- On top of the device is a toggle wheel with a divot
- Underneath the divot on the side with MQ-U350 are two symbols minus (-) and two dots (..)
- The divot can be turned towards either of these symbols
- If the divot is in the middle position, the device is off
- If the divot is turned towards the minus (-), the device is in continuous recording mode
- If the divot is turned towards the two dots (..), then the device is in voice-activated recording mode
- When finished recording, slide the divot to the middle position to end the recording and turn off the device
- Wait 5 seconds before making another recording

Note: If the device runs out of power during the recording, it will finalize and save the file before the battery dies.

date_time.cfg Creator V3.4 — □ ✕

Version. V001

Mode (Record Quality)
- ○ PCM
- ● XHQ
- ○ HQ

VOS On/Off
- ● VOS Off
- ○ VOS On

VOS Level
- ● + 2
- ○ + 1
- ○ 0
- ○ - 1
- ○ - 2

MIC Sense
- ○ High
- ● Middle
- ○ Low

Schedule Recording
- ● Off
- ○ On

Date _Time

2023/10/10 10:50:26

Start

How to set the time and date stamp on a Windows computer:

- Connect the device to the USB port of the computer
- Double-click the "TimeSetup.exe" file. The "date_time.cfg" creator will open
- Press start to sync the date and time with the PC
- A new file will be created called "date_time.cfg"
- Disconnect the device from the PC and create a new recording to sync the date and time
- Reconnect the device to a PC; if "date_time.cfg" is not visible, the date and time are now set

3. Scheduled recording

– Recording starts automatically once a day at a set time

Schedule Recording

	hour	minute	hour
○ Off Start Time :	13 ⌄ :	45 ⌄ Duration :	1 ⌄
● On			

· OFF (Scheduled recording off), ON (Scheduled recording on)
· Start time : Time to start scheduled recording (24–hour system), Minute (60 minutes)
· Duration : Time to continue scheduled recording (1/2/5/10/20 hours)

⚠ Caution : If the date and time settings are not correct, scheduled recording may malfunction.

How to manage and delete files on a Windows computer:

- Connect the device to the PC
- When connected, the PC will recognize the device as a removable disk
- Open the "MemoQ" folder
- Inside will be the "Voice" folder. Double-click to open the folder
- Double-click the file you wish to play
- To delete a file, right-click and select delete from the popup menu

How to set the time and date on a Mac:

Note: The following steps must be completed to set the date and time properly. The "TimeSetup.exe" program can only run on a Windows Computer.

Video tutorial for MAC: How to set the time and date https://youtu.be/iTsghQamLbQ

- Connect the device to the USB port of the computer
- When connected, the Mac will recognize the device as a removable disk
- Open text edit
- Create a new plain text file

Note: Plain text and rich text are different formats. You can change the text type by selecting format and then choosing "make plain text" also, ensure that wrap to page is disabled.

- Input the date in year, month, day, hour, minute, and second, and the time is in 24-hour format, as well as the extra E22 and twelve zeros
- Example: 2024 06 15 13 30 11E22000000000000 =, 06/15/2024 at 1:30:11 pm
- Save the file as "date_time.cfg"
- After saving, the file will be named "date_time.cfg.txt", to create a .cfg file, the file must be edited
- Locate the "date_time.cfg" on your Mac, and move it to your desktop, but do not open it
- Hold command on your keyboard and click on the file
- A popup menu will display, and in the popup menu, click on get info
- Here we can edit the name of the extension and remove the .txt from the "date_time.cfg.txt" file
- Another popup will occur, and choose use .cfg
- There is one last step to perform before we have created the file, and that is to uncheck the box labeled "Hide Extension" and close the get info popup

Note: at this point, the "date_time.cfg" files time information can not be edited

- Now move the time file into the folder directly next to the "Time Setup" program
- The folder should now have the following
  - Version Folder
  - Voice Folder
  - Time Setup Program

- ○ date_time.cfg

Note: If the time setup program is not present, the time will not work.
- Safely eject the device from the computer and create a new recording to import the corrected time and date stamp
- When the device is connected again to the computer, the "date_time.cfg" file should no longer be present, indicating the device has accepted the new time and date
- If the "date_time.cfg" is still present, the device did not accept the date and time, and one of the steps was missed. Delete the "date_time.cfg" and start again

How to manage and delete files on a Mac:
- Connect the device to your Mac computer
- When connected, the Mac will recognize the device as a removable disk
- Open the "Record" folder
- Open the "Voice" folder
- Double-click the file you wish to play
- To delete a file, click and drag the file you wish to delete to the trash bin
- Empty the trash bin with the device still plugged into your computer to delete the file from the device permanently

Note: If the above step is not completed on a Mac, the recorded files will not be entirely deleted from the device. You will have a phantom folder containing the deleted files that can not be seen on Mac that still take up memory space. Empty the "trash bin" to clear these files, or your recorder may run out of room.

