/ISUS®

MyPal A636/632

Handbook

E1810

First edition V1

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Contents at a glance

This handbook contains the information you need to efficiently use ASUS®
MyPal A636/632 Pocket PC.

MyPaI A636/632 specifications

Processor	Intel® XScale™ PXA272 416MHz
Operating system	Microsoft® Windows Mobile™ 5.0
Memory	128MB Flash ROM 64MB SDRAM *(107MB user accessible)*
Display	3.5-inch, brilliant transflective TFT LCD 65,000 Full-color, 16-bit display QVGA, 240x320 resolution with Touch Pad
Battery	1300 mAh removable/rechargeable **(A636)** removable **(A632)** Li-ion battery
Expansion slot	One slot **(A636)** SD card slot (SDIO/SD/ MMC) Dual slot **(A632)** SD card slot (SDIO/ SD/MMC) and mini SD
Communication	WLAN 802.11b **(A636)** ; USB 1.1 ; Wi Fi® ; Bluetooth® v1.2 **(A632 factory option)** ; Infrared 115.2 Kbps
Audio	3.5 mm stereo
Size	122 mm x 73.2 mm x 18.65 mm (L x W x H)
Weight	175 grams (with battery)

Package contents

Your package includes several accessories for the Pocket PC. After unpacking, check the items against the list below and make sure that they are in good condition. If any item is missing or damaged, contact your dealer or retailer immediately.

Standard items

- ASUS MyPal A636/632
- Cradle
- USB sync cable
- AC adapter/power cable
  - Input : 100V ~ 240V
  - Output : 5V 2.4A 10W
- 1100 mAh Lithium Ion battery
- Stylus
- Protection case
- Microsoft® Companion CD
- Bonus CD
- Handbook
- Quick Start Guide
- Warranty card

Optional accessories

- Stylus
- Car charger
- Leather protection case
- Traveling USB sync cable
- Traveling USB host cable
- Traveling serial cable
- AC adapter/power cable (UL/CEE/UK/SAA/CCEE)
- GPS solution kit
- Bluetooth® GPS solution kit
- Extension battery (1800 mAh)

Chapter 1

Get started!

Introducing MyPal

The ASUS® MyPal A636/A632 is truly a good companion wherever you go. Powered by a 416MHz Intel® XScale PXA272 processor, equipped with 64MB SDRAM and 128MB Flash ROM, and bundled with the Microsoft® Windows Mobile® 5.0 plus a host of useful utilities, you have everything you need in your pocket!

MyPal A636 comes with additional Wi-Fi feature that allows you to connect to wireless LAN and Internet. MyPal A636 has a single SD card slot, whereas MyPal A632 comes with dual slots: SD and mini SD slots.

Front features

Power LED   Bluetooth/Wi-Fi LED

LCD touch screen

Launch button

Notes button

Calendar button

Speaker

Mode Switcher button

4-way Navigaition button

Contacts button

- **Power LED** - shows a steady red light when the battery is charging; steady green when the battery is fully charged and the device is connected to an AC power source.

- **Bluetooth/GPS/Wi-Fi LED** - lights up blue when the Bluetooth® feature is on (MyPal A636 only); lights up yellow green when GPS is on; lights up red when Wi-Fi is on (MyPal A636 only).

- **LCD touch screen** - allows you to enter, read, send, receive or edit data by tapping on it. The screen lumination is increased or decreased by changing the backlight settings.

- **Speaker** - allows you to hear alarms and other sound outputs from the device.

- **4-way navigation button** - functions like the four arrow keys on a keyboard. This button allows you to move through the program icons, folders, or files in a menu by scrolling up or down, left or right.

- **Launch button** - functions like the enter/return key on a keyboard. Press once to launch a selected program, list folders contents, or open a file.

- **Contacts button** - opens your contacts list at any tiime.

- **Calendar button** - opens the Calendar program at any time.

- **Mode Switcher button** - allows you to switch between Today, Windows media and Rotate screen.

- **Notes button** - opens the Notes program at any time.

Back features

Stylus

GPS antenna

Hold latch

Battery cover
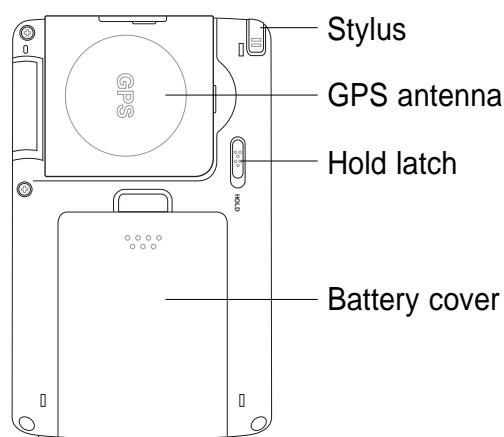
- **Stylus** - used for tapping or writing on the LCD touch screen.

- **GPS antenna** - used as a signal receiver that pinpoints your exact location. This information is retrieved from satellites. Flip open this panel when using the GPS. If signal reception is not strong enough, you can connect an external antenna to the socket on the top side of this panel.

- **Battery cover** - provides protection to the battery compartment of the device.

- **Hold** - provides a safety measure to avoid users from accidentally tapping the screen or turning on the device. Move the switch towards the word Hold to turn off the screen and prevent it from turning back on even when you tap the screen or press a button. Move the switch towards the opposite direction to disable this feature.

NOTES   As a precaution, the Power button is automatically disabled when you remove the Back cover. You can only turn on the power when the back cover is installed to the unit.

The Back cover is removable, and allows you to remove or replace the main battery. Refer to section "Setting up MyPal" on page 1-7 for instructions.

Side features

Infrared (IR) Port

Mini SD card slot
(MyPal A632 only)
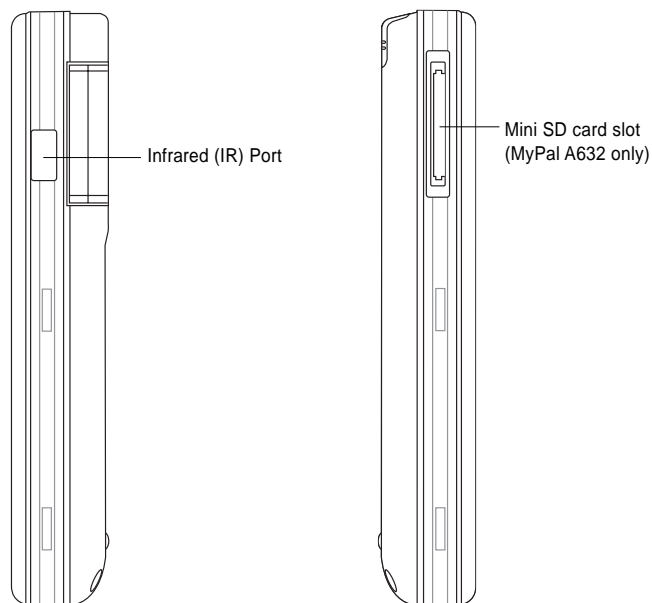
- **Infrared (IR) port** - allows you to copy or send data to another device with an IR port. For a successful exchange of data, the IR port of both devices must be properly aligned and facing each other within the IR communication range.
- **Mini SD slot (A632 only)** - accommodates a mini SD memory card.

Top features

Stylus   External antenna cover

Power button

SD card slot
(SD/SDIO/MMC)
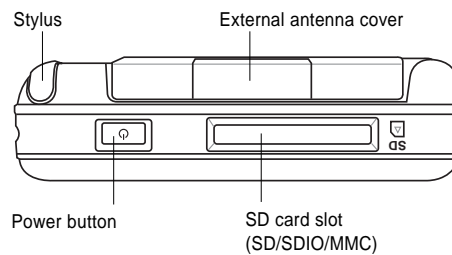
- **External antenna cover** - covers the external antenna port. If the GPS signal is weak, connect an external antenna to the port.
- **SD card slot** - accommodates an SD memory card, MMC memory card or an SDIO interface card (e.g. 802.11b, camera, barcode scanner, etc.)
- **Power/Backlight button** - turns the device power on or off if you press the button quickly. Press and hold the button for a few seconds to turn the backlight on or off. Turning off the backlight saves battery power.

Bottom features

Sync and power cable
connector

RESET

Reset switch   Headphone jack
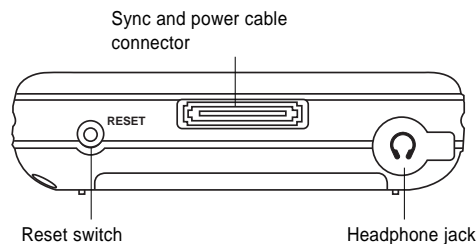
- **Headphone port** - connects a headphone.
- **Sync and power cable connector** - connects to the 26-pin female connector on the cradle. If you are not using the cradle, connect the 26-pin USB sync cable directly to this connector to synchronize your device with your computer.
- **Reset switch** - allows you to perform a *soft reset* in case the device malfunctions, or when an application hangs. Press the tip of the stylus on this switch to reset the system.

NOTE	To perform a *hard reset*, press and hold the power button while you press the tip of the stylus on the reset switch. A hard reset restores the original configuration of your device and erases all data. **Back up your data before performing a hard reset!**

The stylus

The stylus functions on a Pocket PC the same way a mouse functions on a standard PC. Use the stylus to tap or drag on the LCD touch screen to open programs or execute commands.

- **Tap.** Touch the screen once with the stylus to open programs and select options.
- **Drag.** Hold the stylus on the screen and drag across the screen to select text and images. Drag in a list to select multiple items.
- **Tap and hold.** Tap and hold the stylus on an item to see a list of actions available for that item. From the pop-up menu, tap the action that you wish to perform.

To remove the stylus, slide it out from the compartment.

To store the stylus, slide it back into the compartment.
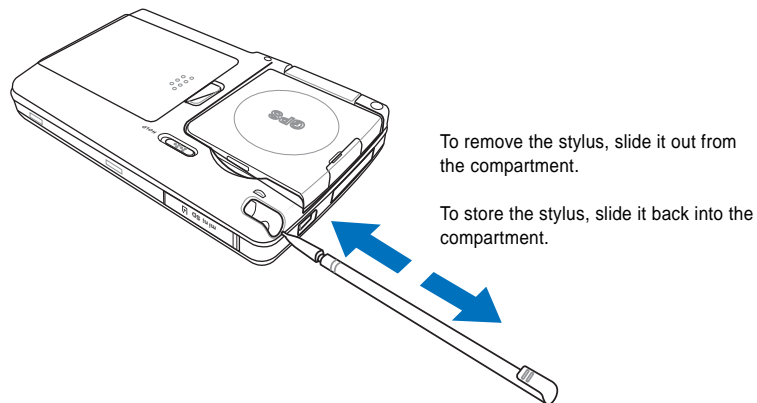
The GPS car-mount kit

The GPS car-mount kit includes:

- **GPS cradle - holds and securely attaches the device to the car's windshield.**

- **Car power cord** - supplies DC power the device through the car lighter socket.

Setting up MyPal

Installing and removing the battery

1. First, remove the battery cover. Press on the battery cover latch behind the device, then slide down the battery cover to remove it.

2. Position and insert the right side of the battery with its contacts matching the 4-pin connector on the right side of the compartment. Then press the left side of the battery to completely fit into the compartment.
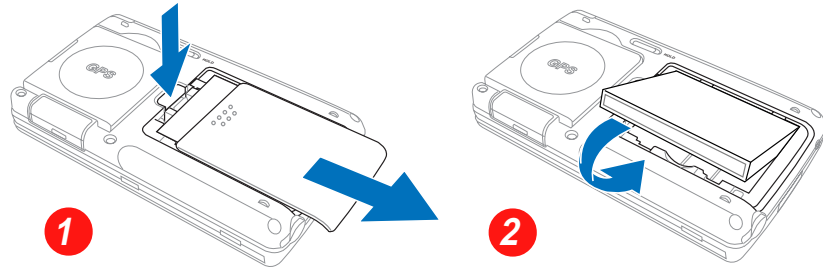
3. To remove, flip up the left edge of the battery to remove it from the compartment.

4. Place the battery cover on top of the opening at the back of the device making sure that the 4 notches match the 4 notches on the device. Then slide the battery over upward until you hear a click. When you hear the click, this means that the battery cover is securely locked into place.
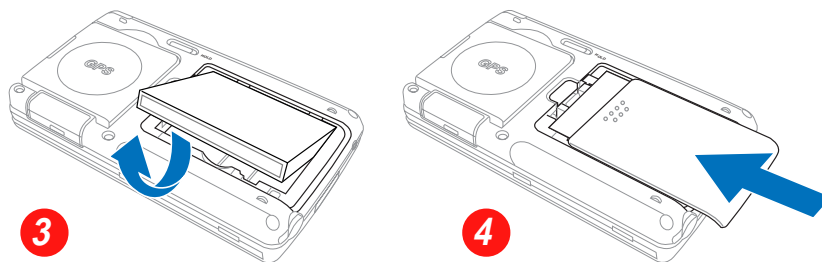
NOTE	As a precaution, the power button is automatically disabled when you remove the battery cover. The device cannot be turned on while the battery cover is still detached.

Connecting to a power source

IMPORTANT   You need to charge the battery before using the device for the first time.

To connect the power adapter and charge the battery

1. Connect the power cable to the jack on the sync cable adapter.
2. Connect the 26-pin device plug of the sync cable to the 26-pin connector at the bottom of the device.
3. Connect the power plug to a grounded wall socket.

26-pin device plug

Sync cable adapter

USB sync cable

AC adapter/ Power cable
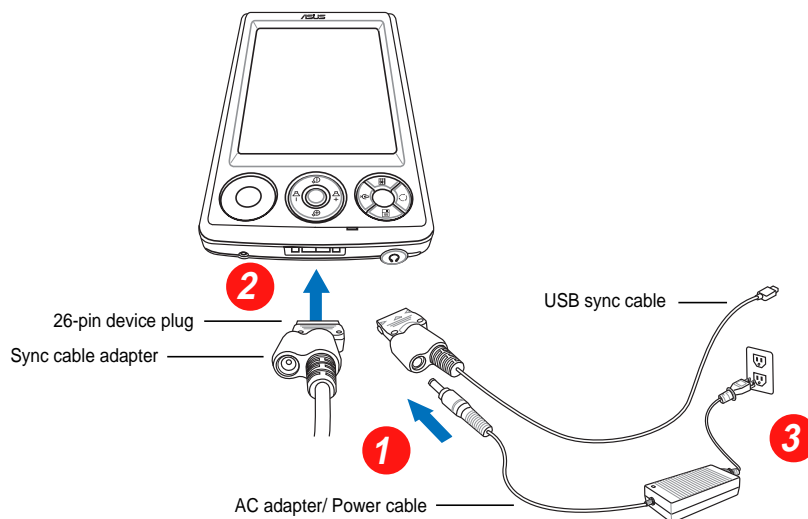
NOTE   As soon as the power cable is connected to a power source, the battery will start charging and the power LED will show a steady red light. See page 2-25 on how to display the battery power status.

Setting up GPS

To receive GPS signal

Flip open the GPS antenna panel from the back of the device. You may rotate the panel as illustrated below.
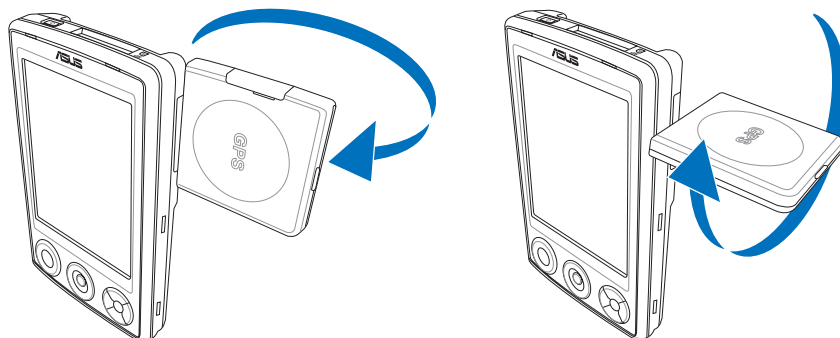
NOTE   If the GPS signal reception is weak, purchase and use an external antenna. Flip open the antenna cover that is above the panel, then plug in the external antenna to the antenna port.

To use the GPS car-mount kit

1. **Mount the GPS cradle onto the car's windshield, then place the device on the cradle.**

2. **Connect the car power cord to the power jack at the lower left side of the mount cradle.**

3. **Plug the other end of the car power cord to the cigarette lighter socket.**
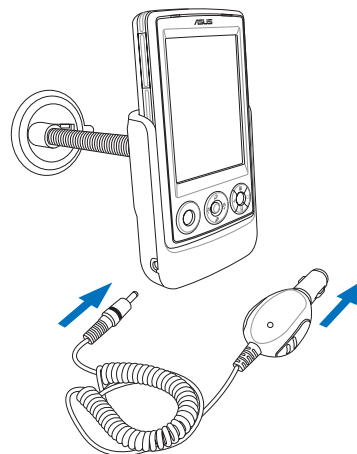
> **NOTE**   The GPS cradle can be freely rotated.

Additional storage

MyPal A636 comes with the standard SD card slot while MyPal A632 has an additional mini SD card slot . The SD card slot can be inserted with SD (Secure Digital) or MMC memory cards. It also supports SDIO cards of various functionalities including 802.11b, camera, scanner, etc.

Installing and removing SD/MMC/SDIO card

1. With the label side (usually the side with the card manufacturer's name) face up, and the barcode/ serial number side face down, insert the card into the SD card slot located on top of the device.

2. Push the card all the way into the slot until it fits completely. If properly installed, the SD or MMC card edge aligns with the top edge of the device. SDIO cards usually have an extended part that protrudes over the slot edge.

3. To remove, press the card slightly until it ejects out. You may then safely remove the card.

> **NOTE** An SD/MMC/SDIO/mini SD card fits only in one orientation, and slides smoothly into the slot if inserted correctly. **DO NOT** force the card into the slot!
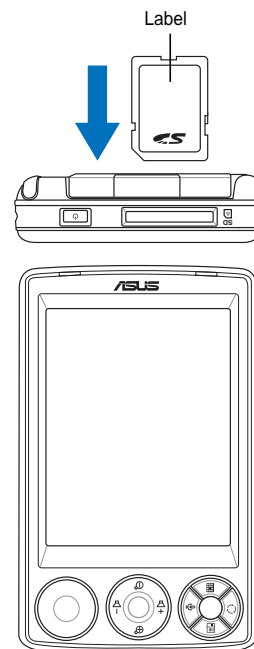
Installing and removing mini SD card (for A632 only)

1. Flip open the mini SD card slot cover.

2. With the label side (usually the side with the card manufacturer's name) face up, and the barcode/serial number side face down, insert the card into the mini SD card slot located on the left side of the device.

3. Push the card all the way into the slot until it fits completely.

4. To remove, press the card slightly until it ejects out. You may then safely remove the card.

Activating MyPal

You need to properly calibrate and activate your device before using it. This process ensures accurate positioning when entering text and selecting menus.

Calibrating and activating your device

1. Press the power button.
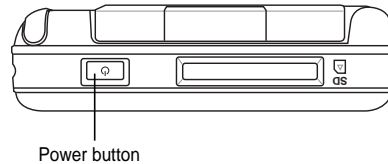
Power button

2. The Welcome screen appears when you turn on the device for the first time, or after performing a hard reset. Tap anywwhere on the screen to continue.
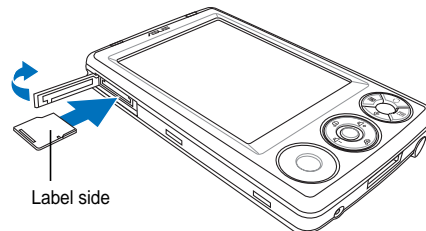
NOTE	To perform a hard reset, press and hold the power button while you press the tip of the stylus on the reset switch.

3. Tap the center of the cross to perform the align screen process. You may have to do this step a few times to properly calibrate.

NOTE	To launch the Align Screen function at any time, tap [icon], tap **Settings**, then the **System** tab. Tap the **Screen** icon, then the **Align Screen** button.
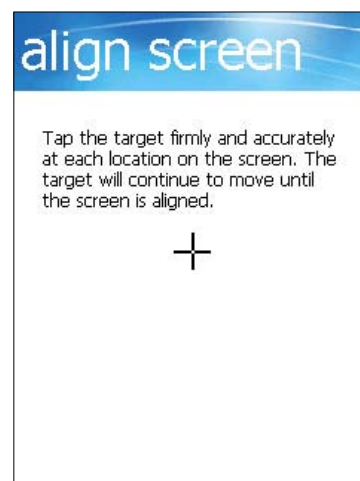
4. Follow the succeeding on-screen instructions.

5. Tap anywhere on the Complete screen when you are done with the alignment and settings. You are now ready to use your device.

Basic screens on MyPal

Today screen

Normally, the Today screen appears when you turn on your device for the first time each day.

NOTE   When the device is already on and the screen displays another program, you may return to the Today screen any time by tapping the [icon]. Then from the Start menu, tap **Today**.

As shown in the sample below, the Today screen lets you see at a glance the summary of the important information for the day.

Tap to set up or change network or modem connections
Tap to adjust the volume or mute all sounds

Tap to open the start menu and to choose from the available programs

Tap to see the date, time, your next appointment, and the battery level

Tap to change the date and time

Your day at a glance

Tap to display the Bluetooth® menu
Tap to display the Wi-Fi® menu (MyPal A636 only)
Tap to shift display to landscape or portrait orientation
Tap to open a menu where you can see common device status and settings (such as backlight setting, battery level, memory usage, and more)

Tap to open the Calendar program

Tap to open the Contacts program

From the Today screen, tap any of the listed items with the stylus to display the details. See "Chapter 2: Learn the basics" on how to modify the current tasks or activities, or to add new items or information.

Menu bar

At the bottom of the screen of a program is the Menu bar. You can use the menus and buttons on the Menu bar to perform tasks in programs.

NOTE   The menus and buttons vary depending on the programs you are using.

Start menu

From the Start menu, you can select programs, settings, and help topics.
To display the Start menu, tap the [icon] icon from the top of the screen.
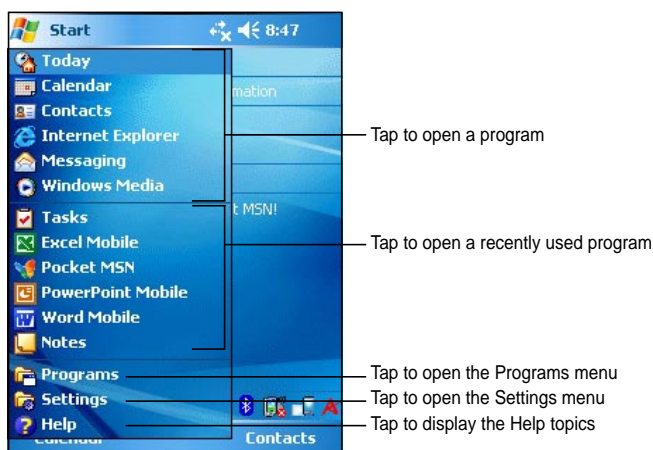
- Tap to open a program
- Tap to open a recently used program
- Tap to open the Programs menu
- Tap to open the Settings menu
- Tap to display the Help topics

Pop-up menus

With the pop-up menus, you can easily choose an action for an item. For example, you can use the pop-up menu in **File Explorer** to delete, copy, or beam an item.

