Option 1, direct from the receiver:

Note – must be on a PC on the same network as the receiver.

- 1. Browse to the receiver's IP address
- 2. Select the Content Manager tab
- 3. Select the Showshifts link
- 4. Check the box next to the current week's file (this is week 37)
- 5. Select "Download" just under File Manager

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Option 2, from the Windows Server File Menu:

Note – must be on a PC on the same network as the receiver.

- 1. In the windows search bar, type in the receiver IP address preceded by \\, e.g. <u>\\192.168.1.125</u> and hit enter
- 2. Double click the Files folder
- 3. Double click the showshifts folder
- 4. Select the file you want to open or move to audio editing software

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