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Software download available

Palm™ Desktop software and the electronic *User Guide* are supplied on a CD-ROM disc. If you do not have access to a CD-ROM drive for your computer, you can download both of these items from www.handspring.com.

Part #: ##-####-##

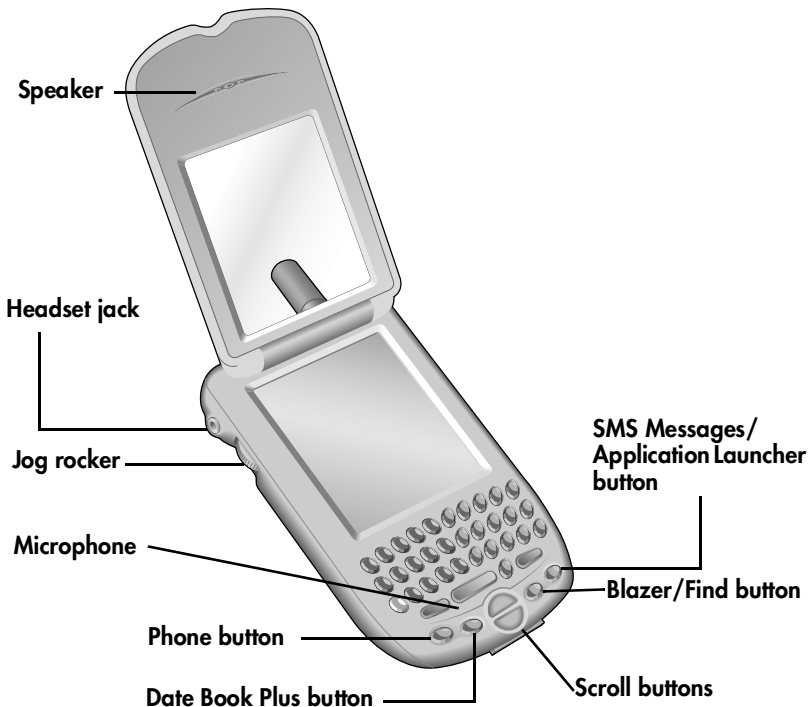
Getting Up and Running

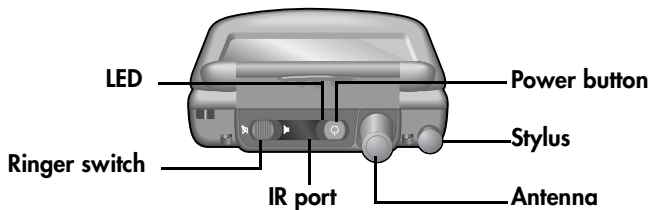
Congratulations on the purchase of your new Manhattan™ handheld computer. Here's how to get up and running quickly:

- Complete all the steps on the Manhattan *Start Here* card.
- Use this *Quick Reference Guide* to learn how to enter text and perform basic tasks.
- Check the electronic *User Guide* in the Handspring folder on your computer to learn more about using your handheld.

Tip: If you're upgrading from another Palm OS® handheld, see page 26 for upgrade instructions.

Getting to know your Manhattan handheld computer





The color of the LED and the blink state indicate the following:

Green/solid = Charging complete

Red/solid = Charging battery

Green/fast blink = Call in progress

Red/fast blink = Low battery

Green/slow blink = Radio on;
in coverage area

Red/slow blink = Radio on; no coverage

No light = Radio off

Turning your Manhattan on and off

Your Manhattan is both a handheld computer and a radio for wireless communications. You can turn the handheld and the radio on and off independently of each other. When you turn on the handheld, you can use the various applications while the radio is off. However, to make or receive a call, you need to turn on the radio.

Turning the handheld on and off

Do any of the following:

- Open the lid to turn it on, or close the lid to turn it off.
- Press and release the power button.

Turning the radio on and off

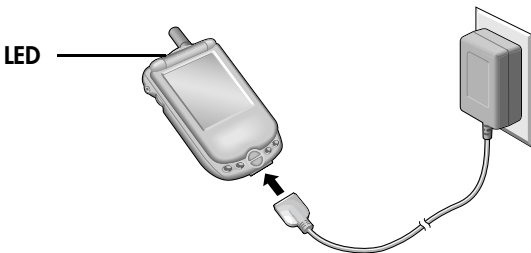
- Hold down the power button until you hear the confirmation tones to turn the radio (and other wireless features) on and off. The ascending tone indicates the radio is on and the descending tone indicates the radio is off.

