**Franklin**®

DMQ-2100

*Collins Speaking Reference Library*

**User's Guide**
www.franklin.com

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Please read the following safety warnings and precautions before using your device. **Note:** If this device is to be used by young children, this User's Guide should be read to them by an adult and their use of the device should be monitored. Failure to do so may cause injury.

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## 1. Getting Started

### 1.1 Installing the Batteries

Your device is powered by 2 AAA batteries (included).

1. **Turn the unit off and turn it over.**
2. **Open the battery cover on the back of the unit by pushing in the direction of the arrow.**
3. **Install the batteries following the +/– markings in the battery compartment.**
   **Important:** Be sure that the batteries are installed correctly. Wrong polarity may damage the unit.
4. **Replace the battery cover.**

**Note:** Replace the batteries when you see an alert on the screen.

**Warning!** If the batteries wear out completely, or if you take more than a few seconds while changing the batteries, any user entered information may be erased. You should always keep written copies of your important information.

### Battery Precautions

- Non-rechargeable batteries are not to be recharged. Never recharge batteries that come with the device.
- Rechargeable batteries are to be removed from the device before being charged.
- Rechargeable batteries are only to be charged under adult supervision.
- Do not mix alkaline, standard (carbon-zinc), or rechargeable (nickle-cadmium) batteries.
- Different types of batteries or new and used batteries are not to be mixed.
- The supply terminals are not to be short-circuited.
- Do not expose batteries to direct heat or try to take batteries apart. Follow the battery manufacturer's instructions for battery use.
- Always remove a weak or dead battery from the device.
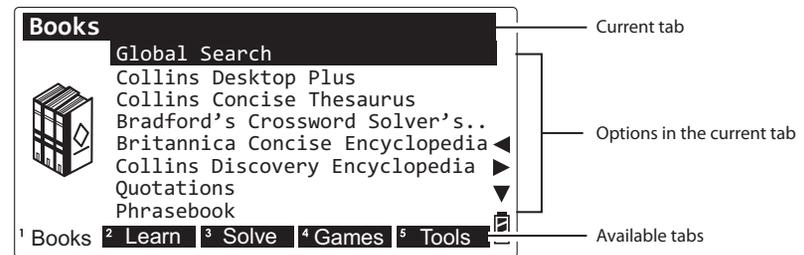- To avoid damage caused by leakage of the battery fluid, replace the battery or batteries once every two years regardless of how much the device has been used during that time.
- Should a battery leak, the device may become damaged. Clean the battery compartment immediately, avoiding contact with your skin.
- Keep batteries out of reach of small children. If swallowed, seek medical help immediately.

## 1.2 Switching On and Off

Press ⏻ to switch the device on or off.
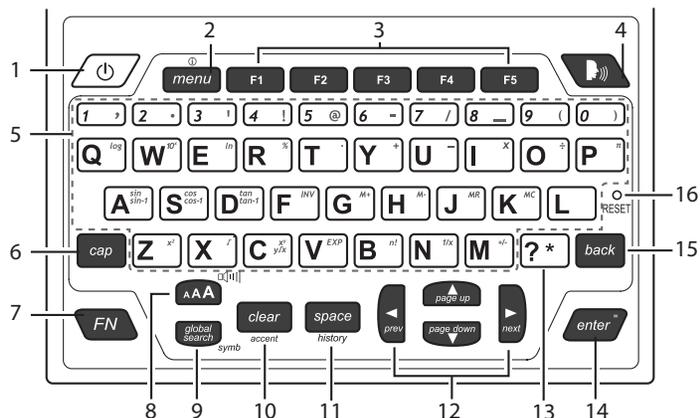
## 1.3 Using the Main Menu

Press **menu** to access the main menu at any screen to quickly take you to different books and exercises in your device. The main menu contains five tabs: *Books*, *Learn*, *Solve*, *Games* and *Tools*. Use ◄ / ► to move to another tab. Use ▲ / ▼ to select the option you want and press **enter**. You can also go directly to a tab by pressing the tab's respective Soft Key.

| | |
|---|---|
| **Books** | ← Current tab |
| Global Search | |
| Collins Desktop Plus | |
| Collins Concise Thesaurus | |
| Bradford's Crossword Solver's.. | |
| Britannica Concise Encyclopedia ◄ | ← Options in the current tab |
| Collins Discovery Encyclopedia ► | |
| Quotations ▼ | |
| Phrasebook | |
| ¹ Books  ² Learn  ³ Solve  ⁴ Games  ⁵ Tools | ← Available tabs |