To access a pop-up menu, tap and hold the stylus on the item that you wish to perform action on. When the menu appears, lift the stylus, and tap the action that you want to execute. To close the pop-up menu without performing an action, tap anywhere outside the menu.

- Tap and hold until the pop-up menu appears
- Tap the action that you wish to perform
- Tap outside the pop-up menu to close it without performing an action

NOTE   The pop-up menus are also available in most other programs on your device; however, the pop-up menu items vary depending on the program or application.

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Tap outside the pop-up menu to close it without performing an action

Tap and hold until the pop-up menu appears

Tap the action that you wish to perform

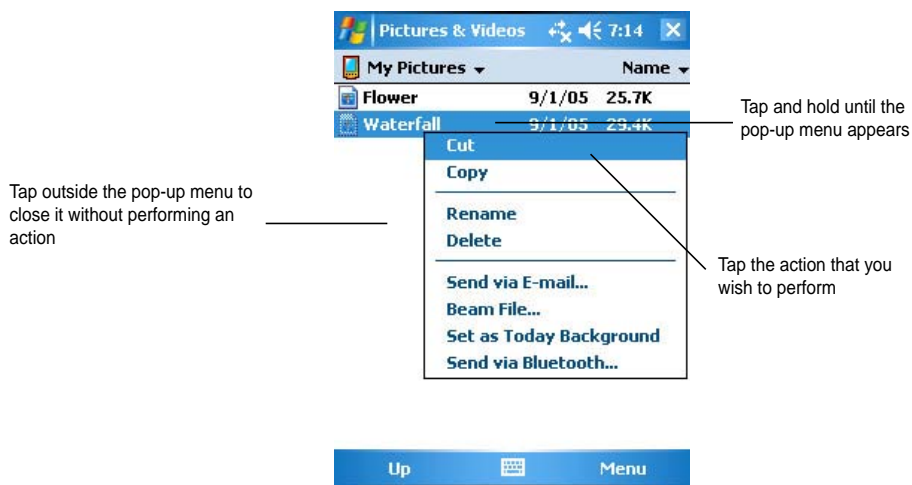| NOTE | The pop-up menus are also available in most other programs on your device; however, the pop-up menu items vary depending on the program or application. |

Chapter 2

Learn the basics

Viewing system information

Your device allows you to easily display the built-in specifications.

> **NOTE** You can not change the information you see in the system information screens.

To display the system information:

1. Tap ![icon] > **Settings** > **System** tab > **System Information** icon
2. To display the device specifications, tap **Device Info** tab. This will display various information such as the device ID, system memory, and wireless capabilities.
5. Tap the **Version** tab to view other information about the device.

Entering information

You can enter information in your device in any of the following ways:

- Use the input panel to enter text using the soft keyboard or the Letter Recognizer
- Write directly on the screen with the stylus
- Draw pictures on the screen
- Speak into the device microphone to record a message
- Use the Microsoft® ActiveSync® to synchronize or copy information from your desktop computer to your device

Entering text using the Input Panel

Use the Input Panel to enter information in any program on your device. You can either type using the **soft keyboard** or write using the **Letter Recognizer**, **Block Recognizer**, or **Transcriber**. In either case, the characters appear as typed text on the screen.

To show or hide the input panel, tap the **Input Panel** button. Tap the **arrow** next to the Input Panel button to see your options.

To type with the soft keyboard:

1. Tap the arrow next to the Input Panel button, then tap **Keyboard**.

NOTE	For a demonstration, open **Notes**.

2. Tap the keys with the stylus to enter information.
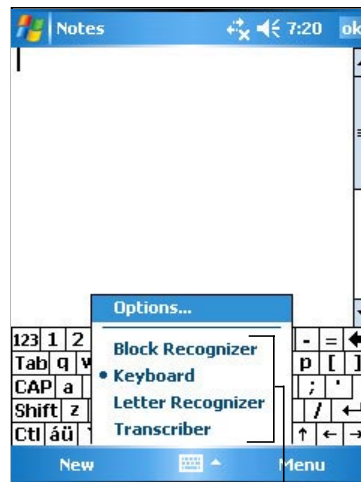
Tap to show or hide the input panel | Select an input method
Tap to display the input method options

Word completion feature

When you use the Input Panel and the soft keyboard, your device anticipates the word you are typing and displays it above the Input Panel. When you tap the displayed word, it is inserted into your text at the insertion point. The more you use your device, the more words it learns to anticipate.

To change options on the word completion feature:

1. Tap [icon] then tap **Settings**.
3. Tap **Personal** tab then tap **Input**.
5. Tap **Word Completion** tab.
6. Make your desired changes.
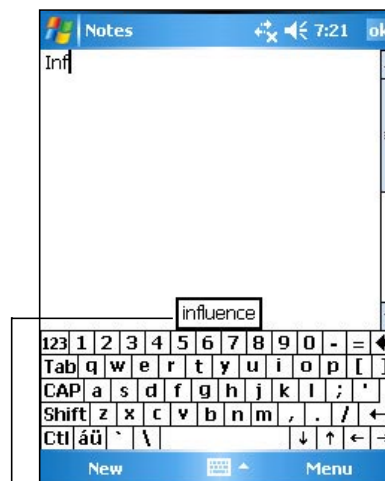
Tap here if this is the word you wish to use

To use Letter Recognizer:

With the Letter Recognizer, you can write letters on the screen with the stylus as you would on paper.

1. Tap the arrow next to the Input Panel button, then tap **Letter Recognizer**.

2. Write a letter in the box.

   When you write a letter, it is converted to a typed text that appears on the screen. For instructions and a demonstation on using the Letter Recognizer, tap the **question mark** next to the writing area.
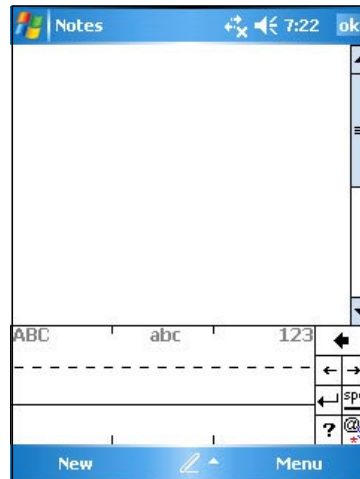
To use Block Recognizer:

With the Block Recognizer, you can input character strokes that are similar to those used on other devices.

1. Tap the arrow next to the Input Panel button, then tap **Block Recognizer**.

2. Write a letter in the box.

   When you write a letter, it is converted to a typed text that appears on the screen. For instructions and a demonstration on using the Block Recognizer, tap the **question mark** next to the writing area.
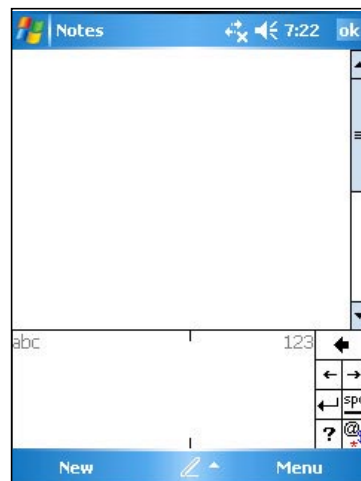
To use Transcriber:

With Transcriber, you can use the stylus to write anywhere on the screen as you would on paper. Unlike Letter Recognizer and Block Recognizer, you can write a sentence or additional information. Pause after writing and let Transcriber convert the written characters to typed characters.

1. Tap the arrow next to the Input Panel button, then tap **Transcriber**.

2. Write anywhere on the screen.

   For instructions and demonstration on using Transcriber, with Transcriber open, tap the **question mark** in the lower right corner of the screen.
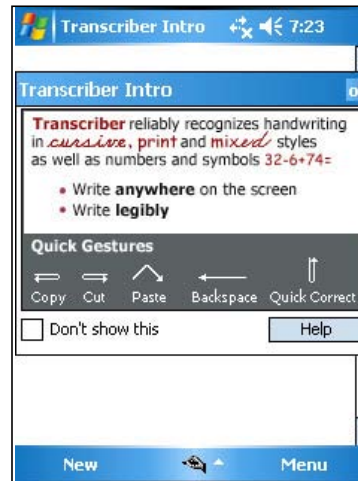
To edit typed text:

1. Select the text that you wish to edit using either one of the following:
   - drag the stylus over the text
   - tap twice to select a word
   - tap three times to select a paragraph

2. Tap **Menu** on the Menu bar and select an action, or use one of the tools in the Input Panel to enter a new text.

Writing on the screen

In any program that accepts writing, such as the Notes program, and in the Notes tab in Calendar, Contacts, and Tasks, you can use the stylus to write directly on the screen. Write the way you do on paper. You can edit and format what you have written and convert the writing to text at a later time.

To write on the screen:

1. Open the **Notes** program then tap **New** on the **Menu bar**.

2. The screen displays a blank space with lines to help you write.

3. Write your text.

NOTE	Some programs that accept writing may not have the Pen button. See the documentation for that program to find out how to switch to writing mode.

To edit your writing:

1. Tap and hold the stylus next to the text that you wish to select until the insertion point appears.

2. Without lifting, drag the stylus across the text to select it.

   If you accidentally write on the screen, tap **Menu**, then **Undo Ink** and try again. You can also select text by tapping the **Pen** button to deselect it, then dragging the stylus across the screen.

3. Tap **Menu** on the Menu bar then select an action, or use one of the tools in the Input Panel to enter a new text.

To convert writing to text:
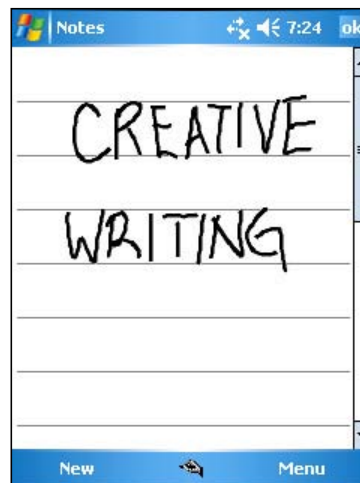
•   Tap **Menu** on the Menu bar then **tap Tools** > **Recognize**.

To select a zoom level:

•   Tap **Menu** > **Zoom** . From the list, tap a zoom percentage.

If the conversion is incorrect, you can select different words from a list of alternates or return to the original writing.

1. Tap and hold the incorrect word.
2. When the pop-up menu appears, tap **Alternates** to display a list of alternate words for the selection.
3. Tap the word that you want to use, or tap the writing at the top of the menu to return to the original writing.

Tap to return to your original writing

Or, tap the word that you want to use
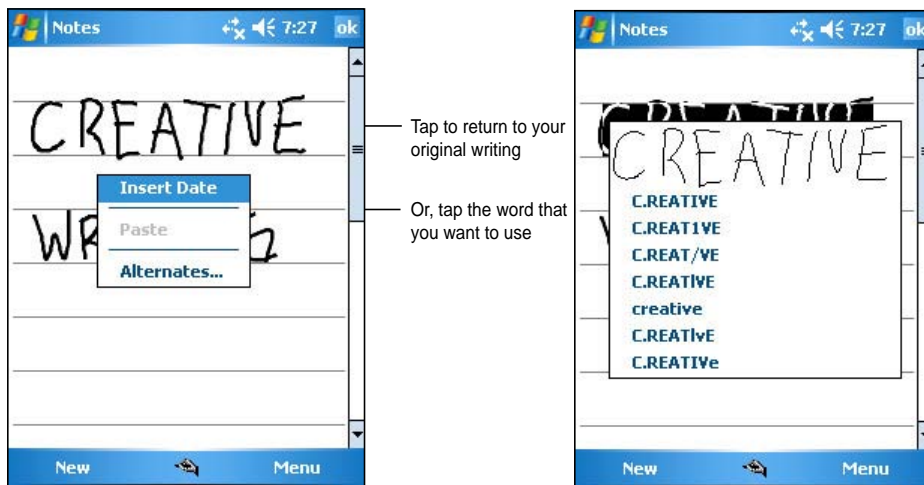
Tips for getting good writing recognition

- Write neatly.
- Write on the line and draw descenders below the line. Write the cross of the "t" and apostrophes below the top line so that they are not confused with the word above. Write periods and commas above the line.
- For better recognition, try increasing the zoom level to 300% using the Tools menu.
- Write the letters of a word closely and leave big gaps between words so that the device can easily tell where the words begin and end.
- Hyphenated words, foreign words that use special characters such as accents, and some punctuation cannot be converted.
- If you add writing to a word to change it after the word has been recognized, the writing that you added will be included when you try to recognize the writing again.

Drawing on the screen

You can draw on the screen in the same way that you write on the screen. The difference between writing and drawing on the screen is how you select items and how they can be edited. For example, selected drawings can be resized, while writing cannot.

To create a drawing:

1. Use the stylus to make a stroke that extends over three lines on the screen. A drawing box appears around the stroke.

    NOTE   If the drawing does not cross over three lines, the drawing box does not appear.

2. Continue drawing. If your subsequent strokes extend outside the box, you will notice that the drawing box expands to enclose all the strokes.

    The drawing box indicates the boundaries of the drawing
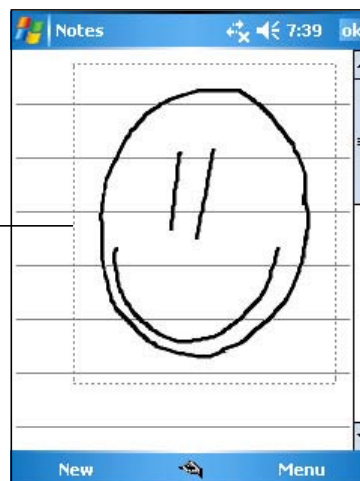
    NOTE   To easily work on or view your drawing, change the zoom level by tapping **Menu** then **Zoom** and selecting your desired zoom.

To edit your drawing:

1. Tap and hold the stylus on the drawing until the selection handle appears. To select multiple drawings, drag to select the drawings you want.
2. Tap and hold the selected drawing, then tap an editing command on the pop-up menu or tap a command on the **Menu**.
3. Resize the drawing by and dragging a selection handle to your desired size.

Recording a message

In any program where you can write or draw on the screen, you can also quickly capture thoughts, reminders, and phone numbers by recording a message. In Calendar, Tasks, and Contacts, you can include a recording in the Notes tab. In the Notes program, you can either create a standalone recording or include a recording in a written note. If you want to include the recording in a note, open the note first. In the Inbox program, you can add a recording to an e-mail message.

To create a recording:

1. Tap 🎨 > **Programs** > **Notes**.
2. Tap **Menu** from the Menu bar then select **View Recording Toolbar** to display the recording toolbar.
3. Hold your device with the microphone near your mouth or other source of sound.
4. Tap the **Record button** (red button) to begin recording. To stop recording, tap the **Stop** button. You will hear two beeps when you stop recording.
5. The new recording appears in the Notes list, or as an embedded icon. To play the recording, tap it from the list, or if embedded in a note, tap the speaker icon.

Indicates an embedded recording

Tap to begin recording
Tap to stop recording
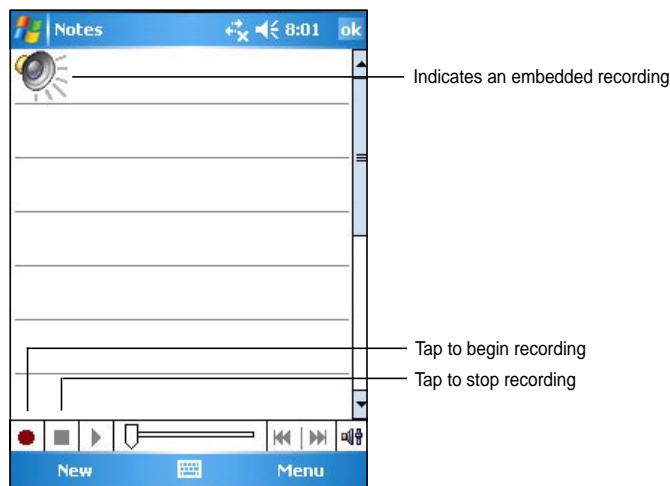
To change the recording format:

1. In the note list, tap **Menu > Options**.
2. Tap the **Global Input Options** link.
3. Tap the **Options** tab.
4. Tap the down arrow on the Voice recording format box to display the available options.
5. Select your desired format then tap **OK** when done.

NOTE	Compared to other settings, the **Pulse Code Modulation (PCM)** provides slightly better sound quality but takes up 50 times more storage space tham Mobile Voice recordings.

Finding and organizing information

The **Search** and **Help** features on your device helps you quickly locate information.

Using the Search function

To search for information:

1. Tap ![icon] > **Help** > **Search**.
2. Enter the text that you want to find, select a data type, then tap **Search** to start the search. To quickly find information that is taking up space on your device, select **Larger than 64 KB** in Type.

To use the Help feature:

1. Tap ![icon] > **Help**.
2. Tap a link to the topic that you wish to display.

Type a word to find
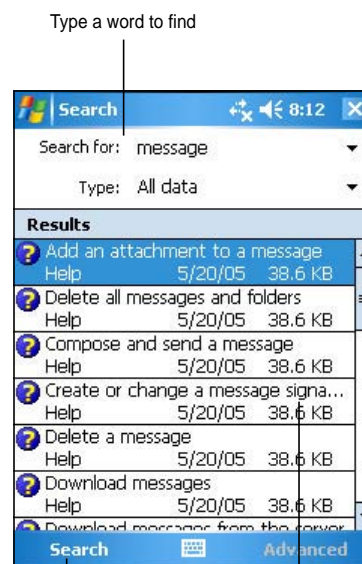
Tap to search for the word   Topics found containing the searched word

Using the File Explorer

To use the File Explorer to find and organize files:

1. Tap ![icon] > **Programs**.
2. In the Program screen, tap the **File Explorer** icon to display the files in your device.

Customizing your device

You can customize your device by adjusting the settings, using the built-in programs, and installing additional software.

To see the available options:

1. Tap ![icon] > **Settings** to display the Settings screen.
2. Tap the **Personal** or **System** tab on the bottom of the screen.

NOTE   Tap and hold the slider on the right side of the screen to display other Settings icons.
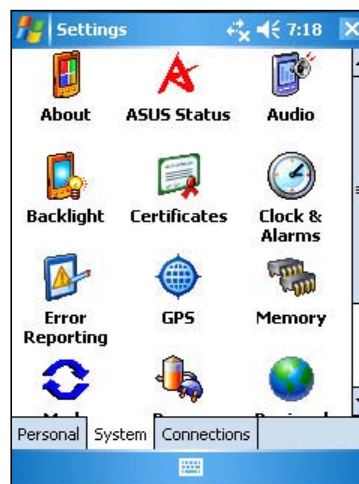
Changing the date and time

To change the date and time settings:

1. Tap 🔲 > **Settings** > **System** tab.
2. Tap the **Clock & Alarms** icon.
3. Under the **Time** tab, make your desired settings.

NOTE	Tap the **More** tab and select **Display the clock in the title bar in all programs** to display the clock on the top right corner of the screen all the time.

To change the alarm settings:

1. Tap 🔲 > **Settings** > **System** tab.
2. Tap the **Clock & Alarms** icon, then tap the **Alarm** tab.
3. Make your desired settings.

Changing the Start menus

To change the menu items:

1. Tap 🔲 > **Settings**, then tap the **Menus** icon.
2. Check the box opposite the items that you wish to appear on the **Start Menu**.
3. Tap **OK**.
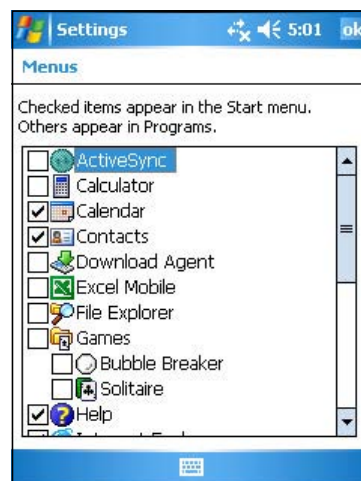
Changing the owner information

To change the owner information:

1. Tap 🎴 > **Settings**, then tap the **Owner Information** icon.
2. Key-in the data that you wish to appear on the Today screen.
3. Add notes to the owner information by tapping the **Notes** tab.
4. Key-in your desired text.
5. Tap the **Options** tab, then select the items that you wish to appear onscreen whenever you turn on the device. Tap **OK** when done.

Setting a password

To set a password for your device:

1. Tap 🎴 > **Settings**, then tap the **Password** icon.
2. Check the box **Prompt if device unused**, then select the period from the available options by tapping the down arrow.
3. Select the password type, **Simple 4 digit** or **Strong alphanumeric**.
4. Key-in a password. If you selected the Strong alphanumeric type of password, you need to key-in the password twice.
5. Tap the **Hint** tab to create a kind of reminder in case you forget your password.
6. Tap **OK** when done.

Changing the screen display orientation

To change the screen display orientation:

1. Tap [icon] > **Settings** > **System** tab.
2. Tap the **Screen** icon to show the screen options.
3. Select your desired orientation, then tap **OK**.

Portrait orientation
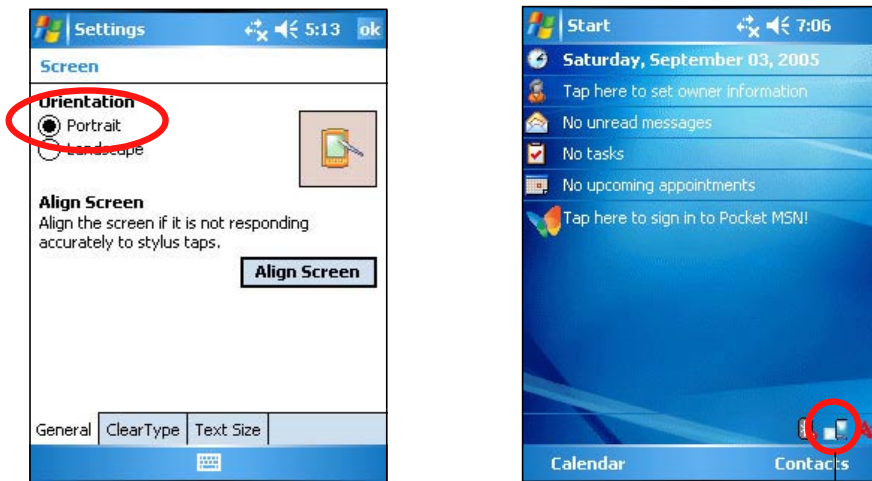
Sets the screen display to portrait or landscape orientation

Landscape orientation

To enable the ClearType feature:

1. Tap ![icon] > **Settings**, then tap the **System** tab.
2. Tap the **Screen** icon to show the screen options.
3. Tap the **Clear Type** tab.
4. Check the **Enable Clear Type** box, then tap **OK**.
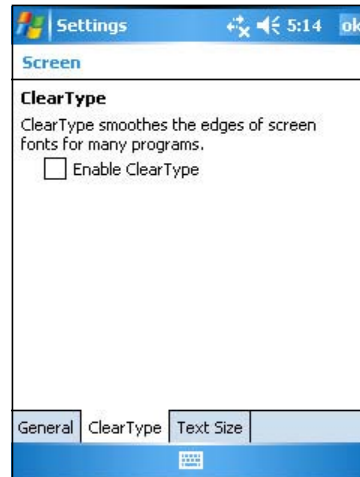
To change the screen text size:

1. Tap ![icon] > **Settings**, then tap the **System** tab.
2. Tap the **Screen** icon to show the screen options.
3. Tap the **Text Size** tab.
4. Move the slider toward the **Smallest** or **Largest** until you attain your desired text size. Tap **OK**.

