



Quick Start Guide

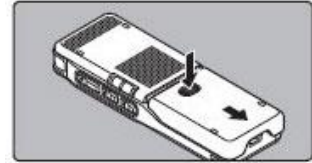
PUMA 3 Digital Recorders Puma Basic Management Software

www.pumarecorders.com

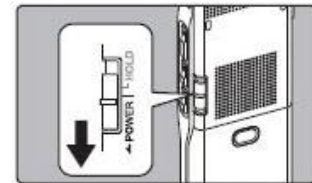
Versatile Information Products, Inc.
3630 Park Sierra Dr. Riverside CA 92505
1-800-794-4044

Recorder Set-up

Step 1: Battery Installation: Open the battery compartment of the unit by sliding the battery cover open while lightly pressing the battery cover release button. The PUMA 3 requires two AAA batteries. The batteries should be positioned according to the diagram inside the battery compartment. Re-insert the battery compartment door by sliding it back into position; the battery door will lock when inserted correctly.



Step 2: Turning on the PUMA 3 Digital Recorder: The power On/Off slide switch is located on the back/left side of the PUMA 3 Digital Recorder. Slide down and hold the power switch for one complete second or until the device turns on.



Upon first starting the PUMA 3 Digital Recorder, you will be prompted to set Date/Time. To set Date/Time use the Up/Down – Left/Right navigation keypad, press the OK Button (Center Button) to Confirm.

Step 3: Items in the menus are categorized by tabs. Select the tab first and move to a desired item to quickly set it. You can set each menu item as follows:

- (1) To access the menu press the OK Button (Center Button) on the navigation keypad for two seconds or until the **File Menu** is shown. The menu will appear on the display.
- (2) Press the UP/Down button on the navigation keypad to move to the tab that contains the item you want to set.
- (3) Press the OK or Right button to move the cursor to the item to set.
- (4) Press the Up/Down button to change the setting.
- (5) Press the OK button to complete the setting.
- (6) Press the Stop button to close the File Menu.

Recommended Law Enforcement Settings:

Rec Menu	
Mic Sense:	[Middle]
Rec Mode:	[ST XQ] or [ST HQ]
Zoom Mic:	[Wide]
Low Cut Filter:	[On]
LCD/Sound Menu	
Backlight:	[Off]
LED (Record) Light:	[On]
Audible Beep:	[Off]
Voice Guide	[Off]

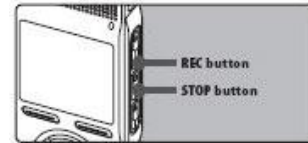
OK /File
Menu
Button



Navigation
Button
Up/Down

Recording

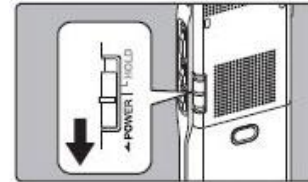
To **Start** a recording, press the Record Button. *Note: The Record/Play indicator light at the top of the recorder glows red.*



To **Stop** a recording, press the Stop Button to end the recording and close the file.

To **Pause** a recording, press the Record Button while in the record mode.

To **Lock** the recorder into Hold, slide the Hold Button up.



Inserting a microSD Card: While the recorder is stopped, open the card cover. Face the microSD card the correct way and insert into the card slot. Close the card cover securely. You will be prompted to select microSD. Press the navigation keypad and select [yes].



Installing the Software

Before installing the software, please ensure that SQL Server is not installed on the computer.

1. Insert the CD into the CD-ROM. The installation program will start automatically.



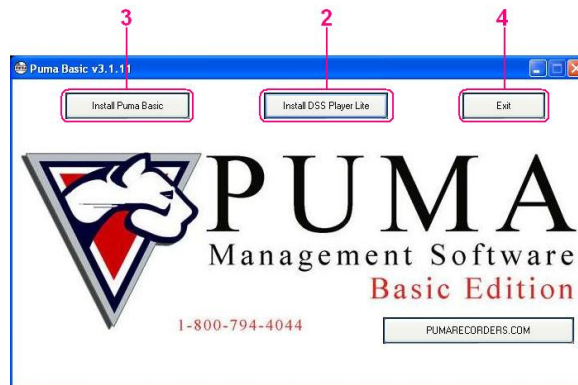
2. Click the **Install DSS Player Lite** button to install the DSS Player software. Follow the onscreen instructions for the install wizard. Accept all of the default settings. Once completed, you'll be taken back to the opening screen.

