

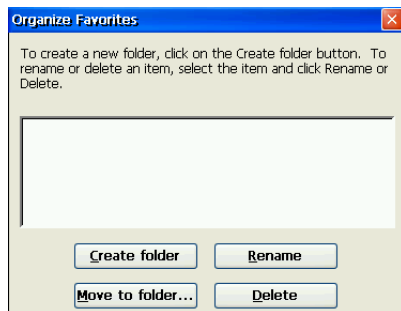
3. If you want to add this page to a new folder other than Favorite, tap New Folder.



4. Tap New Folder and enter a new name for a new folder. Then tap OK.

3) Managing your Favorites folder

Tap **Manage Favorites** on the **Favorites** menu.



You can add, rename, move and delete folder.

4) Web Page Offline

By tapping **Work Offline** on the **File** menu, you can see the last Web page you connected to while you were online. This Web page does not show you the updated Web sites since the last connection.



If you select *Work Offline*, Internet Explorer will always start in the offline mode. To run Internet Explorer in an online state, tap *Work Offline* on the *File* menu once more.

II. Inbox

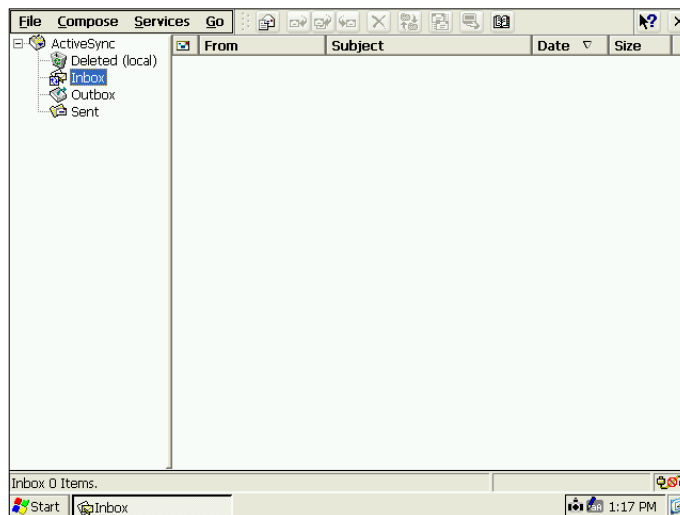
You can send and receive mail messages as follows:

- ActiveSync folder that helps you to synchronize data between your desktop and device.
- Mail service account that you can make for directly connecting to ISP's network. You can download mail messages using this mail service account through LAN card that you have to purchase optionally.

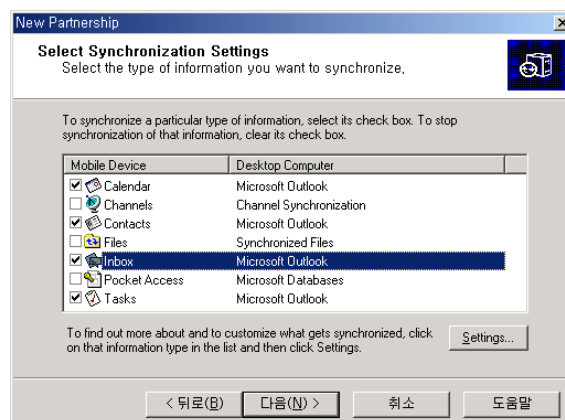
(1) Mail message Synchronization through ActiveSync

1) Microsoft ActiveSync Settings for Inbox

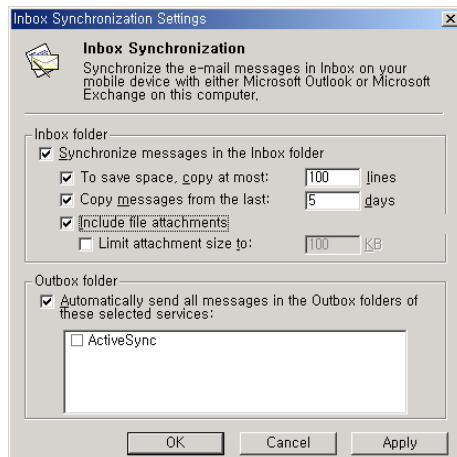
Tap Inbox (📧) icon.



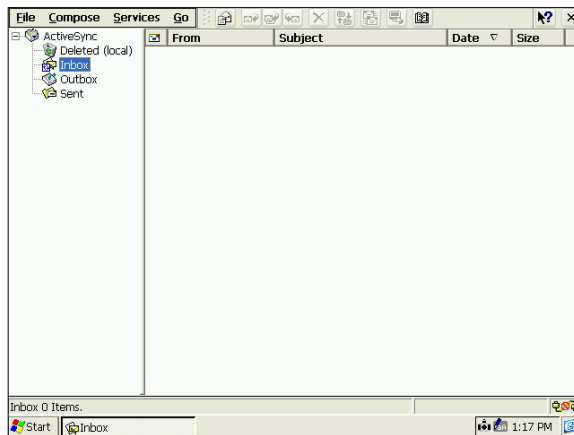
First, put your device on cradle and synchronize mail message through Microsoft ActiveSync. At this time, select Inbox in establishing a partnership.





Select Inbox and tap the Settings button.



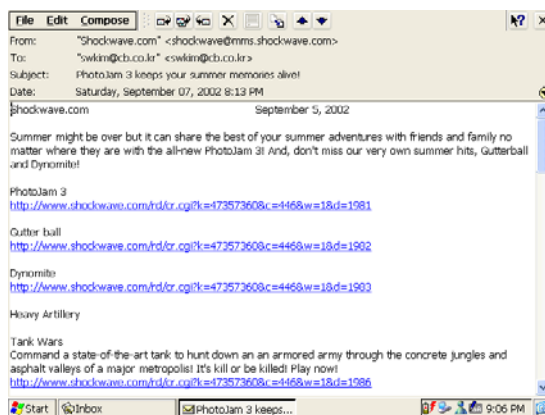
Tap OK and synchronize mail messages between desktop and the ActiveSync folder of your device.



 : Mail message with no attachments,  : Mail message with attachments.

2) Open mail message in Inbox

Double-tap mail message you want to open.

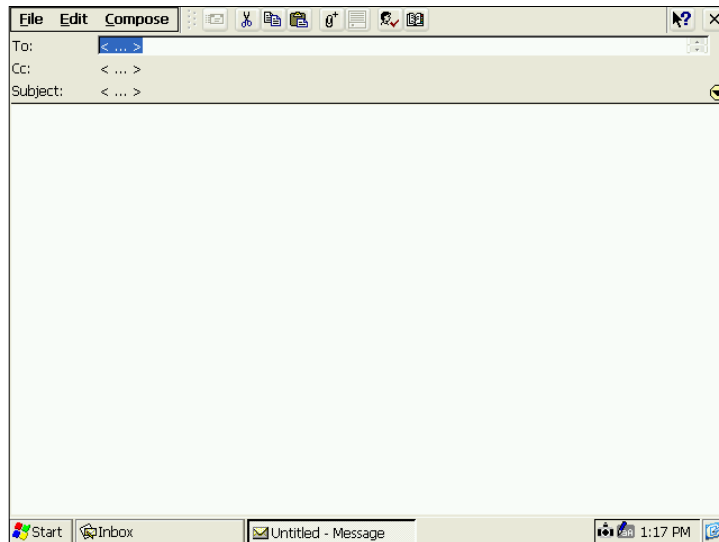


If you want to reply to, reply all, forward and delete this mail message, tap the reply to

() , reply all () , forward () and delete () icon.

3) Make a new mail message

If you want to make a new mail message, tap New from the Compose menu or tap the New Message (✉) icon.



Enter Recipient, Cc, Title and content.



Note

Recipients

- Enter the recipient's mail address directly or tap the Contacts (👤) icon to select the mail address from the list. (for more information, see the Add mail address to Contacts.)
- If recipients is more than 2 persons, semicolon(;) will be put between mail address.

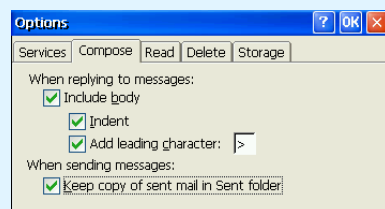
If you want to attach files, select the File menu, point to Attachments and Add Attachments or tap the Add Attachments (📎) button. The attachments will be shown on the bottom of screen.

Tap the Send (✉) button to send your mail message.



Note

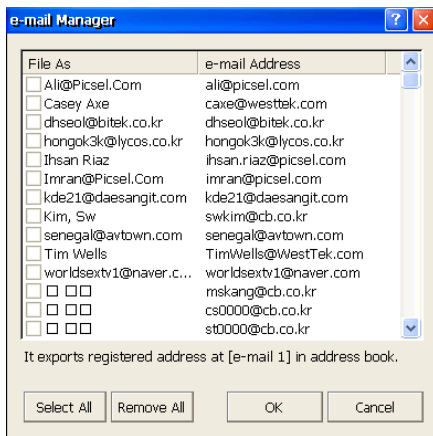
If you want to leave the copy of the mail message you have sent before, select the Service menu, Options, the Compose tab and select the Save copy to Outbox.



4) Add mail address to Contacts

- Open the mail message of the Inbox folder and select the Add mail address to Contacts from the Compose menu.

- Select the Add to mail address to e-mail client of the Tools menu of the Contacts program.



Select a contact you want or select the Select All button to select all contacts and tap OK.

5) Make a new folder, rename and delete folder

1. Select the folder under which you want to make a new folder on the explorer pane located on the left side.
2. Select the File menu, Folder and New Folder, and enter a name of a folder and tap OK.
3. If you want to rename it, select a folder and point to Folder of the File menu and select Rename. Then enter a new name.



Note

You can not rename the Inbox, Sent, Outbox, Deleted folder provided from the ActiveSync folder.

4. Select the folder you want to delete, point to Folder of the File menu and select.



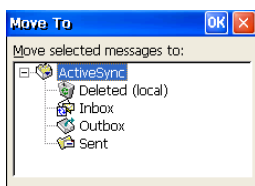
Note

You can not delete the Inbox, Sent, Outbox, Deleted folder provided from the ActiveSync folder.

6) Move mail messages

Allow you to move mail messages in a folder to another folder.

1. Select a mail message to move. (When you select more than one message, tap shift first and select another message.)
2. Select Move to of the File menu.



3. Select the folder you want to move mail messages and tap **OK**.

(2) Making a new Local Account

Select the Inbox icon on your device.



Note

For more detailed information on POP3/IMAP4 server name, SMTP Host name, user name and password, ask your ISP or network administrator.



Note

Some mail services restrict sending/receiving mail messages through a network outside according to company security policies, or do not support POP3 for some Web-based mail messages. First, ask your ISP or network administrator.

Select Options of the Service menu and tap Add button.

Select IMAP4 or POP3 and tap **OK**. (For more detailed information, ask your ISP or network administrator. Let us take a POP3 example here.)

Example: *****.cb.co.kr

Example: Steve

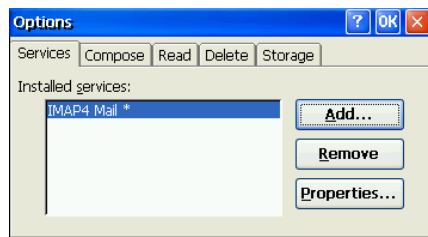
Remember your password and select this option.

SMTP Host name



Fill out each corresponding item and tap Next.


Select options you need and tap Next.

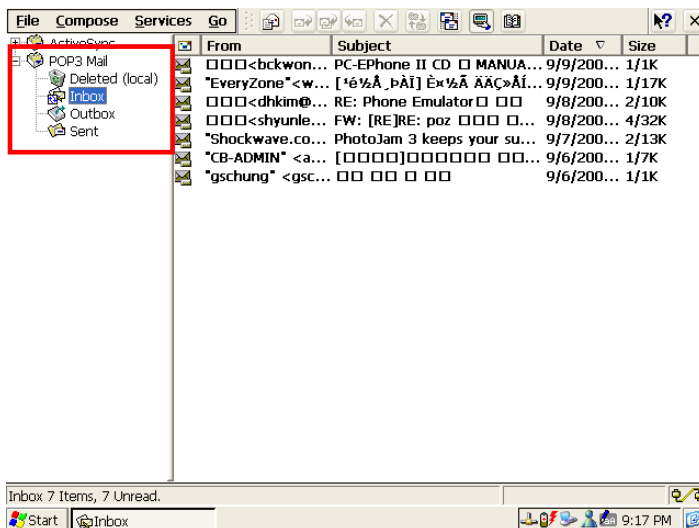
When completed, tap Finish.



Tap OK to finish all settings.



Insert the wireless or wired LAN card (you have to purchase it optionally.) into CF card slot and see the corresponding icon on the taskbar. (Wired LAN card: , wireless LAN card: )

Tap the connect () icon to download the Inbox folder of the Local Folder from mail server.




