

# Quick Start Guide

\* For detailed instructions on how to use the Digital Pen, see the User Manual stored on the CD.

## Step by Step Guide to Get Started

### Step1 Charge the Battery

For initial use, your base unit needs to be charged for about 3 hours.

Connect your base unit to your PC using the USB cable for charging.



### Step2 Installing Pen Batteries

- Remove the battery compartment cover.
- Install two SR41 batteries, with the positive poles facing up as shown (Use the enclosed SR41 batteries).
- Replace battery compartment cover.



#### **WARNING:**

Do not attempt to open the pen. This may cause the pen to malfunction.



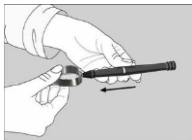
### Step3 Installing Ink Refill

To insert a new refill,

- Slide the new refill into the tip of the pen.
- Gently press the new refill until it is lodged securely in place.

#### **To replace the ink refill,**

- Detach the cap from the digital pen.
- Clamp the ink refill with the refill extractor. Hold the pen firmly, and apply pressure with the extractor against it.
- Pull the used refill out.



## Step4 Turn On the Base Unit

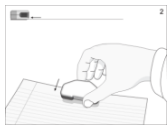
Press and hold the Power button on the base unit.



## Step5 Clip your Base unit on a Paper

Clip the base unit to the paper. Your Digital Pen can support a paper size of up to A4. The following illustrations show how to clip the base unit to the paper.

1. Hold the base unit and gently press the clip.
2. Slide the base unit into the paper's top center.



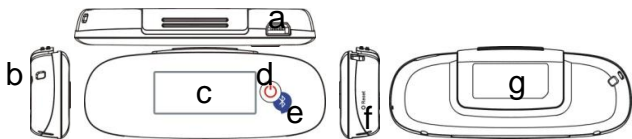
## Step6 Start writing

When you pick up the pen, find a position that is comfortable for you. Be careful to hold the pen in a way that does not block the signals sent from the tip of the pen to the memory unit receivers. When you are writing with the pen, make sure its inclination to the paper surface is between 45° and 90°. Hold the pen firmly and write normally.



**Note:** Make sure the pen point is 1.5cm away from the unit. Otherwise, the unit sensor may not work.







## Buttons & Ports




- USB port** – connect to computer through the USB cable.
- Neck Strap Holder**
- LCD display**
- Power button** – Press and hold for about 5 seconds to turn on or off the unit.  
Press briefly to create a new note.
- Bluetooth ON/OFF** – Turn on or off the bluetooth.
- Reset hole** – When the unit does not respond, insert a pinpoint into this hole to reset the device and then press and hold the Top button to restart the unit.
- Paper Clip** – clip the unit to paper.

## Memory Unit LCD

Use the LCD to view status indications.

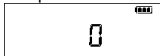
	Name	On when	Off When	Blinks When
	The Digital Pen is Connected	Unit is connected to PC	Unit is NOT connected to PC	Data is uploaded to PC
	Memory FULL	The base unit memory is 90% full. It is highly recommended to upload your files to your PC and delete them from memory!	Less than 90% capacity used	Never
	Pen Low Battery	Low Pen battery	Pen Battery good	Low Pen battery
	Base unit Low battery	Full	Unit is Off	Charging
	Note Mode	Pen down/Pen move	Mouse Mode	Pen down/Pen move
	Mouse Mode	Pen down/Pen move	Pen Mode	Pen down/Pen move

100	Number of saved notes in memory	Always	Unit is Off	Memory full Or Error
	Bluetooth is ON.	Bluetooth is turned on.	Bluetooth is turned off.	Never

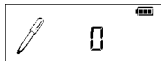
## Create Note in Mobile Mode

To take handwritten note when you are away from computer,

- (1) Press and hold the ON/OFF button to power on the unit.



- (2) Hold the base unit and gently press the paper clipper.  
 (3) Slide the base unit into the paper's upper edge and make sure the base unit is in the center.  
 (4) Pick up the pen and start writing. (NOTE: Be careful to hold the pen in a way that does not block signals sent from the tip of the pen to the receiver unit.)

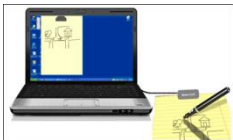


- (5) Once you've completed one page, shortly press the ON/OFF button to save current page and start a new page. On the base unit screen, you can see the page number added by one.  
 (6) All notes are stored in the base unit. You can upload them to a PC for viewing, editing, or email.

