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Learning the Basics

Viewing the Operating System Information

Tap Start > Settings > System tab > About.

The version of the operating system on your device will be listed near the top of the screen.

Adjusting the Volume

You can change the volume for various sounds, such as the sound you hear when you tap program names and menu options.

- 1. Tap the **Speaker** icon at the top of the screen.
- 2. Move the system volume slider to the desired volume level.
- 3. To mute system sounds, tap Off.

NOTE: You can also press the volume control on your HP iPAQ to quickly change system volume settings.

You can also specify the sound you want to here for a notification.

- 1. Tap Start > Settings > Personal tab > Sounds & Notifications.
- On the Sounds tab, choose how you want to be notified by selecting the appropriate check boxes.
- 3. On the Notifications tab, in Event, tap an event name and choose how you want to be notified by selecting the appropriate check boxes. You can choose from several options, such as a special sound, a message, or a flashing light.

NOTE: Turning off sounds and the LED notification helps conserve battery power.

Changing Power Management Settings

- 1. Tap Start > Settings > System tab > Power.
- 2. Tap the **Battery** tab to view how much battery power is available.
- 3. Tap the **Wireless** tab to turn Wireless signals on or off.
- Tap the Advanced tab to select the length of time the HP iPAQ stays on when using battery power or external power.

Dimming or Adjusting the Brightness of the Backlight

You can set the backlight to dim after a specified amount of time has elapsed.

- 1. Tap Start > Settings > System tab > Backlight.
- 2. Tap the **Battery power** tab or the **External power** tab.
- Select the Turn off backlight if device is not used for check box, then specify the time delay.

You can also increase or decrease the brightness of the backlight.

- Tap Start > Settings > System tab > Backlight > Brightness tab.
- Move the sliders up to increase and down to decrease the brightness.

Adding a Custom Background Image

You can use one of your own pictures as the background image on the **Today** screen.

- 1 Tap Start > Settings > Today.
- Select the Use this picture as the background check box and tap Browse to view a list of your picture files.
- 3 Tap the filename of the picture you want to use.
- **4** Tap **OK**.

NOTE: Pictures can affect the readability of text on the **Today** screen.

Installing and Removing Programs

To install programs on your HP iPAQ:

- Use the HP Desktop Cradle or autosync cable to connect your HP iPAQ to your personal computer.
- Follow the instructions in the Installation Wizard provided with the program you want to install.
- 3. Check the screen on your HP iPAQ to see if any further steps are necessary to complete the program installation.

To remove programs from your HP iPAQ:

- 1. Tap Start > Settings > System tab > Remove Programs.
- 2. Select the checkbox for the program(s) you want to remove, then tap **Remove**.

NOTE: By removing a program from your HP iPAQ, you may increase available memory on the device.

Locking and Unlocking the Today Screen

To prevent accidental screen taps when you are not using your HP iPAQ, you can lock the **Today** screen so that taps are not recognized.

To lock the **Today** screen, tap the **Open Lock** icon. The icon changes to the **Closed Lock** icon and the screen is locked.

To unlock the **Today** screen:

- 1. Tap the **Unlock** soft key at the lower left of the screen.
- When the **Unlock** screen is displayed, tap the **Unlock** button. The **Today** screen is displayed and unlocked.

Opening and Closing Programs

You do not need to exit a program to open another or to conserve memory. The system manages memory automatically.

To open a program, tap **Start**, then tap the program you want from the list. If you don't see the program you want, tap **Start > Programs**.

In most cases, programs automatically stop to free needed memory. However, you can close programs manually if you prefer.

- Tap Start > Settings > System tab > Memory > Running Programs tab.
- In the Running Programs list, tap the program you want to close, then tap Stop.

Reassigning Programs or Shortcuts to Program Buttons

Your HP iPAQ comes with programs already assigned to hardware buttons. You can customize these buttons to open the programs you use most or to perform certain shortcuts such as changing the screen orientation, opening the **Today** screen, or opening **Input Panel**.

- Tap Start > Settings > Personal tab > Buttons. A list of buttons and their current assignments is displayed on the Program Buttons tab.
- Tap the button you want to reassign. To help you identify the buttons, there are numbers and icons representing the original function of the button.
- In the Assign a program box, tap the program or shortcut you want to assign.
- **4.** Tap **OK**.

Setting Alarms

- Tap Start > Settings > System tab > Clock & Alarms > Alarms tab.
- 2. Tap **<Description>** and enter a name for the alarm.
- 3. Tap the day of the week for the alarm. You can select multiple days by tapping each desired day.
- **4.** Tap the time to open a clock and set the time for the alarm.
- Tap the Alarm icon to specify the type of alarm you want. You
 can choose a flashing light, a single sound, a repeating sound, or
 vibration.
- If you choose to play a sound, tap the list next to the Play sound check box, then tap the sound you want.

Shortcut Menus

A shortcut menu appears when you tap and hold an item. The menu displays the most common commands for the specific item. For example, you can delete an appointment or send a text message to a contact by using commands on a shortcut menu.

To use a shortcut menu, tap and hold the item. When the menu appears, tap the action you want to perform.

To close a shortcut menu without performing an action, tap anywhere outside the menu.

Showing the Clock in All Programs

The clock may not show in the title bar of certain programs by default. To choose to have the clock always show in the title bar:

- 1. Tap Start > Settings > System tab > Clock & Alarms.
- On the More tab, click to select the Display the clock on the title bar in all programs check box.

Creating or Assigning a Category

In the Calendar, Contacts, and Tasks programs, you can use categories to help you organize and group your appointments, contacts, and tasks.

- 1. From the program, tap an existing item or create a new one.
- **2.** Do one of the following:
 - For an existing item in Calendar and Tasks, tap Edit > Categories.
 - For an existing item in Contacts, tap Menu > Edit > Categories.
 - For a new item in Calendar, Contacts, and Tasks, tap Categories.
- Tap New, enter the category name, then tap Done. The new category is automatically assigned to the item.
- **4.** Tap **OK** to return to the appointment, contact, or task.

NOTE: Categories are shared between your appointments, contacts, and tasks. A category remains in the list of shared categories as long as it is assigned to at least one appointment, contact, or task.

Adjusting the Speed for Scrolling Through Items in a List

You can scroll through items in a list by pressing and holding the **Navigation** button up or down. To change the speed at which scrolling occurs:

- Tap Start > Settings > Personal tab > Buttons > Up/ Down Control tab.
- Under Delay before first repeat, move the slider to shorten or lengthen the time that elapses before scrolling begins.
- 3. Under **Repeat** rate, move the slider to change the time it takes to scroll from one item to the next.

Realigning the Touch Screen

- 1. Tap Start > Settings > System tab > Screen.
- **2.** Tap **Align Screen** and follow the instructions.

Entering Text

Entering Text

Depending on your preference, you can use the on-screen keyboard or a handwriting recognition feature such as Block Regognizer, Letter Recognizer, or Transcriber to enter text in programs. Experiment with the methods and select the one that best suits your writing style and input needs.

Entering Text using Block Recognizer

- From any program, tap the Input Selector arrow, and then Block Recognizer.
- Write characters, numbers, and symbols in the designated writing area.
 - Enter letters by writing in the abc (left) area of the box.
 - Enter numbers by writing in the 123 (right) area of the box.
 - Enter symbols and punctuation by tapping in either area of the box and then writing the desired character.

NOTE: Block Recognizer is available when text entry is possible.

TIP: For help with writing characters with Block Recognizer, tap the question mark near the writing area.

Entering Text using Letter Recognizer

- From any program, tap the Input Selector arrow, and then Letter Recognizer.
- Write characters, numbers, and symbols in the designated writing area.
 - Enter capital letters by writing in the ABC (left) area of the box.
 - Enter lowercase letters by writing in the abc (middle) area of the box.
 - Enter numbers by writing in the 123 (right) area of the box.
 - Enter punctuation and symbols by tapping in either area of the box and then writing the desired character.

NOTE: Letter Recognizer is available when text entry is possible.

TIP: For help with writing characters with Letter Recognizer, tap the question mark near the writing area.

Writing with Transcriber

Transcriber works transparently in the background of programs, recognizing words with its integrated dictionary. When Transcriber is turned on, it interprets stylus movement anywhere on the screen as handwriting input.

To write with Transcriber:

- From any program, position the cursor where you want the text to appear.
- Use the stylus to write anywere on the screen.
 The handwriting will be converted to text shortly after you lift the stylus from the screen.

Entering Text Using the Keyboard

- From any program, tap the Input Selector arrow, and then Keyboard.
- Tap on the appropriate characters, numbers, and symbols on the on-screen keyboard.

You can increase the size of the on-screen keyboard keys to make them easier to tap.

- Tap Start > Settings > Personal tab > Input.
- On the Input Method tab, select Keyboard as the input method, and tap Large Keys.
- **3.** Tap **OK**.

NOTE: You can enlarge the keys even more by selecting the **Use gestures for the following keys** check box. Fewer keys appear on the keyboard, but you can do gestures for Space, Backspace, Enter, and Shift+key.

Synchronizing

Transferring Files Between a Computer and HP iPAQ

You can transfer files to and from your computer using **Explore** in ActiveSync and Windows Explorer.

