
Ricoh eQuill[®] Tablet

User's Guide

Version 1.0.2, Revision 1

RICOH

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Safety and Compliance Information

Read all instructions and safety information before use to avoid injury.

1.1 - Conventions

In this manual, the following important conventions are used:



Warning

Indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.



Caution

Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

1.2 - Warnings



- This device is not a device intended for use in the diagnosis of disease or other conditions, or in the cure, mitigation, treatment, or prevention of disease, in man or other animals.
- The AC adapter and power cord, available from Ricoh EWS, is for use with this device only. Do not use the AC adapter with other equipment. Doing so may result in fire, electric shock, or injury.
- Do not use this device with any power voltage other than the indicated voltage because it may cause fire or shock.
- Pull out the power plug immediately if you sense anything unusual such as smoke or an abnormal odor.
- Unless you are a service representative, do not attempt to service this device. There are no serviceable parts in tablet. Any attempt to open the tablet will void the warranty, and it will not be serviced by Ricoh EWS.
- If you touch the metal connector contacts while the cable plug is still connected to the wall outlet after the main unit is turned off, an electric hazard or short may occur, resulting in fire.
- Before connecting the cable to the wall outlet, be sure to check that the cable connector is not broken and that the connector is not bent or dirty.
- Do not pull the plug from the wall by the cord.



Caution Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

1.3 - Tablet Orientation

- Please do not operate the tablet face-down in your lap.
- Please do not operate the tablet upside-down in your lap.



Caution Failure to follow these safety instructions could result in exposure to RF emissions that exceed federal standards.

1.4 - Battery Safety

The rechargeable battery in your Ricoh eQuill tablet should be replaced only by an authorized service provider. Charge the battery only in temperatures that range from 32° to 95° Fahrenheit (0° to 35° Celsius).



Caution Failure to follow this safety instruction could result in fire, electric shock, or other injury or damage.

Use a Ricoh-approved powered USB port charger to charge your battery.



Caution Failure to follow this instruction could result in a loss of power.

1.5 - Turn Off Wireless Service When Flying

To prevent possible interference with aircraft systems, U.S. Federal Aviation Administration regulations require you to have permission from a crew member to use your device's wireless service. Your Ricoh eQuill tablet uses both Wi-Fi and cellular wireless signals, so while on an aircraft you should not turn your wireless service on unless a crew member has given permission for passengers to use both Wi-Fi and cellular devices. If you have your wireless service turned off, you can use your Ricoh eQuill for reading, once a crew member has given permission for passengers to use electronic devices.



Caution Failure to follow these safety instructions could interfere with the communication between the airplane and the air traffic controller. Follow all onboard instructions.

1.6 - Be Careful Around Other Electronic Devices

The Ricoh eQuill tablet generates, uses, and can radiate radio frequency (RF) energy, and if not used in accordance with its instructions, may cause harmful interference to radio communications and electronic equipment. External RF signals may affect improperly installed or inadequately shielded electronic operating systems, entertainment systems, and personal medical devices.

While most modern electronic equipment is shielded from external RF signals, if in doubt, check with the manufacturer. For personal medical devices (such as pacemakers and hearing aids), consult with your physician or the manufacturer to determine if they are adequately shielded from external RF signals.



Caution Failure to follow these safety instructions could interfere with the communication of other sensitive electronic devices.

1.7 - Electrical Artifacts

- Nonhazardous, low-level electrical potentials are commonly observed when using devices. These potentials are well within accepted safety standards, but may create artifacts on voltage-sensing equipment such as ECG, EMG, and EEG machines. These artifacts vary. If the monitoring machine is not operating correctly or has loose or defective connections to its sensing electrodes, these artifacts may be accentuated so as to simulate actual physiological signals. To determine if the abnormality in the monitoring equipment is caused by the Ricoh eQuill tablet device instead of some other source in the environment, turn the Ricoh eQuill tablet device off. Disappearance of the abnormality indicates that it was probably caused by the electronic noise generated by the Ricoh eQuill tablet device. Proper setup and maintenance of the monitoring equipment should eliminate the artifact. Refer to the appropriate monitoring equipment system documentation for setup and maintenance instructions.
- The Ricoh eQuill tablet is designed to operate normally in the presence of most encountered electromagnetic interference (EMI) conditions.
- The 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 other devices in the vicinity. However, there is no guarantee that interference will not occur in a particular installation. If this equipment causes harmful interference with radio, television, or other devices, 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 device.
 - Increase the separation between the equipment.
 - Consult the manufacturer or field service technician for help.
- Portable and mobile RF communications equipment, such as cellular telephones, 2-way radios, Bluetooth devices, microwave ovens, in close proximity to this device may affect wireless communication.

1.8 - FCC Information

1.8.1 - Declaration of Conformity

Product Name	Electric Writing Tablet Computer	Electric Writing Tablet Computer
Model Number	eQ101/ Ricoh eQuill Nomad+Wi-Fi	eQ102/ Ricoh eQuill Wi-Fi
Responsible Party	RicoH EWS	
Address	2077 Gateway Place, Suite 200 San Jose, CA 95110	
Telephone Number	1.855.Go-eWriter (1.855.463.9748)	

1.8.2 - US FCC (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 interference, and (2) This device must accept any interference, including that which may cause undesired operation of this device.

1.8.3 - FCC Interference Statement

- This device 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. If not installed and used in accordance with the instructions, it may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this device 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 and correct the interference by one or more of the following measures:
 - Reorient or relocate the receiving antenna.
 - Increase the distance between the equipment and the 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.

1.8.4 - Wireless Device Caution

- Operation is subject to the following two conditions: (1) the wireless device may not cause interference, and (2) the wireless device must accept any interference, including interference that may cause undesired operation of the wireless device.

1.8.5 - RF Exposure Statement for Ricoh eQuill Tablet — Wi-Fi Version

- The Ricoh eQuill tablet, Wi-Fi version, has been evaluated and found compliant to the requirements of the following Radio Frequency exposure standards:
 - Federal Communications Commission FCC Part 15.247. The tests were conducted in the 2400-2473 MHz frequency bands.
- The radiated output power of this Wireless device is far below the FCC radio frequency exposure limits. The Wireless device has been evaluated with zero inch human body separation from the antenna and it was found to be compliant with FCC RF exposure limits.
- This transmitter must not be co-located or operated in conjunction with any other antenna or transmitter.

1.8.6 - RF Exposure Statement for Ricoh eQuill Tablet — Nomad + Wi-Fi Version

NOTE: The Ricoh eQuill Tablet — Nomad + Wi-Fi is our Mobile/3G Wireless tablet option.

- The Ricoh eQuill tablet, Nomad + Wi-Fi version, has been evaluated and found compliant to the requirements of the following Radio Frequency exposure standards:
 - Federal Communications Commission Part 22 & Part 24. The tests were conducted at the following frequency bands: 824-849 MHz & 1850-1910 MHz.
 - Federal Communications Commission FCC Part 15.247. The tests were conducted in the 2400-2473 MHz frequency bands.
 - The radiated output power of this Wireless device is far below the FCC radio frequency exposure limits. The Wireless device has been evaluated with zero inch human body separation from the antenna and it was found to be compliant with FCC RF exposure limits.
 - This transmitter must not be co-located or operated in conjunction with any other antenna or transmitter.
 - This device must not be co-located or operated in conjunction with any other antenna or transmitter except for Wireless LAN (FCC ID:BBP-W3GEWS101) and 3G module (FCC ID:XU9-FW2770P) that performed co-location testing.

1.8.7 - Guidance on EMC Compatibility

- There is a shared responsibility between manufacturers, customers, and users to ensure that medical equipment and systems are designed and operated as intended. Medical electrical equipment requires precautions regarding electromagnetic compatibility, and must be installed and used according to the electromagnetic compatibility information provided in this manual.
- The device is suitable for use in all establishments, including domestic establishments.
- Always manage the electromagnetic environment. The guidance included in this manual provides information needed to:
 - Determine the device’s suitability for use in the intended environment.
 - Manage the electromagnetic environment to permit the device to perform as intended without disturbing other equipment.
 - Separate the device from all other electronic equipment. If the device must be used near other electrical equipment, monitor the equipment to ensure there is no electromagnetic interference.
 - If you suspect external RF sources or other equipment are influencing device operation, contact your service representative for additional guidelines concerning electromagnetic immunity.

1.9 - CE Information

Product Name	Ricoh eQuill Wi-Fi
Model Number	eQ102
Description	Ricoh eQuill Wi-Fi is a business class tablet. It is about the size of a note pad and weighs about a pound. It connects to corporate workflows through Wi-Fi.

Properly shielded and grounded cables and connectors must be used for connections to the host computer (and/or peripheral) in order to meet CE emission limits. Only Ricoh EWS supplied cables should be used.

1.10 - CE Marking Traceability Information

(For EU Countries Only)

Manufacturer:

Ricoh Co., Ltd.
3-6 Nakamagome 1-chome, Ohta-ku, Tokyo, 143-8555
Japan Authorized representative: Ricoh Europe PLC
20 Trinton Street London NW1 3BF U.K.



English



Declaration of Conformity

Notice to Users in EEA Countries
This product complies with the essential requirements and provisions of Directive 1999/5/EC of the European Parliament and of the Council of 9 March 1999 on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

The CE Declaration of Conformity is available on the Internet at http://www.ricoh-ews/legal-notices/product_notice/ce

National Restrictions

☐ Outdoor use of the 2.4 GHz band is prohibited in the following country:

- France

Deutsch



Konformitätserklärung

Hinweis für Anwender in den EWG-Ländern:
Dieses Produkt erfüllt die wesentlichen Anforderungen und Bestimmungen der Richtlinie 1999/5/EG des Europäischen Parlaments und des Rates vom 9. März 1999 über Funkanlagen und Telekommunikationsendrichtungen und die gegenseitige Anerkennung ihrer Konformität.

Die CE-Konformitätserklärung ist im Internet unter folgender URL verfügbar: http://www.ricoh-ews/legal-notices/product_notice/ce

Nationale Beschränkungen

☐ Die Verwendung des 2,4-GHz-Frequenzbereichs außerhalb geschlossener Räume ist im folgenden Land untersagt:

- Frankreich

Français



Déclaration de conformité

Remarque à l'attention des utilisateurs des pays EEE
Ce produit est conforme aux exigences et aux dispositions essentielles de la Directive 1999/5/CE du Parlement Européen et du Conseil du 9 mars 1999 sur les équipements hertziens, les équipements terminaux de télécommunications et la reconnaissance mutuelle de leur conformité.

La déclaration de conformité CE est disponible à l'adresse URL suivante: http://www.ricoh-ews/legal-notices/product_notice/ce

Restrictions nationales

☐ L'utilisation de la bande de fréquence 2,4 GHz en extérieur est interdite dans le pays suivant :

- France

Italiano



Dichiarazione di conformità

Avviso per gli utenti dei Paesi CEE
Questo prodotto è conforme ai requisiti e alle disposizioni essenziali della Direttiva 1999/5/CE del Parlamento europeo e del Consiglio del 9 marzo 1999 riguardante le apparecchiature radio e le apparecchiature terminali di telecomunicazioni e il reciproco riconoscimento della rispettiva conformità.

