



# *MyPal A620BT*

**User's Manual**

**E1370**

**Revised edition V2**

**July 2003**

**Copyright © 2003 ASUSTeK COMPUTER INC. All Rights Reserved.**

No part of this manual, including the products and software described in it, may be reproduced, transmitted, transcribed, stored in a retrieval system, or translated into any language in any form or by any means, except documentation kept by the purchaser for backup purposes, without the express written permission of ASUSTeK COMPUTER INC. ("ASUS").

Product warranty or service will not be extended if: (1) the product is repaired, modified or altered, unless such repair, modification or alteration is authorized in writing by ASUS; or (2) the serial number of the product is defaced or missing.

ASUS PROVIDES THIS MANUAL "AS IS" WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL ASUS, ITS DIRECTORS, OFFICERS, EMPLOYEES OR AGENTS BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING DAMAGES FOR LOSS OF PROFITS, LOSS OF BUSINESS, LOSS OF USE OR DATA, INTERRUPTION OF BUSINESS AND THE LIKE), EVEN IF ASUS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES ARISING FROM ANY DEFECT OR ERROR IN THIS MANUAL OR PRODUCT.

SPECIFICATIONS AND INFORMATION CONTAINED IN THIS MANUAL ARE FURNISHED FOR INFORMATIONAL USE ONLY, AND ARE SUBJECT TO CHANGE AT ANY TIME WITHOUT NOTICE, AND SHOULD NOT BE CONSTRUED AS A COMMITMENT BY ASUS. ASUS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR ANY ERRORS OR INACCURACIES THAT MAY APPEAR IN THIS MANUAL, INCLUDING THE PRODUCTS AND SOFTWARE DESCRIBED IN IT.

Microsoft, Activesync, Outlook, Pocket Outlook, Windows, and the Windows logo are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or in other countries. Microsoft products are licensed to OEMs by Microsoft Licensing, Inc., a wholly owned subsidiary of Microsoft Corporation.

# Contents at a glance

This user's manual contains the information you need to efficiently use ASUS® MyPal A620BT Pocket PC.

- **Chapter 1 - Get started!** ..... 1-1  
This chapter introduces the ASUS MyPal A620BT Pocket PC, how to set and power it up, and basic screens that will familiarize you with its many features.
- **Chapter 2 - Learn the basics** ..... 2-1  
This chapter will teach you the basic functions in MyPal A620BT. You will learn how to enter, find, and organize information, customize the device, and use the bundled ASUS utilities.
- **Chapter 3 - Microsoft® ActiveSync®** ..... 3-1  
This chapter tells you how to use the Microsoft® ActiveSync® to synchronize your device with your desktop computer.
- **Chapter 4 - Microsoft® Pocket Outlook** ..... 4-1  
This chapter details the procedures for the Microsoft® Pocket Outlook Calendar, Contacts, Tasks, Notes, and Inbox.
- **Chapter 5 - Companion programs** ..... 5-1  
This chapter includes information on Pocket Word, Pocket Excel, MSN Messenger, Windows Media Player for Pocket PC, and Microsoft Reader.
- **Chapter 6 - Pocket Internet Explorer** ..... 6-1  
This chapter gives information and procedures on using Pocket Internet Explorer, Mobile Favorites folder, and AvantGo interactive service.
- **Chapter 7 - Get connected** ..... 7-1  
This chapter provides the procedures for connecting to the Internet, and for transferring data using infrared (IR).
- **Chapter 8 - Bluetooth™** ..... 8-1  
This chapter provides information on using the Bluetooth feature built-in the device.
- **Appendix - Notices** ..... A-1  
This part includes the safety notices and regulations.

# MyPal A620BT specifications

<b>Processor</b>	Intel PXA255 400 MHz
<b>Software</b>	Microsoft Pocket PC 2003
<b>Memory</b>	64MB SDRAM (55.2 MB user accessible) 64MB Flash ROM
<b>Display</b>	3.5-inch, 240x320 pixels 65,536 colors, Transflective TFT LCD
<b>Card slot</b>	CompactFlash (CF) Type II slot
<b>Connection</b>	Bluetooth, FIR/SIR
<b>Audio</b>	Stereo headphone jack Built-in microphone Built-in speaker
<b>Size</b>	125 mm x 76.8 mm x 13.3 mm (L x W x H) 4.92 in. x 3.02 in. x 0.52 in. (L x W x H)
<b>Weight</b>	Approximately 141g