## Create Note in On line Mode


Connecting your Digital Pen to your computer and drawing with your Digital Pen in Note mode can create a new note. Everything you write is being captured automatically. Before doing so, make sure the Note Manager is installed and running on your computer.

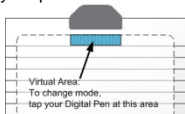
Once you have finished with your note, you can use the Note Manager to save your note to a picture file, then email it, print it, or simply save it to your Note Manager for later use.



## Use your Digital Pen as a Mouse

The device can behave as a mouse, performing the click and hovering function. Make sure you have connected the base unit to your PC before using the Mouse function. Changing to Mouse mode can be done in 3 ways:

- Start your Note Manager application > right click the application tray icon  > select "Mouse Mode".
- Press the top button (ON/OFF button) on the base unit.
- Click the virtual area using your pen.



In Mouse mode, your Digital Pen behaves as a mouse, having the following functionality:

- To move your mouse cursor you can hover with the pen. To start **Hovering** you can press the side button or tip the pen on the paper. The pen will now hover even with no press for about 30 seconds.
- To **Click** an object, point your mouse cursor on that object. Now tip the pen on the paper or click the side button.
- To **Double-Click** an object, point your mouse cursor on that object. Now tip the pen twice on the paper or click the side button twice.
- To **Right-Click** an object, point your mouse cursor on that object. Now press the tip of the pen a bit longer on the paper. A special 'Right Click' cursor will appear. Lift the pen from the paper, and the context menu (Right Click menu) appears.













## Using your Digital Pen in Window XP/2000

### 1. Installing the Note Manager

The CD contains the Note Manager software which is required. Simply insert the CD and then follow the wizard's instructions.





	EDIT NOTE – Allows you to edit a selected note.
	PRINT -- Prints the selected note/notes.
	SHOW AS STICKY NOTE – Make your Note a Sticky Note.
	SHOW AS PAPER HOLDER – Make your Note as a paper holder.
	SMALL THUMB – Displays small thumbnails in the Note Manager view.
	MEDIUM THUMB - Displays medium thumbnails in the Note Manager view.
	LARGE THUMB - Displays large thumbnails in the Note Manager view.
	NOTE MODE
	MOUSE MODE – TURNS YOUR PEN INTO A MOUSE.
	ABOUT – Provides you with your Digital Pen software version information.

## Using the Digital Pen in Windows Vista/7

Windows Vista and 7 provide rich inking features & utilities which enable users to take handwritten notes, convert handwriting to text, annotate documents, add electronic signatures and send handwritten emails.


With digital ink and handwriting recognition technologies your Digital Pen turns into a Tablet PC compatible device. It's practical, comfortable, intuitive and easy to use while you are on the go and it also works well when you are at your desk.

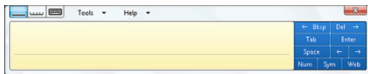
### Getting Started

To start inking in windows Vista, just plug-in your Digital Pen to any available USB port, place the receiver unit at the top of the page in the middle.

### Writing on your Tablet PC Input Panel

In Windows Vista or 7, the Tablet PC Input Panel allows users to insert text into website forms, word processing and e-mail applications, web browsers, and more.

Tap the Input Panel icon  , which appears when you place the pointer in a text entry area, such as the Address bar in a web browser or a text box in a dialog box, and then start writing with your Digital Pen. The Input Panel icon does not appear on the taskbar by default. To make it appear, right-click the taskbar, tap Toolbars, and then tap Tablet PC Input Panel.

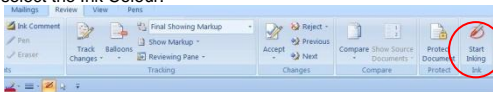


## Annotations in Office 2007

In Windows Vista or 7, Microsoft Office 2007 the Digital Pen offers new capabilities that allow you to work more naturally and efficiently.

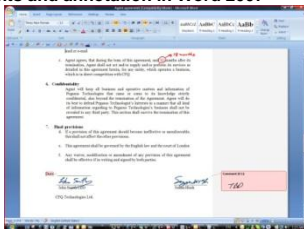
Within Office 2007, numerous applications support digital mark-up with Digital Pen and provide easy access to digital inking tools for intuitive collaboration in Word, Excel, Outlook, PowerPoint and OneNote.

Writing with a pen is a particularly efficient and natural way to comment on an existing document and to capture rough thoughts that are emerging in real time. Word, PowerPoint and Excel have a Review tab with a Start Inking button that provides an Ink Tools menu. This menu includes tools such as: felt tip pen, ballpoint pen, highlighter, and eraser, as well as options to select the Ink Colour.