Note: For Windows 7 users: The UAC window might appear when you are installing the DSS Player software and/or the PUMA management software. If so, click the [Yes] button to continue.

3. Click the **Install Puma Basic** button to install the Basic edition of the PUMA management software. Follow the onscreen instructions for the install wizard. Once completed, you'll be taken back to the opening screen.

*For Windows XP users: A message box might appear noting the installer requires a reboot. Click the **Yes** button to allow it. After the reboot, the application will continue with the install procedure.*

4. Click the **Exit** Button to complete the installation. The install CD can now be removed from the CD-ROM.

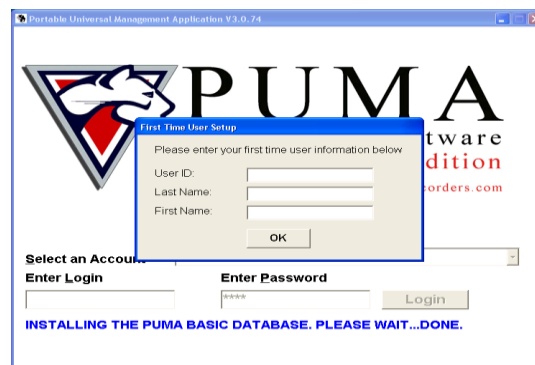


Software Set-up

1. Double-click the PUMA icon located on the desktop.

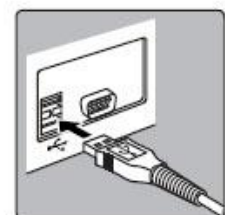
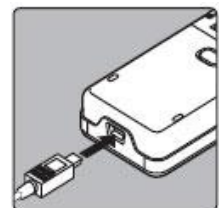


2. When the PUMA Software is launched for the first time, it will request information from the user. Enter the information, and then press the **OK** Button. *Note: The User ID must be numeric only.* Close the application by clicking the red "X" Button located at the upper right hand corner of the PUMA application.



Import Audio Files from Recorder to PC

1. Recorder must be powered on and in the stop position.
2. Connect one side of the USB cable to the USB port of the PC and connect the other side of the USB cable to the recorder.
3. Launch the PUMA application by double-clicking the PUMA icon located on the desktop.
4. Once the application launches and the Login Screen appears, click the **Login** Button. At this point, Audio Files from the recorder will be transferred to the PUMA Software. You may disconnect the recorder when the process has finished.



- Files imported from the recorder are displayed in the **Files in Folder** list. Clicking a file in this list will display the demographics for that Audio File in the **Fixed Demographics** and **Editable Demographics** lists. As an option, you can enter values for the demographics within the Editable Demographics list by clicking on a demographic and entering a value into the textbox located below the lists. To save the value for that demographic, press **Enter** or click the **Accept Entry** Button. You can also preview the audio of a selected file by clicking the **Preview** Button.



- Audio Files will need to be processed so they can be searched at a later time. Click the Audio File you want processed from the **Files in Folder** list and then click the **Process Record** Button. In addition, you can process all of the Audio Files from the **Files in Folder** list instantly by clicking the **Process All** Button.

Search for and Listen to Audio Files

- Click the **Search** tab located near the top of the PUMA application window. Below the Search tab is the **Search Criteria** tab, where you can search for Audio Files based on the demographic values that were displayed in the Fixed and Editable Demographics lists.
- Click the **Run Search** Button after you have entered the values you want to search by.



- Once the application has searched for the audio files based on your search criteria, all matching records will be displayed within the **Results** tab. Each Audio File is represented as a record. All of the demographic values for that Audio File will be displayed within the record.

M	Transact	Pictures	CaseNumber	IncidentNum	CtalonNum	SubjectNam	Notes	StartDate	EndDate
	2		0		09-63541C			9/18/2009 10:20:31 AM	9/18/2009 10:20:42 AM
	3		0					9/18/2009 10:20:45 AM	9/18/2009 10:22:10 AM
	1		0	09-14782		James Sulthi		9/18/2009 10:16:23 AM	9/18/2009 10:19:11 AM

4. You can listen to the Audio File by double-clicking the speaker icon to play the recording. Then a new window will appear with the audio controls. This is the Audio Player. Close the Player window when you have finished listening to an Audio File.



For more detailed information regarding the PUMA 3 Recorder or the PUMA Basic Management Software, please view our advanced manual by visiting <http://www.pumarecorders.com>.