To transfer files:

- 1. Insert your HP iPAQ into the sync cradle.
- From the Start menu on your computer, click Programs > Microsoft ActiveSync.
- 3. Click Explore.
- 4. Double-click My Pocket PC.
- On your computer, right-click the **Start** menu, and select **Explore**.
- **6.** Locate the file to be moved.

NOTE: You cannot copy preinstalled files or system files.

 Drag and drop your files between your HP iPAQ and your computer. ActiveSync converts the files so that they can be used by the Office Mobile programs, if necessary.

NOTE: Move your files directly into My Documents on your HP iPAQ (or into a folder inside My Documents) so the programs on your HP iPAQ can locate them.

Migrating Data from Palm Desktop to Microsoft Windows Mobile 5.0

If you used a Palm Operating System (OS) based device before purchasing your HP iPAQ, you need to migrate your data from the Palm Desktop software to Microsoft Windows Mobile 5.0.

To migrate data from Palm Desktop to Windows Mobile 5.0:

- If you do not already have Microsoft Outlook 98 or higher installed on your personal computer, follow the on-screen instructions to install Outlook 2002 from the Getting Started disc.
- 2. Insert the Companion CD that came with your Palm unit into your computer's CD-ROM drive. From the Discover Your Handheld screen, select Install Microsoft Conduits. Alternatively, you may reinstall the Palm Desktop software. During the configuration process, select Synchronize your handheld with Microsoft Outlook and Palm Desktop software.

NOTE: Microsoft Outlook must be set as your default e-mail program to properly synchronize with the Palm Desktop software. If you need to change your settings, open Microsoft Outlook, then click Tools > Options > Other tab and check the Make Outlook the default program for E-mail, Contacts, and Calendar checkbox. Click Apply > OK, and then restart your personal computer.

- 3. Use the HotSync software located on the Companion CD that came with your Palm unit to synchronize your Palm information with Outlook. Refer to the instructions that came with your Palm unit for help installing or using Hotsync.
- 4. When Outlook is synchronized with your Palm device, uninstall Hotsync from your personal computer. Click Start > Control Panel > double-click Add or Remove Programs. Select Palm Desktop, then click Remove. Follow the on-screen instructions.

Continued

5. Insert the Getting Started disc into your computer's CD-ROM drive and follow the on-screen instructions to install ActiveSync on your personal computer and create a partnership between your HP iPAQ and your personal computer.

Wireless Synchronization Cost Saving Tips

How you manage the cost of synchronizing wirelessly from your HP iPAQ depends on your priorities.

То	Do this
Reduce network connection or data transfer costs	Increase the time between scheduled synchronizations, or synchronize manually. Check the details of your rate plan.
Extend battery life	Schedule synchronization less frequently or synchronize manually.
Keep your information up to date	During periods of high mail volume, schedule synchronization at regular but frequent intervals. During periods of low mail volume, schedule synchronization as items arrive.

IMPORTANT: The device power-down timer is reset each time you synchronize. If you schedule a synchronization interval that is smaller than the time interval set for the device to automatically power down, the device never turns off to save battery power.

Calendar

Accessing Calendar

Use Calendar to schedule appointments, including meetings and other events. You can dispaly your appointments for the day on the **Today** screen.

To access Calendar, tap **Start > Calendar**.

If you use Outlook on your computer, you can synchronize appointments between your HP iPAQ and computer. For more information on using Microsoft Outlook, refer to Outlook Help.

Changing the Display of the Work Week

You can customize your calendar so that a work week starts on Sunday or Monday and has from five to seven days.

- 1. Tap Start > Calendar.
- 2. Tap **Menu > Options** and do one or both of the following:
 - To specify the first day of the week, in the 1st day of week box, tap Sunday or Monday.
 - To specify the number of days you want to appear in a work week, in the Week view box, tap 5-day week, 6-day week, or 7-day week.
- **3.** Tap **OK** to return to the calendar.

Scheduling an Appointment

- 1. Tap Start > Calendar.
- Tap Menu > New Appointment.
- Enter a name for the appointment and information such as start and end times.
 - To schedule an all-day event, in the **All Day** box, tap **Yes**.
- **4.** When finished, tap **OK** to return to the calendar.

NOTE: All-day events do not occupy blocks of time in Calendar; instead, they appear in banners at the top of the calendar.

To cancel an appointment, tap the appointment and tap **Menu > Delete**.

To have the time entered automatically in Day view, tap the time slot for the new appointment, and tap **Menu > New Appointment**.

If you cannot see an appointment, be sure the appointment you created is in the selected category.

Editing an Appointment

- 1. Tap Start > Calendar.
- 2. Tap Menu > Edit.
- 3. Make the necessary edits.
- 4. Tap **OK.**

NOTE: To cancel an appointment, tap the appointment and tap **Menu** > **Delete.**

Setting a Default Reminder for All New Appointments

You can have a reminder automatically turned on for all new appointments you schedule.

- 1. Tap Start > Calendar.
- 2. Tap Menu > Options > Appointments tab.
- 3. Select the **Set reminders for new items** check box.
- 4. Set the time when you want the reminder to alert you.
- **5.** Tap **OK** to return to the calendar.

Contacts

Accessing Contacts

Use Contacts to:

- Store phone numbers, e-mail addresses, home addresses, and any other information that relates to a contact, such as a birthday or an anniversary date.
- Add a picture or assign a ring tone to a contact.
- Quickly communicate with people.

For easy access to your contacts, tap **Contacts** on the bottom-right of the screen. You can also access your contacts by tapping **Start** > **Contacts.**

Tap a contact in the list for a summary of contact information.

From the **Contacts** menu, you can call or send a message.

If you use Outlook on your computer, you can synchronize contacts between your HP iPAQ and computer.

Creating a Contact

- 1. Tap Start > Contacts.
- 2. Tap **New** and enter the contact information.
- 3. When finished, tap OK.

NOTE: If your contact list has been filtered by a category when you create a contact, that category is automatically assigned to the new contact.

To include a nickname, title, and more, while creating a contact, tap the **Name** arrow.

If most of the contacts you create have phone numbers that begin with the same area code, in the contact list, tap **Menu > Options** and enter that area code in the **Area code** box.

If someone who isn't in your list of contacts calls you or sends you a message, you can create a contact from **Call History** (not available on all models) or from the message by tapping **Menu > Save to Contacts.**

Changing Contact Information

- 1. Tap Start > Contacts.
- 2. Tap the contact.
- 3. Tap Menu > Edit and enter the changes.
- 4. When finished, tap OK.

To include a nickname, title, and more, for an existing contact in the contact list, tap the contact, tap **Menu** > **Edit**, and tap the **Name** arrow.

Copying a Contact

- 1. Tap Start > Contacts.
- 2. Tap and hold the contact you want to copy.
- 3. Tap Copy Contact.
- 4. Tap the copy of the contact.
- 5. Tap Menu > Edit.
- 6. Change the contact information as needed and tap OK.

NOTE: The displayed category is automatically assigned to the new contact.

Working with the Contact List

There are several ways to use and customize the contact list. Here are a few tips on how to make it work for you.

- 1. Tap Start > Contacts.
- 2. In the contact list, do any of the following:
 - In Name view, search for a contact by entering a name or number, or by using the alphabetical index.
 - To see a summary of information about a contact, tap the contact. From there you can also make a call or send a message.
 - To see a list of available actions for a contact, tap and hold the contact.
 - The last method of communication you used to reach a contact is displayed in the contact list. However, you can change what is displayed. Select a contact and press NAVIGATION left or right until the contact method you want appears with the contact's name. A single letter next to the contact information signifies which method you have chosen. For example, If you choose a contact's e-mail address, the letter e is displayed.
 - To see a list of contacts employed by a specific company, tap
 Menu > View By > Company. Then, tap the company name.
 When working in Company view, you can filter by categories
 you've assigned to contacts. Then, only the companies with
 contacts that have that category assigned to them will appear
 in the list.

NOTE: To display a greater number of contacts, tap **Menu > Options**, select the **Show contact names only** check box, and clear the **Show alphabetical index** check box.

Finding a Contact

To find a contact on a long list:

- 1. Tap Start > Contacts.
- 2. If you are not in Name view, tap Menu > View By > Name.
- 3. Do one of the following:
 - Begin entering a name or phone number in the provided text box until the contact you want is displayed. To show all contacts again, tap the text box and clear the text, or tap the arrow to the right of the text box.
 - Use the alphabetical index displayed at the top of the contact list.
 - Filter the list by categories. In the contact list, tap Menu > Filter.
 Then tap a category you've assigned to a contact. To show all contacts again, select All Contacts.

NOTE: To search for a contact by entering a name or number, or by using the alphabetical index, you must be in **Name** view.

Sending an E-mail Message to a Contact

- 1. Tap Start > Contacts.
- 2. Tap the contact you want to send a message to.
- 3. Tap the address you want to send a message to.
- **4.** Tap the account you want to send the message from.

NOTE: To quickly add a contact's address to a new message, tap the **To**, **Cc**, or **Bcc** line, and tap **Menu** > **Add Recipient**. Tap the contact you want to send the message to and choose the address if necessary.

Sending a Text Message to a Contact

- In the message list, tap Menu > Switch Accounts and select the account.
- 2. Tap New.
- 3. Enter the e-mail address or text message address of one or more recipients, separating them with a semicolon. To access addresses and phone numbers from **Contacts**, tap **To**.
- Enter your message. To quickly add common messages, tap Menu > My Text and tap a desired message.