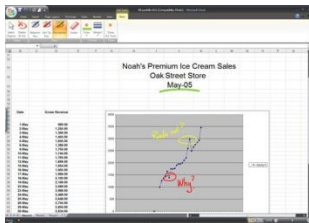


## Selected examples for using digital ink in Office 2007 Applications

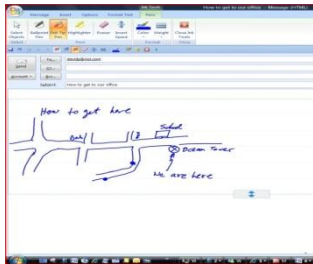
### Signatures, Ink Comments and annotation in Word 2007



### Inking Excel 2007



## Drawing in Outlook 2007



## Using the Vision Objects MyScript® Notes

**MyScript® Notes** is a well known character recognition engine. It can convert the notes in your Digital Pen to texts.

- (1) Installing MyScript® Notes. Follow the installation instructions in the software manual.
  - (2) Operating MyScript® Notes. To use the MyScript® Notes recognition engine, please make sure you have installed Digital Pen software Suite. Then, you can select a note, Notes, or a Sticky Note, and export them to the MyScript® Notes recognition engine.
- Exportable objects from the Digital Pen to MyScript® Notes:

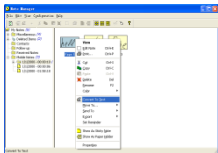
- A New Note
- A single Note from "Note Manager"
- Multi page Notes from "Note Manager"
- Sticky Note from "Note Manager"

(3) Exporting objects. Use the following methods for each type of object in order to export it to MyScript® .

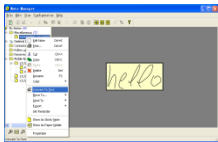
a. For a New Note, Click the “Convert to Text” toolbar button .



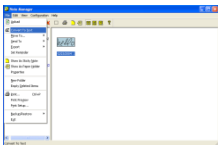
b. For a single/multi page Note from “Note Manager”, right click the Note in the thumbnails area.



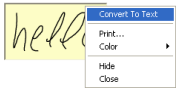
c. Right click the Note in the tree area.



d. Select a note and select “File --> Convert to Text” menu.



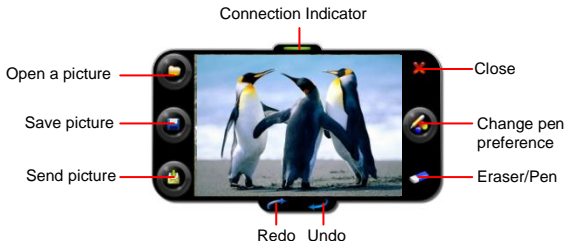
e. For sticky Note from ‘Note Manager’, right click the “Sticky Note” and select “Convert to Text” menu.



(4) Your Note will be exported to MyScript® Notes application. MyScript® Notes will be opened with your Note in the “Conversion” area.

## Using the Photo Sketcher

Photo Sketcher gives you the ability to sketch on top of any jpeg picture file. You can add annotations on top of any picture. Then, you can save it and share it.



## Installing Photo Sketcher


Insert the Note Manager application CD into your PC, select “Photo Sketcher” and then install it following the wizard’s instruction.


A desktop icon will be added once installation completes.

## Using Photo Sketcher

Run the Photo Sketcher by clicking the desktop icon.

### 1) Connect the Digital Pen


Before you can use the ‘Photo Sketcher’, your Digital Pen must be connected to your computer properly. A connection icon will be Green  , indicating the Digital Pen is properly connected.

(2) Load a picture file by clicking the application ‘File’ icon  . Browse to the file you would like to edit and select ‘Open’.

(3) Sketch on a picture file

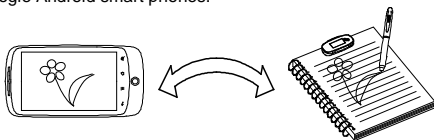
Once a picture is loaded, use your Digital Pen to sketch anywhere you like on the picture. Use the Pen, while hovering, to get to the point in which you'd like to sketch. Then, simply use the Pen as you usually use a Pen, and sketch.

#### (4) Save a file

To save a picture, press the  icon. Now select a path and a name for your file and select 'Save'.

## Using your Digital Pen on a Smart Phone

With the built-in bluetooth technology, your Digital Pen can write or make drawings on Blackberry or Google Android smart phones.



