

# Digital Voice Editor 2

## Operating Instructions



## Notice for Users

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The “Digital Voice Editor” uses software modules as shown below:  
Microsoft® DirectX® Media Runtime  
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### Notes

- The illustrations in this manual may differ from the actual software.
- Explanations in this manual assume that you are familiar with basic operations of Windows. For how to use your computer and operating system, please refer to the respective manuals.
- The illustrations in this manual is for Sony IC recorders ICD-S series, ICD-ST series, ICD-SX series, ICD-MS series, ICD-BM series, ICD-BP series, and ICD-P series.

- Using the transcribing keys to play back a message and transcribe it using a word-processor or an editor’s window.
- Transcribing your IC recorder message using Dragon NaturallySpeaking® speech-recognition software (Only when Dragon NaturallySpeaking version 5.0 (or higher) Preferred or Professional Edition is installed on your computer).

For details on each operation , refer to the online help files.

## ▶Getting Started

## System Requirements

Your computer and system software must meet the following minimum requirements.

- IBM PC/AT or compatible
  - CPU: 266MHz Pentium® II processor or higher
  - RAM: 64MB or more
  - Hard disk space: 70MB or more depending on the size and number of sound files you store.
  - CD-ROM drive/“Memory Stick” drive<sup>1</sup>
  - USB connector<sup>2</sup>(compatible with the standard USB 1.1)
  - Sound board: Sound Blaster 16 compatible
  - Display: High color (16 bit) or more and 800 x 480 dots or more
- OS: Microsoft® Windows® XP Professional/XP Home Edition/2000 Professional/Millennium Edition/98 Second Edition/98 standard installation<sup>3</sup> (You cannot use this software with Windows® 95 or Windows® NT.)

<sup>1</sup>If you do not connect your IC recorder to your computer via USB connectors, you need a computer with a “Memory Stick” slot or optional “Memory Stick” adaptors as shown below to transfer the “Memory Stick” data to your computer:

- PC Card Adaptor for “Memory Stick” (ex. MSAC-PC3)
- Memory Stick Reader/Writer (ex. MSAC-US70)

Depending on the adaptors, more system requirements may be needed. We do not recommend the use of a floppy disk adaptor for “Memory Stick”.

<sup>2</sup>You need the USB connector to connect your IC recorder equipped with a USB connector. You also need the connector to use the Memory Stick Reader/Writer (ex. MSAC-US70).

<sup>3</sup>For usual use of the software in the Windows® 2000 Professional, make sure to log on Windows as a user name belonging to the “Administrators” or “Power Users” account. You cannot use the software with a user name belonging to the “Users” account. For usual use of the software in the Windows® XP Professional/Home Edition, make sure to log on Windows as a user name belonging to the “Computer administrator” user account. You cannot use the software with a user name belonging to the “Users” account.

## Installing the Software

Install the “Digital Voice Editor” software in your computer’s hard disk.

### Notes

- When you install the “Digital Voice Editor” for ICD-MS/SX/ST/S/BP/BM/P Series, you can create compatible file formats (mentioned in “About the File Formats”). When you install the “Digital Voice Editor” for ICD-MS/SX/ST/S/BP/BM Series, you can create all the compatible file types except for the DVF (TRC) files. (You can play back the DVF (TRC) files.)
- When installing both types of the “Digital Voice Editor”, make sure to select overwrite installation to handle all the compatible file formats.**
- Do not connect the IC recorder to the computer before installing the Software.
- Be sure to close all running programs before installing the “Digital Voice Editor” software.
- When installing or uninstalling the software in Windows® 2000 Professional, make sure to log on Windows as the user name of “Administrator.”
- When installing or uninstalling the software in Windows® XP Professional/Home Edition, log on as a user name with the “Computer administrator” user account. (To find if the user name has a “Computer administrator” user account, open the “User Accounts” from the “Control Panel” and refer to the section beneath the user name being displayed.)
- When the “Memory Stick Voice Editor 1.0/1.1/1.2/2.0” software has already been installed, installing the supplied software will automatically remove the “Memory Stick Voice Editor” software. (Messages are not removed.)
- After installing, the Microsoft DirectX module is also installed depending on the operation system of your computer. This module is not deleted after uninstalling the software.
- After installing the “Digital Voice Editor” software, do not install the “Memory Stick Voice Editor 1.0/1.1/1.2/2.0” software. The “Digital Voice Editor” will not work properly. With the supplied software, you can save or edit the messages in the “Memory Stick”.