## MyPal A620BT package

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

Standard package contents	Optional accessories	
<ul style="list-style-type: none"> <li>ASUS MyPal A620BT</li> <li>USB cradle with sync cable</li> <li>AC adapter Input: 100V~240V Output: 5V 2A 10W</li> <li>Stylus</li> <li>Microsoft Companion CD</li> <li>Bonus CD (optional)</li> <li>User's Manual</li> <li>Quick Start Guide</li> <li>Warranty card</li> </ul>	<ul style="list-style-type: none"> <li>Stylus</li> <li>Car charger</li> <li>Foldable keyboard*</li> <li>Leather handheld case</li> <li>Leather waist case</li> <li>Traveling USB sync cable</li> <li>Cradle with cable</li> <li>AC adapter with plug (UL/CEE/UK/SAA/CCEE)</li> <li>GPS mouse</li> </ul>	<ul style="list-style-type: none"> <li>CF GPS card</li> <li>CF wireless LAN card</li> <li>CF LAN card</li> <li>CF modem card</li> <li>CF camera card</li> <li>CF VGA card</li> <li>CF FM radio card</li> <li>CF GPRS card</li> <li>Bluetooth dongle</li> <li>Bluetooth GPS</li> <li>Bluetooth earphone</li> </ul>

\* English version keyboard. Visit the ASUS website to check the availability of other language version keyboards.

# Chapter 1

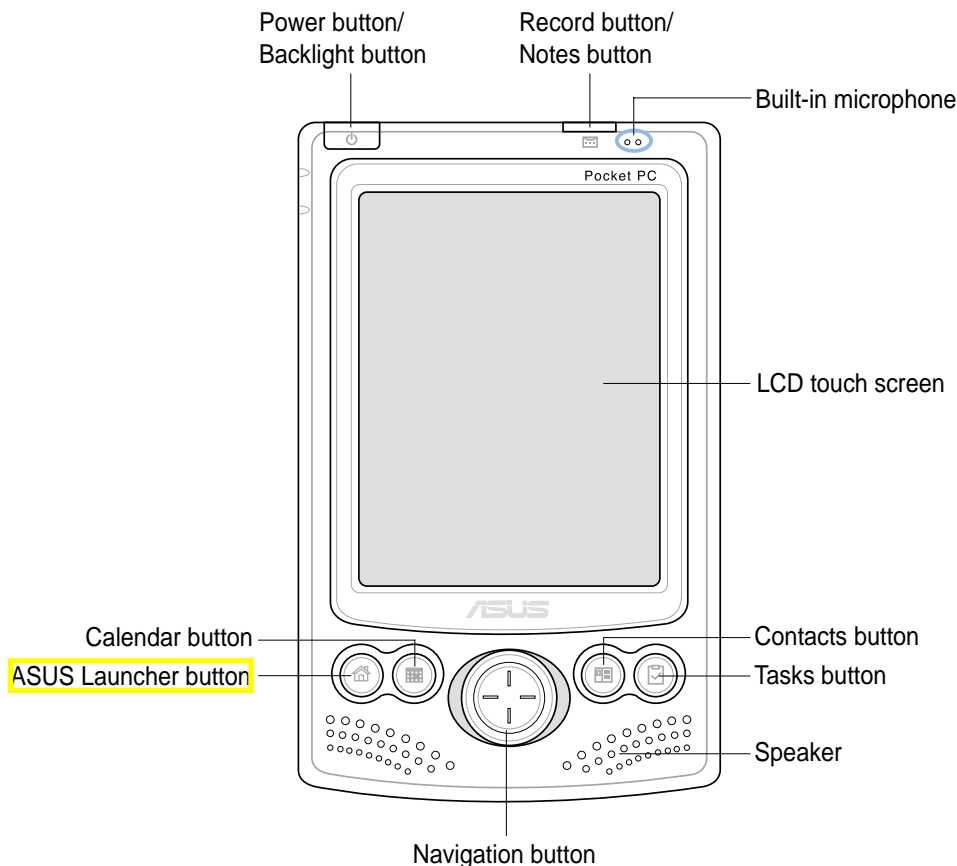
## *Get started!*

◆	<b>Introducing MyPal .....</b>	<b>1-2</b>
	Front features .....	1-2
	Left side features .....	1-3
	Top features .....	1-4
	Bottom features .....	1-4
	Back features .....	1-5
	The stylus .....	1-5
	The cradle .....	1-6
◆	<b>Setting up MyPal .....</b>	<b>1-7</b>
	Placing on the cradle .....	1-7
	Connecting the AC adapter .....	1-7
	Installing and removing a CF card .....	1-8
	Charging the battery .....	1-10
	Activating MyPal .....	1-10
◆	<b>Basic screens on MyPal .....</b>	<b>1-11</b>
	Today screen .....	1-11
	Start menu .....	1-12
	Command bar .....	1-13
	Pop-up menus .....	1-13

