CKP-2032
Collapsible Keyboard
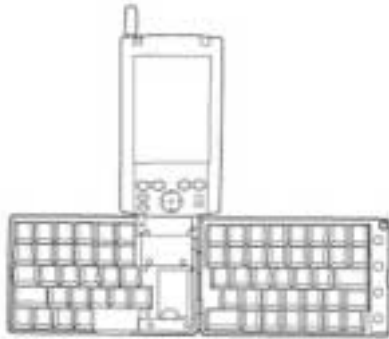
Instruction Booklet

AUDIOVOX
COMMUNICATIONS CORP.

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INTRODUCTION

Our portable full-sized keyboard gives users on the go the fastest way to enter information in their Pocket PC. The ergonomic design allows users to comfortably touch-type without sacrificing the benefits of portability.

Simply install the included software, set your Pocket PC in the keyboard's docking cradle and you are ready to start typing.

Plug into PDA

Connect to AC Adapter

<u>SOFTWARE INSTALLATION</u>

Load the software into your PC

Important: Before installing the software, make sure that:

• Disable or un-install any previously installed PDA keyboard software.

• You save all open documents.

• ActiveSync is installed and active on my PC.

• Your handheld has at least 150KB free memory.

1. Insert Pocket PC into synchronizing cradle. Make sure your Pocket PC is ON and connected to your computer through ActiveSync.

2. Insert the keyboard software floppy disk into your floppy drive (usually A:).

3. On your PC computer, go to Start, then Run to find the program called "Setup" to complete the installation. Note: If you open the floppy drive, you will see 8 files on the disk. The file to install the program is Setup.exe.

4. To verify that installation of the keyboard software is complete and on your Pocket PC, click on the Start menu on your Pocket PC. You will see the keyboard icon, , in the Start menu.

HARDWARE SET UP

a. Press the back release latch down and open the keyboard as shown.

b. Lift the docking stand up from the keyboard. Push the back brace out from the docking stand until you hear a click. Then lay the docking stand down at the back of the keyboard.
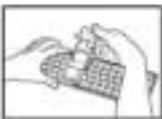
c. Insert the docking stand connector into the bottom of your Pocket PC. The back brace on the docking stand will keep the unit upright while it is connected to the keyboard.

d. The round hole at the top right corner of the keyboard is the stylus holder. You can place the stylus, point down, in the holder for convenient use of the stylus while the keyboard is open.

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CUSTOMIZING

To customize your keyboard, tap Start then ⊞
to display the Keyboard Settings screen.

Enable Keyboard - tap to turn the keyboard
driver off an on.

Key Repeat Rate - this adjusts the rate at which
a character is repeatedly typed when you hold
down the key.

Key Repeat Delay - this adjusts the amount of
time between repeating a character when a key
is depressed.

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APPLICATION KEYS

1. Press the blue buttons on the right of the keyboard to enter into the following four major applications directly: Inbox, Contacts, Calendar, Tasks.
2. Press the Fn key and the blue button on the right at the same time to enter into these 3 applications: Notes, Word, Excel.
3. Today key: Launches the Today Screen.
4. Start key: Launches the Start Menu.

HOT KEYS

To define these Hot Keys, tap Start, 🖥, then the Hot Key tab on the Keyboard Settings Screen. Fn-1 through Fn-0 are shown with the preset application designations.

To assign an Fn key to open an application:
1. Tap on the arrow to the right of the application for the Fn key you want to reassign. A drop down menu of all the applications appears.

2. Select the application you want to assign to that Fn key.

3. Tapping on OK to close the screen will also save the settings.

Fn 1 number assignment screen

To assign an Fn key to a specific file:
1. Tap on the arrow to the right of the application for the Fn key you want to reassign. A drop down menu of all the applications appears.

2. Select "Choose Data File" from the list of applications. A new window will appear.

3. Select the specific file name you want to assign to that Fn key.

4. Tapping on OK to close the screen will also save the settings.

Select Intel-Key file screen

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MOVING AROUND

Moving the cursor around the screen can be done by using the following keys and key combinations:

Key press	Function
Fn + ↑	Move up one screen (page up)
Fn + ↓	Move down one screen (page down)
Fn + ←	Move to the beginning of the current line
Fn + →	Move to the end of current line
Ctrl + ←	Move one word to the left
Ctrl + →	Move one word to the right

SELECTING TEXT

Onscreen text can be selected (highlighted) by using the following key combinations:

Key press	Function
Shift + ↑	Selects the previous line of text
Shift + ↓	Selects the next line of text
Shift + ←	Selects the previous character
Shift + →	Selects the next character
Ctrl + Shift + ←	Select the previous word
Ctrl + Shift + →	Select the next word

<u>SPECIAL FUNCTIONS</u>

Special functions to be assigned to various key combinations:

Key press	Function
Fn + Enter	Same as tapping an "OK" button on the screen.
Fn + Small Space	Launches the keyboard control panel
Fn + Space bar	Toggles the onscreen keyboard on & off
Fn + Today	Launches the Home screen (same as Qstart)
Fn + Caps Lock	Toggles or release the Numbers Lock mode

<u>ONSCREEN MANUAL</u>

Tap Start, then tap the About tab from the Keyboard Settings Screen. Tap Help to open the Portable Keyboard Help screen. There are several headings to choose from. Tap on a heading to view instructions in that area.