NOTE: To enter symbols, tap Shift using the on-screen keyboard.

5. To check the spelling, tap Menu > Spell Check.

NOTE: To set the priority, tap **Menu > Message Options**.

6. Tap Send.

If you are working offline, e-mail messages are moved to the Outbox folder and will be sent the next time you connect.

If you are sending a text message and want to know if it was received, before sending the message, tap Menu > Tools > Options. Tap Text Messages and select Request delivery notifications.

Tasks

Tasks

You can create a list of tasks and your HP iPAQ will remind you of what they are and when they are due. You can sort tasks by status, priority, subject, or start or due date. If your list of tasks is really long, you can also set filters to further sort them out.

To open Tasks, tap Start > Programs > Tasks.

Locating a Task

When your list of tasks is long, you can display a subset of the tasks or sort the list to quickly find a specific task.

- 1. Tap Start > Programs > Tasks.
- 2. In the task list, do one of the following:
 - Sort the list. Tap Menu > Sort by, and tap a sort option.
 - Filter the list by category. Tap Menu > Filter, and tap the category you want displayed.

NOTE: To filter your tasks further, tap Menu > Filter > Active Tasks or Completed Tasks.

Setting the Start and Due Dates for a Task

- 1. Tap Start > Programs > Tasks.
- 2. Tap the task you want to set start and due dates for.
- 3. Tap Edit and do one or both of the following:
 - Tap **Starts** to enter a start date for the task.
 - Tap **Due** to enter a due date for the task.
- **4.** Tap **OK.**

Showing Start and Due Dates in the Task List

- 1. Tap Start > Programs > Tasks.
- 2. Tap Menu > Options.
- 3. Select the Show start and due dates check box.
- **4.** Tap **OK.**

Setting Options for Displaying Tasks on the Today Screen

If you have a large number of tasks, you may want to specify the kind of tasks that show on the **Today** screen.

- 1. Tap Start > Settings > Personal tab > Today.
- **2.** Tap the **Items** tab.
- 3. Select **Tasks**, then tap **Options**.
- Under Display number of, select the type of tasks you want to appear on the Today screen.
- 5. In the **Category** list, select whether to display only tasks assigned to a specific category or to display all tasks.

Marking a Task as Completed

- 1. Tap Start > Programs > Tasks.
- In the task list, select the check box next to the task you want to mark as completed.

NOTE: To mark an open task as completed, tap **Edit,** and in the **Status** box, tap **Completed.**

Messaging

Setting up an E-mail Account

Before you can send and receive e-mail, you must have access to an e-mail account through an Internet Service Provider (ISP) or a VPN server connection (typically a work account).

To set up an e-mail account on your HP iPAQ:

- 1. Tap Start > Messaging.
- 2. Tap Menu > Tools > New Account.
- Enter your e-mail address, and tap Next.
 Auto configuration attempts to download necessary e-mail server settings so that you do not need to enter them manually.
- Once Auto configuration has finished, tap Next.
- Enter your name (the name you want displayed when you send email) and your password.

If Auto configuration was successful, your user name is already entered and you can tap **Next**, then **Finish** to complete setting up your account, or tap **Options** to access additional settings. For example:

- Change the time intervals for downloading new messages
- Download attachments
- Limit the amount of messages that are downloaded

If Auto configuration is unsuccessful, refer to the Help file on your HP iPAQ.

NOTE: You can set up several e-mail accounts in addition to your Outlook E-mail account.

You cannot add a new account while connected. Tap **Menu > Stop Send/Receive** to disconnect.

Changing E-mail Download Options

You can customize the following download options for each e-mail account that you have with an Internet Service Provider (ISP) or that you access using a VPN server connection (typically a work account).

You can choose:

- Whether messages are downloaded automatically.
- How much e-mail is downloaded.
- If and how attachments are downloaded (IMAP4 only).
- 1. In the message list, tap Menu > Tools > Options.
- 2. Select the e-mail account.
- 3. Tap Next until you reach Server information.
- 4. Tap Options.
- 5. Enter your changes on the next three screens, and tap Finish.

NOTE: To send and receive messages automatically, tap **Connect** and check for messages and enter a time interval. Connecting automatically may result in higher connection charges.

To save memory, limit the number of e-mails that are downloaded to your device by lowering the number of days to display.

To change options for an Outlook E-mail account, tap **Start > ActiveSync > Menu > Options.**

Downloading Messages and Attachments

To send and receive e-mail for an Outlook e-mail account, begin synchronization through ActiveSync.

To send and receive e-mail messages accessed from an Internet Service Provider (ISP) e-mail account or a VPN server connection (typically a work account), download messages through a remote e-mail server.

An attachment sent with an e-mail message or downloaded from the server appears below the subject of the message. Tapping the attachment opens it if it was fully downloaded, or marks it for download the next time you send and receive e-mail. You can also download attachments automatically with your messages if you have an Outlook e-mail or IMAP4 e-mail account.

If you have an Outlook e-mail account:

- 1. Tap Start > ActiveSync.
- 2. Tap Menu > Options.
- 3. Tap E-mail > Settings, then select Include File Attachments.

If you have an IMAP4 e-mail account with an ISP or a VPN server connection account:

- 1. Tap Start > Messaging.
- 2. Tap Menu > Tools > Options.
- 3. Tap the name of the IMAP4 account.
- 4. Tap Next until you reach Server information, and tap Options.
- Tap Next twice, and select Get full copy of messages and When getting full copy, get attachments.
- 6. To store attachments on a storage card rather than on the device, tap Menu > Tools > Options > Storage tab, and select the Store attachments on a storage card check box.

NOTE: Embedded images and objects cannot be received as attachments.

An embedded message can be viewed as an attachment when using IMAP4 to receive e-mail. However, this feature does not work if TNEF is enabled so that you can receive meeting requests.

Use of dial-up and wireless Internet, e-mail, corporate networks, and other wireless communications, such as Bluetooth-enabled devices, might require separately purchased additional hardware and other compatible equipment, in addition to a standard Wi-Fi infrastructure and a separately purchased service contract. Check with your service provider for availability and coverage in your area. Not all Web content may be available. Some Web content might require installation of additional software.

Replying to or Forwarding a Message

- Open the message and tap Reply, or Menu > Reply All, or Menu > Forward.
- Enter your response. To quickly add common messages, tap Menu > My Text and tap a desired message.

NOTE: To edit a My Text message, in a new message, tap **Menu > My Text > Edit My Text Messages.** Tap the message you want to edit and enter new text at the bottom of the screen.

- 3. To check the spelling, tap Menu > Spell Check.
- Tap Send.

NOTE: To see more header information, scroll up.

To always include the original message, from the list view, tap Menu > Tools > Options > Message tab, and select the When replying to e-mail, include body check box.

In the Outlook E-mail account, you will send less data if you do not edit the original message. This may reduce data transfer costs based on your rate plan.

Adding an Attachment to a Message

- In an open message, tap Menu > Insert and tap the item you want to attach: Picture, Voice Note, or File.
- **2.** Select the file you want to attach or record a voice note.

NOTE: Embedded objects cannot be attached to messages.

Installing an Online Address Book

Many e-mail servers can verify names with an online address book, called a directory service, using Lightweight Directory Access Protocol (LDAP). When you create an e-mail account, your e-mail server's directory service is added to the **Address** tab, and you can choose to enable it. After it is enabled, Messaging checks your contact list and then the directory service to verify names that you enter in the **To, Cc,** and **Bcc** fields.

To enable a directory service, or if you want to use additional services:

- 1. If you are adding a new account, ask your network administrator:
 - for the name of the directory service and the server
 - whether authentication is necessary for your server
- Tap Start > Messaging > Menu > Tools > Options > Address tab
- In the In Contacts, get e-mail addresses from list, select which e-mail address book to check in Contacts. Contacts will be checked first unless you select None.
- 4. If your e-mail server is already listed, select the server's directory service check box to enable it and tap **OK**.
- 5. If your e-mail service is not listed, tap Add.
- In the Directory name and Server boxes, enter the LDAP directory and server names.
- If authentication is necessary for your server, select the Authentication is necessary on this server check box, and enter your user name and password.
- To have Messaging check this service, select the Check name against this server check box.

NOTE: To delete a service, tap and hold the service, and tap Delete.

While synchronizing your Outlook E-mail account, disable any directory services you have installed by clearing the **Check name against this server** check box. This helps avoid getting error messages when Messaging tries to verify names against the service that you are not connected to.

Managing Folders

You can create, rename, or delete a folder or select it for synchronization.

- 1. Tap Menu > Switch Accounts, and select the account.
- 2. Tap Menu > Tools > Manage Folders.
- **3.** Do one of the following:
 - To create a subfolder, tap and hold a folder, and tap New.
 - To change the name of a folder, tap and hold the folder, and tap Rename.
 - To delete a folder and its contents, tap and hold the folder, and tap Delete.
 - To select a folder for synchronization in an Outlook E-mail or IMAP4 account, select the check box next to the folder.

NOTE: You must be online and connected to delete or rename an Outlook E-mail or IMAP4 account folder.

Default folders (Drafts, Outbox, Inbox, Deleted Items, and Sent Items) cannot be renamed or deleted.

Deleting All Messages and Folders

You can quickly delete all messages and the non-default folders in a Messaging account.

- 1. Tap Start > Messaging.
- Tap Menu > Tools > Clear <Account>.