# Introducing MyPal

The ASUS® MyPal A620 is truly a good companion wherever you go. Powered by a 400MHz Intel® PXA255 processor, equipped with 64MB SDRAM and 64MB Flash ROM, and bundled with the latest Microsoft Pocket PC 2003 plus a host of useful utilities, you have everything you need in your pocket!

## Front features



- **Power/Backlight button** - turns the device power on or off if you press the button quickly. Pressing and holding the button for a few seconds turns the backlight on or off. Turning off the backlight saves battery power.

---

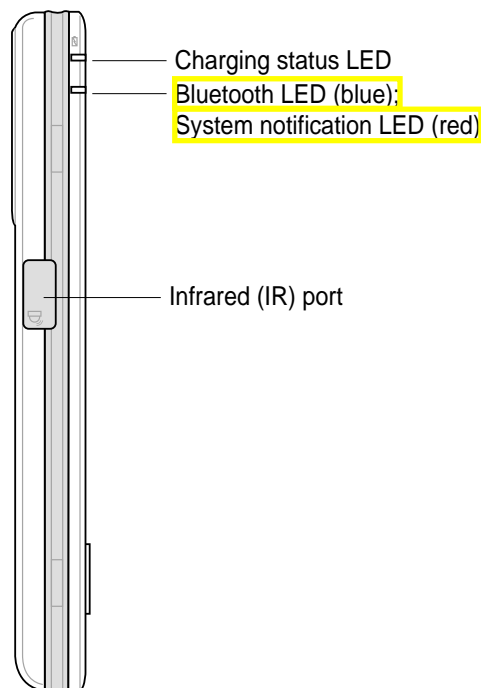
**NOTE** Press this button and the Tasks button simultaneously if you wish to launch the Align Screen function.

---

- **Record/Notes button** - allows you to record sounds and save them as files if you press and hold the button, or launches the Notes program when pressed once.
- **Built-in microphone** - magnifies your sound recording.

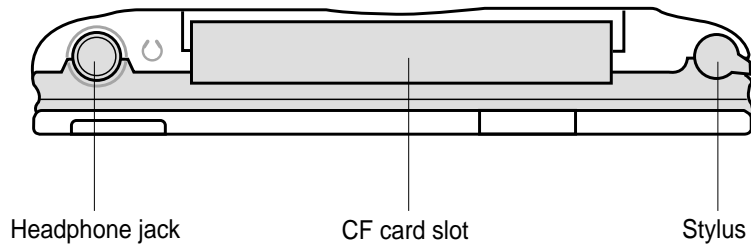
- **LCD touch screen** - allows you to enter, read, send, receive, or edit data by tapping on it. The screen lumination is increased or decreased by changing the backlight settings.
- **ASUS Launcher, Calendar, Tasks, and Contacts buttons** - allow you quick access to commonly used programs.
- **Navigation button** - functions like the four arrow keys and the Enter key on a keyboard. This multifunction button allows you to:
  - move through the program icons, folders, or files in a menu by scrolling up or down
  - launch a selected program, list folder contents, or open a file by pressing the center of the button
- **Speaker** - allows you to hear alarms and other sound outputs from the device.

## Left side features



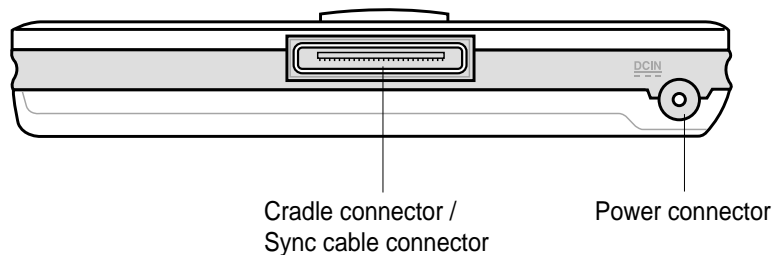
- **Charging status LED** - lights up orange when the battery is charging; lights up green when the battery is fully charged.
- **Dual-function LED**
  - Bluetooth LED (blue)** - blinks blue when Bluetooth is ON; does not light up when Bluetooth is OFF.
  - System notification LED (red)** - blinks red to notify you of a scheduled event
- **Infrared (IR) port** - allows you to copy or send data to another device with an IR port.