Charging the Battery

Your handheld battery provides approximately 2 hours of talk time or 72 hours of standby time. If the battery drains to the reserve level, you can still use your handheld applications for about 1 day, but there is not enough power to use the phone and other wireless features.

It takes approximately 1 hour to charge a fully drained battery. To charge the battery do one of the following:

- When you're near your computer, connect your handheld to the HotSync® cable with the AC adapter connected to a wall outlet as shown on page 27.
- When travelling, connect the AC adapter cable directly to your handheld as shown here.



Tip: The LED is solid red while your handheld charges. When the LED turns green, your handheld is charged. If the LED does not turn on, make sure the AC adapter cable is connected to a wall outlet.

Using the Keyboard






Entering text

Use your thumbs to press the keys. Each letter key has three modes:




- **Normal:** types a lowercase letter.
- **Shift:** types an uppercase letter.
- **Option:** types the number/symbol, or activates the function, that appears in blue above the letter on the key.





Tips:

- To insert an uppercase letter, press  then the letter key.
- To turn Shift Lock on and off, press the Option key  then .
- To turn Option Lock on and off, press the Option key  then .


Entering accented and symbol characters

1. Type the letter to which you want to add the accent, or press  to enter a symbol.
2. Press the Option key  then .
3. Use the scroll buttons or jog rocker to highlight the accent or symbol on the list.
4. Continue typing to insert the accented character or symbol.

Using Menus

1. Press  to open the menus.
2. Press the scroll up button to switch between menus.
3. Press the scroll down button to select a command.
4. Press  to run the selected command.

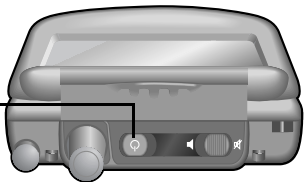
Tips: You can also do any of the following:

- Press  again to close the menus without running a command.
- Type shortcut letters to select menu commands. Shortcut letters appear next to the command on each menu.
- Roll the jog rocker to select a command and press the jog rocker to run the selected command.



Adjusting the Screen Display

Using the backlight

Press the power button twice to turn the backlight on or off




Adjusting the Contrast

1. Press the Option key  and  at the same time.
2. Press the scroll buttons.
3. Tap Done.

Using Your Phone

Making a call

- Press the Phone button  on the bottom of your handheld repeatedly to switch between the various views, then use any of the following methods to make a call:

Speed Dial view



Tap a speed dial button

Dial Pad view



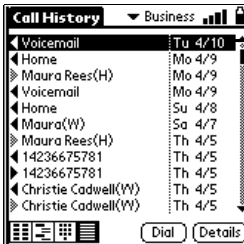
Tap the numbers then tap the handset button

Contacts view



Type a contact's name

Call History view



Tap a name or number then tap Dial

Answering a call

You can answer a call using either of the following methods:

- If the lid is closed, open the lid to answer the call, or press the power button to silence the ring before answering the call.
- If the lid is open, tap Answer.

Ignoring a call

You can ignore a call using either of the following methods:

- If the lid is closed, press any application button to silence the ring and send the call to voicemail.
- If the lid is open, tap Ignore.

Adjusting call volume

While a call is in progress, you can adjust the volume using either of the following methods:

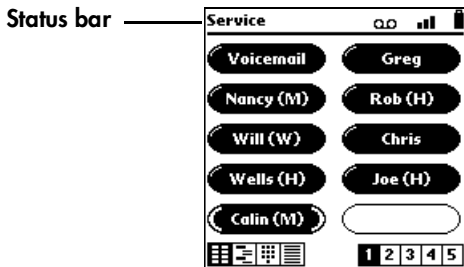
- Roll the jog rocker up or down.
- Press the scroll buttons.

Ending a call






You can end a call using either of the following methods:

- Close the lid.
- Tap Hang Up.