## 1.4 Browsing in the Device

| | |
|---|---|
| Scroll up or down one line at a time | Press ▲ / ▼ |
| Scroll up or down one screen at a time | Press **FN** + ▲ / ▼ |
| Jump to the top or bottom of a list or entry | Press **cap** + ▲ / ▼ |
| Go to the main menu at any screen | Press **menu** |
| Cancel the current operation and revert back to the last working prompt, screen or menu | Press **back** |

1. Turns on or off.
2. Goes to the main menu.
3. Soft Keys - Press **F1** - **F5** that corresponds to the function label at the bottom of the screen.
4. Speaks a word or phrase (if pronunciation is available).
5. Input letters, numbers and symbols.
6. Shift to type capital letters.
7. Performs additional functions in combination with other keys.
8. Changes the size of screen type.
9. Goes to Global Search.
10. Clears all entries or cancels the current operation and reverts back to the last working prompt, screen or menu.
11. Types a space.
12. Direction keys - Moves up (▲), down (▼), left (◄) or right (►). The arrows on the right of the screen show which Direction keys you can press to move around menus or view more text.
13. At a word entry screen, types a "?" to stand for an unknown letter in a word.
14. Enters a word, selects an item, submits a response or begins selection mode in an entry.

15. Backs up, erases a letter, or turns off selection mode in an entry.
16. Reset key

## Combination Keys
More functions are available by combining keys. **Key 1** + **Key 2** means hold **Key 1** while also pressing **Key 2**.

**FN** + ▲ / ▼: Scrolls up or down one screen at a time.

**FN** + ◄ / ►: Goes to the previous or next entry.

**cap** + ▲ / ▼: Jumps to top or bottom of entries.

**FN** + **0-9**: Types the special characters shown on the number keys.

**cap** + **? \***: At a word entry screen, types an asterisk (*) to stand for any series of unknown letters or characters in a word.

**FN** + **menu**: Displays help instructions.

**FN** + **AAA**: Shows the volume control menu.

**FN** + **global search**: Shows the symbol menu for typing a symbol.

**FN** + **clear**: Selects accents for characters.

**FN** + **space**: Shows the search history.

## 2.1 Searching with the Dictionaries

The table shows the possible ways for searching with each dictionary in the Books menu. For further details, refer to the sections in this user's guide indicated in the table.

| | Search Methods | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Global | Word | Example | Idiom | Definition | Synonym | Inflected form | Uncertain spelling |
| Collins Desktop Plus | 3.1 | 3.2 | 3.2 | 3.2 | 3.2 | – | 3.5 | 3.4 |
| Collins Concise Thesaurus | | | | | – | 3.2 | | |
| Bradford's Crossword Solver | | | | | | | | |
| Britannica Concise Encyclopedia | | | – | – | 3.2 | – | – | |
| Collins Discovery Encyclopedia | | | | | | | 3.5 | |
| Quotations (Collins A-Z Thesaurus, unabridged) | Search by keywords or authors (3.2) | | | | | | – | |

**Other dictionary features:**
- Spelling Corrections > **3.3**
- Looking up inflections or conjugations > **3.5**
- Looking up words in a dictionary entry > **3.8**
- Looking up translations in French, German, Italian and Spanish > **3.10**
- Finding translations of useful phrases > **3.9**
- Search history > **4.7**

## 2.2 Basic Features
- Adjusting sound levels > **8.3**
- Using earphones > **8.1**
- Changing sizes of the screen type > **8.4**
- Changing settings such as time and auto shutoff > **7.1**

## 2.3 Other Useful Features
- Saving new words for further study or review > **4.1**
- Creating your own dictionary > **4.2**
- Making references to the grammar guides > **4.4**
- Improving your writing skills > **4.5**
- Using Anagram Solver, Crossword Solver and Word Builder > **5**
- Using metric converter > **7.6**
- Connecting your device to a PC for data backup or file transfer > **9**

# 3. BOOKS menu

## 3.1 Using Global Search

Global Search allows searching for all words and phrases saved in the dictionaries. You can use multiple words for searching.

1. **In the *Books* menu, press ▲ / ▼ to select *Global Search* and then press enter.**
- Or, press global search.
2. **Type a word.**
- See *3.6 Hints on Inputting Words*.
- With each letter you type, the resulting list of potential matching entries is refreshed. If the letters you typed match an entry in the word list, it is automatically highlighted. Or, press ▲ / ▼ to select another word entry you see in the word list.
- The source* of each entry is indicated in the word list.

   *BC = Bradford's Crossword Solver; BE = Britannica Concise Encyclopedia; CD = Collins Desktop Plus; CE = Collins Discovery Encyclopedia; CT = Collins Concise Thesaurus; CQ = Quotations (Collins A-Z Thesaurus, unabridged); PB = Phrasebook; TR = 5 Language Translator

- Press **PREV.ON** to preview the entries while you are browsing the word list. Press **PREVOFF** to cancel this function.
3. **Press enter to go to the dictionary containing the selected entry.**
- See *3.2 Using the dictionaries.*
4. **Press clear to start a new search.**

### Refining Your Search

Use the following soft keys:
- **DEF**: Goes to definition search.
- **EXAMPLE**: Goes to usage example search.
- **IDIOM**: Goes to idiom search.