## Top features



- **Headphone jack** - connects a headphone.
- **CF card slot** - accommodates a CompactFlash (CF) card. See list of supported CF cards on page iv.
- **Stylus** - used for tapping or writing on the LCD touch screen. Slide out the stylus from its compartment. Refer to the description of the stylus on the next page.

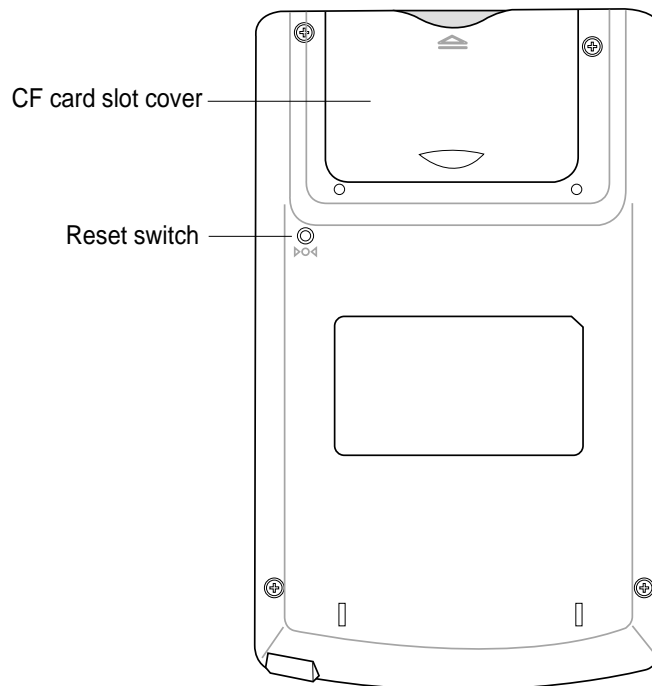
## Bottom features



- **Cradle connector / Sync cable connector** - connects to the 26-pin female connector on the cradle. If you are not using the cradle, connect the 26-pin USB sync cable directly to this connector to synchronize your device with your computer.
- **Power connector** - connects the AC adapter cable. Use this connector if you wish to use AC power without the cradle.



## Back features



- **Reset switch** - allows you to perform a soft reset in case the device malfunctions, or when an application hangs. Press the tip of the stylus on the switch to reset the system.
- **CF card slot cover** - protects the slot connector and the CF card.

## The stylus

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

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



## The cradle

The cradle has three connectors.

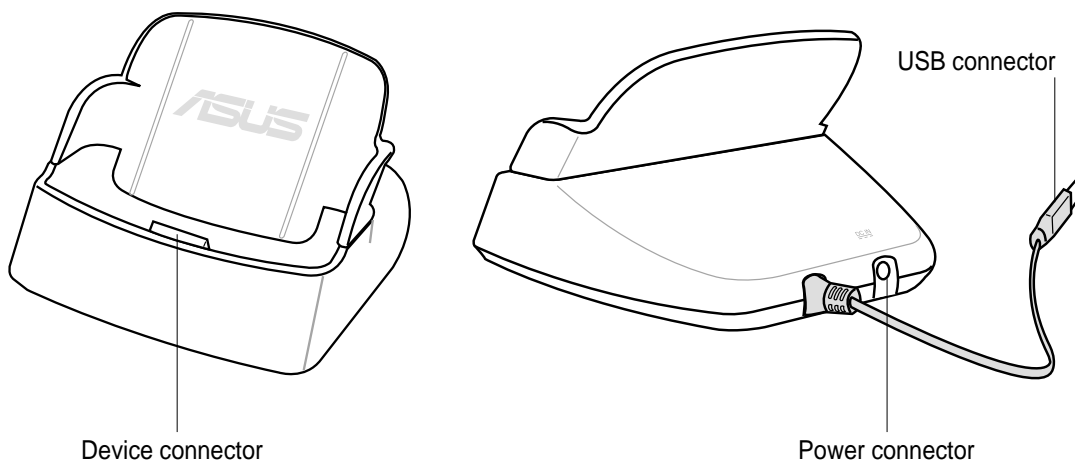
- **Device connector** - holds the device in place. This is a 26-pin connector that matches the connector on the bottom of the device.
- **USB connector** - synchronizes the device with your PC.

