CONTENTS

INTRODUCTION

Thank you for selecting the Oregon Scientific™ VR668 Digital Voice Recorder. The VR668 is compact and easy to use, making it ideal to bring along for voice memos, conversations, and discussion recordings. This device allows you to record up to 198 messages, totaling up to 265 minutes recording time and has the ability to organize recordings into 2 separate folders.

Other features of this product include:

- **PC-Link**
  Transfer messages to and from PC.
- **Index Marking**
  Helps you search for desired sections in a message.
- **Important Marked Messages**
  Mark messages as important to prevent them from accidentally being erased.
- **MIC Sensitivity Control (Hi or Lo)**
  Maintain good recording quality independent of voice loudness.
- **Voice Activated Recording (Auto)**
  Start and stop recording automatically when sound is detected.

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- **Two Folder Selection**
  Organize your memos by placing them in separate folders.
- **Button Lock**
  Lock your recorder to prevent buttons from being accidentally activated.
- **Dual Alarms (AL1 or AL2)**
  Set an alarm for up to two different times.

KEY FEATURES

NOTE: Images are not drawn to scale.

FRONT
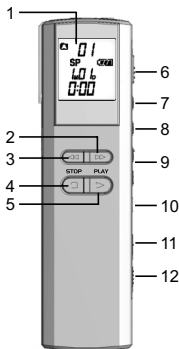
Description

1. **LCD:**
   Voice recorder status display.
2. **Forward**:
   Fast forward (▶▶).
3. **Backward:**
   Rewind (◀◀).

4. **Stop (■) :**
   Switch between STOP and STANDBY modes.
5. **Play (▶):**
   Play current message or select / confirm various menu options.
6. **REC Switch:**
   Starts or stops recordings.
7. **IMP (★):**
   Mark messages as important.
8. **MENU / Repeat (↻):**
   - MENU: Mode selection.
   - Repeat: Repeat messages.
9. **VOL +/- Buttons:**
   Press to change the volume.
10. **Erase Button (🗑):**
    Press to delete messages.
11. **MIC Sensitivity (MIC):**
    Adjust the microphone sensitivity level.
12. **Button Lock Switch (⟲):**
    Locks button controls to prevent accidental activation.

BACK

2
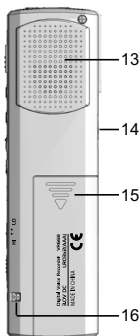
Descriptions

13. Speaker:
14. USB Port:
Attach cable for USB link.
15. Battery Cover:
(Covers the battery compartment).
16. Strap Connector:
Attach a handstrap here.

TOP
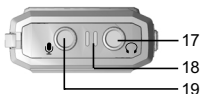
Descriptions

17. Earphone Connection:
(Earphone provided)
18. Internal Microphone.
19. External Microphone:
For connecting an external condenser microphone.

BOTTOM

Descriptions

20. For AC Adaptor Connection.
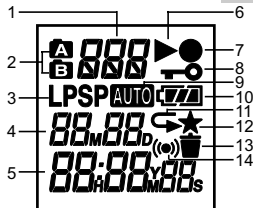
Icons	Name	Status
1	Mode, Message, and Alarm display	Displays current mode, message count, and selected alarm
2	Folder A / B	Message storage folder
3	Recording Mode	Recording format (Long Play or Standard Play)
4	Date	Current date and date message was recorded
5	Time	Current time and time message was recorded
6	Playback	Message playback
7	Recording	Message is being recorded
8	Button Lock	Buttons are locked

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9	Voice Activated Recording	Voice activated recording is enabled
10	Battery level	Battery Level
11	Repeat	Repeat playback
12	Important Mark	Message has been marked as important
13	Erase	Erasing File
14	Alarm	Alarm Set

GETTING STARTED

1. Check package contents.
   - VR668 Digital Voice Recorder
   - Earphone (mono)
   - Pouch
   - CD-ROM
   - PC-Link cable (USB 1.1)
   - 2 x AAA batteries
   - User Manual
   - Quick Start Guide
2. Install the batteries. Match polarities as shown in the battery compartment.
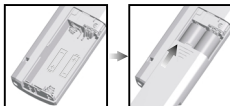
NOTE: Refer to the "Battery Information" section for more information about batteries.