NOTE   The slider is set on the middle by default.
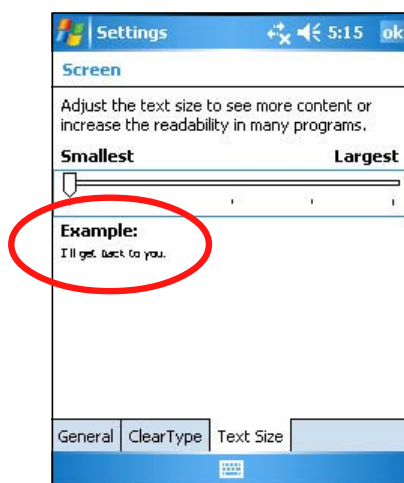
Smaller text   **Larger text**
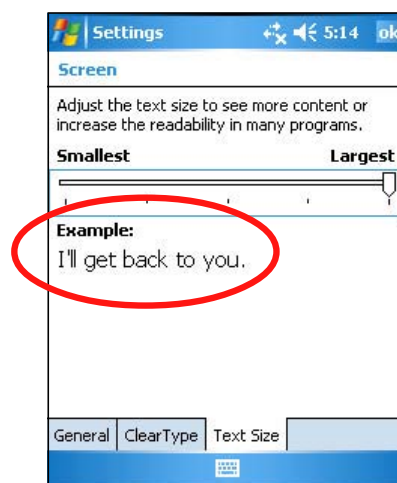
Changing the screen theme

To change the screen theme:

1. Tap ![icon] > **Settings**, then tap the **Today** icon.
2. Select your desired theme from the available options.

   or

   Check the box **Use this picture as the background**, then tap **Browse** to select an image from your picture files.
3. Tap **OK** when done.

To specify the items to appear on the Today screen:

1. Tap ![icon] > **Settings**, then tap the **Today** icon.
2. Tap the **Items** tab.
3. Check the box opposite your desired items. Tap **OK** when done.

Changing the button assignments

To change the button assignments:

1. Tap ![icon] > **Settings**, then tap the **Buttons** icon.
2. Highlight a button by tapping on it.
3. Tap the down arrow to display the programs that you can assign to the button.
4. Repeat steps 2 to 3 to change other button assignments.
5. Tap **OK** when done.
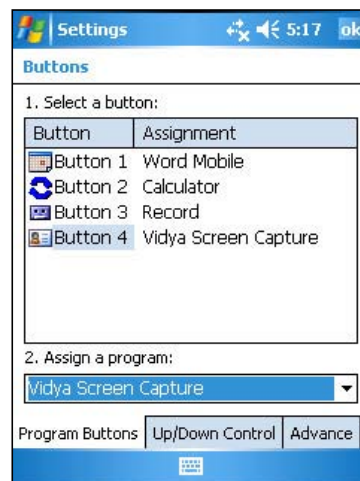
To customize the speed of your Up/Down button control:

1. Tap the **Up/Down Control** tab.
2. Tap the slider to your desired settings then tap **OK** when done.

> NOTE   Tap the **Advance** tab to set options for the key light and hold switch.
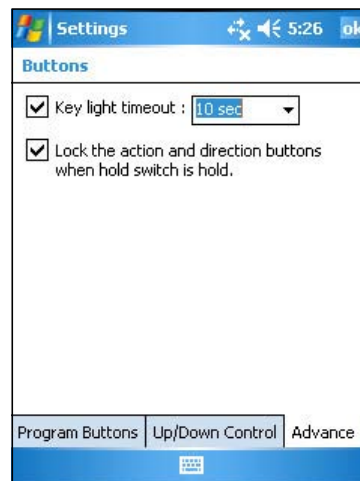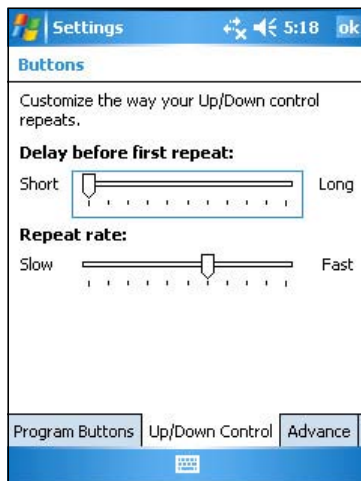
Setting the backlight

To set the backlight:

1. Tap ![icon] > **Settings**.
2. Tap the **System** tab, then tap the **Backlight** icon.
3. Adjust the display brightness by dragging the slider towards **Dark** or **Bright** until you achieve your desired screen brightness.
4. Tap the **Advance** tab and customize the backlight settings when using battery power and AC power.
6. Tap **OK** when done.
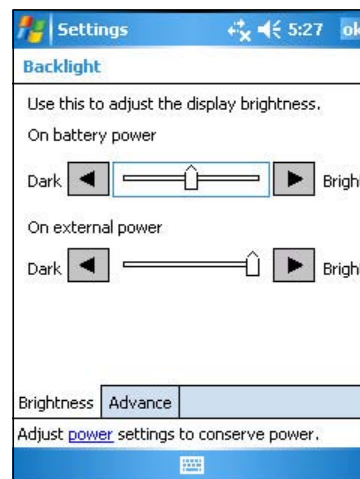
Changing the battery power settings

To change the battery power settings:

1. Tap [icon] > tap **Settings**.

2. Tap the **System** tab.

3. Tap the **Power** icon to display the battery power status. This screen shows the detected percentages of the remaining battery power. You may not change the information on this screen.

4. Tap the **Advanced** tab to customize the settings for the battery to conserve power.

5. Tap the **CPU Mode** tab to set the processing power to use when using programs.

- **Maximum** allows better CPU performance. Set to this mode when playing games or playing video. However, setting to Turbo mode may reduce the battery life.

- **Normal** allows for a normal CPU speed and more stable performance. Set to this mode when listening to MP3 audio files or for applications that do not require very fast CPU speed.

- **Power Save** sets the CPU to a lower speed. This mode has a lower CPU performance but extends the battery life. Set to this mode when using text based applications such as Word, Excel, etc.

   For automatic power saving, check the box opposite **Auto**. This mode adjusts the CPU speed depending on the program that you are running.

6. Tap **OK** when done.
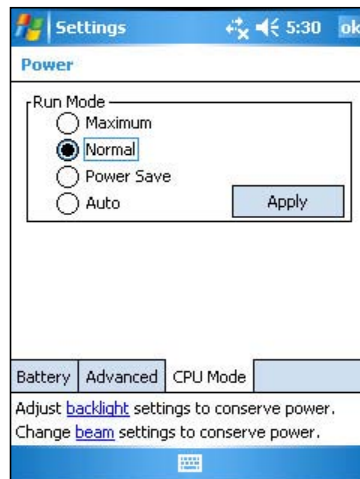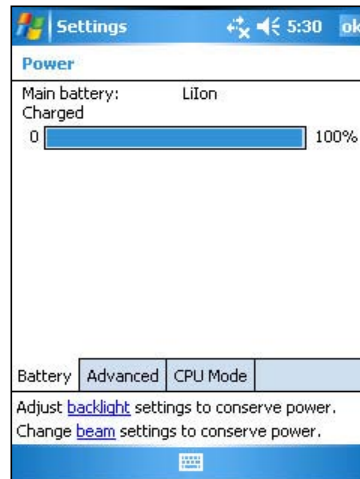
Selecting sounds and notifications

Your device can remind you of things you have to do in several ways. For example, if you have set up an appointment in Calendar, a task with a due date, or an alarm in Clock, you will be notified in any of the following ways.

- A message box appears on the screen
- A sound is played (you can select the type of sound)
- A light flashes on the device

To set sounds and notifications:

1. Tap 🟦 > **Settings.**
2. Under **Personal** tab, tap the **Sounds & Notifications** icon > **Sounds** tab then select the items that you wish to enable.
4. Tap the **Notifications** tab and set the event notification details.
5. Tap **OK** when done.
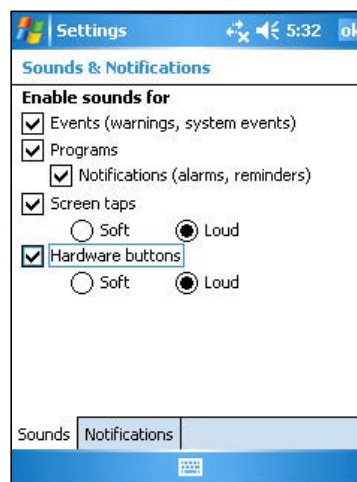
Changing the audio settings

To change the Audio settings:

1. Tap 🟦 > **Settings**.
2. Tap the **System** tab, then tap the **Audio** icon to display the audio settings screen.
3. Adjust the volume, balance, treble, and bass, and stereo settings by dragging the slider to the left or to the right until you achieve your desired sound output.
4. Tap **OK** when done.
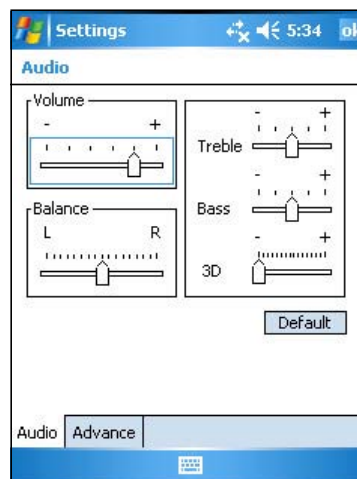
> **NOTE** Tap the **Default** button to restore the default audio settings.

To change the Microphone and Speaker settings:

1. Tap the **Advance** tab from the audio settings screen.

2. In MIC Gain Control, choose either to manually adjust the gain control or let the device automatically adjust the recording volume. Adjust the volume to high or low by dragging the slider to the left or to the right.

   NOTE   Tap **Load Default** to revert to the default settings.
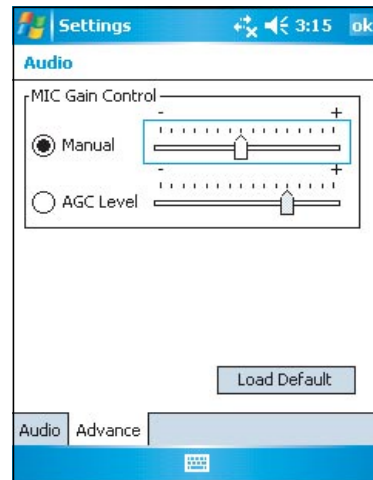
To change the Wakeup settings:

1. Tap 🔲 > **Settings**.

2. Tap the **Personal** tab, then tap the **Wakeup Source** icon.

3. Check the boxes of the items to control what functions/conditions will turn on the device's power. Pressing any one of the function buttons on the front panel wakes up the device.

4. Tap **OK** when done.

To change the USB settings:

1. Tap ![icon] > **Settings**.
2. Tap the **Connections** tab, then tap the **USB Settings** icon.
3. Choose a USB Client Function.
- **RNDIS** - (**R**emote **N**etwork **D**river **I**nterface **S**pecification) lets you send and receive data using the device when connected to another device.
- **Serial** - enables the USB connection between your desktop computer and the device. Use this to transfer files from your computer to the device.
- **Mass Storage** - turns your device into a mass storage unit similar to a SCSI disk such as a thumbdrive.
4. Tap **OK** when done.
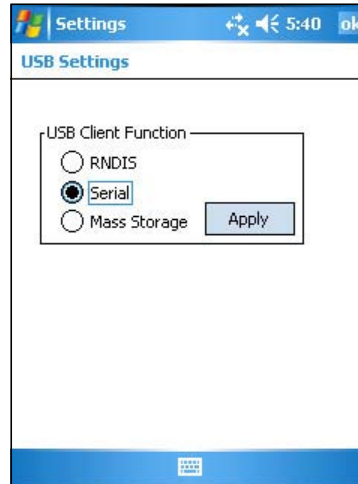
Changing the memory settings

To display the memory allocation:

1. Tap ![icon] > **Settings**.
2. Tap the **System** tab, then tap the **Memory** icon to display the memory allocation screen.
3. Tap **OK** when done.
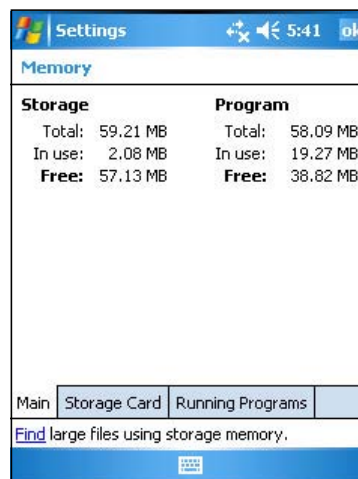
To check the storage card memory:

1. Tap ![icon] > **Settings**, then tap the **System** tab.

2. Tap the **Memory** icon, then tap the **Storage Card** tab to display the memory information for the selected storage card.

3. If you wish to free storage card memory, delete some files from the storage card. Use the File Explorer to delete files. See page 2-11 for information.

Settings	⚡✕ ◀€ 5:41	ok

Memory

Total storage card memory: 120.03 MB

In use: 14.00 MB   Free: 106.03 MB

Storage Card ▼

| Main | Storage Card | Running Programs | |

<u>Find</u> large files using storage memory.

To view the running programs:

1. Tap ![icon] > **Settings**, then tap the **System** tab.

2. Tap the **Memory** icon, then tap the **Running Programs** tab to display a list of currently running programs.

3. If you wish to free some system memory currently used by the running programs, select a program then tap **Stop**.

   To stop all running programs, tap **Stop All**.

Settings	⚡✕ ◀€ 5:42	ok

Memory

Running Programs List:

Notes
Excel Mobile
File Explorer
Contacts
Calculator
Calendar
VidyaScreen
Windows Media
Help

| Activate | Stop | **Stop All** |

| Main | Storage Card | Running Programs | |

<u>Find</u> large files using storage memory.

Using simple applications

Your device includes several simple application that are useful in your day-to-day use of your device.

NOTE	The major applications that came with the Microsoft® Windows Mobile® 5.0 are discussed in other chapters.

To access the applications:

1. Tap [icon] > **Programs**.
2. Tap an icon to launch a specific application program.

Calculator

Tap the **Calculator** icon to use basic calculator functions.
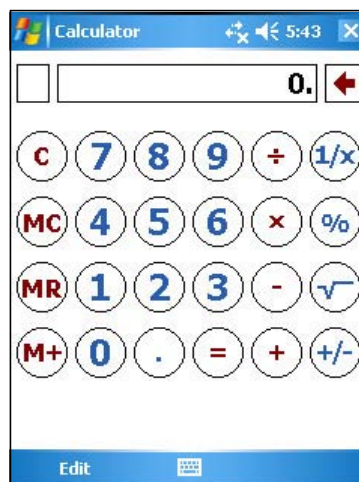
Games

Tap the **Games** icon to display the available games.

Bubble Breaker

The main objective of this game is to burst all the bubbles. To do so, tap two or more jawbreakers of the same color that are connected to each other. The more bubbles you burst at a time, the higher your score.

NOTE	For details on the game rules, see the Help information on your device.

To play Bubble Breaker:

1. Tap the **Bubble Breaker** icon to display a new game.

   If you wish to reset the game, tap **Game**, then tap **New Game**.

2. Tap **Game**, then tap **Options** to display the Options screen. Make your desired changes, then tap **OK** to return to the game.

3. Tap **Info**, then tap **Statistics** to:

   - view your scores

   - set the screen orientation

   - reset your scores

4. Tap **OK** when done.
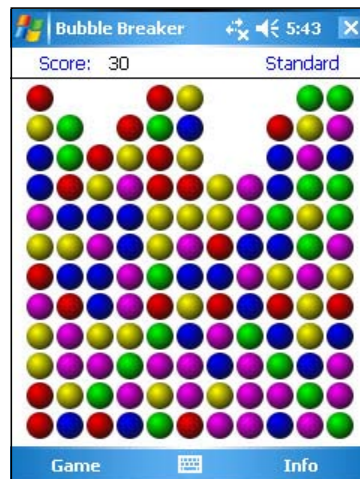
Solitaire

The main objective of this game is to use all the cards in the deck to build up four suit stacks in ascending order, beginning with the aces.

NOTE	For details on the game rules, see the Help information on your device.

To play Solitaire:

Tap the **Solitaire** icon to display a new game. If you wish to reset the game, tap **Menu,** then tap **New Game**.
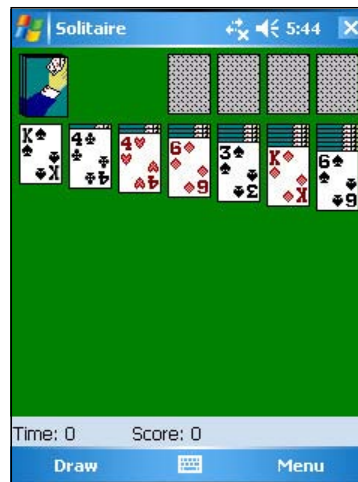
To change Solitaire options:

1. Tap **Menu** > **Options** to display the game options. Make your desired changes.
2. Tap the **Card Back** tab to select a card design.
3. Tap **OK** when done.

Pictures & Videos

Use **Pictures & Videos** to view pictures and play back videos of various formats stored on your device or on a storage card. You can then send them to your friends, view a slideshow of your pictures, play back the video or set a picture as background on the Today screen.

Refer also to the online help on your device for more information on using this feature.

To use Pictures:

1. Tap 🏁 > **Programs**.
2. Tap the **Pictures & Videos** icon to launch the application.
3. Tap the thumbnail of the picture or video that you wish to open.
4. When the picture or video appears on the screen, use the menus and tools on the Menu bar to edit your picture or play back the video.
5. Tap **Menu**, then tap **Beam picture...** if you wish to send the picture to another device with IR port.

   or

   Tap **Menu**, then tap **Set as Today Wallpaper...** to use the picture as your wallpaper in the Today screen.

NOTE	Tap **Send** on the Menu bar to attach the picture to an e-mail.
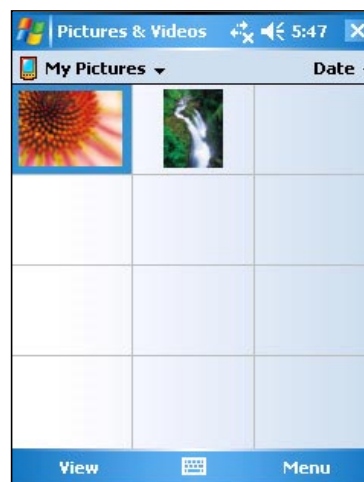
To use Auto Correct

• Tap **Menu** > **Edit** > **Menu** > **Auto Correct** to automatically adjust the picture.

> **NOTE** Tap **Menu** then **Undo** to reverse the last action made. Tap **Revert to Saved** to reverse all actions done on the picture.

To rotate the picture

• Tap **Menu** > **Edit** > **Rotate** from the Menu bar. Each tap of **Rotate** turns the picture 90 degrees clockwise.
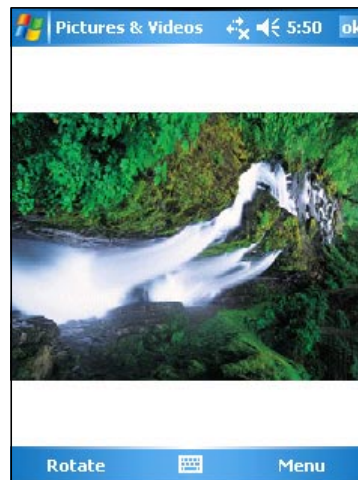
To crop the picture

1. Tap **Menu** > **Edit** > **Menu** > **Crop**.
2. Drag the stylus pen over the screen to select the part of the picture you want to retain.
3. Tap inside the crop box to crop the picture.
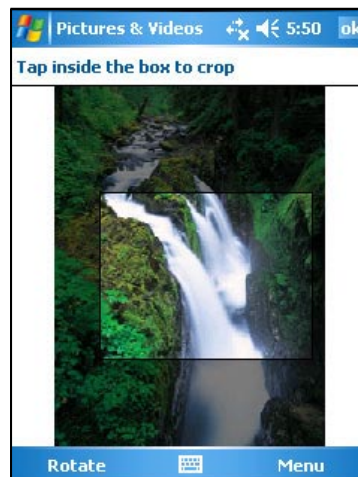
To save the picture

• Tap **Menu** > **Save As** in order to save the changes after editing the picture.

Checking Device Status

Quickly view essentail device information such as storage usage and battery life by using **Asus Status**.

To open Asus Status

1. Tap the Asus Status icon at the lower right corner of the screen.

2. A menu opens displaying general information about your device. Tap an item to access more options for that particular item.
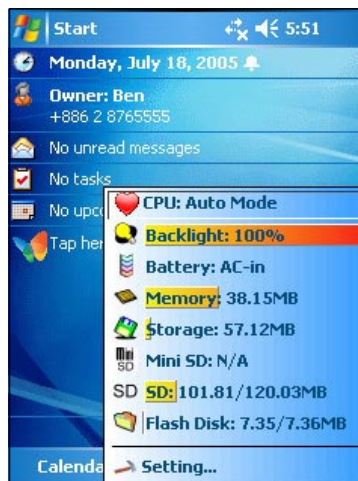
To change Asus Status settings

1. Tap the **Asus Status** icon at the lower right corner of the screen then tap **Setting...**

2. Make the desired selections from the available items. You can remove items from the Asus Status menu by clearing the box beside the item in **System Status**.

3. Tap **OK** to make the changes.
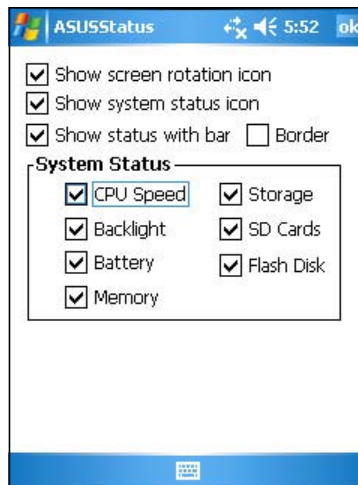
| NOTE | If you clear the box beside the **Show system status icon**, the Asus Status icon will not show. To make the Asus Status icon appear again, Tap ![icon] > **Settings**. Under the **System** tab, tap **Asus Status** icon. |

Chapter 3

Synchronize and enhance

Microsoft® ActiveSync®

What is ActiveSync®?

The Microsoft® ActiveSync® is one of the important bundled programs in MyPal. With ActiveSync, you can synchronize the information on your desktop computer with the information on your device. Synchronization compares the data on your device with your desktop computer and updates both computers with the most recent information.

For example:

- Keep Pocket Outlook data up-to-date by synchronizing your device with Microsoft Outlook data on your desktop computer.
- Synchronize Microsoft Word and Microsoft Excel files between your device and desktop computer. Your files are automatically converted to the correct format.

NOTE	By default, ActiveSync does not automatically synchronize all types of information. Use the ActiveSync options to turn synchronization on or off for specific information types.