La Dichiarazione di Conformità CE è disponibile al seguente indirizzo: http://www.ricoh-ews/legal-notices/product_notice/ce

Restrizioni nazionali

☐ L'uso in esterni della banda di 2,4 GHz non è consentito nel seguente paese:

- Francia

Español



Declaración de conformidad

Aviso a los usuarios de los países del AEE
Este producto cumple con los principales requisitos y disposiciones de la Directiva 1999/5/EC del Parlamento Europeo y del Consejo de 9 de marzo de 1999 sobre equipos de radio y equipos terminales de telecomunicaciones y el reconocimiento mutuo de su conformidad.

La declaración de conformidad CE está disponible en la dirección URL: http://www.ricoh-ews/legal-notices/product_notice/ce

Restricciones nacionales

☐ En el siguiente país está prohibido el uso en exteriores de la banda de 2,4 GHz:

- Francia

Nederlands



Conformiteitsverklaring

Kennisgeving voor gebruikers in landen van de Europese Economische Ruimte
Dit product is conform de essentiële vereisten en voorzieningen van EU-richtlijn 1999/5/EC van 9 maart 1999, opgesteld door het Europees Parlement en door de Raad, inzake radio- en eindapparatuur voor telecommunicatie en de wederzijdse erkenning van hun conformiteit.

De CE-conformiteitsverklaring kan worden nagelezen op de volgende locatie: http://www.ricoh-ews/legal-notices/product_notice/ce

Nationale beperkingen

☐ In het volgende land is het verboden de 2,4 GHz-band buitenshuis te gebruiken:

- Frankrijk

Svenska



Konformitetsdeklaration

Information för användare inom EEA-länder
Denna produkt uppfyller de grundläggande kraven och villkoren i Europaparlamentets och Rådets direktiv 1999/5/EC av den 9 mars 1999 om radioutrustning och teleterminalutrustning och om ömsesidigt erkännande av utrustningens överensstämmelse.

En konformitetsdeklaration i enlighet med ovanstående URL-förfinns på: http://www.ricoh-ews/legal-notices/product_notice/ce

Nationella begränsningar

☐ Det är förbjudet att använda 2,4 GHz-bandet utomhus i följande land:

- Frankrike

limba română



Declarație de conformitate

Înștiințare pentru utilizatori din țările aflate în Zona Economică Europeană
Acest produs respectă cerințele și măsurile de precauție esențiale ale Directivei 1999/5/EC a Parlamentului European și a Consiliului Europei din 9 martie 1999 referitoare la echipamente radio și echipamente de telecomunicații și recunoașterea reciprocă a conformității acestora.

Declarația de conformitate CE este disponibilă pe Internet la URL-ul: http://www.ricoh-ews/legal-notices/product_notice/ce

Restricții naționale

☐ Utilizarea în spații deschise a benzii de 2,4 GHz este interzisă în următoarea țară:

- Franța

Dansk



Overensstemmelseerklæring

Bemærkning til brugere i EØS-lande
Dette produkt overholder de grundlæggende krav og forskrifter i Europa-Parlamentets og Rådets direktiv 1999/5/EC af 9. marts 1999 om radio- og teleterminaludstyr samt gensidig anerkendelse af udstyrets overensstemmelse.

CE-overensstemmelseerklæringen er tilgængelig på internettet på adressen: http://www.ricoh-ews/legal-notices/product_notice/ce

Nationale restriktioner

☐ Udstyret brug af 2,4 GHz-båndet er forbudt i følgende land:

- Frankrig

Suomi



Vaatumustenmukaisuusvakuutus

Huomautus ETA-maassa oleville käyttäjille
Tämä tuote täyttää Euroopan parlamentin ja neuvoston 9.3.1999 päivätyn radiolaitteita ja televisiestäpäätteitä sekä niiden keskinäistä yhteensopivuutta koskevan direktiivin 1999/5/EY olennaiset vaatimukset.

Vaatumustenmukaisuusvakuutus on luettavissa seuraavassa URL-osoitteessa: http://www.ricoh-ews/legal-notices/product_notice/ce

Kansalliset rajoitukset

☐ 2,4 GHz -kaistan käyttäminen ulkoilmassa on kielletty seuraavassa maassa:

- Ranska

Português



Declaração de Conformidade

Aviso para Utilizadores em Países do EEE
Este produto está em conformidade com os requisitos e disposições essenciais da Directiva 1999/5/CE do Parlamento Europeu e do Conselho, de 9 de Março de 1999, relativa aos equipamentos de rádio e equipamentos terminais de telecomunicações e ao mútuo reconhecimento da sua conformidade.

A Declaração de Conformidade CE encontra-se disponível accedendo ao URL: http://www.ricoh-ews/legal-notices/product_notice/ce

Restrições Nacionais

☐ A utilização no exterior da banda de 2,4 GHz é proibida no seguinte país:

- França

Norsk



Samsvarserklæring

Merknad til brukere i EØS-land
Dette produktet overholder de sentrale krav og forskrifter i direktiv 1999/5/EF fra Europaparlamentet og Europarådet av 9. mars 1999 om radioutstyr og telekommunikasjonsutstyr, og den gjensidige anerkjennelsen av dette samsvaret.

CE-samsvarserklæringen er tilgjengelig på Internett på følgende adresse: http://www.ricoh-ews/legal-notices/product_notice/ce

Nasjonale restriksjoner

☐ Utendørs bruk av 2,4 GHz -båndet er forbudt i følgende land:

- Frankrike

Česky



Prohlášení o shodě

Oznámení pro uživatele v zemích EHP
Tento výrobek vyhovuje základním požadavkům a dalším příslušným ustanovením Směrnice 1999/5/ES Evropského parlamentu a Rady z 9. března 1999 o rádiových zařízeních a telekomunikačních koncových zařízeních a vzájemněm uznávání jejich shody.

Prohlášení o shodě je dostupné také na Internetu na adrese:
http://www.ricoh-ews/legal-notice/product_notice/ce

Národní omezení

- ☐ Venkovní použití přístrojů pracujících s vlnovým pásmem 2,4 GHz je zakázáno v následujících zemi:
- Francie

Magyar



Megfelelőségi nyilatkozat

Kiegészítő megjelölés az Európai Környezetvédelmi Hivatal (EEA) ajánlásait figyelembe vevő országok felhasználói számára:

A készülék megfelel az Európai Parlament 1999/5/EC jelzésű irányelve, valamint az Európa Tanács 1999. március 9-én kelt, a rádióberendezések és távközlési végberendezések, valamint megfelelőségük közzétételéről előírt eljárás alapján a követelményeknek és előírásainak.

A CE megfelelőségi nyilatkozat a következő URL-címen érhető el: http://www.ricoh-ews/legal-notice/product_notice/ce

Egyes országokra vonatkozó korlátozások

- ☐ A 2,4 GHz-es hullámhossz kúterrel használata a következő országban tiltott:
- Franciaország

Polski



Deklaracja zgodności

Uwaga dla użytkowników w krajach Europejskiego Obszaru Gospodarczego

Ten produkt jest zgodny z podstawowymi wymaganiami i postanowieniami dyrektywy 1999/5/WE Parlamentu Europejskiego i Rady z dnia 9 marca 1999 dotyczącej sprzętu radiowego i terminali telekomunikacyjnych oraz wzajemnego uznania ich zgodności.

Deklaracja zgodności CE jest dostępna pod adresem URL:
http://www.ricoh-ews/legal-notice/product_notice/ce

Ograniczenia krajowe

- ☐ Użytkowanie pasma 2,4 GHz na zewnątrz budynków jest zabronione w następującym kraju:
- Francja

Eesti



Vastavusavaldus

Teatis EMP riikide kasutajatele
Käesolev toode vastab Euroopa Parlamendi ja Nõukogu direktiivi 1999/5/EÜ 9. märts 1999 oluliste nõuetele ja sätetele raadioseadmete ja telekommunikatsioonivõrgu lõppeadmetele ja nende vastavuse vastastikuse tunnustamise kohta.

EÜ vastavusavaldus on saadaval Internetis aadressil:
http://www.ricoh-ews/legal-notice/product_notice/ce

Riigisisesed piirangud

- ☐ 2,4 GHz sagedusriba kasutamine välitingimustes on keelatud järgmises riigis:
- Prantsusmaa

Ελληνική



Δήλωση συμμόρφωσης

Σημείωση για όλους τους χρήστες στις χώρες EOX
Το προϊόν αυτό συμμορφώνεται προς τις ουσιαστικές απαιτήσεις και όρους της Οδηγίας 1999/5/EK του Ευρωπαϊκού Κοινοβουλίου και του Συμβουλίου της 9 Μαρτίου 1999 σχετικά με το ραδιοεξοπλισμό και τον τηλεπικοινωνιακό τερματικό εξοπλισμό και την αμοιβαία αναγνώριση της πιστότητας των εξοπλισμών αυτών.

Η δήλωση συμμόρφωσης CE είναι διαθέσιμη στο Internet στη διεύθυνση http://www.ricoh-ews/legal-notice/product_notice/ce

Εθνικοί περιορισμοί

- ☐ Η εξωτερική χρήση της ζώνης 2,4 GHz απαγορεύεται στην παρακάτω χώρα:
- Γαλλία

Lietuvių



Atitikties deklaracija

Pasibaigia EEA (Europos ekonominė erdvė) šalių vartotojams
Šis produktas atitinka pagrindinius reikalavimus ir nuostatas, esančias Europos Parlamento ir Tarybos direktyvoje 1999/5/EC, 1999 m. kovo 9 d., apie radiojo ir telekomunikacijų terminalo įrangą ir bendrąją jų atitikties pripažinimą.

CE atitikties deklaraciją galima rasti internete URL adresu:
http://www.ricoh-ews/legal-notice/product_notice/ce

Nacionaliniai apribojimai

- ☐ Naudooti 2,4 GHz dažnių juostą lauke draudžiama šiose šalyje:
- Prancūzija

Latviski



Atbilstības deklarācija

Paziņojums lietotājiem EEZ valstīs
Šis izstrādājums atbilst būtiskām prasībām un noteikumiem, kas raksturo Eiropas Parlamenta un Padomes Direktīvu 1999/5/EK (1999. gada 9. marta) par radioekārtām un telekomunikāciju terminālekārtām un to atbilstības savstarpējo atpazīšanu.

CE atbilstības deklarācija ir pieejama internetā URL adresē:
http://www.ricoh-ews/legal-notice/product_notice/ce

Valsts ierobežojumi

- ☐ 2,4 GHz frekvencu joslas lietošana ārpus telpām ir aizliegta šādās valstīs:
- Francija

Malti



Dikjarazzjoni ta' Konformità

Avvis lill-Utenti fil-Pajjiż fiz-ZEE
Dan il-prodott hu konformi mal-htigijiet essenzjali u l-provvedimenti ta' Direttiva 1999/5/KE tal-Parlament Ewropew u tal-Kunsill tad-9 ta' Marzu, 1999 dwar it-tagħmir tar-radju u tagħmir terminali tat-telekomunikazzjonijiet u r-riconosciment reciproku tal-konformità tiegħu.