- Turn on your computer and start up Windows.**
- Insert the supplied CD-ROM into the CD-ROM drive.**

The installer starts up automatically and the welcome window appears. If the installer does not start up, double click [DVE Setup.exe] in the [English] folder.

**If you have already installed a previous version of the “Digital Voice Editor” or any version of the “Memory Stick Voice Editor”**

The dialog box to uninstall the previous version may be displayed. (Messages are not removed.) Follow the instructions on the screen to uninstall the software and then the installation of the current version starts.

- Follow the displayed instructions.**

When the [Restart] dialog box appears, click [OK] to restart the computer. Now the installation is completed.

### When the dialog box used to input the owner name is displayed

Input the owner name for your identification with the Digital Voice Editor.

### Notes

- You cannot use the software with a Macintosh machine.
- A handmade computer, a computer whose operating system is installed or upgraded by the user, or a computer with multi-boot operating environment are not supported.

### Note on transcribing a message

When you use Dragon NaturallySpeaking® speech-recognition software to transcribe a message, your computer must also meet the system requirements that the Dragon NaturallySpeaking requires. For details, see “Guide for Voice Recognition”. You cannot use the transcribing function with the ICD-P series.

### Note on sending a voice e-mail

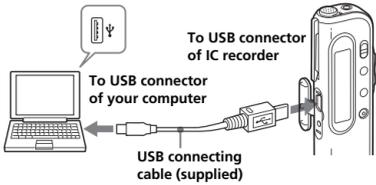
When you use Microsoft® Outlook Express 5.0/5.5/6.0 to send a voice e-mail of a message, your computer must also meet the system requirements that the Outlook Express requires.

## Connecting the IC Recorder to your Computer

You can transfer the IC recorder data onto your computer either by connecting the IC recorder to the computer or inserting the “Memory Stick” into the computer.

### Connecting through the USB connectors (for the IC recorder equipped with a USB connector)

Use the USB connecting cable supplied with the IC recorder to connect the USB connectors of the IC recorder and your computer. The IC recorder is recognized by the computer as soon as the cable is connected. You can connect or disconnect the cable when the IC recorder and the computer are turned on or off.



### Notes

- Be sure to install the “Digital Voice Editor” software before connecting the IC recorder to your computer. Otherwise, a message like [Found New Hardware Wizard] may appear when you connect the IC recorder to your computer. In this case, click [Cancel].
- Depending on the IC recorder you use, the [Hardware Installation] warning message may appear when you connect the IC recorder to the USB connector of your computer for the first time in Windows® XP Professional/Home Edition. In this case, you may ignore the message without problem and click [Continue Anyway] to proceed with the software installation or proceed with using the software.
- Do not connect more than two USB devices to your computer. Normal operation will not be guaranteed.
- Use of this IC recorder with a USB hub or a USB extension cable is not guaranteed.
- A malfunction may occur depending on the USB devices connected at any one time.
- Before connecting the IC recorder to the computer, check the remaining battery power of the IC recorder (more than one segment of the battery indicator “” should be on) . If the batteries are exhausted, communication between the IC recorder and the computer may not succeed.
- When you connect the IC recorder to the computer, make sure that the IC recorder is in the stop mode.
- We recommend you disconnect the cable from the computer when you do not use the “Digital Voice Editor”.

## About the File Formats

The “Digital Voice Editor” can handle the following file formats. Depending on the file format, some editorial or saving functions may be limited on the “Digital Voice Editor”.

- DVF file [LPEC: for ICD-SX/ST series] (Digital Voice File/file extension: \*.dvf)**

Sound file format used in recording messages on the Sony IC recorder ICD-SX/ST series equipped with a USB connector. You can select ST (stereo), SP and LP recording modes.
- DVF file [LPEC: for ICD-BPx50 series] (Digital Voice File/file extension: \*.dvf)**

Monaural sound file format used in recording messages on the Sony IC recorder ICD-BPx50 series equipped with a USB connector. You can select SP and LP recording modes. The sound quality in the LP mode is improved from an LP mode DVF file for ICD-BP100/BPx20 series.
- DVF file [LPEC: for ICD-BP100/BPx20 series] (Digital Voice File/file extension: \*.dvf)**

Monaural sound file format used in recording messages on the Sony IC recorder ICD-BP100/BPx20 series equipped with a USB connector. You can select SP and LP recording modes.
- DVF file [TRC: for ICD-Px8 series] (Digital Voice File/file extension: \*.dvf)**

