

# RNIB Tactile Talking Globe (LC251)

Thank you for purchasing from RNIB. In the unlikely event the item is unsuitable, please contact us within 14 days of receipt to obtain your returns number. To ensure your return goes smoothly, the item and all components must be in as new condition and packed in its original, undamaged packaging. For further details and guidance on returning faulty items, please see the Terms and conditions of sale and How to contact RNIB sections of this instruction manual.

Please retain these instructions for future reference. These instructions are also available in other formats.

## General description

Congratulations on your recent purchase of the RNIB tactile talking globe. The globe has both clearly discernible tactile features and embedded RFID tags containing audio files. A Penfriend labeller preloaded with the supplied audio files is required to hear the audio information. Note 122 audio files are supplied with the globe for use on your existing PenFriend 2 or 3. The PenFriend is not included with the globe and must be purchased separately.

The globe includes the following tactile elements:

* raised topographical areas such as mountain ranges
* clearly defined continents
* major oceans
* raised latitude and longitude lines.
* discernible, contrasting raised line for the Equator
* International Date Line, Prime Meridian, Tropic of Cancer, and Tropic of Capricorn.

The audio feature enables the user to explore the globe using the PenFriend as a “tour guide”. When the PenFriend is placed anywhere on the globe, it relays information about the location being visited. There are 122 hot spots embedded in the surface, and each corresponding audio file can be customised as required.

## Items supplied

The box includes:

* tactile talking globe attached to curved metal stand
* circular wooden base with small anchor screw taped to the underside.

The accompanying 122 MP3 audio files can be downloaded from the product page for LC251 at [www.rnib.org.uk/shop](http://www.rnib.org.uk/shop)

## Assembly

To assemble the stand and attach it to the wooden base:

* locate the circular wooden base and attached screw, and insert the screw into the hole on the underside of the base
* next position the globe and metal stand so that the wider part of the metal stand is lined up with the screw which is now protruding from the upper side of the wooden base
* tighten the screw on the underside of the base until the metal stand is held firmly in place.

## Audio files

There are 122 MP3 audio files available to download for the globe. These correspond to the audio hot spot areas of the globe including oceans, continents, mountain ranges, longitude and latitude lines etc. The basic files are supplied which contain the names of the topographical areas. The full list of files is as follows:

1. Iberian Peninsula
2. Pyrenees
3. Cantabrian Sea
4. Peninsula of Brittany
5. Alps
6. Apennines and the Italian Peninsula
7. British Isles
8. North Sea
9. Jutland or Cimbrian Peninsula
10. Iceland
11. Norwegian Sea
12. Scandinavian Mountains
13. Scandinavian Peninsula
14. Carpathian Mountains
15. Dinaric Alps
16. Balkan Mountains
17. Balkan Peninsula
18. Tyrrhenian Sea
19. Ionian Sea
20. Adriatic Sea
21. Aegean Sea
22. Black Sea
23. Mediterranean Sea
24. Baltic Sea
25. Caucasus
26. Europe
27. Europe
28. Kola Peninsula
29. Anatolian Peninsula
30. Zagros Mountains
31. Arabian Peninsula
32. Ural Mountains
33. Himalayas
34. Tibetan Plateau
35. Pamir Mountains
36. Gobi Desert
37. Arabian Sea
38. Sri Lanka
39. Bay of Bengal
40. Indochinese Peninsula
41. Malay Peninsula
42. Hindustan Peninsula
43. Korean Peninsula
44. Kamchatka Peninsula
45. Asia
46. Asia
47. Asia
48. Japanese Archipelago
49. Archipelago of Philippines
50. Indonesia
51. Indian Ocean
52. East China Sea
53. Thar Desert
54. Atlas Mountains
55. Haggar Mountains
56. Tibesti Mountains
57. Sahara
58. Ethiopian Highlands
59. Horn of Africa or Somalia Peninsula
60. Canary Islands
61. Cape Verde Islands
62. Kalahari Desert
63. The Drakensberg
64. Namib Desert
65. Madagascar
66. Africa
67. Africa
68. Africa
69. Red Sea
70. Persian Gulf
71. Caspian Sea
72. Atlantic Ocean
73. Pacific Ocean
74. Greenland
75. Hudson Bay
76. Labrador Peninsula
77. Alaska Peninsula
78. Aleutian Islands
79. Rocky Mountains
80. Peninsula of California
81. The Great plains
82. Appalachian Mountains
83. Florida Peninsula
84. Newfoundland
85. Great Lakes
86. Sierra Madre
87. Gulf of Mexico
88. Yucatan Peninsula
89. Greater Antilles
90. Caribbean Sea
91. Guyana Shield
92. The Andes
93. Cordillera Darwin
94. Mato Grosso Plateau
95. Falkland Islands
96. America
97. America
98. America
99. America
100. Antarctic Peninsula
101. Antarctica
102. New Guinea
103. Cape York Peninsula
104. Great Dividing Range
105. Flinders Ranges
106. Hamersley Range
107. Great Victoria Desert
108. Oceania
109. Tasmania
110. New Zealand
111. Melanesia
112. Ecuador
113. Tropic of Cancer
114. Tropic of Capricorn
115. Greenwich Meridian
116. Arctic circle
117. Antarctic circle
118. Aral Sea
119. Arctic Ocean
120. Antarctic Ocean or Southern Ocean or Austral Ocean
121. The Sea of Japan
122. East China Sea