Id-Dikjarazzjoni ta' Konformità CE hi disponibbli fuq l-Internet fuq URL: http://www.ricoh-ews/legal-notice/product_notice/ce

Restrizzjonijiet Nazzjonali

- ☐ L-użu fuq barra tal-faxxa 2,4 GHz hu pprobit fil-pajjiż li jejj:
- Francia

Slovensko



Izjava o skladnosti

Obvestilo za uporabnike v državah članicah EGP
Ta izdelek je v skladu z bistvenimi zahtevami in določbami Direktive 1999/5/ES Evropskega parlamenta in Sveta z dne 9. marca 1999 o radjskih napravah in telekomunikacijski terminalski opremi ter o medsebojnem priznavanju njihove skladnosti.

Izjava o skladnosti CE si lahko ogledate na spletnem mestu:
http://www.ricoh-ews/legal-notice/product_notice/ce

Nacionalne omejitve

- ☐ Uporaba frekvenčnega pasu 2,4 GHz na prostem je prepovedana v naslednji državi:
- Francija

Slovensky



Prehlásenie o zhode

Poznámka pre používateľov v krajinách EHP
Tento produkt je v súlade so základnými požiadavkami a nariadeniami normy 1999/5/ES Európskeho parlamentu a Európskej rady z 9. marca 1999 o rádiových zariadeniach a zariadeniach telekomunikačných terminálov a o vzájomnom uznaní ich zhody.

Prehlásenie o zhode CE je dostupné na internete na adrese URL: http://www.ricoh-ews/legal-notice/product_notice/ce

Národné obmedzenia

- ☐ Používanie 2,4 GHz pásma v exteriéri je zakázané v nasledujúcej krajine:
- Francúzsko

İslenka



Samræmisfyrirlysing

Tilkyrning til notenda í EES löndum
Þessi vara samræmist grunnkröfum og ákvæðum sem gerð eru í lískjupin Evrópuþingsins og ráðsins nr. 1999/5/EB frá 9. mars 1999 um farskiptavélir og endabúnað til farskipta og gagnkvæma viðurkenningu á samræmi þeirra.

CE samræmisfyrirlysingin er fánleg á netinu á veffanginu:
http://www.ricoh-ews/legal-notice/product_notice/ce

Takmarkanir innanlands

- ☐ Notkun 2,4 GHz tíðnibilsins utandyra er bönnuð í eftirfarandi landi:
- Frakklandi

Български език



Декларация за съответствие

Отнася се за потребители в държавите от ЕЕА
Настоящият продукт съответства на основните изисквания и разпоредби на Директива 1999/5/EC на Европейския парламент и Съвета на Европа от 9 март 1999 г. относно радио оборудването и телекомуникационното терминално оборудване, както и относно взаимното признаване на съответствието помежду им.

CE Декларацията за съответствие може да се изтегли от интернет на адрес: http://www.ricoh-ews/legal-notice/product_notice/ce

Национални ограничения

- ☐ Възникната употреба на честота от 2,4 GHz е забранена в следната страна:
- Франция

3. Safety Information Summary

Safety Information

When using this product, the following safety precautions should always be followed.

Safety During Operation

In this manual, the following important symbols are used:

⚠ WARNING:
Indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.

⚠ CAUTION:
Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

⚠ WARNING:

- The wireless signals from this product may disrupt other electronic devices. Do not use this product in areas where the use of wireless functions are restricted.
- Turn off the product during flight. Using wireless functions during flight may cause wireless signals to interrupt aeronautical instruments. Because of this, the Federal Communications Commission (FCC) and Federal Aviation Administration (FAA) rules prohibit the use of any wireless devices.
- Do not use flammable sprays or solvents in the vicinity of this product. Doing so could result in fire or electric shock.
- For the AC adapter, use the option specific to this product. Do not use any AC adapter other than the supplied AC adapter. Doing so may result in fire or electric shock.
- Do not attempt to disassemble, repair, or modify this product. Doing so risks electric shock. Disassembling, repairing, or modifying this product also may result in malfunction.
- If the product emits smoke or an odor, or if it behaves unusually, turn off the power immediately. If the product is connected to a wall outlet, be sure to disconnect the power cord plug from the wall outlet. Otherwise, fire or electric shock may result.
- Do not use a microwave or dryer to dry this product if it is wet. An accident may result.
- Keep this product and its fittings out of the reach of infants and children.
- A stylus pen, pen holder, and other fittings are used for this product. Keep these objects out of the reach of infants and children so that they do not swallow those objects. If they swallow such objects, consult your doctor immediately.
- Make sure that the strap of this product does not wrap around the neck of infants or children. Suffocation is likely to result if they are caught by the strap.

⚠ CAUTION:

- Do not subject this product to physical shock.
- Do not place the product on an unstable or tilted surface. If it topples over, an injury might occur.
- For an airbag equipped vehicle, do not place this product and its options within working range of the airbag. When the airbag system starts, an accident may result.
- Do not wipe this product using benzene, acetone, or other organic solvents. The surface of the product may deteriorate.
- If you attach a strap to this product, make sure that the strap does not catch objects. If the strap catches objects, malfunction or injury can result.

Notes to users of individual medical devices

 WARNING:

- *This product emits electromagnetic waves. If you use an individual medical device (pacemaker, hearing aid, etc.), consult your doctor before using this product. If you detect an abnormality, keep some distance from the product.*

IMPORTANT:

- *To ensure safe and proper use, be sure to read the Ricoh eQuill User's Guide before using this product.*
- *In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating the product.*
- *For precautions about telecommunication and radio waves, read the Ricoh eQuill User's Guide that is built in the product or specified on the related Web page.*
- *Safety regulations (regulations on radio waves or material, etc.) vary from country to country. If you violate those regulations and export this product and its expendables to an overseas country, you may be subject to penalty. If problems occur from the use of this product outside the United States, we assume no liability, expressly or implicitly, nor do we make any warranty.*
- *The wireless signals from this product may disrupt the vehicle electronic systems.*
- *Do not use this product in places where the temperature may become high. An accident or malfunction may result.*
- *When you replace the battery of this product, contact your service representative or dealer.*
- *Specific absorption rate (SAR) is used as the exposure criterion for high-frequency products. This product conforms to the FCC SAR standards.*
- *This product conforms to the FCC SAR standards. However, to further reduce the effects of high-frequency exposure, keep this product a significant distance away from your body during operation.*

1.11 - Special Handling

California Best Management Practices Regulations for Perchlorate Materials: “Perchlorate Material — special handling may apply. See www.dtsc.ca.gov/hazardouswaste/perchlorate”

Getting Started

-
- "About this Manual" on page 19
 - "Introduction to the Ricoh eQuill Tablet" on page 20
 - "Getting Started — First Use" on page 22
 - "Commonly Used Functions and Features" on page 26

2.1 - About this Manual

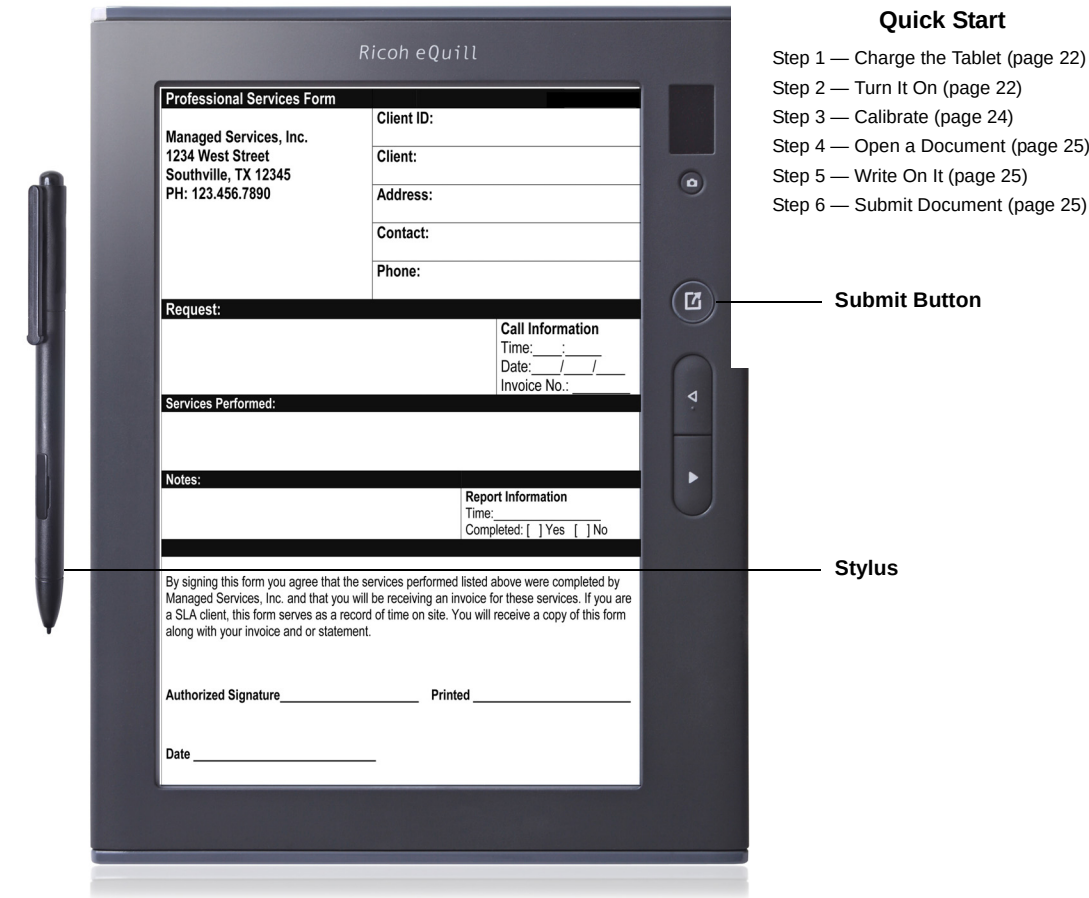
This manual is written for end users of the Ricoh eQuill® tablet.

This manual assumes the System Integrator or IT Department has provisioned all tablets, set up network communications, assigned users, and delivered tablets to a document administrator for distribution to enterprise tablet users.