3. Press ■ to exit STANDBY mode.
4. Press **MENU** to change modes
5. Set time and date.

USING THE VOICE RECORDER

NOTE: The voice recorder will automatically switch to STANDBY mode if you do not press any keys for three minutes.

Set the Date and Time
1. Press ■ to exit STANDBY and enter STOP mode.

STANDBY
mode

STOP
mode
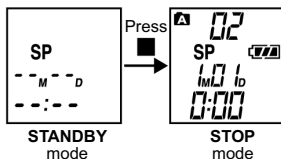
2. Press **MENU** until SETTING mode is displayed.
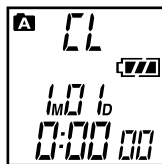
3. Setting the Date and Time:

Press ▶ to start changing values.
Pressing ▶▶ / ◀◀ changes values and pressing ▶ sets them.

1. CLOCK mode

2. Set Year

3. Set Month

4. Set Day

5. Set Hour

6. Set Minute

7. The clock is now set.

8. STANDBY mode
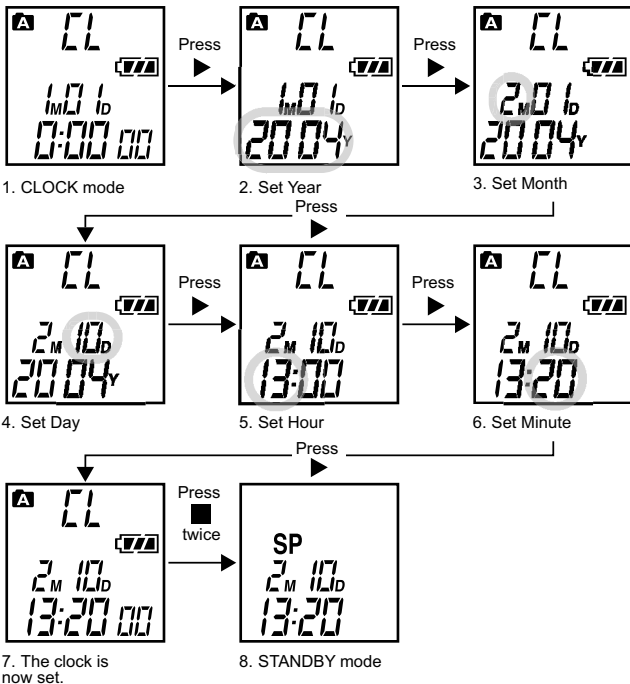
RECORDING

This unit is optimized for recordings in small conference rooms such as for 7-8 people. If you are using it in locations larger than the above, it is recommended that you use an external microphone for extra coverage.

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Begin Recording

1.   To begin recording, simply slide the recording switch to on in any mode.

REC

2.   When you want recording to stop, slide the recording switch to off.

Display Remaining Recording Time While Recording

▶
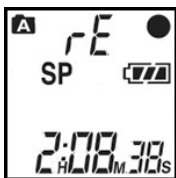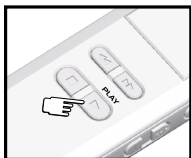
Press and hold ▶ while recording is in progress. "rE" will show on the display along with recordable time left.

Mark Indexes While Recording

▶▶
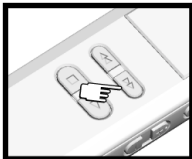
Press ▶▶ while recording is in progress. "Ind" will show on the display.

Indexes can be added to messages while recording is in progress so you can later retrieve selected portions of the recording easily.

   • A total of 125 indexes may be marked per message.
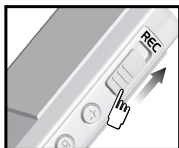   • A single message can be subdivided into indexes for review.

To mark an index:

NOTE: To search for an indexed portion of the message in STOP mode, just toggle ◀◀ or ▶▶ .