## 3.2 Using the Dictionaries

The following instructions apply to the following dictionaries in the *Books* menu.
- Collins Desktop Plus
- Collins Concise Thesaurus
- Bradford's Crossword Solver
- Britannica Concise Encyclopedia
- Collins Discovery Encyclopedia
- Quotations

**Note:** The functions described below may not be available to all dictionaries or at all times.

1. **In the *Books* menu, press ▲ / ▼ to select a dictionary and then press enter.**
2. **Type a word.**
- See *3.6 Hints on Inputting Words*.

- To refine your search, press ▲ / ▼ to select *Word*, *Idiom*, *Example* or *Definition* (if available) before you start to type. In the Thesaurus, you select *Synonym* instead of *Definition*. In the dictionary for quotations, you select between *Keywords* and *Authors*.
- With each letter you type, the resulting list of potential matching entries is refreshed. If the letters you typed match an entry in the word list, it is automatically highlighted. Or, press ▲ / ▼ to select another word entry you see in the word list.
- Press **PREV.ON** to preview the entries while you are browsing the word list. Press **PREVOFF** to cancel this function.
3. **Press enter.**
- If there are multiple forms within an entry, press ▲ / ▼ to select the one you want and then press enter.
- See *1.4 Browsing in the Device*.
- Press FN + ◀ / ▶ to go to the previous or next entry in a dictionary or in a list of multiple search results.
- Press 🔊 to hear the headword pronounced (if pronunciation is available).
4. **Press clear to start a new search.**

## 3.3 Misspelling Words

If the letters you type do not find a match in the list, your word is misspelled or not in the dictionaries, a list of possible spelling corrections is displayed. Press ▲ / ▼ to select the entry you want and then press enter.

## 3.4 Uncertain Spellings

If you are uncertain about how to spell a word, type the portion of the word you do know, and type a question mark (?) in place of each unknown letter. Type an asterisk (*) to stand for any missing portion of a word, including prefixes, suffixes, spaces, symbols, or any number of letters.

## 3.5 Inflections/Conjugations

### Inflected Form Searching

The device is equipped with a smart system to retrieve results from an inflected word. For example, when you type "ate", the device will retrieve results from the word "eat". For a word with multiple parts of speech (e.g. the word "record" is both a noun and a verb), both definitions will show.

### Looking Up Inflections

When inflections are available to a word, the function label **CONJ** appears. Press **CONJ** to view the inflections. Some words may have multiple parts of speech, press ▲ / ▼ to select the one you want and then press eingabe to view the inflections.

For verbs, press **CONJ** or FN + ◀ / ▶ to view more conjugations.

## 3.6 Hints on Inputting Words

The following instructions apply to all entry screens where word input is allowed. **Note:** Some entry screens may allow only certain types of character inputs.

- Hold cap and press a letter key to type a capital letter.
- To type accents, type a letter (e.g., e) and then press FN + clear until the accent you want appears (e.g., é).
- To type a number, press a number key.
- To type a special character shown on a number key, hold FN and then press a number key.
- To type other symbols, press FN + global search. Use the direction keys to select the symbol you want from the pop-up menu and then press enter.
- Press back to delete the letter to the left of the cursor.
- To amend a word, press ◀ / ▶ to move the cursor to the desired position, press back to delete or a letter key to add a letter to the left of the cursor in a word.

## 3.7 Using the Soft Keys

Soft key functions are represented by the labels displayed along the bottom of the screen. These labels change to reflect the various functions available in different features of the device. Press F1 - F5 that corresponds to the label.

**CLOSE**: Closes the current screen.

**CONF:** Views the confusables (such as homonyms, homophones and spelling variants) related to the current word entry.

**CONJ:** Shows inflections/conjugations. See *3.5 Inflections/Conjugations.*

**DEF:** Goes to definition search.

**DICT:** Goes to word search or the dictionary containing the current entry.

**EXAMPLE:** Goes to example search or views usage examples in an entry. When usage

examples are available in an entry, the icon EX appears. Press this soft key to highlight EX and then press enter to view the example. If there are multiple EX icons in an entry, press ▲ / ▼ to select the one you want and then press enter.

**GLOBAL:** Goes to Global Search.

**IDIOM:** Goes to idiom search.

**LIST:** Goes to My Word List or adds the current entry to My Word List. See *4.1 My Word List* for details.

**NEXT:** Goes to the next entry.

**PIC:** Views picture or diagram in an entry.

**PREV:** Goes to the previous entry.

**PREVOFF:** Cancels the preview function.

**PREV.ON:** Previews the current entry.

**RANGE:** Refines searches by multiple words. Press ▲ / ▼ to select an option from the pop-up menu and then press enter.

