



*netpad*  
user guide



*information in motion*

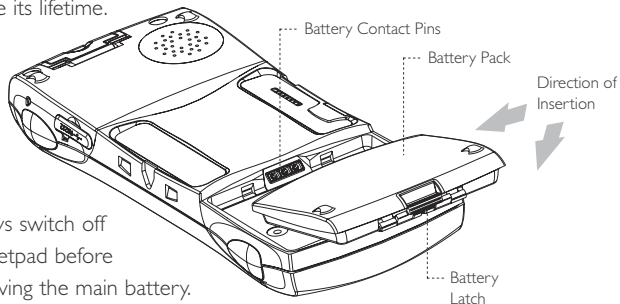


## Fitting the Battery Pack

netpad is powered by a single removable battery pack. To fit the battery pack, slide it into place until it clicks.

To charge the battery, place the complete netpad in a netpad Docking Station (refer to Using The Docking Station on page 10), or place the battery in one of the optional battery chargers. The standard (850 mAH) netpad battery will normally be fully charged within 2 to 2.5 hours.

An internal backup battery allows you to replace the battery pack at any time without loss of data, applications or resetting to the default settings. The backup battery maintains the netpad's memory for some hours, however prolonged reliance on the backup battery does reduce its lifetime.



Note: Always switch off the netpad before removing the main battery.

## Prolonging battery life

You can take steps to help your batteries last longer:

- Turn the screen brightness down
- Use the Auto switch-off function, to automatically turn the netpad off, after a convenient time.

## Battery safety

- Do not store batteries at temperatures in excess of +60°C; the optimum storage temperature for maximum battery life is +10°C to +35°C.
- Do not dispose of batteries in a fire - there is a danger of explosion.
- Do not crush, puncture, open, dismantle, or otherwise mechanically interfere with batteries.
- If a battery should leak, do not allow the contents to come into contact with your skin or your eyes. If it does, wash immediately with plenty of cold water and seek medical advice.
- Do not short-circuit the terminals of the battery.
- Do not expose the battery to excessive physical shock or vibration.

### Warning:

**Batteries are considered hazardous waste** and must be returned to Psion Teklogix for proper disposal. All used batteries must be forwarded to one of the following Psion Teklogix offices:

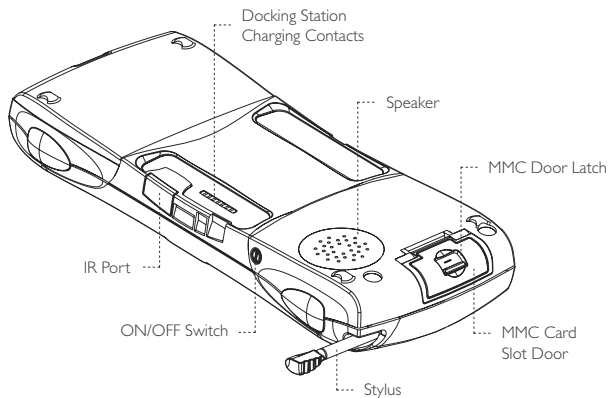
Psion Teklogix Inc  
2100 Meadowvale Blvd  
Mississauga, Ontario  
Canada L5N 7J9

Psion Teklogix Corp  
1810 Airport Exchange Blvd.  
Suite 500  
Erlanger, Kentucky  
USA 41018

Psion Teklogix S.A  
Parc Club Du Golf-Bat 1.  
13856 Aix-En-Provence  
Cedex 3, France

## Switching on and off

netpad can be switched on by tapping the touch screen (refer to ON/OFF in Control Panel on page 7). There is also an **On/Off** switch located on the top side of the unit.



To switch off, press the **On/Off** switch.

You can switch off at any time and do not have to save your information.

By default, if you do not use the netpad it will switch off automatically after a short time to save battery power. Simply switch back on and continue from where you left off.

(The time for automatic switch off can be modified via the **Control Panel**.)

## Finding and using the Stylus

The stylus is located in a holder just behind the screen (refer to the diagram on page 4). To remove it, pull it out of the holder. To replace it, slide it back, point first.

To navigate using the stylus, tap lightly on the screen. You can also use your fingers to tap on the screen but this may leave fingerprints or smudges.

**Do not** use any object that has a sharp or hard tip, or any type of ink pen — you may damage the screen.

## Command Icons & Toolbar



The netpad has a column of permanent **command icons** on the side of the screen (refer to diagram on page 1).

From top to bottom these are:



**Menu:** Displays the menus for the current application's screen.

Menus are displayed along the top of the screen.



**Contrast and brightness control:**

Tap the icon to change the contrast and brightness.

Tap more than once to cycle through the three levels.



**Zoom control:** Tap the icon repeatedly to cycle through the zoom settings. The zoom settings depend on the application you are in and are stored independently for each application.