Using the status bar

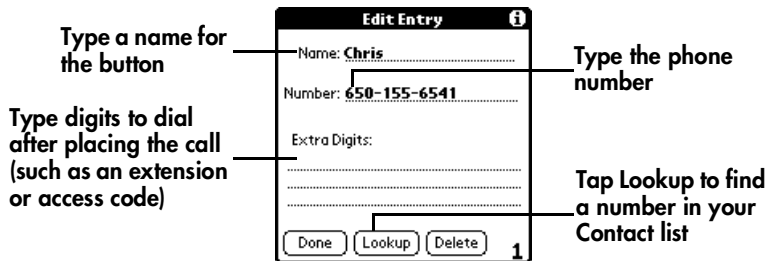


The status bar icons indicate the following:

- Carrier** Displays the name of your wireless service provider. If you are outside a coverage area, “No Service” appears instead.
-  Appears when you have new voicemail messages.
-  Displays the signal strength. The stronger the signal, the more bars appear. If you are outside a coverage area, the bars are flat.
-  Appears when the phone is ringing or a call is in progress.
-  Displays the battery status. As the battery drains, the icon changes from black to clear.
-  Appears when your handheld is connected to an AC adapter and the battery is charging.



Defining speed dial buttons

1. In the Speed Dial view, tap a blank speed dial button.
2. Press the scroll buttons to move between fields as you type.



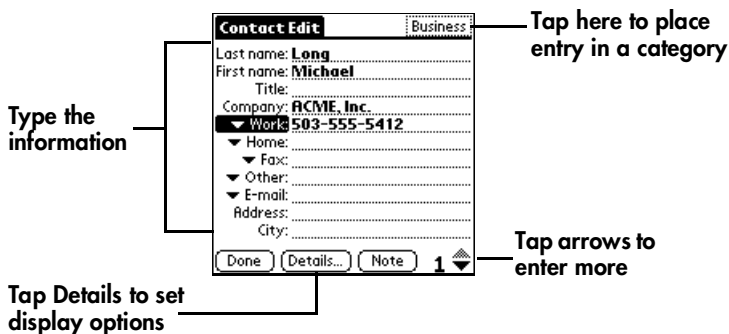
3. Tap Done.

Tips:

- To edit an existing speed dial entry, press , under Edit, select Edit Speed Dial, tap the entry you want to edit, and after editing tap Done.
- To insert a pause between Extra Digits when dialing, type a comma (,). Each comma represents a one second pause.
- To delete an existing speed dial entry, press , under Edit, select Edit Speed Dial, tap the entry you want to delete, and tap Delete.

Adding a contact

1. In the Contacts view, tap New.
2. Press the scroll buttons to move between fields as you type.



3. Tap Done.

Tip: You can also import addresses from popular software applications on your computer. See the electronic *User Guide* for instructions.

Viewing or changing contact information

1. In the Contacts view, press the scroll buttons to select the entry you want to view or edit.

Tap name you want to view or edit

Jump to a name by typing the first or last name



Tap to view another category

2. Tap Edit and make changes to the entry as necessary.
3. Tap Done.

Deleting a contact

1. In the Contacts view, tap the name of the entry you want to delete.
2. Tap Details.
3. Tap Delete.
4. Tap OK.

Using a headset

You can connect a headset for hands-free operation. If you need to use your phone while driving, we recommend using a headset.

**INSERT ILLUSTRATION SHOWING
HOW TO CONNECT HEADSET WITH
CALLOUT TO HEADSET BUTTON**

You can press the headset button to perform any of the following functions:

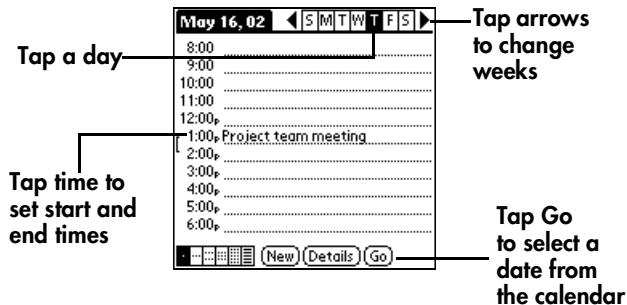
- Answer an incoming call.
- Switch between two active calls.
- End an active call by holding down the button until you hear a beep.

Tip: You can also dial a number in your speed dial list when the lid is closed and the headset is attached. Press the jog rocker to open the Speed Dial view, roll the jog rocker to select the speed dial entry, and press the jog rocker to dial the selected entry.

Date Book Plus

Adding an event

1. Press the Date Book Plus button  on the bottom of your handheld.
2. Select the date and time of the event.



3. Type a description.
 4. Tap a blank area of the screen to deselect the event.
- Tip:** The vertical line next to the time shows the length of the event.