With ActiveSync, you can also:

- Back up and restore your device data
- Copy (rather than synchronize) files between your device and desktop computer
- Control when synchronization occurs by selecting a synchronization mode. For example, you can synchronize continually while connected to your desktop computer or only when you choose to synchronize.
- Select which information types are synchronized and control how much data is synchronized. For example, you can choose to synchronize your appointments of the past two weeks only, appointments older than two weeks are not synchronized.

For more information about using ActiveSync:

1. Start ActiveSync on your desktop computer.
2. From the Activesync menu bar, click **Help** then on **Microsoft ActiveSync Help**.

Installing ActiveSync® on your computer

The ActiveSync program is already installed on your device. To synchronize information on your device with your computer, you must also install ActiveSync on your computer. Install ActiveSync from the Companion CD that came with your product package.

NOTE   Before starting the ActiveSync installation, make sure that you have Microsoft® Outlook® installed on your computer. If you do not have Outlook, install the Microsoft® Outlook® from the Companion CD. Even if you have Outlook 98 or Outlook 2000 installed, you are encouraged to update to the Outlook bundled in the Companion CD.

To install ActiveSync on your computer:

1. Turn on your computer and monitor.

   IMPORTANT   Do not connect your device to your computer until you have finished installing ActiveSync.

2. Place the Companion CD into the optical drive of your computer. The CD autoruns and displays the initial screen, then the Main Menu from which you can start the installation.
3. Click on **Start Here** from the Main Menu.
4. Read the **Overview** before installing ActiveSync to make sure that you perform the installation sequence correctly.
5. If you have not installed Outlook, install it now. Click **Install Outlook** and follow the screen instructions to complete the installation.
6. Click **Download Connection Wizard** and read the overview to see if you require the wizard. Follow the screen instructions to install the wizard on your computer. Return to the Main Menu when done.
7. Click **Install ActiveSync**, then click **Install**.
8. When prompted, select **Run this program from its current location** then click **OK**.

   or

   Click **Open** to launch the wizard that will guide you through the installation.

9. Follow the instructions on the succeeding screens.

   If you have previously installed Microsoft® ActiveSync® in your computer, the installation wizard detects it and prompts you with a message.

   Click **Next** to continue installing and <u>replace</u> the current version.

   Click **Cancel** to quit and <u>keep</u> the current version.

10. Wait until the wizard finishes copying all the necessary files, and updates your system.

NOTE   You may connect your Pocket PC to your computer right after installing ActiveSync. Proceed to the section "Synchronizing your device" below the page for instructions.

Synchronizing your device

Connecting your device to a computer

1. Connect the 26-pin device plug of the sync cable to the 26-pin connector at the bottom of your device.

2. Connect the other end of the sync cable to a USB port on your computer.
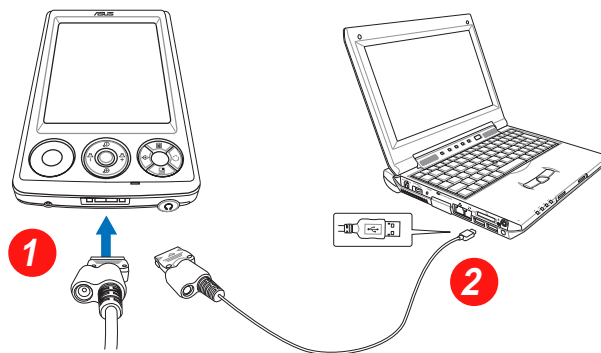
Setting up a sync relationship

Immediately after you have completed the installation, the **Sync Setup** wizard will start automatically to help you establish a sync relationship and customize your synchronization settings. At this point, you can decide exactly which types of information you would like to synchronize with your computer.

*A **sync relationship** is a file that allows you to synchronize your device with your desktop computer. This file is stored on your desktop computer. An additional file that enables your desktop computer to recognize your device is stored on your device.*

To set up a sync relationship:

1. On the Synchronization Setup Wizard screen, click **Next**.

2. Select the type of information that you wish to synchronize. Click **Next**. If you wish to customize a synchronized item, highlight the item then click **Settings**.

    On the Calendar Synchronization Settings window, for example, select from the options on how you wish to synchronize the appointments on your device with your computer. Click **OK**.

4. Click **Finish** to complete the sync relationship setup.

Synchronize and enhance 3-5
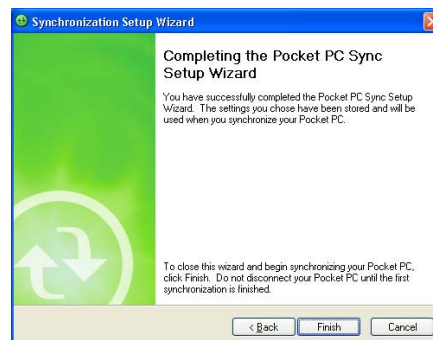
Immediately after you set up a
sync relationship, ActiveSync
starts automatically and initiates
the first synchronization between
your device and your computer.

Refer to the succeeding sections
for more details on
synchronization.

Checking synchronized information

After your first synchronization, take a look at Calendar, Contacts, and
Tasks on your device. You will notice that the calendar information in
Microsoft Outlook on your computer was copied to your device, and the
information that you have on your device was copied to your computer.

NOTE   Open Microsoft Outlook on your desktop computer to see the
                details of copied information from your device.

Manually initiating synchronization

Once you have set up ActiveSync and completed the first synchronization process, you can initiate synchronization from your device at any time.

To manually initiate synchronization:

1. Tap , **Programs**, then tap the **ActiveSync** icon to display the ActiveSync screen.

Connection status
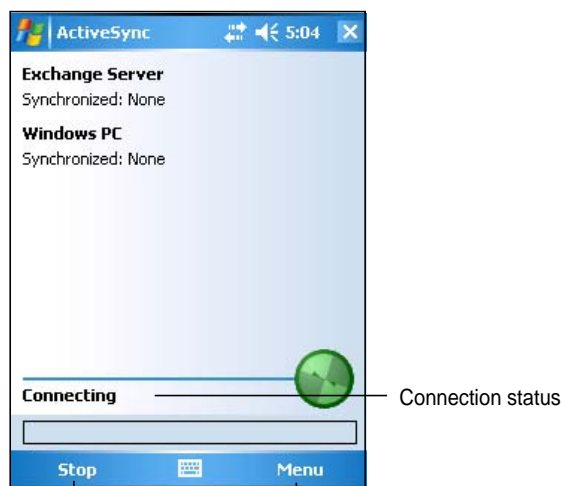
Tap to stop/start synchronization   Tap to change synchronization settings

2. To start synchronization, connect your device to your computer, then tap **Sync**.

   To end synchronization, tap **Stop**.

NOTE	You may synchronize via IR (infrared port) or before changing synchronization settings. To do this, you need to stop synchronization with your computer first.

For more information on synchronization:

Tap while in the ActiveSync screen, then tap **Help**.

Synchronization options

The Microsoft ActiveSync program allows you to customize your synchronization settings at any time. You can select the items to synchronize, set the synchronization schedule, and specify the synchronization rules.

To display the synchronization options:

- From the ActiveSync window on your desktop computer, click on the **Options** icon, or
- From the menu bar, click on **Tools**, then **Options**.

To select items to synchronize:

1. Check the box beside the item that you wish to synchronize.

2. Highlight a checked item then click on **Settings** to specify synchronization options for the item.

   For example, highlight **Calendar** then click on **Settings** to display the **Calendar Synchronization Settings** window. Customize the available settings, then click **OK** when done.

3. Do the same for the other checked items.
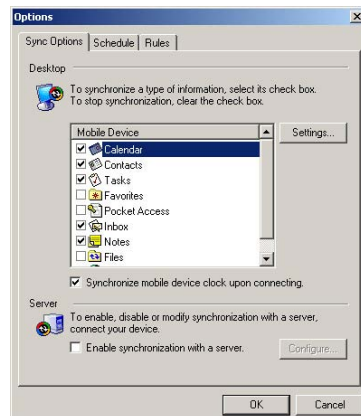
   NOTE   You cannot set the options for unchecked items.

4. Click **OK** when done.

To set synchronization schedule:

1. Click on the **Schedule** tab.
2. Select your desired synchronization schedule.
3. Click **OK** when done.

To specify synchronization rules:

1. Click on the **Rules** tab.
2. Select your desired settings from the available options.
3. Click **OK** when done.

Installing other applications

The Companion CD packs a variety of useful applications. You may install some of the applications directly from the CD and download other available applications from the Internet.

To install applications from the Companion CD:

1. Place the Companion CD into the optical drive of your computer.
2. From the Main Menu, click **Enhance Your Experience**.
3. Read the **Overview** for the important notes.

4. Click **Mobility** to display the available items.
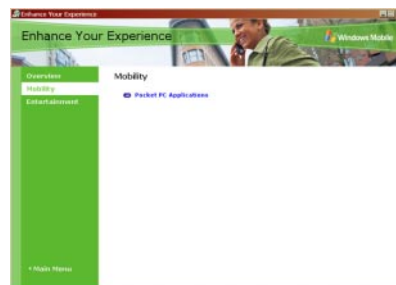
5. Click **Pocket PC Applications** to display the mobility programs that you can install on your device, then click **Details** for installation instructions.
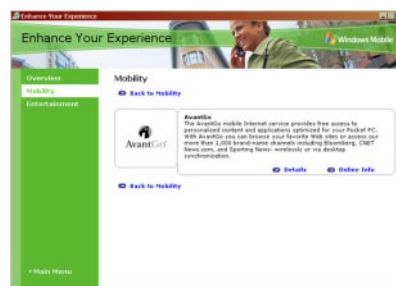
6. Click **Entertainment** to display the available items.
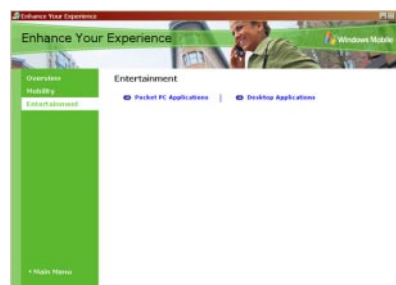
7. Click **Pocket PC Applications** to display the entertainment programs that you can install on your device, then click **Details** for installation instructions.
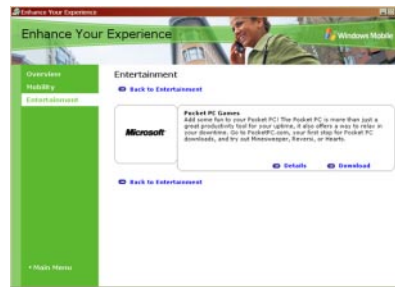
8. Click **Desktop Applications** to display the entertainment programs that you can install on your computer, then click **Details** for installation instructions.

Chapter 5

Microsoft® Pocket Outlook

Introduction

Microsoft® Pocket Outlook includes Calendar, Contacts, Tasks, Notes, and Messaging. You can use these programs individually or together. For example, you can use an e-mail address stored in Contacts to address e-mail messages in Messaging.

Using ActiveSync®, you can synchronize information in Microsoft Outlook or Microsoft Exchange on your desktop computer with your device. You can also synchronize this information directly with a Microsoft Exchange server. Each time you synchronize, ActiveSync compares the changes you mode on your device and desktop computer or server and updates both computers with the latest information. For information on using ActiveSync, see ActiveSync Help on your desktop computer.

You can switch to any of the Pocket Outlook programs by tapping 🏁.

Calendar

Use Calendar to schedule appointments, including meetings and other events. You can check your appointments in one of several views (Agenda, Day, Week, Month, and Year) and easily switch views using the View menu.

Tap to display or edit the appointment details
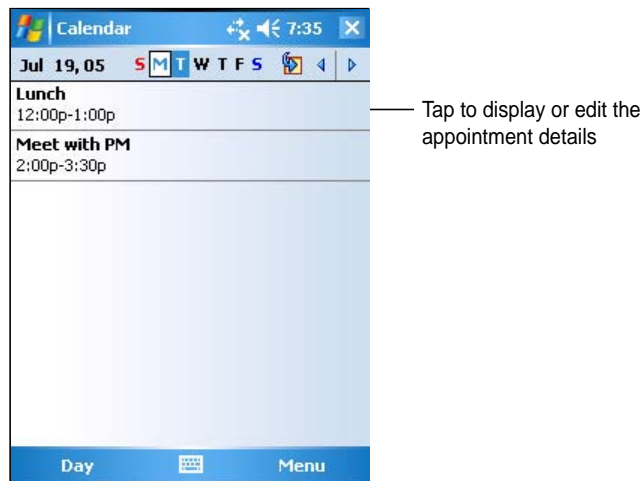
NOTE   You can customize the Calendar display, such as changing the first day of the week, by tapping **Menu** then **Options**.

Creating appointments

To create an appointment:

1. If you are in Day or Week view, tap your desired date for the appointment,

2. Tap **Menu** on the Menu bar then tap **New Appointment**.
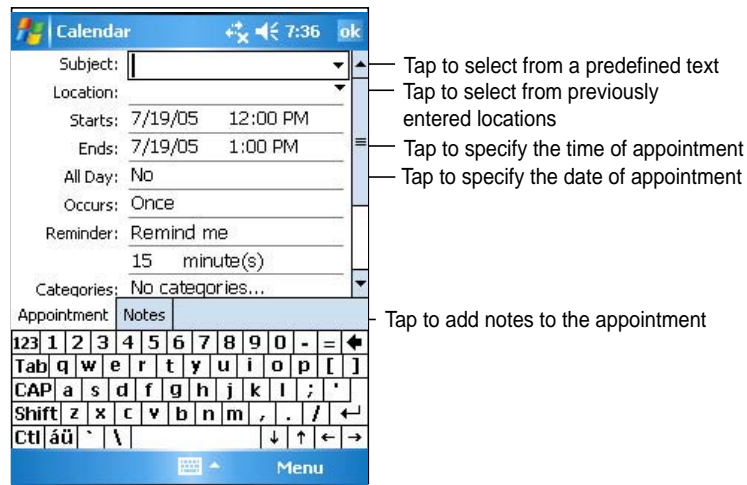
3. Using the input panel, enter a description and a location. Tap to select the field.

4. If needed, tap the date and time to change them.

5. Enter other desired information. You will need to hide the input panel to see all available fields.

6. To add notes, tap the **Notes** tab. You can enter text, draw, or create a recording. For more information on creating notes, see the section "Notes" later in this chapter.

7. When done, tap **OK** to return to Calendar.

NOTE	If you select **Remind me** in an appointment, your device will remind you according to the options set in 🔲, **Settings**, **Personal** tab, **Sounds & Notifications**.

Using the summary screen

When you tap an appointment in Calendar, a summary screen appears. To change the appointment, tap **Edit**.

Appointment details

Notes/additional information on the appointment

Tap to change details of the appointment
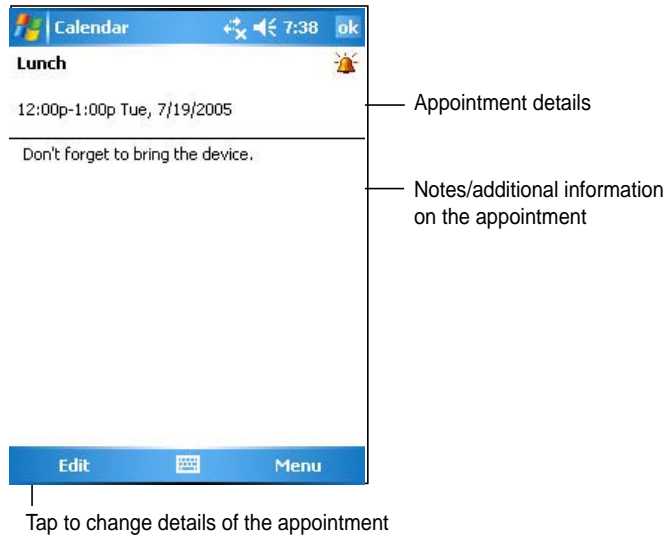
Creating meeting requests

You can use Calendar to set up meetings with users of Outlook and Pocket Outlook. The meeting request will be created automatically and sent either when you synchronize Inbox or when you connect to your e-mail server.

To create a meeting request:

1. Tap **Menu**, tap **Options** then tap the **Appointments** tab to indicate how you want meeting requests sent.

2. If you send and receive e-mail messages through ActiveSync, select **ActiveSync**.

To schedule a meeting:

1. Create an appointment.

2. In the appointment details, hide the input panel, then tap **Attendees**.

3. From the list of e-mail addresses you have entered in Contacts, select the meeting attendees.

   The meeting notice is created automatically and placed in the Outbox folder. For more information on sending and receiving meeting requests, see Calendar and Messaging online help on the device.

Contacts

Contacts maintains a list of your friends and colleagues so that you can easily find the information you look for, whether you are at home or on the road. Using the infrared port (IR) on the device, you can quickly share Contacts information with other device users.

Tap to select the category of contacts you want to display

Tap and enter part of a name to quickly find it on the list

Tap to display or edit the contact details

Tap to display additional phone numbers and email addresses

Tap to create a new contact
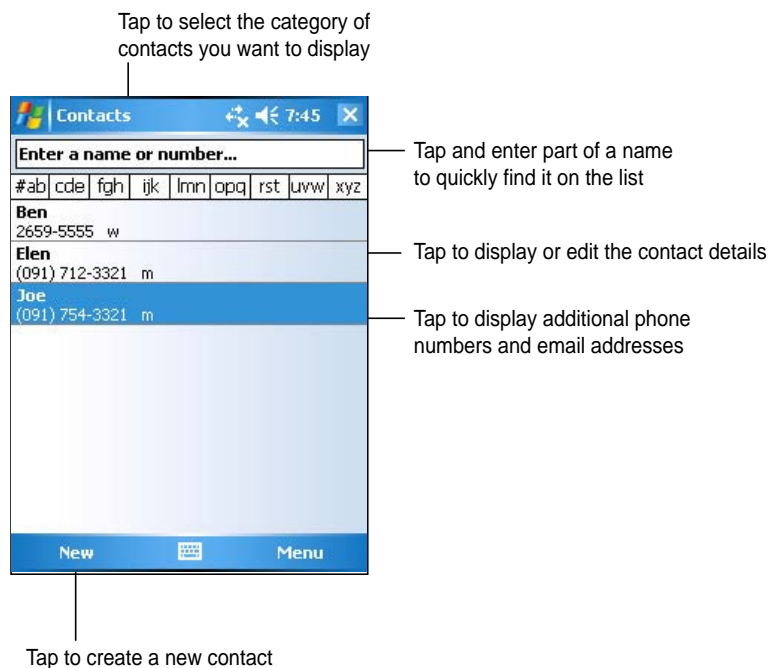
| NOTE | To change the way information is displayed in the list, tap **Menu** then **Options**. |

Creating contacts

To create a contact:

1. Tap [icon] , then tap **Contacts**.

2. Tap **New** to display a blank contact form.

3. Using the input panel, enter a name and other contact information. You will need to scroll down to see all available fields.

4. To assign the contact a category, scroll to and tap **Categories**, then select a category from the list. On the contact list, you can display the contacts by category.

5. To add notes, tap the **Notes** tab. You can enter text, draw, or create a recording. For more information on creating notes, see the section "Notes" later in this chapter.

6. Tap **OK** to return to the contact list when done.

Using the summary screen

Tapping a contact on the contact list displays a summary screen. To change the contact information, tap **Edit**.

Contact details

Tap to display notes

Tap to change contact information
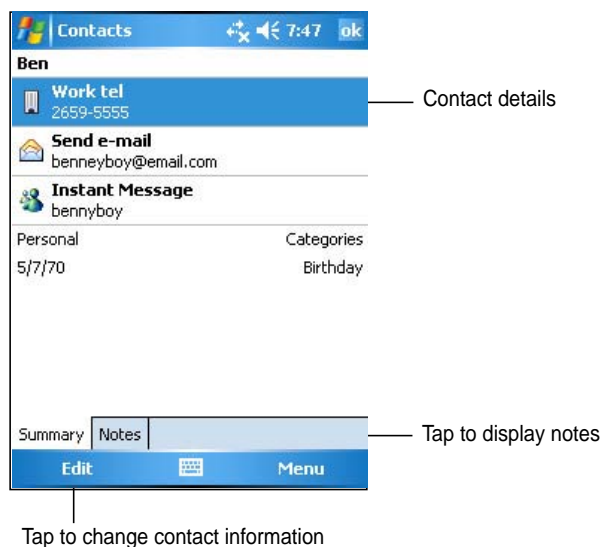
Finding a contact

There are four ways to find a contact.

1. In the contact list, enter a contact name in the box under the navigation bar. To show all contacts again, clear text from the box or tap the button to the right of the box.

2. Tap **Menu** then **Filter** and select the type of contact that you wish to display. To show all contacts again, select **All Contacts**. To view a contact not assigned to a category, select **No Categories**.

3. To view the names of companies your contacts work for, in the contact list, tap **Menu** >**View By** > **By Company**. The number of contacts that work for that company will be displayed to the right of the company name.

4. Tap , tap **Help**, then tap **Search**. Enter the contact name, select **Contacts** for the type, and tap **Search**.
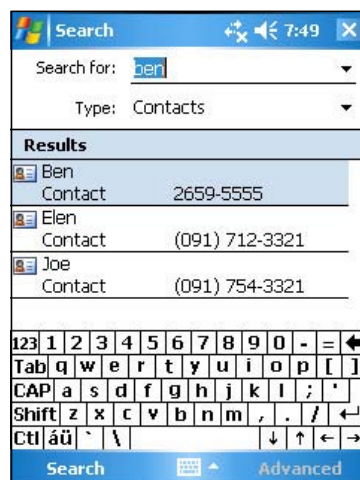
Tasks

Use Tasks to keep track of what you have to do.

Indicates high priority

Tap to display or edit the task details

Tap and hold to display a pop-up menu of actions

Tap to create a new task
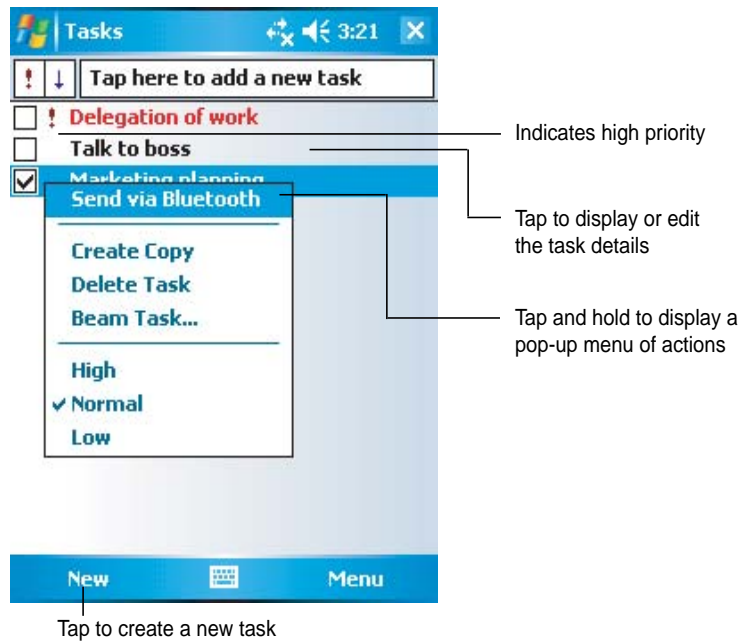
Creating tasks

To create a task:

1. Tap [icon], then tap **Tasks**.
2. Tap **New** to display a blank task form.
3. Using the input panel, enter a description.
4. Enter a start date and due date, or enter other information by tapping the field first. If the input panel is open, you will need to hide it to see all available fields.
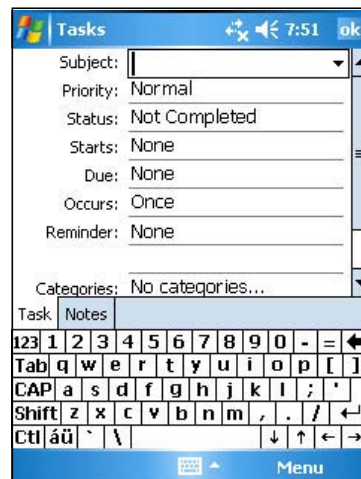
5. To assign the task to a category, tap **Categories** and select a category from the list. On the task list, you can display tasks by category.