You can add new folders under only the Inbox, Sent and Outbox of the Local Folder you have created.

1) Open mail message

1. Tap the Connect () button or Send/Receive () button to make a connection to mail server.
2. Mail messages will be downloaded to the Inbox folder of your Local Folder from mail server.



The Sent, Outbox and Deleted folder of your Local Folder will not be downloaded from mail server.

3. When finished, tap the Connect () button again to disconnect.
4. Double-tap the mail message or select Open of the File menu.



Note

For more detailed information on the Local Folder, see mail message synchronization of the ActiveSync folder in the first half of this chapter.

Microsoft Programs

I. Media Player

Use Microsoft Windows Media Player to listen to digital audio and video files, such as songs or movie clips. Media Player supports sound file recorded in Windows Media and MP3 formats.



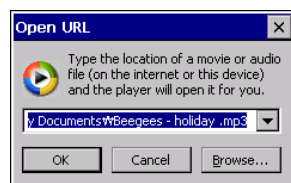
To turn off the display so that you can save power(the LCD–Off mode), press and hold down(2 or 3 seconds) the power button while listening to music on your device. Press the power button again to turn on the display. The Recording and Alarm Status LED will flash.



1. Play button
2. Stop button
3. Previous track
4. Next track
5. Mute button
6. Volume slider
7. Progress slider

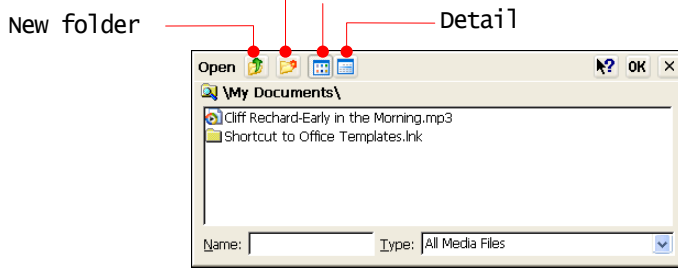
● To start Windows Media Player

1. Copy Windows Media files you want to the My Documents folder using Microsoft ActiveSync. (Also you can use CF or SD card.)
2. Select Open of the File menu.

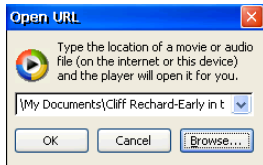


3. Select the Browse button to find files you want.

upper folder simple



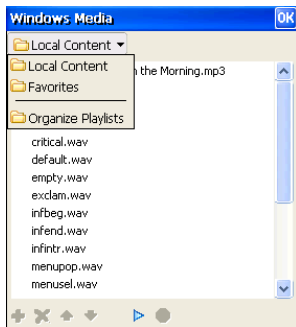
4. Select the file you want and tap OK.



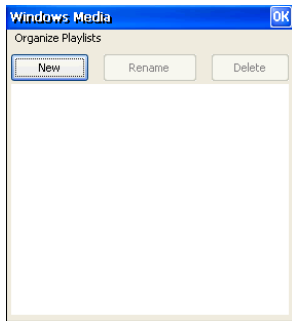
5. Tap OK again.

● Make a Playlist

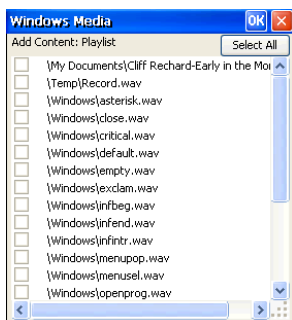
1. Select Playlists of the File menu.



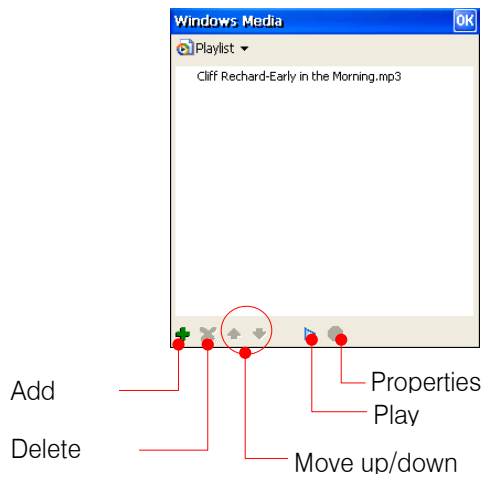
2. Select Organize Playlists of the Local Content menu.



3. Tap the New button to make a new playlist and tap OK.

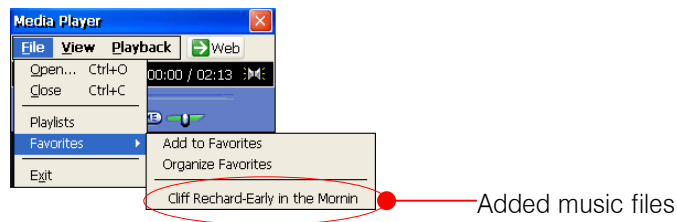


4. Select the files you want and tap OK.

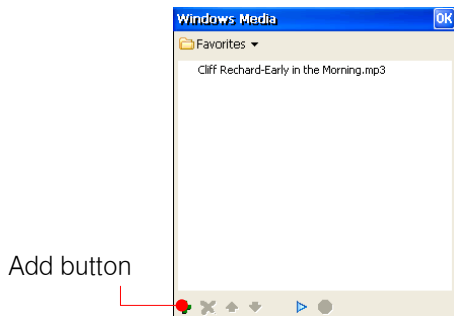


• To make the Favorites

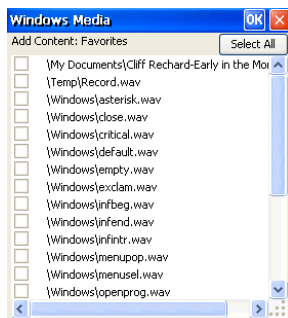
When you want the current music added to the Favorites, point to Favorites of the File menu and select Add to Favorites.



If you want to organize Favorites easily, point to Favorites of the File menu and select Organize Favorites.



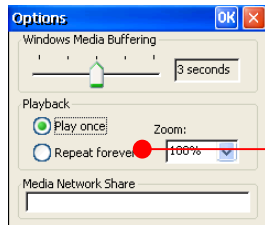
Select the Add button to add new music to Favorites.



Select the music you want and tap OK.

- **Set up Options**




Select Options of the View menu.



The same with selecting Repeat of the Playback menu.

II. MSN Messenger

MSN Messenger is an instant messaging program that lets you see who is online, send and receive instant messages and have instant message conversations with groups of contacts.

Insert the wireless or wired LAN card (you have to purchase it optionally.) into CF card slot and check the corresponding icon on the taskbar. (Wired LAN card: , wireless LAN card: ) After that, select the MSN Messenger () icon.

Also you need an account from your ISP. In addition, you must have a Microsoft Passport account or a Microsoft Exchange e-mail account. You must have a Passport to use MSN Messenger Service. If you have a Hotmail® or MSN account, you already have a Passport. Once you have obtained either a Microsoft Passport or a Microsoft Exchange account, you are ready to set up your account.



Sign up for a Microsoft Passport account at <http://www.passport.com>. Get a free Microsoft Hotmail e-mail address at <http://www.hotmail.com>.

(1) To set up an account and sign in

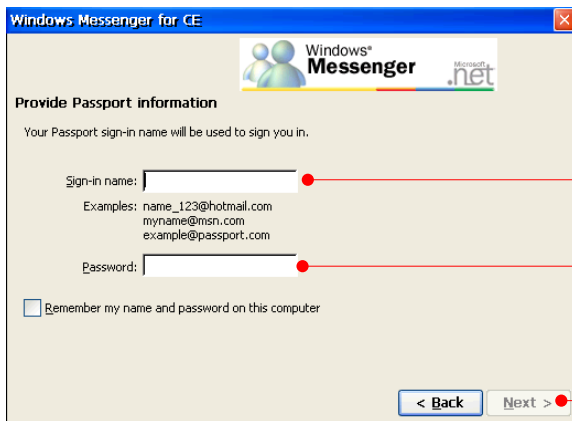
1. Select the MSN Messenger icon. When you use this program for the first time.





If you don't have any www.passport.com currently, select the Register Passport account.

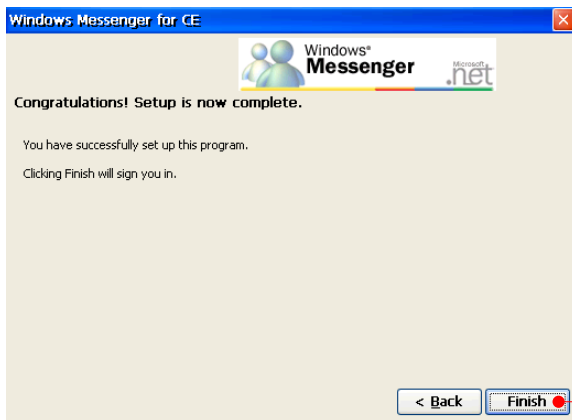
Select the next button.



Enter the address of www.passport.com or www.hotmail.com.

Enter password.

Select the next button.



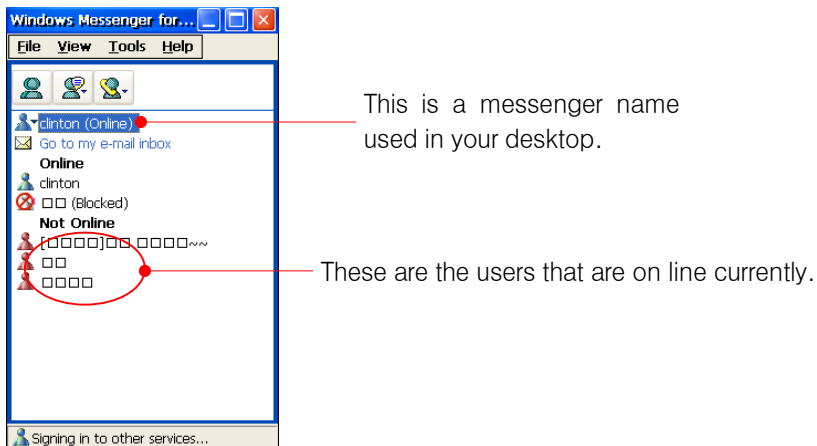
Select the Finish button.

2. When you finish setting up an account, it automatically signs in.

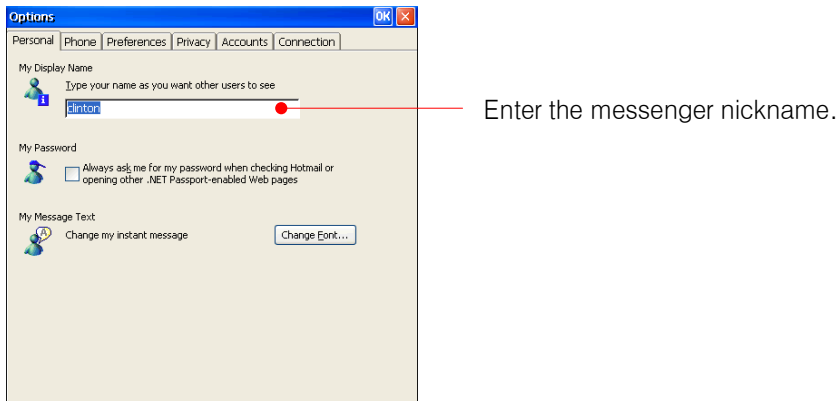


Select the OK button.

3. Tap OK to have the next screen displayed.

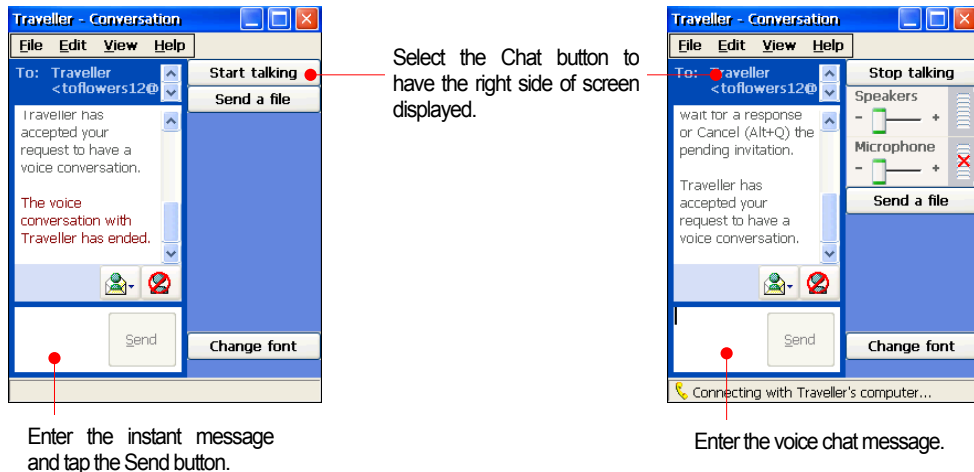


4. If you want to change the existing messenger nickname used on your desktop, select **Nickname (Online)** displayed on your screen. Select Personal settings from a pop-up menu or select Options of the Tools menu.



