

Index

^, 12

✓, 7

◆, 7

A

Adding names, 40

Agenda view, 36

Alarm, 59

Alarms

setting, 29

sound for, 56

Assist key, 5

B

Beaming

from eMate, 47

Beaming information, 5

Button

folder, 14

recognizer, 17

routing, 15

C

Calculator, 60

Calendar

month view, 33

moving around, 32

navigating, 32

week view, 33

year view, 34

Calls

working with, 59

Card style

in Names, 42

Caret, 12

Checklist

in Notepad, 19

Checkmark, 7

Close box

activating, 14

Close key, 4

Command key

with keyboard shortcuts, 9

Connections

with other devices, 44

Copying

using the pen, 61

D

Date

setting, 59

Dates screen, 25

Deleting

folders in Extras, 53

Diamond symbol, 7

Dock, 62

Dock key, 5

Documents

saving, 21

Drawing

in the Notepad, 18

E

Editing names, 42

Events

annual, 32

multi-day, 31

simple, 31

Extras Drawer, 51

filing items, 53

folders, 52

Extras key, 4, 7

F

Faxing
from eMate, 47

Filing
notes, 14

Find key, 5

Folder
creating, 14
naming, 15
new, 14

Folder button, 14

Folder name
changing, 15

Folders, 7
in Notes, 12

Formulas, 62

H

Handwriting recognition, 17

Help screen, 16

I

Icons, 7

Information button, 16

Infrared window, 44

InOut, 62

K

Keyboard
on screen, 18

Keyboard shortcuts, 9
in menus, 17

L

Light key, 6

M

Meeting
editing, 27
Monthly, 30

setting up, 26
Weekly, 30
working with, 27

Meetings
modifying outside of slip, 28

Menu, 7
and Arrow keys, 17
and Command key, 17
key shortcuts, 17
navigating, 17

Month view
calendar, 33

Moving slips, 15

N

Names
adding, 40

Names application, 39

Names entries
editing, 42

Newton Interconnect Port, 44

Note
in Notepad, 19

Notepad checklist, 19

Notepad note, 19

Notepad outline, 20

Notes
entering text, 13
navigating, 40
using, 11
ways to access, 11

O

Outline
in notepad, 20

Overview key, 5

Owner information, 54

P

Pen

-
- using, 7*
 - Phone calls
 - making, 43*
 - Picture button, 13
 - Picture hanger, 15
 - Power key, 6
 - Preferences, 55
 - Printing
 - from eMate, 46*
 - R**
 - Receive key, 5
 - Recognizer button, 17
 - Repeating
 - To Do tasks, 35*
 - Repetition
 - setting up, 29*
 - Routing button, 15
 - S**
 - Saving
 - documents, 21*
 - on the eMate, 21*
 - Screen
 - dates, 25*
 - Scroll keys, 5
 - Selecting
 - using the highlighting mark, 53*
 - using the keyboard, 53*
 - using the pen, 53*
 - Send key, 5
 - Separator bar, 6
 - Serial cable, 44
 - Setting time, 28
 - Shapes
 - in drawing, 18*
 - Shortcuts
 - in menus, 17*
 - keyboard, 9*
 - Show button
 - choices, 26*
 - in Dates, 26*
 - Sketches
 - in drawing, 18*
 - Sleep
 - settings for, 57*
 - Slip, 13
 - moving, 15*
 - Sound
 - settings, 56*
 - Status bar, 6
 - Symbol
 - Diamond, 7*
 - T**
 - Text
 - entering in Notes, 13*
 - Time
 - setting, 59*
 - Time setting, 28
 - Time Zones, 57
 - To Do List, 35
 - To Do Tasks, 34
 - and repeats, 35*
 - completing, 35*
 - U**
 - Undo key, 5
 - W**
 - Week view
 - calendar, 33*
 - Weekly
 - meeting, 30*
 - Y**
 - Year view
 - calendar, 34*