6. To add notes, tap the **Notes** tab. You can enter text, draw, or create a recording. For more information on creating notes, see the section "Notes" later in this chapter.

7. Tap **OK** to return to the task list when done.

TIP To quickly create a task with only a subject, tap Entry Bar on the Tools menu. Tap **Tap here to add a new task** and enter your task information.
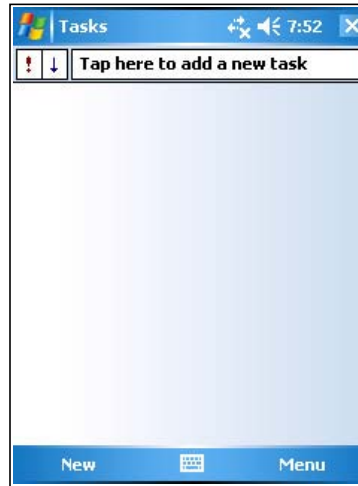
Using the summary screen

Tapping a task on the task list displays a summary screen. To change the task details, tap **Edit**.

Task details

Tap to show or hide the task details

Notes/additional information on the task

Tap to change the task details
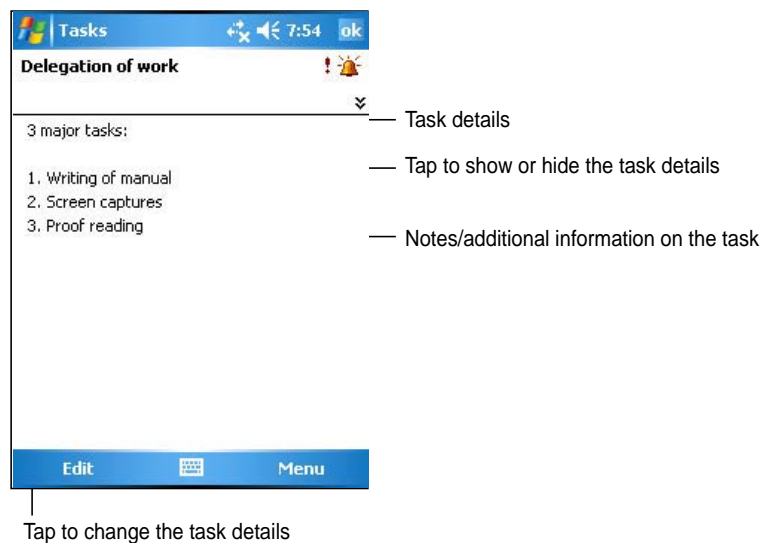
Notes

Quickly capture thoughts, reminders, ideas, and phone numbers with Notes. You can create a written note or a recording. You can also include a recording in a note. If a note is open when you create the recording, it will be included in the note as an icon. If the note is displayed, it will be created as a standalone recording.

Tap to change the sort order of the list

Tap to open a note or play a recording

Tap and hold to display a pop-up menu of actions

Tap an action for the item

Tap to create a new note or recording
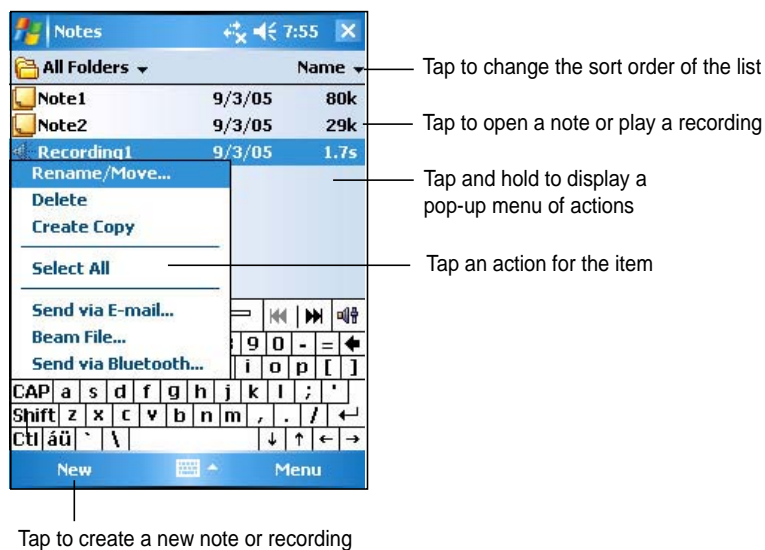
You may change the default Notes options including the writing mode, template, file storage, and record button action.

To change the Notes options:

1. Tap 🏁 , tap **Programs**, then tap **Notes**.
2. Tap **Menu**, then **Options...** to display the options screen.
3. Make your desired changes.
4. Click **OK**.
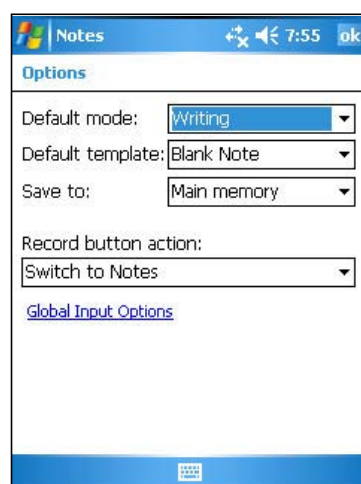
Creating notes

To create a note:

1. Tap ![icon], then tap **Notes**.
2. Tap **New** to display a blank note.
3. Create your note by writing, drawing, typing, or recording. For more information about using the input panel, writing and drawing on the screen, and creating recordings, see Chapter 2.

Tap to save the note and
return to the Notes list

Tap to show or hide
the input panel
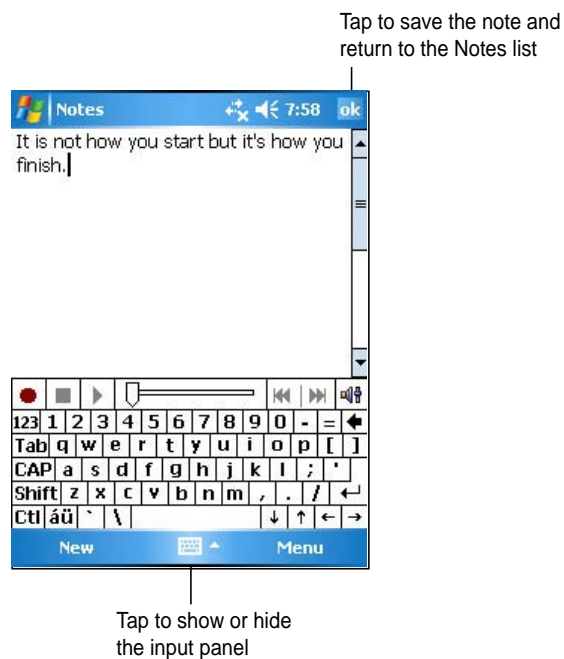
Messaging

Use Messaging to send and receive e-mail messages in one of these ways:

- Synchronize e-mail messages with Microsoft Exchange or Microsoft Outlook on your desktop computer
- Send and receive e-mail messages by connecting directly to an e-mail server through an Internet service provider (ISP) or a network

Synchronizing e-mail messages

You can e-mail messages as part of the general synchronization process. You will need to enable mail synchronization in ActiveSync. For more information on enabling mail synchronization, see the ActiveSync online help on your desktop computer.

During synchronization:

- Messages are copied from the mail folders of Exchange or Outlook on your desktop computer to the ActiveSync folder in Inbox on your device. By default, you will receive messages from the past five days only and the first 100 lines of each message.
- E-mail messages in the Outbox folder on your device are transferred to Exchange or Outlook, then send from those programs.
- E-mail messages in subfolder must be selected in ActiveSync on your desktop computer in order to be transferred.

NOTE	You can also synchronize e-mail messages with your desktop computer from a remote location. For more information on connecting your device, see Chapter 8.

Connecting directly to an e-mail server

In addition to synchronizing e-mail messages with your desktop computer, you can send and receive e-mail messages by connecting to an e-mail server using a modem or network card connected to your device. You need to set up a remote connection to a network or an ISP, and a connection to your e-mail server. For more information, see Chapter 8.

When you connect to the e-mail server, new messages are downloaded to the device Inbox folder, messages in the device Outbox folders are sent, and messages that have been deleted on the e-mail server are removed from the device Inbox folder.

Messages that you receive directly from an e-mail server are linked to your e-mail server rather than your desktop computer. When you delete a message on your device, it is also deleted from the e-mail server the next time you connect based on the settings you selected in ActiveSync.

You can work online or offline. When working online, you read and respond to messages while connected to the e-mail server. Messages are sent as soon as you tap **Send**, which saves space in your device.

When working offline, once you have downloaded new message headers or partial messages, you can disconnect from the e-mail server and decide which messages to download completely. The next time you connect, Inbox downloads the complete messages you have marked for retrieval and sends the messages you have composed.

When you connect to your e-mail server or synchronize with your desktop computer, by default, you will receive messages from the last five days only, the first 100 lines of each new messages, and file attachments of less than 100KB in size. The original messages remain on the e-mail server or your desktop computer.

You can mark the messages that you want to retrieve in full during your next synchronization or e-mail server connection. In the message list, tap and hold the message that you want to retrieve. On the pop-up menu, tap **Mark for Download**. The icons in the Inbox message list give you visual indications of message status.

You can specify your downloading preferences when you set up the service or select your synchronization options. You can change them at any time.

- Change options for Inbox synchronization using ActiveSync options. For more information, see ActiveSync Help on your desktop computer.
- Change options for direct e-mail server connections in Inbox on your device. Tap **Tools** then **Options**. On the Service tab, tap the service that you wish to change. Tap and hold the service and select **Delete** to remove a service.

Reading messages in Inbox

The messages you receive appear in your Inbox folder. By default, the most recently received messages appear on top of the list. Unread messages appear in boldface.

Tap to select the service, and the folder that you wish to display

Tap to select the sort order for the messages

Tap and hold to display a pop-up menu of actions

Tap to connect, and to send/receive e-mail

Tap to connect to the selected service
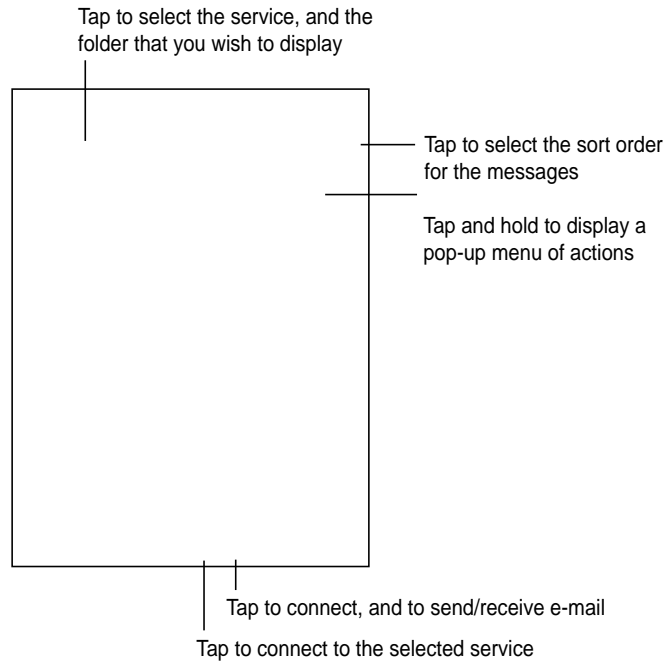
Tap an e-mail message from your Inbox to display it.

Tap to return to the message list

Tap to delete this message

Tap to reply to or forward this message

Tap to view the next message

Tap to view the previous message
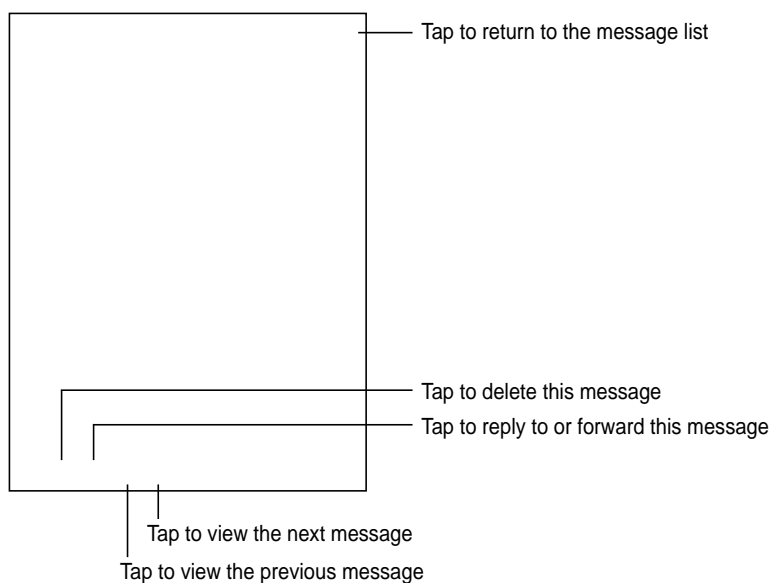
Composing messages

To compose a message:

1. Tap **New** to display a blank e-mail screen.

Enter the e-mail address here

Tap to show or hide the complete message header

Type your text here

Tap to send the message

2. In the **To** field, enter the e-mail address of your recipient. You may either type the e-mail address or select a name from the **Contacts** list by tapping **"To"**.

    If you wish to send a copy of your e-mail to other recipients, use the stylus pen to scroll up to display the **Cc:** and **Bcc:** lines in the message header.

    The addresses in the **To:** and **Cc:** can be viewed by all recipients.

    The addresses in the **Bcc:** are hidden from the recipients.

To address your e-mail to several recipients, type the e-mail addresses separated by a semicolon. A semicolon is automatically added between e-mail addresses if you select from your Contacts list.

All the names in the Contacts list with e-mail addresses appear in the e-mail address book.

3. Compose your message then tap Send.

Using preset messages

To enter preset or frequently used messages, tap **Menu** then **My Text** from the command bar and select your desired message.
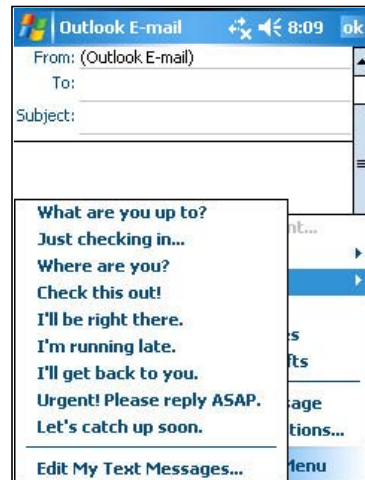
Editing or adding preset messages

To edit or add preset messages:

1. Tap **Menu** from the command bar to display the menu.
2. Tap **My Text** to display a list of preset messages then tap **Edit My Text Messages**.
3. Select a message to change.

   or

   Select a blank line from the bottom of the list, then type your customized message.
4. Tap **OK** when done.

Saving composed messages

If you are working offline, the message is moved to the **Outbox** folder and will be sent the next time you connect.

If you do not wish to send the message immediately, tap **OK** after composing the message to save it to the **Drafts** folder.

When you are ready to send the message, open the Drafts folder and tap the message. Tap **Send** to send the message.

Managing e-mail messages and folders

The behavior of the folders you create depends on whether you are using ActiveSync, SMS, POP3, or IMAP4.

- If you use ActiveSync, e-mail messages in the Inbox folder in Outlook will automatically be sunchronized with your device. The folders you create and the messages you move will then be mirrored on the server. For example, if you move two messages from the Inbox folder to a folder named Family, and you have designated Family for synchronization, the server creates a copy of the Family folder and copies the messages into that folder. You can then read messages while away from your desktop computer.
- If you use SMS, messages are stored in the Inbox folder.
- If you use POP3 and you move e-mail messages to a folder you created, the link is broken between the messages on the device and their copies on the mail server. The next time you connect, the mail server will see that the messages are missing from the device Inbox and delete them from the server. This prevents you from having duplicate copies of a message, but it also means that you will no longer have access to messages that you move to folders created from anywhere except the device.
- If you use IMAP4, the folders you create and the e-mail messages you move are mirrored on the server. Therefore, messages are available to you anytime you connect to your mail server, whether it is from your device or desktop computer. This synchronization of folders occurs whenever you connect to your mail server, create new folders, or rename/delete folders when connected.

Chapter 6

Companion programs

The companion programs consist of Microsoft® Pocket Word, Microsoft® Pocket Excel, Microsoft® PowerPoint Mobile, MSN Messenger, and Windows Media™ Player for Pocket PC.

To switch to a companion program on your device, tap **Programs** on the 🏁 menu, then tap the program that you wish to open.

Pocket Word

Word Mobile works with Microsoft Word on your desktop computer to give you easy access to copies of your documents. You can create new documents on your device, or you can copy documents from your desktop computer to your device. Synchronize documents between your desktop computer and your device so that you have the most up-to-date content in both locations.

Use Word Mobile to create documents, such as letters, meeting minutes, or trip reports.

Creating Word Mobile documents

To create a new Word document:

1. Tap 🏁 , tap **Programs**, tap **Word Mobile** to launch the application.

   If you have existing Microsoft Word or Word Mobile documents in your device, a list of the documents appears.
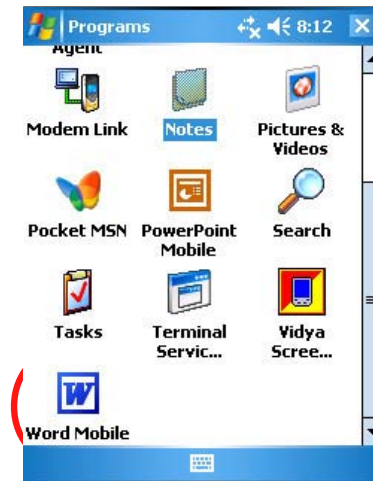
NOTE	If you selected a template for new documents in the **Options** dialog box, that template appears with the appropriate text and formatting already provided.

2. Tap **New** on the Menu bar to display a blank document.

3. Use any of the tools in the input panel to type your text.

Tap to save and close your document

Type your text here

Formatting toolbar

Tap to select an input method

Tap to show or hide the input panel
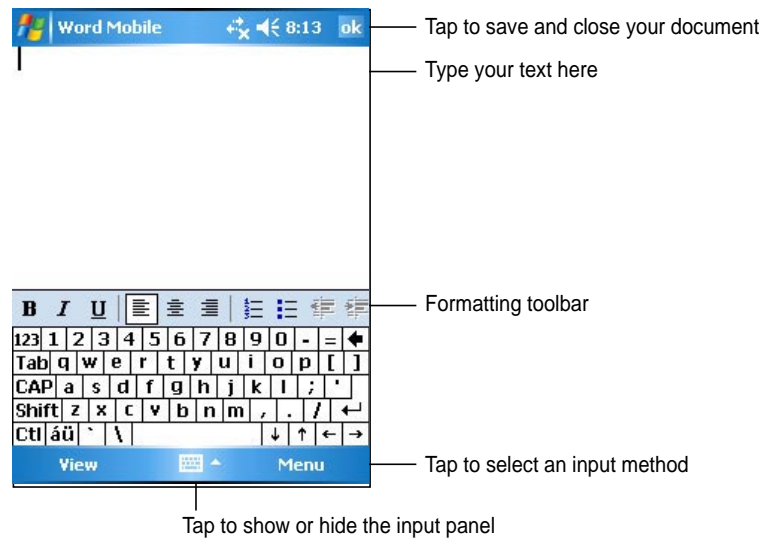
Saving Word Mobile documents

To save a Word Mobile document:

When you have finished editing your document, tap **OK**.

The document is saved using the first line as file name if you did not specify a file name. For example, if your first line in the document has the words **Bits-n-Pieces**, these words appear in your Word documents list.
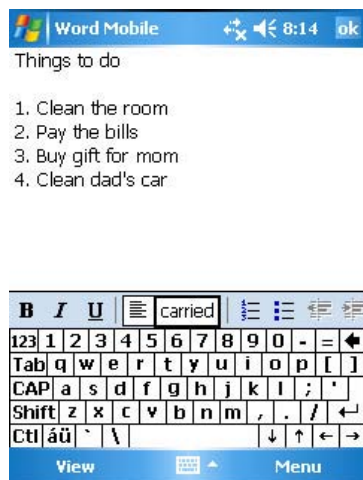
To specify save options:

1. With the document open, tap **Menu**.

2. From the pop-up menu, tap **File**, then tap **Save As...** to display the **Save As** screen.

3. Change the file name by simply typing a new one in the **Name** field.

4. Tap the down arrow in the **Folder** field to select a folder where you wish to place the file.
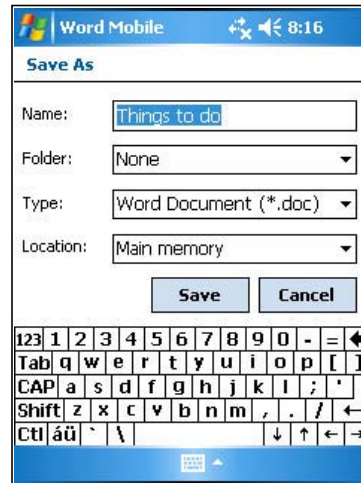
5. Tap the down arrow in the **Type** field to select a file format.

6. Tap the down arrow in the **Location** field to indicate the location of your saved file, either in the main memory of your device, or in a storage card, if available.

7. Tap **OK** when done.

NOTE	If you do not wish to change the document format, but would like to change the file name, folder, and location of your document, tap **Menu** from the Menu bar then tap **File**. Tap **Rename/Move...** from the pop-up menu to make your changes.

Opening an existing Word Mobile document

Word Mobile contains a list of the files stored on your device. Tap a file in the list to open. To delete, make copies of, and send files, tap and hold a file in the list, then select the appropriate action on the pop-up menu.

Tap to select the folder you want to display

Tap to change the sort order of the list

Tap to open a document

Tap to create a new document

NOTE   You can open only one Word Mobile document at a time; when you open a second document, you will be asked to save the first document first.

Viewing documents

If you are opening a Word document created on a desktop computer, select **Wrap to Window** on the **View** menu so that you can see the entire document.

To change the zoom option:

1. Tap **View**, then tap **Zoom**.
2. Select your desired percentage.

   Select a higher percentage to enter text and lower one to see more of your document.