(2) To use MSN Messenger

1. When you want to communicate with someone online on your Messenger screen, double-tap the nickname you want to communicate with or select the nickname from Send Instant Messenger.



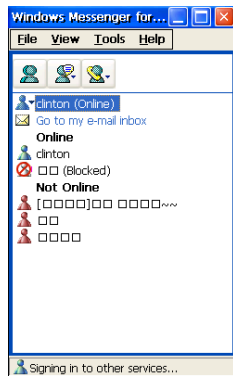
- Enter the instant message and tap the Send button. Then your party will see your message.

(3) Change your status

Select Status of the File menu.

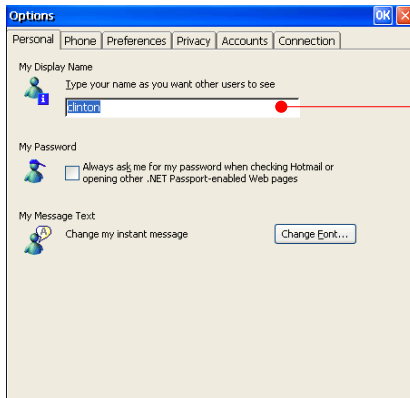
(Online/Busy/Be right back/Away/On the phone/Out to lunch/Appear Offline)

The list of your status appears on your device and your party's device. This is the screen displayed on my device when my party selects the on the Phone status of the File menu.

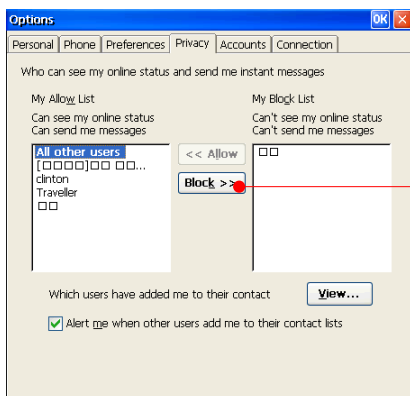


(4) Set up Options

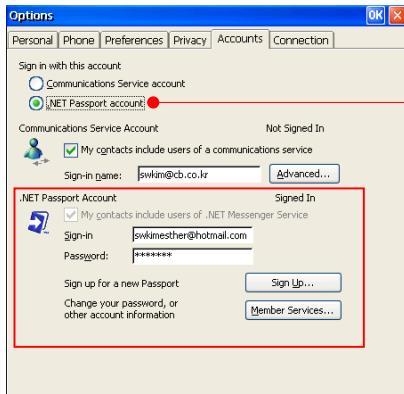
Select Options of the Tools menu.



Enter the messenger nickname.






Tap this button to block your parties that are used to communicate with you.

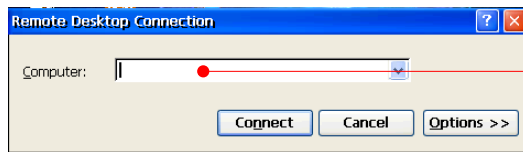


It is recommended that you select .NET passport account.

III. Remote Desktop Connection

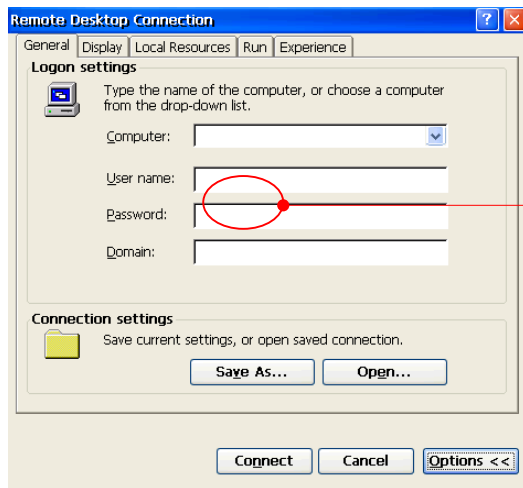
Using Remote Desktop Connection, first log in the Windows Terminal Server and you can use all programs that are installed on your server. (Windows 2000 version or later should be installed on your server.) For example, you can use the Window Word program instead of Microsoft WordPad.

Insert the wireless or wired LAN card (you have to purchase it optionally.) into CF card slot and check the corresponding icon on the taskbar. (Wired LAN card: , wireless LAN card: ) After that, select the Remote Desktop Connection () icon.



Enter user's server name or IP address.

Enter user's server name or IP address. To set up preference, select the options button.



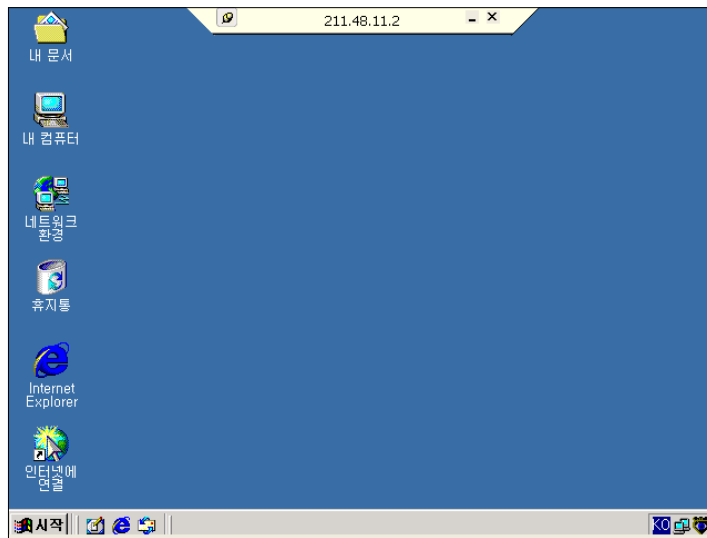
Enter user name and password.

Select the Connect button to automatically connect to server.

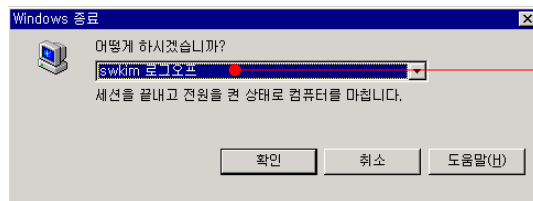


Enter user password.

Enter password again and tap OK. Then it automatically connects to server.




To close your task in your server, tap the Start button and select Exit system.




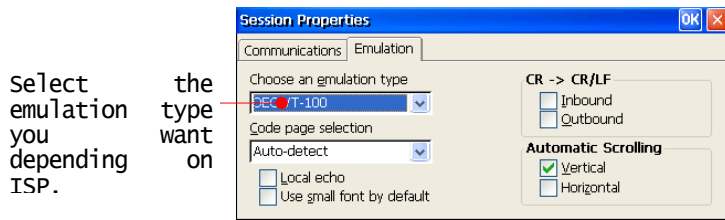
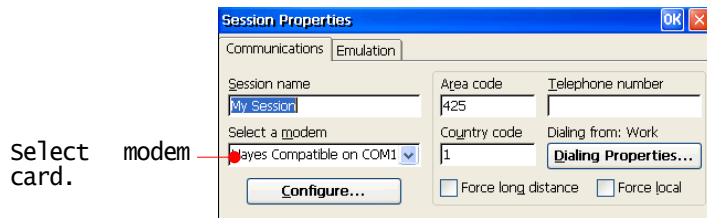
It is recommended that you select Log Off. If you select System off, your server will be shut down.

IV. Terminal Emulator

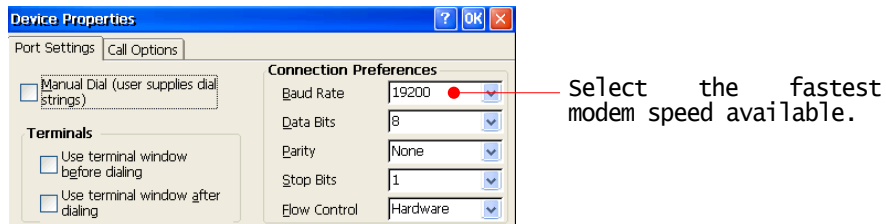
Let's take an example of connection to network terminal using wired modem. (For more detailed information on settings, ask your ISP administrator.)

Insert the wired LAN card (you have to purchase it optionally.) into CF card slot and check the corresponding icon on the taskbar. (Modem card icon: ) After that, connect outlet of your phone to wired modem card.

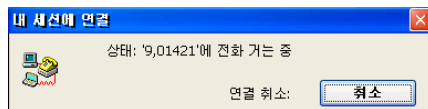
Select the Start button > Point to Programs > Point to Communications > select Terminal, and double-tap the Make a new Session () icon.



For more detailed settings, select the Configure button.



Tap OK and it will try to connect automatically to your ISP network.

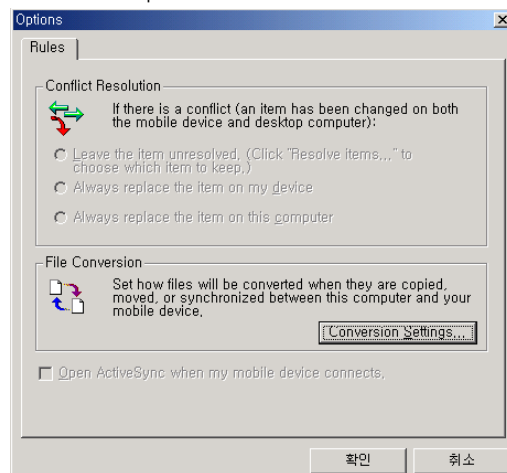


V. Word Viewer

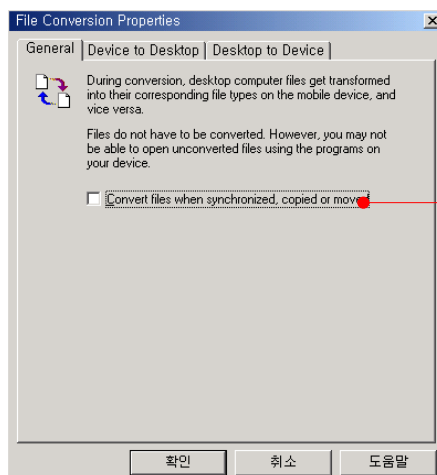
Word Viewer allows you to view Microsoft Word file without any change of extension name. When you copy Word files of desktop to your device through Microsoft ActiveSync, the extension name of each Word file will be changed to another name you don't want. This Word Viewer supports the same extension (extension name: doc, rtf) name with your desktop, so you don't need automatically to change extension name.

This is how you change the setting of Microsoft ActiveSync.

Select the Options button.



Select Conversion Settings.



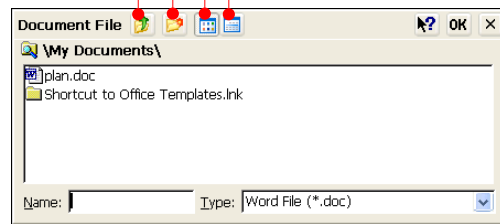
Deselect this option box not to convert the file extension name when copied between desktop and your device. However, select the Device to Desktop tab or the Desktop to Device tab to adjust the extension name to another you want.

For more information on this conversion settings, see chapter 4 "Install Microsoft ActiveSync & Establish a partnership".

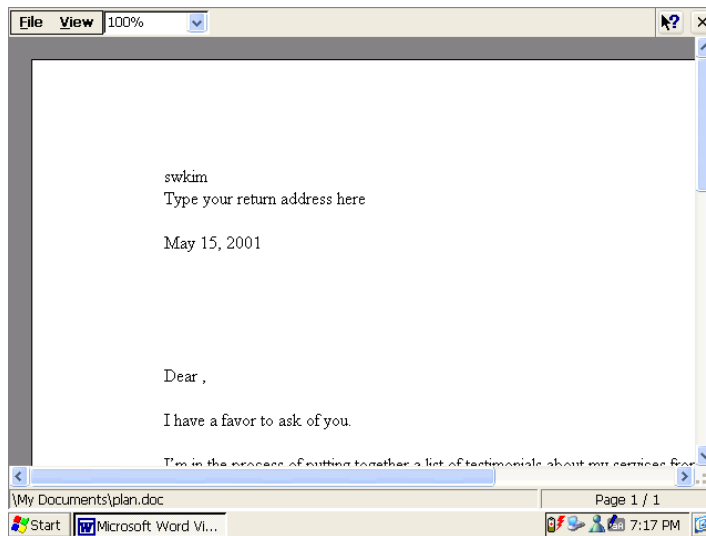
● To start Word Viewer

1. Copy Word files to the My Documents folder through Microsoft ActiveSync. (Also you can use CF & SD memory card.)
2. Open the word viewer program.
3. Select Open of the File menu.