Marking Messages as Important During recording

You can add an important mark by pressing and holding ★ for two seconds during recording or playback.

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★

2 SEC
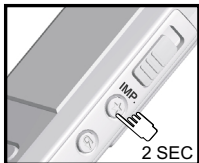
This prevents users from accidentally deleting important information.

NOTE: To delete an important mark, press and hold ★ for two seconds during playback or recording.

Folder Selection

You can select two different folders (**A** or **B**) and store up to 99 messages in each.

To select folders:
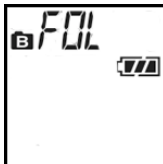
In STOP mode press **MENU** until "FOL" is displayed.

- Press ▶ to activate then choose the desired folder by shifting ▶▶ or ◄◄.
- Press ▶ to save the selection.

Record Quality Selection (SP / LP)

You can choose between two different recording quality settings.

Selection	SP	LP
Quality	High	Low
Recording Time	132	265

To change settings:
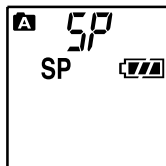
In STOP mode, press **MENU** until "LP" or "SP" is displayed.

- Press ▶ to activate.
- Press ▶▶ or ◄◄ to switch between settings.
- Press ▶ to confirm.

"FULL" Displayed On-Screen
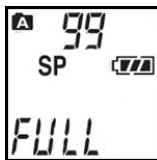
Under the following situations the word "FULL" will be displayed:

- Activating REC when the memory is already full.
- Activating REC when the current folder already had 99 stored messages.

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• During a recording the memory gets used up.

NOTE: You can erase messages to make extra room for recording (->10).

Microphone Sensitivity (Sen)
You can choose between two different levels of sensitivity:
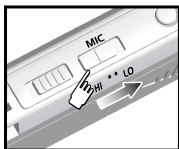
MIC

Hi

High sensitivity - Clear and louder recording, but more susceptible to noise and distortion.

Lo

Low sensitivity - Lower recording volume, but less suseptible to noise and distortion.

Voice Activated Recording (Aut)

You can activate the automatic record function (Aut) so that your player will begin recording whenever a sustained audible sound is picked up.

To access this function:

1. Enter STOP mode.
2. Press MENU until "Aut" is displayed.
3. Press ▶ to activate.
4. Press ▶▶ or ◀◀ to switch this feature "on" or "off".
5. Press ▶ to confirm.

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NOTE: Having activated the **Aut** function, you must also slide the record switch on.

Voice Activated Recording In Progress:

Recording will begin automatically when sound is detected.

Voice Activated Recording Paused:

Recording is paused automatically when no sound is detected for two seconds or more.

TIP: If the background noise is relatively high and the microphone sensitivity is set to **Hi,** the recorder will not recognize a silence and keep on recording; setting the microphone sensitivity to **Lo** should solve this.

Connecting an External Microphone
To use an external microphone for recording, insert the microphone jack into the microphone connector.
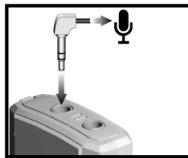
NOTE: Use a condenser type microphone, other types may not work with your voice recorder.

PLAYBACK

Playing Back Messages:

1. Enter STOP mode.
2. Press ▶▶ or ◀◀ to select message.
3. Press ▶ to start playback, ▶ icon will show on the display.
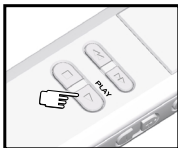
Press ■ to end.
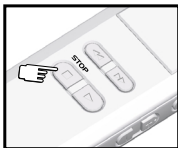
Functions During Playback
During message playback, the voice recorder can perform a number of different functions:

Functions	Descriptions
Display available recording time	Press ▶ during playback

Adjust Volume	Press **VOL+** or **VOL-**
Scan forward through current message	Press and hold ▶▶
Scan backwards through current message	Press and hold ◀◀
Mark important messages	Press and hold ★ (2 seconds) to mark current message
Delete important mark	Press and hold ★ (2 seconds) to delete mark while message is playing back
Repeat indexed section playback	Press ↩ to playback an indexed portion only
Repeat whole message	Press ↩ to playback an entire current message if no indexes have been marked on it

Connecting Your Earphone

Use the included earphone to listen to messages.