2.2 - Introduction to the Ricoh eQuill Tablet

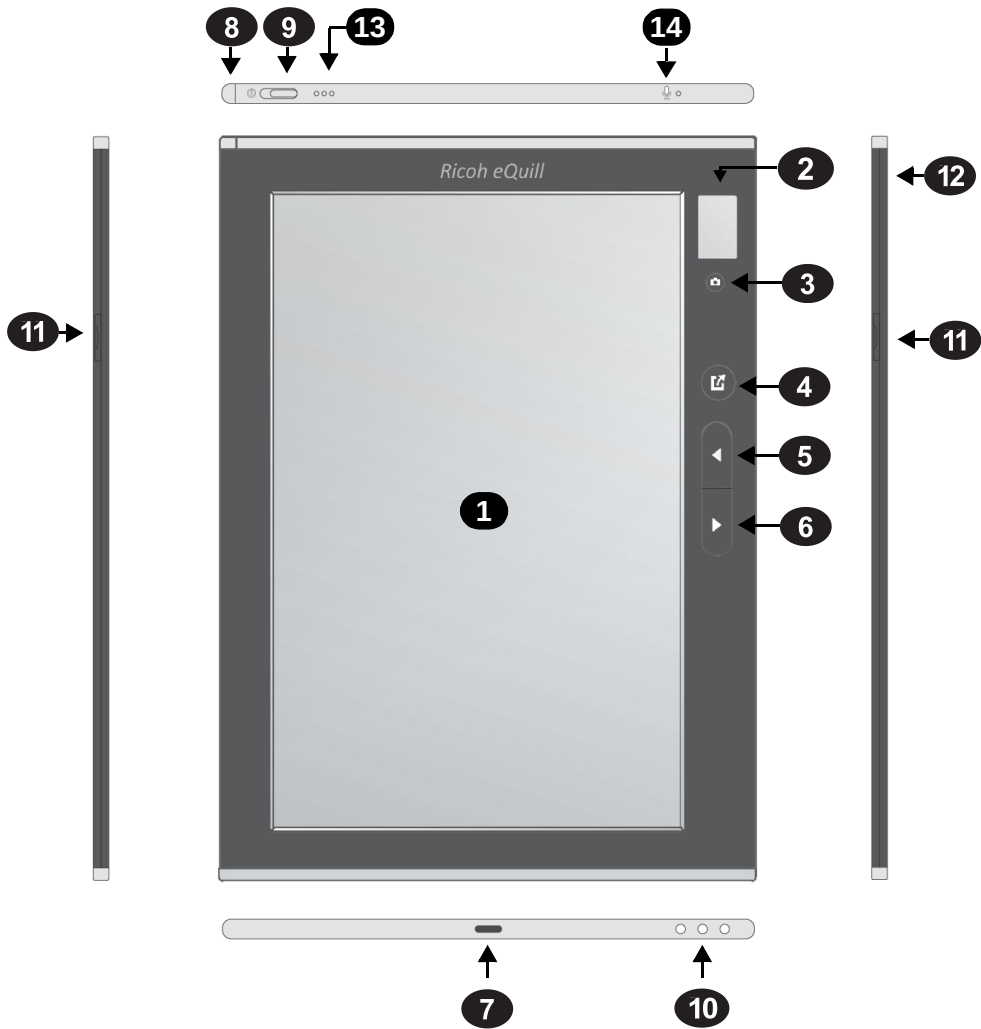
The Ricoh eQuill tablet is a portable, lightweight tablet designed to replace pencil and paper wherever you use a clipboard, scanner, or fax. The tablet improves business efficiencies by moving paper processes online.

Figure 2-1: Ricoh eQuill Tablet and Stylus (with sample form)



2.2.1 - Ricoh eQuill Layout

Figure 2-2: Ricoh eQuill Tablet Layout



1	Display	5	Backward Page Flip Button	9	On/Off Switch	13	Speaker
2	Camera Display	6	Forward Page Flip Button	10	Charging Contact (multi-unit charger)	14	Microphone
3	Shutter Button	7	Power Connector/USB	11	Accessory Plug		
4	Submit Button	8	LED Indicator	12	Camera Lens		

2.2.2 - Features

- **Camera** — The Ricoh eQuill tablet is equipped with a point and shoot auto-focus camera. The camera takes 5 Megapixel color photos that are shown on the main display in black and white.
- **E Ink® Display** — The display is a high reflectance, high contrast thin film transistor (TFT) electrophoretic display for excellent reading and writing. The size is 9.7” measured diagonally. The display resolution is 1200 x 825 pixels.
- **Stylus** — The stylus is custom manufactured for the Ricoh eQuill tablet. It is made to produce high-resolution markings, and it erases like a pencil.
- **Soft Keyboard** — The soft keyboard allows you to type in pre-defined fields.
- **One-button Routing™** — By pressing the submit button, the document is routed to the next step of your workflow.
- **Inbox Documents/Blank Forms (templates)**— Click on an Inbox document to open it. You can also click on a blank form (template) from the Blank Forms page. Use the stylus to mark on the document or blank form, then press Submit.

2.3 - Getting Started — First Use

2.3.1 - Step 1 — Charge the Tablet

You must charge the Ricoh eQuill tablet before first use.

- a. Connect the small end of your Micro-USB cable into the tablet.



- b. Connect the larger end into a Ricoh-approved charger. It takes between three and four hours to charge a tablet. Note: You can also place tablet into a multi-unit charger, which charges up to five tablets at a time (see "Using the Multi-Unit Charger" on page 34).
- c. When the Ricoh eQuill tablet is fully charged, the LED light is solid blue. LED lights are described in "LED Lights Interpretation" on page 69.



2.3.2 - Step 2 — Turn It On

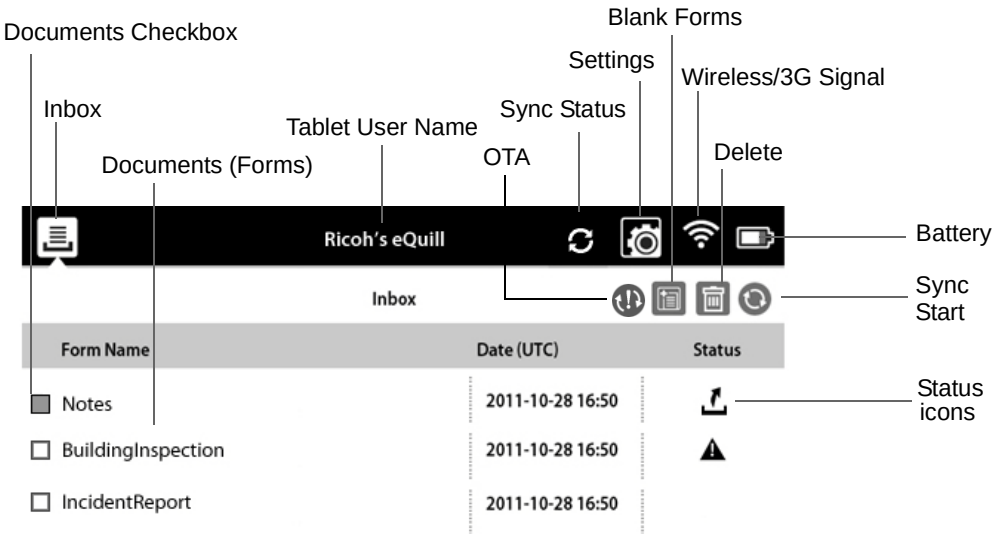
- a. Slide the On/Off switch to the left. The On/Off switch is located at the top of the tablet.
- b. The LED light will blink blue while the tablet is starting up.

NOTE: If the LED blinks red three times, or there is no blinking, charge the unit. When fully charged, the LED light will be solid blue.

- c. When the tablet is ready for use, the LED light will stop blinking.
- d. (Optional step depending on your system) If you are presented with a login screen, log in using the password supplied by your administrator.
- e. Your Inbox Page should load.

Figure 2-3 shows a sample Inbox Page. Take some time and familiarize yourself with this interface, then continue with "Step 3 — Calibrate" on page 24.

Figure 2-3: Sample Inbox Page



Item	Icon	Description
Documents (checkbox)	☐	Use to select a document.
Inbox		Loads User Inbox Page (figure above).
Blank Forms		Provides access to blank forms (templates). See "Opening Blank Forms" on page 27.

Item	Icon	Description
Settings		Brings up the Settings page. See "Settings Page" on page 45. Use this page to view information and make modifications to the tablet.
Wireless/3G Signal*	 	Displays wireless or 3G signal strength, depending on the connection. For 3G, "R" indicates roaming.
Battery*		Battery (power) strength. See "Battery Power Indicator" on page 26.
Delete		Delete document(s) selected with the checkbox. See "Deleting a Document" on page 27.
Sync Status*		When visible, indicates a tablet sync is in progress. See "Syncing the Tablet" on page 28.
Sync Start		Syncs the tablet with the server. Use this to expedite document retrieval from the server. See "Syncing the Tablet" on page 28.
OTA Software Update		When visible, tap to update the tablet software Over-The-Air (OTA). This icon only appears when new tablet software is available. See "Software Update Settings Page" on page 58.
Form Name (column)		Displays the names of Inbox documents (forms). You can tap a document to open it.
Date (column)		Date of last document edit in UTC format.
Status (column with icons)	   	There are four document status icons. No icon means there are no pending actions. 1. Document has been opened/modified. 2. Document is being submitted. 3. Document is being downloaded from the Server. 4. Document error on submit.
* This is an information-only icon — it has no function if tapped.		

2.3.3 - Step 3 — Calibrate

The stylus and display interface should be calibrated before first use. Use caution when calibrating — incorrect calibration will affect stylus writing accuracy.

To calibrate:

- a. Start at the Inbox Page.
- b. Tap on the Settings icon  then tap on Tools.
- c. Tap Calibrate.
- e. The Calibration screen will appear. Follow the on-screen instructions.
- f. Once the calibration is completed, the tablet will return to the Tools page.

2.3.4 - Step 4 — Open a Document

- a. Tap on an Inbox document name to open it. If there are no documents available, see your administrator to have documents uploaded to your Inbox.
- b. (Optional) You can also open blank forms, which are accessed by tapping the Blank Forms icon.  Tap on a blank form from the list to create a new document from that template.

2.3.5 - Step 5 — Write On It

The stylus is custom manufactured for the Ricoh eQuill tablet and is made to produce high-resolution markings. The stylus is used just like erasable pen on paper — use the point or nib to write, and use the round top of the stylus to erase.

If the form contains web-like features such as checkboxes and radio buttons, tap or select these with the stylus. When you are required to fill in keyed-entry text boxes, a soft keyboard will appear. For information on the keyboard interface, see "Entering Data — Stylus and Keyboard" on page 63.

2.3.6 - Step 6 — Submit for One-button Routing

When you press the Submit button on the tablet, the document is routed (One-button Routing™) to the next step of your workflow, no matter how many different workflows and servers your business supports. For example, the submitted document could be routed to an email address or backend system for additional processing.

During the submit process, the document checkbox will be greyed out and you will see the Submit icon. Once submitted, the document disappears from the Inbox listing. Note that blank forms are persistent — the templates remain on the Blank Forms page.

NOTE: If the error icon  appears in the status column of a document and the message is unclear, contact your administrator.