Excel Mobile

Excel Mobile works with Microsoft Excel on your desktop computer to give you easy access to copies of your workbooks. You can create new workbooks on your device, or you can copy workbooks from your desktop computer to your device. Synchronize workbooks between your desktop computer and your device so that you have the most up-to-date contents in both locations.

Use Excel Mobile to create workbooks, such as expense reports and mileage logs.

Excel Mobile contains a list of the files stored on your device. Tap a file in the list to open. To delete, make copies of, and send files, tap and hold a file in the list, then select the appropriate action on the pop-up menu.

Excel Mobile provides fundamental spreadsheet tools, such as formulas, functions, sorting, and filtering. To display the toolbar, tap **View**, then tap **Toolbar**.

Cell contents appear here as you type, or when you select the cell

Tap to access view options
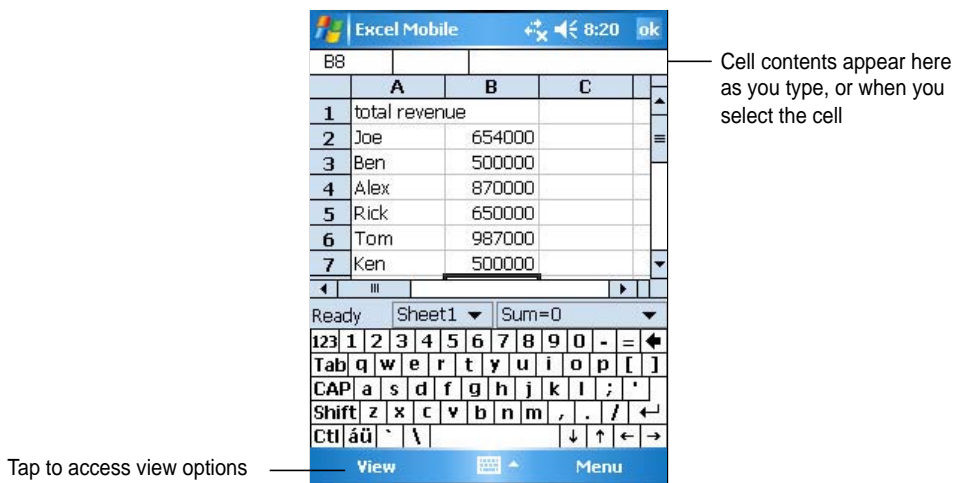
NOTE   You can open only one Excel Mobile document at a time; when you open a second document, you will be asked to save the first.

Creating an Excel Mobile document

To create a new Excel document:

1. Tap ![icon], tap **Programs**, tap **Excel Mobile**.

2. Tap **New** to display a blank document.

   If you selected a template for new documents in the **Options** dialog box, that template appears with the appropriate text and formatting already provided.
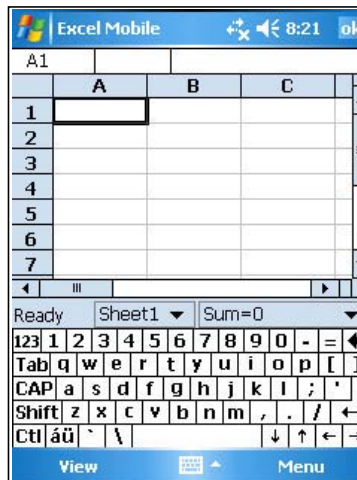
Opening an existing Excel Mobile document

If you have previously created Excel Mobile documents, a list of the documents appear after you tap the Excel Mobile icon.

To open an existing Excel document:

1. Tap ![icon], tap **Programs**, tap **Excel Mobile** to display a list of Excel Mobile files.

2. Tap the file that you wish to open.

Saving an Excel Mobile document

To save an Excel Mobile document:

When you have finished editing your document, tap **OK**.

By default, your document is saved as **Book1** as file name. You can change the file name to one that is more descriptive of your document. See next section for saving options.

To specify save options:

1. With the document open, tap **Menu**, then tap **File**.

2. From the pop-up menu, tap **Save As...** to display the **Save As** screen.

3. Change the file name by simply typing a new one in the **Name** field.

4. Tap the down arrow in the **Folder** field to select a folder where you wish to place the file.
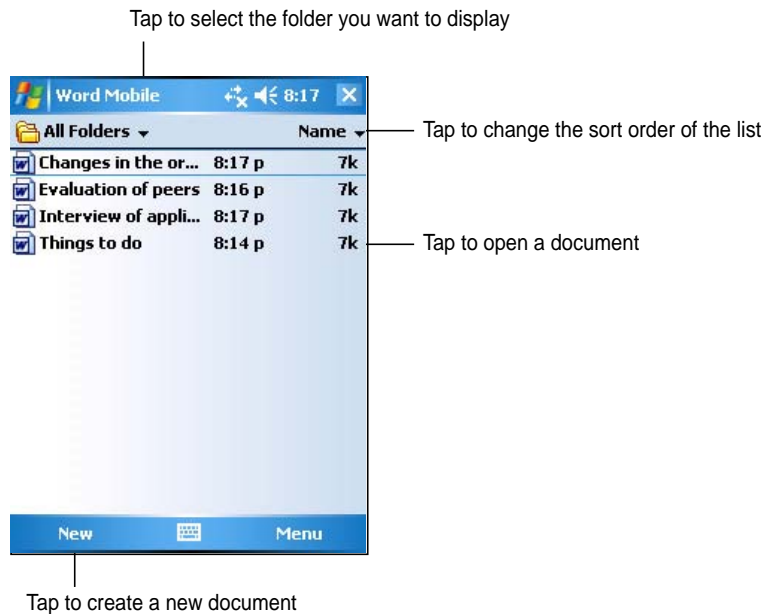
5. Tap the down arrow in the **Type** field to select a file format.

   You can save the document you create or edit in a variety of formats.

6. Tap the down arrow in the **Location** field to indicate the location of your saved file, e.g. main memory, flash disk, or storage card, if available.

7. Tap **OK** when done.

To rename/move a file:

1. With the document open, tap **Menu**, then tap **File**.

2. From the second pop-up menu, tap **Rename/Move...** to display the **Rename/Move** screen.

3. Change the file name in the **Name** field.

4. Tap the down arrow in the **Folder** field to select a folder where you wish to move the file.

5. Tap the down arrow in the **Location** box to select the folder location.

6. Tap **OK** when done.
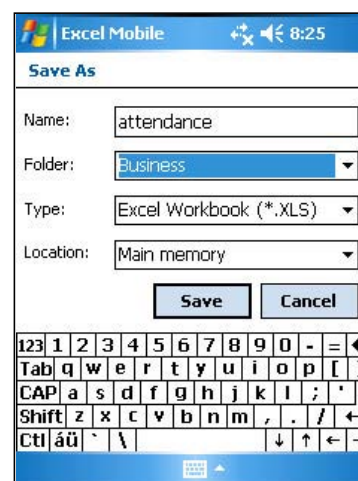
Tips for working in Excel Mobile

Take note of the following when working on large worksheets in Pocket Excel:

- **View in full-screen mode** to see as much of your worksheet as possible. Tap **View**, then tap **Full Screen**. To exit full-screen mode, tap **Restore**.

- **Show and hide window elements.** Tap **View**, then tap the elements to show or hide.

- **Freeze panes on a worksheet.** First select the cell where you want to freeze panes. Tap **View**, then tap **Freeze Panes**. You might want to freeze the top and leftmost panes in a worksheet to keep the row and column labels visible as you scroll through a sheet.

- **Split panes** to view different areas of a large worksheet. Tap **View**, then tap **Split**. Drag the split bar to where you want it. To remove the split, tap **View**, then tap **Remove Split**.

- **Show and hide rows and columns.** To hide a row or column, select a cell in the row or column that you want to hide. Tap **Menu**, tap **Format**, tap **Row** or **Column**, and tap **Hide**. To show a hidden row or column, tap **Menu**, tap **Edit** then tap **Go To**, and type a reference that is in the hidden row or column. Tap **Menu**, tap **Format**, tap **Row** or **Column**, and tap **Unhide**.

For more information on using Excel Mobile, tap , then tap **Help**.

PowerPoint Mobile

PowerPoint Mobile works with Microsoft PowerPoint on your desktop computer to give you easy access to copies of your PowerPoint presentationss. Copy PowerPoint presentation files from your desktop computer to your device and view them on-the-go. Synchronize presentation files in your desktop computer and your device so that you have the most up-to-date contents in both locations.

NOTE	You can only view PowerPoint presentation files in this device.

Opening a PowerPoint presentation file

If you have previously copied PowerPoint Mobile presentation files into the device, a list of the documents appear after you tap the PowerPoint Mobile icon.

To open a PowerPoint Mobile file:

1. Tap 🎮, tap **Programs**, then tap **PowerPoint Mobile** to display a list of PowerPoint Mobile files.
2. Tap the file you wish to open.

Viewing a PowerPoint Mobile file

To go to the previous or next slide:

1. While viewing a PowerPoint file, tap the arrow on the lower-left side of the screen to open the menu.

2. In the menu, tap **Next** or **Previous** to go forward or go back in your PowerPoint Mobile file. Tap **Go to Slide** to immediately go to a specific slide in your presentation.

NOTE	While viewing a PowerPoint file, you can also tap thhe screen to go to the next slide.

To zoom in on a slide

1. While viewing a PowerPoint file, tap the arrow on the lower-left side of the screen to open the menu.

2. In the menu, tap **Zoom In**. In the lower-right side of the screen, drag the red box with the stylus pen to go to a specific area on the slide.

3. Tap the magnifying glasses to zoom in or zoom out of the slide. Tap **Fit to Screen** to fit the slide to the whole screen.

NOTE	When you are in a vieww other than Fit to Screen, the menu is not available.

Viewing a custom show

Custom shows are presentations, usually a group of slides, within a presentation that are meant only for a specific audience.

To view a custom show:

1. While viewing a PowerPoint file, tap the arrow on the lower-left side of the screen to open the menu.
2. Tap **Custom Show** then select the custom show you want to view.

Setting show options

Set how you want to view PowerPoint Mobile files.

To set show options:

1. While viewing a PowerPoint file, tap the arrow on the lower-left side of the screen to open the menu.
2. Tap **Show Options**. In the **Orientation** tab, select the slideshow orientation you want to use.
3. Tap the **Playback** tab. Tap **Override playback options for all files** if you do not want to use the embedded settings of a PowerPoint file that you created in your desktop computer.
4. Select your desired options. When done, tap **OK**.
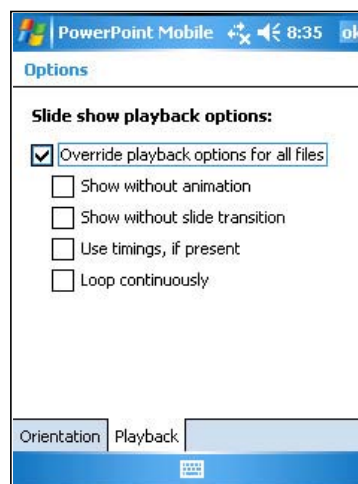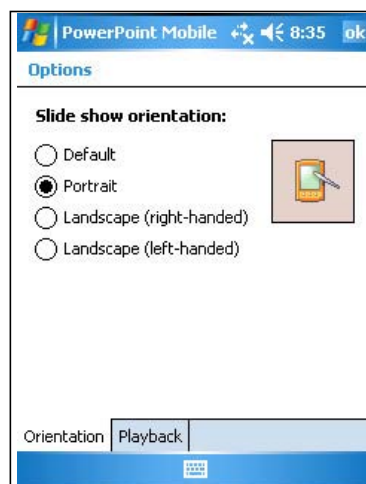
MSN Messenger

MSN Messenger on your device is an instant messaging program that allows you to:

- See who among your contacts is online
- Send and receive instant messages
- Have instant message conversations with groups of contacts

To use MSN Messenger:

You must have a Microsoft Passport™ account **or a** Microsoft Exchange e-mail account**.**

You must have a Passport to use the MSN Messenger Service. If you have a Hotmail® or MSN account, you already have a Passport. Once you have obtained either a Microsoft Passport or Microsoft Exchange account, you are ready to set up your account.

Sign up for a Microsoft Passport account at **http://www.passport.com**.

Get a free Microsoft Hotmail e-mail address at **http://www.hotmail.com**.

To launch MSN Messenger:

1. Tap **Pocket MSN** on the Today screen then tap **MSN Messenger**..

   OR

   Tap [icon] , tap **Programs**, tap **Pocket MSN**, then tap **MSN Messenger**.
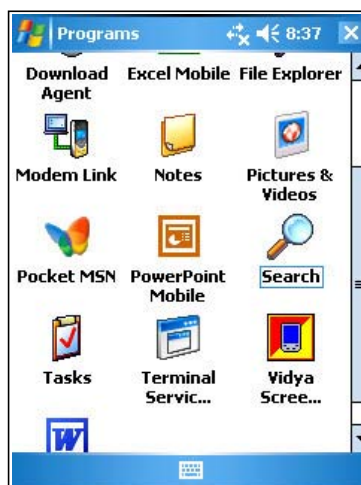
Signing up

To sign in to MSN Mesenger service:

1. Tap **Menu** then tap **Sign in...** from the menu.

   OR

   Simply tap the **Tap here to sign in** area.

2. In the sign-in screen, enter your e-mail address and password. Tap **Sign In**.

NOTE	If you already use MSN Messenger on your desktop computer, your contacts will show up on your device.

Working with contacts

The MSN Messenger window shows all of your messenger contacts at a glance, divided into **Online** and **Not Online** categories. From this view, while connected, you can chat, send an e-mail, block the contact from chatting with you, or delete contacts from your list using the pop-up menu.

To see others online without being seen, tap **My Status** in the **Tools** menu and select **Appear Offline**.

If you block a contact, you will appear offline but will remain on the blocked contact's list. To unblock a contact, tap and hold the contact, then tap **Unblock** on the pop-up menu.

Chatting with contacts

Tap a contact name to open a chat window. Enter your message in the text entry area at the bottom of the screen, or tap **My Text** to enter a preset message, then tap **Send**. To invite another contact to a multi-user chat, tap **Invite** in the **Tools** menu, then tap the contact that you want to invite.

MSN Messenger screen showing chat with Adam, "Hi. Can you meet at 2:00?" in the text entry area, with Send button and keyboard	— Enter message. — Tap to send message.
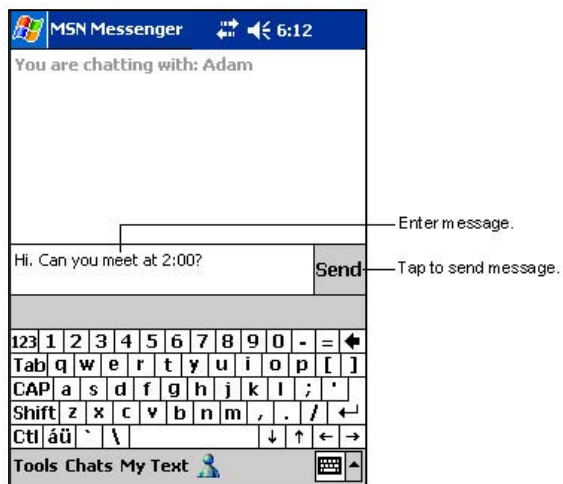
NOTE	To switch back to the main window without closing a chat, tap the **Contacts** button. To go back to your chat window, tap **Chats** and select the person whom you were chatting with.

To know if the contact you are chatting with is responding, look for the message under the text entry area. For more information on using MSN Messenger, tap [icon], then tap **Help**.

MSN Messenger screen showing chat with Adam, Kim Akers says: "Hi. Can you meet at 2:00?", with "Adam is typing a message." status	— View full chat. — View status of the chat.
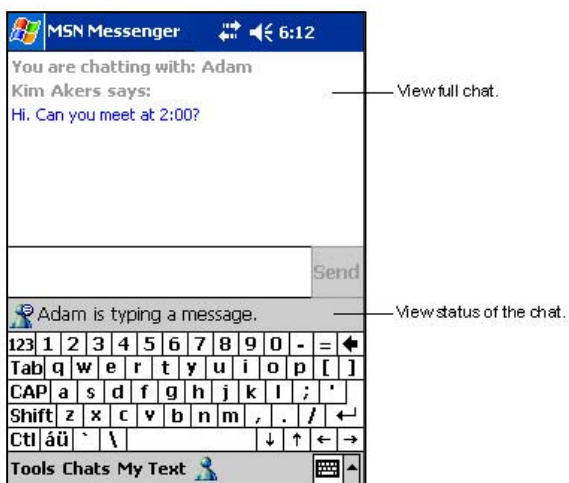
Windows Media Player for Pocket PC

Use Microsoft® Windows Media Player for Pocket PC to play digital audio and video files that are stored on your device or on a network. To switch to Windows Media Player for Pocket PC, tap ![icon], then tap **Windows Media**.

Use Microsoft Windows Media Player on your desktop computer to copy digital audio and video to your Pocket PC. You can play Windows Media and MP3 files on your Pocket PC.

For more information on using Windows Media Player for Pocket PC, tap ![icon], then tap **Help**.

Chapter 7

Internet Explorer Mobile

Introduction

Use Microsoft Internet Explorer Mobile to view Web or WAP pages in any of these ways.

- During synchronization with your desktop computer, download your favorite links and mobile favorites that are stored in the Mobile Favorites sub-folder in the Internet Explorer on the desktop computer.

- Connect to an Internet service provider (ISP) or network and browse the Web. To do this, you need to create the connection first. See Chapter 8 for information on creating a connection.

When connected to an ISP or network, you can also download files and programs from the Internet or intranet.

Using Internet Explorer Mobile

You can use Internet Explorer Mobile to browse mobile favorites and channels that have been downloaded to your device without connecting to the Internet. You can also connect to the Internet through an ISP or a network connection to browse the Web.

To launch Internet Explorer Mobile:

1. Tap ![icon] , then **Internet Explorer** to display the Mobile Services from MSN.

New Pocket MSN services

Tap to go back to previous page   Tap to see Menu options

2. Tap Menu > **Home** to display the Internet Explorer Mobile with links to some useful Web sites.

3. Tap any of the Web site buttons to go to a specific site.

Changing View settings

To change View settings:

1. Tap **Menu** > **View** then select view options. Tap **Full Screen**, for example, to set explorer window to full-screen mode. To disable full-screen mode, tap and Hold anywhere on the explorer, then select **Full Screen** again.

3. Tap **Zoom** to see another pop-up for selecting your desired text size display.

Browsing the Internet

To browse the Internet:

1. Set up a connection to your ISP or corporate network using **Connections**. See Chapter 8 for details.

2. Do one of the following to connect and start browsing:

   • Tap **Favorites** on the Menu Bar, then tap the favorite that you wish to view.

   • Enter the Web address in the **Address Bar** that you want to visit then tap **Go**.

Mobile Favorites folder

Only the items stored in the Mobile Favorites sub-folder on your desktop computer will be synchronized with your device. This folder was created automatically when you installed ActiveSync.

Favorite links

During synchronization, the list of favorite links in the Mobile Favorites folder on your desktop computer is synchronized with Internet Explorer Mobile on your device. Both computers are updated with changes made to either list each time you synchronize. Unless you mark the favorite link as a mobile favorite, only the link will be downloaded to your device, and you will need to connect to your ISP or network to view the content. For more information on synchronization, see ActiveSync Help on the desktop computer.

Mobile Favorites

If you are using Microsoft Internet Explorer 5.0 or later on your desktop computer, you can download mobile favorites to your device. Synchronizing mobile favorites downloads Web content to your device so that you can view pages while you are disconnected from your ISP and desktop computer.

Use the Internet Explorer plug-in installed with ActiveSync to create mobile favorites quickly.

To create a mobile favorite:

1. In Internet Explorer on your desktop computer, click **Tools** then **Create Mobile Favorite**.

2. To change the link name, enter a new name in the **Name** box.

3. Click **OK**. Internet Explorer downloads the latest version of the page to your desktop computer.

4. If you want to download the pages that are linked to the mobile favorite you just created, in Internet Explorer on the desktop computer, click **Favorites > Mobile Favorites**, then right-click a specific mobile favorite item, then click **Properties**. In the **Download** tab, specify the number of links deep you want to download. To conserve device memory, go only one level deep.

5. Synchronize your device and your desktop computer. Mobile favorites that are stored in the Mobile Favorites folder in Internet Explorer are downloaded to your device.
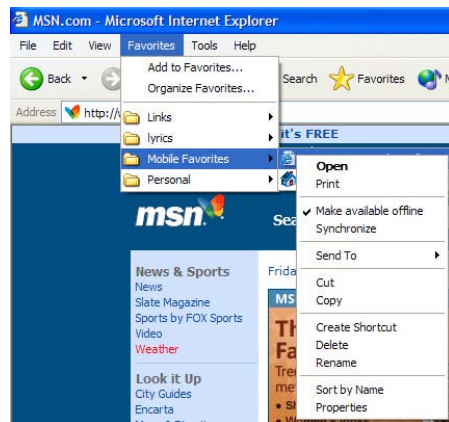
NOTE	You will need to manually download content or set a schedule to keep the information updated on your desktop computer and device.
	Before synchronizing with your device, in Internet Explorer on your desktop computer, click **Tools** then **Synchronize**. You will see the last time content was downloaded to the desktop computer, and you can manually download content if needed or set a schedule to automatically update contents. To set a schedule to update a specific mobile favorite, select a specific mobile favorite from the list then click **Properties** button. On the Schedule tab, you can set the mobile favorite to use a specific schedule to update its content.
	You can add a button to the Internet Explorer toolbar for creating mobile favorites. In Internet Explorer on your desktop computer, click **View**, **Toolbars**, and **Customize**.

Saving device memory

Mobile favorites take up storage memory on your device. To minimize the amount of memory used:

- In the settings for the Favorites information type in ActiveSync options, turn off pictures and sounds, or stop some mobile favorites from being downloaded to the device. For more information, see ActiveSync Help.

- Limit the number of downloaded linked pages. In Interner Explorer on your desktop computer, click **Favorites** > **Mobile Favorites**, then right-click a specific mobile favorite item you want to change, then click **Properties**. In the **Download** tab, specify 0 or 1 for the number of linked pages you want to download.

Viewing mobile favorites and channels

To view mobile favorites and channels:

1. Tap **Menu > Favorites** to display your list of favorites.

Tap the favorite that you wish to view

Tap to add or delete a folder or favorite link
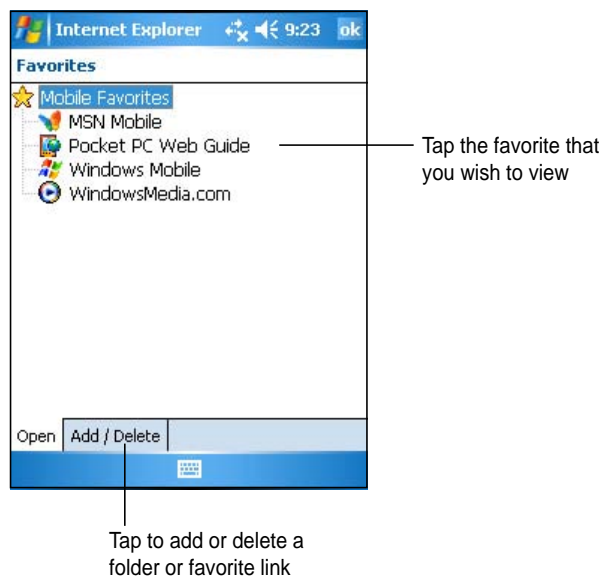
2. Tap a Favorites page that you wish to view.