Scheduling an untimed event

You can schedule events that occur on a particular date, but are not associated with a particular time, such as a birthday or anniversary.

1. Select the date of the event.
2. Tap New and select Appointment from the list.
3. Tap No Time and tap OK.
4. Type a description.


Tip: The event appears next to a diamond at the top of the Day view.

Scheduling a repeating event

1. Create the event as described on page 16, and tap the event to select it.
2. Tap Details.
3. Tap the Repeat box and tap a repeat interval.
4. Type a number on the Every line to show how often the event repeats.

Tip: For Weekly events, also tap the day(s) the event repeats, and for Monthly events, tap Day or Date as the repeat method.

5. (Optional) Tap the End on pick list, tap Choose Date, and select an end date.
6. Tap OK to return to the Details dialog and tap OK again.

Tip: A Repeat icon  appears next to the event.

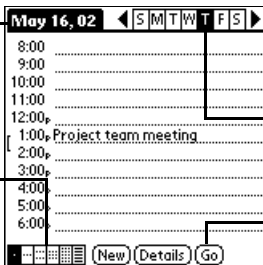
Rescheduling an event

1. Tap the event you want to reschedule.
2. Tap Details.
3. Tap the Time box and select a new time.
4. Tap the Date box and select a new date.
5. Tap OK.

Displaying your calendar

Tap and drag stylus below date to display time

Tap icons to change views: day, week, week with text, month, year, and list




Tap arrows to change weeks

Tap a day

Tap Go to select a date

Deleting an event

1. Tap the event you want to delete.
2. Press the .
3. Under Record, select Delete Event.
4. Tap OK.

Blazer Web Browser

Surfing the Web

- Press the Blazer button (i) on the bottom of your handheld repeatedly to switch between the Web Page and Bookmark views.

Web Page view



Tap arrows
to view next
and previous
pages

Tap to go
to home
page

Tap to enter a URL

Bookmark view




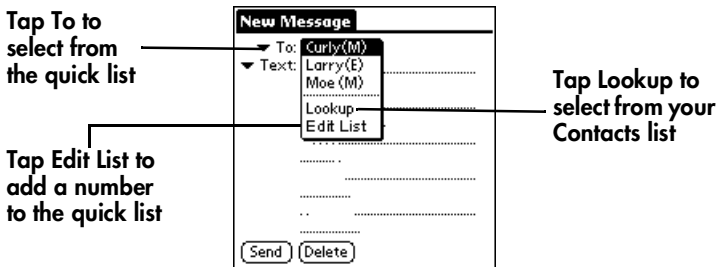
Tips:





- To view a bookmarked page, tap the bookmark you want to view from the Bookmark view.
- To rearrange the bookmark list or edit a bookmark, tap Edit from the Bookmark view.
- To add a new bookmark, select Add Bookmark from the menu or tap an empty slot from the Bookmark view.
- To scroll through a page, press the scroll buttons or roll the jog rocker.

SMS Messages

Creating and sending a message

1. Press the SMS Messages button  on the bottom of your handheld.
2. Tap New.

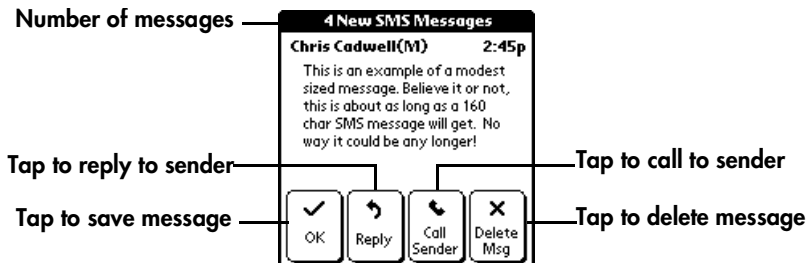


- Tip:** You can also type a number by pressing the Option key  followed by  then typing the numbers. Press the Option key  then  again to return to typing letters.
3. Type your message or tap Text to select from frequently-used boilerplate messages.
 4. Tap Send.


Note: If you are outside a coverage area, the message is stored in the Pending folder. When you return to a coverage area, your message is sent automatically.

Receiving a message

When you receive a message, the New SMS Message alert dialog appears.






Viewing messages

1. Press the SMS Messages button  on the bottom of your handheld.
2. Press the scroll buttons to scroll through the messages.