Monaural sound file format used in recording messages on the Sony IC recorder ICD-Px8 series equipped with a USB connector. You can select SP and LP recording modes.
- DVF file [TRC: for ICD-Px7 series] (Digital Voice File/file extension: \*.dvf)**

Monaural sound file format used in recording messages on the Sony IC recorder ICD-Px7 series equipped with a USB connector. You cannot select the recording mode.
- MSV file [LPEC] (Memory Stick Voice file/file extension: \*.msv )**

Monaural sound file format used in recording messages on the Memory Stick IC recorder ICD-MS5xx and ICD-S series. You can select SP and LP recording modes.
- MSV file [LPEC: for ICD-BM series] (Memory Stick Voice file/file extension: \*.msv)**

Sound file format used in recording messages on the Sony Memory Stick IC recorder ICD-BM series. You can select ST (stereo), SP and LP recording modes.

### Inserting a “Memory Stick” to your computer (ICD-MS series)

Remove the “Memory Stick” from the IC recorder and insert it to your computer by using either of the following methods:

- If your computer has a “Memory Stick” slot**  
Insert the “Memory Stick” directly into the slot.  
**If your computer does not have a “Memory Stick” slot**

Use either of the devices below to insert the “Memory Stick” to your computer. In either case, you need to install the driver for the device. For details, refer to the instruction manual of the device you use.

- Using the Sony PC Card Adaptor (ex. MSAC-PC3)**  
Insert the “Memory Stick” into the PC Card Adaptor. Then insert the PC Card Adaptor into the PC card slot of your computer.

### Note

When using the PC Card Adaptor, make sure to release the LOCK switch of the “Memory Stick”.  

- Using the USB-compatible Sony Memory Stick Reader/Writer (ex. MSAC-US70)**  
Connect the Memory Stick Reader/Writer to the USB connector of your computer with the supplied cable. Insert the “Memory Stick” into the Memory Stick Reader/Writer.

- Using the IC recorder as a removable disk (ICD-MS5xx/ICD-S/ICD-BM series)**  
**– Data storage function (ICD-S series)**  
**– “Memory Stick” reader/writer function (the IC recorder equipped with a USB connector)**

When connecting the IC recorder and your computer through the USB connectors, you can temporarily save an image or text file of your computer onto the IC recorder or the “Memory Stick” as follows:

- Connect the IC recorder and your computer through the USB connectors.**
- Open “My Computer” in the Windows and check to see that a new removable disk is correctly recognized.**
- Use the Explorer or another to copy files of your computer onto the removable disk.**

### Notes

- A file saved without using the “Digital Voice Editor” cannot be played or displayed on the IC recorder even if it is of a compatible file format.
- When you view the contents of the removable disk with the Explorer, the VOICE folder will be displayed. Make sure to use the “Digital Voice Editor” software to move, copy, add, or delete a file in the VOICE folder.
- According to the size of the files copied, the maximum recordable time of the IC recorder may reduce.
- Do not format the removable disk on your computer.

- MSV file [ADPCM] (Memory Stick Voice file/file extension: \*.msv)**  
Monaural sound file format used in recording messages on the Memory Stick IC recorder ICD-MS1. You can select SP and LP recording modes.
- WAV file (WAV file [8/11/16kHz, 16 bit, monaural] [44.1kHz, 16 bit, stereo] file/file extension: \*.wav)**  
PCM 8/11/16kHz, 16 bit monaural, or 44.1kHz 16 bit stereo sound file used in recorded sound in standard Windows application software.
- MP3 file (MP3 file/file extension: \*.mp3 )**  
The MP3 file stores digital audio such as sound or songs and is commonly used to distribute it over Internet.  
**Note: Digital Voice Editor cannot save a file in the MP3 file format.**

### On the recording modes (ST/SP/LP)

- ST: Stereo recording mode. The file size becomes relatively larger than in the SP mode recording. (For the ICD-SX/ST/BM series only)
- SP: Standard play monaural recording mode in better sound quality. The file size becomes relatively larger than in the LP mode recording.
- LP: Long play monaural recording mode.

### Notes

The “Digital Voice Editor 2” does not support the ICS file format (Sony IC recorder Sound file/file extension: \*.ics ) used in recording messages on the IC recorder ICD-R100. To use an ICS file with the “Digital Voice Editor 2”, use the software compatible with the ICS file format such as “ICS converter”, “Sony ICD-PCLINK software” or “Digital Voice Editor Ver. 1.x” to convert an ICS file into a WAV file. (The ICS Converter is available on the Sony web site as free software. )

## Before You Begin

This manual describes how to connect your Sony IC recorder ICD-S series, ICD-ST series, ICD-SX series, ICD-MS series, ICD-BM series, ICD-BP series, and ICD-P series to your computer, how to install the “Digital Voice Editor” software, and the overview of the “Digital Voice Editor” software. Before you start, read the operating instructions of your IC recorder. The “Digital Voice Editor” software allows you to transfer the messages to your display monitor, to save them on your computer’s hard disk, and to play back and edit them.

