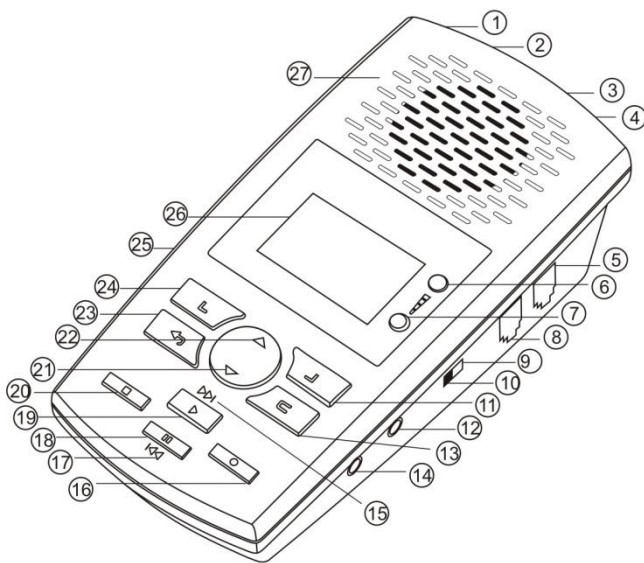


# Intelligent Recording

## Call Assistant SD – Quick Setup Guide



- |                          |                   |
|--------------------------|-------------------|
| 1- USB Port              | 15 -Fast Forward  |
| 2 - DV 5V                | 16 -Recording     |
| 3 - Line Port            | 17 - Fast Reverse |
| 4 - Phone Port           | 18 - Pause        |
| 5 - Handset Line         | 19 - Play         |
| 6 - Volume +             | 20 - Stop         |
| 7 - Volume -             | 21 - Page Down    |
| 8 - Handset              | 22 - Page Up      |
| 9 – Source - Phone       | 23 - Back         |
| 10 – Source - Microphone | 24 – Soft Key 1   |
| 11 – Soft Key 2          | 25 - SD Card      |
| 12 - Microphone          | 26 - LCD Display  |
| 13 - Delete              | 27 - Speaker      |
| 14 - Earphone            |                   |

**Download the Software and Users Guide At:**  
<http://www.usbcallrecord.com/index.php/pages/downloads/>

### Check The Package Contents

- 1 x Call Assistant SD Recorder unit
- 1 x USB Power supply unit W/USB Power Cable (Round Barrel Connector)
- 3 x AAA batteries
- 1 x Line cord plus 1 x handset cord
- 1 x Quick Reference Install Guide (this document)
- 1 x SD Card.
- 1 x USB PC Cable (Standard USB to Mini USB – Do not use for Power)

### Quick Setup Instructions

1. Remove the Call Assistant SD, Power supply, line leads & batteries from the packaging.
2. Insert the SD Card provided into the recorder
3. Insert batteries into the battery compartment on the under side of recorder. Batteries are only intended for temporary backup – you must connect to AC power for use
4. Insert power connector into rear of unit and plug into USB Power Supply. **Use the USB to Round Barrel Connector for Power.**

### Set the Call Assistant SD Date and Time

- Press Soft Key 2 <Setting>
- Use Down Arrow to select <System> - Soft Key 1 <OK>
- Press Soft Key 2 <OK> to Select <Time>
- Use the Up and Down arrows to change the hours – then Press <Next> to advance to minutes. Use the Up and Down arrows to change the minutes. Press <Set> when finished.
- Use Down Arrow to select <Date> and then press Soft Key to <OK>
- Use the arrows and <Next> to change the month, day and year. When done, Press <Set>
- You can use the Down Arrow to select/modify the Time and Date format.

### Choose How To Connect

The Call Assistant SD can connect to your telephone in 2 ways:

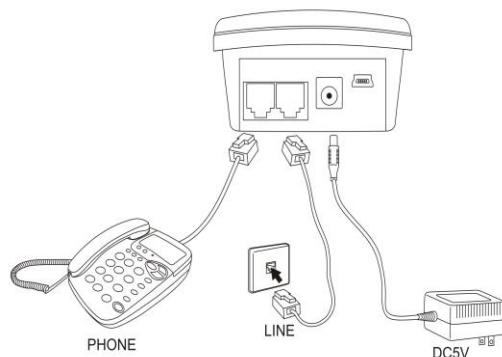
- **Line Mode:** Where the Call Assistant SD is connected directly to an analog telephone line.
- **Handset Mode:** Where the Call Assistant SD is connected to the curly cord (telephone handset cord) of your telephone. This connection is used to record digital, IP, or Multi-Line telephones.

If you have a standard analog telephone that connects to a home phone line, or an analog extension behind a PBX (this includes desktop and cordless phones), you should use the Line Mode Connection method.

# Intelligent Recording

## Call Assistant SD – Quick Setup Guide

### Line Mode Connection



Disconnect the telephone line cord from the base of your telephone (the other end connects to wall socket) and plug this into the Call Assistant SD. Connect the long cord supplied between the Call Assistant SD and the socket on you phone (where you removed the line cord). NOTE: The Call Assistant SD will record calls when connected to the phone line, it is not required that the telephone be connected to the device.

### Playing Calls on the Call Assistant SD

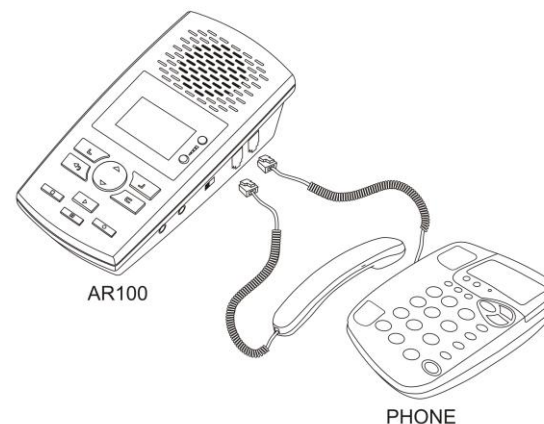
To play calls on the speaker of the Call Assistant SD:

- Press Soft Key One <LOG>
- Use the Up and Down arrow keys to select the recording to play
- Press the Play button on the Call Assistant SD

To Play Calls on your PC Consult the Users Guide that can be downloaded from our website.

### HANDSET MODE CONNECTION

Handset mode connection is used when you cannot connect to the analog telephone line directly. Examples of when you need to use handset mode are on Digital PBX telephones, IP telephones and Multi-Line telephones.



To connect in handset mode, simply remove the curly cord from your telephone base and connect into the Call Assistant SD and connect the short handset lead supplied between the telephone handset socket and the Call Assistant SD as shown above.

### IMPORTANT - SETTINGS FOR HANDSET MODE

You will need to select the correct TRIGGER MODE to ensure handset mode operation is set. To select the correct mode:

- Press Soft Key 2 <Settings>
- Press Soft Key 1 to select <Recording>
- Press Down Arrow Key to select <Auto/Manual Rec> and then press <OK>
- Use Down Arrow Key to select <Trig> and the press <OK>
- Press the <Back> key until you return to the main recording screen