**Keyboard:** Displays **Psiboard**, the on-screen keyboard.



**System command icon:** When you are in an application, the **System command icon** displays the **System** screen. From the **System** screen, tapping the icon displays the **Applications** bar containing the icons for the applications installed on your netpad.

## Setting up the netpad


You can customise the netpad to your way of working:

- Tap on the **Clock** to change from analog to digital.
- Tap the **System** icon, and then tap **Control Panel** on the **Toolbar**. Each icon in the **Control Panel** displays a **dialog** where you change machine settings.

To make best use of any installed applications, set up:

- Time & date
- International (number format, currency and units)
- Screen (contrast, brightness and calibration)
- Password
- Owner information
- Switch On/Off

## Starting and using applications

Installed applications are shown as icons either on the **System** screen (  ) or on the **Program** bar. To start an application, tap on it twice.


Each application (including the **System** screen) has its own help file accessed using the **Help** option from the **Tools** menu. All the **Help** files have the same format.




**Help** is displayed in a **card browser**. This contains a list of topics and the full help text of the selected topic in a **card**, to the left.

**Help** doesn't have to be closed to use the netpad as usual; just tap on **Go back** on the **Toolbar** to keep **Help** open and use the machine as well. To close **Help**, select **Close** on the **File** menu.



## The Keyboard

netpad uses a keyboard that is displayed on the screen called **Psiboard**.

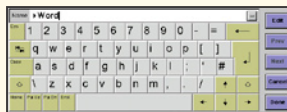
To display **Psiboard**, tap on the **Keyboard** command icon . You can:

- Move the keyboard by tapping the title bar and dragging it.
- Resize the keyboard by dragging the bottom right-hand corner.
- Minimize the keyboard by tapping the  symbol on the top right-hand corner of the keyboard.
- Simply maximize the keyboard again when you need to type something by tapping the  symbol.
- Tap the  symbol to display and set the keyboard preferences.



With **Psiboard** displayed, tap  to display and set the keyboard preferences. Selecting 'Always on top' prevents **Psiboard** from disappearing every time you tap on another part of the screen. **Psiboard** can be moved out of the way by tapping  to minimize it.

When you are in a dialog in which you need to enter information, tapping twice in a line opens the **Psiboard** keyboard with a text preview window. As you type, the text is shown in the window. When the text has been entered, tapping **Done** closes **Psiboard** and enters the line of text into the dialog. The **Next** and **Prev** buttons can be used to move between items on the dialog.



## Resetting

If you find that you cannot exit from an application normally or your netpad appears to have locked up, open the MMC door (see diagram on page 11) and with the pen press the reset button, located at the side of the MMC card slot. Any changes to open files will be lost.

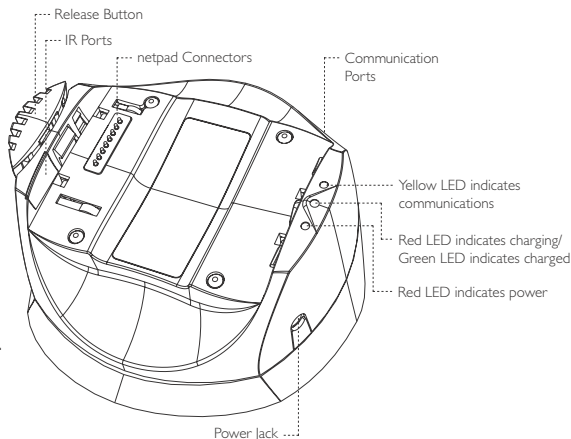
If the reset is not successful, remove the battery pack and press the **On/Off** button for a few seconds at the same time as resetting the unit. **All information stored in the memory will be lost.** This forces a complete reset of everything to do with the **Operating System**. For this reason, we recommend that you regularly back up any sensitive data on non-volatile storage such as an MMC card — any data stored on that card is preserved.

## Using the Docking Station

The Docking Station is used to charge the netpad and to provide additional communication links for data transfer.

Connect the Docking Station to the supplied power source. Place the netpad in the Docking Station until the release button clicks and it will begin charging. To remove the netpad, press the release button and lift out. The yellow LED indicates communications, while the red LED indicates charging/power, and the green LED indicates a fully charged unit.

You can rotate the orientation of the Docking Station on its stand. Hold the top of the Docking Station in one hand and the bottom in the other. Lift the top part to release it and rotate through 90°. When you let go of the top part, it will click into place.

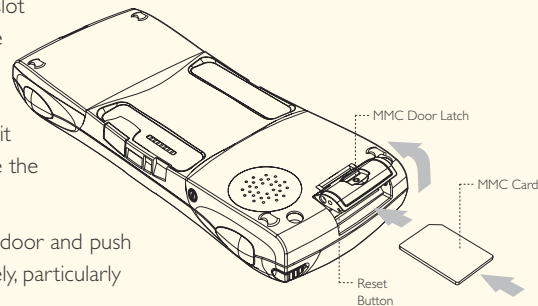


## Using Multimedia Cards

netpad supports a single Multi Media Card (MMC) as removable storage media. The MMC can be used to store application software and/or data.