- Transferring the messages recorded on the IC recorder to your computer
- Saving the messages on your computer’s hard disk
- Viewing, playing, or editing the messages on your computer
- Transferring messages back to the IC recorder
- Sending a voice e-mail message using MAPI e-mail software.

## Starting the “Digital Voice Editor”

- 1 Turn on your computer and start Windows.
- 2 Connect the IC recorder to your computer.
- 3 Click [Start], and select [Programs], [Sony Digital Voice Editor 2] and then [Digital Voice Editor 2].

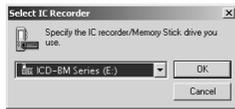
The “Digital Voice Editor” Software starts up and the main window appears. The data in the IC recorder or the “Memory Stick” is loaded and the message folders and message files are displayed in the IC Recorder message pane.



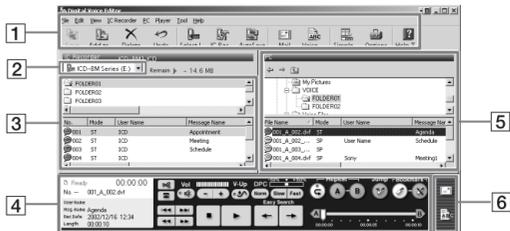
### Note

If you start the “Digital Voice Editor” for the first time, the IC recorder selection dialog box in the step 4 is displayed.

- 4 When the IC recorder is disconnected or no folders or messages are displayed in the IC Recorder message pane, select the IC recorder or the “Memory Stick” drive with either of the following:
  - Click the down arrow in the IC recorder combo box.
  - Click (Select IC Recorder) on the toolbar.
  - Select [Select IC Recorder] from the [IC Recorder] menu.



## Names and Functions of the Main Window



### 1 Menu bar/Toolbar

You can access and execute the menu commands from the menu bar. The toolbar contains the buttons for common menu command tasks, providing quick way to do tasks. For the details, see the online help.

### 2 IC Recorder combo box

You can select the IC recorder connected to the USB connector of your computer or the drive with the “Memory Stick” inserted. In the right of the combo box, the free memory space in the selected IC recorder is displayed.

### 3 IC recorder message pane

In the folder list beneath the IC Recorder combo box , the message folders in the selected IC recorder are displayed. Click the desired folder from the list, so that the messages in the selected folder are displayed in the message list beneath the folder list.

The messages are displayed with the relevant information: message number, recording mode (ST, SP or LP), user name, message name, recorded date, length, priority setting, bookmark setting, alarm setting, Codec, and file name.

### Notes

- The remaining recording time displayed in the IC recorder may differ from that displayed in the “Digital Voice Editor”, which is not malfunction. This is because the IC recorder displays the remaining time after subtracting the memory amount required for its system.
- When you select the IC recorder ICD-BP/SX/ST series, file names are displayed blank.

### 4 Player pane

This pane controls playback operations. The information of the message being played back is displayed. You can also display the simple player mode. For details, see the online help.

### 5 PC message pane

In the upper folder tree pane, the drives and folders are displayed in tree. Click the desired drive and folder in the folder tree pane, so that the messages in the selected folder are displayed in the message list beneath the folder tree pane.

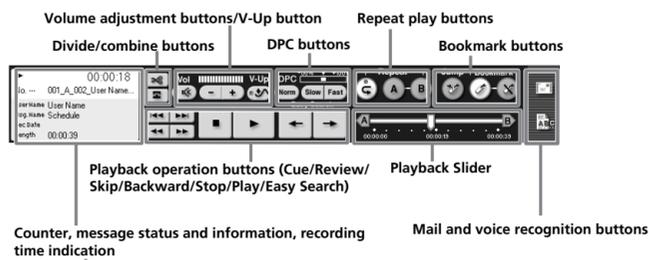
You can also use the folder browse buttons to switch back and forth among folders or to display a folder in a higher-level directory.

The messages are displayed with the relevant information: file name, recording mode (ST, SP or LP), user name, message name, recorded date, length, priority setting, bookmark setting and Codec.

