



TM



Read This First

Palm™ Tungsten™ T Handheld



START HERE

Are you upgrading from another Palm™ handheld? If so...

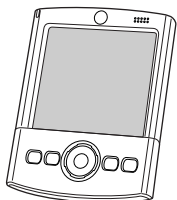
Complete steps 1, 2, and 3. While your handheld is being charged, open your internet browser and go to www.palm.com/support/globalsupport. Look for information about upgrading on your regional support page.

If not, proceed to step 1. Complete all 9 steps.

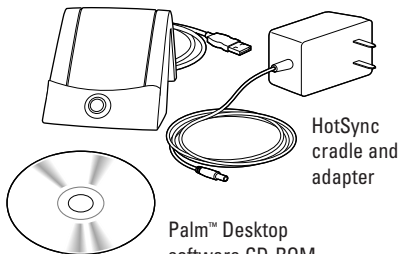
These steps show you how to charge and set up your handheld, install Palm Desktop software, enter data, and complete a HotSync® operation.

1

Remove these items from the package and have them ready to use.



Palm™ Tungsten™ T handheld

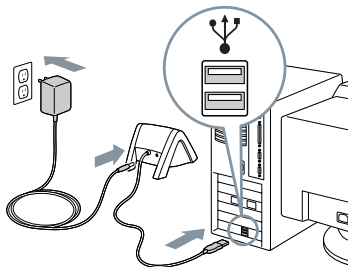


Palm™ Desktop software CD-ROM

HotSync cradle and adapter

2

Connect the cradle to the computer. Look for the **USB** icon and ports. Connect the adapter to the cradle and plug it into an electric outlet. (**Note:** Your adapter may connect to the cradle cable, not to the cradle itself.) Users of Windows 95 and NT: You cannot use a USB port. You must use a cradle (not included) that has a serial-port connection.



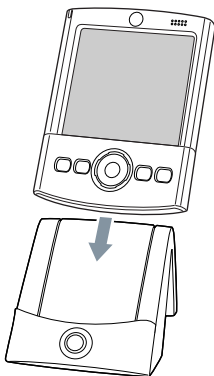
10101



3

Charge the handheld by placing it in the cradle. The indicator light is solid green when the handheld is being charged.* Charge the handheld for **two hours**.

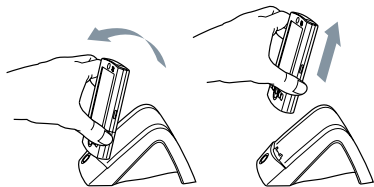
* If the indicator light did not go on, see section "Troubleshooting charging the handheld".



4

Set up the handheld after it is charged.

(a) Remove the handheld from the cradle.

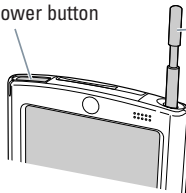


1. Tilt it forward.

2. Lift up.

(b) Press the power button. Remove the stylus and use it to complete the instructions that appear on your handheld screen.*

Power button



Stylus

To remove it, gently press the top of the stylus to release it from the slot; then pull it out of the slot.

* If your handheld did not turn on, see section "Troubleshooting turning on the handheld".

5

Install Palm™ Desktop software.

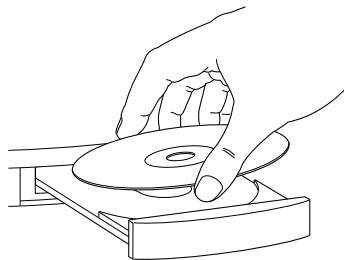
If you are upgrading, you must install the version of Palm Desktop software included in this package.

Put the CD-ROM in the CD-ROM drive.

Windows: Follow the installation instructions that appear on your computer screen.*†

Mac: Double-click the Palm Desktop Installer icon.*†

* *If installation did not begin as described above, see section “Troubleshooting installation”.*



† *During installation, if the HotSync operation did not work, see section “Troubleshooting HotSync operations”*

6

Enter an appointment in Palm Desktop software.

Users of Microsoft Outlook: If you chose to synchronize with Outlook in step 5, enter an appointment in Outlook rather than Palm Desktop software.

Windows: Double-click the Palm Desktop icon (shown below). Click the Date icon on the left. Click New Event in the lower-left corner.



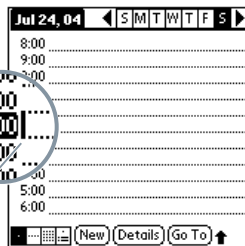
Mac: In the Palm folder, double-click the Palm Desktop icon (shown below). From the Create menu, select Event.