---

**NOTE** The USB cable/connector is not detachable from the back of the cradle.

---

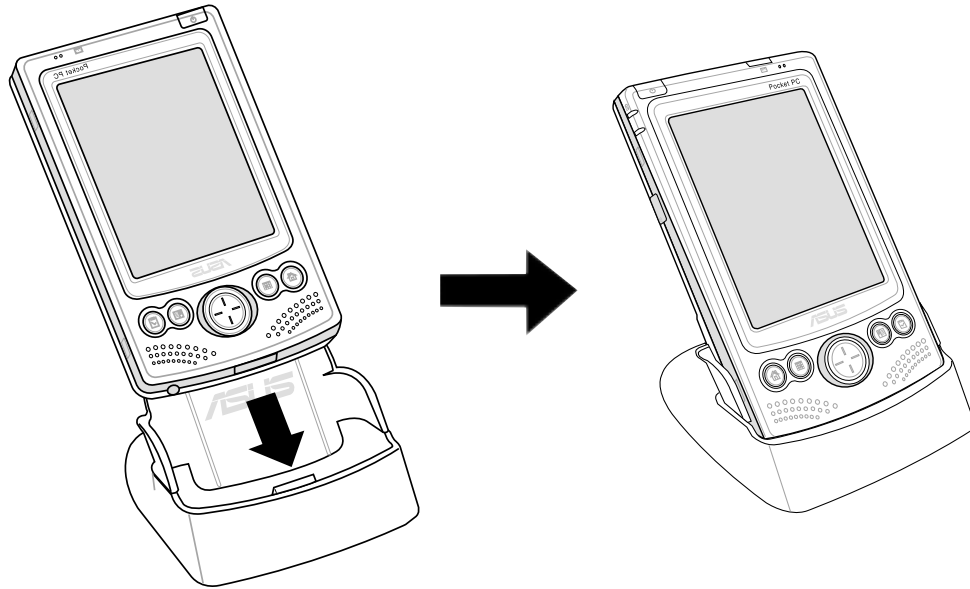
- **Power connector** - connects the bundled AC adapter. This connector is located at the back side of the cradle.



# Setting up MyPal

## Placing on the cradle

Position the device on the cradle as shown. Match the connectors and carefully insert the device until it fits in place.



## Connecting the AC adapter

- Connect the AC adapter cable to the connector at the back of the cradle. Connect the power plug to a grounded wall socket. See Figure 1.
- If you are not using the cradle, connect the AC adapter cable directly to the power connector at the bottom of the device. Connect the power plug to a grounded wall socket. See Figure 2.

Figure 1

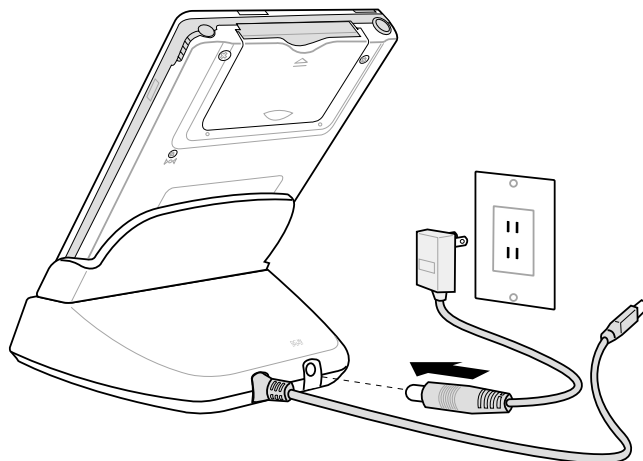
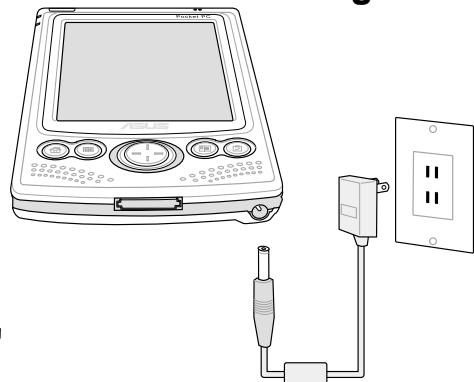


Figure 2



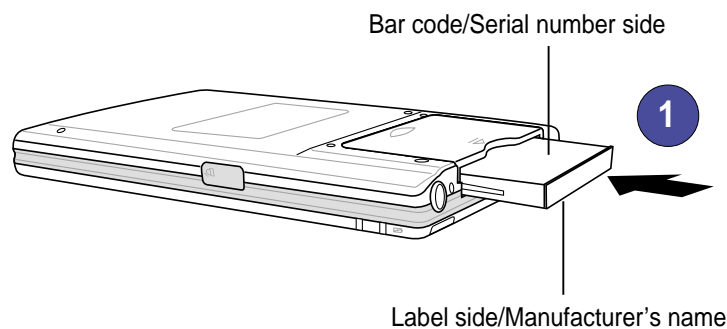
## Installing and removing a CF card

The CF card slot on your device supports several types of CF card. Refer to the list of supported cards under “Optional Accessories” on page iv of this manual.