   You will see the page that was downloaded the last time you synchronized with your desktop computer. If the page is not on your device, the favorite is dimmed. You need to synchronize with your desktop computer again to download the page to your device, or connect to the Internet to view the page.

Adding/Deleting mobile favorites and folders

To add a favorite:

1. Tap **Menu > Favorites** > **Add/Delete** tab.
2. Tap the **Add** button to show the **Add Favorite** screen.
3. Type a name for the favorite that you wish to add in the **Name** field.
4. Type in the URL address in the **Address (URL)** field.
5. Choose a folder where to place the favorite from the **Create in** selection box.
6. Tap **Add** to return to the Favorites screen, which now shows the favorite that you added.
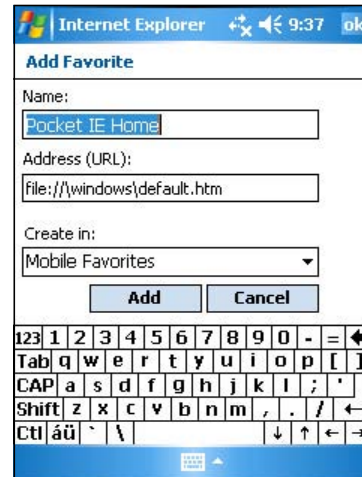
> **NOTE**　　To delete a favorite, tap the favorite you want to delete then then tap **Delete** button.

To add a folder:

1. Tap **Menu** > **Favorites** > **Add/Delete** tab.
2. Tap the **New Folder** button.
3. Type a name for the folder that you wish to create.
4. Tap **Add** to return to the Favorites screen, which now shows the folder that you added.
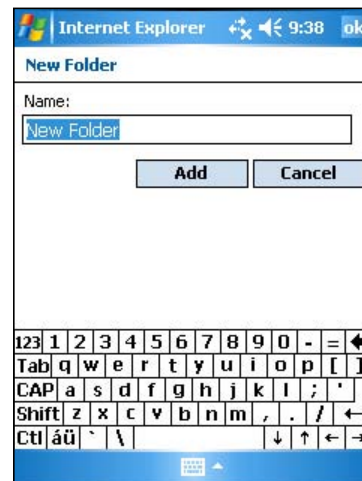
> **NOTE**　　To delete a folder, tap the folder you want to delete then tap **Delete** button.

Chapter 8

Get connected

Introduction

You can set up connections to the Internet and corporate network at work to do such activities as browse the Internet or intranet, send and receive e-mail and instant messages, and synchronize information using ActiveSync.

Connections can be made using a **modem**, **wireless network**, or **network (Ethernet) card**. A modem connection can be used to set up connections with an external modem, or through your mobile phone network using a cellular line.

Your device has two groups of connection settings: **My ISP** and **My Work Network**. My ISP settings are used to connect to the Internet, and My Work Network settings can be used to connect to any private network, such as a corporate network you use at work. Simply fill in the settings and get ready to start connecting. For more information, see the sections "Connect to the Internet" or "Connect to Work."

You may also establish connection to another device with infrared (IR) or Bluetooth features. For more information, see the section "Infrared (IR) connection" later in this chapter, or "Chapter 9 Bluetooth® connection."

Connect to the Internet

To connect to the Internet:

1. Obtain the following information from your ISP: **ISP server phone number**, **user name**, and **password**.

2. Tap [icon] > **Settings** > **Connections tab** > **Connections**.

3. Under My Network, tap **Add a new modem connection**.

4. Create a modem connection. For more information, see section "Set up modem connections."

5. To start the connection, begin using the desired program. For example, switch to **Pocket Internet Explorer** and browse a **Web page**. Your device automatically connects.

NOTE	To set up a network card or wireless network connection to your ISP, add a new connection under **My Work Network**.

Connect to Work

1. Obtain the following information from your network administrator: **server phone number**, **user name**, and **password**.

2. Tap 🏁 > **Settings** > **Connections tab** > **Connections**.

3. Under **My Work Network**, set up either a modem, network card, wireless network, or VPN server connection. Refer to the section "Set up connections" for the procedure.

4. To start the connection, start using a desired program. For example, switch to Pocket Internet Explorer and browse to a Web page. Your device automatically starts connecting.

Set up connections

Modem connections

To set up a modem connection:

Obtain the following information from your ISP or network administrator: telephone number, user name, password, domain name, and TCP/IP settings.

If your device does not have access to a mobile phone network, insert a modem card.

1. Tap 🏁 > **Settings** > **Connections tab** > **Connections**.

2. To create a new connection, in either **My ISP** or **My Work Network**, tap **Add a new modem connection**, then follow the instructions in the New Connection wizard.

3. To view additional information for any screen in the wizard or while changing settings, tap 💡.

NOTE	To change modem connection settings in either **My ISP** or **My Work Network**, tap **Manage existing connections then Modem tab**. Select the desired modem connection, tap **Edit**, and follow the instructions on the screen.

VPN server connections

A VPN connection helps you to securely connect to servers, such as a corporate network, via the Internet. Ask your network administrator for your user name, password, domain name, TCP/IP settings, and host name or IP address of the VPN server.

To set up a VPN server connection:

1. Tap ![icon] > **Settings** > **Connections tab** > **Connections**.
2. To create a new VPN server connection, in My Work Network, tap **Add a new VPN server connection**, then follow the screen instructions.
3. To view additional information for any screen in the wizard or while changing settings, tap ![icon].

NOTE	To change existing settings, in My Work Network, tap **Manage existing connections** then **VPN** tab. Select your desired VPN connection under the VPN tab, tap **Edit**, then follow the instructions on the screen.

Proxy server settings

If you are connected to your ISP or private network during synchronization, your mobile device should download the proper proxy settings from your PC. If these settings are not on your PC or need to be changed, ask your ISP or network administrator for the proxy server name, server type, port, type of Socks protocol used, and your user name and password.

To change proxy server settings:

1. Tap ![icon] > **Settings** > **Connections tab**, then tap the **Connections** icon.
2. Under **My Work Network** category, tap **Edit my proxy server**.
3. Check the boxes beside **This network connects to the Internet** and **This network uses a proxy server to connect to the Internet**.
4. In the **Proxy server** box, enter the proxy server name.
5. To change the server and port settings for HTTP, WAP, Secure WAP, and Socks, tap **Advanced**.
6. Tap **OK** when done.

Network card connections

Use a network (Ethernet) card to connect directly to a network. Once connected, you can view the Internet or intranet, or download e-mail. You do not need to create a new connection on your device. For more information, see your network administrator. Make sure to purchase and configure a network card that is compatible with your device.

To set up a network card:

1. Obtain the following information from your network administrator: **user name**, **password**, and **domain name**.
2. Insert the network card into your device.
3. The first time you insert the card, Network Settings appears automatically so that you can configure the network card. If it does not appear, or to change settings later, tap [icon] > **Settings** > **Connections tab** > **Network Cards**.
4. If you need to enter specific server information, tap the appropriate adapter, and then tap Properties. Most networks use DHCP, so you should not have to change these settings unless your network administrator instructs you to do so.
5. If necessary, connect the network card to the network by using a network cable. For information, refer to the documentation that came with your network card.
6. To start a connection, insert the network card, and begin using a desired program. For example, switch to **Pocket Internet Explorer** and browse a **Web page**. Your device automatically starts connecting.

   If you use your network card with two networks, such as a private network at work and one at home for the Internet, you need to change the network to which the network card connects.

NOTE	You may need proxy server and VPN connection settings. For more information, see your network administrator.

End a connection

- When connected via modem or VPN, tap ✦ on the navigation bar, then tap Disconnect.
- When connected via cable or cradle, detach your device from the cable or cradle.
- When connected via Infrared, move the device away from the other computer or device.
- When connected via a network (Ethernet) card, remove the card from your device.
- When connected via a wireless network, switch off the connection.

Set up a WAP gateway

To access WAP sites through Pocket Internet Explorer, configure your device to use a WAP gateway. Use the following steps to create a new set of connections to the Internet with WAP gateway settings.

NOTE	Some device models do not support the WAP sites viewing feature.

1. Get the following information from your ISP: **ISP server phone number**, **user name**, and **password**. Also, contact your mobile phone service provider and ask for your WAP gateway server name and port number.

2. Tap 🏁 > **Settings** > **Connections tab** > **Connections**.

3. Tap **Edit my proxy server**. If a proxy server has not been set up, tap **Set up my proxy server**.

4. In **Programs that automatically connect to the Internet should connect using**, tap **New** and enter a name for the ISP connection.

5. On the **Proxy Settings** tab, select **This network connects to the Internet** and **This network uses a proxy server to connect to the Internet**.

6. If necessary, in the **Proxy server** box, enter the proxy server name.

7. Tap **Advanced > WAP**.

8. In the **Server** box, enter the **WAP gateway server name**. Under **Port**, enter the port number. The most common WAP port number is 9201.

9. Enter any logon credentials required by the WAP gateway server.

Use dialing rules

Additional numbers may need to be dialed depending on your given location when connecting. For example, if you want to dial from work, a 9 prefix must often be dialed, or an area code is needed.

To avoid creating a new modem connection for each situation, set dialing rules for the locations from which you connect often. Three dialing locations, Home, Mobile, and Work, have been created for you, and you can create more. If a connection cannot be made, your device gives you an opportunity to change the dialing location.

1. Tap > **Settings** > **Connections tab** > **Connections** > **Advanced tab**.
2. Tap **Dialing Rules...**
3. Tap the box beside **Use dialing rules**.
4. Select a location.

   • **Home** - Dials the number as a local call without the prefix 9.

   • **Work** - Dials the number as local call with the prefix 9.

NOTE   To create a new location, tap **New** and follow the directions on the screen. To view additional information at any time, tap .

Infrared (IR) connection

Setting beam options

To set the beam options:

1. Tap ![icon] > **Settings** > **Connections** tab.
2. Tap **Beam** icon to display the Settings screen.
3. By default, your device detects incoming infrared (IR) beams and prompts you to accept them. If you do not want your device to detect or receive beans, clear the **Receive all incoming beams** check box on the Settings screen.
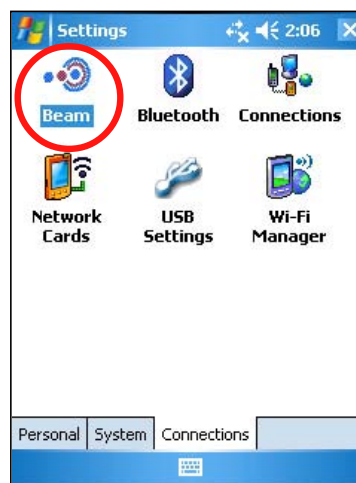
Receiving infrared beams

To receive a file via infrared beam:

1. When another infrared device within range beams file or data to you, your device receives the file or data and prompts a receiving data status.

2. After data transmission, tap **Yes** to accept or **No** to reject.

NOTE   Make sure to align the IR ports so that they are unobstructed and within the required range. Received files are automatically saved in the My Documents folder.

Sending infrared beams

To send a file via infrared beam:

1. Tap and hold a file to beam, then tap **Beam File...** from the pop-up menu.
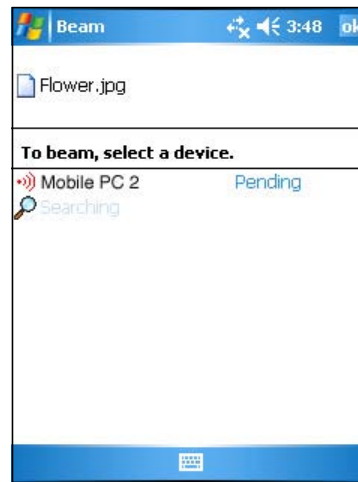
2. Align the IR ports of the devices so that they are unobstructed and within a close range. If the ports are not aligned, a message appears asking you to do so.

   When an IR port is found, a screen message appears indicating the sending process.

   The message **Done** appears when the file transfer is complete.

Chapter 9

Bluetooth®

Introducing Bluetooth®

Bluetooth is a short-range wireless communications technology. Devices with Bluetooth capabilities can exchange information over a distance of about 10 meters (30 feet) without requiring a physical connection.

Unlike infrared, you do not need to line up the devices to beam information with Bluetooth. The devices only need to be within a range of about 10 meters. You can even beam information to a device in a different room, as long as it is within the specified range.

NOTE	If you experienced problems using Bluetooth® in a **landscape** display orientation, revert to **portrait**. See page 2-19 for details.

The Bluetooth technology allows your Pocket PC to:

• Locate other Bluetooth devices within the vicinity
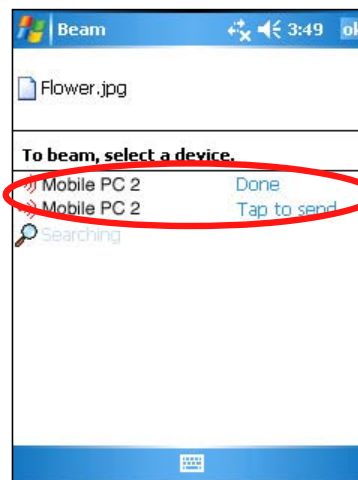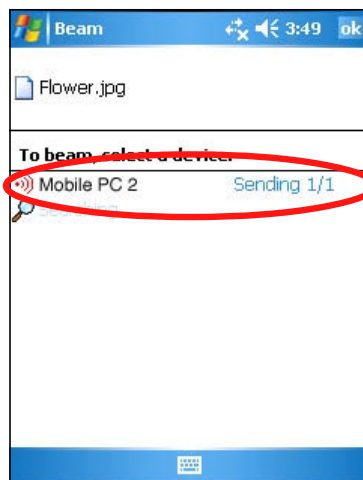• Discover the services that those devices offer
• Connect to, use, and disconnect from those services
• Enable or disable individual services
• Use security features including authentication, authorization, and encryption

Bluetooth icon

The Bluetooth icon is located on the lower right corner of the Today screen.

When Bluetooth is enabled (turned ON), the icon is blue 🔵 , and the Bluetooth LED blinks blue.

When Bluetooth is disabled (turned OFF), the icon is grayed with a red X on its lower right corner 🔳.

Tapping the icon displays a menu that allows you to:

• turn Bluetooth on or off
• launch the Bluetooth Manager
• change the Bluetooth Settings
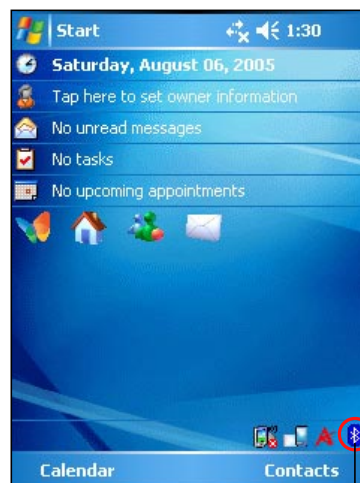
Bluetooth icon

Bluetooth settings

To configure the Bluetooth settings:

1. Tap ![bluetooth] from the lower right corner of the Today screen to display the Bluetooth menu.
2. Tap **Bluetooth Settings**.
3. Tap one of the tabs at the bottom of the Settings screen to make your desired changes.

General

Allows you to:

- select the user profile
- see the Bluetooth status (ON/OFF)
- turn Bluetooth ON or OFF
- tap a link to the Bluetooth Manager
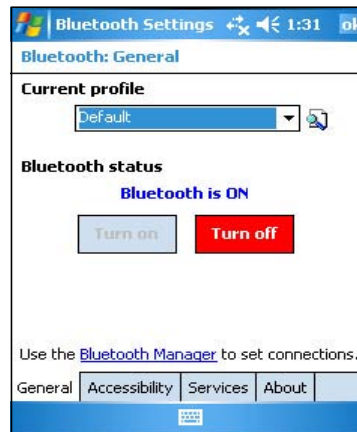
Accessibility

Allows you to:

- set the device name
- see the Bluetooth Device Address (BDA)
- select the remote devices you wish to connect
- set whether to allow remote devices to see your device
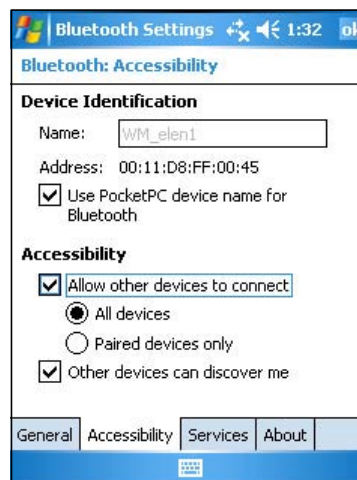
Services

Under **Bluetooth Services** you may enable/disable services like File Transfer, Information Exchange, Serial Port, Personal Network server and Audio Gateway.

File Transfer

Tap **File Transfer** from the Services list to customize settings. Tap **Advanced** button to set the highest level directory on your device that remote devices can access.

Refer to section "Remote device services" for more information.

Information Exchange

Tap **Information Exchange** on the Services list to customize settings. Tap **Advanced** button to set the default business card.

Serial Port

Tap **Serial Port** on the Services list to customize settings. Tap **Advanced** button to display the serial port addresses. The port address assignments cannot be changed. Refer to section "Remote device services" for more information.

Personal Network Server

Tap **Personal Network Server** on the Services list to customize settings. Refer to section "Remote device services" for more information.

Audio Gateway

Tap **Audio Gateway** on the Services list to customize settings.

About

Displays the Bluetooth™ for Windows® CE (BTW-CE) software information. Tap the **Advanced** button to display information about the individual software modules that make up BTW-CE. The information on this screen is not configurable.

Bluetooth Manager

The Bluetooth Manager allows you to create, manage, and use Bluetooth to connect to remote devices.

To launch the Bluetooth Manager:

1. Tap ![Bluetooth icon] from the lower right corner of the Today screen to display the Bluetooth menu.
2. Tap **Bluetooth Manager**.
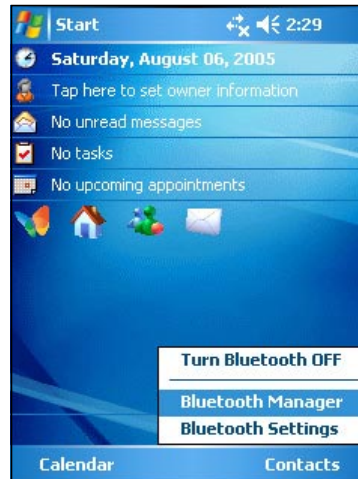
The **My Shortcuts** screen displays a list of pre-configured connections, if any. Tap **New** to make a new connection with other devices via Bluetooth.

The Active Connections screen displays the active incoming and outgoing connections.
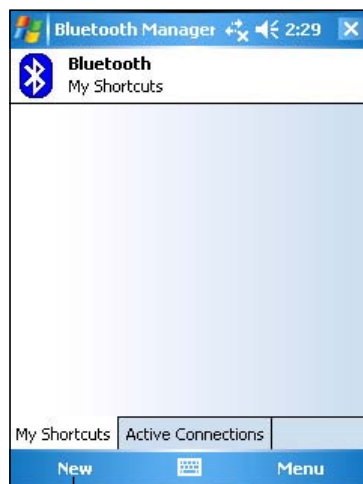
Tap to make a new connection
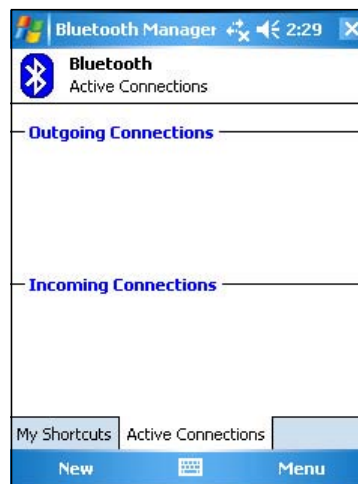
Bluetooth Connection Wizard

The Bluetooth Connection Wizard helps you set up connections with remote Bluetooth devices.

To launch the Bluetooth connection wizard:

1. Tap **New** from the Bluetooth Manager command bar. The Bluetooth Connection Wizard screen appears.

2. Select a type of connection that you wish set up. Tap **Next**.

   Tap **Cancel** if you do not wish to continue the connection process.

NOTE	Refer to the device online help for other information on Bluetooth.

Business Card Exchange

The Business Card Exchange function allows you to:

- send your business card to a remote device
- receive a business card from a remote device
- exchange business cards with one or more remote devices

To launch the Business Card Exchange screen:

1. Tap **Menu** > **Business Card Exchange** from the Menu bar.

2. Select the action that you wish to make.

NOTE	From this screen, tap the link **Select the business card** to go to the Information Exchange settings.
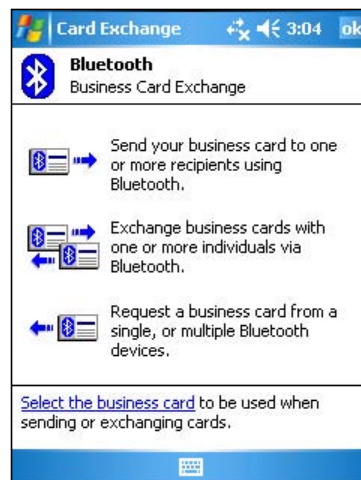
Remote device services

Wireless serial port

Using a Bluetooth serial port is equivalent to using a physical cable serial port connection between two devices. As with a physical connection, you have to configure the application that will use the serial port.

To configure the Bluetooth Serial Port:

1. Tap ![Bluetooth icon] from the lower right corner of the Today screen to display the Bluetooth menu.

2. Tap **Bluetooth Settings** > **Services** tab > **Serial Port**.

3. Note the assigned Outbound COM Port 8 and configure the application that will use the Bluetooth serial port to send data to this port.
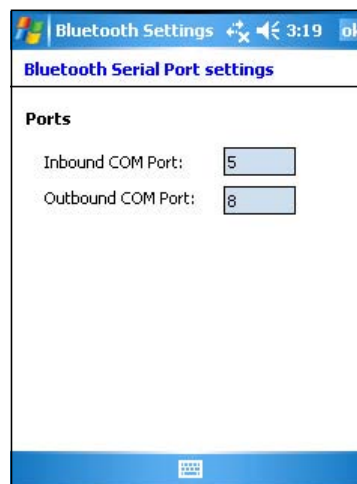
NOTE	Refer to the application's documentation for more information about configuring your application's Outbound COM port.

4. From the Bluetooth Manager My Shortcuts screen, open the Bluetooth Serial Port connection to the remote device.

5. Send/receive data from the application.

Dial-up networking

The Dial-up Networking feature allows you to connect to a remote computer through a phone line. Once connected, you can browse the Internet, check/read emails, etc.

NOTE	The remote Bluetooth device that will provide the Dial-up Networking service should have access to a telephone system, either a hard-wired or a cellular connection, and capable of answering a call.

Devices that may provide a Dial-up Networking service:

- Bluetooth-enabled cellular telephones
- Bluetooth-enabled desktop computers attached to a telephone system
- Bluetooth modems

To use Dial-up Networking:

1. Create a connection to the device that will provide telephone access. See the section "Bluetooth connection wizard" on page 9-7.