All messages and folders linked to the selected account are cleared, and memory is expanded on the HP iPAQ without deleting messages on the server. The next time you connect, the messages and folders are downloaded again.

NOTE: You cannot clear messages and folders from the Outlook E-mail account.

Expansion Cards

Using Expansion Cards

Use optional expansion cards for:

- Expanding the memory of your HP iPAQ by using a Compact Flash (CF) or Secure Digital (SD) memory card
- Adding functionality such as a Secure Digital Input/Output (SDIO) camera

NOTE: Expansion cards must be purchased separately and are not included with your HP iPAQ.

To locate information about expansion cards, visit the HP Web site at www.hp.com/go/ipaqaccessories.

Installing an Expansion Card

To install an expansion card into the expansion slot on the HP iPAQ:

- 1. Locate the slot on the top of the HP iPAQ.
- Remove the protective plastic card.
- Insert the expansion card into the expansion slot and push the connection edge of the card firmly into the expansion slot.

NOTE: If your expansion card is not recognized, follow the card manufacturer's instructions to install it.

If you have trouble installing an expansion card, try the following:

- Be sure the label is facing the front of the HP iPAQ.
- Be sure you are not inserting the card at an angle.
- Be sure you insert the connection area first.

Removing an Expansion Card

To remove a Secure Digital (SD) expansion card from the expansion slot on the HP iPAQ:

- 1. Close all programs that are using the expansion card.
- Remove the card from the expansion slot by slightly pushing down on the card to unlock it.
- When the card disengages and pops up, pull it from the expansion slot.

△ CAUTION: SD cards must be unlocked before removal.

To remove a Compact Flash (CF) expansion card from the expansion slot on the HP iPAQ, pull it from the expansion slot.

NOTE: HP recommends inserting the protective plastic cards that came with your HP iPAQ into the expansion slots when they are not in use.

Viewing Content of an Expansion Card

Use File Explorer to view the files that are located on your optional expansion card.

- Tap Start > Programs > File Explorer.
- 2. Tap the **Up** soft key at the bottom of the screen, then select the Storage Card folder to see a list of files and folders.

If the HP iPAQ does not recognize your expansion card, try the following:

- Be sure you have firmly pushed the expansion card down into the expansion slot.
- Be sure to install any drivers that came with the expansion card.
- Reset the HP iPAQ by using the stylus to lightly press the Reset button.

Connections

Connections

You can use your HP iPAQ to connect to and exchange information with other handheld devices, your computer, various network types, or the Internet. There are several ways to get connected, including:

- Infrared (Beam)
- Bluetooth
- Wi-Fi

All these connection types can be accessed by tapping **Start > Settings > Connections** tab.

Infrared

Receiving an Infrared Beam

If you set your HP iPAQ to receive all incoming infrared (IR) beams, it detects and notifies you of IR beams.

- 1. Tap Start > Settings > Connections tab > Beam.
- 2. Select the **Receive all incoming beams** check box.
- Be sure your HP iPAQ is turned on and within close range of the device that is beaming the information.
- **4.** When prompted to receive an incoming beam, tap **Yes** to receive the beamed information.

Synchronizing with the Infrared Connection

As an alternative to using the desktop cradle or autosync cable, you can synchronize your HP iPAQ and your computer using the infrared connection if you have an infrared port or an infrared USB adapter installed on your computer. The infrared connection option works only on computers that have Microsoft Windows 2000 or XP operating systems installed.

To set up an infrared connection to a computer:

- Synchronize your HP iPAQ with your computer using the desktop cradle or autosync cable **before** the first time you establish an ActiveSync connection via infrared.
- Follow your computer manufacturer's instructions to install and set up an infrared port.
- 3. Remove the HP iPAQ from the cradle or autosync cable and line up the infrared port with the computer infrared port so they are unobstructed and within 12 inches (30.5 cm) of each other.
- Initiate a connection by tapping Start > Programs >
 ActiveSync > Tools > Connect via IR. Synchronization begins on your device.
- To disconnect, move the devices away from each other or tap X in the upper right of the screen to turn off.

Beaming an Item

In the Calendar, Contacts, Notes, Tasks, Excel Mobile, Word Mobile, and PowerPoint Mobile, you can beam files and information to other devices using infrared.

- From the program, select the item you want to beam, such as an appointment in Calendar, a task in Tasks, a contact card in Contacts, or a file in File Manager.
- 2. Tap **Menu** > **Beam**.
- Align the infrared (IR) ports at close range until the target device name appears, then tap the device to which you want to send the item.
- △ CAUTION: Files are saved automatically before they are beamed. If a
 Word document or Excel workbook was created on a computer,
 unsupported content and formatting may be lost when the files are
 saved.

NOTE: If you want your HP iPAQ to detect or receive beams, tap Start > Settings > Connections tab > Beam, and select the Receive all incoming beams check box.

Wi-Fi

Wi-Fi

With wireless access, you do not need to use cables to connect your HP iPAQ to the Internet. Instead, access points transmit data to and from your wireless device. Your HP iPAQ can connect to an 802.11b WLAN or connect directly to other WLAN-enabled devices. With Wi-Fi, you can:

- Access the Internet
- Send and receive e-mail
- Access corporate network information
- Use virtual private networks (VPNs) for secure remote access
- Use hotspots for wireless connectivity

From the **Today** screen, tap the **iPAQ Wireless** icon located in the Navigation bar at the bottom of the screen to access the Wi-Fi features.

NOTE: Use of dial-up and wireless Internet, e-mail, corporate networks, and other wireless communications, such as Bluetooth-enabled devices, may require separately purchased additional hardware and other compatible equipment, in addition to a standard Wi-Fi infrastructure and a separately purchased service contract. Check with your service provider for availability and coverage in your area. Not all web content may be available. Some web content may require installation of additional software.

Automatically Connecting to a Network

- If Wi-Fi is on and one or more broadcast networks are present, the Network Indicator icon appears in the Navigation bar. Tap the network you want to connect to, then select whether the network connects to the Internet (does not use proxy settings) or Work (uses proxy settings).
- If you are prompted for a Network Key (WEP), enter it and tap Connect. If you are not sure, contact your network administrator.
- △ CAUTION: A new network that does not request an encryption key may not be a secure network. To check whether an existing network uses encryption, check the Encryption Status of the network. Tap Start > iPAQ Wireless > Wi-Fi icon > Settings button.

If you cannot connect to a network, be sure that:

- Wi-Fi is turned on.
- the HP iPAQ identified the network you want to connect to.
- you have added the necessary server information.
- the network you are attempting to connect to is not busy.
- the proper drivers for your card are installed if you are using an SDIO Ethernet card
- your user name and password are correct.
- WEP key is correct.
- IP Address is correct.
- the hardware you are using with your HP iPAQ is properly configured and operational.
- the HP iPAQ is within range of the access point.

Tap **Start > Settings > Connections** tab **> Connections** and check your connection settings. Tap **OK** when you are finished to save your changes.

You can also reset the device. To reset the device, use the stylus and lightly press the **Reset** button.

If you cannot connect to an available network that shows in the list of networks without a name, it is likely that the network is a "hidden" or non-SSID broadcast network. You must know the network name (SSID) to be able to connect. Try the following:

- Tap Start > Settings > Connections tab > Connections icon > Advanced tab > Network Card.
- 2. Select Add Network Settings.
- **3.** Enter the network name (SSID).
- **4.** Select the appropriate values in the **Connects to** box.
- If WEP settings are required, tap the Authentication tab and enter them.

If you cannot connect reliably to an available network or connections are frequently dropped, be sure there is ample signal strength available in the area.

Monitoring Signal Strength and Status

To view the signal strength between your HP iPAQ and an access point Wi-Fi connection:

- Tap the Connections icon in the Navigation bar.
- When the **Connectivity** box displays, you will be able to view the type of network the HP iPAQ is connected to (for example, Work or Internet) and an icon displaying the signal strength.

NOTE: The **Signal Strength** icon will not be displayed if a connection is not present.

- 3. To make changes to the connection settings, tap **Settings**.
- 4. To exit the **Connectivity** box, tap the **Hide** button.

For more detailed information:

- 1. Tap Start > iPAQ Wireless.
- 2. Tap the **Wi-Fi** icon to turn Wi-Fi on.
- 3. Tap the **Manager** button.
- If a wireless connection has been established, you can view information on signal strength, SSID, Encryption Status, Access Point, and IP Address.
- To add a new wireless network, tap the Configure Wireless Networks button.
- For more detailed information on your connection status, tap the Advanced tab.

Entering New Settings

You can add a wireless network when the network is detected. Or, you can manually add it by entering settings information.

- To manually enter information, tap Start > Settings >
 Connections tab > Network Cards > Wireless tab.
- Tap Add New. If the network was detected, tap the network name.
- In the General tab, enter a network name. If the network was detected, the network name is entered automatically and can't be changed.
- In Connects to, select what your network connects to, Work or My ISP. To connect directly to another computer instead of a network access point, select the This is a device-to-device (ad-hoc) connection check box.

Searching for Networks to Access

- Networks you have already configured are preferred networks.
 You can choose whether to connect only to preferred networks or
 to have your HP iPAQ search for and connect to any available
 network (preferred or not).
- 2. From the **Today** screen, tap the **iPAQ Wireless** icon.
- 3. Tap the Wi-Fi icon to turn Wi-Fi on.
- 4. Tap the **Settings** button > **Wireless** tab.
- In the Networks to access box, tap the type of network you want to connect to (All Available, Only access points, or Only computer-to-computer).
- To connect only to networks that have already been configured, clear the Automatically connect to non-preferred networks checkbox.