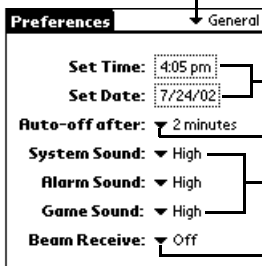


Preferences and Other Settings

Setting General Preferences

1. Press the Option key  then the Application Launcher button .
2. Tap the Prefs icon .
3. Tap the pick list in the upper-right corner and select General.

Tap here to select General






Tap here to set time and date

Tap here to set the screen shut-off delay

Tap here to set sound levels

Tap here to enable IR beam reception

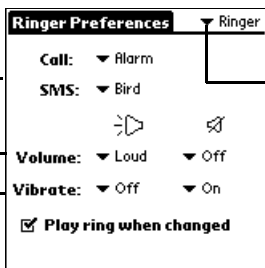
Selecting the ringer settings

1. Press the Option key  then the Application Launcher button .
2. Tap the Prefs icon .
3. Tap Ringer in the pick list in the upper-right corner.
4. Select the ringer settings you want to use.

Tap Call and SMS pick lists to select ring style



Tap Volume pick lists to select volume level

Tap Vibrate pick lists to turn vibrate mode on or off






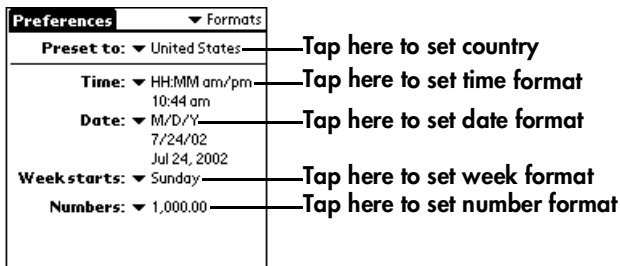
Tap here to select Ringer

Tips:


- The slider on top of your handheld has two positions  and . The two Ringer Preferences columns control the behavior of the corresponding slider position.
- You can use both a ring tone and vibrate alert or use them separately. For example, you can set one position to ring softly and vibrate, and the other position to vibrate only.
- To preview a new sound, select Play ring when changed.

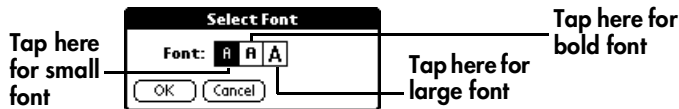
Setting Formats Preferences

1. Press the Option key  then the Application Launcher button .
2. Tap the Prefs icon .
3. Tap the pick list in the upper-right and select Formats.



Changing the screen fonts

1. Open the application in which you want to change the font.
2. Press .
3. Under Options, select Font.



4. Tap OK.

Synchronizing Data with Your Computer

You can use the Palm Desktop software and your HotSync cable to exchange data between your handheld and your computer. This process is called a HotSync operation. Each time you perform a HotSync operation, any information you entered or changed on your handheld is copied to your computer and vice versa. This backs up your data and is strongly advised.

Before you perform a HotSync operation, you need to install the Palm Desktop software from the Handspring CD and connect the HotSync cable to your computer. You can connect the USB cable that comes with your handheld, or you can purchase a serial cable at www.handspring.com. See “Computer system requirements” below.

Computer system requirements

USB cable

- Windows 98/ME/2000/XP, or Mac OS 8.5 or later
- Available USB port

Serial cable

- Windows 95/98/ME/2000/NT 4.0/XP, or Mac OS 7.5.3 or later
- Available serial port

Upgrading from a Palm OS handheld

1. Synchronize your old handheld with your old desktop software.
2. Install your new Palm™ Desktop software from your Handspring CD.
3. Synchronize your new handheld with your new desktop software, and select the user name for your old handheld when prompted.
4. If any third party applications do not get installed, beam them from your old handheld to your Manhattan, or install them from the original files.

Tip: After you upgrade you have two handhelds with the same user name. Since each handheld must have a unique name, perform a hard reset on your old handheld to remove the user name and avoid problems synchronizing with that device. The next time you synchronize that device, be sure to assign it a new name.