2.4 - Commonly Used Functions and Features

- "Turning Off the Tablet" on page 26
- "Sleep Mode" on page 26
- "Battery Power Indicator" on page 26
- "LED Lights" on page 27
- "Opening Blank Forms" on page 27
- "Deleting a Document" on page 27
- "Syncing the Tablet" on page 28

2.4.1 - Turning Off the Tablet

Slide the On/Off button (top of tablet), and hold for seven seconds. The LED will begin blinking. Release the power button. The LED will continue blinking until the tablet shuts off.

2.4.2 - Sleep Mode

If the tablet is not used for several minutes (configured for the tablet by the administrator—default is 10 minutes), it will automatically go into Sleep Mode to help conserve power and extend battery life. You can also place the tablet in Sleep Mode by sliding the On/Off switch to the left and holding it in this position momentarily.

NOTE: Using the On/Off switch will not put the tablet to sleep if it is syncing. Wait for the Sync icon to disappear then try again.

If your tablet is configured to initialize with a login screen, your tablet will go to the login screen when it is activated out of sleep. The tablet is configured by the eWriter Console to initialize with a login screen.

If your tablet is not configured to initialize with a login screen, your tablet will go to the Inbox when it is reactivated.

2.4.3 - Battery Power Indicator



You can determine that your Ricoh eQuill tablet needs to be charged by checking the battery power indicator at the top right of the screen. If it is down to one thin bar or no bar (less than 20% power), you should charge your tablet. If your tablet is out of power, you will not be able to turn it on, mark on it, and in some cases, even see the power indicator. If you try to power on the tablet when it is out of power, the LED indicator will flash red three times. Battery power states are shown in the following table.

Icon	Battery Power (%)
	0 - 19
	20 - 39
	40 - 59
	60 - 79
	81 - 100

2.4.4 - LED Lights



In normal tablet use, LEDs will only be used during booting, shutting down, and charging. When in use, blinking LEDs indicate tablet status. When off, you will only see solid LEDs, indicating charging status. See "LED Lights Interpretation" on page 69

2.4.5 - Opening Blank Forms

Blank forms are assigned to a specific Ricoh eQuill Inbox (user account) accessible by the Blank Forms icon. When you open a blank form by tapping on it, it functions as a template. Once you put strokes and/or pictures on the form, and press Submit, it becomes a document. A tablet can support as many as 100 active blank forms. Note that blank forms are persistent — the templates remain on the Blank Forms page.

2.4.6 - Deleting a Document

You can delete an Inbox document by tapping (selecting) the checkbox beside the document and tapping the Delete icon. You will be given a confirm delete message before the deletion

action is completed. Tap “Yes” to delete the document, or tap “No” to cancel deletion. Multiple documents can be selected and deleted in one operation.

2.4.7 - Syncing the Tablet

The sync (synchronize) function can be used to initiate the process of uploading documents to the server. Use sync instead of waiting for the default sync time, which is 20 minutes (configurable).

To sync the tablet:

1. Tap the Sync Start icon. 
 2. You should see the Sync Status icon become active on the top menu bar. 
 3. The Wi-Fi or 3G icon   should pop up, depending on your connection.
- The sync operation typically takes about 30 seconds to complete. During the sync, the Inbox list may flash. This may take longer if you have new documents to upload or download.
4. When done, the Sync Status icon disappears.

NOTE: If you have problems syncing your tablet, see your administrator.

Package Contents and Accessories

- "Package Contents" on page 30
- "Stylus Tether Cord Attachment" on page 31
- "Accessories" on page 33
- "Using the Multi-Unit Charger" on page 34

3.1 - Package Contents

Your Ricoh eQuill tablet package contains the following items:

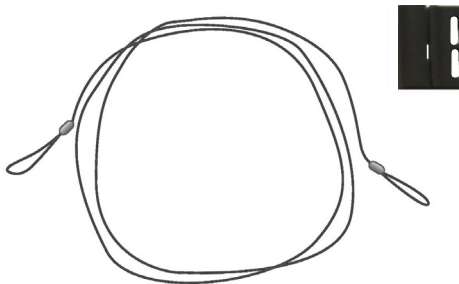
- Ricoh eQuill Tablet



- Stylus



- Stylus Tether and Stylus Holder



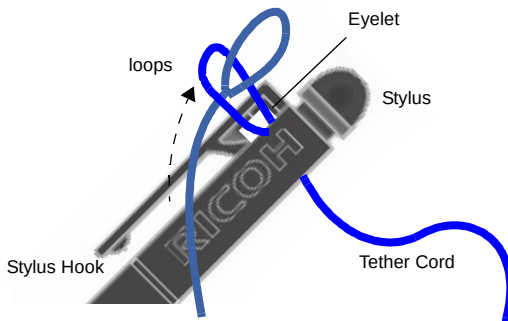
The Stylus Holder can be inserted into either side of the tablet by removing the Accessory Plug (item #11, in Figure 2-2 on page 21). See the following section for instructions.

3.2 - Stylus Tether Cord Attachment

The tether cord can be used to attach the stylus to either the tablet (Option 1) or to the tablet cover (Option 2).

3.2.1 - Option 1: Stylus Attachment to Tablet

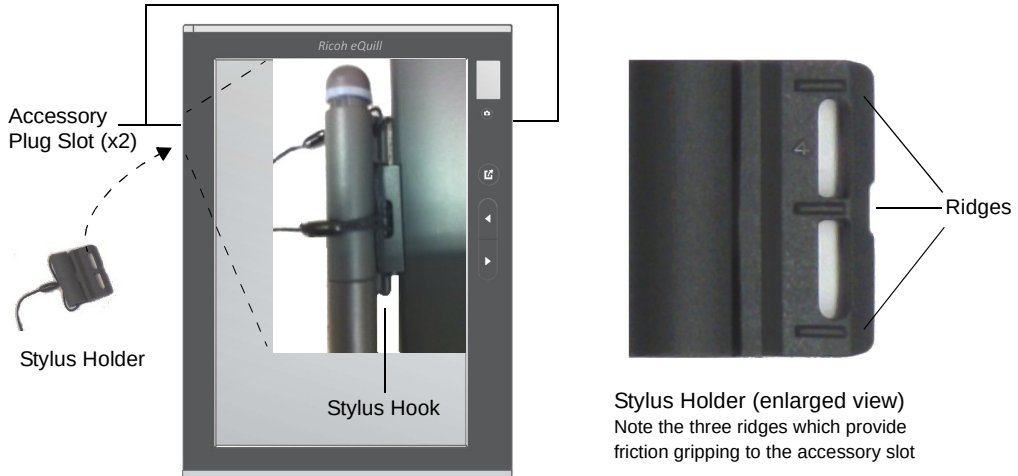
1. Thread one loop of the Tether Cord through the Stylus eyelet hole.
2. Thread the other loop of the Tether Cord through the loop in step 1, and pull taut.



3. Thread the remaining loop through the Stylus Holder eyelet, insert the Stylus through the loop, and pull taut.
4. Remove the Accessory Plug located on the side of the tablet and insert the Stylus Holder. Note that there is a slot on each side of the tablet (for left or right handedness).

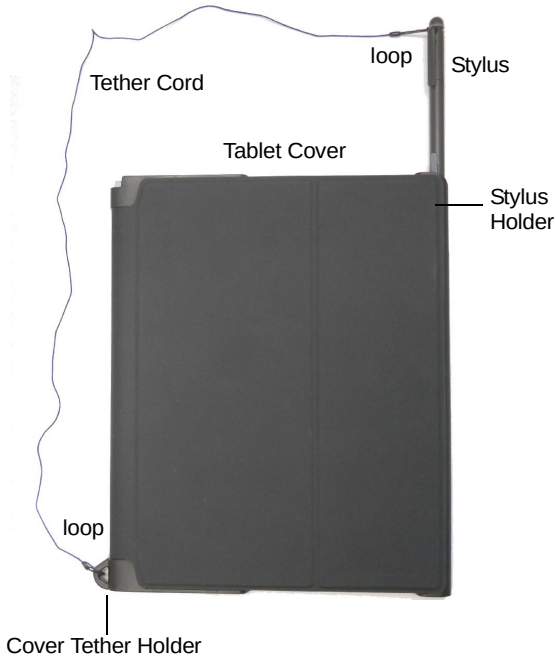
To remove the Accessory Plug, insert a small, flat screwdriver underneath the Accessory Plug, and gently pry up while pulling. Use gentle pressure.

5. To secure, hook the Stylus in the Stylus Holder using the Stylus Hook.



3.2.2 - Option 2: Stylus Attachment to Tablet Cover

1. Thread one loop of the Tether Cord through the Stylus eyelet hole.
2. Thread the other loop of the Tether Cord through the loop in step 1, and pull taut.



3. Thread the remaining loop through the Cover Tether Holder eyelet, insert the Stylus through the loop, and pull taut.
4. Insert the Stylus into the Stylus Holder (cylindrical slot located at the top of the cover).
5. To secure, hook the Stylus in the Stylus Holder.

3.3 - Accessories

The following items are not part of the standard Ricoh eQuill package but may be ordered from Ricoh EWS:

- AC Adapter with micro-USB cable
- Multi-Unit Charger (see the next section)
- Protective Cover
- Spare Stylus



Caution Properly shielded and grounded cables and connectors must be used for connections to the tablet computer (and/or peripheral) in order to meet FCC emission limits.
Only Ricoh EWS supplied cables should be used.

3.4 - Using the Multi-Unit Charger

The Multi-Unit Charger is an accessory that charges up to five tablets at a time. Tablets can be charged in a Ricoh case or without a case. The Multi-Unit Charger operates on 120 Volts AC (alternating current). It takes approximately 3.5 hours to charge a tablet from empty to fully charged using the Multi-Unit Charger.



3.4.1 - Safety Precautions

The appliance conforms to the Information Technology Equipment Safety requirements. Observe the following cautions when operating the Multi-Unit Charger.

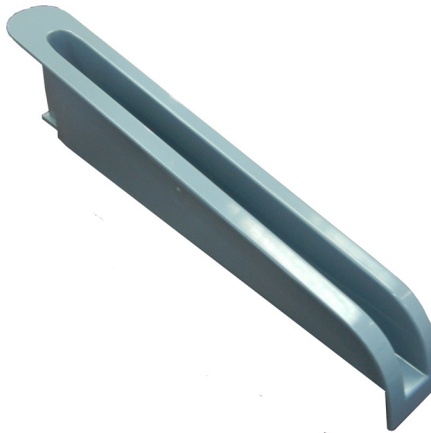


Warning Indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.

- Unplug the device before placing your hands or other item near the power pins.
- Do not operate the device if its enclosure or plug is damaged.
- When using this device, do not exceed the values specified by the manufacturer.
- Disconnect the Multi-Unit Charger power cord when not in use.
- Do not expose the device to dripping or splashing water.
- The maximum ambient temperature for this device is 40°C.
- This device is designed for indoor use only.