To fit an MMC, open the card slot door located on the side of the unit by sliding the retaining latch and swinging the door. Push the MMC into place until it clicks. Close the door and slide the latch back.

To remove an MMC, open the door and push the card. Store your MMC safely, particularly if it contains valuable data.



## Using the Navigation Button

The function of the Navigation Button and Programmable Function Keys is dependant on the software application installed on the netpad. Please refer to the software application's operating instructions for details of how to use of the Navigation Buttons and Programmable Function Keys.

## Using the Scanner

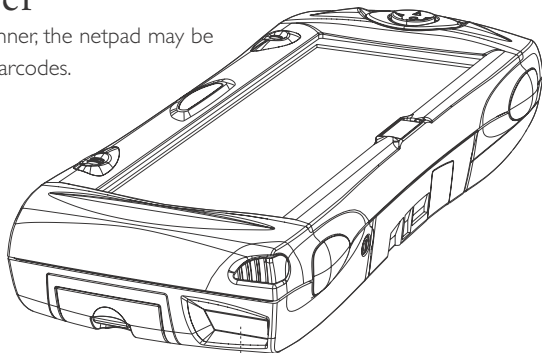
When fitted with a barcode scanner, the netpad may be used to read industry standard barcodes.



### WARNING:

For your own safety, it is critical that you comply with the following warnings:

1. Do not look into the laser beam.
2. **CAUTION** – Using controls or adjustments, or performing procedures other than those specified herein may result in hazardous radiation exposure.
3. **CAUTION** – The use of optical instruments with this product will increase eye hazard.
4. This product contains a laser scanner that emits less than 1.0 mW average radiant power at a wavelength of 650 or 680 nm. This product complies with 21 CFR 1040.10, 1040.11 and DIN EN 60825-1: January 2001, and is classified as a Class 2 laser product.



Scanner Window

To scan a barcode, point the scanner window at the barcode, ensuring that the scanner window is not obstructed, and activate the scanner as instructed in the software application's operating instructions. The scanning beam should be energized until a successful decode is achieved or one second has elapsed.

## Care of the netpad

The netpad is designed to withstand water, dust, storage temperatures of  $-20^{\circ}\text{C}$  to  $+60^{\circ}\text{C}$  and humidity of 0% to 95% maximum non-condensing and when used according to the instructions in this manual, the netpad should remain in good working order for many years. However, there are certain precautions you should take to ensure continued trouble-free use:

- Do keep the netpad at a temperature of  $-20^{\circ}\text{C}$  to  $+60^{\circ}\text{C}$  and avoid sudden extremes in temperature, exposure to direct sunlight or rain, heat sources (electric heaters, etc.), dust, sand, and other fine particles.
- Do keep the netpad away from strong magnetic fields (e.g. loudspeakers) and sources of static electricity.
- Use only the Psion Teklogix approved Docking Station.
- If you will not be using the netpad for a while, store it in a place that is dry, free from damp, dust.



- To clean the screen: switch the netpad off and use a soft, clean, dry cloth to gently wipe the keyboard and screen. Under no circumstances use chemical solvents that may have a corrosive effect. (If the netpad is set to turn on automatically when you tap the screen, you should turn this preference off before cleaning the screen.)
- Do not tap the screen with any object that has a sharp tip or you may damage the screen. Don't use any type of ink pen, as the ink may be impossible to remove. When not in use, keep the pen supplied with the netpad in its storage compartment.
- Do not throw, or try to bend the netpad. (The netpad is designed to withstand a 1.5m drop onto any surface.)
- Do not keep the netpad next to credit cards or transport tickets; the speaker magnet could corrupt the information on the magnetic strip.
- Do not attempt to dismantle the netpad. There are no user-serviceable parts inside and any attempt to do so will render the warranty void.
- Do not remove the main battery for longer than necessary. The backup battery maintains the netpad's memory for some hours; however, prolonged reliance on the backup battery does reduce its life. If both the batteries run out of power you will lose all your information and settings on your netpad.

## TRADEMARKS AND COPYRIGHT

**netpad**® is a trademark registered by Psion PLC in the UK and a Registered Community Trademark.

© **Copyright Psion Teklogix Ltd 2000.**

All rights reserved. This manual and the programs referred to herein are copyrighted works of Psion Teklogix Ltd, Abingdon, England. Reproduction in whole or in part, including utilisation in machines capable of reproduction or retrieval, without the express written permission of the copyright holders is prohibited. Reverse engineering is also prohibited. The information in this document is subject to change without notice. Psion and the Psion logo are registered trademarks, and Psion netpad is a trademark of Psion Teklogix Ltd. Some names referred to are registered trademarks.