How to set time and date on a Google Chromebook:
- Connect the device to the USB port of the Chromebook
- The first thing to do is to create a new .txt file
- Select the "O" icon called the app launcher, similar to a Windows icon button, located in the bottom left corner of the screen
- Type in text in the search bar, and open the text application
- Input the date in year, month, day, hour, minute, and second, and the time is in 24-hour format, as well as the extra E22 and twelve zeros
- Example: "2024 06 15 13 30 11E22000000000000" =, 06/15/2024 at 1:30:11 pm
- Select save as and save the file as "date_time.cfg"
- After creating the "date_time.cfg" file connect the device to the computer
- If a pop-up does not occur, select the "O" icon called the "App Launcher", similar to a Windows icon button, located in the bottom left corner of the screen
- Underneath the "Google Drive" are "My Drive", "Downloads", "New Services", and something else that may be named "Removable Drive"
- Select the "Removable Drive". If unsure of this step, disconnect the device from the Chromebook and see what is no longer available under "Google Drive: from step 4

- After selecting the "Removable Drive," you can view the device's memory
- Add the "date_time.cfg" file next to the time setup program
- The folder should now have the following
    - Version Folder
    - Voice Folder
    - Time Setup Program
    - date_time.cfg

Note: If the time setup program is not present, the time will not work.

- Disconnect the device from the computer and create a new recording to import the corrected time and date stamp
- When the device is connected again to the computer, the "date_time.cfg" file should no longer be present, indicating the device has accepted the new time and date
- If the "date_time.cfg" is still present, the device did not accept the date and time, and one of the steps was missed. Delete the "date_time.cfg" and start again

How to Playback files on a Google Chromebook:

- Connect the device to the USB port of the Chromebook
- A pop-up menu may occur; if so, select "View Files"
- If a pop-up does not occur, select the "O" icon called the "App Launcher" similar to a Windows icon button located in the bottom left corner of the screen
- Underneath the "Google Drive" are "My Drive," "Downloads," "New Services," and something else that may be named "Removable Drive"
- Select the "Removable Drive." If unsure of this step. Disconnect the device from the Chromebook and see what is no longer available under Google Drive from step 4
- After selecting the "Removable Drive," you can now navigate the folders in the main folder to find the recorded files
- Double click to play

How to set time and date with an Android Smartphone or tablet:

- To set the time and date, the first step is creating the "date_time.cfg" file
- Create a new text document in the notepad App
- Input the date in year, month, day, hour, minute, and second, and the time is in 24-hour format, as well as the extra E22 and twelve zeros
- Example: "2024 06 15 13 30 11E22000000000000" =, 06/15/2024 at 1:30:11pm
- To save the file, choose "Save As," select "Text File," and name the file "Date_Time"
- Once saved, the next step is to locate where the file is saved, once found the file needs to be renamed
- Rename the file "date_time.cfg"
- Adding the .cfg will convert the file into the format needed for the time and date
- Select the "date_time.cfg" file again and choose move/transfer so the file can be moved to the recorder
- Open the files App and open the connected device

- Move the "date_time.cfg" file into the folder directly next to the time setup program
- The folder should now have the following
  - Version Folder
  - Voice Folder
  - Time Setup Program
  - date_time.cfg

Note: If the time setup program is not present, the time will not work.

- Now disconnect the device from the smartphone and create a new recording to import the corrected time and date stamp
- When the device is connected again to the smartphone, the "date_time.cfg" file should no longer be present, indicating the device has accepted the new time and date

How to playback files on an Android smartphone or tablet (No Apple Products):

- An OTG cable is required for this process. For all other steps, refer to the OTG cable guide at https://spycentre.com/products/dual-android-otg-cable, scroll to the bottom of the page and click on user guides
- Go to your "Device Storage," and look for external memory. Inside will be all the files you can click on to review what was captured
- For all other steps, refer to the OTG cable guide on spycentre.com

Note: **To playback the files on these devices, you may need to download a media player that can play in WAV format. We recommend VLC Media Player.**

VLC Media Player (Recommended for optimal usage)

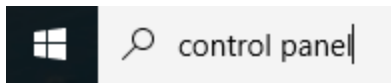**How to download VLC Media Player on a Mac computer**

- Go to www.videolan.org and click the "Download VLC"
- It will open a new window and begin downloading
- If it does not automatically start downloading, press the "Click Here" and select one of the mirrored sites
- Once completed, a new file named VLC will be visible on the desktop
- Open the folder, and in the folder, move the VLC to the "Applications Folder" by dragging and dropping it
- Once in the "Application Folder," the VLC player will complete the installation
- Open VLC Media Player in the "Applications Folder" and drag your video files to the "Drag Here" dialog box to open and play
- If the VLC player is not installed, a change to the security and privacy settings is needed
- To access your security and privacy, click on the Apple icon on the taskbar and select "System Preferences"
- Select "Security and Privacy"
- Make sure the lock icon on the bottom of the screen is open and set to "Make Changes"
- Select the button "Open Anyway"

- VLC will now be fully installed

How to download and use VLC Media Player on a Windows computer
- **Video Tutorial:** https://www.youtube.com/shorts/giJDDXIhhLQ
- Go to www.videolan.org and click the "Download VLC"
- It will open a new window and begin downloading
- If it does not automatically begin downloading, press the "Click Here" and select one of the mirrored sites
- Once downloading has been completed, select run and install
- Once finished, a VLC icon will now be available on your PC
- To default, open a file in VLC Media Player, right-click on the file you wish to open and select "Open With," and choose VLC
- To change all files to default, open with VLC Media Player: Right-click and choose "Properties," then click on the "Change" button next to "Open With" and change it to VLC, then press ok. Now the files will default open with VLC

Note: If the memory folder of the recorder does not automatically open when connected to a PC, disconnect the device and perform the following.

1. Type "Control Panel" in the search bar and select "Programs"
2. Under "Default Programs," click "Change Default Settings for Media or Devices"
3. Under "Removable Devices," select "Open Folder" to view files
4. Save and reconnect the device to the computer

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