NOTE: If you check the **Automatically connect to non-preferred networks** checkbox, your HP iPAQ detects any new networks and provides you the opportunity to configure them.

Setting Up a Wireless Network

- Tap Start > Settings > Connections tab > Network Cards > Wireless tab.
- **2.** Do one of the following:
 - If you do not see a desired network, tap Add New and follow the instructions on the screen.
 - Any networks that you have already configured are preferred networks and are listed under Wireless networks. To change network settings, in Wireless networks, tap a network.

NOTE: To manually start a connection, tap and hold the connection, then tap **Connect.**

If you cannot see your wireless network on your HP iPAQ, it could be a non-broadcasting network. Try the following:

- Tap Start > Settings > Connections tab > Connections icon > Settings.
- 2. Tap the Advanced tab > Select Networks.
- 3. Follow the on-screen instructions.

Deleting a Wireless Network

You can delete networks you manually entered. However, if a network was automatically detected, you are not able to delete it.

To delete an existing or available wireless network:

- 1. From the **Today** screen, tap the **iPAQ Wireless** icon.
- 2. Tap the Wi-Fi icon to turn Bluetooth on.
- Tap the Settings button > Wireless tab.
- In the Wireless networks box, tap and hold the network you want to delete.
- 5. Tap Remove Settings.

Setting Up an Automatic Choice for Connections

If you have already created more than one connection, you can set up your HP iPAQ to connect to the best available connection automatically.

- 1. Tap Start > Settings > Connections tab > Connections.
- Under My ISP or My Work Network, tap Manage existing connections.
- 3. Tap Auto pick.

Logging on to Network Services

Before you begin, obtain the following information from your network administrator:

- user name
- password
- domain

To log on to a network service:

- 1. Enter your user name, password, and domain.
- To save your password so that you can be prompted each time you connect, select the Save password check box.

Connecting to Intranet URLs

If you want to connect to intranet sites that have periods in their URLs (for example, intranet.companyname.com), you must add them to the Work URL Exceptions list.

- Tap Start > Settings > Connections tab.
- 2. Tap Connections > Advanced tab > Exceptions.
- 3. Tap Add new URL.
- In Work URL, enter the intranet URL.

NOTE: If you use many URLs that share the same root company name, you can avoid entering them inidividually by entering *.companyname.com.

Connecting to the Internet

Before you begin, obtain the following information from your Internet Service Provider (ISP) or wireless service provider:

- ISP server phone number or access point
- user name
- password

To connect to the Internet:

- Tap Start > Settings > Connections tab.
- 2. Do one of the following:
 - Tap Connections, and in My ISP set up a modem connection.
 - Tap Network Cards and set up a network card or a wireless network connection.
- 3. To start the connection, insert any necessary equipment into your HP iPAQ, such as a modem card or network (Ethernet) card. Begin using the desired program. For example, switch to Internet Explorer Mobile and browse the Internet. Your HP iPAQ will connect automatically. To manually start a connection, tap and hold the connection, then tap Connect.

NOTE: To set up a network card or wireless network connection to your ISP, add a new connection in **Network Cards**.

To delete a connection, tap and hold the connection, then tap **Delete**.

Connecting to My Work Network

Before you begin, obtain the following information from your network administrator:

- user name
- password
- server phone number

To connect to My Work Network:

- Tap Start > Settings > Connections tab.
- 2. Do one of the following:
 - Tap Connections. Under My Work Network, tap the appropriate selection to set up a modem or VPN server connection.
 - Tap Network Cards and set up a network card or a wireless network connection.
- 3. To start a connection, insert your modem card or network card. Begin using the desired program. For example, switch to Internet Explorer Mobile and browse the Internet. Your HP iPAQ will connect automatically. To manually start a connection, tap and hold the connection, then tap Connect.

NOTE: To delete a connection, tap and hold the connection, then tap **Delete.**

Ending a Connection

It can be useful to end a connection when you are done using it. This frees resources on your HP iPAQ and can save connection charges.

- When connected via a modem or VPN, tap Connections icon > Disconnect.
- When connected via a cable or cradle, detach your device from the cable or cradle.
- When connected via infrared or Bluetooth, move the HP iPAQ away from the other computer or device.
- When connected via a network (Ethernet) card, remove the card from your device.

Advanced Network Settings

Looking Up an IP Address

To find the IP address, which the wireless network is using:

- 1. Be sure Wi-Fi is turned on.
- Connect to a network by tapping Stat > Settings >
 Connections tab > Connections icon > Advanced tab >
 Select Networks button.
 - If you have already connected to a network, skip to step 5.
- 3. Select the network name you want to use to either connect to the Internet using an ISP or a Virtual Private Network (VPN) for work. If you need to change or create a new network management name, tap the Edit... or New... button. Tap OK once you have completed this step.
- 4. From the Connections screen, set up your Dialing Rules and Exceptions and press OK.
- From the iPAQ Wireless screen, tap the Wi-Fi Settings button
 Network Adapters tab.
- Tap the appropriate adapter to modify the settings. The IP address appears in the IP Address box.

Setting Up a Network Card

Use a network card to connect directly to an Ethernet network. Once connected, you can view the Internet or intranet or download e-mail. Be sure to purchase and configure a network card that is compatible with your HP iPAQ.

Before you begin, obtain the following information from your network administrator:

- user name
- password
- domain name
- proxy server, if required by your network
- VPN connection settings, if required by your network

To set up a network card:

- Insert the network card into your HP iPAQ.
- 2. The first time you insert the card, Network Settings should appear automatically to allow configuration of the network card. If it does not appear, or to change settings later, from the Today screen, tap the iPAQ Wireless icon, then tap the Wi-Fi icon to turn Wi-Fi on. Tap the Settings button > Wireless tab.
- To enter specific server information, on the Network Adapters tab, tap the appropriate network adapter, then tap the Name Servers tab. Most networks use DHCP so you should not have to change these settings unless instructed to do so by your network administrator.
- If necessary, connect the network card to the network using network cable. For information, see the documentation that came with your network card.
- To start a connection, insert the network card, and begin using the desired program (such as Internet Explorer Mobile) to browse the Internet. Your device will connect automatically.

NOTE: If you use your network card with two networks, such as a private network at work and one at home for the Internet, you will need to change the network to which the network card connects. For more information, refer to "Changing Network Card Settings."

Changing Network Card Settings

If you use your network card in two locations, such as work and home, you must also change the network to which the network card connects.

- Tap Start > Settings > Connections tab > Network Cards > Network Adapters tab.
- In the My network card connects to list, select Internet or Work. When connecting to a private network, such as a corporate network at work, select Work. When connecting to your ISP at home, select Internet.

Setting Up a VPN Server Connection

A VPN connection helps you to securely connect to servers, such as a corporate network, via the Internet.

Before you begin, obtain the following information from your network administrator:

- user name
- password
- domain name
- TCP/IP settings
- host name or IP address of the VPN server

To set up a VPN server connection:

- 1. Tap Start > Settings > Connections tab > Connections.
- Under My Work Network, tap Add a new VPN server connection and follow the instructions in the New Connection wizard.
- 3. Under most circumstances, you should not need to change any advanced settings. However, you must change advanced settings when:
 - The server to which you are connecting does not use dynamically-assigned addresses, and you need to enter your TCP/IP settings.
 - You need to change server DNS or WINS settings.

If either of these circumstances applies, from the **My VPN** screen, tap the **Advanced** button and fill in the appropriate information. Tap **OK** to save the changes and return to the **My VPN** screen.

 To view additional information for any screen in the wizard or while changing settings, tap the Help question mark. **NOTE:** To change existing settings, under **My Work Network,** tap **Manage existing connections > VPN** tab. Select the desired VPN connection, tap **Edit**, then follow the instructions on the screen.

To manually start a connection, tap and hold the connection, then tap **Connect**.

To delete a connection, tap and hold the connection you want to remove, then tap **Delete**.

Setting Up Proxy Server Settings

If you are connected to your Internet Service Provider (ISP) or private network during synchronization, your device should download proper proxy settings during synchronization from your computer. If these settings are not on your computer or need to be changed, you can change them manually.

Before you begin, obtain the following information from your Internet Service Provider (ISP) or network administrator:

- user name
- password
- server type
- proxy server name
- port
- type of Socks protocol used

To set up proxy server settings:

- 1. Tap Start > Settings > Connections tab > Connections.
- If a proxy server has not been set up, tap Set up my proxy server. Otherwise, tap Edit my proxy server, select the desired proxy server, and tap Settings.
- Select the This network connects to the Internet and This network uses a proxy server to connect to the Internet check boxes.
- 4. In the **Proxy server** box, enter the proxy server name.
- To change such settings as port number or proxy server type, tap Advanced and change desired settings.

NOTE: To manually start a connection, tap and hold the connection, then tap **Connect**.

To delete a connection, tap and hold the connection you want to remove, then tap **Delete**.

Configuring Advanced Proxy Settings

- For the appropriate server type, enter the proxy server name and port.
- If necessary, enter the credentials for connecting with your proxy server.
- 3. If you are configuring a Socks proxy, select **Socks 4** or **Socks 5**. If using Socks 5, enter the credentials for connecting with your proxy server.