© **Copyright Symbian Ltd 1999.**

All rights reserved. This machine contains the Symbian OS and software, and PsiWin 2 contains the Symbian CONNECT software that is the copyrighted work of Symbian Ltd, London, England. Symbian OS and the logo are registered trademarks of Symbian Ltd.

The IrDA Feature Trademark is owned by the Infrared Data Association and is used under license therefrom.

© **Copyright Monotype Typography Ltd 1997.**

All rights reserved. The Symbian OS contains the fonts Arial®, Times New Roman® and Courier; products of Monotype Typography Ltd, Surrey, England.

**Arial**® . Arial is a trademark of the Monotype Corporation registered in U.S. Patent and Trademark Office and certain other jurisdictions.

**Times New Roman**® . Times New Roman is a trademark of the Monotype Corporation registered in U.S. Patent and Trademark Office and certain other jurisdictions.

**Monotype**® . Monotype is a trademark of Monotype Typography Limited registered in U.S. Patent and Trademark Office and certain other jurisdictions.

© **Lernout & Hauspie Speech Products N.V. 1995.**

All rights reserved. International CorrectSpell™ English spelling correction system © 1995 by Lernout & Hauspie Speech Products N.V. All rights reserved. Reproduction or disassembly of embodied algorithms or database prohibited. UK English Concise International Electronic Thesaurus Copyright © 1995 by Lernout & Hauspie Speech Products N.V. All rights reserved. Reproduction or disassembly of embodied programs and databases prohibited.

Part of the software in this product is © Copyright ANT Ltd. 1998. All rights reserved.

Incorporates MPPC, compression from Hi/fn™  
Stac @ LZS @ ©1996, Stac, Inc., ©1994-1996 Microsoft Corporation. Includes one or more U.S. Patents: No. 4701745, 5016009, 5126739, 5146221, and 5414425. Other patents pending.

Incorporates LZS@ compression from Hi/fn™. Hi/fn@ LZS@1988-98, Hi/fn. Includes one or more U.S. Patents: No. 4701745, 5016009, 5126739, 5146221, and 5414425. Other patents pending. All notices of Hi/fn's patents shall be made in accordance with 35 U.S.C Sec. 287(a).

Version 2.0, June 2001

Part no. A6122 0002 0001 REV A

English

## FCC INFORMATION

### FCC Information for the USA

#### Radio and Television Interference

This equipment radiates radio frequency energy and if not used properly - that is, in strict accordance with the instructions in this manual - may cause interference to radio communications and television reception.

It 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 are designed to provide reasonable protection against harmful interference in a residential installation. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation distance between the equipment and the receiver.
- If you are using the equipment with a mains adaptor, plug it into an outlet which is on a different circuit from that to which the receiver is connected.
- Consult an experienced radio/TV technician for help.

#### Important

This equipment was tested for FCC compliance under conditions that included the use of shielded cables and connectors between it and the peripherals. It is important that you use shielded cables and connectors to reduce the possibility of causing radio and television interference.

Shielded cables, suitable for the netpad, can be obtained from an authorised Psion dealer.

If the user modifies the equipment or its peripherals in any way, and these modifications are not approved by Psion, the FCC may withdraw the user's right to operate the equipment.

#### In the USA

For customers in the USA, the following booklet prepared by the Federal Communications Commission may be of help: "How to Identify and Resolve Radio-TV Interference Problems". This booklet is available from the US Government Printing Office, Washington, DC 20402 Stock No 004-000-00345-4.

#### Emissions Information for Canada

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations. Cet appareil numérique de la classe B respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

#### FCC Declaration of Conformity

Product: netpad

Models: 16M/64M

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.  
2. This device must accept any interference received, including interference that may cause undesired operation.

The Product is for home or office use.

#### Responsible party:

Psion Teklogix Inc.  
2100 Meadowvale Blvd.  
Mississauga, Ontario  
Canada L5N 7J9  
+1 905 813 9900

#### Infrared device safety:

##### CLASS I LED PRODUCT

This product includes an Infrared device for transmitting and receiving files from devices supporting the IrDA format. Although this invisible beam is not considered harmful, and complies with EN60825-1 (IEC825-1), we recommend the following precaution when the Infrared device is transmitting:

- do not stare into the Infrared beam
- do not view directly with optical instruments

No parts in the device may be serviced by the user.

#### CE marking:

When used in a residential, commercial or light industrial environment the product and its approved UK and European peripherals fulfill all requirements for CE marking.

This product contains a laser scanner that emits less than 1.0 mW average radiant power at a wavelength of 650 or 680 nm. This product complies with 21 CFR 1040.10, 1040.11 and DIN EN 60825: July 1993, and is classified as a Class 2 laser product.