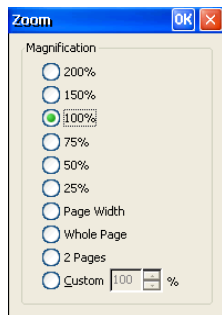
New folder Simple
Upper folder Detail



4. Select a file you want and tap OK.



5. Select Zoom of the View menu to see more detailed file.

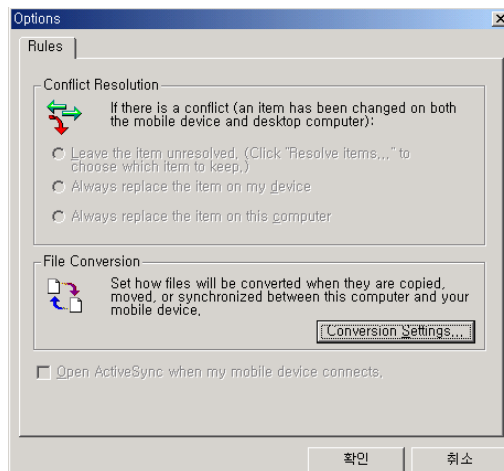


VI. Excel Viewer

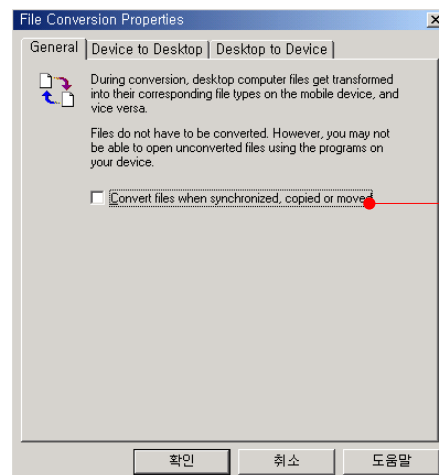
Excel Viewer allows you to view Microsoft Excel file without any change of extension name. When you copy Excel files of desktop to your device through Microsoft ActiveSync, the extension name of each Excel file will be changed to another name you don't want. This Excel Viewer supports the same extension (extension name: .xl*) name with your desktop, so you don't need automatically to change extension name.

This is how you change the setting of Microsoft ActiveSync.

Select the Options button.



Select Conversion Settings.



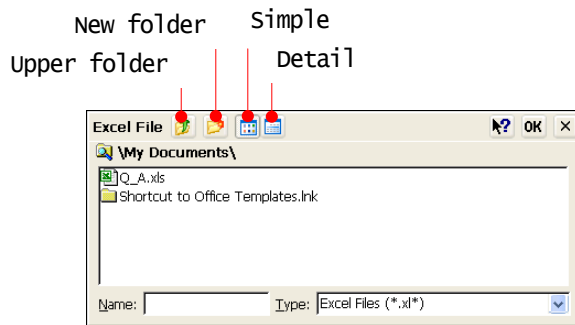
Deselect this option box not to convert the file extension name when copied between desktop and your device. However, select the Device to Desktop tab or the Desktop to Device tab to adjust the extension name to another you want.

For more information on this conversion settings, see chapter 4 “Install Microsoft ActiveSync & Establish a partnership”.

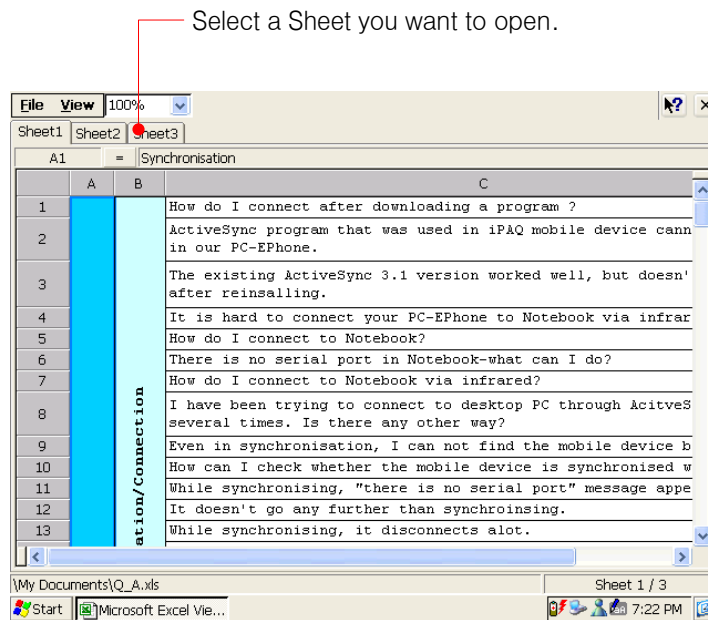
- **To start Excel Viewer**

1. Copy Excel files to the My Documents folder through Microsoft ActiveSync. (Also you can use CF & SD memory card.)
2. Open the Excel Viewer program.

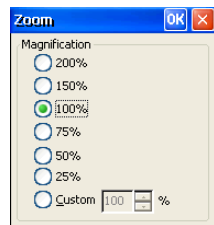
3. Select Open of the File menu.



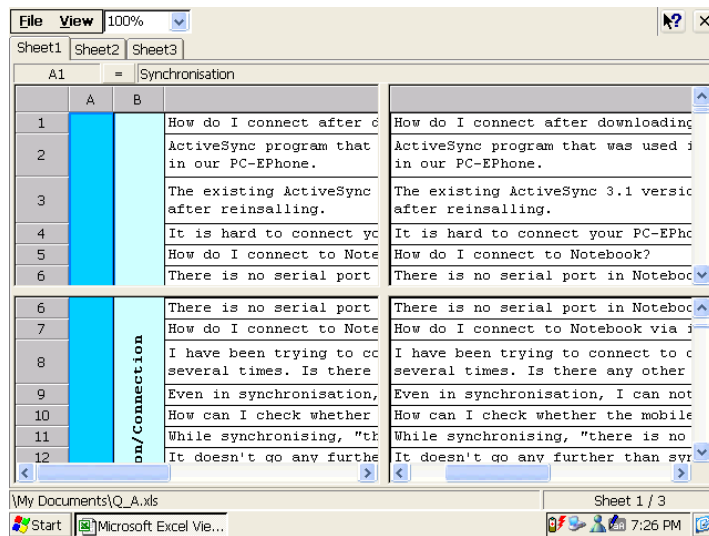
4. Select a file you want and tap OK.



5. Select Zoom of the View menu to see more detailed file.



6. Select Split of the View menu to divide your Excel file.



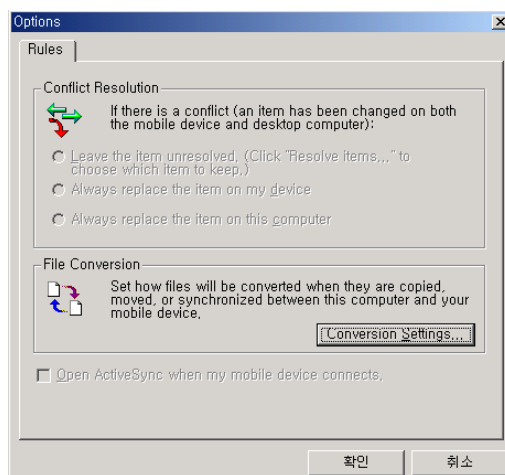
7. Select Remove Split of the View menu not to divide your Excel file.

VII. PowerPoint Viewer

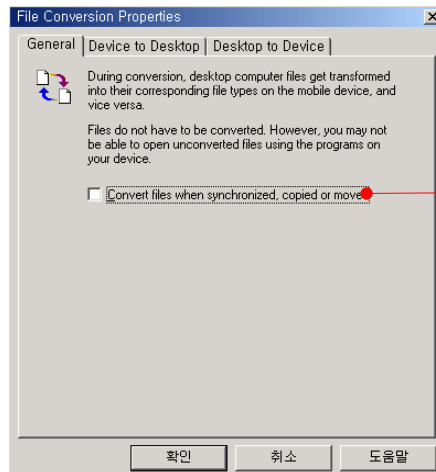
PowerPoint Viewer allows you to view Microsoft PowerPoint file without any change of extension name. When you copy PowerPoint files of desktop to your device through Microsoft ActiveSync, the extension name of each PowerPoint file will be changed to another name you don't want. This PowerPoint Viewer supports the same extension (extension name: PPT & PPS) name with your desktop, so you don't need automatically to change extension name.

This is how you change the setting of Microsoft ActiveSync.

Select the Options button.



Select Conversion Settings.



Deselect this option box not to convert the file extension name when copied between desktop and your device. However, select the Device to Desktop tab or the Desktop to Device tab to adjust the extension name to another you want.

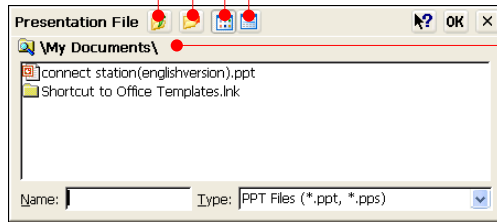
For more information on this conversion settings, see chapter 4 "Install Microsoft ActiveSync & Establish a partnership".

● To start PowerPoint Viewer

1. Copy PowerPoint files to the My Documents folder through Microsoft ActiveSync. (Also you can use CF & SD memory card.)
2. Open the PowerPoint Viewer program.

3. Select Open of the File menu.

New Folder Simple
Upper folder Detail

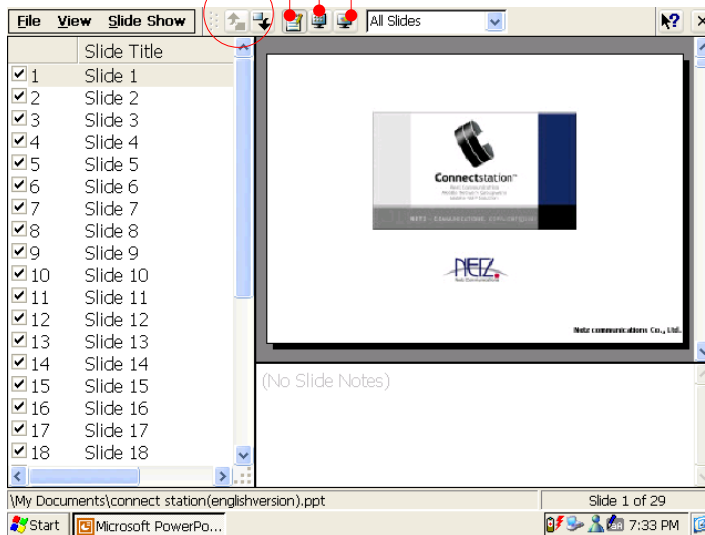


Select a file you want to open.

4. Select a file you want in the list.

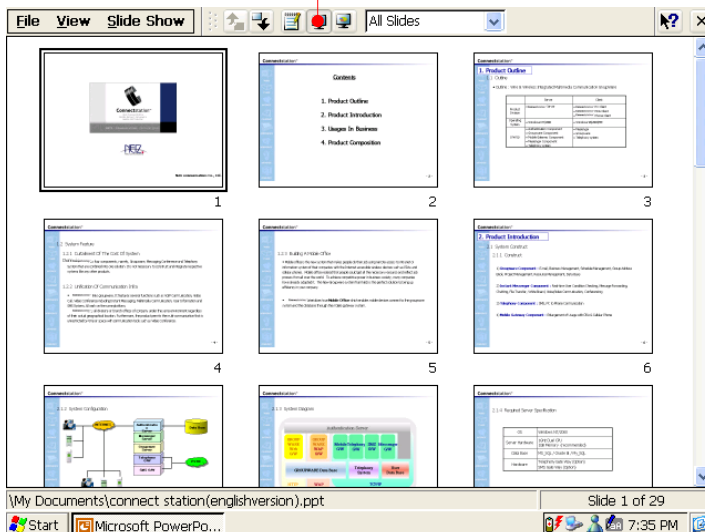
Move up/down
the selected file


Normal view
Slide sort view
Slide Show view

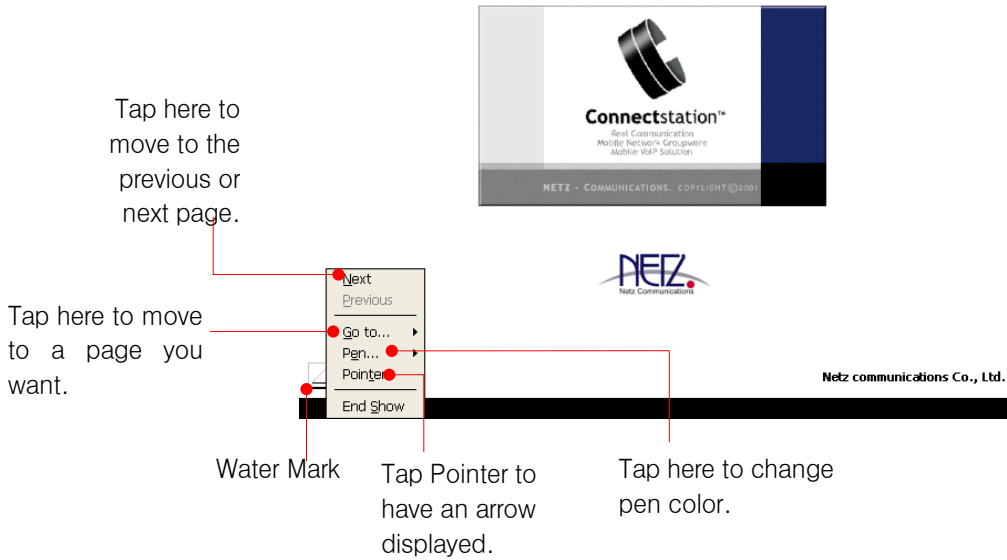


5. Select the Slide sort view icon.

Slide sort view

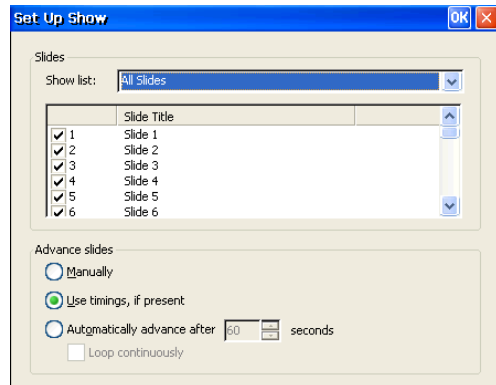


- Select the Slide Show () icon and tap Water Mark to have a pop-up menu displayed.



