



## USB Recorder Instructions

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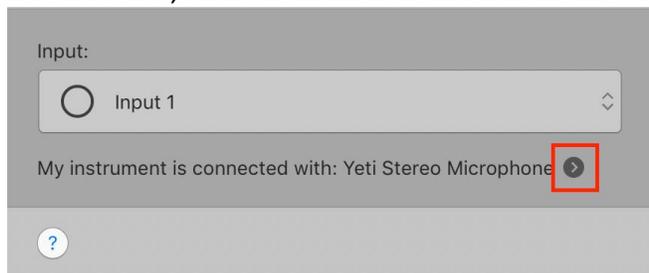
1. Setup the machine
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### Setup the machine

1. Press the Power button located in the lower left corner of the Marantz Professional USB cassette player recorder.
2. Press Stop/Eject on side B (Side B is the tape deck on the right).
3. Insert your cassette and close the door.

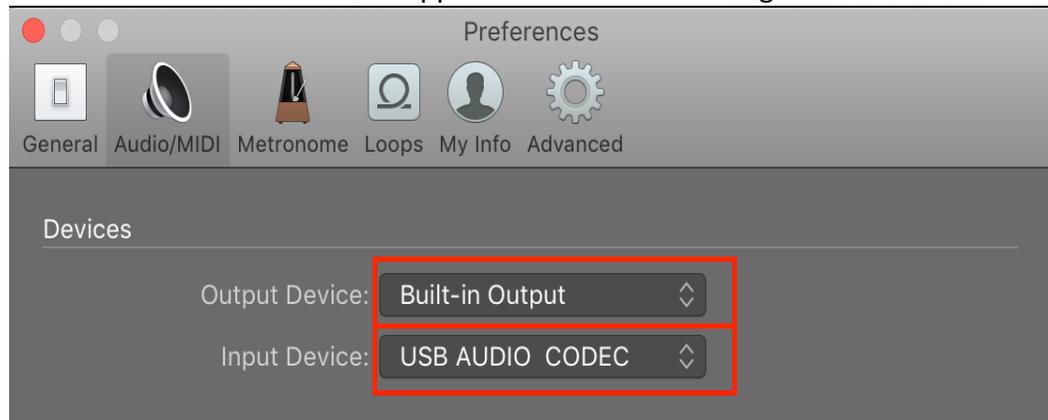
### Setup the software

1. Click the launchpad (rocket icon) and click on GarageBand.
2. Make sure Empty Project is selected, then click Choose.
3. When prompted for an instrument, choose the microphone – ‘Record using a microphone or line input’
4. Make sure Input 1 is selected and beneath it says: My instrument is connected with: USB Audio Codec.’
  - a. If it does not, click on the arrow and follow the steps below.



- b. For output, use the drop-down to choose: Built-In Output
- c. For input, use the drop-down to choose: ‘USB Audio Codec’

- d. Then click the red circle in the upper left to close the dialog box.



- e. You will now see that your instrument is the USB Audio Codec
5. Click Create.

### Record and Save

1. Click the 1234 button and the metronome buttons at the top of the page to turn those features off.
2. Click the red record circle in GarageBand, then press play on the USB Cassette Recorder.
3. Press the Stop/Eject button on the recorder to stop the recorder, then click on the square in GarageBand.
4. If you would like to trim or edit out sections, move the playhead (triangle with the vertical line extending) to the section you'd like to trim.
5. Right-click on the blue section with the waveform, then choose 'split at playhead.'
6. This will split the section into two separate parts. Delete sections as needed, then click, hold, and drag the sections so they match up continuously. Repeat as needed.
7. To save the digital file, click on Share in the GarageBand menu, then Export Song to Disk.
8. Give your recording a name and save it to your flash-drive in mp3 format, then click Export.
9. When the recording and saving is complete, press the Stop/Eject button, remove your cassette tape, then shut the door on the USB Recorder.
10. Press the power button on the USB Recorder in the lower left corner to turn the machine off.

**PLEASE REMEMBER TO REMOVE YOUR CASSETTE TAPE.**

Questions? Please contact the Digital Services Specialist at [digitalservices@balibrary.org](mailto:digitalservices@balibrary.org) or (847) 382 – 1300 x2060