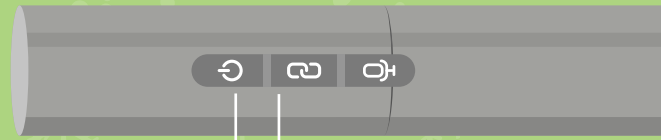


ROGER PEN GUIDE



• The connect button

• The power button, to switch on and off

Please see the following people in the Tech Support Team if you would like to use a Roger Pen or access Roger microphones at the summit.

Aaron Coles, Alastair Moore

The Roger pen transmits sound from the speaker's voice to your hearing aids, via a portable receiver, called a neckloop, which is worn around your neck.

You will need your hearing aids set to the loop program to use this. Not all hearing aids have this feature, but you can get this enabled by your audiologist.

Some colleagues may use other receivers, which are connected directly to the bottom of their hearing aid - with a specific connecting shoe designed for their specific hearing aid.

IMPORTANT NOTE:

Neckloops create a magnetic field and must NOT be used by those who are fitted with pacemakers, or other devices that may be affected.

1. How to use the Roger pen:

Switch the pen on – you will see a green flashing light, which means it is ready for use.

- If the light is red – the pen needs charging.
- If the light is flashing blue – this means Bluetooth is active and the pen may be connected to a mobile phone.

2. Connect the pen to a neckloop receiver:

- Make sure the pen and neckloop are both charged and switched on.
- Press and hold the pairing button (the symbol on the button looks like a figure 8). The indicator light will turn green for two seconds to confirm a successful connection.
- You can control the volume using the volume controls on your hearing aid – or by using the + and – buttons, on the side of the neckloop.

Repeat these steps if you need to connect to a second receiver (a neckloop or a specific receiver).

3. Position the pen so you can hear the speaker. The pen is the microphone, and can be:

- Clipped to the speaker's clothing.
- Worn around the neck of a speaker with a lanyard (if available).
- Held by the speaker, in a handheld microphone position.
- Placed in front of the speaker on the table - when in this position, the pen will activate a 360-degree microphone.
- The pen can also be placed on a table for small group conversations - when in this position, the pen will activate a 360-degree microphone.

4. REMEMBER TO SWITCH THE PEN AND NECKLOOP OFF WHEN YOU'RE NOT USING THEM. This will help save battery life for when you need it next.