*All* = Look for entries with the search words, whenever they appear.

*Items following specified order* = Look for entries with the search words, in the order as you type.

*Input words are in successions* = Look for entries with the search words, in the word successions as you type.

**THES:** Goes to the thesaurus.

## 3.8 Highlighting Words

Another way to look up words in the dictionaries is by highlighting them in an entry. **Note:** this feature may not be available on all screens.

1. **At a text screen supporting word selection, press enter.**
- If the first word on the screen is highlighted, this feature is supported.
2. **Press ▲, ▼, ◀ or ▶ to select an available word you want to learn and press enter to look up the word in your current dictionary.**
- Alternatively, press FN + enter to look up the word in all dictionaries. If the selected word has entries in multiple dictionaries, a pop-up window will show. Press ▲ / ▼ to select the dictionary you want and press enter.
3. **When done, press back to return to the original entry or dictionary.**
4. **Press back to turn off the highlight.**

## 3.9 Phrasebook

1. In the *Books* menu, press ▲ / ▼ to select *Phrasebook* and then press **enter**.
2. Press ▲ / ▼ to select a category and then press **enter**.
• If you want to show the categories in another language, press **SOURCE** to select the language you want.
3. Press ▲ / ▼ to select a phrase you want to translate and press **enter**.
4. Press **TARGET** to change the language for the translated phrases.
5. Press 🔊 to hear the first phrase listed on the screen. Press [🔊 2nd] to hear the second (translated) phrase.
• Press **PREV** or **NEXT** to view the previous or next phrase in the current category.
6. Press **back** to return to the list of phrases.

### Searching for a Phrase

Press **SEARCH** and type a keyword to match phrase(s) with the keyword. If your search returns no matches, try other forms of the word, including the root word, if you have typed the inflected form. Accents must be typed to deliver matches.

## 3.10 5 Language Translator

1. In the *Books* menu, press ▲ / ▼ to select *5 Language Translator* and then press **enter**.
2. Press **SOURCE** to change the search language.
3. Press **TARGET** to change the language for the translation.
• If necessary, press **TOGGLE** to switch the source and target languages.
4. Type a word.
• See *3.6 Hints on Inputting Words*.
• With each letter you type, the resulting list of potential matching entries is refreshed. If the letters you typed match an entry in the word list, it is automatically highlighted. Or, press ▲ / ▼ to select another word entry you see in the word list.
5. Press **enter**.
• If there are multiple forms within an entry, press ▲ / ▼ to select the one you want and then press **enter**.
6. Press **clear** to start a new search.

# 4. LEARN menu

## 4.1 My Vocabulary List

As you explore new words, save them in the *My Vocabulary List* for further study or review. You can save up to 100 words in the list.

### Adding Words Directly

1. In the *Learn* menu, press ▲ / ▼ to select *My Vocabulary List* and press **enter**.
2. Press **ADD**. Type a word and then press **FIND** or **enter**.
• If the word to be added can be found in more than one dictionary, the dictionary from which the word was saved is indicated in the list by an abbreviation*. Press ▲ / ▼ to select the one you want.

*BC = Bradford's Crossword Solver; BE = Britannica Concise Encyclopedia; CD = Collins Desktop Plus; CE = Collins Discovery Encyclopedia; CT = Collins Concise Thesaurus; CQ = Quotations (Collins A-Z Thesaurus, unabridged); PB = Phrasebook; TR = 5 Language Translator

3. Press **SAVE** or **enter** to add the word to the list.

### Adding Words from a Dictionary

1. In a dictionary, type a word you want to look up and add to the word list.
2. Press **LIST**.
• *Add "word" to word list?*, *Go to My Word List*, and *Cancel* appear in a menu.
3. Press ▲ / ▼ to make a selection, and press **enter**.
• You can also press **enter** to view the dictionary entry and then press **LIST** to see your options.

### Viewing My Vocabulary List

1. In *My Vocabulary List*, press ▲ / ▼ to select an entry.
• You can also type in the "Find:" field to look for a word in My Vocabulary List.
2. Press **enter** to view the entry.
3. Press **back** to return to the list.

### Editing My Vocabulary List

Use the following soft keys:
• **DELETE**: Deletes the selected word from the list.
• **DEL ALL**: Erases the entire word list.

## 4.2 Personal Dictionaries

Use the Personal Dictionary feature to create your own dictionaries on the device. You can

copy them to your PC for further editing.