Install a CF card for additional storage, or if you wish to use the ASUS backup features.

### To install a CF card:

1. Locate the card side with the 50-pin female connector and insert into the slot. The label side (usually the side with the card manufacturer's name) face down, and the bar code/serial number side face up.

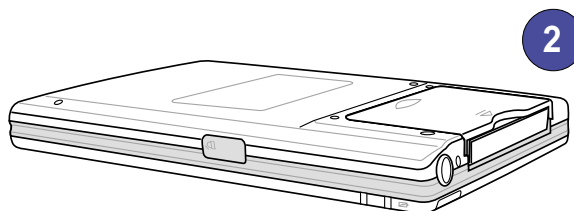


---

**NOTE** A CF card fits only in one orientation, and slides smoothly into the slot if inserted correctly. **DO NOT** force the CF card into the slot!

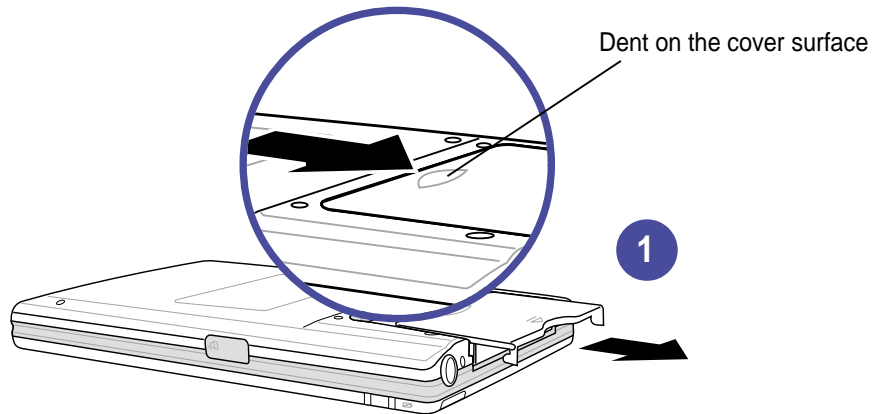
---

2. Push the card all the way into the slot until it fits completely. If properly installed, the CF card edge aligns with the top edge of the device.

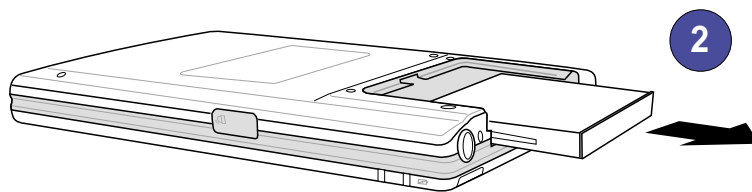


## To remove a CF card:

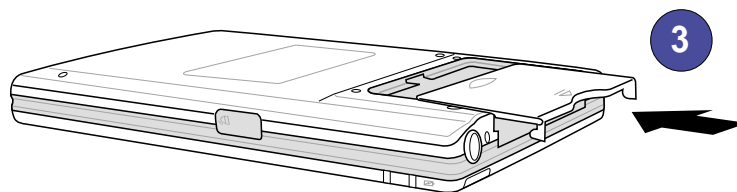
1. Remove the CF card slot cover by pushing on the dent on the surface, and sliding the cover outward.



2. Slide out the CF card.




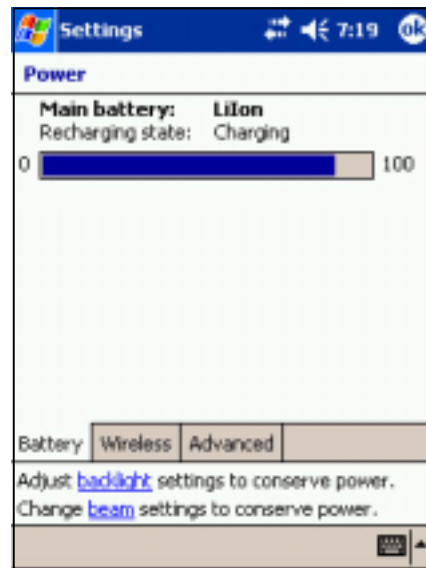
3. Replace the cover back into the slot.