## Working with Blackberry Devices

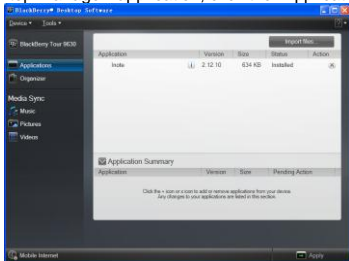
**Note:** Blackberry OS 4.6 or above is required.

### 1. Install the Application

In order to use the device on Blackberry devices, you first need to install the Note Manger application on the blackberry. You have two methods of installing the application.

#### Method1 (on PC):

- (1) Insert the iNote application CD provided with the package.
- (2) Run the Blackberry "Desktop Manager" application.
- (3) Connect your Blackberry device to the PC.
- (4) In the Blackberry "Desktop Manager" application, click the "Application".



- (5) Click "Import files", and then locate the iNote application on your CD. Make sure the application version matches with your Blackberry OS. V4.6 is for Blackberry OS 4.6 and V5.0 is for Blackberry OS 5.0 or above.
- (6) Click "Apply" to start installation.
- (7) The application is installed to your Blackberry successfully.

### Method 2(on Blackberry Device):

Alternatively, you can install the application directly on your Blackberry.


- (1) Connect to the Blackberry Device's supplied AppWorld and download the "iNote" application;
- (2) Run the "iNote" application from the Blackberry Device's Download folder.

## 2. Turning the Digital Pen base unit on

To turn the Digital Pen base unit ON, **press & hold** the button on its top until you see the number of notes stored in memory.

## 3. Pairing the Bluetooth


In order to use the Digital Pen, you first need to pair the Digital Pen base unit with your Blackberry's Bluetooth. This procedure should only be done once. Please do as follows:

- (1) Make sure your BlackBerry is turned on.
- (2) Make sure the Bluetooth is enabled on your BlackBerry.
- (3) Make sure the Digital Pen base unit is turned on.
- (4) Click the Bluetooth button on top of the Digital Pen base unit.
- (5) In the home screen, click the  button.
- (6) Click the 'Manage Connections' icon.
- (7) Select 'Setup Bluetooth'.
- (8) Click the 'Search'.
- (9) Your Blackberry should find a device named 'mobile pen'. Select this device.
- (10) A passkey is required: enter 0000 as the passkey.
- (11) Click 'Enter'.
- (12) Your Blackberry is now successfully paired with the Digital Pen.

## 4. Running the application

Make sure you turn the Digital Pen base unit ON. To turn it on, **press & hold** the button on its top.

To run the application,

- click the 'Downloads' icon in your Blackberry.
- click the 'iNote' application icon .

**Note:** Make sure your Bluetooth is turned on.

## 5. Using iNote application

### Taking Notes in 'Connected Mode'

To start a new note, freely use the Pen to write on your paper. Everything you write is shown on your Blackberry screen.

#### ***Saving a note***

Once you are done with your note, you can save it. To do so, do as follows:

- Click the  button.
- Select 'Save'.

#### ***Uploading Notes from Pen memory***

To upload notes from the pen memory:

- Click the  button.
- Select 'Pen Memory'.
- Select 'Upload'.

#### ***Photo Sketcher***

You can sketch on any jpeg using your digital pen. Sketches can be done on existing images or pictures taken by the device camera.

To start sketching:

- Click the  button.
- Select 'PhotoSketcher'.

To sketch on an existing photo:


- Select 'Open'.
- Select a file from the file list.
- Use the pen to sketch on the image.

To sketch on a new photo:


- Select 'Snapshot' to open the camera application.
- Take a snapshot using the Blackberry camera.
- Use the pen to sketch on the image.

#### ***Setting picture properties***

Within a picture, you can change the pen color, width and picture scale.

- Click the  button.
- Select 'Properties'.

#### ***Change your selections.***

- Click the  button.
- To save the changes, select 'Save'.
- To discard the changes, select 'Discard'.

#### ***Load a note***

You can load a new note or a note from the notes list.

To open a new note:

- Click the  button.
- Select 'Open New'.

To load a note from the notes list:



- Click the  button.

- Select a note from the file list.
- Select 'Open'.

**Note:** In Touch screen device you can simply click the file from the list.



### **Send a note by eMail/MMS**

You can send a note by eMail or by MMS.

- Click the  button.
- Select 'Send'.
- Select 'Send Mail' or 'Send MMS'.
- You can add recipients, change subject and body.
- Click the  button.
- Select 'Send'.


### **Setting note properties**

You can change a note background colour, Pen color and width

- Click the  button.
- Select 'Properties'.
- Change your selections.
- Click the  button.
- To save the changes, select 'Save'.
- To discard the changes, select 'Discard'.