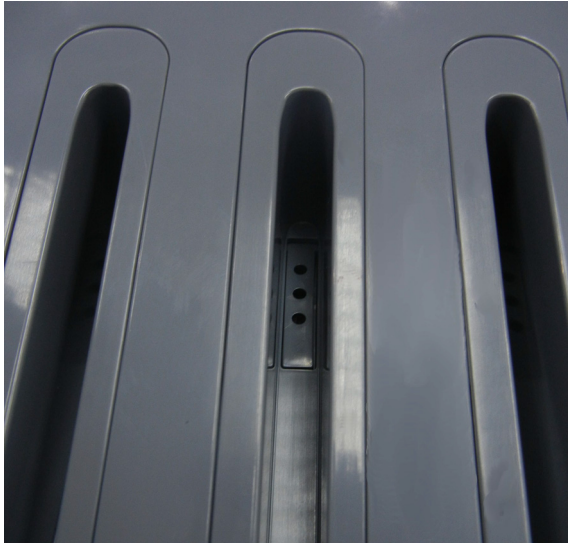
3.4.2 - Operation Instructions

1. If the tablets that are to be charged do not have cases, snap the supplied inserts into the slots.



If you are charging the tablets in their Ricoh cases, do not use the inserts.

2. Orient the tablets so the three pins on the tablets match the pins on the charger.



3. The lights on the tablet, indicate the level of charge. A solid blue light indicates that the tablet is fully charged. For more information see “LED Lights Interpretation” on page 69.

Warranty

4.1 - RICOH LIMITED WARRANTY

Ricoh Innovations, Inc. (“RICOH EWS”) warrants that the Ricoh eQuill (“Device”) will be free from defects in materials and workmanship for a period of one (1) year from the date of end user purchase (“Warranty Period”). End user’s sole remedy for warranty claims, confirmed by RICOH EWS, during the Warranty Period shall be, in RICOH EWS’s sole discretion, one of the following: (1) repair that returns the Device to, at a minimum, the operating equivalent of a new Device; or (2) replacement of the Device with a unit that is, at a minimum, the operating equivalent of a new Device. Warranty repair and replacement of the Device shall be free of charge. After the Warranty Period, end user shall be liable for all repair fees.

In the event of a warranty claim, end user shall contact RICOH EWS. End user shall be liable for all repair fees, even within the Warranty Period, if a Device is submitted to RICOH EWS for a warranty claim without complying with the RICOH EWS warranty submission process identified by RICOH EWS. Fees for overhaul and thorough inspection by special request of the end user shall be charged to the end user, whether or not they are incurred during the Warranty Period.

The Ricoh Limited Warranty does not apply to any damage resulting from: (1) failure to follow the instructions in the end user manual; (2) repair, modification, opening or overhaul of the Device not conducted by an authorized Ricoh service center; (3) fire, natural disaster, act of God, lightning, abnormal voltage, third-party products or other external causes; (4) improper storage or otherwise insufficient care of the Device; (5) misuse of the Device including, but not limited to, submergence in water (flooding), exposure to alcohol or other beverages, infiltration of sand or mud, physical shock, dropping of the product, or pressure on the product, and other unnatural causes.

The Ricoh Limited Warranty only applies to the Device. The Ricoh Limited Warranty does not apply to the accessories, batteries and other consumables provided, nor data stored on the Device. The Ricoh Limited Warranty is only valid in the country in which the Device was purchased by end user. Parts essential to the servicing of the Device shall be available for a period of three (3) years after the Device is discontinued. Ricoh EWS offers no guidance on time to complete repairs for Devices as part of this Ricoh Limited Warranty. When sending the Device for service, remove all accessories not related to the problem.

EXCEPT AS PROVIDED BY THE TERMS OF THE RICOH LIMITED WARRANTY AND TO THE EXTENT PERMITTED BY LAW, RICOH EWS HEREBY DISCLAIMS ANY REPRESENTATIONS OR WARRANTIES ON THE DEVICE, EXPRESS, IMPLIED, OR STATUTORY, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT.

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4.2 - Technical Assistance

For technical assistance and product return authorization, and to order parts, accessories, or manuals contact **Ricoh Innovations EWS**.

**1-855-GO-EWRITER
(1-855-463-9748)
support@ricoh-ews.com**

For additional technical assistance, technical training, and product information, visit the web site at **www.ricoh-ews.com**. Send all authorized, prepaid returns to the following address:

Ricoh EWS
2077 Gateway Place
San Jose, CA 95110 USA

Ricoh eQuill Tablet Care

-
- "Instructions for Care" on page 42
 - "Camera Care" on page 42
 - "Storage Requirements" on page 42
 - "Software Update via OTA" on page 42

5.1 - Instructions for Care

The Ricoh eQuill tablet is not waterproof. If your tablet does get wet, unplug all cables. Wait for the tablet to dry completely before powering it on. Do not attempt to dry your tablet with an external heat source, such as a hair dryer. Clean the screen with a soft cloth; be careful not to wipe it with anything abrasive.

5.2 - Camera Care

5.2.1 - Removing Dust and Dirt

Use a microfiber lens cloth to remove dust and lint. Use light strokes. For mud or other stubborn dirt, use a mild soap solution.

5.2.2 - Scratches

There is no good way to repair scratches yourself. The best thing you can do is prevent scratches. To protect the camera lens from scratches, use a protective cover.

5.2.3 - Water

To protect the camera lens from water spots, use a protective cover.

5.3 - Storage Requirements

When storing your Ricoh eQuill tablet, do not expose your tablet to extreme heat or cold. Below are the storage requirements for your tablet.

- Temperature: -20⁰ to 50⁰ Celsius or -4⁰ to 122⁰ Fahrenheit (no more than 3 months at 50⁰ Celsius)
- Humidity: < 80% non-condensing

5.4 - Software Update via OTA

The tablet will automatically download a software update when available. You can continue to use the tablet while the download is in progress. OTA software updates are initiated by your administrator.

When a software update is downloaded, the OTA (Over-The-Air) icon  will appear on the Inbox page (left of the Blank Forms icon).

1. Tap the OTA icon to begin the software update process.

NOTE: Make sure the your tablet battery level is at least 20% to complete an update. A red LED light on the tablet indicates the battery level is too low.

2. An Update splash screen on the tablet will instruct you of actions to be performed, and will indicate that the tablet is updating (see "Software Update Settings Page" on page 58).
3. The tablet will reboot when finished with the OTA update. The Update splash screen disappears after the tablet is updated.

Settings Page

-
- "Settings Page Overview" on page 46
 - "Network Settings Page" on page 48
 - "User Settings Page" on page 49
 - "Tools Settings Page" on page 51
 - "Software Update Settings Page" on page 58
 - "About Settings Page" on page 59

6.1 - Settings Page Overview

Tapping the Settings icon allows you to view tablet information and make modifications to the tablet via the Settings Page.



The Settings Page has two sections:

- "General Settings" on page 46
- "Other Settings" on page 47

Figure 6-1: Settings Page Home Screen

Settings		
General		
Airplane Mode (Disable Radios)	☐ On ☒ Off	
Sounds	☐ On ☒ Off	
Volume		
Other Settings		
Network		See page 48
User		See page 49
Tools		See page 51
Software Update		See page 58
About		See page 59

6.1.1 - General Settings

The General section of the page contains the Airplane Mode, Sounds, and Volume settings.

Airplane Mode

Wi-Fi and cellular service is disabled and enabled with the Airplane Mode.

Sounds and Volume

Sounds must be enabled (On) to use the Volume control.

Use the Volume control to adjust the loudness of events that occur (e.g., pressing the Submit button, camera shutter button press, and so on).

6.1.2 - Other Settings

Each of the settings listed under Other Settings can be accessed by pressing the backward and forward page buttons, or by tapping the arrow icon to the right of the topic:

- Network Settings — See "Network Settings Page" on page 48
- User Settings — See "User Settings Page" on page 49
- Tools Settings — See "Tools Settings Page" on page 51
- Software Update Settings — See "Software Update Settings Page" on page 58
- About Settings — See "About Settings Page" on page 59

6.2 - Network Settings Page

(Settings > Network)

The Network Settings page displays Networks, Connection, and 3G information.

Figure 6-2: Network Settings Page

Settings

Network

Wi-Fi

OnOff

Do not attempt to add wireless access points requiring a browser.

SSID

Key

Security

Clear

Add

Connection

Status:

Address:

Network:

None

3G Radio

Status:

Disabled

Roaming:

Disabled

Wi-Fi

The Magnifying Glass icon, when tapped, performs a scan of local networks. Network names are displayed in the box. Only known networks are displayed and recognized. The black/dark circle next to the Lock (secure network sign) indicates that the network is known and will be one of the networks to be connected, based on signal strength. Enter the network password at the prompt to gain access.

NOTE: Not all networks may be found on the first scan. If needed, repeat the scan. Remember that if a network has a hidden SSID, it will not appear in the scan results.

Connection

This section contains the Wi-Fi address, 3G address, and other network information. As the system connects, you may see these fields changing.

3G Radio

This section displays the 3G status of the tablet. The options are enabled or disabled.

6.3 - User Settings Page

(Settings > User)

The User Settings page displays the User ID and Server information.

Figure 6-3: User Settings Page

Settings

Sync

Server:111-api.ricohewsccloud.com

User

ID:111382

Name:Robert Williams

Email:111illiams@ricoh-ews.com

Account:11160

Logout

Sync

The Server indicates the server from/to which this tablet will sync documents. The Server Name is entered during provisioning.

User

The user information is taken from the provisioning process. The following user information is displayed on this page: ID, Name, Email, Account. Use the Logout button to log out of the user account.

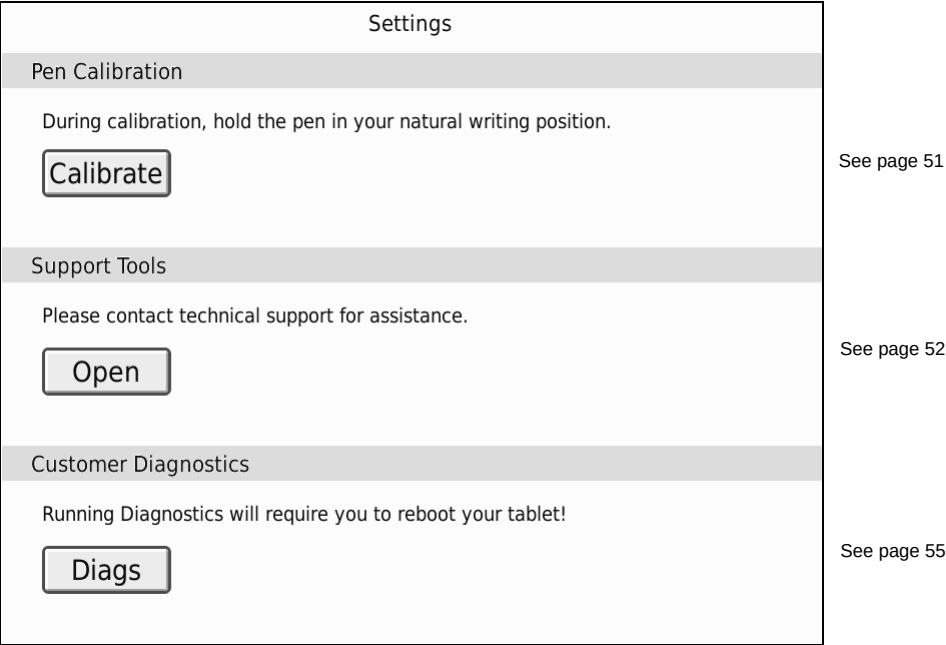
6.4 - Tools Settings Page

(Settings > Tools)

The Tools Settings page provides access to the following tools:

- "Stylus (Pen) Calibration" on page 51
- "Support Tools (3G)" on page 52
- "Customer Diagnostics" on page 55

Figure 6-4: Tools Settings Page



6.4.1 - Stylus (Pen) Calibration

(Settings > Tools > Calibrate)

Tap the Calibrate button for stylus calibration. See "Step 3 — Calibrate" on page 24 for instructions.