### Creating Dictionaries on the Device

1. In the *Learn* menu, press ▲ / ▼ to select *Personal Dictionary* and then press **enter**.
2. Press **NEW** to create a new personal dictionary.
3. Type a name for the dictionary and then press **enter**.
4. Input a word and its definition in the appropriate field and then press **SAVE**.
• See *3.6 Hints on Inputting Words*.
• Press ▼ or **enter** to advance to the next field.
• To quit without saving, press **CLOSE**.
5. Press **ADD** to add more words to the dictionary.
• Repeat steps 4-5 to add more words to the dictionary.

### Editing Personal Dictionaries on Your PC

1. Connect the device to your PC.
• See *9.1 Connecting to a PC*.
2. Double-click "PersonalDict" to open that folder.
3. In the folder, double-click to open a personal dictionary file (.txt) with a text editor.
4. Edit or add new words.
• Each new word must start on a new line. Separate the headword and its definition with a tab. Press "Enter" after entering the definition, including the last line.
5. Save the file and disconnect the device from your PC.

### Viewing Personal Dictionaries

1. In *Personal Dictionary,* press ▲ / ▼ in the dictionary you want and then press **enter**.
2. Press ▲ / ▼ to select the entry you want to view and press **enter**.
• You can also type in the "Find:" field to look for a word.

### Editing Personal Dictionaries

Use the following soft keys.
• **DELETE**: Deletes a dictionary or word entry.
• **DEL ALL**: Erases all dictionaries or word entries.

• **EDIT**: Edits a word entry.
• **RENAME**: Renames a dictionary.

## 4.4 Grammar Guides

1. In the *Learn* menu, press ▲ / ▼ to select *Grammar Guides* and then press **enter**.
2. Press ▲ / ▼ to select the topic you want to study and then press **enter**.
• When sub-topics are available, repeat the step above for further selections.
• See *1.4 Browsing in the Device*.
3. Press **FN** + ◄ / ► to view the previous or next topic.
4. Press **back** to go to the list of topics or **MAIN** to go to main menu of grammar guides.

### Quizzes

Many sections in the grammar guide include a quiz. Press **QUIZ** to go to the quiz. If a topic contains multiple quizzes, you will see more than one **QUIZ** soft key. After the quiz, press **CLOSE** to return to the topic you were reading.

## 4.5 Using Additional References

Your device contains additional references on writing. They include:
• Good Writing Guide
• Language in Action
• Rhetorically Speaking
• Word Power
• Write on Target

1. In the *Learn* menu, press ▲ / ▼ to select one of the additional references and then press **enter**.
2. Press ▲ / ▼ to select the topic you want to study and then press **enter**.
• When sub-topics are available, repeat the step above for further selections.
• See *1.4 Browsing in the Device*.
3. Press **PREV** or **NEXT** to view the previous or next topic.
4. Press **back** to go to the list of topics or **MAIN** to go to main menu of the current reference.

## 4.6 Finding Idioms, Usage Examples and Definitions

Your device can locate idioms, usage examples and definitions. You can use multiple words for searching.

1. In the *Learn* menu, press ▲ / ▼ to

select *Usage Examples*, *Idiom Search* or *Definition Search* and then press `enter`.
2. **Type a word.**
- With each letter you type, the resulting list of potential matching entries is refreshed. If the letters you typed match an entry in the word list, it is automatically highlighted. Or, press ▲ / ▼ to select another word entry you see in the word list.
- Press **RANGE** to select a multiple word search option.
  *All* = Look for entries with the search words, whenever they appear.
  *Items following specified order* = Look for entries with the search words, in the order as you type.
  *Input words are in successions* = Look for entries with the search words, in the word successions as you type.
3. **Press `enter`.**
- If there are multiple results within an entry, press ▲ / ▼ to select the one you want and then press `enter`.
4. **Press DICT to go to the dictionary containing the current entry.**
- Press `back` to return from the dictionary.
5. **Press `clear` to start a new search.**

## 4.7 Search History

The device stores the most recently browsed entries in the dictionaries.
1. **In the *Learn* menu, press ▲ / ▼ to select *History* and then press `enter`.**
- As a shortcut, press `FN` + `space`.
2. **Press ▲ / ▼ to select an entry and then press `enter`.**

### Editing History

Use the following soft keys.
- **DELETE:** Deletes the selected entry.
- **CLEAR:** Clears the entire history.

## 5. SOLVE menu

Your device contains three solvers to help you find words.