Changing a Connection Group Name

Your device is already set up with two groups of connection settings: My ISP and My Work Network. You can change the name of these groups to something more meaningful. For example, if you put all of your corporate settings under My Work Network connections, you can change the name to your company's name.

- 1. Tap Start > Settings > Connections tab > Connections.
- Under My ISP or My Work Network, tap Manage Existing Connections.
- Tap the General tab.
- **4.** Enter a name for the settings group.

Changing an Intranet URL

- 1. Tap Start > Settings > Connections tab.
- 2. Tap Connections > Advanced tab > Exceptions.
- Tap the intranet URL exception you want to change, then make the desired changes.

NOTE: To delete a work URL exception, tap and hold it in the list, then tap **Delete.**

Changing Server Settings

You should not need to change these settings unless your server does not use dynamically-assigned IP addresses. Most ISPs and private networks use dynamically-assigned IP addresses.

Servers that require an assigned IP address may also require a way to map computer names to IP addresses. Your device supports two name resolution options: DNS and WINS.

Contact your ISP to determine which name resolution you need to use, obtain the specific server address, and enter the information in the **Server** tab. Also, ask if alternate addresses are available. An alternate address may enable you to connect when the primary server is unavailable.

Setting Up a Wireless Access Point (WAP) Gateway

To access WAP sites through Internet Explorer Mobile, configure your device to use a WAP gateway. Use the following steps to create a new set of connections to the Internet with WAP gateway settings.

Before you begin, obtain the following information from your Internet Service Provider (ISP), wireless service provider, or network administrator:

- user name
- password
- İSP server phone number
- WAP gateway server name
- port number

To set up a WAP gateway:

- 1. Tap Start > Settings > Connections tab > Connections.
- Tap Edit my proxy server. If a proxy server has not been set up, tap Set up my proxy server.
- On the Proxy Settings tab, select the This network connects to the Internet and This network uses a proxy server to connect to the Internet check boxes.
- If necessary, in the **Proxy server** box, enter the proxy server name.
- 5. Tap Advanced > WAP.
- In the Server box, enter the WAP gateway server name. Under Port, enter the port number. The most common WAP port number is 9201.
- 7. Enter any logon credentials required by the WAP gateway server.

Changing Modem Connection Settings

Before you begin, obtain the following information from your Internet Service Provider (ISP) or wireless service provider:

- user name
- password
- domain name
- TCP/IP settings, if necessary
- ISP server phone number or access point

To change modem connection settings:

- 1. Insert a modem card.
- 2. Tap Start > Settings > Connections tab > Connections.
- 3. In either My ISP or My Work Network, tap Manage existing connections.
- Select the desired modem connection, tap Edit, then follow the instructions in the connection wizard.

NOTE: To manually start a connection, tap and hold the connection, then tap **Connect**.

To delete a connection, tap and hold the connection you want to remove, then tap **Delete**.

Configuring Network Security Settings

A wireless network can be added when the network is automatically detected. Or, you can manually enter the settings information to add the network. Before doing these steps, determine if authentication information is needed.

- To manually enter information, tap Start > Settings >
 Connections tab > Network Cards > Wireless tab.
- In Wireless networks, select the network you want to configure.
- To use authentication, tap the **Network Key** tab and select the authentication method from the **Authentication** list.
- To use data encryption, select an encryption method from the Data encryption list.
- To automatically use a network key, tap The key is automatically provided. Otherwise, enter the network key.

Configuring 802.1x Authentication Settings

Before performing these steps, determine if authentication information is needed.

- To manually enter information, tap Start > Settings >
 Connections tab > Network Cards > Wireless tab.
- In Wireless networks, select the network you want to configure.
- For increased security, tap 802.1X tab > Use IEEE 802.1x network access control. Then select the appropriate EAP type.

Regulatory Notices

Battery Warning

- ⚠ WARNING! This HP iPAQ device contains a LITHIUM-ION rechargeable battery. To reduce the risk of fire or burns, do not disassemble, crush, puncture, short external contacts, or dispose of in fire or water. Replace only with the HP battery Spare Part Number 383745-001. Replacing with a non-approved HP battery will void the warranty.
- △ **CAUTION:** Risk of explosion if battery is replaced by an incorrect type. Dispose of used batteries according to the instructions.



Because of the type of battery used in your HP iPAQ, follow local regulations regarding the safe disposal of the battery. Your vendor can advise you on local regulations, and/or the existence of any battery disposal programs in operation.

Taiwan Battery Recycling Notice



廢電池請回收

Canadian Notice

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations.

Avis Canadien

Cet appareil numérique de la classe B respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

Disposal of Waste Equipment by Users in Private Household in the European Union



This symbol on the product or on its packaging indicates that this product must not be disposed of with your other household waste. Instead, it is your responsibility to dispose of your waste equipment by handing it over to a designated collection point for the recycling of waste electrical and electronic equipment. The separate collection and recycling of your

waste equipment at the time of disposal will help to conserve natural resources and ensure that it is recycled in a manner that protects human health and the environment. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, your household waste disposal service or the shop where you purchased the product.

Likvidace zařízení soukromými domácími uživateli v Evropské unii



Tento symbol na produktu nebo balení označuje výrobek, který nesmí být vyhozen spolu s ostatním domácím odpadem. Povinností uživatele je předat takto označený odpad na předem určené sběrné místo pro recyklaci elektrických a elektronických zařízení. Okamžité třídění a recyklace odpadu pomůže uchovat přírodní prostředí a zajistí takový způsob

recyklace, který ochrání zdraví a životní prostředí člověka. Ďalší informace o možnostech odevzdání odpadu k recyklaci získáte na příslušném obecním nebo městském úřadě, od firmy zabývající se sběrem a svozem odpadu nebo v obchodě, kde jste produkt zakoupili.

Bortskaffelse af brugt udstyr hos brugere i private hjem i EU



Dette symbol på produktet eller på emballagen angiver, at dette produkt ikke må bortskaffes sammen med det øvrige husholdningsaffald. I stedet er det dit ansvar at bortskaffe dit brugte udstyr ved at aflevere det ved et autoriseret indsamlingssted med henblik på genbrug af elektrisk og elektronisk udstyr. Den særskilte indsamling og genbrug af dit

brugte udstyr i forbindelse med bortskaffelsen er med til at bevare naturlige ressourcer og sikre, at udstyret genbruges på en måde, som beskytter helbred og miljø. Yderligere oplysninger om steder, hvor du kan aflevere dit brugte udstyr med henblik på genbrug, kan du få på dit lokale kommunekontor, hos renovationsfirmaet for dit lokalområde eller den butik, hvor du købte produktet.

Seadmete jäätmete kõrvaldamine eramajapidamistes Euroopa Liidus



See tootel või selle pakendil olev sümbol näitab, et kõnealust toodet ei tohi koos teiste majapidamisjäätmetega kõrvaldada. Teie kohus on oma seadmete jäätmed kõrvaldada, viies need elektri- ja elektroonikaseadmete jäätmete ringlussevõtmiseks selleks ettenähtud kogumispunkti. Seadmete jäätmete eraldi kogumine ja ringlussevõtmine kõrvaldamise ajal aitab kaitsta

loodusvarasid ning tagada, et ringlussevõtmine toimub viisil, mis kaitseb inimeste tervist ning keskkonda. Lisateabe saamiseks selle kohta, kuhu oma seadmete jäätmed ringlussevõtmiseks viia, võtke palun ühendust oma kohaliku linnakantselei, majapidamisjäätmete kõrvaldamise teenistuse või kauplusega, kust Te toote ostsite.

Laitteiden hävittäminen kotitalouksissa Euroopan unionin alueella



Jos tuotteessa tai sen pakkauksessa on tämä merkki, tuotetta ei saa hävittää kotitalousjätteiden mukana. Tällöin hävitettävä laite on toimitettava sähkölaitteiden ja elektronisten laitteiden kierrätyspisteeseen. Hävitettävien laitteiden erillinen käsittely ja kierrätys auttavat säästämään luonnonvaroja ja varmistamaan, että laite kierrätetään tavalla, joka estää

terveyshaitat ja suojelee luontoa. Lisätietoja paikoista, joihin hävitettävät laitteet voi toimittaa kierrätettäväksi, saa ottamalla yhteyttä jätehuoltoon tai liikkeeseen, josta tuote on ostettu.

Élimination des appareils mis au rebut par les ménages dans l'Union européenne



Le symbole apposé sur ce produit ou sur son emballage indique que ce produit ne doit pas être jeté avec les déchets ménagers ordinaires. Il est de votre responsabilité de mettre au rebut vos appareils en les déposant dans les centres de collecte publique désignés pour le recyclage des équipements électriques et électroniques. La collecte et le recyclage de vos

appareils mis au rebut indépendamment du reste des déchets contribue à la préservation des ressources naturelles et garantit que ces appareils seront recyclés dans le respect de la santé humaine et de l'environnement. Pour obtenir plus d'informations sur les centres de collecte et de recyclage des appareils mis au rebut, veuillez contacter les autorités locales de votre région, les services de collecte des ordures ménagères ou le magasin dans lequel vous avez acheté ce produit.