## Charging the battery

Your device includes a rechargeable Lithium Ion battery. You must charge the battery before using the device the first time. The battery starts charging as soon as you connect the AC adapter to a power source. Use the AC adapter to plug your device to a power source whenever possible, especially when you are using a modem or other peripherals, using the device backlight, connecting to a PC, or letting notification light flash for extended time periods.

To display the power status, tap , **Settings**, **System** tab, and the **Power** icon.



## Activating MyPal

It is important that you properly calibrate and activate your device before using it. This process ensures accurate positioning when entering text and selecting menus.

Follow these steps to calibrate and activate MyPal.


1. Press the power button.
2. Use the stylus to tap the LCD touch screen to start the calibration and activation.
3. At the prompt to align the screen, tap the center of the cross whenever the travelling cross stops on the screen. You may have to do this step several times to properly calibrate.
4. When done with the screen calibration, follow the screen instructions to complete the activation.
  - at the “Stylus” screen, tap **Next** to continue.
  - at the “Pop-up menus” screens, perform the indicated operations.
  - at the “Congratulations” screen, tap **Next** to continue.
  - at the “Location” screen, select your time zone and tap **Next** to continue.
  - at the “Completion” screen, tap the screen to continue.
5. When the **Today** screen appears, MyPal is ready to use. Proceed to the next section for information on the basic screens on your device.

# Basic screens on MyPal

## Today screen

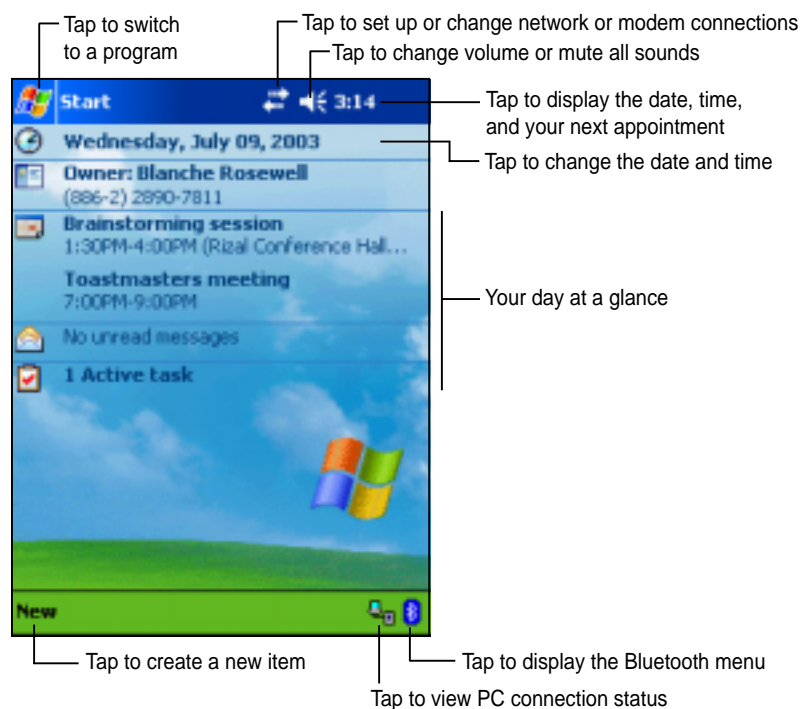
Normally, the Today screen appears when you turn on your device for the first time each day.

---

**NOTE** When the device is already on and the screen displays another program, you can display the Today screen by tapping the  icon. Then from the Navigation bar, tap **Today**.