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CAUTION: Using the earphone to listen to messages too loudly may cause permanent ear damage. Lower the volume of the recorder before listening.
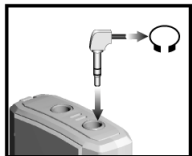
Changing Playback Speed
While message is playing back:
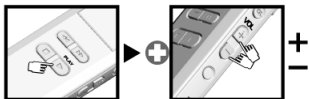
Press ▶ and **VOL -** simultaneously to *decrease* playback speed (S-Play).

Press ▶ and **VOL +** simultaneously to *increase* playback speed (F-Play).

NOTE: Time count shown may be inaccurate during fast or slow playback.

Searching for Important Messages
In STOP mode:

• Press and hold ★ for two seconds.
• Search for previous or next important message by pressing ▶▶ or ◀◀ .

Erasing Messages in STOP mode

Press and hold 🗑 for two seconds, press ▶ to confirm the deletion.

Erasing all messages except those marked as ★ :

Press and hold 🗑 and ■ , press ▶ to confirm.

NOTE: Settings remain unchanged after messages are erased.

🎙 VOICE RECORDER SETTING

Configure Settings
Your voice recorder has various settings that can be configured:

NOTE: Before you can access any settings functions, you must first press ■ to enter STOP mode.

- To change recorder settings, in STOP MODE press **MENU** to find the desired function.
- Change the mode settings by pressing ▶ and adjust settings by pressing ◀◀ or ▶▶ .
- Press ▶ button to confirm settings.
- Press ■ button to exit settings.

Table Of Settings

Setting	Description	Options
FOL	Currently active folder selected	Folder A / Folder B
SP	Different recording quality and capacity	SP (Standard Play) / LP (Long Play)
AL 1 / 2	Alarm Setting AL1 or AL2	On / Off
CL	Clock setting	Adjust time and date
Aut	Voice activated recording	On / Off
bE	Button press confirmation tone	On / Off
FO	Format	Format memory

Folder selection (FOL)
Choose the current folder (Folder A or Folder B) to organize your messages. Each can hold up to 99 messages.

Button Press Confirmation Beep (bE)
This feature alerts the user every time a button has been pressed.

NOTE: Button press confirmation beep will not sound during recording to prevent the beep tone from being recorded.

Format (FO)
This feature formats the memory.

In format setting press ▶ , when **FO** blinks press and hold 🗑 to begin formatting memory.

NOTE: All memory, including files marked as important will be erased.

Dual Alarms (AL1 / AL2)
You can set two different alarm times to help keep track of important events. Make sure you set the clock before attempting to set an alarm, otherwise the alarm feature will not be available.

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Note: A ((•)) will indicate that an alarm has been set. It will also blink during the alarm setting process. When an alarm has been deactivated, "OFF" will appear on the LCD display.

Alarm on   Alarm off

ADDITIONAL FEATURES

Locking Recorder Buttons

This feature disables all recorder buttons, preventing playback, and erasing of messages. Simply slide **HOLD** into position. A ⊶ will show to indicate that all buttons have been locked.

NOTE: You can still record messages when the unit is locked.

BATTERY INFORMATION

When changing or removing batteries, recorded messages will not be erased but some menu settings such as the current time may be lost. If this happens, refer to the section "Using the Voice Recorder" for information about how to reconfigure the settings.

Battery Life
At full capacity, the batteries should last approximately:

• 16 hours of continuous playback at medium volume.
• 20 hours of continuous recording.

NOTE: When battery levels are low, only the time and date will show, none of the buttons will work. When replacing the batteries, do not mix new batteries with old ones.

Battery Level Indication:
If the battery mark occasionally flashes during playback but not during recording, this is due to differences in the power needed for recording and playback. When this happens, replace the batteries.

Full   Medium   Low   Empty Replace

When the voice recorder will not be used for an extended period of time, remove the batteries to prevent leakage.