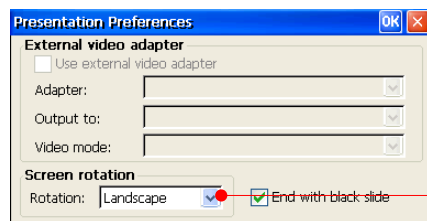
- To set up the Slide Show preference**

Select Set Up Show of the Slide Show menu.



- To set up preferences**

Select Preferences of the Slide Show menu.



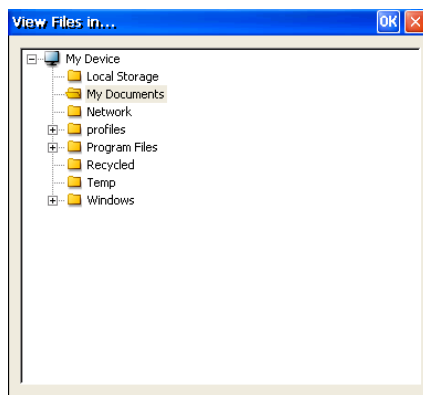
Select landscape or portrait.

VIII. Image Viewer

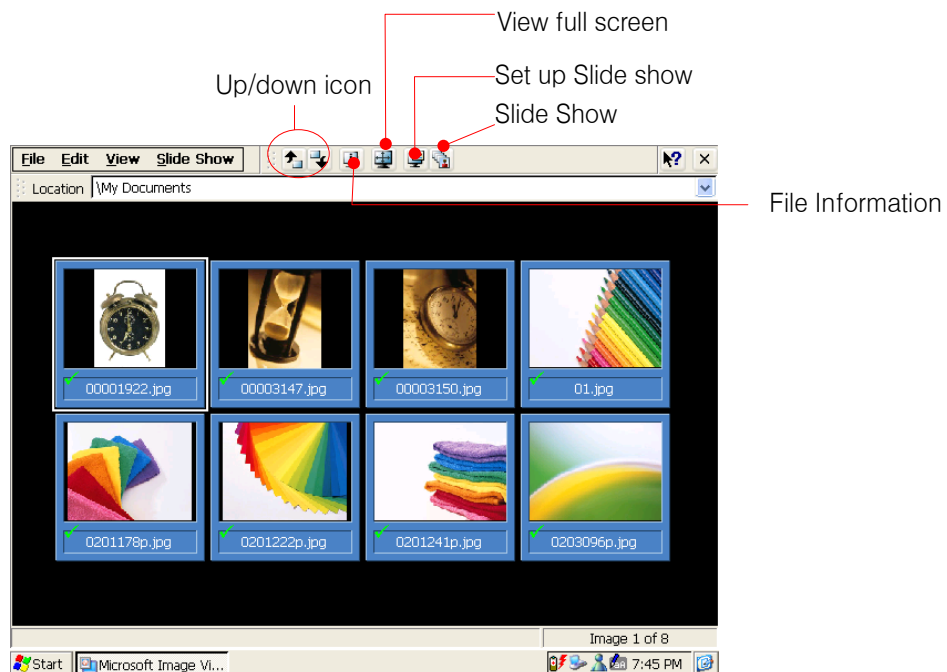
The Image Viewer application enables you to view image files stored on your device. You can view images in BMP, 2BP, GIF and PNG formats.

- **To start Image Viewer**


1. Copy images to the My documents folder on your device using Microsoft ActiveSync or SD and CF card.
2. Open the Image Viewer program.
3. Select Lock In of the File menu.



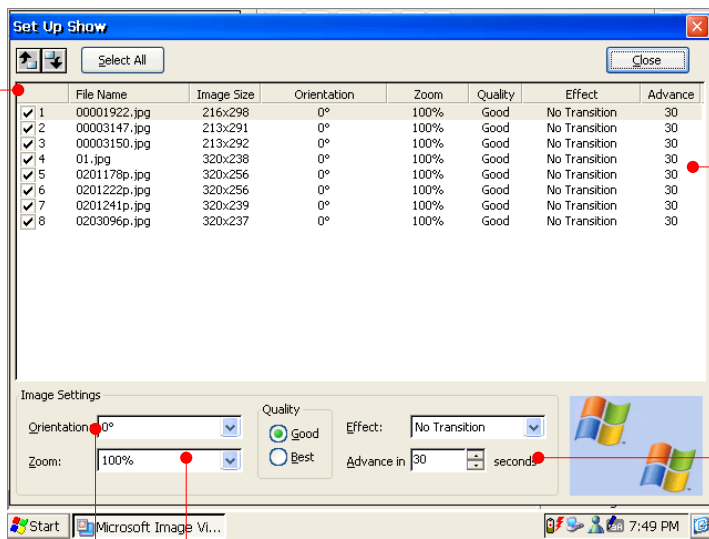
4. Select the folder where images are stored and tap OK.



- **To set up Slide Show**

Select the Set up Slide Show  icon or select Set up show of the Slide Show menu.

Up/down buttons



When you clear the option box of a file, the file will not be displayed during Slide Show.

The interval during automatic Advance

Rotate. Zoom

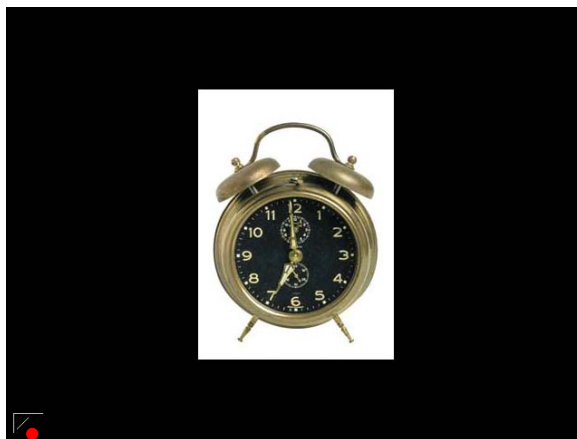
- **To start Slide Show**

1. Select View Show of the Slide Show menu.
2. View Show.

Manual: tap screen when you want to move to next page.

Automatic: automatically move to next page after the preset interval in the slide show preference.


Automatic (Repeat): automatically move to next page after the preset interval in the slide show preference and when it arrives at the last page, it goes back to the first page.



Water Mark

3. On the pop-up menu that is displayed through tapping Water Mark, you can select Next or Previous page and close slide show.

- **Rotate and Zoom**

Select a specific file you want to rotate and select the view full screen () button or select view Full Screen of the View menu.

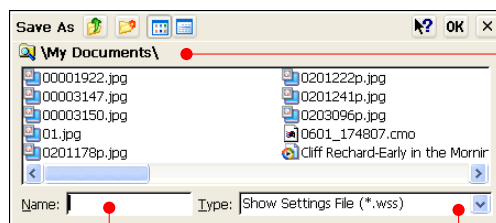


Water Mark

Select the Water Mark to display the pop-up menu that has Rotate, Zoom.

- **To save a file of the Slide Show Settings**

To save the preference file of slide show (extension name: wss), Select Save Show Settings As of the File menu.



Select the folder you want to save the slide show preference file at.

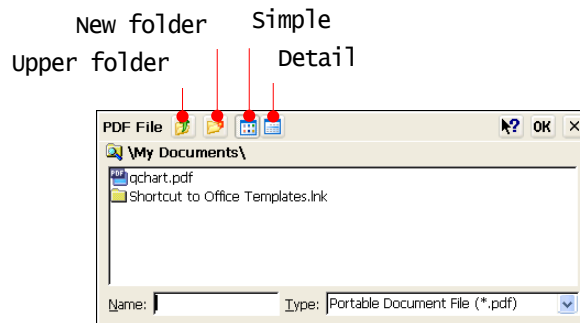
Enter the name of the slide show preference. Extension name of the slide show preference

IX. PDF Viewer

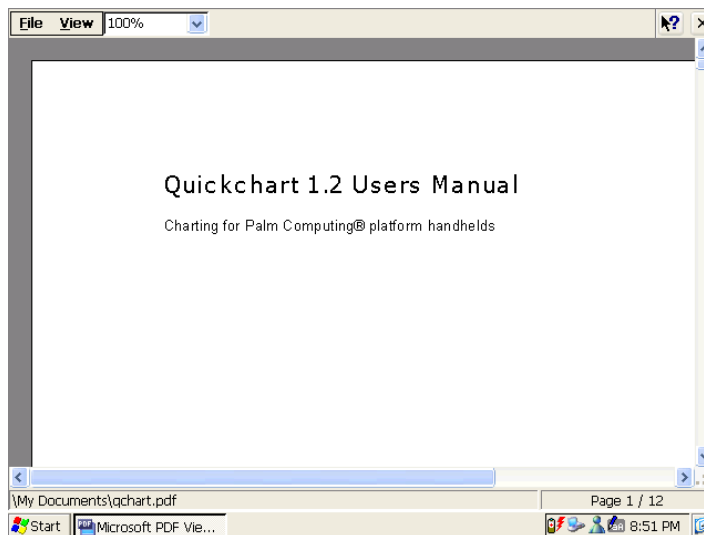
The PDF Viewer enables you to open the PDF files. The extension name should be PDF. You cannot open the PDF file that includes Korean fonts.

- **To start the PDF Viewer**

1. Copy PDF files to the My documents folder on your device using Microsoft ActiveSync or SD and CF card.
2. **Open the PDF Viewer** program.
3. Select Open of the File menu.



4. Select the PDF file you want and tap OK.



The 3rd party programs



Notice

Errors may occur when you use more than 1,500 items in Calendar, Tasks and Contacts.

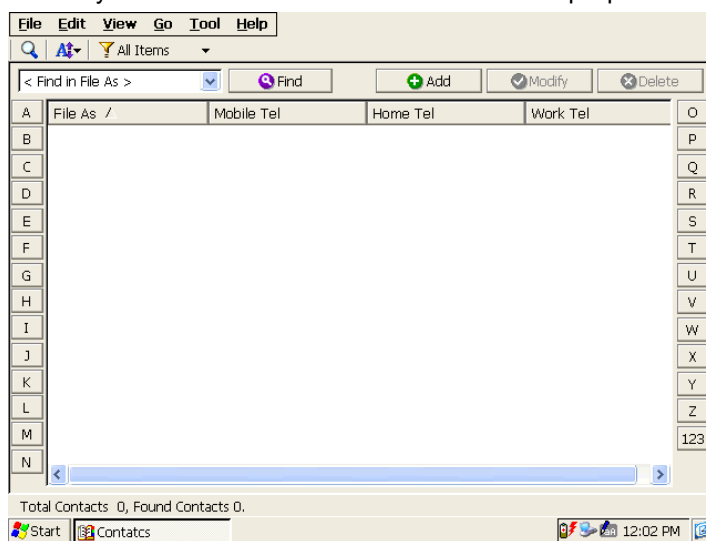


Notice


Majesty provides you with programs including Calendar, Tasks, Contacts and Inbox for your convenience. You can synchronise data in Calendar, Tasks, Contacts and Inbox with data of your desktop using Microsoft ActiveSync.