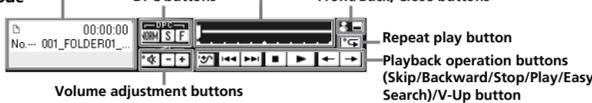
### 6 Special function buttons pane

In the special function buttons pane, there are the buttons to start the mailing software supporting MAPI and to start the voice recognition software.

### Player pane



### Simple player mode



## Saving Messages to the Computer

You can save the messages as sound files on your computer’s hard disk.

There are three ways of saving messages:

- Saving messages automatically (ICD-SX/ST/P/BM series and the “Memory Stick” only)
- Saving a message by a drag-and-drop operation
- Saving by specifying the file type and file name (For details, see the online help.)

### Notes

- The following characters cannot be used in a file name: \ / : \* ? " < > |
- When a message with the same file name exists, the dialog box appears to ask you if you wish to replace the existing file. If you wish to replace the file, click [Yes]. If you wish to change the file name, click [No].
- When a message is saved in the computer’s hard disk, its alarm setting will be cancelled.

### Saving messages automatically (AutoSave)(ICD-SX/ST/P/BM series and the “Memory Stick” only)

While the Digital Voice Editor is in operation, you can save new IC recorder messages automatically on the computer each time the IC recorder is connected or the “Memory Stick” is inserted. When multiple IC recorders are being used, you can set the AutoSave functions for each of them. For the details, see the online help.

### Note

Before using the AutoSave function, make sure to set the User Name of the IC recorder. You can set the IC recorder User Name in the IC Recorder Setting window. As for the “Memory Stick”, you cannot specify the User Name. Since the IC recorder ICD-MS5xx series is recognized as a “Memory Stick”, you need not specify the User Name.

- 1 While the Digital Voice Editor is in operation, connect an IC recorder ICD-SX/ST/P/BM series or insert the “Memory Stick”.

The AutoSave Settings dialog box is displayed.



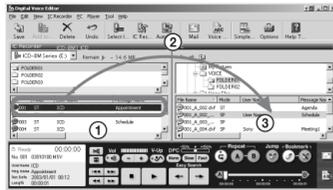
- 2 Check [Execute AutoSave] and then click [OK].

The automatic saving starts.

### Saving messages by a drag-and-drop operation

- 1 Click to select the message you wish to save from the IC Recorder message pane .

To select multiple messages, press and hold down the Shift key as you click the first and last messages in a consecutive group or the Ctrl key as you click each message separately.



- 2 Drag the message and drop it in the PC message pane.

The message is saved in the PC message list.

### Notes

- You cannot drop the message in the PC folder list.
- The message is saved in the file format as a file name, both specified in the [Options] window.

### Saving the entire messages in a folder at one time

- Click the folder that you wish to save from the IC Recorder folder list, drag and then drop it in the PC message list.

You can save the entire messages in a message folder at one time as one folder. For the details, see the online help.

### Saving all message folders at one time

- Select [Save All] from the [IC Recorder] menu.

The dialog box used to save all the IC Recorder messages are displayed. Specify the destination folder and file type to save the messages. The folder automatically named as “IC recorder model name\_IC recorder User Name\_current year\_month\_day”, e.g. ICD-BM1\_2004\_07\_04. or the details, see the online help.