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3V DC ADAPTOR

You can power the recorder through the mains by using a 3V DC Adaptor (output 3V DC 500mA). Please contact your local distributor for more information about this feature. The adaptor is an alternate power source for your player and cannot be used to charge batteries.

CAUTION: When connecting the AC Adaptor, be sure to turn off the power of the recorder. Do not disconnect the AC adaptor while recording as this may cause damage to the data.

NOTE: Recorded messages are not lost after the batteries have been removed but all settings including the current time will be lost.

VOICE RECORDER LINK

Oregon Scientific Voice Recorder Link Software Features

- Save digital recordings (including date/time stamp) from voice recorder to PC.
- Load digital recordings (including date/time stamp) from PC to voice recorder.
- Archive and organize important recordings.
- Convert recordings into *.WAV file format for use with different programs.
- Send voice files as attachments with emails.

Digital Recorder LCD Displays When Connected to the Computer:

"PC" is displayed when connection is established. In this state voice recorder buttons are inactive.

Error message "ERR" is displayed when an internal error occurs.

System Requirements

Before installing the Voice Recorder Link software onto your computer, you must first check to make sure your system meets the following requirements:

- Operating System - MS -Windows 98 98SE, MS Windows ME, MS Windows 2000 Professional or MS Windows XP Home Edition, and MS-Windows XP Professional.
- CPU requirement - Pentium 233 MHz (Pentium II 300MHz or above is recommended).
- Available hard-disk space - 5MB for software and 300MByte for recorded data.
- CD ROM drive.
- RAM size - 64MByte (128MByte or above is recommended).
- Display - SVGA or above.
- Audio - 16 bit sound card.
- Communication port - 1 available USB port.

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NOTE: The Voice Recorder Link software is not compatible with Macintosh operating systems.

VOICE RECORDER LINK SOFTWARE

NOTE: Windows XP users may encounter some warnings when installing the software. These are not errors. Please continue the installation process by clicking "Continue Anyway", the software and driver installation will proceed normally.

STEP 1: Install the Software (First Time Users)

1. Shut down any programs that are running.
2. Place the software disk into your computer's CD-ROM drive. The installer should begin automatically. If the installer doesn't begin automatically, initialize it manually by:

   A. Double-click the **My Computer** icon on desktop.
   B. Double-click **CD-ROM** icon.

Note to Windows XP users, if the "Found New Hardware Wizard" appears:

1. Select "install the software automatically (Recommended)", then click **Next**.
2. When the "This software hasn't passed windows logo testing" message appears, click **Continue Anyway**.

3. Click **Next**
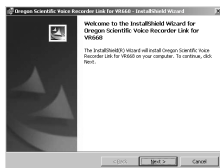
4. Follow the onscreen installation guide.
5. When installation is complete click **Finish**, then close all programs and restart your computer.
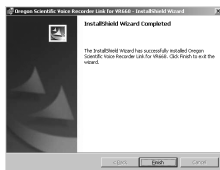
STEP 2: Attach Voice Recorder to PC
Once the software is successfully installed, attach the supplied USB cable to the computer's USB port and the recorder's digital terminal.
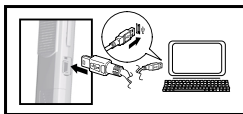
STEP 3: Load the Voice Recorder Link Program

Double click the desktop shortcut.

Oregon Scientific Voice Recorder Link for VR668

STEP 4: Display Message Information
If everything is attached correctly, when you start the program your digital voice recorder will automatically connect. This screen will show all the messages recorded on your voice recorder:
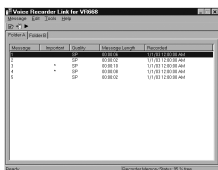
Playback Messages Recorded on Your Digital Voice Recorder / Saved on Your PC:

1. Select desired message by choosing one of the following methods:
   • Press ►.
   • Select **Message Play** in pull down menu.
   • Right click **Message** and then select **Play.**
   • Double click the message
2. The following dialogue box will appear:
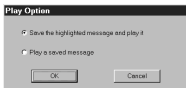
You can either:

   • Save the highlighted message on the PC in (*.WAV) format and then play it.
   • Play a previously saved (*.WAV) message

3. Choose the directory you want to save the file to (Save As), or you can play a message by selecting (Open), then finding the file where the message is located.
4. Your default *.WAV format player should begin playing back the message.