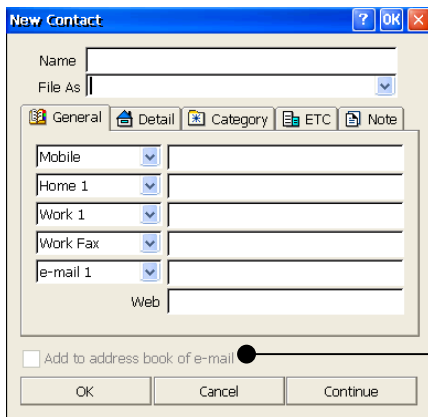
I. Contacts

“**Contacts**” is a program that manages personal information, phone numbers, address, and more. You can use data in Contacts to search Web pages, send mail messages. Contacts is the application in which you store name and address information about people or businesses.



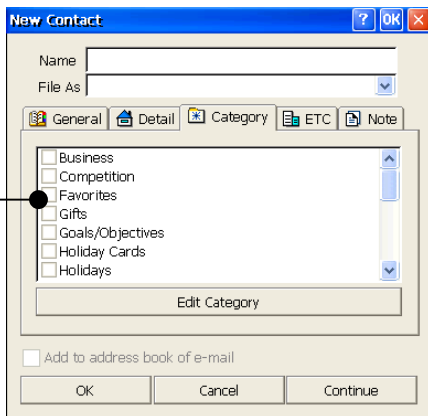
(1) Creating a New Contact

1. Tap the **New** () button or tap **New Contact** on the **File** menu.



Select this to add this contact information to mail address of Inbox

2. Enter data in the relevant spaces.
3. If necessary, you can enter data under the **Category** tabs.




Select this to classify contacts by category.

4. Tap **OK** to save, or if you wish to go on without saving, tap **Cancel**.




When creating a contact other than the one you are currently working on, tap the “*Save and Continue*” button instead of tapping “*OK*”.

(2) Editing a contact

1. After selecting the contact you wish to edit, tap the **Modify** () button or tap **Edit Contact** on the **Edit** menu, or **double-click** the selected contact.
2. If necessary, you can enter data under each tab.
3. For more information, see “Creating a New Contact”.

(3) Deleting a Contact 연락처 삭제하기

1. Select the contact you wish to delete on the contacts list.
2. Tap the **Delete** () button or tap **Delete** on the **Edit** menu.

(4) Displaying by Category

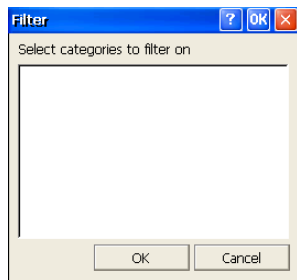
You can display and see contacts by the category you assigned to the contact.

1. If you tap the **All Category** (All Items) button, the registered categories appear.



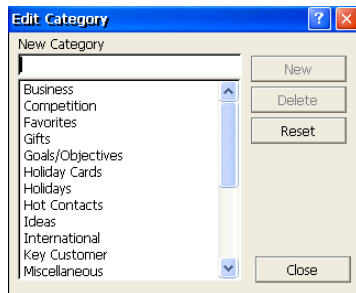
As the number of categories that can be displayed is limited, all categories may not be displayed.

2. Select the desired category, and only those contacts having that category will be displayed on the contacts list.
3. Select Category Filter of the All Category button to select more than 2 categories on the Category Filter screen.



(5) Editing the category list

1. Tap the **All Category** (All Items) button.
2. Select <New Category>.



3. Enter a new category name and tap **Add** to enter the new category you wish in the **New Category** box.
4. Select from the category list the category to be deleted, tap **Delete**.
5. However, tap **Reset** to return to the default setting of preset categories.

(6) Sending mail messages using contacts

1. Select the contact to which you wish to send mail messages.
2. Tap **Send Mail** on the **Tools** menu or tap the **Mail** (✉) button to have mail message screen opened.

(7) Using the Web browser of contacts

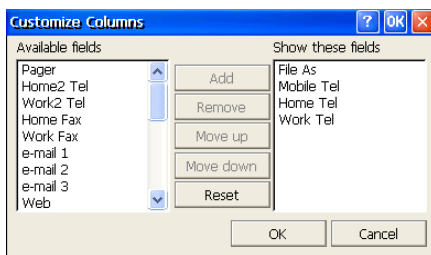
1. Select the contact with the Web site you wish to visit.
2. Tap **Explore Web page** on the **Tools** menu or tap the **Web page** (🌐) button to have the Web browser screen displayed.

(8) Adjusting Font Size

Select **Font Size** on the **View** menu or tap the **Font Size** (A) button and select the desired font size.

(9) Set up the columns displayed on the screen

1. Select **Customize Columns** of the **Tools** menu.



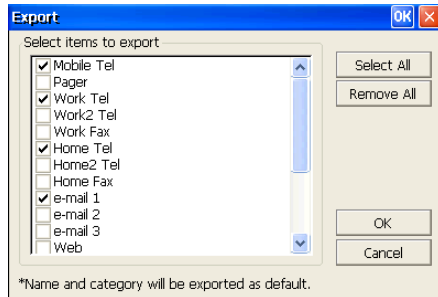
2. Select items you want to display on the left pane and tap **Add**.
3. If you want to change the order of columns, select items on the right pane and tap the **Up** or **Down** button.
4. If you want to delete any column, select item on the right pane and tap the **Delete** button.

(10) Sending and Bring in Contacts & My Name Card

1. Select **Export** and **Import** on the **File** menu.

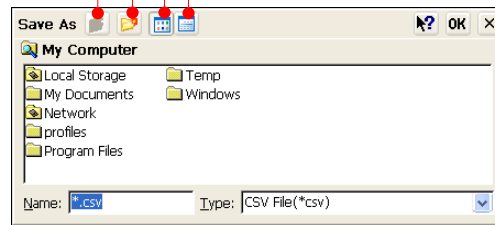


2. Select the file type to send and tap **OK**. (Let us take an example of Sending out a Contact file.)



3. Select an item you want and tap **OK**.


New Folder Simple
upper folder Detailed

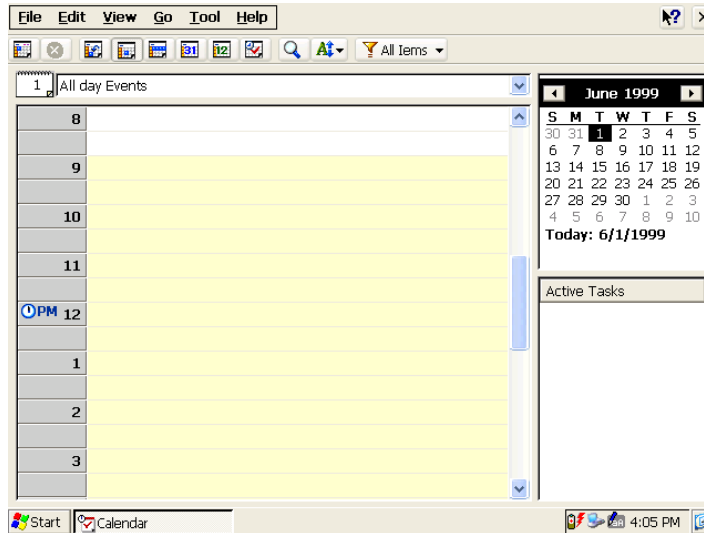


4. Select a Contact file you want to send out and tap **OK**.


II. Calendar

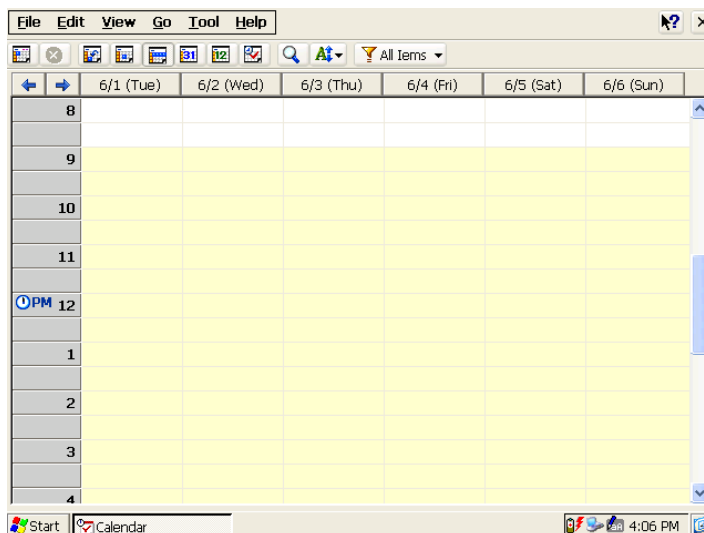
(1) All day Events

The All day Events screen divides the day into time slots and displays events by the time slots. Tap “Day” on the **View** menu, or tap the **All day Events**  button.



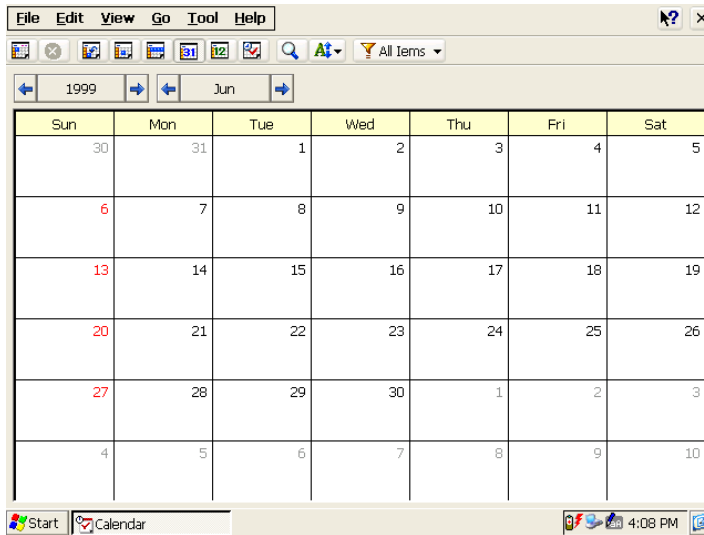
(2) Weekly Events

The Weekly Events screen divides a week by days and displays events happening throughout the week. Tap “Week” on the **View** menu, or tap the **Weekly Events**  button



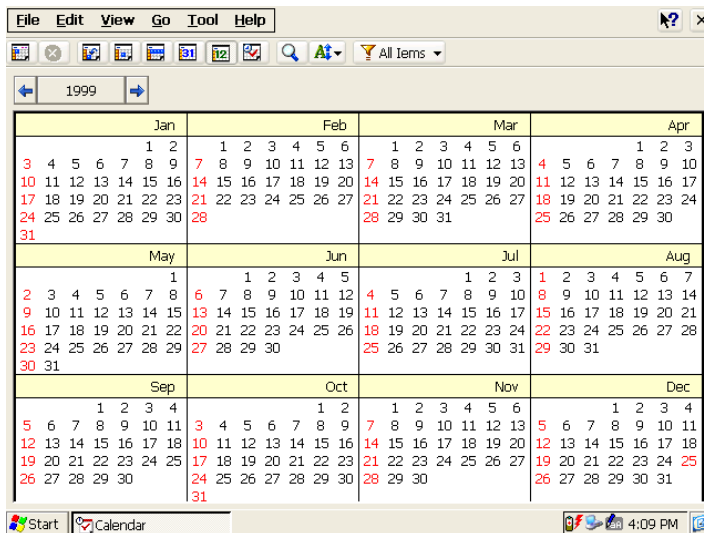
(3) Monthly Events

The Monthly Events screen divides the month by days and displays events happening throughout the month. Tap “Month” on the View menu, or tap the Monthly Events (31) button.




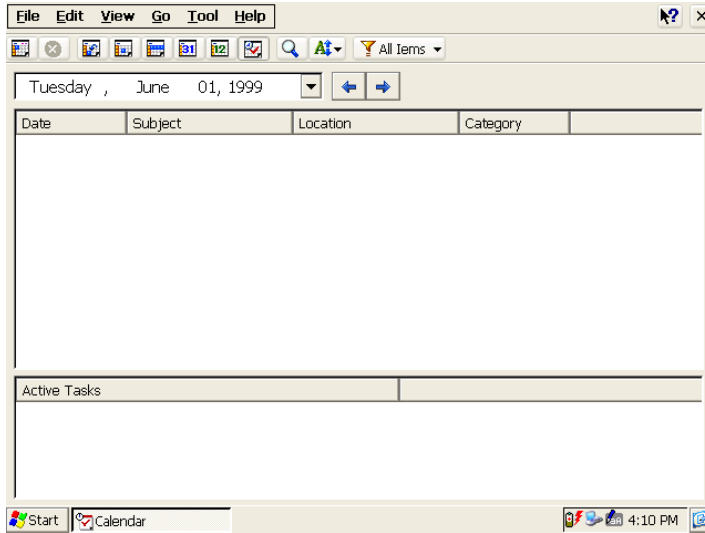
(4) Yearly Events

The yearly events screen divides the year by months and displays the dates with events in Blue. Tap “Year” on the View menu, or tap the Yearly Events (12) button.