6.4.2 - Support Tools (3G)

(Settings > Tools > Open)

Tap the Open button to access support tools (Figure 6-5) which are used to request updates of the 3G operating parameters. The parameters are updated Over-The-Air by the 3G service provider.

Some of buttons available on this page require a password to be entered in order to proceed. The password is available from your technical support representative (1-855-Go-eWriter).

NOTE: These tools should only be used under the guidance of your technical support representative. Make sure there is 20% or greater charge on the battery, or the charger is plugged in, before requesting 3G updates.

Figure 6-5: Support Tools Page

Support Tools

3G Wireless Modem

Modem Status:

Disabled

Factory Reset

Reset Now

Manual DC Update

Update Now

MIP Profile:

1,1,"0.0.0.0","255.255.255.255","68.28.89.76","5338248514@mvno74.sprintpcs.com"
"5338248514@mvno74.sprintpcs.com",1,1,1234,1,1234

Manual FUMO Update

Update Now

Hardware Version:

1.2

Modem Firmware:

8.5.16

Custom Firmware:

0,0,1

Manual PRL Update

Update Now

PRL:

40443

Open Mobile Alliance - Device Management (OMA-DM)

Scheduled Update:

2012-08-08 12:25

Update Status

Details...

Modem Status

Displays the present state of the 3G module (Idle, Ready, Connecting, Connected, KeepAlive, and Disconnecting). This is an active display and will be updated should the state change.

Factory Reset

This password protected button (Reset Now) will return the 3G module to the original factory settings. The module is powered off by the tablet after the reset is complete. At the next tablet

synchronization (sync) request, the tablet will automatically request a Device Configuration (DC) update.

Manual DC Updates

This is a password protected button (Update Now) which will request a management session with the service provider. Primarily this updates the Mobile Internet Protocol (MIP) profile. This profile must be set to one (1) in order to establish a PPP connection that has full internet access. This button is used if 1) initial provisioning to the 3G network is unsuccessful or 2) if the account with the service provider is changed. Typically, this update takes about 2 minutes, but it can take up to 8 minutes.

MIP Profile

Displays the current profile or "Updating" if an update is in progress.

Manual FUMO Update

This is a password protected button (Update Now) which will request a management session with the service provider specifically to update the 3G module's firmware if an update is available. A firmware update can take up to six (6) minutes to complete.

Hardware Version

The hardware modules revision level. This is a static display and would only change if the hardware module was replaced.

Modem Firmware

The major revision level of the modem firmware. This is a dynamic display and will be updated after a firmware update (FUMO) with the major revision level of the new firmware. The firmware update may not change the major revision level of the firmware. This will be changed to "Updating" while an update is in progress.

Custom Firmware

The minor revision level of the modem firmware. If a firmware update request results in new firmware being loaded into the module, this field will be updated.

Manual PRL Update

This is a password protected button (Update Now) which will request a management session with the service provider specifically to update the 3G modules preferred roaming list (PRL) if an update is available.

PRL

This dynamic display shows the current preferred roaming list and will be updated after the manual request is completed if the PRL was changed. While the update request is in progress the display will indicate "Updating".

Scheduled Update

The tablet is configured to request updates at regular intervals. This display shows when the next update is scheduled.

Update Status

This button (Details) will open a dialog box which will display the current status of any updates which are in progress as well as the next scheduled update.

NOTE: Do NOT power off the tablet or attempt to put the tablet to sleep while an update is in progress.



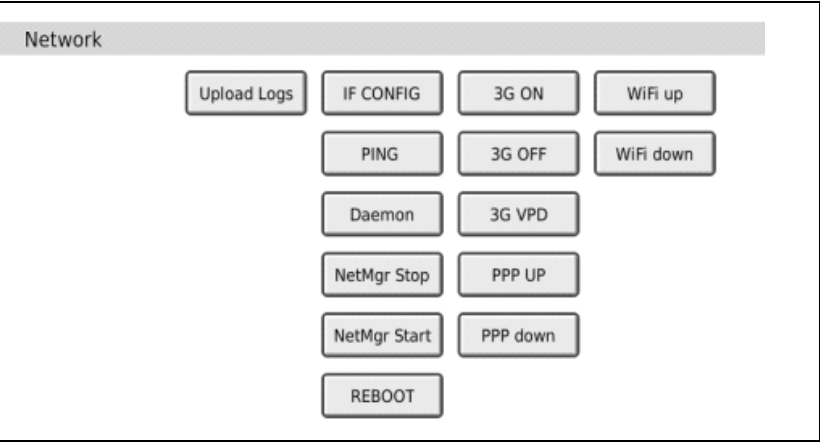
6.4.3 - Customer Diagnostics

(Settings > Tools > Diag)

Tap the Diags button to bring up a Diagnostic Password dialog. You will need to enter the service password provided by your Ricoh EWS technical support representative.

Use the soft keyboard to enter the six character password. If the password is correct, the Diagnostic Tools page will appear (Figure 6-6), allowing you to perform tablet diagnostics.

Figure 6-6: Diagnostic Tools Page



Upload Logs

Will create a compressed file of the Inbox, templates, system logs and other configuration information. Once the archive is created, an attempt is made to transfer the archive to the recovery directory of the POD. The creation and transfer can take more than ten (10) minutes. When the attempt to transfer is complete, a dialog box indicating success or failure will be presented. Do not attempt any other tablet functions until the dialog box, indicating completion, has appeared.

IF CONFIG

Displays the status of the currently active network interfaces.

PING

Uses the ICMP protocol's mandatory ECHO_REQUEST datagram to elicit four (4) ICMP ECHO_RESPONSE from the configured account host or, if none is configured, from ricoh-ews.com.

Daemon

Will display a list of the EWS processes and their PID values.

NetMgr Stop

Causes the network manager process to take a graceful exit. This is necessary in order to successfully use the 3G or Wi-Fi buttons.

NetMgr Start

Causes the network manager process to restart and take control of all network activity.

REBOOT

Performs a reboot of the tablet software. The reboot will wait until the OK button is tapped, or you attempt to navigate away from the diagnostics page.

3G ON

Will attempt to power on the 3G radio. If the network manager has not been stopped, that process will immediately power the radio off again.

3G OFF

Will attempt to power off the 3G radio. If the network manager has not been stopped, that process will immediately power the radio on again.

3G VPD

Queries the 3G radio for Vender Product Data as well as radio and network signal status information. The radio must be powered on to retrieve this information. Executing this command will terminate a PPP connection if one has been established.

PPP UP

Will attempt to establish a PPP network connection. This command will return almost immediately as, the PPP daemon is run in the background. The PPP daemon will not show up in the list generated by the Daemon button. The PPP connection can be verified using the CONFIG button; the dialog box will have a “ppp0” entry if the connection could be established.

PPP down

Will terminate a PPP connection if one exists and cause the PPP daemon to exit.

Wi-Fi up

Brings up the Wi-Fi radio and attempt to establish a network connection. The SSID and passphrase (if needed) must already be known to the tablet.

Wi-Fi down

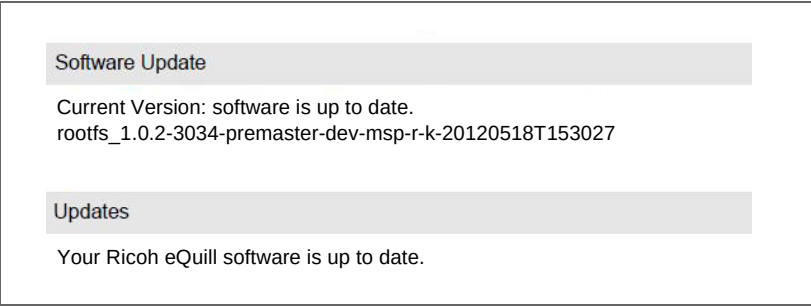
Causes a Wi-Fi network disconnect and power off of the Wi-Fi radio.

6.5 - Software Update Settings Page

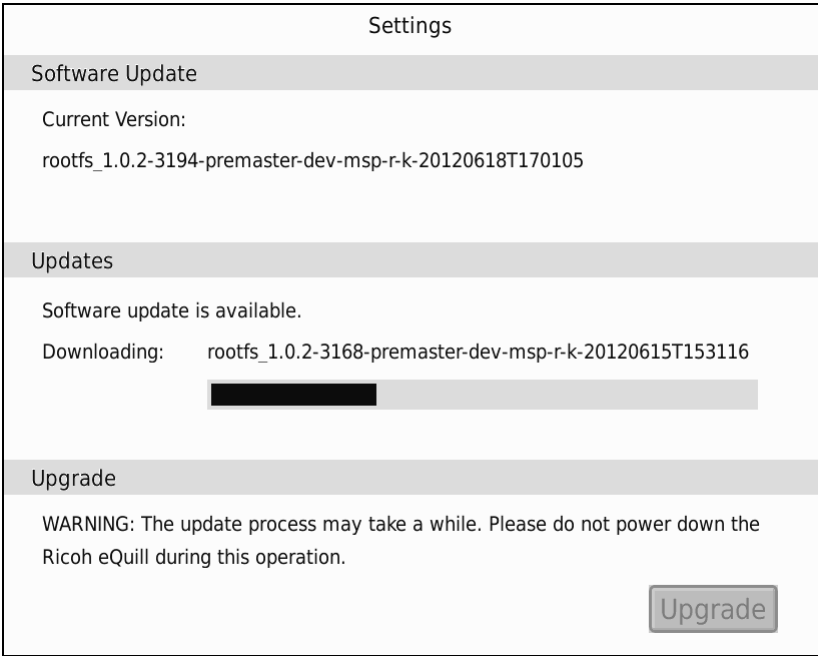
(Settings > Software Update)

This page displays the current software version and shows an Updates message.

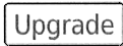
Figure 6-7: Software Settings Page



During an Over-The-Air (OTA) software update initiated by your administrator, the screen above will be replaced by the following screen, indicating the progress of the OTA software download.