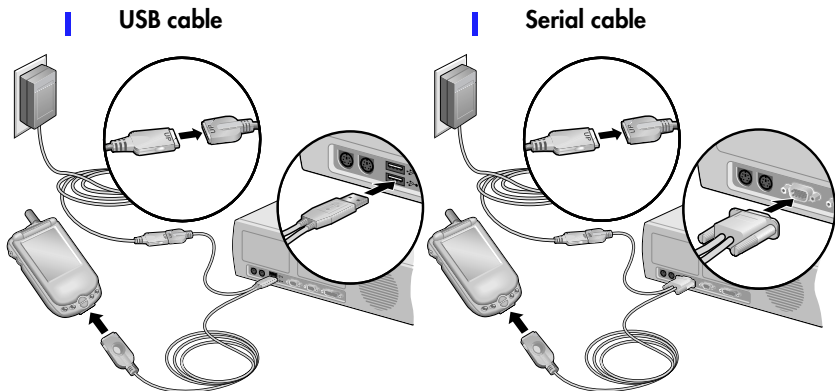
Installing the Palm Desktop software

1. Insert the Handspring CD in the CD-ROM drive on your computer.
2. When the installation screen appears, follow the onscreen instructions to begin the installation.
3. When prompted to connect the cable to your computer, follow the instructions on page 27 in this guide.
4. Complete the Palm Desktop software installation process.

When the set up process is done, the installation screen closes automatically.

Connecting the HotSync cable

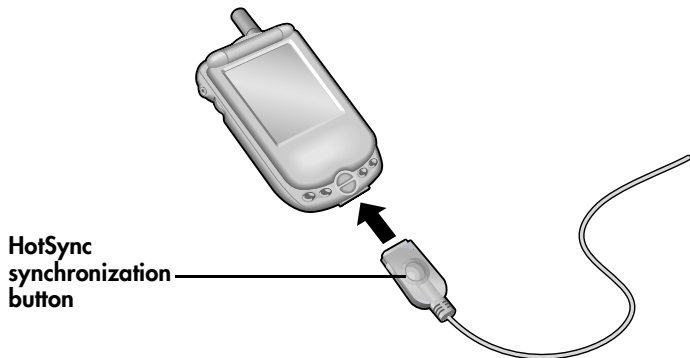
1. Connect the AC adapter cable to the short end of the USB or Serial cable. Be sure to match the sides of the connectors labeled “UP.”
2. Connect the USB HotSync cable to a USB port on your computer, or connect the Serial HotSync cable to a Serial port on your computer.
3. Connect the long end of the HotSync cable to your handheld with the button facing up.



Tip: The AC adapter does not need to be plugged into a wall outlet to perform a HotSync operation.

Synchronizing data

1. Connect your handheld to the HotSync cable.




2. Press the HotSync button on the cable.

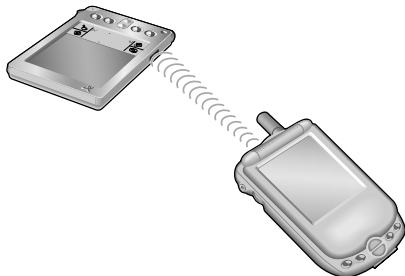
Tip: The first time you synchronize, you must select a user name and click OK. Every handheld needs a unique name. Never synchronize more than one handheld to the same user name on your computer.

3. Wait for a message on your handheld to indicate the process is done.
4. Remove your handheld from the cable.

Beaming Information




1. Select the item you want to beam.
2. Press .
3. Under Record, select Beam.
4. When the Beam Status dialog appears, point the IR port at the IR port of the receiving handheld.

Hold handhelds with IR ports facing one another and keep path between devices clear of obstacles



5. Wait for a message that indicates the transfer is done.

Tips:

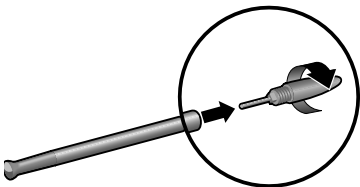
- To beam an application, press the Option key  then the Application Launcher button , press , under App, select Beam, tap the application you want to send, and tap Beam.
- To receive a beam, turn on your handheld, point the IR port at the transmitting IR port, and when the Beam Status dialog appears, tap Yes.

Resetting Your Handheld

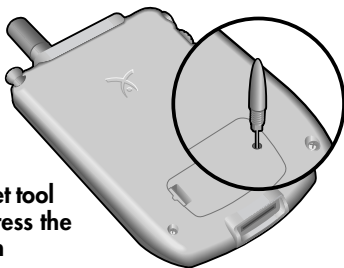
Performing a soft reset

If your handheld is not responding, you can perform a soft reset to restart it. A soft reset does not affect your data.

