



Total Recall — Quick Start-up Guide

- Check the contents of the **Total Recall** package (refer to User Manual section 3.3 — Unpacking).
- Connect the **Total Recall** recorder to your phone lines, telephone handsets, radio, etc. Connect the power cord. Black modular input jacks are single line RJ-11 circuits. Gray jacks are two line RJ-14 circuits.
- Power on the recorder with the power switch — wait approximately 3 minutes for initial set-up.
- Enter the password. Default passwords are 0000 (Administrator – all access, or User – restricted access).
- Go to the *Options Menu* by pressing the <MENU> key twice.
- Select *General* by pressing <SELECT>.
- Set *Time, Date & Time Zone*, (*call database must be empty to change Time Zone*), and *Passwords* (if you wish to change the default passwords) by using the <UP> <DOWN> arrow keys and <SELECT> to enter Menu of choice. Press <Menu> or <Cancel> key to return to the *General Settings Menu*.
- Select *Channel Settings*.
- Set desired “*Line*” Trigger, “*Mon*” (Monitor) and “*Beep*” settings by pressing the <DOWN> arrow key to highlight Line 1 and then pressing <SELECT>. VOX sensitivity is set to 4 by default. Set higher for loud audio or lower for soft audio (may trigger with noise), set to “*Off-Hook*” for phone line voltage sensing start/stop.
- Select *Apply* to confirm.
- Select *Archive*. Set desired Archive setting (“Every 1 day” is the recommended setting) and select *OK*.
- Press the <OK> or <Cancel> key to return to the *Options* menu.
- If you will be connecting the recorder to a network (LAN), select *Network Settings* and then set the unique Network Address and Subnet Mask. Press <OK>.
- Use one of the phone lines or phones connected to the recorder and make a test call.
- Check that the call appears on the *Logging Menu*, showing “C” (current call) in the status column.
- When finished, enter the password if required. Position the cursor over the call and press the <SELECT> button to replay the call. Adjust the speaker volume using the rotary knob on the front panel.
- After 2 minutes of operator inactivity the unit will lock, after 5 minutes the LCD backlight will turn off. It will continue to function normally. Depress any button to re-activate the display. Re-enter password for access.
- For more detailed information on installation and operation, consult your Owner’s Manual, any additional documentation supplied with the recorder, accessories, or options.