Saving Messages (Recorder to PC)
1. Select the desired message by choosing one of the following methods:

   • Press the **Save** icon:

   • Select **Message** and then choose **Save from Voice Recorder to PC** in the pull down menu.
   • Right click the message and then select **Save from Voice Recorder to PC**.
2. Choose the location, name and file format to save your information in:

File Format	Record Quality
PCM (*.wav)	High
Truespeech (*.wav)	Low
RAW (*.dvb)	Same

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NOTE: The RAW file format cannot be listened to, and is for backup purposes only. It can be loaded from the PC to voice recorder.

The default save file name includes the following information:

MSGA03_0101_0000

- MSG: Message
- A: From folder A
- 03: Message Number
- 0101_0000: Month/Day/Hour/Minute

Loading Messages (PC to Voice Recorder)

When a connection between your PC and Voice recorder has been established, you can load previously saved messages in (*.dvb) format by:

1. Select the folder by Either:
   A / B tab

   | Folder A | Folder B |

   OR

   Menu (**Tools**) -> **View** ->**Folder** (A or B)

2. To load, select

3. Choose the desired (*.dvb) message to load to your voice recorder.

4. A message option box will popup, choose the folder on your voice recorder you want the message to be saved to, then click **OK**

   Message option

   Target Folder
   - Folder A   Folder B

   Recording Quality
   - SP   OK
   - LP   Cancel
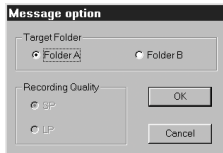
NOTE: Indexes marked during recording will remain marked after loading it to the voice recorder.

Deleting Messages in Voice Recorder
Your Digital Voice Recorder must first be connected to the PC:

1. Select the message you want to delete by clicking to highlight it.
2. To clear the message, either:

   - Delete on keyboard
   - **Menu**->**Edit**->**Delete**

   Confirm Deletion
   The selected message will be deleted permanently from the Voice Recorder. Proceed with deletion?
   Yes   No
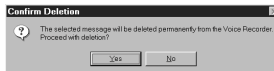
3. Click **Yes** to confirm.

NOTE: In PC mode, Messages marked as important cannot be deleted. Please make the deletions on the voice recorder (->10).

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🔧 TROUBLESHOOTING

This section includes a list of frequently asked questions for problems you may encounter with your digital voice recorder unit. Check here before contacting our customer service department.

Digital Voice Recording Unit

Problem	Check	Remedy
No Power	Make sure the batteries are installed correctly.	Check that polarities match those shown in the battery compartment. (->4)
	Make sure the batteries have not run out.	Replace old batteries with new ones.
Buttons do not work	Voice recorder **HOLD** is on	Unlock the **HOLD** switch (->3)
No Sounds	Volume is not turned up	Press **VOL+** during playback
	Earphone is not plugged correctly	Make sure earphone is plugged in correctly (->10)
Problem with external microphone	External microphone not plugged in	Make sure microphone is plugged in correctly (->8)
	Condenser type microphone not used	Plug in a condenser type microphone
Cannot record messages **"FULL"** is displayed on LCD screen)	The maximum 99 messages has been reached in current folder	Erase some messages (->10) or choose other folder with fewer messages (->7)
	Maximum storage capacity has been reached	Erase some messages (->10)
Cannot mark indexes	Maximum amount of 125 indexes has been reached within current message	Start recording a new message (->6)
Operation not normal	Device should be reset	Reset the unit by removing the batteries. Wait 5 seconds, and then reinsert the batteries