### **Deleting a note from list**

To delete notes from the notes list:

- In the notes list, select a note.
- Click the  button.
- Select 'Delete'.

### **Deleting notes from Pen memory**

To delete notes from the pen memory:

- Click the  button.
- Select 'Pen Memory'.
- Select 'Erase memory'.

## **Working with Google Android Phone**

**Note:** Google Android OS 2.1 or above is required.

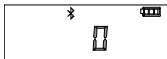
### **1. Downloading iNote application for Google Android Phone**

On your smart phone, connect to the phone's supplied application library **Google Market** and download "iNote" application.

### **2. Install iNote app on the phone**

### **3. Turn on the Bluetooth on the phone and pen unit.**

- Turn on the unit and press the Bluetooth button to turn on the Bluetooth.




- Turn on the Bluetooth on the phone → Search for Bluetooth device → select “Mobile Pen” → Enter code “0000” → Confirm → Paired.

#### 4. Connecting Unit with Bluetooth on Google Android Phone


- Turn on the Phone and run the “iNote” application.
- Click the Bluetooth icon to connect the unit to the phone.



#### 5. Create New Note

- (1) Choose the iNote icon  from applications to run the application.
- (2) Click the Bluetooth icon to connect the unit to the phone.



- (3) Tap the Pen icon  to open the drawing board and start drawing or writing.




- (4) Tap the Pen icon , and then set up the pen width and color.



- (5) Pick up the pen and find a position that is comfortable for you, and then start writing on the notepad. Also, you can slide your finger on the screen to make drawings. Be careful NOT to block signals sent from the tip of the pen to the Tablet.

Tapping   can undo or redo the drawing.



- (6) After you have done, click  to exit and save your note. Select “SD Card” to save your note to memory card or select “Internal Memory” to save your note the internal memory of the device.

### View Note

You should see a list of notes when you start up the iNote application. You can tap a note to view it.





### Search for Note

To search for a note by its name, input the key words in the “Search” filed.




### Add/Delete Note

You can work on multiple pictures/notes at the same time.


- Click the Add icon  to open a new page for another picture. You can add up to 5 pages.
- When multiple pages are opening, you can click the white dot  to go to the corresponding page.
- To delete one page, click the Minus icon .
- To save these pages, tap . Specify a common name and then choose a memory device for them. These pages will be saved with a common name and differentiated from each other by sequential number.

### Change Pen Width / Color


Before you start drawing, you can change the pen width or pen color by tapping the pen icon , sliding the dot icon to adjust the width and selecting a color from the color matrix.

### Erase Sketches

You can erase the sketches you have added.

- (1) Select the “Eraser” tool .
- (2) Use your finger to wipe the stroke you want to erase, or use your Digital Pen to hover to the stroke and then erase it.

### Clear Sketches


You can clear all sketches from the palette by clicking the  icon.

### Change Background


You can change the background of the palette.

- (1) Select the  icon.
- (2) Click the Left and Right Arrow to change the background.

### Hide/Display the Toolbar

You can hide or display the tools (Pen, Eraser and Color Picker etc.) by clicking the  icon.

### Save Note

When you are satisfied with your picture, you can click the  icon and then choose “save picture” to save the picture.

### Annotate/Sketch on Picture




You can edit an existing picture by adding annotations or sketching on the picture.

- (1) Make sure you have notes or pictures in the “iNote” folder in your phone.  
You can check it using the Explorer. If not, create or transfer pictures/notes to the folder (see “Transfer Notes” section as below).

---

**Note: a.** Pictures must be in format of JPG, BMP, GIF and PNG; **b.** Picture resolution should not exceed 778\*1102 pixels.


---

- (2) Click the Open icon  on the bottom toolbar.
- (3) Choose a note or drawing file from the list and open it.
- (4) Tap the Pen icon , and then sketch on the picture or add annotations.
- (5) After you have done, click  to exit and save the picture.

Optionally, you can tap the snapshot icon  to capture picture, and then add annotation on the picture.

### Transfer Notes

You can transfer mobile notes from the unit to your phone.

- (1) Choose the iNote icon  from applications to run the application.
- (2) Click the Bluetooth icon to connect the unit to the phone.




- (3) Click the Upload icon to transfer notes from the unit to the phone.



## Send Note

You can send your pictures or notes with your friends by e-mail or client software. .

- (1) After you finished your picture, click the  icon.
- (2) Input the e-mail address you'd like to send to.
- (3) Click "Send".