Entsorgung von Altgeräten aus privaten Haushalten in der EU



Das Symbol auf dem Produkt oder seiner Verpackung weist darauf hin, dass das Produkt nicht über den normalen Hausmüll entsorgt werden darf. Benutzer sind verpflichtet, die Altgeräte an einer Rücknahmestelle für Elektro- und Elektronik-Altgeräte abzugeben. Die getrennte Sammlung und ordnungsgemäße Entsorgung Ihrer Altgeräte trägt zur

Erhaltung der natürlichen Ressourcen bei und garantiert eine Wiederverwertung, die die Gesundheit des Menschen und die Umwelt schützt. Informationen dazu, wo Sie Rücknahmestellen für Ihre Altgeräte finden, erhalten Sie bei Ihrer Stadtverwaltung, den örtlichen Müllentsorgungsbetrieben oder im Geschäft, in dem Sie das Gerät erworben haben.

Απόρριψη άχρηστου εξοπλισμού από χρήστες σε ιδιωτικά νοικοκυριά στην Ευρωπαϊκή Ένωση



Το σύμβολο αυτό στο προϊόν ή τη συσκευασία του υποδεικνύει ότι το συγκεκριμένο προϊόν δεν πρέπει να διατίθεται μαζί με τα άλλα οικιακά σας απορρίμματα. Αντίθετα, είναι δική σας ευθύνη να απορρίψετε τον άχρηστο εξοπλισμό σας παραδίδοντάς τον σε καθορισμένο σημείο συλλογής για την ανακύκλωση άχρηστου ηλεκτρικού και ηλεκτρονικού

εξοπλισμού. Η ξεχωριστή συλλογή και ανακύκλωση του άχρηστου εξοπλισμού σας κατά την απόρριψη θα συμβάλει στη διατήρηση των φυσικών πόρων και θα διασφαλίσει ότι η ανακύκλωση γίνεται με τρόπο που προστατεύει την ανθρώπινη υγεία και το περιβάλλον. Για περισσότερες πληροφορίες σχετικά με το πού μπορείτε να παραδώσετε τον άχρηστο εξοπλισμό σας για ανακύκλωση, επικοινωνήστε με το αρμόδιο τοπικό γραφείο, την τοπική υπηρεσία διάθεσης οικιακών απορριμμάτων ή το κατάστημα όπου αγοράσατε το προϊόν.

Készülékek magánháztartásban történő selejtezése az Európai Unió területén



A készüléken, illetve a készülék csomagolásán látható azonos szimbólum annak jelzésére szolgál, hogy a készülék a selejtezés során az egyéb háztartási hulladéktól eltérő módon kezelendő. A vásárló a hulladékká vált készüléket köteles a kijelölt gyűjtőhelyre szállítani az elektromos és elektronikai készülékek újrahasznosítása céljából. A hulladékká vált

készülékek selejtezéskori begyűjtése és újrahasznosítása hozzájárul a természeti erőforrások megőrzéséhez, valamint biztosítja a selejtezett termékek környezetre és emberi egészségre nézve biztonságos feldolgozását. A begyűjtés pontos helyéről bővebb tájékoztatást a lakhelye szerint illetékes önkormányzattól, az illetékes szemételtakarító vállalattól, illetve a terméket elárusító helyen kaphat.

Smaltimento delle apparecchiature da parte di privati nel territorio dell'Unione Europea



Questo simbolo presente sul prodotto o sulla sua confezione indica che il prodotto non può essere smaltito insieme ai rifiuti domestici. È responsabilità dell'utente smaltire le apparecchiature consegnandole presso un punto di raccolta designato al riciclo e allo smaltimento di apparecchiature elettriche ed elettroniche. La raccolta differenziata e il corretto

riciclo delle apparecchiature da smaltire permette di proteggere la salute degli individui e l'ecosistema. Per ulteriori informazioni relative ai punti di raccolta delle apparecchiature, contattare l'ente locale per lo smaltimento dei rifiuti, oppure il negozio presso il quale è stato acquistato il prodotto.

Vartotojų iš privačių namų ūkių įrangos atliekų šalinimas Europos Sąjungoje



Šis simbolis ant gaminio arba jo pakuotės rodo, kad šio gaminio šalinti kartu su kitomis namų ūkio atliekomis negalima. Salintinas įrangos atliekas privalote pristatyti į specialią surinkimo vietą elektros ir elektroninės įrangos atliekoms perdirbti. Atskirai surenkamos ir perdirbamos šalintinos įrangos atliekos padės saugoti gamtinius išteklius ir užtikrinti,

kad jos bus perdirbtos tokiu būdu, kuris nekenkia žmonių sveikatai ir aplinkai. Jeigu norite sužinoti daugiau apie tai, kur galima pristatyti perdirbtinas įrangos atliekas, kreipkitės į savo seniūniją, namų ūkio atliekų šalinimo tarnybą arba parduotuvę, kurioje įsigijote gaminį.

Nolietotu iekārtu iznīcināšanas noteikumi lietotājiem Eiropas Savienības privātajās mājsaimniecībās



Šāds simbols uz izstrādājuma vai uz tā iesaiņojuma norāda, ka šo izstrādājumu nedrīkst izmest kopā ar citiem sadzīves atkritumiem. Jūs atbildat par to, lai nolietotās iekārtas tiktu nodotas speciāli iekārtotos punktos, kas paredzēti izmantoto elektrisko un elektronisko iekārtu savākšanai otrreizējai pārstrādei. Atsevišķa nolietoto iekārtu savākšana un otrreizējā

pārstrāde palīdzēs saglabāt dabas resursus un garantēs, ka šīs iekārtas tiks otrreizēji pārstrādātas tādā veidā, lai pasargātu vidi un cilvēku veselību. Lai uzzinātu, kur nolietotās iekārtas var izmest otrreizējai pārstrādei, jāvēršas savas dzīves vietas pašvaldībā, sadzīves atkritumu savākšanas dienestā vai veikalā, kurā izstrādājums tika nopirkts.

Verwijdering van afgedankte apparatuur door privégebruikers in de Europese Unie



Dit symbool op het product of de verpakking geeft aan dat dit product niet mag worden gedeponeerd bij het normale huishoudelijke afval. U bent zelf verantwoordelijk voor het inleveren van uw afgedankte apparatuur bij een inzamelingspunt voor het recyclen van oude elektrische en elektronische apparatuur. Door uw oude apparatuur apart aan

te bieden en te recyclen, kunnen natuurlijke bronnen worden behouden en kan het materiaal worden hergebruikt op een manier waarmee de volksgezondheid en het milieu worden beschermd. Neem contact op met uw gemeente, het afvalinzamelingsbedrijf of de winkel waar u het product hebt gekocht voor meer informatie over inzamelingspunten waar u oude apparatuur kunt aanbieden voor recycling.

Eliminering av utstyr i privathusholdningen i Den europeiske unions medlemsland



Dette symbolet på produktet eller emballasjen betyr at produktet ikke må kastes med vanlig husholdningsavfall. I stedet er du ansvarlig for at utbrukt utstyr leveres inn til et angitt innsamlingssted for resirkulering av elektrisk og elektronisk utstyr. Denne separate innsamlingen og resirkuleringen av utbrukt utstyr vil bidra til å bevare naturressursene -

resirkuleringen foretas på en måte som beskytter menneskelig helse og miljø. For å få vite hvor du kan levere inn utbrukt utstyr for resirkulering, vennligst ta kontakt med det lokale kommunekontoret, renovasjonsvesenet eller forretningen der du kjøpte produktet.

Pozbywanie się zużytego sprzętu przez użytkowników w prywatnych gospodarstwach domowych w Unii Europejskiej



Ten symbol na produkcie lub jego opakowaniu oznacza, że produktu nie wolno wyrzucać do zwykłych pojemników na śmieci. Obowiązkiem użytkownika jest przekazanie zużytego sprzętu do wyznaczonego punktu zbiórki w celu recyklingu odpadów powstałych ze sprzętu elektrycznego i elektronicznego. Osobna zbiórka oraz recykling zużytego

sprzętu pomogą w ochronie zasobów naturalnych i zapewnią ponowne wprowadzenie go do obiegu w sposób chroniący zdrowie człowieka i środowisko. Aby uzyskać więcej informacji o tym, gdzie można przekazać zużyty sprzęt do recyklingu, należy się skontaktować z urzędem miasta, zakładem gospodarki odpadami lub sklepem, w którym zakupiono produkt.

Destruição, por Utilizadores na União Europeia, de Equipamento Usado no Lixo Doméstico



Este símbolo, no produto ou na respectiva embalagem, indica que este material não deve ser destruído com outro lixo doméstico. É da sua responsabilidade destruir o equipamento usado levando-o para um local de recolha apropriado, destinado à reciclagem de produtos eléctricos e electrónicos usados. A recolha e reciclagem separada do seu

equipamento doméstico quando da destruição, ajudará a preservar os recursos naturais e a assegurar que ele é reciclado através de um processo que protege a saúde humana e o ambiente. Para obter mais informações sobre onde pode colocar o seu equipamento usado para reciclagem, contacte a entidade responsável local, o serviço de destruição do lixo doméstico, ou a loja onde adquiriu o produto.