## 5.1 Anagram Solver

Anagram Solver builds words using all letters you enter.
1. **In the *Solve* menu, press ▲ / ▼ to select *Anagram Solver* and then press `enter`.**
2. **Type a group of letters (e.g., ptosrte)**

and then press BUILD or `enter`.
- The list of anagrams that match the entered group of letters is displayed.
- Press **GLOBAL** to look for the letters in Global Search.
3. **Use the direction keys to scroll through the list of results, if necessary.**
- Press **DEF** to look up the definition of an anagram. Press `back` to return to the solver.
4. **Press NEW to start a new search.**

## 5.2 Crossword Solver

Use Crossword Solver to find words where you only know some of the letters.
1. **In the *Solve* menu, press ▲ / ▼ to select *Crossword Solver* and then press `enter`.**
2. **Type a pattern of letters (e.g., con?e??) and then press `enter`.**
- "?" replaces a single letter in a word.
- The list of words that match the entered pattern is displayed.
3. **Press ▲ / ▼ to select the word you want from the list and then press `enter`.**
- Press `back` to return to the solver.
4. **Press CLEAR to start a new search.**

## 5.3 Word Builder

Word Builder generates a list of words that can be made from any number of the letters you enter.
1. **In the *Solve* menu, press ▲ / ▼ to select *Word Builder* and then press `enter`.**
2. **Type a group of letters (e.g., ptyssti) and then press BUILD or `enter`.**
- A list of words that can be spelt using any number of the entered letters is displayed.
- Press **GLOBAL** to look for the letters in Global Search.
3. **Use the direction keys to scroll through the list of results, if necessary.**
- Press **DEF** to look up the definition of an anagram. Press `back` to return to the builder.
4. **Press NEW to start a new search.**

## 6. GAMES menu

## 6.1 Playing the Games

### Changing Game Settings

1. **In the *Games* menu, press ▲ / ▼ to select *Game Settings* and then press `enter`.**

2. **Press ▲ / ▼ to select one of the settings. Press ▶ to show the options in a setting. Press ▲ / ▼ to select one of the options and then press `enter`.**
- *Skill level* determines the level of difficulty.
3. **Press `back` when done.**

## 6.2 Selecting a Game

In the *Games* menu, press ▲ / ▼ to select the game of your choice and press `enter`.

## 6.3 Game Instructions

After a game is selected, press `FN` + `menu` to learn the game instructions.

## 7. TOOLS menu

## 7.1 Changing the Settings

1. **In the *Tools* menu, press ▲ / ▼ to select *Settings* and then press `enter`.**
2. **Press ▲ / ▼ to select one of the following settings:**
- *Shutoff* determines how long your device stays on if no key is pressed.
- *Contrast* determines how dark or light the screen is.
- *Type size* determines the size of screen type.
- *Learn a Word* determines whether or not you would like to be greeted with a word selected from the dictionaries every time you turn on the device.
- *Time setup* allows you to set the clock.
3. **Press ◀ / ▶ to select an option (except for Time Setup).**
4. **Press CLOSE when done.**

### Setting the Time and Date

1. **Press ▶ when *Time setup* is selected in the screen for settings.**
2. **Press ▲ / ▼ to select the setting you want.**
- When *Date* or *Time* is selected, press ▶, then press ◀ / ▶ to move between fields in the pop-up window. Press ▲ / ▼ to adjust the values. Press `enter` when done.
- When *Date Format* or *Time Format* is selected, press ◀ / ▶ to select the desired date or time display style.
- When *Home City* or *World City* is selected, press ▶, then press ▲ / ▼ to select a city and press `enter`. You can also press a letter to go directly to that part of the list.

- When *Home City DST* or *World City DST* is selected, press ◀ / ▶ to turn Daylight Saving Time on or off.
3. **Press `back` when done.**

## 7.2 Using the Clock

1. **In the *Tools* menu, press ▲ / ▼ to select *Clock* and then press `enter`.**
- The clock displays both home and world times.

### Setting Date and Time

1. **In the clock, press SETUP.**
2. **Press ◀ / ▶ to move between fields and ▲ / ▼ to adjust values.**
3. **Press 12HR or 24HR to select the time format.**
4. **Press SAVE when done.**

### Setting Cities

1. **In the clock, press CITY.**
2. **Press ◀ / ▶ to move between home or world city.**
3. **Press `enter` and then press ▲ / ▼ to select a city from the pop-up window and then press `enter`.**
- You can also press a letter to go directly to that part of the list.
4. **Press DST ON or DST OFF to activate or deactivate the Daylight Saving Time.**
5. **Press SAVE when done.**

## 7.3 Using the Currency Converter

1. **In the *Tools* menu, press ▲ / ▼ to select *Currency Converter* and then press `enter`.**
2. **Press ▲ / ▼ to select a currency.**
3. **Enter the numbers for conversion.**
- Press **T** for a decimal. As you type the numbers, the equivalent value in other currencies shows automatically.
4. **Press `clear` or NEW to start a new conversion. Press CLOSE to exit.**

### Adjusting Exchange Rates

1. **Press SETUP in the currency converter.**
2. **Press ▲ / ▼ to select an exchange rate you want to change.**
3. **Press `clear` to clear the selected rate.**
4. **Enter a new exchange rate.**
5. **Press SAVE.**
- To quit without saving, press **CLOSE**.
- Press **DEFAULT** to reset all rates to default values.