2. Tap 🟦 , then the **Bluetooth Manager** from the Start menu.

3. In My Shortcuts screen, tap and hold the **Dial-up Networking Connection** shortcut, then select **Connect** from the pop-up menu.

4. On the first Bluetooth: Dial-up Connection screen, double-tap **New Connection...** OR select **New Connection** then tap **OK**.

5. Key-in the following informatin on the second Bluetooth: Dial-up Connection screen:
   - Name for a connection
   - Country code (if dialing outside the default country setting)
   - Area code (if dialing outside the default area code setting)
   - Phone number to be dialed

6. Tap **OK**.

7. Enter the required information on the succeeding screens to complete the connection process.

8. When the connection is active, open a web browser from the device.

Bluetooth File Explorer

The Bluetooth File Explorer appears automatically after a file transfer connection is established.

This service feature allows you to do the following operations:

- Navigate the directory structure of the remote device
- View the files and folders on the remote device
- Create new folders on the remote device
- Send files to, and copy or get files from the remote device
- Delete files from the remote device

NOTE   The file operations on the remote device are limited to the configured FTP root directory and sub-directories of the remote device.

The Bluetooth File Explorer also allows you to set a folder in your device for receiving inbound files. You may configure this folder for each of your connection shortcuts. See the section "To set a local folder" on page 9-11.

Bluetooth File Explorer menus

File ➡ Send a File...
          Create a Folder
          Get
          Delete

Tools ➡ Set Local Folder
          Refresh

To change the remote device folder:

1. To move **down** in the directory structure of the remote device, tap the **New Folder** from the main window of Bluetooth File Explorer.
2. To move **up** in the directory structure of the remote device, tap the down-arrow to the right of the currently selected folder and select the **New Folder** from the drop-down list.

To create a folder on the remote device:

1. Select the folder in which you wish to place the new folder.
2. From the File menu, tap **Create a Folder**.
3. Enter a name for the new folder while the default name **New Folder** is highlighted.

To send a file to the remote device:

1. From the File menu, tap **Send a File...** to display the Open screen.

   The Open screen includes the following:

   Folder - tap the down-arrow and select the folder that contains the file you wish to send

   Type - default and only option is "All Files (*.*)

   A list of files in the selected folder - tap a file that you wish to send

   Cancel button - abort the Send a File... operation
2. Tap your desired operation.

   The file that you selected is automatically sent when tapped, after which the Bluetooth File Explorer re-appears.

To get a file from the remote device:

1. Select the folder containing the file.
2. Tap the file that you wish to get or copy.
3. From the File menu, tap **Get**.

   OR

   Tap and hold the desired file and select **Get** from the pop-up menu.

   The file is copied to the local folder listed in the Local Folder field at the bottom of the screen.

To delete a file from the remote device:

1. Tap the file that you wish to delete.
2. From the File menu, tap **Delete**.
3. Tap OK in the confirmation dialog box.

   OR

   Tap and hold the desired file and select **Delete** from the po-up menu.

To set a local folder for incoming files:

1. From the Tools menu, tap **Set Local Folder**.
2. Use the drop-down menu at the top of the screen to go to your desired folder.
3. Tap **OK** to return to the main screen of Bluetooth File Explorer. You will see the Local Folder field is updated to reflect the new folder selection.

| NOTE | The Local Folder information is associated with the currently open shortcut and is saved with the active profile. You can separately configure your Local Folder for each connection shortcut. |

To refresh the list of displayed files and folders on the remote device, simply tap **Refresh** from the Tools menu.

Send via Bluetooth

You can conveniently send your Pocket Outlook contacts, calendar items, and tasks individually or collectively to the remote device via Bluetooth.

To send data via Bluetooth:

1. Tap [icon] , then either Contacts, Calendar, or Tasks.

2. Tap and hold the item you wish to send to the remote device, then tap **Send via Bluetooth** from the pop-up menu.

   OR

   Tap **Menu** > **Send via Bluetooth**.

3. On the Select a Bluetooth Device screen, tap the name of the destination, then tap **OK**.

Dial via Bluetooth

The Dial via Bluetooth option allows you to select a contact from the Pocket Outlook contacts list, and have your paired cell phone dial the contact's phone number. If a contact has more than one phone number, select the number that you wish to dial. You may also modify a phone number before you dial.

To dial via Bluetooth:

1. From the Pocket Outlook Contacts screen, tap and hold a contact and select **Dial via Bluetooth**.

2. If your device is paired with more than one cell phone, or if a phone is not yet selected, tap the phone icon next to **Select a phone**, and choose the phone that you wish to use.

3. Select the number that you wish to dial, then tap **Dial Number**.

4. To modify the number, tap **Edit Number** and make your desired changes. Tap **OK** to return to the previous screen.

NOTE	If you modify a phone number, a dialog box appears with an option to save or to discard the modification.

5. Tap **Dial Number**.

   After the number is sent to the cell phone, the connection on the device is closed.

   After the cell phone completes the dialing process, you can use the use the phone the normal way.

Bluetooth Personal Area Network

A Bluetooth personal area network is a private, temporary, ad-hoc network of up to eight (8) devices. A Bluetooth personal area network allows you to easily exchange information that normally requires a TCP/IP network. Most chat utilities, multi-player games, etc. are fully functional in a Bluetooth personal area network environment.

Bluetooth private area networks are subject to the same security settings (service availability, authorization, authentication, and encryption) that govern other Bluetooth communications.

One Bluetooth device must be the host of the personal area network. Other Bluetooth devices join the network as clients. The host can accept and reject clients on an individual basis.

To set up a Bluetooth personal area network:

1. From the Bluetooth Manager, select **New** > **Join a personal network**.

2. On the wizard screen, select **Host a personal network**, then tap **Next**.

3. Add remote devices to the Bluetooth personal network, if desired.

    a. Tap the **Add** button and select the device that you wish to add.

    b. Add other devices, if desired. There can be up to eight devices, including the host.

4. After adding devices, tap **OK** to complete the setup and close the wizard.

NOTE	Adding devices is optional. You do not have to add devices to the personal network while configuring the host. You can let other devices join the personal network later.

To join a personal network:

1. From the Bluetooth Manager, select **New** > **Join a personal network**.

2. On the wizard screen, select **Join a personal network**, then tap **Next**..

3. Select the host of the personal network, then tap **Next** to establish a connection to the personal area network.

   If you are asked to enter the IP network settings, select **Use server-assigned IP address**, then tap **OK**.
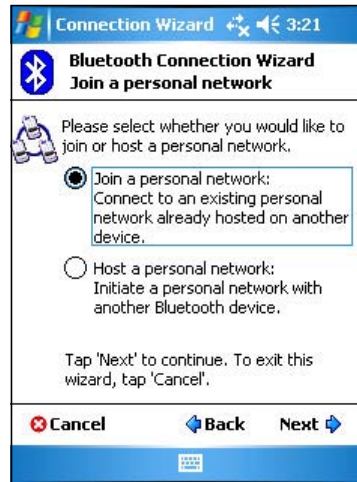
Chapter 10

Using Wi-Fi®

Introducing Wi-Fi®

MyPal comes with a built-in Wireless Fidelity (Wi-Fi®) feature that allows you to connect to wireless local area networks and the Internet. Using the IEEE 802.11b standard for wireless LAN, MyPal can connect at speeds of up to 11 Mbps to an access point (Infrastructure mode) or to another wireless device (Ad-hoc mode).

Accessing the Wi-Fi feature

The Wi-Fi icon on your Today screen allows you easy access to the Wi-Fi (Wireless Fidelity) feature on your device. Tapping the icon displays a menu that allows you to:

- turn Wireless LAN on or off
- show the Wi-Fi information
- configure the Wi-Fi Settings

> **NOTE**   You can use the Bluetooth® and Wi-Fi features simultaneously.
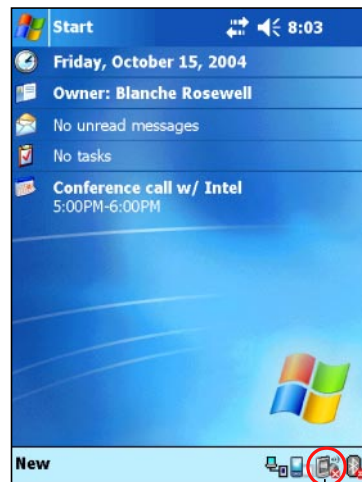
Wireless LAN icon

Using Wi-Fi

Turning on Wi-Fi

To turn on the Wi-Fi:

1. Tap the 📶 icon on the command bar.
2. Tap the option **Turn Wi-Fi On**. The system automatically scans for all available wireless networks within the Wi-Fi range.

3. From the list of detected wireless networks, select a wireless network to you want to connect your device.

4. Select either **The Internet** or **Work** for the network to connect your device.

5. Tap **Connect**. The device connects to the selected network.

Configuring wireless networks

To configure a wireless network:

1. After selecting a network to connect your device, tap **Settings** instead of Connect.
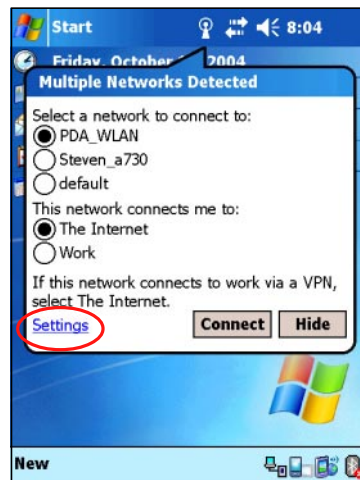
2. Tap on an available wireless LAN, then make your desired changes as necessary.

    If the wireless LAN you want to connect to is not on the list, tap **Add New...** Refer to the suceeding sections for details on how to add new wireless LANs.

3. Tap **OK** when done.

Using Wi-Fi®   **10-3**
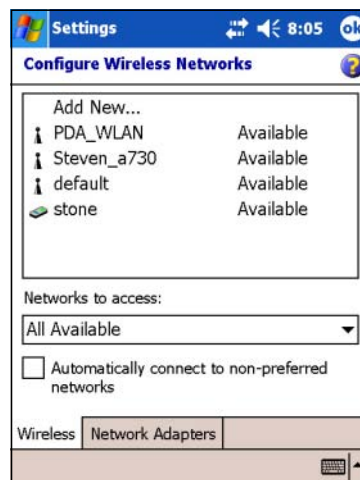
To configure a network adapter:

1. Tap the **Network Adapters** tab.
2. Make your desired changes to the available adapters on the list.
3. Tap **OK** when done.
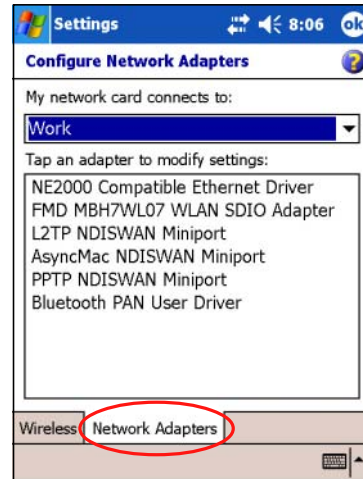
4. After changing the network adapter settings, a message appears instructing you to remove then re-install the network card to have your changes take effect. Tap OK to close the window.
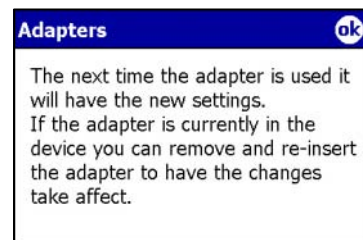
Adding a wireless network

If the device fails to auto-detect the wireless network you want to connect, you can add the network provided you know the wireless network settings. Inquire the wireless network settings with your network administrator before your proceed.

To add a wireless network:

1. Open the **Configure Wireless Networks** window by:
   - Tapping on **Settings** in the **Multiple Networks Detected** callout.

     OR
   - Tapping 📲 > **Configure Wi-Fi**.

2. Tap **Add New...** from the wireless networks field.
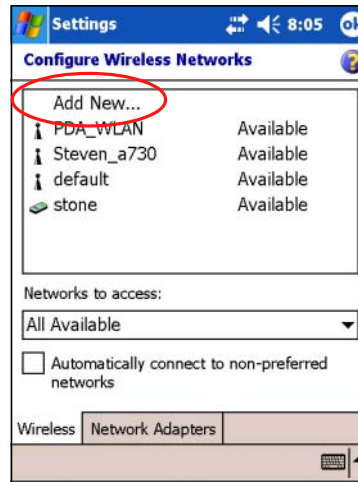
3. Use the input panel to key-in the **Network name**.

4. Select **The Internet** or **Work** network you wish to connect to through the wireless network.

5. If you want to connect to another wireless device (Ad-hoc mode), check the option **This is a device-to-device (ad-hoc) connection**.
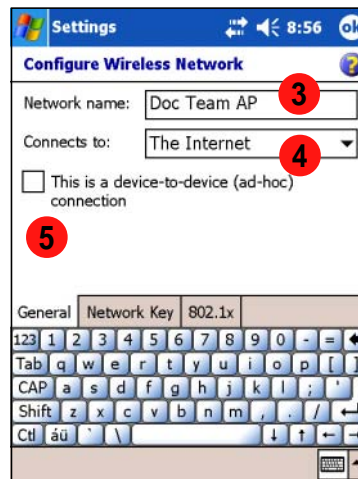
   Otherwise, tap the **Network Key** tab to configure the wireless LAN network security settings.

6. In the **Network Key** tab, select the **Authentication** and **Data Encryption** settings of the wireless LAN you want to add.

   NOTE   Inquire the network security settings with the network administrator.

7. Tap the **802.1x** tab to configure other network security settings.

   Otherwise, tap **OK** to add the wireless network.

8. The created wireless network is displayed in the list of wireless networks.

   Tap the wireless network to connect.
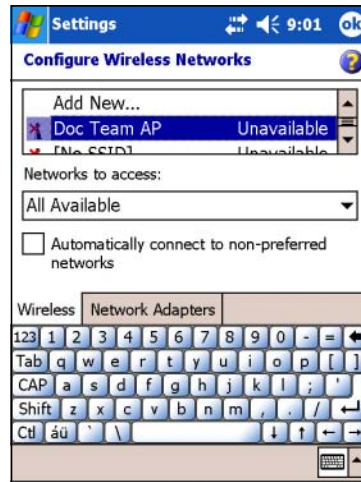
Network association

To associate with one of the detected wireless networks:

1. Tap and hold on a wireless network, then tap **Connect** from the pop-up menu.

   NOTE   Another way to connect to a wireless network is to tap the network entry **twice**.

   ---

2. If the wireless network that you selected is on the profile, the device tries to connect to the wireless network automatically without asking for additional information. Otherwise, key-in the required network information.

3. After you have entered the required network information, tap **OK**. The wireless network is then added to the profile, and your device will try to connect to it.

Wi-Fi information

You can view the Wi-Fi information by tapping [icon], and selecting **Wi-Fi Information** from the menu.

NOTE	You can view the Wi-Fi information even when the device is disconnected from a wireless network.

Wi-Fi Status

This tab displays the current state and link information of your Wi-Fi device, and allows you to re-scan the available wireless networks when necessary by tapping the **Rescan** button.

The **Rescan** button allows you to search for all available access points and wireless devices (ad-hoc networks) in your location.

If your signal strength is poor, you can use re-scanning to push the radio off a weak AP and search for a better link with another AP. The re-scanning process may take several seconds.

See the next page for a description of each Wi-Fi information displayed in the Wi-Fi Status tab.
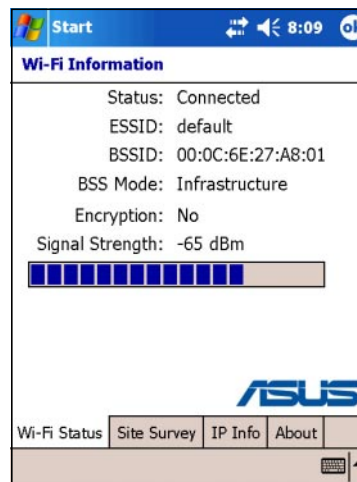
Status

This field shows the Wi-Fi connection status.

• **Connected** - the station is associated with one wireless LAN device. This status also indicates the MAC address of the device.

• **Disconnected** - a previous link existed but no beacon was received. The connection to the adapter is terminated.

ESSID

This field shows the Extended Service Set Indenfier (ESSID) to which the wireless device is connected. The text on this field is usually an unreadable alphanumeric string.

BSSID

This field shows the Basic Service Set ID (BSSID) to which the wireless device is connected. In ESS mode, this is the MAC address of the access point to which your device is connected.

BSS Mode

This field tells you whether the device is connected to an access point (Infrastructure mode) or to another wireless device (Ad-hoc mode).

Encryption

This field tells you whether or not the wireless network uses data encryption.

Signal Strength

This field shows the signal strength level between the Wi-Fi device and the access point (or another wireless device) to which it is currently connected.

Site Survey

This tab allows you to search for available wireless networks within your location. Tap the **Search** button to scan all available wireless networks and display the results on the screen.

Each wireless network is preceded by an icon for easy identification. The network channel, RSSI, and BSSID are also displayed in columns. Refer to the table of icon indications and column descriptions below.
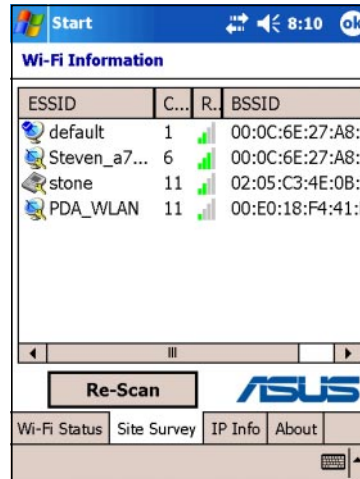
Table of icon indications

Icon	Indicates that the wireless network is
	an Access Point with disabled Wired Equivalent Privacy (WEP) encryption
	an Access Point with enabled WEP encryption
	an Access Point with disabled WEP encryption and MyPal is currently connected to this network
	an Access Point with enabled WEP encryption and MyPal is currently connected to this network
	a wireless device with disabled WEP encryption
	a wireless device with enabled WEP encryption
	a wireless device with disabled WEP encryption and MyPal is currently connected to this network
	a wireless device with enabled WEP encryption and MyPal is currently connected to this network

ESSID

This column shows the Extended Service Set Indenfier (ESSID) of the wireless network found in the search.

CH

This column shows the channel used by the wireless device.

RSSI

This column shows the Received Signal Strength Indication (RSSI) transmitted by each wireless network. This information is helpful in determining which network you wish to associate your device. This signal is normally represented by a **dBm value**.

Icon	Link Quality
▮▮▮▮	Excellent
▮▮▮	Good
▮▮	Fair
▮	Poor

BSSID

This column shows the Media Access Control (MAC) address of the access point, or the Basic Service Set ID (BSSID) in an ad-hoc mode.

IP Info

When connected to a wireless network, the **Wi-Fi Information** window opens the **IP Info** tab that displays the device Internet Protocol (IP) information including the host name, domain, DNS server, IP address, etc.

This tab also allows you to renew the IP address when the wireless network uses the Dynamic Host Configuration Protocol (DHCP).

Pressing the **Renew** button forces the device to refresh its server-assigned IP address. The process may take several seconds while the system updates the IP information.
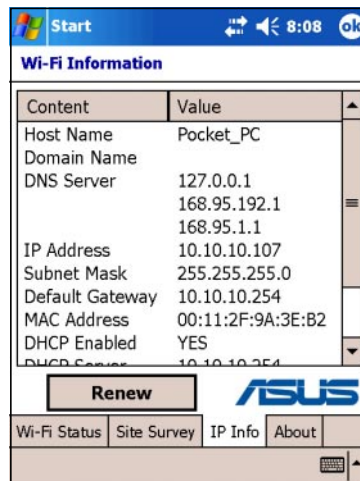
About

This page displays the Wi-Fi utility and driver version information of your Wi-Fi device.

For updated product information, technical support, and downloads, visit the ASUS web site at **http://www.asus.com**.

Appendix

Notices

Federal Communications Commission Statement

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

1) This device may not cause harmful interference, and

2) This device must accept any interference received, including interference that may cause undesired operation.

This device and its antenna must not be co-located or operating in conjunction with any other antenna or transmitter.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with manufacturer's instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

• Reorient or relocate the receiving antenna.

• Increase the separation between the equipment and receiver.

• Connect the equipment to an outlet on a circuit different from that to which the receiver is connected.

• Consult the dealer or an experienced radio/TV technician for help.

WARNING! The use of shielded cables for connection of the monitor to the graphics card is required to assure compliance with FCC regulations. Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

Canadian Department of Communications Statement

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus set out in the Radio Interference Regulations of the Canadian Department of Communications.

This class B digital apparatus complies with Canadian ICES-003.

UL Safety Notices

Required for UL 1459 covering telecommunications (telephone) equipment intended to be electrically connected to a telecommunication network that has an operating voltage to ground that does not exceed 200V peak, 300V peak-to-peak, and 105V rms, and installed or used in accordance with the National Electrical Code (NFPA 70).

When using the Pocket PC, basic safety precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons, including the following:

- **Do not use** the Pocket PC near water, for example, near a bath tub, wash bowl, kitchen sink or laundry tub, in a wet basement or near a swimming pool.
- **Do not use** the Pocket PC during an electrical storm. There may be a remote risk of electric shock from lightning.
- **Do not use** the Pocket PC in the vicinity of a gas leak.

Required for UL 1642 covering primary (non-rechargeable) and secondary (rechargeable) lithium batteries for use as power sources in products. These batteries contain metallic lithium, or a lithium alloy, or a lithium ion, and may consist of a single electrochemical cell or two or more cells connected in series, parallel, or both, that convert chemical energy into electrical energy by an irreversible or reversible chemical reaction.

- **Do not** dispose the Pocket PC battery pack in a fire, as they may explode. Check with local codes for possible special disposal instructions to reduce the risk of injury to persons due to fire or explosion.
- **Do not** use power adapters or batteries from other devices to reduce the risk of injury to persons due to fire or explosion. Use only UL certified power adapters or batteries supplied by the manufacturer or authorized retailers.

Replaceable batteries

If an equipment is provided with a replaceable battery and if replacement by an incorrect type could result in an explosion (e.g. with some lithium batteries), the following applies:

- if the battery is placed in an OPERATOR ACCESS AREA, there shall be a marking close to the battery or a statement in both the operating and the servicing instructions;
- if the battery is placed elsewhere in the equipmen, there shall be a marking close to the battery or a statement in the servicing instructions.

The marking or statement shall include the following or similar text:

**CAUTION
RISK OF EXPLOSION IF BATTERY IS REPLACED
BY AN INCORRECT TYPE.
DISPOSE OF USED BATTERIES ACCORDING
THE INSTRUCTIONS**

Compliance is checked by inspection.

Operator access with a tool

If a TOOL is necessary to gain access to an OPERATOR ACCESS AREA, either all other compartments within that area containing a hazard shall be inaccessible to the OPERATOR by the use of the same TOOL, or such compartments shall be marked to discourage OPERATOR access.

An acceptable marking for an electric shock hazard is (ISO 3864, No. 5036)

Equipment for restricted access locations

For equipment intended only for installation in a RESTRICTED ACCESS LOCATION, the instalation instructions shall contain a statement to this effect.