7

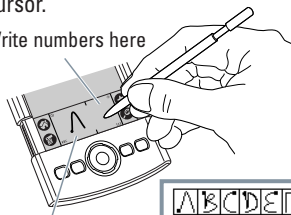
Enter an appointment in the handheld.

- Slide open the handheld to reveal the Graffiti® writing area.
- Press the Date Book button on the front of your handheld.
- Tap New, set the time for the appointment, and tap OK.
- Begin writing when you see the blinking cursor onscreen. Use Graffiti writing or the onscreen keyboards.

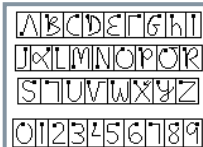
Blinking
cursor**Graffiti writing**

Make most characters with a single stroke in the Graffiti writing area. Characters turn into text at the blinking cursor.

Write numbers here



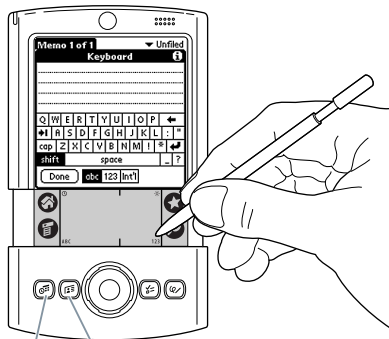
Write letters here



Tips Start each letter at the heavy dot. Write BIG and press firmly. To learn how to write Graffiti characters, take the Graffiti tutorial on the handheld.

Onscreen keyboards

Tap "ABC" to display the alphabetic keyboard, "123" for the numeric keyboard.



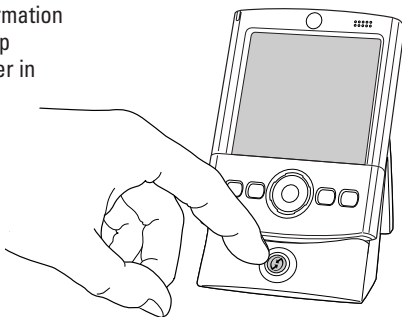
Date Book

Address Book

8

Place the handheld in the cradle. Press the button on the cradle to begin the HotSync operation.*

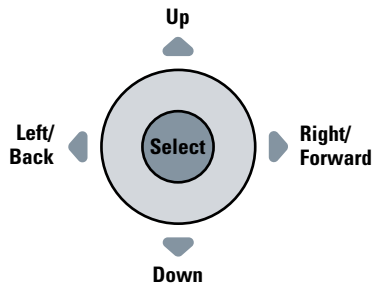
HotSync operations synchronize information on your handheld and in Palm Desktop software, so that information you enter in one appears in both places.



** If the HotSync operation did not work, see section "Troubleshooting HotSync operations".*

How to use the navigator

Use the navigator to move around the handheld screen and retrieve data. Use your stylus or the onscreen keyboards to create data. For details, see the table at right.



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Software Download Available

Palm™ Desktop software is supplied on a CD-ROM disc. Check www.palm.com/intl for updates and new versions of the software.

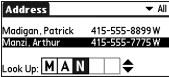

Agency Compliance Information

Product regulatory and compliance information can be found in the Handbook file located on the product CD-ROM.

Navigator: navigation basics

Go to the Applications Launcher anytime	Press and hold Select.
Insert a highlight	Press Select. (Remove the highlight by pressing Left.)
View a highlighted item	Press Select. Display the time for two seconds
Move in the direction of an onscreen arrow	Press the corresponding edge of the button instead of tapping an arrow. For example, in Date Book Day View, press Right/Left to go forward/back one day.
Close a dialog box	Press Select. In dialog boxes with two or more buttons, pressing Select = OK, Done, or Yes. IMPORTANT: Read dialog boxes carefully. Sometimes, selecting OK or Yes results in deleting data.

Navigator: special features

Use Quick Look Up in Address Book	In Address List view, press Right to display letter boxes. To spell a name, press Up/Down to scroll through letters. Press Right to move to the next box.	
Use Quick Connect to initiate SMS messages; dial numbers with a compatible mobile phone (not included)	In an Address record, press Right to see available numbers. Press Up/Down to highlight the number. Press Select to connect.	
See the note attached to the highlighted Date Book event	Press Select.	
Check off a completed To Do List item	Press Select to mark the selected item as complete.	
Control the volume while listening to a Voice Memo	Press Up/Down.	
Display the time for two seconds	With the handheld off, press Select.	