**Unscrew the stylus tip
to access the reset tool**



**Use the reset tool
to gently press the
reset button**



Performing a hard reset

A hard reset erases all data and third-party software on your handheld. Never perform a hard reset unless a soft reset doesn't fix the problem. You can restore previously synchronized data with the next HotSync operation.

1. While pressing the power button, use the reset tool (or the tip of a paper clip) to gently press the reset button.
2. Release the power button.
3. When the warning appears press the top scroll button.

Using the Electronic User Guide

In addition to providing more information about the topics in this guide and valuable troubleshooting tips, the electronic *User Guide* also walks you through using the other applications on your Manhattan handheld:

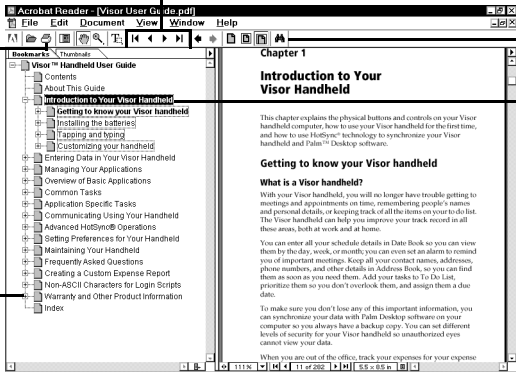
- Calculator
- Expense
- Memo Pad
- City Time
- E-mail applications
- SIM applications

1. Open the Handspring or Palm folder on your computer.
2. Double-click the User Guide.PDF file.

Click the arrows to turn pages

Click the printer to print pages

Click a + or - to expand or collapse the outline



Click the binoculars to search for specific text

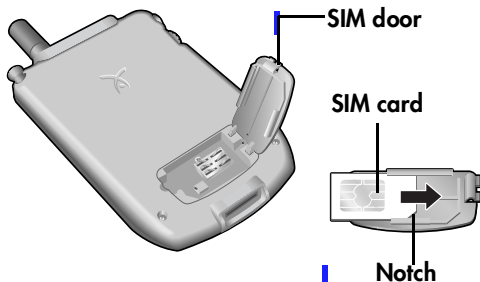
Click a title to jump to that section

Troubleshooting

When I turn on my phone, I get a message that my SIM card is missing.

The SIM (Subscriber Identity Module) card is either missing or inserted incorrectly. The SIM card is a small rectangular plastic piece that contains your phone number. It is included with your service provider's documentation and is often referred to as a "smartcard."

1. Remove the SIM door.
2. With the contacts face-up, align the notch on the SIM card with the notch on the door and insert the SIM card into the slot on the door.



3. Replace the SIM door.

Tip: Since calls are billed to your phone number, you can move your SIM card to any phone that uses a SIM card, and the calls will be billed to your account.

My Blazer web browser and other wireless features don't work

Make sure you installed the Palm Desktop software on the Handspring CD and performed a HotSync operation after the installation. This CD contains components required by the wireless features. Performing a HotSync operation installs these components on your handheld.

I can't open the electronic *User Guide*

Make sure you installed the Adobe Acrobat Reader software on the Handspring CD. To install this software, insert the Handspring CD in the CD-ROM drive on your computer, select Acrobat Installer from the menu, and follow the onscreen instructions.

I get an error when connecting to the Internet or using E-mail

- Contact your service provider to confirm that data services are active on your account.
- Make sure you installed the Palm Desktop software on the Handspring CD and performed a HotSync operation after the installation. This CD contains components required by the wireless features. Performing a HotSync operation installs these components on your handheld.
- Confirm that you are dialing the correct number to access your service provider's server. Some service providers require that you have an ISP account to handle this.
- Check your user name, password and other settings.

FCC Statement

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause unwanted operation.

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

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Consult the dealer or an experienced radio/modem technician for help.

Exposure To Radio Frequency Energy (SAR)

In order to comply with FCC RF exposure safety guidelines users **MUST** use a Handspring brand body-worn accessory during body-worn operation. Use of accessories not provided by Handspring or that have not been tested for RF exposure compliance with this product may not comply with the FCC RF exposure safety guidelines and should not be used.

See <http://www.fcc.gov/oet/rfsafety/> for more information on RF exposure safety.

Responsible Party:

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United States of America
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