## Troubleshooting

Symptom	Remedy
“Digital Voice Editor” software cannot be installed.	<ul style="list-style-type: none"> <li>• The free disk or memory space on the computer is too small. Check the hard disk and memory space.</li> <li>• You are trying to install the software into the operating system that the “Digital Voice Editor” does not support.</li> <li>• In Windows® XP Professional/Home Edition, you log on as a user name belonging to a user account with limitations. Make sure to log on as a user name with the “Computer administrator” user account.</li> <li>• In Windows® 2000 Professional, make sure to log on as the user name of “Administrator.”</li> </ul>
When you connect the IC recorder to the USB connector of your computer, the [Hardware Installation] warning message appears.	<ul style="list-style-type: none"> <li>• Depending on the IC recorder you use, the message may be displayed when you connect your IC recorder to the USB connector of your computer for the first time in the Windows® XP Professional/Home Edition. You may ignore the message without problem and click [Continue Anyway] to proceed with the software installation or proceed with using the software.</li> </ul>
The IC recorder or “Memory Stick” cannot be properly connected.	<ul style="list-style-type: none"> <li>• Check that the installation of the software has been successful. Also check the connection as follows:                             <ul style="list-style-type: none"> <li>– Install the driver for the IC recorder you use.</li> <li>– When using an external USB hub, connect the IC recorder directly to the computer.</li> <li>– Disconnect and then connect the cable with the IC recorder.</li> <li>– Connect the IC recorder to another USB connector.</li> <li>– Check that the IC recorder ICD-S/ICD-BM series or the “Memory Stick” drive is properly recognized. If not, quit the software and connect the IC recorder or the “Memory Stick”, and then restart the software.</li> </ul> </li> <li>• Your computer may be in the system standby/hibernate mode. Do not let your computer enter into the system standby/hibernate mode while being connected to the IC recorder.</li> </ul>
The IC recorder does not operate.	<ul style="list-style-type: none"> <li>• You may format the memory of the IC recorder. Use the IC recorder formatting function to format the memory. (The ICD-SX/ST/BP/P series does not have the formatting function.)</li> </ul>
Messages cannot be played back./ Playback sound volume is too low.	<ul style="list-style-type: none"> <li>• No sound board is installed.</li> <li>• No speaker is built-in or connected to the computer.</li> <li>• The volume of the sound is turned down.</li> <li>• Turn up the volume on the computer. (Refer to the instruction manual of the computer.)</li> <li>• The volume of WAV files can be changed and saved using the “Increase Volume” feature of the Microsoft Sound Recorder.</li> </ul>
Saved message files cannot be played back or edited.	<ul style="list-style-type: none"> <li>• You cannot play back a message whose file format the “Digital Voice Editor” software does not support. Depending on the file format, you cannot use part of editorial features of the software.</li> </ul>
Counter or slider moves incorrectly. There is noise.	<ul style="list-style-type: none"> <li>• This happens when you play back messages that you divided, combined, overwrote, or added a recording. Save a message in the hard disk first, and then add it to the IC recorder. Select the saving file format that suits the IC recorder you use.</li> </ul>
Operation is slow when there are many messages.	<ul style="list-style-type: none"> <li>• When the total number of messages increases, the operation becomes slower, regardless of the length of the recording time.</li> </ul>
Display does not work during saving, adding, or deleting of messages.	<ul style="list-style-type: none"> <li>• It takes a longer time to copy or delete long messages. After completing operations, the display works normally.</li> </ul>
It takes too long to convert a file format.	<ul style="list-style-type: none"> <li>• The time required for file conversion becomes longer as the file size is bigger.</li> </ul>
The software ‘hangs’ when “Digital Voice Editor” software starts up.	<ul style="list-style-type: none"> <li>• Do not disconnect the connector of the IC recorder while the computer is communicating with the IC recorder. Otherwise the computer operations become unstable or the data inside the IC recorder may be damaged.</li> <li>• In Windows® XP Professional/Home Edition, make sure to log on as a user name with the “Computer administrator” user account.</li> <li>• In Windows® 2000 Professional, make sure to log on as the user name of “Administrator.”</li> <li>• There may be conflict between the software and other driver or application.</li> <li>• Do not install the “Memory Stick Voice Editor” software after you installed the “Digital Voice Editor” software. The “Digital Voice Editor” may not operate properly.</li> </ul>

## Adding Messages to the IC Recorder

You can add the selected message(s) in your computer’s hard disk to the IC recorder. You can add the message(s) one by one or all messages in a folder at one time.

The added messages can be played back on the IC recorder.

There are two ways of adding messages:

- Adding the message(s) at the end of the specified folder (For details, see the online help.)
- Adding the message(s) to a desired position in a message folder by a drag-and-drop operation
- Adding the message(s) as a new folder (ICD-MS/BM series only)

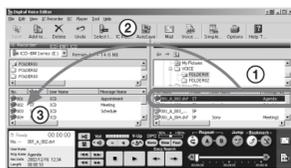
### Notes

- When a message is added to the IC recorder, its alarm setting will be cancelled.
- When the memory of the IC recorder is full or the total number of messages in a folder exceeds 99 (999 for the “Memory Stick”), you cannot add a message. Delete unnecessary messages, and then add a message.

### Adding messages one by one

- 1 Click to select the message you wish to add in the PC message list .

To select multiple messages, press and hold down the Shift key as you click the first and last messages in a consecutive group or the Ctrl key as you click each message separately. You can select files of different file type together.



- 2 Drag the message and drop it at the desired position in the IC Recorder message list.

When you are about to drop the message, the insertion line is displayed. The message is added to the line.

### Tip

If you drop the message on the IC Recorder folder list, the messages will be added to the end of the selected folder.