---

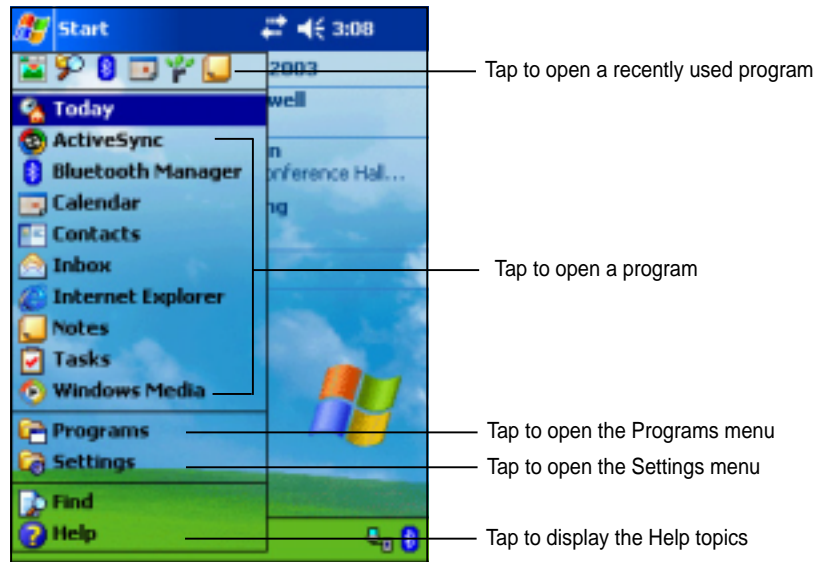
As shown in the sample below, the Today screen lets you see at a glance the summary of the important information for the day.














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

# Start menu

From the Start menu, you can select programs, settings, and Help topics. To display the Start menu, tap the  icon from the top of the screen.



Icon	Program	Description
	ActiveSync	Synchronize information between your device and your desktop computer.
	Calendar	Keep track of your appointments and create meeting requests.
	Contacts	Keep track of your friends and colleagues.
	Inbox	Send and receive e-mail messages.
	Internet Explorer	Browse Web and WAP sites, and download new programs and files from the Internet.
	Notes	Create handwritten or typed notes, drawings, and recordings.
	Tasks	Keep track of your tasks.
	Programs	Tap to see additional programs installed in your device.
	Settings	Tap to see items that you can customize or adjust to your preference.
	Find	Tap to find data in your device.
	Help	Tap to see the Help contents.



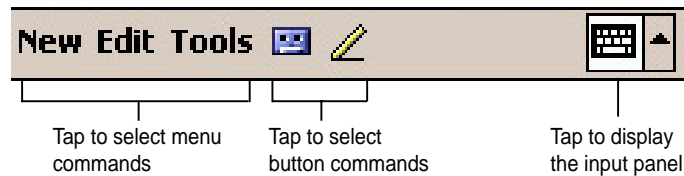
## Command bar

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

---

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

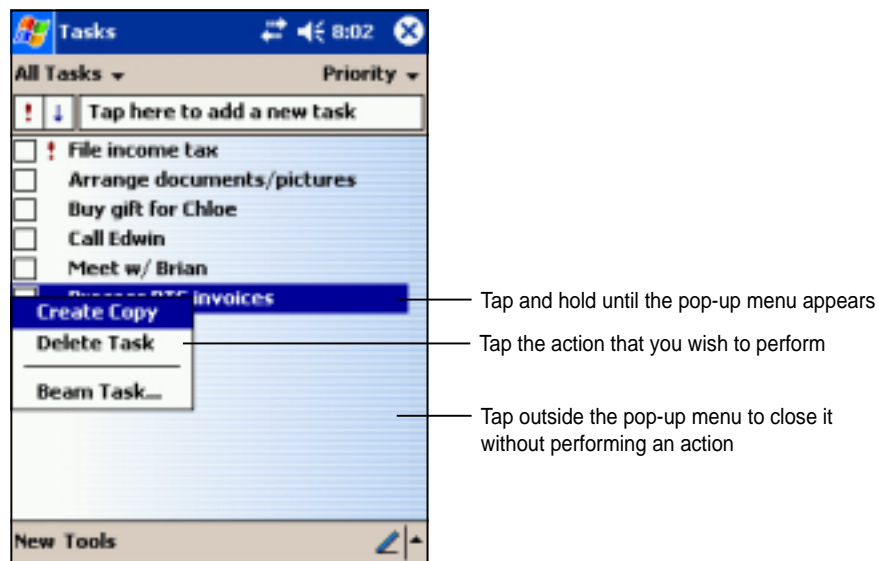
---



## Pop-up menus

With the pop-up menu, you can easily choose an action for an item.

For example, you can use the pop-up menu in **Tasks** to delete, copy, or beam a task. The actions in the pop-up menu vary from program to program. To access a pop-up menu, tap and hold the stylus on the item that you wish to perform action on. When the menu appears, lift the stylus, and tap the action that you want to execute. To close the pop-up menu without performing an action, tap anywhere outside the menu.



The pop-up menus are also available in most other programs in your device. The pop-up menu items vary depending on the program or application. For example, the **File Explorer** pop-up menu includes more items than in Tasks.