## 7.4 Using Phone Book

### Adding Entries

You can save up to 100 entries in the phone book.

1. In the *Tools* menu, press ▲ / ▼ to select *Phone Book* and then press **enter**.
2. Press NEW.
3. Enter the appropriate information in the available fields.
- See *3.6 Hints on Inputting Words*.
- Press ▼ or **enter** to advance to the next field.
4. When done, press SAVE.
- To quit without saving, press **CLOSE**.

### Viewing and Editing

- In *Phone Book*, press ▲ / ▼ to select the entry you want to view and press **enter**. You can also type a keyword to look for an entry.
- Use the following soft keys to edit the entries:
  **DELETE**: Deletes a selected entry.
  **DEL ALL**: Erases all entries.
  **EDIT**: Edits a selected entry.

### Using a Password

Use a password to prevent unauthorized access. Always write the password in a safe, separate location. To protect your information, please make regular copies of your data on your PC. See *9.4 Backing Up Your Data*.

1. In *Phone Book*, press PASSWD.
2. At the prompt, type a password of up to eight characters and press **enter**.
3. Re-enter the same password and press CONFIRM or **enter**.
- Your password is now set.
- To change the password, repeat steps 2-3.
- To disable the password, delete the existing password at both password prompts.

## 7.5 Using the Calculator

- In the *Tools* menu, press ▲ / ▼ to select *Calculator* and then press **enter**.
- To type a number, use the number keys.
- To perform maths functions (e.g. +, −, x, ÷, sin, cos, tan, %, EXP, log) use the keys with mathematical signs printed on the top right corner.

- To erase the last typed number, press **back**. To perform an operation, press **enter**. To clear only the last operation, press **CE**. To clear all operations, press **AC** or **clear**.

## 7.6 Using the Metric Converter

1. In the *Tools* menu, press ▲ / ▼ to select *Metric Converter* and then press **enter**.
2. Press ▲ / ▼ to select a conversion category and then press **enter**.
3. In the selected category, press ▲ / ▼ to select a measurement unit.
4. Enter the numbers for conversion.
- Press **T** for a decimal. As you type the numbers, the equivalent value in other units shows automatically.
5. Press **clear** or NEW to start a new conversion. Press CLOSE to exit.

## 8. General Controls

## 8.1 Headphone Jack

The headphone jack is located on the right of the device for 3.5 mm, 35 ohm impedance stereo headphones. **Caution:** Monophonic headphones will not work with this unit.

## 8.2 USB Port

The USB port is located on the left of the device for a mini-USB 1.1 compatible connection. See *9.1 Connecting to a PC*.

## 8.3 Adjusting Sound Volume

Press **FN** + **AAA** to show the volume control menu. Press ◄ / ► to adjust the volume and then press **back**.

## 8.4 Changing Size of Screen Type

Press **AAA** repeatedly to change the size of the screen type.

## 8.5 Help is Always at Hand

You can view a help message at any screen by pressing **FN** + **menu**. To exit help, press **back**.

## 8.6 Resetting Your Device

If the keyboard fails to respond, or if the screen performs erratically, use a paper clip to gently press the reset button located on your unit to reset your device.



**Warning!** Pressing the reset button with more than light pressure may permanently disable your unit. In addition, resetting the unit erases settings and information you may have entered.

## 9. PC Connections

## 9.1 Connecting to a PC

1. Turn on your device.
2. Connect the wide end of a USB cable (not included) to a USB port on your PC and the smaller end to the USB port on your device.
- You see a "Franklin connects" icon on the screen of your device when it is properly connected to your PC. The keyboard on your device is now disabled.
- The first time you plug your device into your PC, software drivers may install. This happens automatically. When the drivers are installed your PC will let you know that your device is ready to use. A window may also be opened displaying the available folders on your device. If you need to find it, look for a drive labelled "FRANKLIN".

## 9.2 Copying Files to Your Device

Your device is not limited to the books it comes with. You can transfer personal dictionaries. You can also save copies of your data to another location on your PC to backup important information.

Try copying a personal dictionary (.txt file) to your device:

1. Make sure your device is connected to your PC.
   See *9.1 Connecting to a PC*.
2. On your PC, use Windows Explorer to find the drive labelled "FRANKLIN" and double-click it to open it.
3. Double-click "PersonalDict" to open that folder.
4. Navigate on your PC to where you store .txt files.
5. Right-click the .txt file you want to copy to your device and then click "Copy" from the pop-up menu.
6. Right-click in the "PersonalDict" window

and then click "Paste" from the pop-up menu.
7. Close the open folders.
8. Unplug the USB cable from your PC and the device.