## Using PenFriend to listen to audio

Each time you switch on your PenFriend it automatically starts in the correct mode for playing back your recordings or to record new labels. Touch the globe anywhere with the thin end of the PenFriend to hear the audio recording.

### Loading audio files onto your PenFriend

The globe has 122 audio hot spots embedded into its surface. The accompanying audio files must be downloaded from the product page on the RNIB shop website. To play the audio files using your existing PenFriend you need to transfer the files to your device by using File Explorer on your PC, or the graphic interface of the Label Manager software for PenFriend. Please refer to your PenFriend instructions for further information on using the Label Manager software.

### File explorer

Your files must be unzipped before loading onto the PenFriend using File Explorer.

1. Connect your PenFriend to the computer using a USB cable.
2. Open **File Explorer** on your computer.
3. Locate the **PenFriend drive** and open the **Recordings folder**.
4. Open the folder containing your audio **files**.
5. Select and copy the files you wish to add to your PenFriend and paste them into the PenFriend **Recordings folder**. Alternatively, you can drag and drop files from one folder to another.
6. To play the audio on your globe, touch the globe with the thin end of the PenFriend to hear the audio recording.

Note: we recommend backing up your recordings. Please check your PenFriend instructions for details on using Label Manager for backing up your files.

### Customising audio

Once you have loaded the supplied audio files onto your PenFriend device, you can now customise your globe. When you switch on your PenFriend it automatically starts in the correct mode for playing back your recordings or to record new labels. Follow the instructions on recording new labels detailed in your PenFriend instructions.

Remember no recording is permanent. If you wish to protect your recordings from accidental erasure, please use the Label Manager.

## How to contact RNIB

Phone: 0303 123 9999

Email: shop@rnib.org.uk

Address: RNIB, Midgate House, Midgate, Peterborough PE1 1TN

Online Shop: shop.rnib.org.uk

Email for international customers: exports@rnib.org.uk

## Terms and conditions of sale

This product is guaranteed from manufacturing faults for 12 months from the date of purchase. If you have any issues with the product and you did not purchase directly from RNIB then please contact your retailer in the first instance.

For all returns and repairs contact RNIB first to get a returns authorisation number to help us deal efficiently with your product return.

You can request full terms and conditions from RNIB or view them online.

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This product is CE marked and fully complies with all applicable EU legislation.

Recycling electrical equipment



Please do not throw items marked with this symbol in your bin. Recycle your electricals and electronic devices **free** at your local recycling centre. Search for your nearest recycling centre by visiting [recyclenow.com](http://www.recyclenow.com)

### Why recycle?

Unwanted electrical equipment is the UK’s fastest growing type of waste.

Many electrical items can be repaired or recycled, saving natural resources and the environment. If you do not recycle, electrical equipment will end up in landfill where hazardous substances will leak out and cause soil and water contamination – harming wildlife and human health.

RNIB are proud to support your local authority in providing local recycling facilities for electrical equipment.

To remind you that old electrical equipment can be recycled, it is now marked with the crossed-out wheeled bin symbol. Please do not throw any electrical equipment (including those marked with this symbol) in your bin.

### What is WEEE?

The Waste Electrical or Electronic Equipment (WEEE) Directive requires countries to maximise separate collection and environmentally friendly processing of these items.

### How are we helping?

In the UK, distributors including retailers must provide a system which allows all customers buying new electrical equipment the opportunity to recycle their old items free of charge.

As a responsible retailer, we have met the requirements placed on us by financially supporting the national network of WEEE recycling centres established by local authorities. This is achieved through membership of the national Distributor Take-back scheme (DTS).

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