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Software

Problem	Symptom	Check This
Cannot locate voice recorder on PC	Error message states unit is not properly connected	USB cable is properly attached
Cannot store messages	Error message states memory is full	Erase some messages (->10) to make room **TIP:** If the message is important then you should first save it (->15)
Time-out error	When transferring a message to and from PC to unit you get no response or a time-out	USB cable is properly attached
File error	When you try selecting a file format that is not supported	The file was not created by Voice Recorder Link software
Failed to save the file to the selected path	When the selected output path / drive is either full or read only	Please make sure that the selected drive has enough free space, or that any write protect features have been disabled
Memory error	When the PC does not have enough memory for the operation	Delete unwanted files on your hard drive to create space
Unable to playback *.WAV files	When you do not have compatible *.WAV format file player	Install *.WAV format player

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⚠ CAUTION

In case of electrostatic discharge, the product may not function properly and will require a manual reset. After reset, messages recorded will remain intact; if a message was being recorded it will be lost.

SAFETY AND CARE

SAFETY
To ensure that you use your voice recorder correctly, read these Safety Notes and your User Manual carefully. The warnings given here provide important safety information and should be observed at all times.

GENERAL WARNINGS
- Do not attempt to repair the voice recorder yourself. Contact the retailer or our customer service department if your product requires servicing.
- The voice recorder is a precision instrument. Never attempt to take this device apart. There is a serious danger of powerful electric shocks.
- Do not immerse the voice recorder in water.
- Do not, under any circumstances, touch the exposed electronic circuitry of the voice recorder, as there is a danger of electric shock should it become exposed.
- Take special care when handling a damaged LCD display, as the liquid crystals can be harmful to your health.
- Do not use or store the voice recorder in locations that may adversely affect the product such as rain, snow, desert, and magnetic fields.
- Do not use this device in aircrafts or hospitals. The use of the voice recorder can cause malfunctions in the control devices of other equipment.
- Do not subject the voice recorder to impact or shock while recording.

About Noise
- During recording OR playback, noise may be generated if too close to a power lead, florescent light, or portable phone.
- If the unit is bumped or rubbed during recording, noise may be recorded.

Cleaning for Your Voice Recorder
Use a soft, dry cloth to clean the LCD display. Use a damp cloth and mild detergent to wipe the unit. Dry immediately.

Storage
Remove the device from the pouch and keep it in a well-ventilated place to prevent molding.

Check all major functions when the voice recorder has been unused for a long period of time to check that the device is fully operational.

OTHER NOTICES
Statement of Responsibility
Oregon Scientific assumes no responsibility for any incidental losses (such as the costs of recording or the loss of income from recording) incurred as a result of faults with this product.

Oregon Scientific will not be held liable for any bodily injury, death, property damages or any other claims of whatever nature resulting from the misuse or negligence of the VR product, whether intentional or unintentional. Oregon Scientific will not be responsible for any deviations in the usage of the device from those specified in the user instructions or any unapproved alterations or repairs of the product.

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Copyright

Voices or sounds recorded using your voice recorder cannot be used in ways that infringe copyright laws. Note that some restrictions apply to the recording of performances, entertainments and exhibits, even when intended purely for personal use.

Users are also asked to note that the transfer of memory containing data protected under copyright laws is only permissible within the restrictions imposed.

TECHNICAL SPECIFICATIONS

Type	Description	
Recording Medium	Solid state memory	
Recording Time	Standard	132 min
	Long	265 min
Speaker	Ceramic speaker dia. 23mm	
Actual Maximum Output	19mW	
PC Connection	USB 1.1	
Battery Type	2 x AAA 1.5V Alkaline batteries	
Battery Life	Approx. 16 hours of continuous playback	
	Approx. 20 hours of continuous recording	
Size	118.2mm (L) x 32mm (W) x 13mm (T)	
	(14.5mm [T] at speaker)	
Weight	30g without batteries	
Display	20.6mm (W) x 20.6mm (L)	

NOTE: Design and specifications are subject to change without notice.

ABOUT OREGON SCIENTIFIC

Visit our website (www.oregonscientific.com) to learn more about other Oregon Scientific™ products such as digital cameras, projection clocks, health and fitness gear, and weather stations. The website also includes contact information for our customer service department, in case you need to reach us.