## 9.3 About Your Device Folders

When you connect your device to your PC, you can see an assortment of folders for storing various types of data. Remember, "PersonalDict" is always the locations to save any .txt formatted personal dictionaries so they appear on your device. Any other available folders will contain the saved material from My Word List, the Phone book and other features.

## 9.4 Backing Up Your Data

While your device is connected to your PC, copy any or all of the folders and then paste them to a location on your PC where you want to save them.

## 9.5 Restoring Your Data

If you accidentally erase information or it is lost while replacing the batteries, you can restore your data by connecting your device to your PC. Next, find the location on your PC where you saved a backup copy of your information. Copy the information and then paste them in the window containing your device's folders. You can then re-access your previously saved information.

## 10. Additional Information

## 10.1 Specifications

**Model: DMQ-2100** *Collins Speaking Reference Library*
**Batteries:** 2 x AAA (included)
**Size:** 10.2 x 7.6 x 1.9 cm
**Weight:** 140 g
**ISBN:** 978-1-59074-672-1

FC CE C N681

## 10.2 Product Care

Your device is designed to be light, compact, and durable. However, it is an electronic device and must be treated carefully. Putting unnecessary pressure on it or striking the device against other objects can cause damage.

In order to avoid damage to your device, please:

- Keep the lid closed when you are not using it. This will protect the screen from being broken, scratched or marred in any way.
- Do not drop, crush, bend, or apply excessive force to the device.
- Do not expose your device to moisture, extreme or prolonged heat, cold, humidity, or other adverse conditions. Avoid storing it in damp, humid, or wet places. The device is not waterproof.
- Clean the device by spraying a mild glass cleaner onto a cloth and wiping its surface. Do not spray liquids directly on your device.
- Should the device's display glass break, properly dispose of the product avoiding contact with your skin, and then wash your hands immediately.
- Please keep screen protectors and plastic bags away from babies and children to avoid danger of suffocation.

## 10.3 Recycling and Disposal

### Device Disposal

This device should be disposed of through your local electronic product recycling system - do not throw in the rubbish bin.

### Packaging Disposal

Please save this User's Guide and all packing materials, as they contain important information. In case of disposal, please refer to your local recycling system.

### Battery Disposal

Do not dispose of batteries with normal household waste. Please obey your local regulations when disposing of used batteries. Please visit www.franklin.com/eu to contact Franklin or its distributors to get info for battery disposal and/or replacement. However, shipping and handling expenses might apply.

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This unit may change operating modes, lose information stored in memory, or fail to respond due to electrostatic discharge or electrical fast transients. Normal operation of this unit may be re-established by pressing the reset key, by pressing ⏻ , or by removing and replacing the battery.

## 10.4 FCC Notice (U.S.)

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.

**Warning:** Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

**Note:** 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 the 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: 1) Reorient or relocate the receiving antenna. 2) Increase the separation between the equipment and receiver. 3) Connect the equipment into an outlet on a circuit different from that to which the receiver is connected. 4) Consult the dealer or an experienced radio/TV technician for help.

**Note:** This unit was tested with shielded cables on the peripheral devices. Shielded cables must be used with the unit to ensure compliance.

**Note:** The manufacturer is not responsible for any radio or TV interference caused by unauthorized modifications to this equipment. Such modifications could void the user's authority to operate the equipment.

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Franklin Electronic Publishers, Inc.
Attn: Service Department
One Franklin Plaza
Burlington, NJ 08016-4907

If you return a Franklin product, please include your name, address, telephone number, a brief description of the defect and a copy of your sales receipt as proof of your original date of purchase. You must also write the RMA prominently on the package if you return the product; otherwise there may be a lengthy delay in the processing of your return. Franklin strongly recommends using a trackable form of delivery to Franklin for your return.

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This warranty explicitly excludes defects due to misuse, accidental damage, or wear and tear. This warranty does not affect the consumer's statutory rights.

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Notwithstanding the disclaimer of warranties above, this product, excluding batteries and liquid crystal display (LCD), is guaranteed by Franklin to be free of defects in materials or workmanship for a period of one year from the date of purchase. It will be repaired or replaced with an equivalent product (at Franklin's option) free of charge for any defect in workmanship or materials during that time.

Products purchased outside the United States, the European Union and Switzerland that are returned under warranty should be returned to the original vendor with proof of purchase and description of fault. Charges will be made for all repairs unless valid proof of purchase is provided.

This warranty explicitly excludes defects due to misuse, accidental damage, or wear and tear. This warranty does not affect the consumer's statutory rights.