

Project No. 535 Appendix "E"

*Suggested Specifications for Tape Recorders and Transcribers**Recording Machines (Similar to Viking Model 85)*

1. Must be compatible with the existing sound amplification system and be capable of simultaneous recording on two channels while monitoring the recording on the main channel.
2. Must be equipped with a fast rewind and provide for a quick and simple means of changing tape reels.
3. Tape speeds and reels should be designed for five and ten minute takes and be compatible with standard transcribing equipment.
4. A means of marking and indexing reels should be provided.

Transcribing Machines

1. Should be selected from current standard magnetic tape models of transcribing machines equipped with headphones, foot controls, speed and volume adjustments.
2. Must be modified by the addition of dual track reading heads and a separate transistorized amplifier for the second sound track. Split headphones should be provided so that both tracks can be heard simultaneously and the volume controlled independently.

Installation

1. Recording units in each of the French and English debates reporting branches should consist of three recorders (including one spare).
2. Automatic, timed switching devices designed to turn on alternate recorders at fixed intervals of six or eleven minutes (one minute overlaps) would be desirable.
3. A console microphone and amplifier connected with the second recording track should be included with the installation.

NOTE: Further technical advice on the installation of this equipment may be obtained from Mr. Val Sharpe c/o Department of Public Works, Province of Ontario.