Once the download is complete, the OTA icon  will appear on your Inbox Page. Tap the OTA icon, which will bring you to the screen above. The progress bar will disappear and the Upgrade button will now become active.



Tap the Upgrade button to complete the software upgrade on your tablet. You will first see a software update message (“Starting software update... please wait”), then you will see a sequence of screens.

NOTE: Before tapping the Upgrade button, make sure that (a) no syncs are in progress, and (b) the battery is at least 20% charged. Power must not be turned off during the upgrade process. Also, make sure any pending documents are submitted or fully synchronized with the server for document safety

It takes up to 30 minutes to update the tablet software with a new version. The tablet will reboot when done. For more information about updating your software, contact your administrator.

6.6 - About Settings Page

(Settings > About)

The About Settings page displays hardware information, 3G module information, legal, license, and regulatory information. The 3G information is only displayed on those tablets that are authorized for 3G service. The information in this block is the information required for 3G service.

Figure 6-8: About Settings Page

Settings	
About	
Serial Number:	EA00-E000333011-00
Software Version:	1.0.2-3194
MAC:	00:26:73:26:29:50
MSP Version:	118
Recovery Software:	0.0.20
Disk Usage:	29%
3G	
MEID:	A10000157F5B9E
Mobile Director:	5338248514
Mobile System ID:	9312138916
NAI:	5338248514@mvno74.sprintpcs.com
PRL:	40443
Activation Status:	Success
Profile:	1
Legal	
LICENSE REGULATORY LEGAL	

Ricoh eQuill Tablet Specifications

- "Ricoh eQuill Tablet Specifications" on page 62
- "Camera Operation" on page 63
- "Entering Data — Stylus and Keyboard" on page 63

7.1 - Ricoh eQuill Tablet Specifications

Feature	Description
Internal Storage	8 GB
Picture Display	0.95" (24.13mm) OLED
Communications	• Wi-Fi & 3G modem w/GPS model eQ101 • Wi-Fi only - model eQ102 The following supported protocols apply to Wi-Fi: WEP, Wireless Protected Access I&II, Hidden SSID
Keyboard	Soft Keyboard
Input Device	Pen Digitizer
Camera	5 Megapixels, Auto-Focus
Microphone	Omnidirectional Condenser
Environmental Protection	IP54
Product Warranty	1 Year
Operating Humidity	20~80%, non-condensing
Wireless Support	802.11 b/g

Feature	Description
Display	E Ink® Electronic Paper Display
Display Size	246 mm (9.7")
Color	16-Level Gray Scale
Size: W × H	189 mm × 245 mm 7.44" X 9.65"
Size: D	9.6 mm .378"
Weight	499 g (17.60 oz.)
Status Indicator	LED
Charging Methods	AC Charger 5 Unit Multi-Unit Charger
Battery Life	Li Polymer, 18 hours, Normal Use (e.g., Two Submits/20 minutes of writing per hour - Wi-Fi only)
Operating Temperature	0 ⁰ ~40 ⁰ C or 32 ⁰ ~104 ⁰ Fahrenheit
Storage Temperature	-20 ⁰ to 50 ⁰ C (-4 ⁰ to 122 ⁰ Fahrenheit, no more than 3 months at 50 ⁰ C)

7.2 - Camera Operation

Operation	Procedure
How do you turn on the camera?	If the camera has been enabled for a document, press and release the shutter button. That causes the camera to turn on and the camera display to start showing previews.
Where does the photo go after you snap the shutter?	It is displayed in gray scale, and placed onto the page. Some documents may be configured to add the photo as a separate page at the end of the document. In this case, a full-resolution color version is stored with the document.
Do you have the option to review the photo, and will it appear on the Ricoh eQuill display?	The photo will appear on the main display in the image well if the page has an ImageDrop widget on it.
How do you delete the photo?	You can replace the image with another by taking another photo (ImageDrop only).
How do you save the photo?	The photo is automatically saved with the document.
Can you send the photo to another Inbox?	Workflow processes on the server can access the photo and do whatever they want with it.

7.3 - Entering Data — Stylus and Keyboard

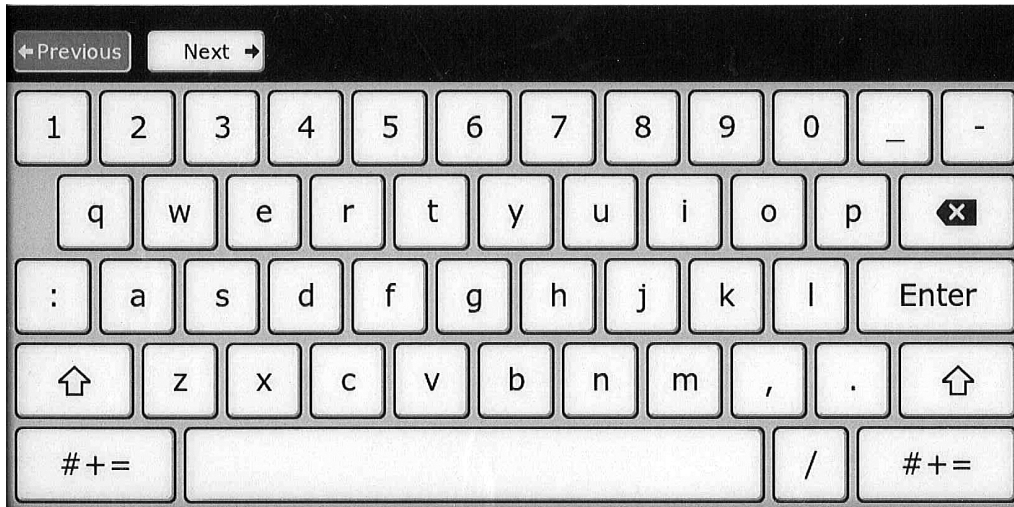
7.3.1 - Using the Stylus

The stylus is used just like a pen on paper — it writes and erases. Use the eraser (top of pen) just like you would use a pencil eraser. The stylus produces stroke information at 600 dpi resolution.

7.3.2 - Soft Keyboard

The soft keyboard pops up automatically by touching a text field with the stylus when the information needs to be typed. The information is entered by touching or tapping the display

with the stylus. You cannot use the stylus to draw in a field that has been defined by the administrator as a keyed entry field.



The Ricoh eQuill offers the following text options:

- Uppercase Text
- Lowercase Text
- Punctuation Text
- Accent Mark Text

7.3.3 - Uppercase Text

The uppercase text is invoked by pressing and releasing the shift key and then selecting a letter. It enters one uppercase letter before it reverts to lowercase.

7.3.4 - Lowercase Keyboard

The lowercase keyboard is displayed automatically when you place the stylus in a predefined field. You can make the keyboard go away by pressing the Enter key or by tapping outside the keyboard. If the document author has specified an InputText tab order, you can navigate to the next text edit field by pressing the Next button, or you can navigate to the previous text edit field by pressing the Previous button.

7.3.5 - Punctuation Keyboard

The punctuation keyboard is invoked by tapping and holding the punctuation key  .
The lowercase keyboard is invoked from the punctuation keyboard by tapping the alphabet key



7.3.6 - Accent Keys

The accent keys are an additional set of keys that are revealed by pressing the relevant base character for one second. For example, the accented *a* characters are all revealed by pressing and holding the *a* key.

The accent keyboard is used to enter both upper and lower case characters, and it supports characters in the ISO-8859-1 character set.

The lowercase keyboard is invoked from the punctuation keyboard by pressing the alpha key.

The uppercase keyboard is invoked from the punctuation keyboard by pressing the shift and alphabet key.

Troubleshooting

This chapter addresses problems that maybe encountered with the Ricoh eQuill tablet.

- "General Issues" on page 67
- "Unresponsive Ricoh eQuill Tablet" on page 67
- "Unresponsive Charged Ricoh eQuill Tablet" on page 68
- "LED Lights Interpretation" on page 69

8.1 - General Issues

Contact you administrator for the following issues:

- Documents not getting submitted
- Document shows an error
- Unable to connect to Wi-Fi or 3G
- Upgrading your software

8.2 - Unresponsive Ricoh eQuill Tablet

The Ricoh eQuill tablet may need to be recharged if it is unresponsive. If the tablet blinks red three times, the tablet power is critically low. It still displays what was last on the screen. Charge your tablet first, then turn it on.

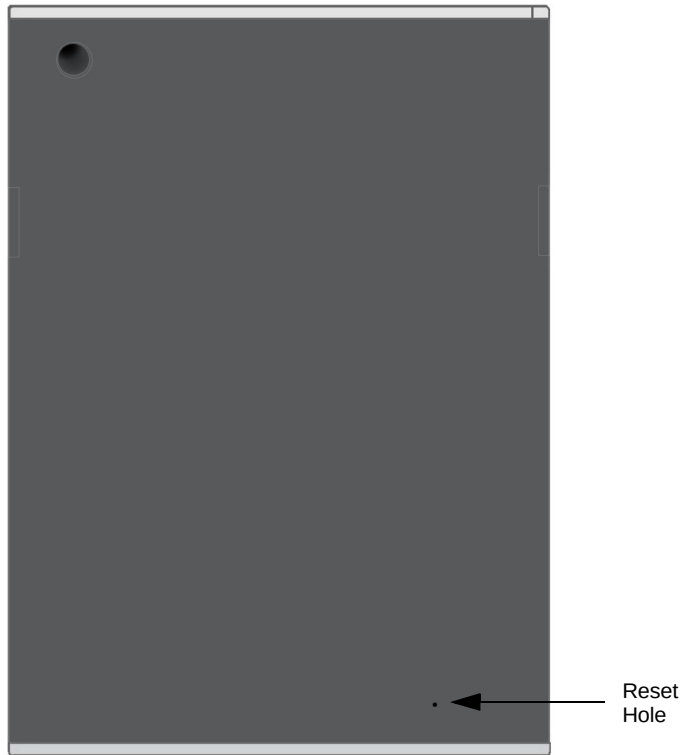
8.3 - Unresponsive Charged Ricoh eQuill Tablet

You may need to do a hard reset. Contact Ricoh, or follow these instructions.



Caution A reset may cause a loss of data that was not saved to the server.

On the bottom of the tablet you will find a small hole. Gently insert a paper clip into the hole until you hear it click.



When you have successfully reset your tablet, the LED indicator light will blink blue. The tablet will then start up as normal.

8.4 - LED Lights Interpretation



During normal use, the LEDs will only be used during large tasks, such as booting and shutting down.

- When in use, blinking LEDs indicate the tablet status.
- When off, you only get solid LEDs to indicate charging status.

LED Light	Description
No lights	Tablet is not charging; no external power.
Red light blinking	Tablet tried to perform an unsuccessful operation. See your administrator.
Blue light blinking	Tablet is in the process of performing an operation. Please wait.
Red light blinks three times	Tablet power is critically low.
Solid blue	Tablet is fully charged.
Solid purple	Tablet is partially charged, but may still be used.
Solid red	Tablet has insufficient battery power. Charge the tablet before use.

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