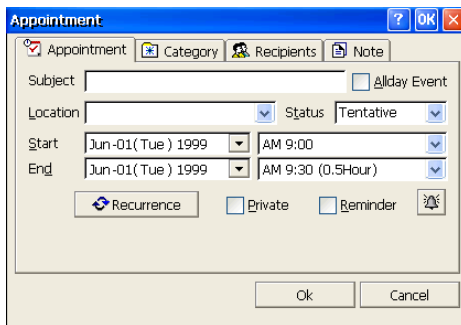
(5) Agenda

The Agenda screen lists the event of a particular day. Tap “**Agenda**” on the **View** menu, or tap the **Agenda**  button.

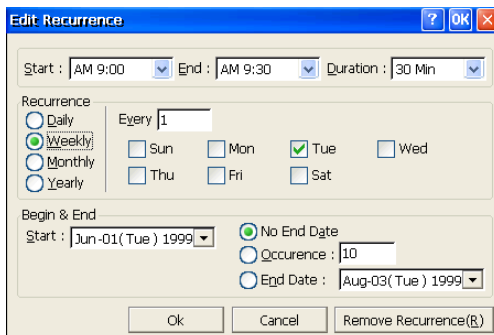


(6) Making a New Appointment

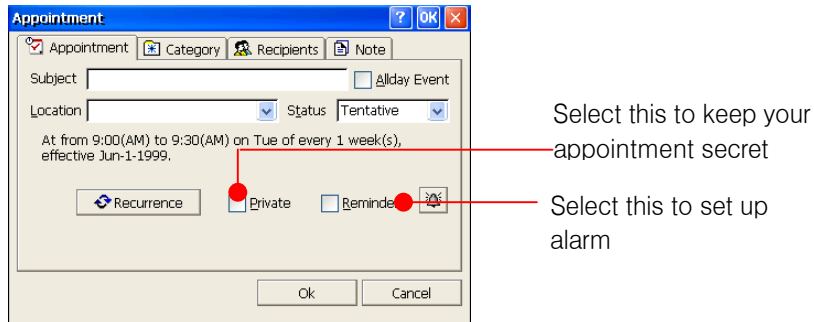
1. Tap **New Appointment** on the **File** menu, or tap the **New Appointment**  button.



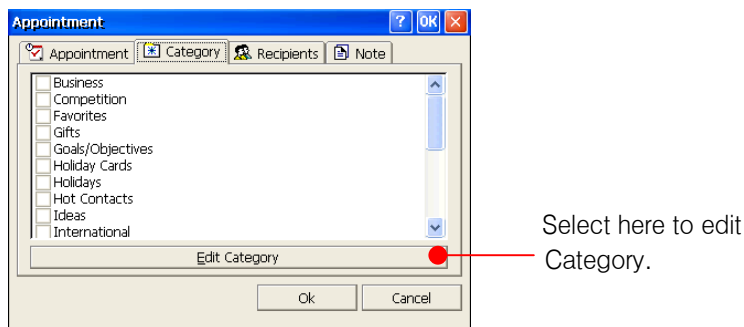
2. Enter data in the Subject and Location box. (An appointment must have a subject.)
3. Select the appointment date and time you want.
4. If you need to set recurrences, tap **Recurrence**.



- After finished, tap OK. Then, it will look a little different than when you first saw it, as shown below.



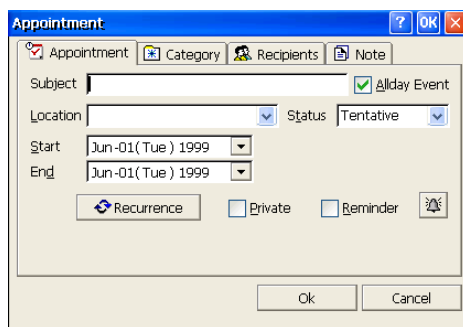
- When you need to select or edit a category, tap the **Category** tab and select Categories you want.



- Tap **OK** to save settings. If you wish to close without saving data, tap **Cancel**.

(7) Making a new all day event

Tap **New All Day Event** on the **File** menu. The Calendar dialog box appears. This display is a little bit different from the New Appointment dialog box : the **Allday Event** box is already checked.



For more information, see “Creating a New Appointment

(8) Editing an Appointment

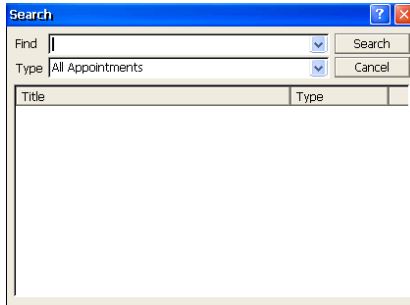
Double-tap the appointment you wish to edit, or select the appointment you wish to edit and tap **Edit Item** on the **Edit** menu. For more information, see “Creating a New Appointment.

(9) Deleting an appointment

After selecting the appointment you wish to delete, tap **Delete Item** on the **Edit** menu.

(10) Finding Appointments and Tasks

Tap **Find** on the **Tool** menu, or tap the **Find**(🔍) button.

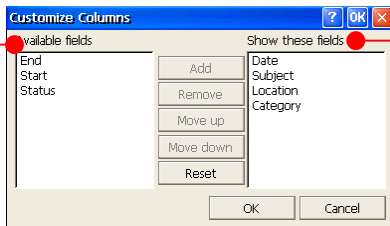


Enter the data needed to search for in the given box next to **Find**, and select the type from **Type** if needed. Tap **Search**.

(11) Editing Customize Column

Select **Customize Columns** of the **Tools** menu on the **Agenda** screen.

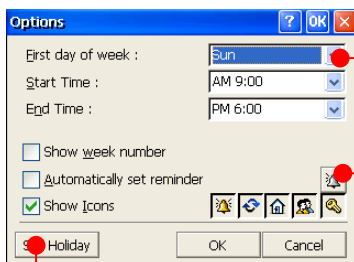
The column list that can be added on the **Agenda** screen



The column list that can be displayed

(12) Set up Options

Select **Options** of the **Tools** menu.

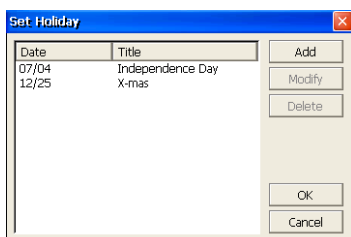


A start day of a week.

Tap here to listen to alarm sound.

Tap here to set up holidays.

Tap **Holidays** to set up holidays.



(13) Display by Category

You can display and see appointments by the category you assigned to the appointments.

1. If you tap the **All Category** (All Items) button, the registered categories appear.



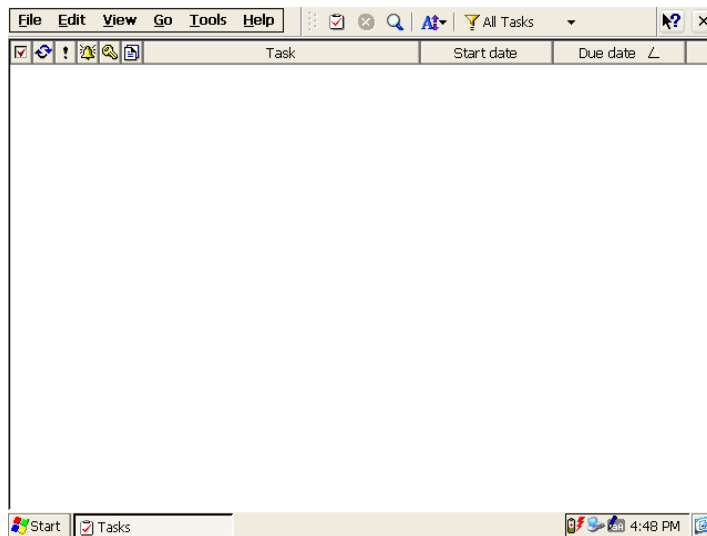
As the number of categories that can be displayed is limited, all categories may not be displayed.

2. Select the desired category, and only those appointments having that category will be displayed on the appointments list.

3. Select Category Filter of the All Category button to select more than 2 categories on the Category Filter screen.

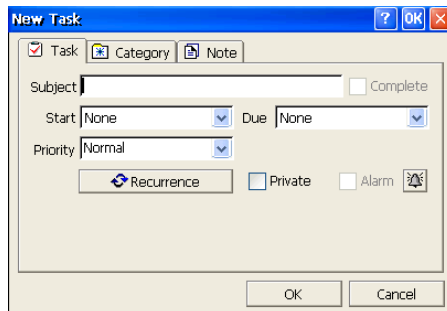


III. Tasks



(1) Creating a New Task

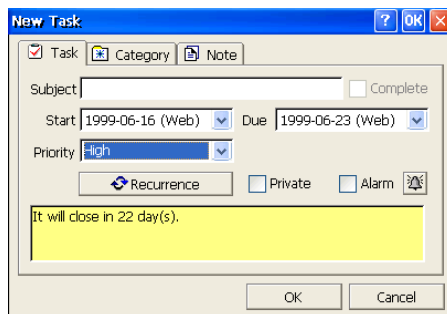
Tap **New Task** on the **File** menu or tap the **New Task** (📅) button



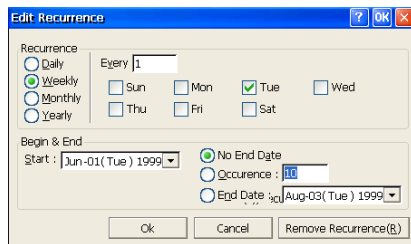
Enter desired data in the **Subject** boxes. (A task must have a **Subject**.)

Check to see if the date and frequency of the task are correct; if they are not, select the desired date and time by tapping the arrow on the right side of each item.

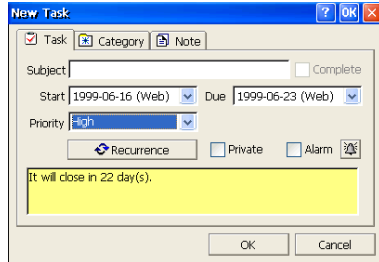
Then, it will look a little different than when you first saw it, as shown below.



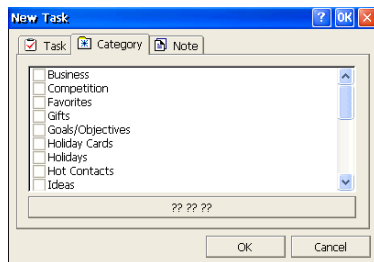
If you need to set recurrences, tap **Recurrence**.



When you are finished, tap OK. Then, when you return to the Tasks dialog box, it will look a little different than when you first saw it, as show below.



Tap the **Category** tab to select categories.



If you have more detailed information, tap the **Memo** tab.



You can enter up to 264 characters.

(2) Editing a task

Double-tap the task you wish to edit, or select the task you wish to edit and tap **Edit Task** on the **Edit** menu. For more information, see “Creating a New Task”

(3) Deleting a task

After selecting the task you wish to delete, tap **Delete Task** on the **Edit** menu or tap the **Delete** (✖) button, and the selected item is deleted.

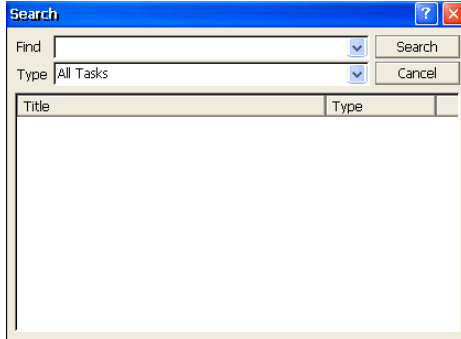
(4) Deleting completed tasks

To delete completed tasks, tap **Delete Completed Task** on the **Edit** menu and all completed tasks are erased.

(5) Finding tasks

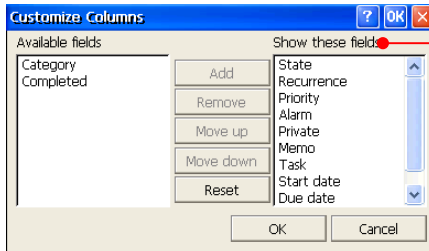
You can use this feature to find a specific task.

Tap **Find** on the **Tools** menu, or tap the **Find** (🔍) button.



(6) Editing Customize Column

Select Customize Column of the Tools menu.



The column list that is displayed on the Tasks screen

(7) Display by Category

You can display and see tasks by the category you assigned to the tasks.

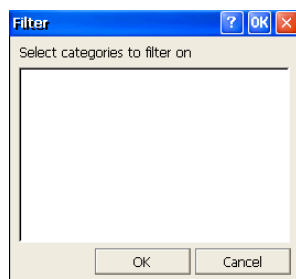
1. If you tap the **All Category** (📁 All Items) button, the registered categories appear.



As the number of categories that can be displayed is limited, all categories may not be displayed.