Troubleshooting charging the handheld (step 3)

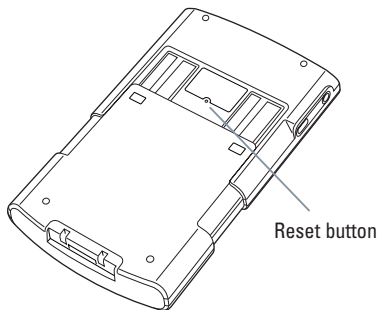
Problem: The indicator light does not go on. Try the following:

- Make sure your handheld is well seated in the cradle.
- Make sure the power adapter is properly connected to the cradle.
- Make sure the power adapter is plugged into a working electric outlet.

Troubleshooting turning on the handheld (step 4)

Problem: Handheld does not turn on. If your handheld has been charged for at least two hours and it seems not to turn on when you press the power button, try the following:

- Press the Date Book application button, or any other application button, to ensure your handheld is turned on.
- Tap the Brightness icon ☼ in the upper-right corner of the Graffiti writing area. If the Brightness dialog box appears, adjust the brightness by pressing and holding Up on the navigator for a few seconds. If this doesn't work, press and hold Down on the navigator for a few seconds.
- If your handheld was exposed to cold, make sure it is at room temperature before turning it on.
- Perform a soft reset: Slide open your handheld. Use the tip of your stylus or an unfolded paper clip (or similar object without a sharp tip) to gently press the reset button inside the hole on the back panel of your handheld.



Troubleshooting installation (step 5)

Problem: On Windows, Palm Desktop Installer does not automatically appear.

Windows users, if the Palm Desktop Installer does not appear automatically on your computer screen when you insert the CD-ROM into the drive, do the following:

1. Click the Start button.
2. Select Run from the Start menu.
3. Click Browse.
4. Locate the drive into which you inserted the Palm Desktop software CD-ROM (your CD-ROM or DVD drive).
5. Double-click the autorun.exe file.

Problem: On Mac, Palm Desktop Installer icon does not automatically appear. Mac users, if the CD-ROM folder does not automatically open to display the Palm Desktop Installer icon, find the CD-ROM icon on your Mac desktop and double-click it to open it.

Problem: HotSync operation does not work during installation. If you are unable to perform a HotSync operation during installation, read "Troubleshooting HotSync operations (steps 5 and 8)."

Troubleshooting HotSync operations (steps 5 and 8)

Problem: HotSync operation does not begin. Check for the following:

- Make sure your handheld is well seated in the cradle.
- Make sure the cradle is connected to a working USB port of your desktop computer.

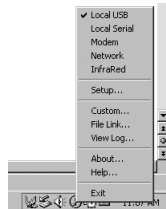
Windows: After you install Palm Desktop software, try the following:

- Check the Windows system tray, in the lower-right corner of your computer screen, and make sure the HotSync icon appears there. If it is there, then HotSync Manager is running.

HotSync icon



- If the HotSync icon is in the system tray, click it to display the menu. Make sure there is a check mark next to Local USB. If you are using a serial-port connection, make sure Local Serial has a check mark. To insert a check mark, click the menu item. Then press the HotSync button on the cradle.
- If the HotSync icon is not in the system tray, click the Start button and select Programs. Select Palm Desktop, and then select HotSync Manager. HotSync Manager starts and the icon appears in the system tray. Follow instructions in (a).
- If you are using a serial cradle/cable, make sure you selected the correct serial port on the Local tab in the Setup dialog box. Set it to the port to which you connected the HotSync cradle/cable.



Mac: After you install Palm Desktop software, try the following:

- Make sure the Transport Monitor of the HotSync Manager is enabled. Open the Palm folder and double-click the HotSync Manager icon. The HotSync Software Setup dialog box appears. In the HotSync Controls tab, click Enabled.
- If you are using a USB cradle, disconnect the cradle from your computer, and then reconnect the cradle and restart your computer.
- If you are using the optional serial cradle, double-click the HotSync Manager icon in the Palm folder, and then click the Connection Settings tab. Make sure PalmConnect is selected and that the port selection matches the port to which the HotSync cradle is connected.

Troubleshooting third-party applications

Palm works with developers of third-party add-on applications to ensure the compatibility of these applications with your new Palm handheld. Some third-party applications, however, may not have been upgraded to be compatible with your new Palm handheld.

If you suspect that a third-party application is adversely affecting the operation of your handheld, contact the developer of the application. In addition, Palm has information about some applications' compatibility with your handheld. To find this information, do one of the following:

- Go to www.palm.com/support/globalsupport. Look for information about compatibility of third-party applications on your regional support page.
- Read the readme file for your handheld. After you install Palm Desktop software on your computer, open the Palm folder. The readme file is located in the Helpnote folder.

