

## **Listening Post User Guide – Legato Radio**

### **Turning on and tuning in**

#### **Turn on**

If the radio is plugged in and switched on at the wall, the display will show the day, time and date.

If it's not plugged in, please ask a member of staff for assistance.

To switch on, press the Power button (small round button, on the right, underneath the CD drawer).

If the Legato is in radio mode, the radio will start playing.

If it is in CD mode, the display will indicate whether there is a CD in the drawer or not.

To listen to digital radio, press the mode button (small round button, second right, underneath the CD drawer) until the display reads 'Now tuning' and you can hear the station to which it is tuned.

(NB: If you want to listen to the BBC Radio 4 book programmes on CD, please see the 'Listening to the CDs' section below.)

#### **Tune in**

If the radio is not tuned to BBC Radio 4, press the big round knob on the unit until it clicks. The display will then show a list of radio stations in alphabetical order.

Turn the knob clockwise to scroll down, anticlockwise to scroll up.

**NB. MAKE SURE YOU'VE PRESSED THE KNOB IN UNTIL IT CLICKS FIRST, OTHERWISE YOU'LL JUST CHANGE THE VOLUME!**

When BBC Radio 4 is highlighted, press the knob until it clicks.

#### **Volume**

Turn it up by turning the big knob clockwise, down by turning it anticlockwise.

**NB. DON'T PRESS FIRST, OR YOU'LL CHANGE THE STATION INSTEAD!**

#### **Using the headphones**

A member of staff will have given you a pair of headphones. These plug in at the bottom left of the unit.

Please ask if you need assistance!

## **Rewinding live radio**

If you're listening to a programme, and there's something you'd like to hear again, you can rewind the radio!

Press the ReVu button (small button on the left underneath the CD drawer) once to pause the broadcast, twice to put the display into ReVu mode.

To rewind, press the middle button on the left hand side of the display (<<)

When you take your finger off, the broadcast will play from the point you've rewound to. ReVu works because the radio stores a certain amount of the programme that is playing. This means

- a. you can rewind a maximum of 20 – 40 minutes (depending on how much of the radio's memory the programme takes up)
- b. you can only rewind to the point in the programme at which you tuned in.

The display shows how far behind the live broadcast you are (mins:secs).

To catch up again, press the middle button on the right hand side of the display, until the display reads 00:00

If you've missed a whole programme – or a big chunk of one – remember that you can usually listen to it online for a week after it's first broadcast. See [www.bbc.co.uk/radio4/arts/books.shtml](http://www.bbc.co.uk/radio4/arts/books.shtml) for links to all BBC Radio 4 books programmes.

## **Listening to the CDs**

Turn the unit on as above.

Use the mode button (small round button, second right, underneath the CD drawer) to switch the unit to CD mode.

Open the drawer by pressing the little round button to the right (△)

Insert the CD.

Close the drawer by pressing the same button.

The display will read 'Searching disk' and then the title of the first programme/extract.

To scroll through the other programmes/extracts, press the bottom button on the right hand side of the display (>>|)

To play the track you select, press the top button on the left hand side of the display (>)

Stop it by pressing the top button on the right hand side

# **BBC Radio 4 books programmes**

## **Book of the Week**

9.45 - 10am, repeated 12.30 - 12.45am Mon-Sat

Non-fiction, biography, autobiography, travel, diaries, essays, humour and history.

## **Book at Bedtime**

10.45 – 11.00pm Mon-Fri

Modern classics, new works by leading writers and literature from around the world

## **Afternoon Reading**

3.30pm Mon – Fri

A short story or an abridged book, often by writers who are new to radio

## **Classic Serial**

3.00pm Sundays, repeated 9.00pm the following Saturday.

Works which have achieved classic status - or are on their way to achieving it.

## **Open Book**

4.00pm Sundays (except the first Sunday of the month)

Open Book spotlights new fiction and non-fiction, picks out the best of the paperbacks, talks to authors and publishers, and unearths lost masterpieces

## **Book Club**

4.00pm the first Sunday of the month, repeated 4.00pm the following Thursday.

James Naughtie and a group of readers talk to leading authors about their best known novels.

## **Finding out more about the programmes**

Ask library staff for the current week's schedules (available from [www.readingagency.org.uk/projects/organisations/bbc\\_radio.html](http://www.readingagency.org.uk/projects/organisations/bbc_radio.html) )

And for more detail visit [www.bbc.co.uk/radio4/arts/books.shtml](http://www.bbc.co.uk/radio4/arts/books.shtml) which features information about and links to all books programmes.

Thanks to PURE Digital for the radios

# **PURE**