Bortskaffande av avfallsprodukter från användare i privathushåll inom Europeiska Unionen



Om den här symbolen visas på produkten eller förpackningen betyder det att produkten inte får slängas på samma ställe som hushållssopor. I stället är det ditt ansvar att bortskaffa avfallet genom att överlämna det till ett uppsamlingsställe avsett för återvinning av avfall från elektriska och elektroniska produkter. Separat insamling och återvinning av avfallet hjälper till att

spara på våra naturresurser och gör att avfallet återvinns på ett sätt som skyddar människors hälsa och miljön. Kontakta ditt lokala kommunkontor, din närmsta återvinningsstation för hushållsavfall eller affären där du köpte produkten för att få mer information om var du kan lämna ditt avfall för återvinning.

Odstranjevanje odslužene opreme uporabnikov v zasebnih gospodinjstvih v Evropski uniji



Ta znak na izdelku ali njegovi embalaži pomeni, da izdelka ne smete odvreči med gospodinjske odpadke. Nasprotno, odsluženo opremo morate predati na zbirališče, pooblaščeno za recikliranje odslužene električne in elektronske opreme. Ločeno zbiranje in recikliranje odslužene opreme prispeva k ohranjanju naravnih virov in zagotavlja recikliranje te opreme

na zdravju in okolju neškodljiv način. Za podrobnejše informacije o tem, kam lahko odpeljete odsluženo opremo na recikliranje, se obrnite na pristojni organ, komunalno službo ali trgovino, kjer ste izdelek kupili.

Likvidácia vyradených zariadení v domácnostiach v Európskej únii



Symbol na výrobku alebo jeho balení označuje, že daný výrobok sa nesmie likvidovať s domovým odpadom. Povinnosť ou spotrebiteľ a je odovzdať vyradené zariadenie v zbernom mieste, ktoré je určené na recykláciu vyradených elektrických a elektronických zariadení. Separovaný zber a recyklácia vyradených zariadení prispieva k ochrane

prírodných zdrojov a zabezpečuje, že recyklácia sa vykonáva spôsobom chrániacim ľudské zdravie a životné prostredie. Informácie o zberných miestach na recykláciu vyradených zariadení vám poskytne miestne zastupiteľ stvo, spoločnosť zabezpečujúca odvoz domového odpadu alebo obchod, v ktorom ste si výrobok zakúpili.

Eliminación de residuos de equipos eléctricos y electrónicos por parte de usuarios particulares en la Unión Europea



Este símbolo en el producto o en su envase indica que no debe eliminarse junto con los desperdicios generales de la casa. Es responsabilidad del usuario eliminar los residuos de este tipo depositándolos en un "punto limpio" para el reciclado de residuos eléctricos y electrónicos. La recogida y el reciclado selectivos de los residuos de aparatos eléctricos en el momento

de su eliminación contribuirá a conservar los recursos naturales y a garantizar el reciclado de estos residuos de forma que se proteja el medio ambiente y la salud. Para obtener más información sobre los puntos de recogida de residuos eléctricos y electrónicos para reciclado, póngase en contacto con su ayuntamiento, con el servicio de eliminación de residuos domésticos o con el establecimiento en el que adquirió el producto.

European Union Regulatory Notice

This product complies with the following EU Directives:

- Low Voltage Directive 73/23/EEC
- EMC Directive 89/336/EEC



NOTE: CE Compliance of this product is valid only if powered with the correct HP-provided and CE marked AC adapter.

If this product has telecommunication functionality, it also complies with the essential requirements of:

R&TTE Directive 1999/5/EC

Compliance with these directives implies conformity to applicable harmonized European standards (European Norms) which are listed on the EU Declaration of Conformity issued by Hewlett-Packard for this product or product family.

This compliance is indicated by the following conformity marking placed on the product:





This marking is valid for non-Telecom products and EU harmonized Telecom products (e.g. Bluetooth).

This marking is valid for EU non-harmonized Telecom products.

*Notified body number (used only if applicable refer to the product label).

The telecommunications functionality of this product may be used in the following EU and EFTA countries:

Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, and United Kingdom.

Equipment Warning

- ⚠ WARNING! To reduce the risk of personal injury, electrical shock, fire or damage to the equipment:
 - Plug the AC Adapter into an electrical outlet that is easily accessible at all times.
 - Disconnect power from the equipment by unplugging the AC Adapter from the electrical outlet.
 - Do not pull on power cables. When unplugging from the electrical outlet, grasp the AC Adapter and pull out from the electrical outlet.
 - Do not place anything on the power cables. Arrange them so that no one may accidentally step on or trip over them.

Federal Communications Commission Notice

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 measures:

- Reorient or relocate the receiving antenna
- Increase the separation between the equipment and receiver
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected
- Consult the dealer or an experienced radio or television technician for help

Modifications

The FCC requires the user to be notified that any changes or modifications made to this device that are not expressly approved by Hewlett-Packard Company may void the authority to operate the equipment.

Cables

Connections to this device must be made with shielded cables with metallic RFI/EMI connector hoods in order to maintain compliance with FCC Rules and Regulations.

Declaration of Conformity for products marked with the FCC logo—United States only

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 undesired operation.

For questions regarding your product, contact:

Hewlett-Packard Development Company, L.P. P. O. Box 692000, Mail Stop 530113 Houston, Texas 77269-2000

Or, call 1-800-652-6672

For questions regarding this FCC declaration, contact:

Hewlett-Packard Development Company, L.P. P. O. Box 692000, Mail Stop 510101 Houston, Texas 77269-2000

Or, call (281) 514-3333

To identify this product, refer to the Part, Series, or Model number found on the product.

Wireless Notices

In some environments, the use of wireless devices may be restricted. Such restrictions may apply aboard airplanes, in hospitals, near explosives, in hazardous locations, etc. If you are uncertain of the policy that applies to the use of this device, please ask for authorization to use it prior to turning it on.

Brazilian Regulatory Wireless Notice

Este equipamento opera em caráter secundário, isto é, não tem direito a proteção contra interferência prejudicial, mesmo de estações do mesmo tipo, e não pode causar interferência a sistemas operando em caráter primário.

French Regulatory Wireless Notice

L'utilisation de cet equipement (2.4GHz Wireless LAN) est soumise a certaines restrictions: Cet equipement peut etre utilise a l'interieur d'un batiment en utilisant toutes les frequences de 2400 a 2483.5MHz (Chaine 1-13). Pour une utilisation en environement exterieur, vous devez utiliser les frequences comprises entre 2454-2483.5MHz (Chaine 10-13). Pour les dernieres restrictions, voir http://www.art-telecom.fr.

For 2.4 GHz Wireless LAN operation of this product certain restrictions apply: This product may be used indoors for the entire 2400-2483.5 MHz frequency band (channels 1-13). For outdoor use, only 2454-2483.5 MHz frequency band (channels 10-13) may be used. For the latest requirements, see http://www.art-telecom.fr.

Japanese Regulatory Wireless Notice

この機器の使用周波数帯では、電子レンジ等の産業・科学・医療用機器のほか 工場の製造ライン等で使用されている移動体識別用の構内無線局(免許を要する 無線局)及び特定小電力無線局(免許を要しない無線局)が運用されています。

- 1 この機器を使用する前に、近くで移動体識別用の構内無線局及び特定小電力 無線局が運用されていないことを確認して下さい。
- 2 万一、この機器から移動体識別用の構内無線局に対して電波干渉の事例が発生した場合には、速やかに使用周波数を変更するか又は電波の発射を停止した上、下記連絡先にご連絡頂き、混信回避のための処置等(例えば、パーティションの設置など)についてご相談して下さい。
- 3 その他、この機器から移動体識別用の特定小電力無線局に対して電波干渉の 事例が発生した場合など何かお困りのことが起きたときは、次の連絡先へお問い合わせ下さい。

連絡先:日本ヒューレット・パッカード株式会社 TEL:0120-014121

2.4DS4

Notice for Italy for use of 2.4 GHz Wireless Communication

E'necessaria una concessione ministeriale anche per l'uso del prodotto. Verifici per favore con il proprio distributore o direttamente presso la Direzione Generale Pianificazione e Gestione Frequenze.

License required for use. Verify with your dealer or directly with General Direction for Frequency Planning and Management (Direzione Generale Pianificazione e Gestione Frequenze).

Taiwan DGT Regulatory Wireless Notice

低功率電波輻射性電機管理辦法

- 第十四條 經型式認證合格之低功率射頻電機,非經許可,公司、 商號或使用者均不得擅自變更頻率、加大功率或變更原 設計之特性及功能。
- 第十七條 低功率射頻電機之使用不得影響飛航安全及干擾合法通信;經發現有干擾現象時,應立即停用,並改善至無干擾時方得繼續使用。 前項合法通信,指依電信規定作業之無線電信。低功率射頻電機須忍受合法通信或工業、科學及醫療用電波輻射性電機設備之干擾。

U.S. Regulatory Wireless Notice

⚠ WARNING! Exposure to Radio Frequency (RF) Radiation
The radiated output power of this device is far below the FCC radio
frequency exposure limits. Nevertheless, users concerned with the risk of
Radio Frequency exposure may wish to limit the duration of calls and
position the antenna as far away from the body as practical. For body
worn operation, this device has been tested and meets the FCC RF
exposure guidelines when used with the Hewlett-Packard accessories
supplied with or designated for this product. Use of other accessories
may not ensure compliance with FCC RF exposure guidelines.

Environmental Notices

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△ **CAUTION:** Text set off in this manner indicates that failure to follow directions could result in damage to equipment or loss of information.

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