2. Select the desired category, and only those tasks having that category will be displayed on the tasks list.

3. Select Category Filter of the All Category button to select more than 2 categories on the Category Filter screen.

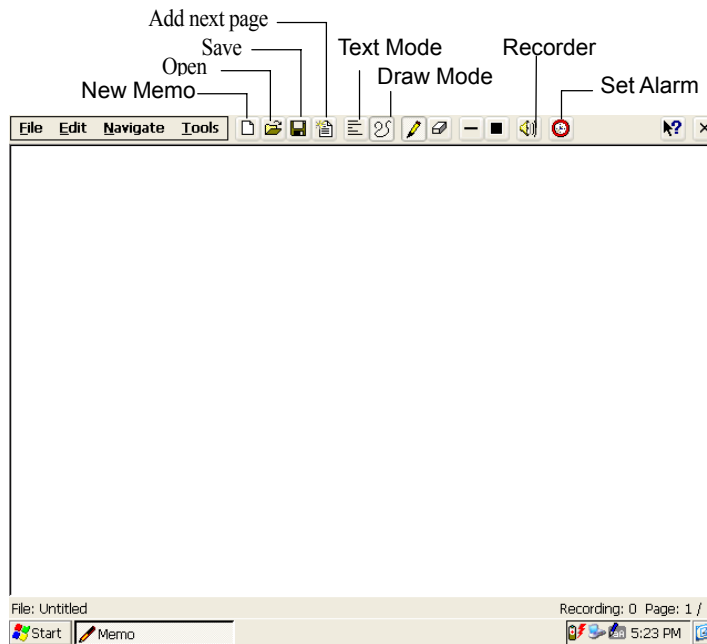


IV. Memo

The Memo program allows you to save contents that you have handwritten using the stylus and also allows you to add text message, alarm and voice recording. The number of memos that can be stored will vary depending on the memory. Each memo can contain up to 4,000 characters.

(1) Creating a New Memo

Tap **New** on the **File** menu, or tap the **New Memo** (📄) button.



If you want to enter text message, select the Text Mode (☰) button.

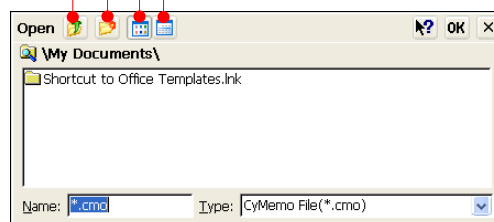
If you want to add a new page, tap the Add next page (📄) button.

Tap **Save** on the **File** menu or tap the **Save** (💾) button to save the Memo (memo file's extension name is .cmo).

(2) Opening an existing Memo

Tap **Open** on the **File** menu or tap the **Open** (📁) button.

New Folder Simple
upper folder Detailed



Select the folder that holds the file you wish to open and double-tap the file.

(3) Saving a Memo as JPG file



A Memo file, saved as CMO file, can be opened on other programs by saving it as JPG file.

1. Enter content you want.
2. Select **Save Current Page as JPG** or **Save All Pages as JPG** on the **File** menu.
3. Select the folder where you want to save your file and tap OK.

(4) Selecting Pen or Eraser and setting Preferences

- Select **Pen** or **Eraser** on the **Tools** menu or select the **Pen** (🖋) or **Eraser** (🧽) button.
- In order to set up Preferences for Pen or Eraser, select **Pen weight**, **Pen Color** or **Eraser Weight** on the **Tools** menu.

(5) Using Text Mode

1. Select Text Mode on the Edit menu or tap the Text Mode (≡) button.
2. Enter content you want from the DioPen screen appearing automatically.



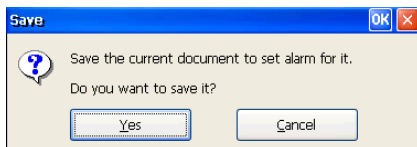
Text will be entered only in black.

Text is entered separately by page, which means that pages are not connected between continuous pages.

Text appears above drawing content, if both modes co-exist.

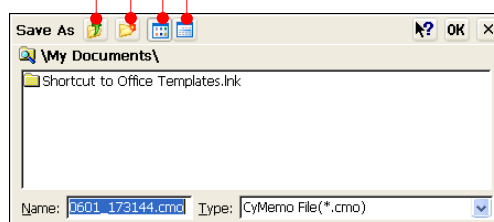
(6) Setting up Alarm

1. Select Alarm Setting on the Tools menu or tap the Alarm Setting (🔔) button.
2. If you didn't save this file before, you will see the **Save** dialog.

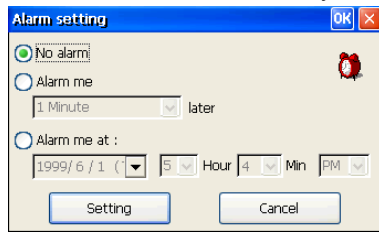


3. If you tap **Yes**, you will see the **Save As** dialog box.

New Folder simple
Upper folder Detailed



4. Select the folder where you want to save your file and tap **OK**.



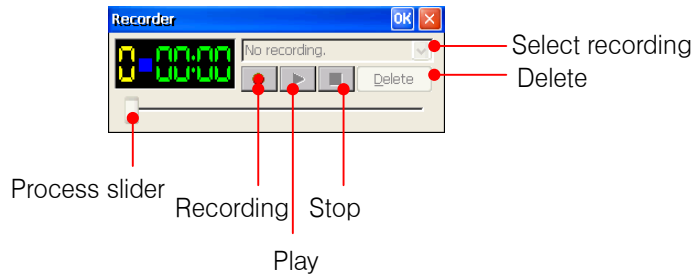
5. Select an alarm time you want and tap the **Setting** button.



Once an alarm is set, the alarm sound rings even though the Memo program is closed or your device is in the Sleep Mode.

(7) Voice Recording

1. Select Recorder on the Tools menu or tap the Recorder (🎙️) button.



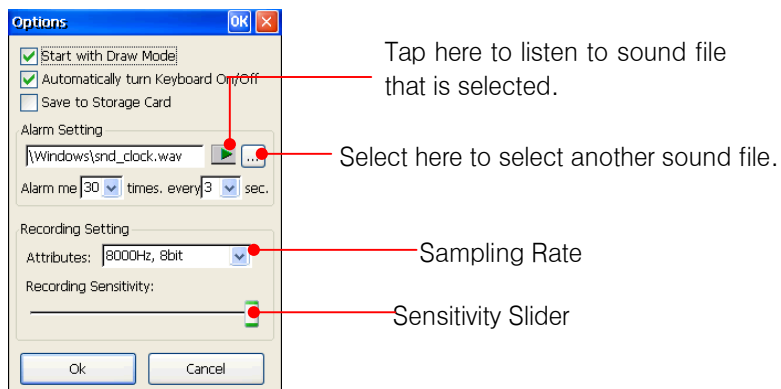
2. Tap the **Recording** button to start recording.



The maximum of 9 recordings in one memo file can be added and are supposed to be as simple as possible.

(8) Setting up Preference

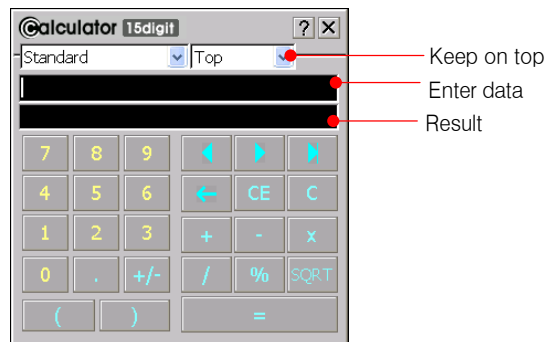
Select **Options** on the **Tools** menu.



V. Calculator

Calculator includes three operating modes: Standard, Scientific and Convertible. In Standard mode you can perform simple mathematical calculations. In Scientific mode you can access scientific functions and perform sophisticated math calculations.

Standard Calculator: Select **Standard** on the calculator menu.



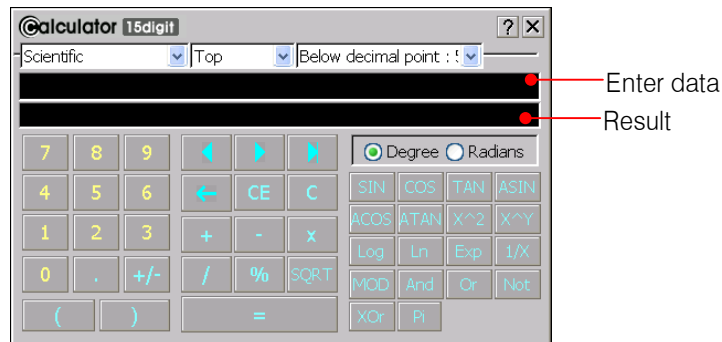
Note

In order to keep the calculator displayed on top of all other programs, tap Top. To cancel this function, tap Hide.

C : Clears all data (upper black box) you entered for calculation.

CE : Clears the result of calculation (lower black box).

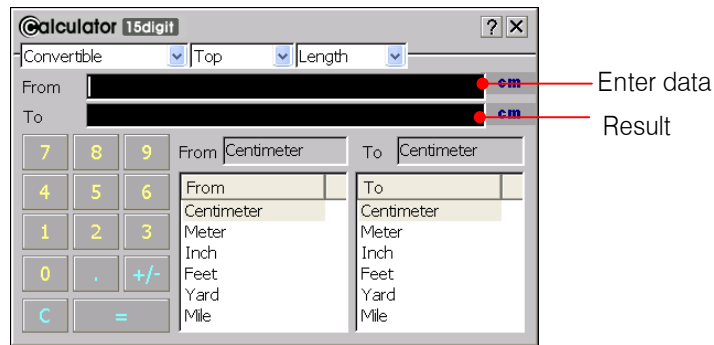
Scientific Calculator: Select **Scientific** on the calculator menu.



Note

This program supports up to 15-digit numbers.

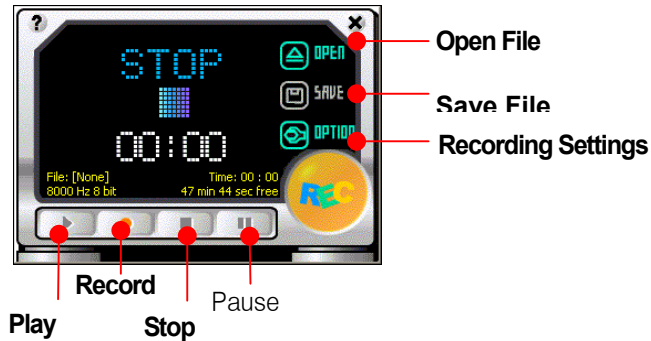
Convertible Calculator: Select **Convertible** on the calculator menu.



1. First, select the weight or measure you want to convert (Length, Weight, Volume, Size, Temperature).
2. Select the unit to convert and the unit to convert into. When you select a unit, it is displayed in the windows above the lists and next to the **From** and **To** panes.
3. Enter a number to convert and tap =.

VI. Recorder

Recorder allows you to record simple sounds or to play back existing Wave files.



(1) Recording

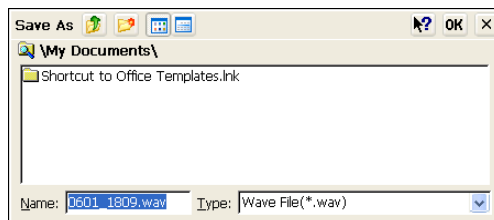
Tap the **Record** button on the bottom of the **Record** screen or press the **Record** button on the right side of your device when the recorder program is open.



To stop recording, tap the **Stop** button on the bottom of the Recorder or press the **record** button on the right side of your device.

(2) Saving recorded file as another name

1. Tap **SAVE** after you have completed recording.

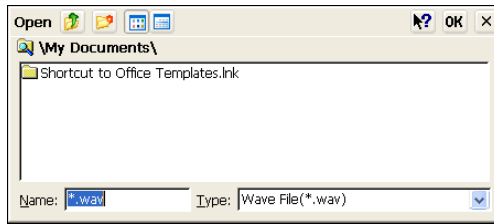


2. Select a folder where you want to save this file and enter the file name in the file name input box.

3. Tap **OK**. However, if you do not want to save, tap **X (Exit)**.

(3) Opening files for playback

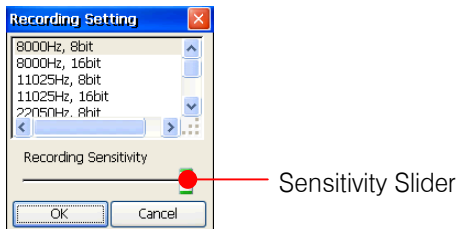
1. Tap the OPEN button.



2. Select the file you wish to play back, then tap OK.

(4) Recording Settings Screen

1. Select the OPTION button.



2. Select **Sampling rates** and **bits** you want, and you are allowed to adjust the desired recording sensitivity.
3. Tap OK.



Recording quality is directly associated with available recording time. High sampling rates(KHz unit) and bits require much more memory.

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